

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

AGENDA
April 25, 1968

- I. Call to Order
- II. Roll Call
- III. Approval of Minutes
- IV. Approval of Monthly Disbursements
 - A. Bills Payable
 - B. Construction Payouts
L.K.Comstock-Gibson Electric - \$26,411.97
 - C. Payroll, April 1-15, 1968
 - D. Estimated Payroll, April 16 - May 15, 1968
 - E. Part-time Teachers' Payroll, March 16 - April 15, 1968
 - F. Financial Statements
- V. Communications
- VI. Unfinished Business
- VII. New Business
 - A. Recommendations of New Staff (to be hand carried to the Board meeting)
 - B. Educational Presentation
Engineering-Technology Division - Mr. Cunningham and Staff
(to be hand carried to the Board meeting)
 - C. Recommendation - Review - Discussion - Approval
Classified Personnel Policy Manual
 - D. Appointment of Frank Hines as Board Attorney, to serve at the pleasure of the Board
 - E. Renew Treasurer's Bond
 - F. Monthly Construction Report - Exhibit A

- G. Discussion of Present and Proposed Educational Programs
 - H. Report Concerning the Status of the Maine Township Community College Study Committee
 - I. Other
- VIII. President's Report
- IX. Adjournment

April 19, 1968

BOARD OF TRUSTEES

Dear Trustee:

Enclosed is the Agenda and supporting information for the regularly scheduled Board meeting to be held Thursday, April 25, 1968, 1200 West Algonquin Road, Palatine, Illinois, 8:00 P.M.

Sincerely,

Robert E. Lahti
President

jm
enclosure

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, April 25, 1968

CALL TO ORDER: The regular meeting of the Board of Junior College District No. 512 was called to order at 8:10 p.m., April 25, 1968, at the Harper College Data Processing Center, 1200 West Algonquin Road, Palatine, Illinois, in the absence of Chairman Johnson, by Vice-Chairman Hansen.

ROLL CALL: Present: John Haas, James Hamill, Milton Hansen, Roy Hutchings, John Kuranz and Jessalyn Nicklas

Absent: Richard Johnson

Also present: Dr. Robert E. Lahti, John Birkholz, Donald Collins, Anton Dolejs, John Gelch, James Harvey, R. J. Hughes, Richard Lang, William Mann, Roger A. Mussell, Robert Powell, William R. Punkay, Tom Seward, John Thompson, John H. Upton, and George Voegel, Harper College; Frank Hines, Board Attorney; Mrs. Betsy Brooker, Day Publications; Ralph P. Klatt, Des Plaines Suburban Times; Kathy Gosnell, Paddock Publications; and Robert Lonze.

Frank Hines, Board Attorney, administered the oath of office to the incumbents, LeRoi Hutchings and John Kuranz, who were absent from the April 18, 1968, meeting.

MINUTES: Member Haas requested the minutes of April 11, 1968, be corrected on page 3--the spelling of Susan Neu's name, and also on page 9--change the date of the adjourned meeting to read April 18.

Member Hamill moved and Member Haas seconded the motion to approve the minutes of the Regular Board Meeting of Thursday, April 11, 1968, with the corrections as stated. Motion carried unanimously.

Member Nicklas moved and Member Haas seconded the motion to approve the minutes of the Adjourned Board Meeting of Thursday, April 18, 1968. Motion carried unanimously.

APPROVAL OF DISBURSEMENTS: Member Hutchings questioned the advisability of the \$50.00 deductible clause in the automobile insurance. Mr. Mann stated he would check into the difference in premium in having or not having a deductible clause.

APPROVAL OF DISBURSEMENTS:
Bills Payable

Member Hamill moved and Member Haas seconded the motion to approve for payment the Bills Payable as of April 25, 1968, as follows:

| | |
|--------------------------|--------------------|
| Educational Fund | \$29,321.15 |
| Building Fund | 1,780.24 |
| Site & Construction Fund | <u>19,479.69</u> |
| | <u>\$50,581.08</u> |

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hamill, Hansen, Hutchings, Kuranz and Nicklas

Nays: None

Payrolls

Member Haas moved and Member Kuranz seconded the motion to approve for payment the Payroll of April 1 through April 15, 1968, in the amount of \$46,114.99; the Part-time Teachers' Payroll of March 16 through April 15, 1968, in the amount of \$15,676.67; and the Estimated Payroll Expenditures of April 16 through May 15, 1968, in the amount of \$118,000.00.

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hamill, Hansen, Hutchings, Kuranz and Nicklas

Nays: None

Construction Payout

Member Hutchings moved and Member Nicklas seconded the motion to authorize W. J. Mann, Dean of Business, to approve the following construction payout:

| | |
|------------------------------|-------------|
| L.K.Comstock-Gibson Electric | \$26,411.97 |
|------------------------------|-------------|

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hamill, Hansen, Hutchings, Kuranz and Nicklas

Nays: None

COMMUNICATIONS: None.

UNFINISHED

BUSINESS: None.

NEW BUSINESS: Mr. Birkholz, Mr. Gelch, Mr. Cunningham, and Dr. Seward discussed the backgrounds and qualifications of five candidates for faculty appointments.

Member Haas moved and Member Nicklas seconded the motion to approve the employment of the following faculty candidates:

Mr. Richard T. Schlagel, in the area of Data Processing, Instructor at a salary of \$8,500.00;

Mr. Ronald N. Bessemer, in the field of Physical Education, Instructor at a salary of \$9,500.00;

Mr. Michael W. Carroll, Assistant Professor and Coordinator of Mechanical Design, at a salary of \$12,200.00 plus four weeks Coordination;

Mr. Robert L. Smith, in the field of Counseling, Instructor, at a salary of \$9,600.00; and

Miss Judith Ann Best, in the field of Counseling, Instructor, at a salary of \$9,600.00.

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hamill, Hansen, Hutchings, Kuranz and Nicklas

Nays: None

A brief discussion followed a progress report of faculty staffing for the fall of 1968.

Educational Presentation - Engineering-Technology Div.

An educational presentation was made by members of the Engineering Division. Course offerings, opportunities in industry, and information relative to the men serving on advisory committees, were discussed by the following: Donald Collins, Architecture; Richard Lang, Data Processing; R. Mussell, Electronics; Harold Cunningham, Engineering; and W. Punkay, Mechanical Design. Slides were shown of equipment in the various areas, and students in classroom situations.

NEW BUSINESS: Mr. Cunningham defined some of the activities and "hidden Educational duties" connected with teaching. He discussed the staff Presentation - needs and long-term projections of future programs for (Cont.) the Engineering Division.

Vice-Chairman Hansen, on behalf of the Board, thanked Mr. Cunningham and his staff for a very fine presentation.

Recommendation for Adoption of the Classified Personnel Policy Manual Member Haas stated he had not had an opportunity to look the manual over. The Board agreed to postpone action on the Classified Personnel Manual until the next meeting in order to give all members an opportunity to study it. Mr. Mann pointed out to Board Members that the job descriptions in the manual were mainly samples.

Appointment of Board Attorney Member Haas moved and Member Hamill seconded the motion to approve the appointment of Frank Hines as Board Attorney, to serve at the pleasure of the Board. Motion carried unanimously.

Renewal of Treasurer's Bond Member Hamill moved and Member Nicklas seconded the motion to approve the renewal of the Treasurer's Bond in the amount of \$750,000.00.

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hamill, Hansen, Hutchings, Kuranz and Nicklas

Nays: None

Monthly Construction Report No questions.

Discussion of Present and Proposed Educational Programs Dr. Lahti informed the Board that plans were being made for a presentation by Data Processing before the Board. Member Nicklas stated the Board felt there should be an additional meeting at some other time where there would be a long-range view. Member Hamill stated the Board desired an overall general discussion, particularly of the general vocational plans, in order to formulate the kind of program desired. It was agreed to have this type of discussion at a future meeting.

NEW BUSINESS:
Report Concerning
the Status of the
Maine Township
Community College
Study Committee

Dr. Lahti reported he had discussed the status of the Maine Township Community College Study Committee with the Superintendent of Maine Township High School, Richard Short. Superintendent Short indicated this committee has expressed an interest in joining with Niles and also has reviewed the possibility of joining with Harper College.

After discussion, the Board requested the administration to make recommendations to the Board in connection with this move--concerning our tax base, Harper's possible revenue, the necessity of immediately looking for another campus, additional costs which might be involved, capital expenditures, and the kind of programs possible.

