

WILLIAM RAINEY HARPER COLLEGE
34 West Palatine Road
Palatine, Illinois 60067

AGENDA

October 26, 1967

- I. Call to Order
- II. Roll Call
- III. Approval of Minutes
- IV. Approval of Bills
- V. Communications
- VI. Unfinished Business
- VII. New Business
 - A. Discussion and review of change orders relating to HARPER COLLEGE Construction Program.
 - B. Adoption of official Board resolution acknowledging receipt of Federal Grant related to HARPER COLLEGE Construction Program.
 - C. Overall review and report of instructional program of HARPER COLLEGE Dr. Pankratz and Staff.
 - D. Other
- VIII. President's Report
- IX. Adjournment

OFFICE OF THE PRESIDENT

October 20, 1967

Board of Trustees

Dear Trustee:

Enclosed you will find the Agenda and supporting materials for the regular Board meeting to be held on Thursday, October 26th, 1967.

As discussed previously by the Board, the second meeting of each month will be primarily devoted to a report on some facet of the Educational Program of HARPER COLLEGE.

Since this Agenda will be rather short, you may wish to have our business office explain the new statement of position and budget report which will be forthcoming on a monthly basis hereafter. You will find enclosed, a statement of position as of July 31st for this meeting and you may expect to have in your possession the statements of August, September and October for the first regular Board meeting in November.

I look forward to seeing you at 8:00 on Thursday, October 26th, at 1200 West Algonquin Road, Palatine.

Sincerely,



Robert E. Lahti
President

REL:md

Enc.

WILLIAM RAINEY HARPER COLLEGE
BOARD OF JUNIOR COLLEGE DISTRICT 512
COUNTIES OF COOK, KANE, LAKE, AND McHENRY, STATE OF ILLINOIS

Minutes of the Regular Board Meeting of Thursday, October 26, 1967

CALL TO ORDER: The regular meeting of the Board of Junior College District No. 512 was called to order at 8:10 p.m., October 26, 1967, at the Harper College Data Processing Center, 1200 W. Algonquin Road, Palatine, Illinois, by Chairman Haas.

In the absence of Secretary Nicklas, Member Hamill nominated Member Hutchings as Secretary Pro Tempore. Member Johnson moved and Member O'Dea seconded the motion that a unanimous ballot be cast for Member Hutchings as Secretary Pro Tempore. Motion carried.

ROLL CALL: Present: Haas, Hamill, Hutchings, Johnson and O'Dea

Absent: Hansen and Nicklas

Also present: Dr. Robert E. Lahti, Kenneth Andeen, John Berkholz, Harold Cunningham, James Harvey, Robert Hughes, William Mann, H. Pankratz, Roy Sedrel, John Thompson and Frank Vandever, Harper College; Kathy Gosnell, Paddock Publications; and Ralph P. Klatt, Des Plaines Suburban Times.

MINUTES: Board members asked for the following corrections in the minutes of October 12, 1967:

Under Roll Call, Mrs. Nicklas should be shown absent.

Under Minutes, Member Hansen seconded should be changed to Member Hamill seconded.

Under Other Business, page 7, 1st line, Member Johnson should be changed to Member O'Dea.

Under New Business, page 7, 1st line, Member Johnson should be changed to Member O'Dea.

Member Johnson moved and Member O'Dea seconded the motion to approve the minutes of the Regular Board Meeting of October 26, 1967, as corrected. Motion unanimously carried.

APPROVAL OF
ESTIMATED
PAYROLL:

Mr. Mann explained that a part-time teacher payroll would be due October 31, 1967. Member Johnson asked if these reports could not indicate "For Period of _____ to _____." Mr. Mann agreed this would be done.

Member Hamill moved and Member O'Dea seconded the motion to approve \$61,820.67 as itemized in the October 31, 1967, payroll report.

Upon roll call, the vote was:

Aye: Haas, Hamill, Hutchings, Johnson and O'Dea

Nay: None

APPROVAL OF
ESTIMATED
PAYROLL: (Cont.)

A discussion of the financial statements followed. Mr. Mann answered questions relating to the July 31, and August 31 statements and pointed out to the Board that the Statement of Position is basically a balance sheet and that this, in comparison with the Operating Statement, will give the Board an overall financial picture. The Board requested that they be provided with a Cash Receipts and Disbursements Statement.

COMMUNICATIONS:

Chairman Haas stated that all members had received copies of the communication from the Prospect Heights Public Schools in reference to the meeting of October 31. Chairman Haas also called attention to the copies the Board had received of the communication from the I.A.J.C. in reference to the statewide Junior College Conference on November 16th, 17th and 18th, 1967, in Peoria. He asked that any members planning to attend contact Dr. Lahti so reservations could be made.

UNFINISHED
BUSINESS:

None.

NEW BUSINESS:

Dr. Lahti stated that contracts have been held up because government funding has been frozen. He went on to say that I.B.A. has issued a letter of intent to contractors and the contracts should be forthcoming next week. Dr. Lahti informed the Board that H.E.W. is asking the architects to justify the reason Minneapolis-Honeywell has been disqualified.

Change Order
Procedure Relating
to Harper College
Construction
Program

Dr. Lahti and Mr. Mann discussed the change order procedure proposed by the college. Basically, this procedure provides that: administration may authorize change orders of less than \$1,000, based on the architect's recommendation, to be approved by the Board of Trustees at the next Board meeting; the administration may authorize change orders in excess of \$1,000 but not to exceed \$5,000 for emergencies, based on the architect's recommendation, to be approved by the Board of Trustees at the next Board meeting; the Board of Trustees will authorize and approve all change orders in excess of \$1,000 or emergencies in excess of \$5,000 at regular or special Board meetings.

Member Hamill requested that information, such as this change order procedure, be given to the Board in advance of the Board meeting so Board members will have time to peruse such material. Dr. Lahti assured the Board this is done whenever possible and explained that the meeting on the change order procedures took place after the material had been mailed to the Board.

Member Johnson moved and Member Hamill seconded the motion to approve the change order procedure as presented by the administration.

Upon roll call, the vote was:

Aye: Haas, Hamill, Hutchings, Johnson and O'Dea

Nay: None

NEW BUSINESS:

(Cont.)

Adoption of
Official Board
Resolution Acknow-
ledging Receipt of
Federal Grant
Related to Harper
Construction Program

Member O'Dea moved and Member Hamill seconded the motion to approve the adoption of the following resolution acknowledging receipt of Federal Grant related to the Harper College Construction Program:

(RESOLUTION ATTACHED TO OFFICIAL COPY OF MINUTES)

Upon roll call, the vote was:


Aye: Haas, Hamill, Hutchings, Johnson and O'Dea

Nay: None

C E R T I F I C A T E

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Board of Junior College District No. 512, Counties of Cook, Kane, Lake and McHenry and State of Illinois, and as such official I do further certify that attached hereto is a true, correct and compared copy of a resolution adopted by said College Board at a regular meeting held on the 26th day of October, 1967 pertaining to the acknowledgement of receipt of grants from the Department of Health, Education and Welfare of the Government of the United States, by the College District Treasurer, and a true, correct and compared copy of the minutes of the meeting whereat said resolution was adopted insofar as said minutes and meeting pertained thereto. I do further certify that no action has been taken by said College Board since the adoption of said resolution on the 26th day of October, 1967, which would or could have the affect of modifying, abrogating or otherwise altering said resolution or the subject matter thereof, and that a faithful record of the proceedings so had on the 26th day of October, 1967 has been made in the official records of my office, now remaining in my custody and safekeeping.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this 26th day of October, 1967, at Palatine, Illinois.