After further discussion, the Board of Trustees asked Dr. Lahti to indicate open-mindedness on the part of the Harper Board towards the possibility of this group joining with Harper College; to explore the open-mindedness of this committee towards joining with Harper. If there is open-mindedness on the part of the committee, Dr. Lahti was asked to present the Board with information relative to the above recommendations.

Other

Vice-Chairman Hansen mentioned the need for a budget committee but it was agreed this committee could be appointed at the next meeting.

PRESIDENT'S REPORT: None.

ADJOURNMENT:

Member Haas moved and Member Nicklas seconded the motion that the meeting be adjourned at 11:58 p.m. Motion unanimously carried.

Milton C. Hansen
Vice-Chairman Hansen

Joseph M. Seckler
Secretary Nicklas

OATH

I do solemnly swear that I will support the Constitution of the United States, and the Constitution of the State of Illinois, and that I will faithfully discharge the duties of the office of Board Member to the best of my ability.

Le Roi Hutchings

STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

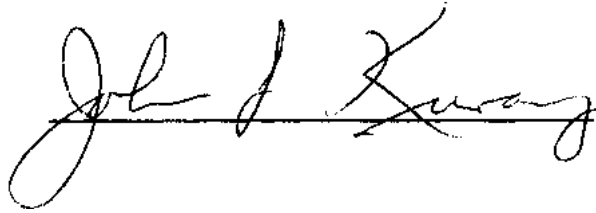
I, the undersigned, a Notary Public in and for the County and State aforesaid DO HEREBY CERTIFY THAT Le Roi^o Hutchings, personally known to me to be the same person whose name is subscribed to the foregoing oath, appeared before me this day in person and acknowledged that he had subscribed to and signed said oath as his free and voluntary act.

Given under my official hand and seal this 25th day of APRIL, 1968.

Frank W. Horne
Notary Public

OATH

I do solemnly swear that I will support the Constitution of the United States, and the Constitution of the State of Illinois, and that I will faithfully discharge the duties of the office of Board Member to the best of my ability.



STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

I, the undersigned, a Notary Public in and for the County and State aforesaid DO HEREBY CERTIFY THAT John L. Kuranz, personally known to me to be the same person whose name is subscribed to the foregoing oath, appeared before me this day in person and acknowledged that he had subscribed to and signed said oath as his free and voluntary act.

Given under my official hand and seal this 25th day of April, 1968.



Notary Public

(SEAL)

WILLIAM RAINEY HARPER COLLEGE
DISTRICT NO. 512
PALATINE, ILLINOIS 60067

BILLS FOR APPROVAL
APRIL 25, 1968

| I. | BILLS PAYABLE | | PAGES |
|------|--|---------------------|-------|
| | Educational Fund | \$29,321.15 | 7 |
| | Building Fund | \$ 1,780.24 | 2 |
| | Site & Construction Fund | <u>\$19,479.69</u> | 1 |
| | | <u>\$50,581.08</u> | |
| II. | PAYROLLS | | |
| | Payroll, April 1 - 15, 1968 | <u>\$46,114.99</u> | 5 |
| | Part-Time Teachers Payroll March 16 - April 15, 1968 | <u>\$15,676.67</u> | 3 |
| | Estimated Payroll Expenditures, April 16 - May 15, 1968 | <u>\$118,000.00</u> | |
| III. | IMPREST FUND (Included in Educational Fund) | <u>\$ 3,929.55</u> | 3 |

WILLIAM RAINY HARVARD COLLEGE
 DISTRICT NO. 512
 PALATINE, ILLINOIS 60067

EDUCATIONAL FUND EXPENDITURES -- APRIL 25, 1968

| <u>PAYEE</u> | <u>DESCRIPTION</u> | <u>ACCOUNT NUMBER</u> | <u>ACCOUNT AMOUNT</u> | <u>CHECK NUMBER</u> | <u>CHECK AMOUNT</u> |
|---------------------------------------|---|-----------------------|-----------------------|---------------------|---------------------|
| | | | \$ | | \$ |
| Addressograph Multigraph Corp. | Offset Duplicating Supplies | 1-30-501.321 | 106.56 | | |
| Addressograph Multigraph Corp. | One half cost of Offset Duplicator | 1-3-563.00 | 3,770.25 | 7780 | 3,876.81 |
| Administrative Management | Subscription | 1-3-501.91 | 7.00 | 7781 | 7.00 |
| Allen Brothers, Inc. | Cafeteria - Food | 1-65-515.31 | 49.50 | 7782 | 49.50 |
| Allied Electronics Corp. | Instructional Supplies - Silicon Rubber | 1-533-502.39 | 1.74 | 7783 | 1.74 |
| Dr. G. Kenneth Andeen | Travel Expenses | 1-502-502.791 | 54.84 | | |
| Dr. G. Kenneth Andeen | Travel Expenses | 1-5-502.72 | 62.30 | | |
| Dr. G. Kenneth Andeen | Travel Advance | 1-105.92 | (75.00) | | |
| Arlington Heights Camera Shop | Photographic Services | 1-20-501.33 | 4.00 | 7784 | 42.14 |
| Association Films, Inc. | Film Rental | 1-59-502.37 | 15.80 | 7785 | 4.00 |
| B & H Blueprint & Supply | Supplies - Drafting | 1-53-502.39 | 56.25 | 7786 | 15.80 |
| O. H. Bambas Tobacco Co. | Cafeteria - Food | 1-65-515.31 | 54.95 | 7787 | 56.25 |
| Barrington Press Newspapers | Election Notice | 1-3-501.35 | 183.00 | 7788 | 54.95 |
| Behavioral Research Labs. | Professional Books | 1-51-502.39 | 23.82 | 7789 | 183.00 |
| Bruce Blackwell | Photographic Services | 1-20-501.33 | 10.00 | 7790 | 23.82 |
| E. W. Boehm Co. | Duplicating Supplies | 1-108.33 | 187.00 | 7791 | 10.00 |
| Bro-Dart Industries, Inc. | Library Books | 1-59-563.00 | 2,341.55 | 7792 | 187.00 |
| Brodhead-Garrett Co. | Instructional Supplies-Gelatin Brayer | 1-533-563.00 | 13.90 | 7793 | 2,341.55 |
| BNA Incorporated | Film Rental | 1-59-502.37 | 15.00 | 7794 | 13.90 |
| Burny Bros., Inc. | Cafeteria - Food | 1-65-515.31 | 17.92 | 7795 | 15.00 |
| Cenco Instruments Corp. | Instructional Supplies-Krypton Tube, Neon Tube, U Magnet | 1-564-502.39 | 10.20 | 7796 | 17.92 |
| Chronical Guidance Publications, Inc. | Books - Counseling | 1-6-502.97 | 10.00 | 7797 | 10.20 |
| Collegiate Mfg. Co. | Bookstore Stock - Supplies | 1-64-514.30 | 142.00 | 7798 | 10.00 |
| Colonial Out-of-Print Book Services | Library Book | 1-59-563.00 | 7.74 | 7799 | 142.00 |
| Computer Supplies, Inc. | Data Processing Supplies | 1-4-501.39 | 101.80 | 7800 | 7.74 |
| Contemporary Films, Inc. | Film Rental | 1-59-502.37 | 28.00 | 7801 | 101.80 |
| Davis Correspondence School | Library Books | 1-59-563.00 | 27.90 | 7802 | 28.00 |
| Day Publications, Inc. | Want Ads | 1-3-501.93 | 23.20 | 7803 | 27.90 |
| Day Publications, Inc. | Want Ads | 1-4-501.93 | 28.80 | | |
| Day Publications, Inc. | Want Ads | 1-5-502.93 | 29.76 | | |
| Demco | Library Supplies | 1-59-502.37 | 2.25 | 7804 | 81.76 |
| Denoyer-Geppert Co. | Instructional Supplies - Desk Outline Maps | 1-57-502.39 | 19.60 | 7805 | 2.25 |
| Ditto Division | Copying Supplies | 1-108.33 | 123.00 | 7806 | 19.60 |
| | | | | 7807 | 123.00 |

EDUCATION FUND EXPENDITURES -- APRIL 25, 1968

| <u>PAYEE</u> | <u>DESCRIPTION</u> | <u>ACCOUNT NUMBER</u> | <u>ACCOUNT AMOUNT</u> | <u>CHECK NUMBER</u> | <u>CHECK AMOUNT</u> |
|---------------------------|-------------------------------|-----------------------|-----------------------|---------------------|---------------------|
| Ambrose Easterly | Travel Expense | 1-59-502.72 | \$ 21.90 | 7808 | \$ 21.90 |
| Easy Travel Service, Inc. | Travel - F. Vandever | 1-546-502.72 | 210.00 | | |
| Easy Travel Service, Inc. | Travel - J. Harvey | 1-60-502.72 | 38.00 | | |
| Easy Travel Service, Inc. | Travel - D. Stansbury | 1-63-502.72 | 82.00 | | |
| Easy Travel Service, Inc. | Travel - J. Birkholz | 1-511-502.72 | 36.00 | | |
| Easy Travel Service, Inc. | Travel - F. Vaisvl | 1-6-502.72 | 29.00 | | |
| Easy Travel Service, Inc. | Travel - G. K. Andeen | 1-502-502.791 | 88.00 | | |
| Easy Travel Service, Inc. | Travel - K. Parker | 1-4-501.72 | 82.00 | 7809 | 565.00 |
| Thomas R. Hill | Election Coordinators Expense | 1-3-501.35 | 30.00 | 7810 | 30.00 |
| Donald E. Williams | Election Coordinators Expense | 1-3-501.35 | 24.20 | 7811 | 24.20 |
| Albert W. Shellander | Election Coordinators Expense | 1-3-501.35 | 25.60 | 7812 | 25.60 |
| Roy A. Sedrel | Election Coordinators Expense | 1-3-501.35 | 23.00 | 7813 | 23.00 |
| John H. Thompson | Election Coordinators Expense | 1-3-501.35 | 25.30 | 7814 | 25.30 |
| Henry Roepken | Election Coordinators Expense | 1-3-501.35 | 26.80 | 7815 | 26.80 |
| Roger A. Mussell | Election Coordinators Expense | 1-3-501.35 | 29.10 | 7816 | 29.10 |
| Harold G. Leigeber | Election Coordinators Expense | 1-3-501.35 | 24.00 | 7817 | 24.00 |
| Edward C. Krupka, Jr. | Election Coordinators Expense | 1-3-501.35 | 25.90 | 7818 | 25.90 |
| Donald C. Dinse | Election Coordinators Expense | 1-3-501.35 | 25.70 | 7819 | 25.70 |
| Earl Benoche | Election Coordinators Expense | 1-3-501.35 | 26.60 | 7820 | 26.60 |
| Robert J. Cizek | Election Coordinators Expense | 1-3-501.35 | 26.10 | 7821 | 26.10 |
| Edward J. Taylor | Election Coordinators Expense | 1-3-501.35 | 26.00 | 7822 | 26.00 |
| William M. Surton | Election Coordinators Expense | 1-3-501.35 | 23.50 | 7823 | 23.50 |
| Donald R. Hipple | Election Coordinators Expense | 1-3-501.35 | 24.80 | 7824 | 24.80 |
| Joseph W. Wanner | Election Coordinators Expense | 1-3-501.35 | 28.00 | 7825 | 28.00 |
| Gerald Kiffel | Election Coordinators Expense | 1-3-501.35 | 28.30 | 7826 | 28.30 |
| Anthony Marcucci | Election Coordinators Expense | 1-3-501.35 | 25.00 | 7827 | 25.00 |
| G. Arnold Lorch | Election Coordinators Expense | 1-3-501.35 | 23.90 | 7828 | 23.90 |
| Richard Kinneman | Election Coordinators Expense | 1-3-501.35 | 28.10 | 7829 | 28.10 |
| Robert C. Kolk | Election Coordinators Expense | 1-3-501.35 | 30.00 | 7830 | 30.00 |
| Mrs. Jacqueline Pritts | Election Judges Expense | 1-3-501.35 | 20.00 | 7831 | 20.00 |
| Mrs. Irene Sheppard | Election Judges Expense | 1-3-501.35 | 20.00 | 7832 | 20.00 |
| Mrs. Helen Mazur | Election Judges Expense | 1-3-501.35 | 20.00 | 7833 | 20.00 |
| Mrs. Lois Arneemann | Election Judges Expense | 1-3-501.35 | 20.00 | 7834 | 20.00 |
| Mrs. Barbara Fackler | Election Judges Expense | 1-3-501.35 | 20.00 | 7835 | 20.00 |
| Mrs. Mary Hayes | Election Judges Expense | 1-3-501.35 | 20.00 | 7836 | 20.00 |
| Mrs. Shirley Munson | Election Judges Expense | 1-3-501.35 | 20.00 | 7837 | 20.00 |
| Mrs. Phyllis Louis | Election Judges Expense | 1-3-501.35 | 20.00 | 7838 | 20.00 |
| Mrs. Charlotte Heflin | Election Judges Expense | 1-3-501.35 | 20.00 | 7839 | 20.00 |
| Mrs. Anne Killeen | Election Judges Expense | 1-3-501.35 | 20.00 | 7840 | 20.00 |

| <u>PAYEE</u> | <u>DESCRIPTION</u> | <u>ACCOUNT NUMBER</u> | <u>ACCOUNT AMOUNT</u> | <u>CHECK NUMBER</u> | <u>CHECK AMOUNT</u> |
|---------------------------------|--|-----------------------|-----------------------|---------------------|---------------------|
| Mrs. Helen Byrd | Election Judges Expense | 1-3-501.35 | \$ 20.00 | 7841 | \$ 20.00 |
| Mrs. Louise Copping | Election Judges Expense | 1-3-501.35 | 20.00 | 7842 | 20.00 |
| Mrs. Jeannette Gundersen | Election Judges Expense | 1-3-501.35 | 20.00 | 7843 | 20.00 |
| Mrs. Virginia Babayon | Election Judges Expense | 1-3-501.35 | 20.00 | 7844 | 20.00 |
| Miss Norma Nicholson | Election Judges Expense | 1-3-501.35 | 20.00 | 7845 | 20.00 |
| Mrs. Elaine Kalogeras | Election Judges Expense | 1-3-501.35 | 20.00 | 7846 | 20.00 |
| Mrs. Emil Batke | Election Judges Expense | 1-3-501.35 | 20.00 | 7847 | 20.00 |
| Mrs. LaVerne Naffziger | Election Judges Expense | 1-3-501.35 | 20.00 | 7848 | 20.00 |
| Mrs. Nora Watson | Election Judges Expense | 1-3-501.35 | 15.00 | 7849 | 15.00 |
| Mrs. Elaine G. Walerius | Election Judges Expense | 1-3-501.35 | 15.00 | 7850 | 15.00 |
| Mrs. Sylvia Mountsier | Election Judges Expense | 1-3-501.35 | 15.00 | 7851 | 15.00 |
| Mrs. Betty Morrey | Election Judges Expense | 1-3-501.35 | 15.00 | 7852 | 15.00 |
| Mrs. Vivian Bruce | Election Judges Expense | 1-3-501.35 | 15.00 | 7853 | 15.00 |
| Mrs. Irma Ziessow | Election Judges Expense | 1-3-501.35 | 15.00 | 7854 | 15.00 |
| Mrs. Donna Robinson | Election Judges Expense | 1-3-501.35 | 15.00 | 7855 | 15.00 |
| Mrs. Dorothy Nystrom | Election Judges Expense | 1-3-501.35 | 15.00 | 7856 | 15.00 |
| Mrs. Sheryl Grana | Election Judges Expense | 1-3-501.35 | 15.00 | 7857 | 15.00 |
| Mrs. Dorothy Hallett | Election Judges Expense | 1-3-501.35 | 15.00 | 7858 | 15.00 |
| Mrs. Marlene Mattern | Election Judges Expense | 1-3-501.35 | 15.00 | 7859 | 15.00 |
| Mrs. Martha Pillman | Election Judges Expense | 1-3-501.35 | 15.00 | 7860 | 15.00 |
| Mrs. Nancy Kadlec | Election Judges Expense | 1-3-501.35 | 15.00 | 7861 | 15.00 |
| Mrs. Lois Tredup | Election Judges Expense | 1-3-501.35 | 15.00 | 7862 | 15.00 |
| Mrs. Harold Wright | Election Judges Expense | 1-3-501.35 | 15.00 | 7863 | 15.00 |
| Mrs. Margaret Hucceby | Election Judges Expense | 1-3-501.35 | 15.00 | 7864 | 15.00 |
| Mrs. Dorothy Dvorak | Election Judges Expense | 1-3-501.35 | 15.00 | 7865 | 15.00 |
| Mrs. Gudrun Weber | Election Judges Expense | 1-3-501.35 | 15.00 | 7866 | 15.00 |
| Elgin Community College | Chargeback | 1-5-502.80 | 4,232.00 | 7867 | 4,232.00 |
| Federal Wholesale Stationery | Bookstore Stock - Supplies | 1-64-514.30 | 33.22 | 7868 | 33.22 |
| C. Fiorito & Sons, Inc. | Bookstore Stock - Freight | 1-64-514.30 | 4.75 | 7869 | 4.75 |
| Marshall Fisher | Travel Expenses | 1-59-502.72 | 14.64 | 7870 | 14.64 |
| The Flax Co. | Instructional Supplies - Architecture | 1-552-502.39 | 71.08 | 7871 | 71.08 |
| Frito-Lay, Inc. | Cafeteria - Food | 1-65-515.31 | 34.60 | 7872 | 34.60 |
| General Biological Supply House | Instructional Supplies - Crayfish, Biology | 1-541-502.39 | 23.75 | 7873 | 23.75 |
| Hansen V & S Hardware | Supplies | 1-3-501.39 | 4.02 | 7874 | 4.02 |
| Harcourt, Brace & World, Inc. | Tests - Counseling | 1-6-502.97 | 12.50 | 7875 | 12.50 |
| Hertz System, Inc. | Travel Expense, R. E. Lahti | 1-1-501.71 | 42.42 | | |
| Hertz System, Inc. | Travel Expense, H. R. Pankratz | 1-5-502.72 | 68.45 | | |
| Hertz System, Inc. | Travel Expense, H. R. Pankratz | 1-501-502.72 | 46.55 | 7876 | 157.42 |