College Board Secretary

R E S O L U T I O N

WHEREAS, This Board of Junior College District No. 512, Counties of Cook, Kane, Lake and McHenry and State of Illinois, has heretofore applied to the Department of Health, Education and Welfare of the Government of the United States, (hereinafter referred to as the Department), for grants in the amounts of \$2,611,750 and \$466,352 relative to Phases IA and IB, respectively, of the College Construction Program, which grants have there- since been approved by the Department on March 22, 1967 and May 25, 1967, respectively, and

WHEREAS, the said funds in the aggregate of \$3,078,102 are now due and payable to be held for dis- bursement for and towards the College Construction Pro- gram as described above, which aggregate sum represents a portion of the total costs of Phases IA and IB of said program, and

WHEREAS, a portion of the balance of the total costs of Phases IA and IB shall be paid from the proceeds of the sale of bonds by the Illinois Building Authority, (Hereinafter referred to as the Authority), which sale of bonds and payment from the proceeds thereof have been duly authorized in part in reliance upon the receipt by the College of approval of grants totaling the sum of \$3,078,102 from the Department, and

WHEREAS, the Authority now requires official notice that the College District Treasurer has received approval of grants totaling the sum of \$3,078,102 to be held for disbursement for and towards Phases IA and IB of the College Construction Program as set forth in the approved plans, specifications and related documentation applicable thereto,

NOW, THEREFORE, IT BE HEREBY RESOLVED by the Board of Junior College District No. 512, Counties of Cook, Kane, Lake and McHenry and State of Illinois, as follows:

Section 1. That the receipt of the approval of grants totaling the sum of \$3,078,102 by the College to be held for disbursement for and towards Phases IA and IB of the College Construction Program be and hereby is officially declared and acknowledged by this Board and that said receipt and use, and acknowledgement thereof are hereby adopted as official findings of this Board in behalf of the District, which finding is to be entered into the records of the District as permanent and public evidence thereof.

Section 2. That the Illinois Building Authority be provided with a Certified Copy of this resolution to be made a part of the official records of said Authority and to serve as an inducement to said Authority to sell bonds and make disbursements from the proceeds thereof.

Section 3. That this resolution shall be in full force and effect from and after its date of passage.

NEW BUSINESS

(Cont.)

Other:

Dr. Lahti pointed out that the second Board meeting in November would fall on Thanksgiving.

Member Johnson moved and Member Hamill seconded the motion to approve the change of the second meeting in November from November 23rd to November 28th. Motion unanimously carried.

Dr. Lahti asked the Board if there would be any objection, starting in December, to making the first meeting of the month the Educational Meeting and the second meeting the Business Meeting. There were no objections on the part of the Board to this change.

Dr. Lahti then discussed problems on the site. He stated there is a peat problem and as yet there is no way of knowing the magnitude of this problem. Mr. Mann estimated the cost for cutting, filling and compacting around \$5.00 a yard and pointed out that as this often happens a unit price is stated separately in the contract. Dr. Lahti informed the Board there was a culvert problem necessitating a change order which was not cleared through the college. Dr. Lahti stated this was a necessary change order but the architects have been informed, and have agreed, that in the future they will follow the change order procedure. Mr. Mann advised the Board that this change order will be around \$890.00.

Dr. Lahti reported that he and several members of the staff met with the construction superintendent on the site today. The general contractor has turned over the basic information to M.B.M. for the Critical Path Method Study. If all goes well, this report will be printed and provided to the Board within thirty days.

Mr. Hughes reported that the excavation site preparation is 50% complete at this time, further excavation is being made on Phase 2, and footings have been poured for the front bay of the Power Plant. Mr. Hughes stated they are moving dirt in the parking lot adjacent to the Roselle entrance and the procedure is to put in the parking lots first so parking will be available for trades people's cars.

Dr. Lahti informed the Board that he had asked Bob Fridstein, of Fridstein & Fitch, to appear before the Board on November 9th and present a proposal to the Board on a change in personnel supervision.

Overall Review and Report of Instructional Program of Harper College

Dr. Pankratz reviewed the original surveys for a junior college in this area. He pointed out that the enrollment projections of the consultant firm of Arthur A. Little were amazingly accurate when compared to this year's enrollment. Dr. Pankratz stated that next year's enrollment is expected to be about double that of this year and that additional facilities will be needed.

NEW BUSINESS:

(Cont.)

Overall Review and
Report of Instruc-
tional Program of
Harper College
(Cont.)

Mr. Cunningham presented the Board with an enrollment analysis for the fall of 1967. This analysis covered the following breakdown: by division and number of sections in major sub-divisions; average number of students; credit hours taught in various areas; numbers of sections offered in various areas; and, courses with heaviest enrollments. This report showed total enrollments of 6,025, with 276 sections, averaging 21.8 students per section. Mr. Cunningham pointed out that this includes a preparatory course of English 99, which is not a college credit course.

The Board questioned the low enrollment in the foreign language courses, and Dr. Pankratz agreed that the college had not attracted as high a number of students in these courses as anticipated and stated he felt this was possibly due to the night school courses offered by the high schools in this area.

Dr. Andeen presented a Faculty Profile Report to the Board covering preparation, experience, occupation of part-time faculty and teaching load of full-time faculty. Dr. Andeen pointed out that the forty-six full-time teachers all have Master's Degrees with added hours in most instances. He went on to say that the faculty is presently working with six committees--Steering Committee, Faculty Affairs Committee, Service Committee, Instruction Committee, Student Personnel Committee and Community Relations Committee. Hopefully, they plan by the end of the year to have a Faculty Senate. Dr. Andeen reported that every faculty member is presently on a major committee and these are broken down into sub-committees. He stated that the faculty has worked out a very fine structure in a short period of time. Dr. Andeen advised the Board that eight or nine faculty members are taking graduate studies at the present time.

The Board discussed moving towards all full-time teachers. Dr. Lahti stated the college desires to cut down the number of part-time teachers as much as possible but expects no problem with North Central as a large number of part-time teachers is common with new junior colleges for the first year or two.

Dr. Andeen estimated the need for 110-115 full-time teachers and 60 part-time teachers next year. He reported the average full-time teacher's salary is \$10,500.

The Board discussed teacher effectiveness, pointing out there must be a few amongst so many who are not capable teachers. Dr. Lahti stated the department chairmen and division chairmen are constantly on the alert for this type of problem. This is done through class visitation, committee work and relationships amongst the faculty themselves. The Board brought up the need for culling out ineffective teachers before they get on tenure.

Dr. Pankratz announced that presentations on broad subject areas are being planned for future Board meetings. At the November 28th meeting, presentations will be made by the Social Science and Business Departments.

NEW BUSINESS:
(Cont.)
Overall Review
and Report of
Instructional
Program of
HARPER COLLEGE
(Cont.)

Dr. Lahti advised the Board that he has open-communication meetings once a week with the faculty at Grove. He reported that the faculty is involved in many activities--committee work, preparing course outlines, consideration of equipment for this year and next year, facility planning, professional growth, self-evaluation and staffing for next year, for example.

Dr. Lahti introduced Dr. Frank Vandever, who will head Dental Hygiene, John Berkholz, Division Chairman for Business, and John Thompson, Division Chairman for Biology, to the Board.

Dr. Lahti informed the Board that if they would like extra copies of the Northwest Brochure, he would be happy to have some delivered to them.

Dr. Lahti reported that reactions to the faculty orientation were good. A report to the board will be forthcoming. He stated plans are under way to develop several types of brochures describing various programs, various courses, general information, etc. These brochures could be sent out in place of the catalog in cases where information in specific areas was requested.

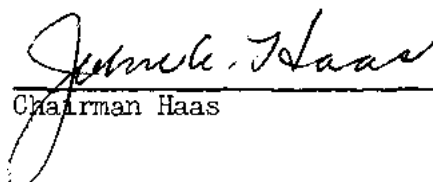
The Board of Trustees commended Dr. Pankratz and his staff for their presentation.

OTHER

Member O'Dea reported that Dr. Pankratz and he had visited Oakland Community College in Detroit on October 24th. He stated this is the most experimental college in the country, with a twenty million dollar campus which has three classrooms, with a fascinating systems approach to learning.

ADJOURNMENT:

Member Johnson moved and Member O'Dea seconded the motion that the meeting adjourn at 11:05 p.m. Motion unanimously carried.



Chairman Haas



Secretary Pro-Tempore Hutchings

FOR BOARD ACTION

October 26, 1967

I. Subject:

Consideration of a definite change order procedure for construction contracts.

II. Reason for Consideration by the Board

In order to provide the administration with sufficient flexibility to expedite construction projects, a policy covering change orders should be adopted by the Board of Trustees.

III. Information

Change orders generally fall into the following categories:

- A. Emergencies that would slow construction progress.
- B. Modification of design that would improve the project as recommended by the architect.
- C. Changes initiated by the college in order to improve the project.
- D. Credits or no charge in price orders as recommended by the architect.
- E. Any change in the completion date.

IV. Recommendation

- 1. The Board of trustees shall approve all change orders.
- 2. Documentation shall include:
 - a. Description of the change by the architect and/or engineer.
 - b. Justification of the change by the architect and/or engineer. (Large or complicated change orders will be explained by the architect at the Board meeting.)

- c. Detailed proposal by the contractor for an increase, decrease, or no change in the contract amount. Such proposal shall be approved by the architect and/or engineer.
 - d. Approval by the Board of Trustees.
 - e. Approval by the Illinois Building Authority, will be required on change orders in excess of \$1,000. Emergencies up to \$5,000 will be approved by I.B.A. Staff prior to formal action by the I.B.A. Board.
- 3. The administration may authorize change orders of less than \$1,000 based on the architect's recommendation. The Board of Trustees will approve the change order at the next Board meeting.
 - 4. The administration may authorize change orders in excess of \$1,000 but not to exceed \$5,000 for emergencies that would delay construction based on the architect's recommendations. The Board of Trustees will approve the change order at the next Board meeting.
 - 5. The Board of Trustees will authorize and approve all change orders in excess of \$1,000 or emergencies in excess of \$5,000 at the regular or special Board meeting.

WILLIAM RAINEY HARPER COLLEGE
INSTRUCTIONAL PROFILE
October 26, 1967

A. Forecasts and Fulfillment

1. Early Projections for Harper, 1964
2. A. D. Little Study, 1966
3. Actual overall enrollment

B. Enrollment Specifics

1. By division and number of sections in major subdivisions
2. Average number of students
3. Credit hours taught in various areas
4. Number of sections offered in various areas
5. Courses with heaviest enrollments
6. Totals

C. Faculty

1. Full-Time

- a. Background of each full-time member with average hours beyond Masters and years of teaching experience
- b. Average full-time salaries paid
- c. Number of full-time teachers in each area
- d. Full-time teaching loads by division (contact hours)
- e. Outside activities

- 1) Teaching
- 2) Study

2. Part-Time

- a. Qualifications
- b. Number of part-timers in each area and total by division
- c. Teaching loads in contact hours
- d. Outside activities

D. General Observations

1. Our Students
2. Class Offerings

E. Future Presentations

WILLIAMRAINEY HARPER COLLEGE
DISTRICT NO. 512
EDUCATIONAL FUND
STATEMENT OF POSITION, JULY 31, 1967

<u>ASSETS</u>	ACCOUNT NUMBER	7/31/67 BALANCE	ENCUMBRANCES	UNENCUMBERED BALANCES
Imprest Fund	101.20	5,000.00		5,000.00
Cash in Bank - First Bank & Trust Co.	101.32	131,822.66		131,822.66
Deposits	101.80	600.00		600.00
Investments	102.10	48,861.50		48,861.50
Interfund Receivables - Building Fund	103.20	666.28		666.28
Interfund Receivables - Trust & Agency Fund	103.40	1,555.87		1,555.87
Accounts Receivable - Current Taxes	105.10	596,502.25		596,502.25
Accounts Receivable - Back Taxes	105.11	2,340.00		2,340.00
Accounts Receivable - Other	105.90	251.98		251.98
Bookstore Inventory		862.36	43,682.97	44,545.33
TOTAL ASSETS		<u>788,462.90</u>	<u>43,682.97</u>	<u>832,145.87</u>

LIABILITIES

Interfund Payables - Building Fund	203.20	477.31		477.31
Payroll Deductions-Group Insurance	204.50	30.55		30.55
Accounts Payable	205.00	14,531.06		14,531.06
Reserve for Encumbrances	210.90	15,260.57	73,764.47	89,025.04
TOTAL LIABILITIES		<u>30,299.49</u>	<u>73,764.47</u>	<u>104,063.96</u>

FUND BALANCE

Fund Balance	300.00	758,163.41	(30,081.50)	728,081.91
TOTAL LIABILITIES & FUND BALANCE		<u>788,462.90</u>	<u>43,682.97</u>	<u>832,147.87</u>

Summary of Fund Balance

Balance, July 1, 1967	12,932.60	--	12,932.60
Add: Revenues to Date	791,117.00	--	791,117.00
	<u>804,049.60</u>	--	<u>804,049.60</u>
Less: Expenditures	45,886.19	30,081.50	75,967.69
FUND BALANCE	<u>758,163.41</u>	<u>(30,081.50)</u>	<u>728,081.91</u>

WILLIAM WINEY HARPER COLLEGE
 DISTRICT NO. 512
 EDUCATIONAL FUND - BUDGET REPORT

EXPLANATION	ACCOUNT NUMBER	BUDGET	MONTH OF JULY	YEAR TO DATE	BALANCE	ENCUMBRANCES	UNENCUMBERED BALANCE
REVENUE:							
Taxes	400.00						
Current Taxes	401.10	786,767.00	786,767.00				
Prior Years Taxes	401.11	2,340.00	2,340.00				
		789,107.00	789,107.00				
From Governmental Divisions	402.00				396,750.00		396,750.00
Junior College Aid	402.30						
Vocation Education Act	402.60						
Nursing Aid	402.61	18,844.00			18,844.00		18,844.00
Data Processing-Teaching Supply Aid	402.62	1,000.00			1,000.00		1,000.00
		19,844.00			19,844.00		19,844.00
Federal Subsidies	402.80	5,000.00			5,000.00		5,000.00
Tuition	403.00						
Resident Tuition	403.10	240,000.00	2,010.00		237,990.00		237,990.00
Non-Resident Tuition	403.20	195,750.00			195,750.00		195,750.00
		435,750.00			433,740.00		433,740.00
Interest on Investments	404.00	25,000.00			25,000.00		25,000.00
Student Fees	409.00	7,500.00			7,500.00		7,500.00
Refund of Retirement Payments	410.00						
Refund of 1966-67 Payments	410.10	18,450.00			18,450.00		18,450.00
Refund of 1967-68 Payments	410.20	7,500.00			7,500.00		7,500.00
		25,950.00			25,950.00		25,950.00
1966-67 Fund Balance	411.00	12,932.00			12,932.00		12,932.00
Bookstore	414.00						
Sale of Textbooks	414.4	75,000.00			75,000.00		75,000.00
Sale of Supplies	414.30	16,000.00			16,000.00		16,000.00
		91,000.00			91,000.00		91,000.00
Cafeteria	415.00						
Sale of Food	415.40	30,000.00			30,000.00		30,000.00
Student Activity Program							
Activity Fee	417.20	20,000.00			20,000.00		20,000.00
TOTAL REVENUE		1,858,833.00	791,117.00		1,067,716.00		1,067,716.00

WILLIAM RAIN HARPER COLLEGE
 DISTRICT NO. 512
 EDUCATIONAL FUND -- BUDGET REPORT

EXPLANATION	ACCOUNT NUMBER	BUDGET	MONTH OF JULY	YEAR TO DATE	BALANCE	ENCUMBRANCES	UNENCUMBERED BALANCE
EXPENDITURES							
Administration	500.00						
Salaries	501.10						
President	501.11	\$ 25,000.00	\$ 2,083.33	\$	\$ 22,916.67	\$ --	\$ 22,916.67
Instit. Dev. -Comm. Rel.	501.12	15,400.00	1,283.33		14,116.67	--	14,116.67
Dean of Business	501.13	19,000.00	1,625.00		17,375.00	--	17,375.00
Business Office Staff	501.131	22,700.00	1,891.67		20,808.33	--	20,808.33
Data Processing Director	501.14	15,500.00	1,291.67		14,208.33	--	14,208.33
Data Processing Staff	501.141	21,000.00	916.67		20,083.33	--	20,083.33
Secretarial & Clerical	501.16	58,500.00	3,729.12		54,770.88	--	54,770.88
Other Salaries	501.19	7,500.00	--		7,500.00	--	7,500.00
TOTAL SALARIES		\$184,600.00	\$12,820.79	\$	\$171,779.21	\$ --	\$171,779.21
Contractual Services							
Accounting	501.20	\$ 3,000.00	\$	\$	\$ 3,000.00	\$ 3,000.00	\$ --
Legal	501.21	12,000.00	382.50		11,617.50	--	11,617.50
Service Bureau	501.22	1,000.00			1,000.00	--	1,000.00
Architectural	501.23	1,000.00			1,000.00	--	1,000.00
Educational	501.24	2,500.00			2,500.00	--	2,500.00
Financial	501.25	1,500.00			1,500.00	--	1,500.00
Other	501.26	8,000.00	144.14		7,855.86	142.50	7,713.36
TOTAL CONTRACTUAL SERVICES		\$ 29,000.00	\$ 526.64	\$	\$ 28,473.36	\$ 3,142.50	\$ 25,330.86
Supplies							
Office Supplies	501.30	\$ 5,650.00	\$ 442.92	\$	\$ 5,207.08	\$ 42.84	\$ 5,164.24
Copying Supplies	501.31	5,500.00	135.00		5,365.00	84.50	5,250.50
Printing	501.32	6,500.00	724.90		5,775.10	409.16	5,365.94
Postage	501.33	6,000.00	14.30		5,985.70	--	5,985.70
Election Supplies	501.34	4,000.00			4,000.00	--	4,000.00
Professional Books	501.35	1,850.00			1,850.00	--	1,850.00
Other Supplies	501.38	6,250.00	273.64		5,976.36	78.35	5,898.01
TOTAL SUPPLIES		\$ 35,750.00	\$ 1,590.76	\$	\$ 34,159.24	\$ 614.85	\$ 33,544.39
Travel							
Administrative Travel	501.70	\$ 11,250.00	\$ 1,033.56	\$	\$ 10,216.44	\$ --	\$ 10,216.44
Other Travel	501.72	1,000.00	14.20		985.80	--	985.80
TOTAL TRAVEL EXPENSE		\$ 12,250.00	\$ 1,047.76	\$	\$ 11,202.24	\$ --	\$ 11,202.24