| <u>PAYEE</u> | <u>DESCRIPTION</u> | <u>ACCOUNT NUMBER</u> | <u>ACCOUNT AMOUNT</u> | <u>CHECK NUMBER</u> | <u>CHECK AMOUNT</u> |
|---------------------------------------|--|-----------------------|-----------------------|---------------------|---------------------|
| Horders | Office Supplies | 1-3-501.31 | \$ 3.45 | | |
| Horders | Office Supplies | 1-30-501.31 | 3.33 | | |
| Horders | Office Supplies | 1-40-501.31 | 3.06 | | |
| Horders | Office Supplies | 1-50-502.31 | 60.76 | 7877 | 70.60 |
| Houghton Mifflin Co. | Books - Counseling | 1-6-502.97 | 8.88 | 7878 | 8.88 |
| Humanities Press, Inc. | Bookstore Stock - Books | 1-64-514.40 | 2.35 | 7879 | 2.35 |
| International Business Machines Corp. | Bookstore Stock - Books | 1-64-514.40 | 155.00 | | |
| International Business Machines Corp. | Office Supplies | 1-108.33 | 121.54 | 7880 | 276.54 |
| Jewel Food Marketer | Cafeteria - Food | 1-65-515.31 | 72.60 | 7881 | 72.60 |
| Joliet Junior College | Chargeback | 1-5-502.80 | 142.50 | 7882 | 142.50 |
| Jossey-Bass, Inc. | Bookstore Stock - Books | 1-64-514.40 | 6.18 | 7883 | 6.18 |
| Karnes Music Co. | Instructional Supplies - Sheet Music | 1-557-502.39 | 24.00 | 7884 | 24.00 |
| Robert L. Kocher | Consultants Fees, Newsletter, Feature | 1-20-501.29 | 90.00 | 7885 | 90.00 |
| Kraft Foods | Cafeteria - Food | 1-65-515.31 | 46.91 | 7886 | 46.91 |
| Richard S. Lang | Travel Expenses | 1-532-502.72 | 24.90 | 7887 | 24.90 |
| Law and Order | Library Subscription | 1-59-563.00 | 6.50 | 7888 | 6.50 |
| Arthur B. Levan, M. D. | Employee Examination-Rosemarie Zerbe | 1-5-502.99 | 20.00 | 7889 | 20.00 |
| J. B. Lippincott Co. | Bookstore Stock - Books & Freight | 1-64-514.40 | 17.69 | 7890 | 17.69 |
| Little, Brown & Co. | Bookstore Stock - Books | 1-64-514.40 | 8.10 | 7891 | 8.10 |
| Phyllis Hunker | Employee Examination | 1-3-501.99 | 20.00 | 7892 | 20.00 |
| Michael A. Mayer | Chargeback | 1-5-502.80 | 72.00 | 7893 | 72.00 |
| Oscar Mayer & Co. | Cafeteria - Food | 1-65-515.31 | 18.15 | 7894 | 18.15 |
| Michigan State University | Film Rental | 1-59-502.37 | 10.67 | 7895 | 10.67 |
| 3M Business Products Sales, Inc. | Instructional Supplies - Transparency Film | 1-511-502.39 | 142.44 | | |
| 3M Business Products Sales, Inc. | Copying Supplies | 1-54-502.39 | 63.27 | 7896 | 205.71 |
| Moore Business Forms, Inc. | Printing - Receipt Books | 1-3-501.33 | 117.87 | 7897 | 117.87 |
| Morton Junior College | Chargeback | 1-5-502.80 | 335.75 | 7898 | 335.75 |
| John Muchmore | Travel Expenses | 1-524-502.72 | 9.40 | 7899 | 9.40 |
| National Cash Register Co. | Library Book | 1-59-563.00 | 4.00 | 7900 | 4.00 |
| Nedlog Co. | Cafeteria - Food | 1-65-515.31 | 9.72 | 7901 | 9.72 |
| Newark Electronics Corp. | Instructional Supplies - Fuses | 1-533-502.39 | 17.90 | 7902 | 17.90 |
| Ohlsons Carousel Travel | Travel - H. Cunningham | 1-501-502.72 | 56.00 | 7903 | 56.00 |
| OK Papers, Inc. | Cafeteria - Supplies | 1-65-515.90 | 37.25 | 7904 | 37.25 |
| Paddock Publications, Inc. | Election Notice | 1-3-501.35 | 212.00 | 7905 | 212.00 |
| Palmer House Co. | Meeting - I. A. C. J. C. | 1-1-501.71 | 66.12 | 7906 | 66.12 |
| Parrish Sporting Goods | Instructional Supplies-Tennis Rackets, Pinnies | 1-547-502.39 | 218.50 | 7907 | 218.50 |

| <u>PAYEE</u> | <u>DESCRIPTION</u> | <u>ACCOUNT NUMBER</u> | <u>ACCOUNT AMOUNT</u> | <u>CHECK NUMBER</u> | <u>CHECK AMOUNT</u> |
|------------------------------|--|-----------------------|-----------------------|---------------------|---------------------|
| P. F. Pettibone & Co. | Election Supplies-Voting Booths, | | \$ | | |
| | Ballot Boxes | 1-3-501.35 | 413.15 | | |
| P. F. Pettibone & Co. | Election Supplies-Affidavits | 1-30-501.35 | 3.77 | 7908 | 416.92 |
| Pitney-Bowes, Inc. | Postage Meter Rate Scale | 1-3-501.31 | 23.50 | 7909 | 23.50 |
| Practical Offset, Inc. | Printing - Summer Class Schedules | 1-2-501.33 | 265.75 | | |
| Practical Offset, Inc. | Printing - Summer Class Schedules | 1-6-502.33 | 132.85 | 7910 | 398.60 |
| Pro Sport Center | Instructional Equipment - Volleyballs, | | | | |
| | Basketball Nets, Equipment Bags, | | | | |
| | Chalk, Volleyball Nets, Tapes | 1-547-502.39 | 160.70 | 7911 | 160.70 |
| William R. Punkay | Travel Expenses | 1-534-502.72 | 22.90 | 7912 | 22.90 |
| Quality Books, Inc. | Library Books | 1-59-563.00 | 7.20 | 7913 | 7.20 |
| Random House, Inc. | Bookstore Stock - Books | 1-64-514.40 | 115.85 | 7914 | 115.85 |
| REA Express | Freight Charges-Publication | 1-1-501.99 | 20.27 | | |
| REA Express | Freight Charges | 1-59-502.37 | 8.05 | 7915 | 28.32 |
| Repro-Graphics, Inc. | Printing - Faculty Orientation Books | 1-1-501.33 | 1,880.00 | 7916 | 1,880.00 |
| Elaine Revell, Inc. | Temporary Office Help | 1-1-501.26 | 51.01 | 7917 | 51.01 |
| Henry Roepken | Travel Expenses | 1-524-502.72 | 11.50 | 7918 | 11.50 |
| Martin J. Ryan | Travel Expenses | 1-521-502.72 | 91.50 | | |
| Martin J. Ryan | Travel Advance | 1-105.90 | (85.00) | 7919 | 6.50 |
| Ryser Bros, Inc. | Cafeteria - Food | 1-65-515.31 | 32.84 | 7920 | 32.84 |
| S & S Dairy Service | Cafeteria - Food | 1-65-515.31 | 197.67 | 7921 | 197.67 |
| E. H. Sargent & Co. | Instructional Supplies - Shield Adapters | 1-562-502.39 | 21.60 | 7922 | 21.60 |
| Charles Scribner's Sons | Bookstore Stock - Books & Freight | 1-64-514.40 | 64.44 | 7923 | 64.44 |
| Sears Roebuck & Co. | Office Supplies | 1-1-501.31 | 15.34 | 7924 | 15.34 |
| John Sexton & Co. | Cafeteria - Food | 1-65-515.31 | 61.64 | 7925 | 61.64 |
| Jordan Siedband | Travel Expenses | 1-562-502.72 | 25.00 | 7926 | 25.00 |
| Silvercup Bakers, Inc. | Cafeteria - Food | 1-65-515.31 | 22.40 | 7927 | 22.40 |
| Southern Illinois University | Film Rental | 1-59-502.37 | 5.95 | 7928 | 5.95 |
| Stearnes-Imperial, Inc. | Cafeteria - Supplies | 1-65-515.90 | 23.85 | 7929 | 23.85 |
| Maj. Joseph F. Stoffel (R) | Audio Visual Equipment - Films | 1-59-502.37 | 12.00 | 7930 | 12.00 |
| Robert W. Thieda | Travel Expenses | 1-59-502.72 | 30.00 | 7931 | 30.00 |
| John H. Thompson | Travel Expenses | 1-541-502.791 | 106.03 | | |
| John H. Thompson | Travel Advance | 1-105.92 | (75.00) | | |
| John H. Thompson | Travel Expense | 1-541-502.72 | 25.25 | 7932 | 56.28 |
| Trans World Airlines, Inc. | Travel Expense | 1-1-501.71 | 197.82 | 7933 | 197.82 |