WILLIAM RAIN HARPER COLLEGE
 DISTRICT NO. 512
 EDUCATIONAL FUND -- BUDGET REPORT

EXPLANATION	ACCOUNT NUMBER	BUDGET	MONTH OF	BALANCE	ENCUMBRANCES	UNENCUMBERED BALANCE
			JULY			
Other Administrative Expense	501.90					
Dues & Subscriptions	501.91	\$ 800.00	\$ 61.75	\$ 738.25	\$ 58.00	\$ 680.25
Newspapers, Legal Notices, Ads	501.93	1,800.00	159.98	1,640.02	--	1,640.02
Meeting Expense	501.95	4,850.00	215.92	4,634.08	--	4,634.08
Tuition Reimbursement	501.96	500.00	--	500.00	--	500.00
Miscellaneous Office Expense	501.99	550.00	20.25	529.75	--	529.75
TOTAL OTHER ADMINISTRATIVE EXPENSE		\$ 8,500.00	\$ 457.90	\$ 8,042.10	\$ 58.00	\$ 7,984.10
TOTAL ADMINISTRATIVE EXPENSE		\$270,100.00	\$16,443.85	\$253,656.15	\$3,815.35	\$249,840.80

WILLIAM RAINEY HIGGINS COLLEGE
 DISTRICT NO. 512
 EDUCATIONAL FUND - BUDGET REPORT

EXPLANATION	ACCOUNT NUMBER	BUDGET	MONTH OF JULY	YEAR TO DATE	BALANCE	ENCUMBRANCES	UNENCUMBERED BALANCE
Instruction							
Salaries							
Dean of Instruction	502.11	19,200.00	1,600.00		17,600.00	--	17,600.00
Asst. Dean of Voc. Tech.	502.12	18,000.00	1,500.00		16,500.00	--	16,500.00
Asst. Dean of Trans. Prog.	502.12	18,000.00	--		18,000.00	--	18,000.00
Secretarial & Clerical	502.16	26,950.00	779.80		26,170.20	--	26,170.20
Instructional Staff	502.121						
Business		73,345.00	--		73,345.00	--	73,345.00
Communications		157,568.00	--		157,568.00	--	157,568.00
Engr. & Related		78,303.00	2,126.88		76,176.12	--	76,176.12
Health & Biology		143,769.00	2,297.41		141,471.59	--	141,471.59
Humanities & Fine Arts		46,595.00	--		46,595.00	--	46,595.00
Math & Physical Science		88,959.00	--		88,959.00	--	88,959.00
Social Science		83,253.00	654.78		82,598.22	--	82,598.22
Library		49,700.00	2,347.89		47,352.11	--	47,352.11
Student Services							
Dean of Students	502.13	19,200.00	1,600.00		17,600.00	--	17,600.00
Student Services Staff	502.14	78,706.00	3,658.33		75,047.67	--	75,047.67
Secretarial & Clerical	502.16	37,100.00	1,712.11		35,387.89	--	35,387.89
Adult Education	502.121	5,103.00	--		5,103.00	--	5,103.00
Data Process. Programmer	502.15	4,800.00	--		4,800.00	--	4,800.00
Other Salaries	502.19	3,000.00	--		3,000.00	--	3,000.00
TOTAL SALARIES		\$951,551.00	\$18,277.20	\$	\$933,273.80	--	\$933,273.80
Contractual Services	502.20						
Data Process. -Serv. Bureau	502.23	\$ 1,000.00	\$ --	\$	\$ 1,000.00	--	\$ 1,000.00
Educational Consultants	502.26	5,930.00	--		5,930.00	--	5,930.00
TOTAL CONTRACTUAL SERVICES		\$ 6,930.00	\$ --	\$	\$ 6,930.00	--	\$ 6,930.00

WILLIAM RAIN HARPER COLLEGE
 DISTRICT NO. 512
 EDUCATIONAL FUND--BUDGET REPORT

EXPLANATION	ACCOUNT NUMBER	BUDGET	MONTH OF JULY	YEAR TO DATE	UNENCUMBERED BALANCE	
					BALANCE	ENCUMBRANCES
<u>EXPENDITURES</u>						
Supplies						
Office Supplies	502.30					
	502.31	6,000.00	196.68		5,803.32	801.96
Copying Supplies	502.32	3,000.00			3,000.00	87.00
Printing	502.33	15,875.00	1,170.11		14,704.89	14,704.89
Postage	502.34	6,000.00			6,000.00	6,000.00
Library Supplies	502.37	10,000.00	7.00		9,993.00	33.15
Prof. Expenses	502.38	5,500.00			5,500.00	9,959.85
Data Process. Supplies	502.39	750.00			750.00	5,500.00
Instruct. Supplies	502.39	51,377.00	150.85		51,226.15	750.00
TOTAL SUPPLIES		98,502.00	1,524.64		96,977.36	32,125.17
						76,954.27
Travel						
Instructional Travel	502.70					
	502.72	22,620.00	701.41		21,918.59	21,918.59
Other Travel	502.79	1,690.00	616.49		1,073.51	1,073.51
Other Travel-Innovation & Experimentation	502.79	10,000.00			10,000.00	10,000.00
TOTAL TRAVEL		34,310.00	1,317.90		32,992.10	32,992.10
Tuition Paid	502.80	45,000.00	694.00		44,306.00	44,306.00
Other Expenses of Instruction	502.90	18,910.00	305.18		18,604.82	3.31
TOTAL INSTRUCTIONAL EXPENSES		1,155,203.00	22,118.92		1,133,084.08	20,026.40
						1,113,057.68
Fixed Charges	508.00					
Employers Share of Retirement Insurance	508.40	7,500.00	3,157.02		4,342.98	4,342.98
Health Insurance	508.51	30,000.00	1,032.30		28,967.70	28,967.70
Group Life Insurance	508.52	5,000.00	207.44		4,792.56	4,792.56
Travel & Accident Insurance	508.53	1,000.00	865.00		135.00	135.00
Surety & Fidelity Insurance	508.56	400.00	--		400.00	400.00
Workman's Comp. Insurance	508.57	1,700.00	--		1,700.00	1,700.00
Rental-Other	508.60	500.00	24.00		476.00	476.00

WILLIAM RAINIER UPPER COLLEGE
 DISTRICT NO. 512
 EDUCATIONAL FUND -- BUDGET REPORT

EXPLANATION	ACCOUNT NUMBER	MONTH OF JULY	YEAR TO DATE	BALANCE		ENCUMBRANCES	UNENCUMBERED BALANCE
				BUDGET			
EXPENDITURES							
Fixed Charges, continued							
Rental-Equipment	508.61	245.27		5,000.00	4,754.73	--	4,754.73
Rental-Xerox Machine	508.62	477.31		5,000.00	4,522.69	--	4,522.69
TOTAL FIXED CHARGES		\$6,008.34		\$56,100.00	\$50,091.66	--	\$50,091.66
Student & Comm. Services							
Bookstore	514.0						
Salaries, Bookstore							
Manager	514.10	800.00		9,600.00	8,800.00	--	8,800.00
Salaries-Clerical	514.16	--		5,160.00	5,160.00	--	5,160.00
Purchases-Supplies	514.30	470.74		20,000.00	19,529.26	4,149.16	15,380.10
Less Inventory		(470.74)		(5,600.00)	(5,129.26)	(4,149.16)	(980.10)
Purchases-Textbooks	514.40	391.62		90,000.00	89,608.38	39,533.81	50,074.57
Less Inventory		(391.62)		(22,500.00)	(22,108.38)	(39,533.81)	17,425.43
Travel	514.70	177.00		500.00	323.00	--	323.00
Other Expenses	514.90	142.91		1,000.00	857.09	144.01	713.08
TOTAL BOOKSTORE COSTS & EXPENSES		\$1,119.91		\$98,160.00	\$97,040.09	\$ 144.01	\$96,896.08
Cafeteria							
Salaries	515.0	--		\$ 9,000.00	\$ 9,000.00	--	\$ 9,000.00
Purchases of Food	515.31	--		17,000.00	17,000.00	--	17,000.00
Other Expense	515.39	--		4,000.00	4,000.00	--	4,000.00
TOTAL CAFETERIA COSTS & EXPENSES				\$30,000.00	\$30,000.00	--	\$30,000.00
Student Activity Program							
Student Activity Expenditures	517.00						
	517.90	--		\$20,000.00	\$20,000.00	\$ 900.00	\$19,100.00
Student & Comm. Services							
Trustee Scholarships(5)	518.00	--		\$ 1,400.00	\$ 1,400.00	--	\$ 1,400.00
Grants-in-Aid (3)	518.92	--		840.00	840.00	--	840.00
Work Study Program	518.94	--		5,513.00	5,513.00	--	5,513.00
Harper Work Program	518.95	--		21,000.00	21,000.00	--	21,000.00
TOTAL STUDENT & COMM. SERVICES		--		\$28,753.00	\$28,753.00	--	\$28,753.00

WILLIAM RAINI HARPER COLLEGE
 DISTRICT NO. 512
 EDUCATIONAL FUND -- BUDGET REPORT

<u>EXPLANATION</u>	<u>ACCOUNT NUMBER</u>	<u>BUDGET</u>	<u>MONTH OF</u> JULY	<u>YEAR TO</u> DATE	<u>BALANCE</u>	<u>ENCUMBRANCES</u>	<u>UNENCUMBERED</u> BALANCE
Capital Outlay	563.00	112,000.00	195.17		111,804.83	5,195.74	106,609.09
Additional Equipment	590.00	88,517.00	--		88,517.00		88,517.00
Provision for Contingencies		\$45,886.19			\$1,812,946.81	\$30,081.50	\$1,782,865.31
GRAND TOTAL							

WILLIAM RAINEY HARPER COLLEGE
DISTRICT NO. 512
BUILDING FUND

STATEMENT OF POSITION, JULY 31, 1967

<u>ASSETS</u>	<u>ACCOUNT NUMBER</u>	<u>7/31/67 BALANCES</u>	<u>ENCUMBRANCES</u>	<u>UNENCUMBERED BALANCE</u>
Cash:				
Mt. Prospect State Bank	101.30	20,000.00		20,000.00
First Bank and Trust Company	101.32	46,446.75		46,446.75
Palatine National Bank	101.33	27,821.70		27,821.70
Investments	102.10	48,859.00		48,859.00
Interfund Receivables - Educational Fund	103.10	477.31		477.31
Taxes Receivable - Current Year	105.10	216,909.93		216,909.93
Taxes Receivable - Prior Years	105.11	660.00		660.00
TOTAL ASSETS		361,174.69		361,174.69
<u>LIABILITIES</u>				
Interfund Payables - Educational Fund	203.10	666.28	--	666.28
Accounts Payable	205.00	7,654.70	--	7,654.70
Reserve for Encumbrances	210.90	4,003.35	20,521.22	24,524.57
TOTAL LIABILITIES		12,324.33	20,521.22	32,845.55
<u>Fund Balance</u>				
Fund Balance		348,850.36	(20,521.22)	328,329.14
TOTAL LIABILITIES & FUND BALANCE		361,174.69	--	361,174.69

Summary of Fund Balance

Balance, June 30, 1967	67,557.44	67,557.44
Add. Revenues to Date	286,939.06	286,939.06
	354,496.50	354,496.50
Deduct: Expenditures to Date	5,646.14	26,167.36
	348,850.36	(20,521.22)
		328,329.14

WILLIAM AINEY HARPER COLLEGE
 DISTRICT NO. 512
 BUILDING FUND -- BUDGET REPORT

EXPLANATION	ACCOUNT NUMBER	MONTH OF JULY	YEAR TO DATE	BALANCE	ENCUMBRANCES	UNENCUMBERED BALANCE
REVENUE:						
Taxes	400.00					
Current Taxes	401.00					
Prior Years Taxes	401.10	286,097.00		--	--	--
TOTAL TAXES	401.11	660.00		--	--	--
Interest on Investments	404.00	286,757.00		--	--	--
Sale of Property	405.00	182.06		9,817.94	--	9,817.94
Sale of Buildings & Grounds	405.20	4,000.00		4,000.00	--	4,000.00
Fund Balance 1966-1967	406.00	67,557.00		67,557.00	--	67,557.00
Refund of 1967-1968	410.20	1,363.00		1,363.00	--	1,363.00
Other Revenue	419.0	500.00		500.00	--	500.00
TOTAL REVENUE		370,177.00	286,939.06	83,237.94	--	83,237.94
EXPENDITURES:						
Operation	500.00					
Salaries	506.00					
Superintendent of Bldgs & Grounds	506.10					
Harper Work Program (Custodians)	506.19	13,500.00	589.27	12,910.73	--	12,910.73
Contractual Services	506.20	6,000.00		6,000.00	--	6,000.00
Supplies	506.30	5,000.00	185.00	4,815.00	71.22	4,743.78
Heating - Data Processing	506.40	5,000.00	58.92	4,941.08	--	4,941.08
Utilities	506.50	2,500.00	--	2,500.00	--	2,500.00
Water & Sewage	506.51	500.00	--	500.00	--	500.00
Electricity	506.52	14,500.00		14,500.00	--	14,500.00
Telephone & Telegraph	506.54	24,000.00	883.66	23,116.34	--	23,116.34
Other	506.59	1,000.00		1,000.00	--	1,000.00
Travel	506.70	1,500.00	5.20	1,494.80	--	1,494.80
Other Expenses	506.90	500.00		500.00	--	500.00
TOTAL OPERATIONAL EXPENSES		74,000.00	1,722.05	72,277.95	71.22	72,206.73
Fixed Charges	508.00					
Employers Share of Retirement Insurance	508.40	1,363.00	59.46	1,303.54	--	1,303.54
Insurance	508.50					
Public Liability Insurance	508.54	1,100.00		1,100.00	--	1,100.00
Fire Insurance	508.55	3,370.00		3,370.00	--	3,370.00
Other Insurance	508.59	1,000.00	36.00	964.00	--	964.00
Rentals	508.60					
Computer Lease Time	7,350.00			7,350.00	--	7,350.00
Unit Record Equipment	2,300.00			2,300.00	--	2,300.00
High School Rental - Elk Grove	75,000.00			75,000.00	5600.00	69,400.00
Palatine Offices	12,200.00		1,177.67	11,022.33	--	11,022.33
Other Equipment Rental	2,500.00			2,500.00	--	2,500.00
TOTAL FIXED CHARGES		106,183.00	1,273.13	104,909.87	5600.00	99,309.87

WILM RAINY HARPER COLLEGE
 DISTRICT NO. 512
 BUILDING FUND - BUDGET REPORT

EXPLANATION	ACCOUNT NUMBER	BUDGET	MONTH JULY	YEAR TO DATE	BALANCE	ENCUMBRANCES	UNENCUMBERED BALANCE
Capital Outlay	560.00						
New Buildings & Improvements	562.00						
Refurbish Horse Barn		15,000.00			15,000.00	14,850.00	150.00
Pre-Fab Building		110,000.00			110,000.00	--	110,000.00
Additional Equipment	563.00	47,367.00	2,650.96		44,716.04	--	44,716.04
TOTAL CAPITAL OUTLAY		172,367.00	2,650.96		169,716.04	14,850.00	154,866.04
Provision for Contingencies	590.00	17,627.00			17,627.00		17,627.00
TOTAL BUILDING FUND EXPENDITURES		370,177.00	5,648.14		364,530.86	20,521.22	344,009.64