EDUCATION FUND EXPENDITURES -- APRIL 25, 1968

| <u>PAYEE</u> | <u>DESCRIPTION</u> | <u>ACCOUNT NUMBER</u> | <u>ACCOUNT AMOUNT</u> | <u>CHECK NUMBER</u> | <u>CHECK AMOUNT</u> |
|-----------------------------|---|-----------------------|-----------------------|---------------------|---------------------|
| Univers al Stationers, Inc. | Office Supplies | 1-4-501.39 | \$ 8.50 | | |
| Universal Stationers, Inc. | Office Supplies | 1-5-502.31 | .80 | | |
| Universal Stationers, Inc. | Office Supplies | 1-6-502.31 | 33.82 | | |
| Universal Stationers, Inc. | Office Supplies | 1-6-502.32 | 22.49 | | |
| Universal Stationers, Inc. | Office Supplies | 1-30-501.31 | 37.98 | | |
| Universal Stationers, Inc. | Office Supplies | 1-50-502.31 | 5.28 | | |
| Universal Stationers, Inc. | Office Supplies | 1-60-502.31 | 11.50 | | |
| John Upton | Travel Expense | 1-20-501.95 | 49.38 | 7934 | 120.37 |
| John Upton | Travel Advance | 1-105.92 | (30.00) | 7935 | 19.38 |
| Dr. Frank A. Vandever | Travel Expenses | 1-546-502.72 | 75.29 | 7936 | 75.29 |
| Viking Press, Inc. | Bookstore Stock - Books | 1-64-514.40 | 83.00 | 7937 | 83.00 |
| Visualcraft, Inc. | Audio Visual Supplies | 1-59-502.37 | 86.33 | 7938 | 86.33 |
| George H. Voegel | Travel Expenses | 1-59-502.72 | 171.72 | 7939 | 171.72 |
| Xerox Corporation | Equipment Rental | 1-3-508.62 | 301.32 | | |
| Xerox Corporation | Equipment Rental | 1-5-508.62 | 137.66 | 7940 | 438.98 |
| Bro-Dart Industries, Inc. | Library Books | 1-59-563.00 | 1,083.23 | 7941 | 1,083.23 |
| Imprest Fund | To reimburse Imprest Fund for March Disbursements | | 3,929.55 | 7942 | 3,929.55 |
| Prudential Insurance Co. | Health Insurance | 1-508.51 | 2,894.47 | | |
| Prudential Insurance Co. | Life Insurance | 1-508.52 | 472.80 | 7943 | 3,367.27 |
| John Muchmore | Tuition Reimbursement (Replaces voided check #7744) | 1-50-502.38 | 18.00 | 7944 | 18.00 |
| | | | | | <u>\$29,321.15</u> |

TO: TREASURER

FROM: BOARD OF TRUSTEES

The above listed checks number 7780 to 7944 are hereby authorized for payment.

Date of Approval: April 25, 1968

Milton C. Hansen
President

Joseph M. Dicklos
Vice Chairman

Secretary

EDUCATIONAL FUND SUMMARY

| | | |
|-----------------------|-------------|--------------------|
| Assets | | \$ 2,107.04 |
| Tuition Refunds | | 330.40 |
| Administration | | |
| Contractual Services | 1-501.20 | 141.01 |
| Supplies | 1-501.30 | 4,919.70 |
| Travel | 1-501.70 | 471.42 |
| Other | 1-501.90 | 555.82 |
| Instructional | | |
| Supplies | 1-502.30 | 1,332.18 |
| Travel | 1-502.70 | 1,989.49 |
| Tuition | 1-502.80 | 4,782.25 |
| Other | 1-502.90 | 274.64 |
| Fixed Charges | | |
| Insurance | 1-508.50 | 3,367.27 |
| Rental | 1-508.60 | 488.98 |
| Bookstore - Cafeteria | 1-514.-515. | 1,312.58 |
| Capital Outlay | 1-563.00 | 7,248.37 |
| | | <u>\$29,321.15</u> |

WILLIAM RAINY HARVARD COLLEGE
 DISTRICT NO. 512
 PALATINE, ILLINOIS 60067

BUILDING FUND EXPENDITURES -- APRIL 25, 1968

| <u>PAYEE</u> | <u>DESCRIPTION</u> | <u>ACCOUNT NUMBER</u> | <u>ACCOUNT AMOUNT</u> | <u>CHECK NUMBER</u> | <u>CHECK AMOUNT</u> |
|---------------------------------------|-------------------------------|-----------------------|-----------------------|---------------------|---------------------|
| International Business Machines Corp. | Maintenance Agreement | 2-3-506.20 | \$ 19.55 | | |
| International Business Machines Corp. | Freight on Disc Packs | 2-4-563.00 | 9.62 | 1258 | 29.17 |
| Culligan Water Conditioning | Contractual Services-April | 2-4-506.20 | 9.25 | 1259 | 9.25 |
| Klean Company | Cleaning Materials | 2-4-506.30 | 36.95 | 1260 | 36.95 |
| Commonwealth Edison Co. | Electricity-Harper Grove | 2-5-506.52 | 539.24 | | |
| Commonwealth Edison Co. | Electricity-Data Center | 2-4-506.52 | 95.83 | 1261 | 635.07 |
| Illinois Bell Telephone Co. | Telephone Service-Data Center | 2-4-506.54 | 100.04 | 1262 | 100.04 |
| American Fire & Safety Bureau, Inc. | Security Guards-Harper Grove | 2-5-506.20 | 151.00 | 1263 | 151.00 |
| Northwest Electrical Supply Co. | Building Materials | 2-32-506.30 | 84.84 | 1264 | 84.84 |
| Arlington Oil Co. | Motor Oil | 2-32-506.30 | 6.72 | | |
| Arlington Oil Co. | Fuel Oil | 2-4-506.40 | 69.46 | 1265 | 76.18 |
| Chicago Aerial Industries, Inc. | Computer Lease Time | 2-508.61 | 179.99 | 1266 | 179.99 |
| Sears, Roebuck & Company | Building Material | 2-562.001 | 21.48 | 1267 | 21.48 |
| Addison Building Material Co. | Building Materials | 2-562.001 | 141.41 | | |
| Addison Building Material Co. | Building Materials | 2-562.002 | 1.03 | | |
| Addison Building Material Co. | Maintenance Supplies | 2-32-506.30 | 6.56 | 1268 | 149.00 |
| Elk Grove Blueprint & Supply Co. | Blueprints | 2-562.002 | 1.72 | 1269 | 1.72 |

BUILDING FUND EXPENDITURES -- APRIL 25, 1968

| <u>PAYEE</u> | <u>DESCRIPTION</u> | <u>ACCOUNT NUMBER</u> | <u>ACCOUNT AMOUNT</u> | <u>CHECK NUMBER</u> | <u>CHECK AMOUNT</u> |
|------------------------------------|--------------------|-----------------------|-----------------------|---------------------|---------------------|
| Heller Lumber Co. | Building Materials | 2-562,002 | \$ 24.00 | 1270 | \$ 24.00 |
| Metropolitan Electrical Supply Co. | Building Materials | 2-562,001 | 61.39 | | |
| Metropolitan Electrical Supply Co. | Building Materials | 2-562,002 | 220.16 | 1271 | 281.55 |
| | | | | | <u>\$1,780.24</u> |

TO: TREASURER

FROM: BOARD OF TRUSTEES

The above listed checks number 1258 to 1271 are hereby authorized for payment.