WILLIAM RAINEY HARPER COLLEGE
DISTRICT NO. 512
SITE & CONSTRUCTION FUND
STATEMENT OF POSITION, JULY 31, 1967

<u>ASSETS</u>	<u>ACCOUNT NUMBER</u>	<u>7/31/67 BALANCE</u>	<u>ENCUMBRANCES</u>	<u>UNENCUMBERED BALANCES</u>
Cash				
First National Bank of Chicago	101.31	76,472.39	--	76,472.39
Deposits	101.80	500.00	--	500.00
Investments	102.10	5,212,271.40	--	5,212,271.40
TOTAL ASSETS		<u>5,289,243.79</u>		<u>5,289,243.79</u>
<u>LIABILITIES</u>				
Interfund Payables - Bond & Interest Fund	203.30	53,094.42		53,094.42
Accounts Payable	205.00	6,635.69		6,635.69
Reserve for Encumbrances	210.90	16,984.10	36,748.27	53,732.37
TOTAL LIABILITIES		<u>76,714.21</u>	<u>36,748.27</u>	<u>113,462.48</u>
<u>FUND BALANCE</u>				
Fund Balance	300.00	5,212,529.58	(36,748.27)	5,175,781.31
TOTAL LIABILITIES & FUND BALANCE		<u>5,289,243.79</u>	<u>--</u>	<u>5,289,243.79</u>
<u>Summary of Fund Balance:</u>				
Balance, July 1, 1967		5,193,701.31	--	5,193,701.31
Add: Revenue to Date		25,358.96	--	25,358.96
		<u>5,219,060.27</u>	--	<u>5,219,060.27</u>
Deduct: Expenditures to Date		6,530.69	(36,748.27)	43,278.96
		<u>5,212,529.58</u>	<u>36,748.27</u>	<u>5,175,781.31</u>

WILLIAM RAINY HARPER COLLEGE
 DISTRICT NO. 512
 SITE & CONSTRUCTION FUND - BUDGET REPORT

EXPLANATION	ACCOUNT NUMBER	BUDGET	MONTH OF	YEAR TO	BALANCE	ENCUMBRANCES	UNENCUMBERED
REVENUE			JULY	DATE			BALANCE
Governmental Divisions	400.00						
Federal Subsidies	402.00						
Other Federal Subsidies	402.80						
Vocational Educational Act	402.89						
Title VI							
TOTAL FEDERAL SUBSIDIES		749,024.00			749,024.00		749,024.00
Interest on Investments	404.00	61,000.00			61,000.00		61,000.00
Other Revenue	409.00	810,024.00			810,024.00		810,024.00
Balance on Hand, 6/30/67	409.10	25,000.00	25,358.96		(358.96)		(358.96)
Credit from I. B. A. for Architectural Fees, Legal Fees, etc.		5,193,701.31			5,193,701.31		5,193,701.31
TOTAL REVENUE		777,000.00			777,000.00		777,000.00
		6,805,725.31	25,358.96		6,780,366.35		6,780,366.35
EXPENDITURES							
Fixed Charges	500.00	1,000.00			1,000.00		1,000.00
Insurance	508.00						
Capital Outlay	508.50						
New Bldgs & Improvements	560.00						
Additional Equipment	562.00						
Instructional Equipment	563.00						
Office Furniture & Equipment							
Office Machines-Classroom							
Musical Instruments							
Science Equipment							
Audio Visual Equipment							
Data Processing-Instructional Furniture							
Date Processing-DiskPacks							
Data Processing - Office Furniture							
Nurses Office Equipment							
Student Personnel Equipment & Furniture							
Bookstore Equipment & Furniture							
Institutional Development Equipment							
Business Office Equipment							
Drinking Fountains							
Library Equipment							
Communications Equipment							
TOTAL INSTRUNCTIONAL EQUIPMENT		3,981,928.00	425.85		3,981,502.15	350.00	3,981,152.15
Office Furniture & Equipment		35,497.00	2,798.60		32,698.40	7,220.52	25,477.88
Office Machines-Classroom		5,625.00			5,625.00		5,625.00
Musical Instruments		10,000.00			10,000.00		10,000.00
Science Equipment		34,800.00			34,800.00	16,540.33	18,259.67
Audio Visual Equipment		7,755.00			7,755.00		7,755.00
Data Processing-Instructional Furniture		4,510.00			4,510.00	3,835.53	674.47
Date Processing-DiskPacks		3,150.00			3,150.00		3,150.00
Data Processing - Office Furniture		1,535.00			1,535.00	501.60	1,033.40
Nurses Office Equipment		1,850.00			1,850.00	44.50	1,805.50
Student Personnel Equipment & Furniture		17,425.00	547.00		16,878.00	4,236.41	12,641.59
Bookstore Equipment & Furniture		12,000.00	2,759.24		9,240.76	3,221.38	6,019.38
Institutional Development Equipment		1,000.00			1,000.00		1,000.00
Business Office Equipment		4,115.00			4,115.00	405.00	3,710.00
Drinking Fountains		800.00			800.00		800.00
Library Equipment		26,557.00			26,557.00		26,557.00
Communications Equipment						393.00	(393.00)
TOTAL INSTRUNCTIONAL EQUIPMENT		166,619.00	6,104.84		160,514.16	36,398.27	124,115.89

WILLIAM RAUFLEY HARPER COLLEGE

DISTRICT NO. 512

SITE & CONSTRUCTION FUND - BUDGET REPORT

EXPLANATION	ACCOUNT NUMBER	BUDGET	MONTH OF JULY	YEAR TO DATE	BALANCE	ENCUMBRANCES	UNENCUMBERED BALANCE
Vocational Technical Equipment							
Architecture		65,500.00	--		65,500.00	--	65,500.00
Law Enforcement		5,500.00	--		5,500.00	--	5,500.00
Closed Circuit TV		13,153.00	--		13,153.00	--	13,153.00
Dental Program Equipment		2,000.00	--		2,000.00	--	2,000.00
Business		19,500.00	--		19,500.00	--	19,500.00
Data Processing		80,656.00	--		80,656.00	--	80,656.00
Nursing		2,050.00	--		2,050.00	--	2,050.00
Mechanical Design		254,747.00	--		254,747.00	--	254,747.00
Numerical Control		121,455.00	--		121,455.00	--	121,455.00
Electronics		184,463.00	--		184,463.00	--	184,463.00
TOTAL VOCATIONAL TECHNICAL EQUIPMENT		749,024.00	--		749,024.00	--	749,024.00
Higher Education Act-Title VI*							
Transfer Program Equipment		61,000.00	--		61,000.00	--	61,000.00
Board Matching Portion		61,000.00	--		61,000.00	--	61,000.00
TOTAL TITLE VI EXPENDITURES		122,000.00	--		122,000.00	--	122,000.00
TOTAL EXPENDITURES		5,020,571.00	6,530.69	5,014,040.31	36,748.27	4,977,292.04	
Balance June 30, 1968		1,785,154.31	--	1,785,154.31	--	1,785,154.31	
TOTAL EXPENDITURES & BALANCE		6,805,725.31	6,530.69	6,799,194.62	36,748.27	6,762,446.35	

WILLIAM RAINY HARPER COLLEGE
DISTRICT NO. 512
BOND & INTEREST FUND
STATEMENT OF POSITION, JULY 31, 1967

<u>ASSETS</u>	<u>ACCOUNT NUMBER</u>	<u>7/31/67 BALANCES</u>	<u>ENCUMBRANCES</u>	<u>UNENCUMBERED BALANCES</u>
<u>Cash in Bank:</u>				
First National Bank of Chicago	101.31	2,665.79	--	2,665.79
First Bank & Trust Company	101.32	75,824.50	--	75,824.50
<u>Investments:</u>				
		34,457.89	--	34,457.89
Interfund Receivables - Site & Construction Fund	103.60	53,094.42	--	53,094.42
Accounts Receivable - Current Taxes	105.10	350,032.82	--	350,032.82
TOTAL ASSETS		<u>516,075.42</u>	<u>--</u>	<u>516,075.42</u>
<u>LIABILITIES</u>				
Reserve for Encumbrances	210.90		489,930.05	489,930.05
TOTAL LIABILITIES			<u>489,930.05</u>	<u>489,930.05</u>
<u>FUND BALANCE</u>				
Fund Balance	300.00	516,075.42	(489,930.05)	26,145.37
TOTAL LIABILITIES & FUND BALANCE		<u>516,075.42</u>		<u>516,075.42</u>
<u>Summary of Fund Balance</u>				
Balance, July 1, 1967		53,094.42	--	53,094.42
Add: Revenues to Date		462,981.00	--	462,981.00
		<u>516,075.42</u>	<u>--</u>	<u>516,075.42</u>
Deduct: Expenditures to Date		--	489,930.05	489,930.05
Balance		<u>516,075.42</u>	<u>(489,930.05)</u>	<u>26,145.37</u>