Date of Approval: April 25, 1968

President *Wilton C. Hansen*
Vice Chairman

Secretary

Joody M. Suckles

BUILDING FUND SUMMARY

| | | |
|----------------------|----------|-------------------|
| Contractual Services | 2-506.20 | \$ 179.80 |
| Supplies | 2-506.30 | 135.07 |
| Operation of Plant | 2-506.40 | 69.46 |
| Utilities | 2-506.50 | 735.11 |
| Fixed Charges | 2-508. | 179.99 |
| Capital Outlay | 2-562. | 471.19 |
| | 2-563. | 9.62 |
| | | <u>\$1,780.24</u> |

WILLIAM RAINEY HARPER COLLEGE
 DISTRICT NO. 512
 PALATINE, ILLINOIS 60067

SITE AND CONSTRUCTION FUND EXPENDITURES -- APRIL 25, 1968

| <u>PAYEE</u> | <u>DESCRIPTION</u> | <u>ACCOUNT NUMBER</u> | <u>ACCOUNT AMOUNT</u> | <u>CHECK NUMBER</u> | <u>CHECK AMOUNT</u> |
|---|--|-----------------------|-----------------------|---------------------|---------------------|
| Educational & Institutional Coop. Service | Office Furniture | 6-3-563.00 | \$ 264.43 | | \$ |
| Educational & Institutional Coop. Service | Office Furniture | 6-5-563.00 | 142.42 | | |
| Educational & Institutional Coop. Service | Office Furniture | 6-6-563.00 | 57.16 | 460 | 464.01 |
| Sam Goody, Inc. | Phonograph Records | 6-59-563.30 | 15.51 | 461 | 15.51 |
| Montroe International | Instructional Equipment-Rotary Calculator | 6-511-563.00 | 575.00 | 462 | 575.00 |
| Dick Blick | Instructional Equipment-Air Brush, Metal Cup w/cover & syphon tube | 6-534-563.00 | 49.60 | 463 | 49.60 |
| Lukas Microscope Service, Inc. | Instructional Equipment-Microscopes | 6-541-563.00 | 16,918.00† | 464 | 16,918.00 |
| Caudill Rowlett Scott | Architects Fees-Interiors | 6-562.24 | 1,241.57 | 465 | 1,241.57 |
| Weich Scientific Corp. | Instructional Equipment-Crane Boom Derrick Set | 6-564-563.00 | 216.00 | 466 | 216.00 |
| | | | | | <u>\$19,479.69</u> |

The above listed checks number 460 to 466 are hereby authorized for payment.

Date of Approval: April 25, 1968

Milton C. Hansen
 Vice Chairman

Secretary *Joseph M. Sucklas*

SITE AND CONSTRUCTION FUND SUMMARY
 Capital Outlay

6-562.
 6-563.

\$ 1,241.57
18,238.12
\$19,479.69

WILLIAM RAINEY HARPER COLLEGE
DISTRICT NO. 512
PALATINE, ILLINOIS 60067

TO: TREASURER

FROM: BOARD OF TRUSTEES

SUBJECT: Approval of Estimated Payroll Expenditures
 April 16 - May 15, 1968

The following estimated Payrolls in the amount of
\$118,000.00 are hereby authorized for payment.

April 16 - 30, 1968
Regular Payroll \$50,500.00

May 1 - 15, 1968
Regular Payroll 50,500.00
Part-time Teachers Payroll 17,000.00
 \$67,500.00

DATE OF APPROVAL: April 25, 1968

~~PRESIDENT:~~ Milton C. Hansen
 Vice Chairman

SECRETARY: Jessie M. Suckler

WILLIAM RAINEY HARPER COLLEGE
 IMPREST FUND DISBURSEMENTS
 MARCH 1, 1968 to MARCH 31, 1968

| <u>PAYEE</u> | <u>DESCRIPTION</u> | <u>CHECK NUMBER</u> | <u>AMOUNT</u> |
|---|--|-------------------------|---------------|
| Kenneth Bonnem | Registration Fee | 1359 | \$ 2.00 |
| Horseshoe Club | Membership Dues | 1360 | 25.00 |
| Chicago Magazine | Subscription | 1361 | 2.50 |
| John Gelch | Golf Teaching Kit | 1362 | 2.50 |
| Industrial Relations Counselors | Professional Book | 1363 | 3.15 |
| John Birkholz | Travel Expense | 1364 | 4.70 |
| I.L.L.A.E.D.S. | Registration Fee | 1365 | 6.50 |
| Chicago Council on Foreign Relations | Registration | 1366 | 7.50 |
| Supt. of Documents | Professional Book | 1367 | 1.25 |
| American Council on Education | Professional Book | 1368 | 2.50 |
| Sandra Pagliaro | Travel Expense | 1369 | 4.00 |
| James Harvey | Travel Expense 77.31 | | |
| James Harvey | Travel Advance (74.00) | | |
| James Harvey | 3.31 | 1370 | 3.31 |
| --VOID-- | ----- | 1371 | -- |
| Lattof Car Rental | \$50.00 Deductible | 1372 | 50.00 |
| Assoc. for Educational Data Systems | Membership | 1373 | 30.00 |
| Judith Edrington | Tuition Refund | 1374 | 4.80 |
| Randy W. Ryden | Tuition Refund | 1375 | 7.60 |
| Bradley W. Katz | Tuition Refund | 1376 | 9.60 |
| Charles K. Hanson | Tuition Refund | 1377 | 8.00 |
| Ralph D. Snyder | Tuition Refund | 1378 | 48.00 |
| Inez Heuer | Tuition Refund | 1379 | 4.00 |
| Gary Ray | Application Fee Refund | 1380 | 10.00 |
| Charles W. Clarke | Application Fee Refund | 1381 | 10.00 |
| Fred Gustafson | Application Fee Refund | 1382 | 8.00 |
| Chris Kenhamer | Tuition Refund | 1383 | 56.00 |
| Nelsons Flower & Gift Shop | Flowers | 1384 | 7.50 |
| Postmaster, U.S., Palatine | Postage for Meter | 1385 | 250.00 |
| Dr. Frank Vandever | Travel Advance | 1386 | 100.00 |
| Julia Leonard, Petty Cash | To reimburse Dr. Lahti's Petty Cash | 1387 | 183.84 |
| Ray Hylander | Travel Advance | 1388 | 200.00 |
| Thomas Seward | Travel Advance | 1389 | 177.00 |
| Administrative Leadership Service | Publication | 1390 | 4.00 |
| International Airports & Restaurants | Meeting Expense | 1391 | 6.85 |

WILLIAM RAINEY HARPER COLLEGE
 IMPREST FUND DISBURSEMENTS
 MARCH 1, 1968 to MARCH 31, 1968

| <u>PAYEE</u> | <u>DESCRIPTION</u> | <u>CHECK NUMBER</u> | <u>AMOUNT</u> |
|---|--|-------------------------|---------------|
| Buddy Smith | Tuition Refund | 1324 | \$ 9.60 |
| Christopher C. Tietze | Tuition Refund | 1325 | 6.40 |
| Francis C. Shaw | Tuition Refund | 1326 | 6.40 |
| Sandra Pagliaro | Tuition Refund | 1327 | 8.00 |
| Florence A. Norman | Tuition Refund | 1328 | 19.20 |
| Frank Williams | Tuition Refund | 1329 | 22.80 |
| Mark A. Lind | Tuition Refund | 1330 | 12.80 |
| Gail S. Nelson | Tuition Refund | 1331 | 11.20 |
| Inez Heur | Tuition Refund | 1332 | 25.60 |
| Linda Frahlich | Tuition Refund | 1333 | 9.60 |
| Eugene Besler | Tuition Refund | 1334 | 10.00 |
| Conrad Schaefer | Tuition Refund | 1335 | 22.80 |
| --VOID-- | ----- | 1336 | --- |
| Roy A. Sedrel | Meeting Expenses | 1337 | 21.85 |
| Postmaster, U.S., Palatine | Bulk Mailing-Newsletter | 1338 | 31.30 |
| Carl S. Miller | Registration Fee-J. Upton, H. Roepken | 1339 | 21.50 |
| Postmaster, U.S., Palatine | Bulk Mailing-MCD Survey | 1340 | 9.38 |
| A.C.P.R.E.-Great Lakes District Conference | Registration Fee-J. Upton, H. Roepken | 1341 | 15.00 |
| Postmaster, U.S., Palatine | Postage for Meter | 1342 | 50.00 |
| Illinois Assn. of Comm. & Jr. Colleges | Conference 3/21-23 | 1343 | 199.50 |
| Roy Sedrel | Travel Advance | 1344 | 65.00 |
| Ken Parker | Travel Advance | 1345 | 76.00 |
| G. Kenneth Andeen | Travel Advance | 1346 | 75.00 |
| H. Cunningham | Travel Advance | 1347 | 69.00 |
| Ken Parker | Travel Advance | 1348 | 60.00 |
| Fred Vaisvil | Travel Advance | 1349 | 123.50 |
| Walter Klingenberg | Travel Advance | 1350 | 65.00 |
| Roy Kearns | Travel Advance | 1351 | 100.00 |
| H. Cunningham | Travel Advance | 1352 | 69.00 |
| Walter Klingenberg | Travel Advance | 1353 | 107.00 |
| Ronald Stewart | Travel Advance | 1354 | 15.00 |
| Roy Kearns | Travel Advance | 1355 | 100.00 |
| John Thompson | Travel Advance | 1356 | 75.00 |
| Betty Shaw-Petty Cash | Establishment of Petty Cash Account | 1357 | 10.00 |
| E. Kalish | Travel Expense-54.98 | | |
| E. Kalish | Travel Advance-(50.00) | | |
| E. Kalish | 4.98 | 1358 | 4.98 |

WILLIAM RAINEY HARPER COLLEGE
 IMPREST FUND DISBURSEMENTS
 MARCH 1, 1968 to MARCH 31, 1968

| <u>PAYEE</u> | <u>DESCRIPTION</u> | <u>CHECK NUMBER</u> | <u>AMOUNT</u> |
|---|--------------------------------|-------------------------|------------------|
| John Upton | Travel Advance | 1392 | \$ 30.00 |
| Martin Ryan | Travel Advance | 1393 | 85.00 |
| Thomas Zimanzl | Travel Advance | 1394 | 77.00 |
| Thomas Zimanzl | Travel Advance | 1395 | 85.00 |
| Michael Ostrowski | Travel Advance | 1396 | 6.00 |
| Robert Powell | Travel Advance | 1397 | 86.00 |
| Robert Powell | Travel Advance | 1398 | 80.00 |
| Sherwin L. King | Travel Advance | 1399 | 99.00 |
| Higher Education Executive Association | Registration Fee | 1400 | 188.00 |
| Michael W. Bartos | Travel Advance | 1401 | 95.00 |
| W. J. Mann | Travel Expense | 1402 | 9.70 |
| Donn Stansbury | Travel Advance | 1403 | 180.00 |
| Thomas Zimanzl | Travel Expense | 1404 | 8.00 |
| Henry Roepken | Travel Expense | 1405 | 2.50 |
| Michael Bartos | Travel Expense | 1406 | 7.83 |
| Jewel Tea Co. | Meeting Expense - Dr. Lahti | 706 | 50.00 |
| American Express | Travel Expense- Dr. Lahti | 707 | 38.01 |
| Martha Hopkins | Meeting Expense-Dr. Lahti | 709 | 35.00 |
| | | | <u>\$3929.55</u> |

WILLIAM RAINEY HARPER COLLEGE
Palatine, Illinois

April 19, 1968

To: Board of Trustees

From: Administration

Subject: Construction Payout

The following construction payout has been recommended for payment by our architect and has been reviewed by Mr. Hughes, Superintendent of Buildings and Grounds.

The administration recommends that W. J. Mann, Dean of Business, be authorized to approve the following construction payout:

| | |
|------------------------------|-------------|
| L.K.Comstock-Gibson Electric | \$26,411.97 |
|------------------------------|-------------|

WILLIAM RAINEY HARPER COLLEGE
DISTRICT NO. 512
FINANCIAL STATEMENTS
FOR THE PERIOD ENDING MARCH 31, 1968

| | | <u>PAGE NUMBER</u> |
|-----|------------------------------|--------------------|
| I | EDUCATIONAL FUND | |
| | A) Statement of Position | 1 |
| | B) Budget Report | 2 |
| II | BUILDING FUND | |
| | A) Statement of Position | 7 |
| | B) Budget Report | 8 |
| III | SITE & CONSTRUCTION FUND | |
| | A) Statement of Position | 10 |
| | B) Project Budget Report | 11 |
| IV | BOND & INTEREST FUND | |
| | A) Statement of Position | 15 |
| | B) Budget Report | 16 |
| | TRUST AND AGENCY FUND REPORT | 17 |
| VI | STATEMENT OF OPERATION | |
| | A) Bookstore | 18 |
| | B) Cafeteria | 19 |

WILLIAM RAINEY HARPER COLLEGE
DISTRICT NO. 512
EDUCATIONAL FUND
STATEMENT OF POSITION, MARCH 31, 1968

| <u>ASSETS</u> | <u>ACCOUNT NUMBER</u> | <u>3/31/68 BALANCE</u> | <u>ENCUMBRANCES</u> | <u>UNENCUMBERED BALANCE</u> |
|---------------------------------------|---------------------------|----------------------------|---------------------|---------------------------------|
| Imprest Fund | 101.20 | \$ 5,000.00 | \$ -0- | \$ 5,000.00 |
| Cash in Bank, 1st Bank & Trust | 101.32 | 57,087.46 | -0- | 57,087.46 |
| Petty Cash Funds | 101.40 | 700.00 | -0- | 700.00 |
| Tuition Refund Fund | | -0- | -0- | -0- |
| Deposits | 101.80 | 600.00 | -0- | 600.00 |
| Investments | 102.10 | 329,207.10 | -0- | 329,207.10 |
| Interfund Receivables, Bldg. Fund | 103.20 | 3,880.34 | -0- | 3,880.34 |
| Interfund Receivables, Trust & Agency | 103.40 | 7,299.56 | -0- | 7,299.56 |
| Accounts Receivable, Current Taxes | 105.10 | 22,490.98 | -0- | 22,490.98 |
| Accounts Receivable, Back Taxes | 105.11 | -0- | -0- | -0- |
| Accounts Receivable, Other | 105.90 | 1,772.74 | -0- | 1,772.74 |
| Inventories | 108.30 | 25,564.14 | -0- | 25,564.14 |
| TOTAL ASSETS | | \$453,602.32 | \$ -0- | \$453,602.32 |
| <u>LIABILITIES</u> | | | | |
| Interfund Payables, Bldg. Fund | 203.20 | \$ -0- | \$ -0- | \$ -0- |
| Interfund Payables, Trust & Agency | 203.40 | 15,541.20 | -0- | 15,541.20 |
| Payroll Deductions - Group Insurance | 204.50 | 437.75 | -0- | 437.75 |
| Accounts Payable | 205.00 | 14,580.68 | -0- | 14,580.68 |
| Accounts Payable - Other | 205.40 | 70.20 | -0- | 70.20 |
| Accrued Retailers Occupation Tax | 209.14 | 161.70 | -0- | 161.70 |
| Reserve for Encumbrances | 210.90 | -0- | 66,929.97 | 66,929.97 |
| TOTAL LIABILITIES | | \$ 30,791.53 | \$66,929.97 | \$97,721.50 |
| <u>FUND BALANCE</u> | | | | |
| Fund Balance | 300.00 | \$422,810.79 | \$(66,929.97) | \$355,880.82 |
| TOTAL LIABILITIES & FUND BALANCE | | \$453,602.32 | \$ -0- | \$453,602.32 |
| <u>SUMMARY OF FUND BALANCE</u> | | | | |
| Balance, June 30, 1967 | | \$ 12,932.60 | -0- | \$ 12,932.60 |
| Add: Revenue to Date | | 1,499,769.37 | -0- | 1,499,769.37 |
| | | \$1,512,701.97 | \$ -0- | \$1,512,701.97 |
| Less: Expenditures | | 1,089,891.18 | 66,929.97 | 1,156,821.15 |
| FUND BALANCE | | \$ 422,810.79 | \$(66,929.97) | \$ 355,880.82 |