WILLIAM RAIN HARPER COLLEGE
DISTRICT NO. 512

BOND & INTEREST FUND - BUDGET REPORT

EXPLANATION	ACCOUNT NUMBER	BUDGET	MONTH OF JULY	YEAR TO DATE	BALANCE	ENCUMBRANCES	UNENCUMBERED BALANCE
REVENUE							
Current Taxes	400.00	462,981.00	462,981.00	--	--	--	--
1966-67 Fund Balance	401.10	53,094.42			53,094.42	--	53,094.42
TOTAL REVENUE	300.00	516,075.42	462,981.00		53,094.42	--	53,094.42
EXPENDITURES							
Fixed Charges	500.00						
Interest on Bonds	508.00	489,930.05	--		489,930.05	489,930.05	--
Service Charge on Bonds	508.83						
TOTAL EXPENDITURES	508.84	489,930.05	--		489,930.05	489,930.05	--
Fund Balance - 6/30/68		26,145.37	--		26,145.37	--	26,145.37
TOTAL EXPENDITURES & FUND BALANCE		516,075.42	--		516,075.42	--	26,145.37

WILLIAM RAINEY HARPER COLLEGE

Dr. R. Lahti, President

Enrollment Analysis
Fall Semester - 1967

Oct. 26, 1967

Enrollment Analysis - Fall 1967

	Enrollments	Sections	Ave. No. of Students/Section	Total Cr.Hrs.
DIV. OF BUSINESS	778	30	27.0	92
Dept. of Bus. Admin.	693	25	27.8	75
BUS	601	22	27.4	66
ECO	92	3	30.7	9
Dept. of Sec. Sc.	85	5	17.0	17
BUS	85	5	17.0	17
DIV. OF COMMUNICATIONS	1405	71	19.8	215
Dept. of Eng.	1266	58	21.8	163
ENG	974	44	22.2	127
LIT	112	5	22.4	15
RDG	68	4	17.0	6
SPE	112	5	22.4	15
Dept. of For. Lang.	139	12	11.6	52
FRN	36	4	9.0	16
GER	30	4	7.5	16
RUS	18	1	18.0	4
SPA	55	3	18.3	16
DIV. OF ENGR. & RELATED TECH.	344	24	14.3	57
Dept. of Engr.	29	2	14.5	6
EGR	29	2	14.5	6
Dept. of Tech.	315	20	15.8	51
DPR	258	12	16.1	40
ELT	29	2	15.5	8
MCD	28	2	14.0	3

	Enrollments	Sections	Ave. No. of Students/Section	Total Cr.Hrs.
DIV. OF HEALTH & BIO. SC.	1098	48	22.8	81
Dept. of Bio. Sc.	547	22	24.9	45
BIO	547	22	24.9	45
Dept. of Health Sc.	42	2	21.0	5
NUR	42	2	21.0	5
Dept. of Phy. Ed.	509	24	21.2	31
PED	509	24	21.2	31
DIV. OF HUM. & FINE ARTS	456	25	18.2	63
Dept. of Art	182	11	16.5	28
ART	161	10	16.1	25
ARC	21	1	21.0	3
Dept. of Hum.	158	6	26.4	18
FNA	29	1	29.0	3
HUM	23	1	23.0	3
PHI	106	4	26.5	12
Dept. of Music	116	8	14.5	17
MUS	116	8	14.5	17
DIV. OF MATH & PHY. SC.	783	42	18.6	121
Dept. of Math	528	24	22.0	77
MTH	528	24	22.0	77
Dept. of Phy. Sc.	255	18	14.2	44
CHM	99	5	19.8	17
GEO	23	2	11.5	4
PHS	103	7	14.7	15
PHY	30	4	7.5	8

	Enrollments	Sections	Ave. No. of Students/Section	Total Cr.Hrs.
DIV. OF SOC. SCIENCE	1161	39	29.8	120
Dept. of Hist. & Pol. Sc.	511	18	28.4	57
HST	394	13	30.3	42
LAE	85	4	21.2	12
PSC	32	1	32.0	3
Dept. of Soc. Sc.	650	21	31.0	63
EDU	30	1	30.0	3
GEG	41	2	20.5	6
PSY	358	11	32.5	33
SOC	221	7	31.6	21
 ALL DIVISION COMBINED:	 6025	 276	 21.8	 749

WILLIAM RAINEY HARPER COLLEGE
 Enrollment Analysis - Fall 1967, Part 2
 Courses with Heaviest Enrollment

<u>Rank</u>	<u>Course</u>	<u>Enrollment</u>
1	ENG 101, Composition	712
2	PSY 101, Introduction to Psychology	312
3	ENG 99, Composition	247
4	SOC 101, Introduction to Sociology	243
5	BUS 101, Accounting	238
6	BIO 111, General Biology	220
7	HST 111, History of American People to 1865	209
8	BUS 111, Organization & Management	197
9	BUS 110, Introduction to Business	145
10	HST 112, History of American People from 1865	125

	<u>No. of Students</u>	<u>Average Load</u>
Head Count	1725	8.9 S.H.
Full Time	854	14.3 S.H.
Part Time	871	4.3 S.H.
FTE	1023	15. S.H.

HCC: jm

WILLIAM RAINEY HARPER COLLEGE

FACULTY PROFILE

October 26 1967

1. Size - 46 Full-Time
64 Part-Time

2. Preparation

Full-time average - M.A. + 20 hrs.
Part-time average - M.A. + 17 hrs.

3. Experience

Full-time average - 8 years of teaching
Part-time average - 7½ years of teaching

<u>Full-Time</u>	<u>Part-Time</u>
0-4 yrs. - 14	0-4 yrs. - 23
5-9 yrs. - 11	5-9 yrs. - 17
10-14 yrs. - 12	10-14 yrs. - 16
15+ yrs. - 6	15+ yrs. - 7

College Teaching Experience

Full-Time -24
Part-Time -12

4. Occupation of Part-Time faculty.

High School Teachers	27
Business and Industry	18
College Teachers	8
Housewives	6
Junior High Teachers	2
Graduate Students	2

5. Teaching load of full-time faculty

Average contact hours 15½
Average credit hours 12

FULL-TIME

TEACHING FACULTY

	Department	Preparation	Teaching Experience	Fall 1967 Contact Hrs.	Fall 1967 Credit Hrs.	Other Activities
Berice, Michael W.	English	M.A. + 27	11 HS 1/2 JC	12	12	
Birkholz, John S.	Business	M.S. + 43	5 HS 7 C	6	6	Div. Chair
Bolt, Martha L.	Phys. Ed.	M.S.	5 HS	16	8	
Clouser, Joseph L.	Chemistry	M.S. + 39	13 HS	14	9	
Collins, Donald W.	Architect.	B. of Arch.	1 JC			
Collinter, Larew M.	Math	M.A. + 44	15 HS 2 C	17	16	
Davis, John W.	Spanish	M.A.	5 HS	16	16	
DePalma, Rosario	Biology	M.S. + 30	9 HS 8 C	13	8	
Dugan, Mary	Nursing	M.S.	11 JC & Hosp.			
Embryk, Betty J.	Geology	Ph.D.	6 C	15	12	
Falk, Charles Y.	Business	M.S. + 13	2 C	18	15	
Foust, William R.	Art	M.A. +	13 HS	18	9	
Gant, Mary M.	Math	M.A.	1 HS	15	15	
Gelch, John A.	Phys. Ed.	M.A. + 30	9 C	14	8	
Keinly, Joanne	Nursing					
Kelish, Edward H.	History	M.A. + 36	2 C	15	15	

TEACHING FACULTY

Department	Preparation	Teaching	Fall 1967	Fall 1967	Other
		Experience	Contact Hrs.	Credit Hrs.	Activities
Kearns, Roy G.	M.S. + 24	13 HS	14		7
King, Sherwin L.	M.A. + 36	9 HS 1 JC	15		15
Knuksen, John A.	M.F.A.	4 1/2 HS	17		10
Lang, Richard S.	M.B.A.	Data Proc.	20		14
Makas, George P.	D.Mus.Ed.	Music	17		11
McCabe, Thomas R.	M.A. + 20	2 HS 5 C	15		15
Meier, Henry C.	M.A.	German	16		16
Miller, William H.	M.S. + 48	Biology	15		11
Muchmore, John	M.S. +	Speech	15		15
Mussell, Roger A.	M.S. + 30	Electron.	14		6
Ostrowski, Michael V.	M.Ed. + 50	Psych.	15		15
Phillips, Alice F.	M.S.	Business	15		10
Powell, Robert H.	M.A. + 31	English	9		9
Reiner, William R.	M.Ed.	Mech. Des.	6		3
Roepken, Henry	M.S.	Journalism	10		12
Ryan, Martin J.	M.A.	English	12		12
					Div. Chair

TEACHING FACULTY

	Department	Preparation	Teaching Experience	Fall 1967 Contact Hrs.	Fall 1967 Credit Hrs.	Other Activities
Sanderson, Irene Y.	French	M.A.	12 HS	16	16	
Siedband, Jordan H.	Physics	M.S. + 30	16 HS 2 C	18	15	
Singelmann, Jay	Business	M.S.	2 HS	15	9	
Stevens, Marjorie J.	English	M.A. + 17	4 HS	13	13	
Stewart, Ronald	Sociol.	M.S.	5 HS	15	15	
Swanson, Marilyn L.	English	M.A.	15 HS	12	12	
Thompson, John	Biology	M.S. + 74	13aHS 1 C (pt)	12	8	Div. Chair.
Trunk, Rose M.	Business	M.B.A. + 59	8 HS	15	15	
Urbanski, Jacqueline	English	M.A. + 30	1 Elem.	12	12	
Vandever, Frank	Dent. Hyg.	D.D.S.	1 C			
Wild, Richard A.	Law Enf.	M.S.	None	15	15	
Zilkowski, Robert	Business	M.S.	9 HS 1 C	17	13	
Zimanzl, Thomas	English	M.S.	6 HS 4 C	13	13	

Faculty

Preparation

Teaching Experience

Instructor of

Full Time Work

PART-TIME

Faculty	Preparation	Teaching Experience	Instructor of	Full Time Work
Ascher, Mary	M.A. + 3	6 HS	English	Housewife
Atkinson, Edward	M.A.T. + 6	20 HS	Algebra	Maine West HS - Math
Barnes, DeWane	M.A. + 60	9 HS	History	Maine West HS - History
Bauer, Joseph	M.S. + 8	10 HS	Chemistry	Welch Scient Co. - Prod. Devel.
Berrier, Galin	M.A. + 30	11 HS	History	Forest View HS - History
Botts, Roderick	M.A. + 21	9½ HS	English	Fremd HS - English
Brown, Ollie	M.S. + 60	20 HS	Accounting	Maine South HS - Business
Burdick, Walter	M.A. + 60	4 C	History	Writing Dissertation at NTU
Cochran, Charles	M.S.	3 HS	Geography	Jr. High Teacher
Cordes, William	PhD	5 HS	Biology	Loyola University - Botany
Cossart, Russell	M.S. 1 C(P.T.)	2 HS	English	Kemper Insurance. Business Writer
Danis, Daniel	M.B.A.	None	Accounting	Public Accountant - J.W. Allen Co
Deal, Edmund	B.A.	None	Electro. Mach. Lab	Chicago Lock - Data Proc. Mgr.
Degenhardt, Edward	M.S. + 30	8 HS 6 C	Biology	Niles HS - Biology
DeSulis, Donald	M.A. + 30	5 C	English	Teacher - Community College
Dietzler, John	M.S.	13 HS	History	Glenbrook South HS - History
Dossa, Ramzan	M.A.	4 C	Sociology	Elmhurst College Teacher
Doyle, John	M.A. + 10	5 HS	Drawing	Forest View HS - Art
Flanigan, John	M.S. + 45	19 HS	Math	Leyden HS - Math

Faculty	Preparation	Teaching Experience	Instructor of	Full Time Work
Fluegge, Martha	M.A. + 8	None	Philosophy	Jewel Companies, Inc. - Programmer
Franklin, Stephen	M.A. +	2 Prvt.(PT)	Philosophy	Full Time Student
Gettle, Stanley	B.S.	4½ C	Arch. Drawing	Self Employed - Architect
Gill, John	M.S. + 37	18 HS	Algebra	Leyden HS - Math
Gould, Dean	M.A. + 72	8 HS	Math	Northwestern - Math
Guttensohn, Arthur	M.S. + 26	1 HS	Engin. Graphics	Automatic Elect.-Research Ass't.
Harrington, Charles	M.S. + 30	10 HS	Accounting	Chairman of Practical Arts - Elk Grove High School
Harrington, Gloria	M.S. +	6 HS	Psychology	Testing Psychologist for a Doctor
Hladik, Ralph	M.S. + 10 HS	1 C	Geography	Teacher at Illinois Teachers College
Homerding, Wallace	M.S. +	8 HS	Accounting	Teacher at Maine Twp. High School
Kintzle, Allen	M.S.	5 HS	Algebra	Forest View HS - Math
Kraft, Stephanie	M.A.	None	English	Housewife
Kurinsky, Robert	M.S.	2 C	Business	Loop Junior College - Business
Leeb, Susan	M.A. + 3	2 C	Art Appre.	
Lentz, Frank	M.S. + 40	15 HS	Psychology	Clinical Psychologist for Barr. HS
Lindner, C. Henry	M.S.	14 HS	Psychology	Clinical Psychologist for Dist. 214
Lundgren, Dennis	B.A.	None	Intro.Data Proc.	IBM - Systems Engineer
Maguire, Frances	M.A. + 18	14 HS	English	Housewife

Faculty	Preparation	Teaching Experience	Instructor of	Full Time Work
McLaughlin, Rebecca	M.S.	7 HS	Bus. Math	Housewife
Miksis, Albert	M.S. + 40	3 HS	Psychology	School Psychologist at Mt. Prospect Juvenile Court, Chicago, Illinois
Miller, Karl	M.A. + 30	8 HS	Chemistry	Maine West HS - Chemistry
Norris, William	M.A.	None	English	Training Dept. Naval Ordnance
Owens, Lee	M.A. + 11	10 HS	English	High School Teacher
Peters, John	M.S. + 3	5 HS	Biology	Elk Grove HS - Biology
Poch, Carl	B.A. + 15	None	Intro. Data Proc.	Crane Packing - Mgr. Inv. Control
Powell, Jerry	B.S.E.E.	None	Intro. to Elect.	Motorola - Electronic Egr.
Rebeck, Lester	M.A.E.	12 HS	Art Appre.	Arlington Dist. 25 - Art
Rich, Thomas	M.A.	10 HS	History	Principal, Mac Arthur Jr. High
Schommer, Bert	M.S. + 82	21 C	Biology	Wright J.C. - Biology
Shellander, Rosemary	M.A.	10 MS.	English	Housewife
Sotter, Andrea	M.A. + 36	12 HS 3 C	English	Teacher at a Community College
Thompson, June	M.A. + 8	6 HS	Badminton	Maine West HS - Phys. Ed.
Tierney, Gilbert	M.S.	9 HS	English	High School Teacher
Trimpe, Larry	B.S. + 17	None	IBM Programm.	Systems Engineer
Turban, Jacob	M.S. + 32	9 HS 1 C (pt)	Arithmetic	Elk Grove HS - Math
Umberger, Alfred	M.A.	13 HS	Algebra	Forest View HS - Math

<u>Faculty</u>	<u>Preparation</u>	<u>Teaching Experience</u>	<u>Instructor of</u>	<u>Full Time Work</u>
Wachlin, Don	M.A. + 42	11 HS	Biology	Prospect HS - Biology
Walent, Norbert	M.B.A. + 54	None	Intro. Data Proc.	Chgo. Aerial Indus. - Ind. Egr.
Warner, William	M.A.	3 Jr.HS	English	Jr. High School Teacher
Wasko, William	M.S.	6 HS	Economics	Full-Time Accountant
Wellman, Joseph	M.S.	11 HS	Sociology	Elk Grove HS - Sociology
Wessels, Phillip	M.S. + 32	8 HS	Machine Shop	Elk Grove HS - Metals
Wilkins, James	M.B.A.	2 HS	Business	Administrator for Moore Bus. Forms
Wiseman, Jerry	M.S. + 60	3 HS	Accounting	Lake Park High School - Accounting