WILLIAM RAINEY HARPER COLLEGE
DISTRICT NO. 5

EDUCATIONAL FUND -- BUDGET REPORT
NINE MONTHS ENDED MARCH 31, 1968

| EXPLANATION | ACCOUNT NUMBER | BUDGET | MONTH OF MARCH | YEAR TO DATE | BALANCE | ENCUMBRANCES | UNENCUMBERED BALANCE |
|-------------------------------------|----------------|----------------|----------------|----------------|---------------|--------------|----------------------|
| | | | | | | | |
| Taxes | 400.00 | | | | | | |
| Current Taxes | 401.10 | \$ 786,767.00 | -0- | \$786,767.00 | \$ -0- | -0- | \$ -0- |
| Prior Year Taxes | 401.11 | 2,340.00 | -0- | 3,170.97 | (830.97) | -0- | (830.97) |
| | | \$ 789,107.00 | -0- | \$789,937.97 | \$(830.97) | -0- | \$(830.97) |
| From Governmental Divisions | 402.00 | | | | | | |
| Junior College Aid | 402.30 | \$ 396,750.00 | -0- | \$175,432.50 | \$221,317.50 | -0- | \$221,317.50 |
| Vocational Education Act | 402.60 | | | | | | |
| Nursing Aid | 402.61 | 18,844.00 | -0- | 5,428.00 | 13,416.00 | -0- | 13,416.00 |
| Data Process. - Teaching Supply Aid | 402.62 | 1,000.00 | -0- | -0- | 1,000.00 | -0- | 1,000.00 |
| | | \$ 19,844.00 | -0- | \$ 5,428.00 | \$ 14,416.00 | -0- | \$ 14,416.00 |
| Federal Subsidies | 402.80 | \$ 5,000.00 | -0- | -0- | 5,000.00 | -0- | 5,000.00 |
| Tuition | 403.00 | | | | | | |
| Registration Fees 1968-69 | | -0- | 1,150.00 | 3,640.00 | (3,640.00) | -0- | (3,640.00) |
| Resident Tuition | 406.10 | \$ 240,000.00 | \$ 187.00 | \$233,718.71 | \$ 6,281.29 | -0- | \$ 6,281.29 |
| Non-Resident Tuition | 406.20 | 195,750.00 | (203.00) | 126,199.90 | 69,550.10 | -0- | 69,550.10 |
| | | \$ 435,750.00 | \$1,134.00 | \$363,558.61 | \$72,191.39 | -0- | \$72,191.39 |
| Interest on Investments | 404.00 | \$ 25,000.00 | \$1,543.78 | \$ 9,404.47 | \$15,595.53 | -0- | \$15,595.53 |
| Student Fees | 409.00 | \$ 7,500.00 | \$ 82.55 | \$ 6,780.30 | \$ 719.70 | -0- | \$ 719.70 |
| Refund of Retirement Payments | 410.00 | | | | | | |
| Refund of 1966-67 Payments | 410.10 | \$ 18,450.00 | \$ -0- | \$ 18,062.68 | \$ 387.32 | -0- | \$ 387.32 |
| Refund of 1967-68 Payments | 410.20 | 7,500.00 | -0- | 7,267.65 | 232.35 | -0- | 232.35 |
| | | \$ 25,950.00 | \$ -0- | \$ 25,330.33 | \$ 619.67 | -0- | \$ 619.67 |
| 1966-67 Fund Balance | 411.00 | \$ 12,932.00 | \$ -0- | \$ -0- | \$12,932.00 | -0- | \$12,932.00 |
| Bookstore | 414.00 | | | | | | |
| Sale of Textbooks | 414.4 | \$ 75,000.00 | \$2,160.44 | \$ 94,338.68 | \$(19,338.68) | -0- | \$(19,338.68) |
| Sale of Supplies | 414.30 | 16,000.00 | 511.02 | 12,057.36 | 3,942.64 | -0- | 3,942.64 |
| | | \$ 91,000.00 | \$2,671.46 | \$106,396.04 | \$(15,396.04) | -0- | \$(15,396.04) |
| Cafeteria | 415.00 | | | | | | |
| Sale of Food | | \$ 30,000.00 | \$3,200.90 | \$ 17,501.15 | \$12,498.85 | -0- | \$12,498.85 |
| Student Activity Program | 417.00 | | | | | | |
| Activity Fee | 417.20 | \$ 20,000.00 | \$ -0- | \$ -0- | \$20,000.00 | -0- | \$20,000.00 |
| TOTAL REVENUE | | \$1,858,833.00 | \$8,632.69 | \$1,499,769.37 | \$359,063.63 | -0- | \$359,063.63 |

WILLIAM RAINY HANSEN COLLEGE

DISTRICT NO. 512

EDUCATIONAL FUND -- BUDGET REPORT
NINE MONTHS ENDED MARCH 31, 1968

| EXPLANATION EXPENDITURES | ACCOUNT NUMBER | BUDGET | MONTH OF MARCH | YEAR TO DATE | ENCUMBRANCES | | UNENCUMBERED BALANCE |
|------------------------------|-------------------|--------------|-------------------|-----------------|--------------|----------|-------------------------|
| | | | | | BALANCE | BRANCES | |
| Administrative | 500.00 | | | | | | |
| Administration | 501.00 | | | | | | |
| Salaries: | 501.10 | | | | | | |
| Administrative | 501.11-14 | \$ 74,900.00 | \$ 6,491.70 | \$55,931.34 | \$18,968.66 | -0- | \$18,968.66 |
| Business Office Staff | 501.131 | 22,700.00 | 2,141.66 | 17,524.96 | 5,175.04 | -0- | 5,175.04 |
| Data Processing Staff | 501.141 | 21,000.00 | 1,973.28 | 14,123.57 | 6,876.43 | -0- | 6,876.49 |
| Secretarial & Clerical | 501.16 | 58,500.00 | 6,356.16 | 45,434.40 | 13,065.60 | -0- | 13,065.60 |
| Other Salaries | 501.19 | 7,500.00 | -0- | 501.60 | 6,998.40 | -0- | 6,998.40 |
| TOTAL SALARIES | | \$184,600.00 | \$16,962.80 | \$133,515.87 | \$51,084.13 | -0- | \$51,084.13 |
| Contractual Services: | 501.20 | | | | | | |
| Accounting | 501.21 | \$ 3,000.00 | \$ -0- | \$ 3,000.00 | \$ -0- | -0- | \$ -0- |
| Legal | 501.22 | 12,000.00 | 800.00 | 6,345.00 | 5,655.00 | -0- | 5,655.00 |
| Service Bureau | 501.23 | 1,000.00 | 30.00 | 30.00 | 970.00 | -0- | 970.00 |
| Architectural | 501.24 | 1,000.00 | -0- | -0- | 1,000.00 | -0- | 1,000.00 |
| Educational | 501.25 | 2,500.00 | -0- | 2,144.55 | 355.45 | -0- | 355.45 |
| Financial | 501.26 | 1,500.00 | -0- | 3,436.63 | (1,936.63) | -0- | (1,936.63) |
| Other | 501.29 | 8,000.00 | 563.45 | 9,029.81 | (1,029.81) | -0- | (1,029.81) |
| TOTAL CONTRACTUAL SERVICES | | \$ 29,000.00 | \$ 1,393.45 | \$ 23,985.99 | \$ 5,014.01 | -0- | \$ 5,014.01 |
| Supplies | 501.30 | | | | | | |
| Office Supplies | 501.31 | \$ 5,650.00 | \$ 162.85 | \$ 3,023.22 | \$ 2,626.78 | \$ 28.20 | \$ 2,598.58 |
| Copying Supplies | 501.32 | 2,500.00 | 817.01 | 1,881.88 | 618.12 | -0- | 618.12 |
| Printing | 501.33 | 6,500.00 | 900.01 | 4,386.27 | 2,113.73 | 417.00 | 1,696.73 |
| Postage | 501.34 | 6,000.00 | -0- | 2,301.11 | 3,698.89 | -0- | 3,698.89 |
| Election Supplies | 501.35 | 4,000.00 | 356.18 | 371.60 | 3,628.40 | -0- | 3,628.40 |
| Professional Books | 501.38 | 1,850.00 | 46.17 | 750.79 | 1,099.21 | 12.07 | 1,087.14 |
| Other Supplies | 501.39 | 6,250.00 | 81.91 | 2,916.20 | 3,333.80 | 2.35 | 3,331.45 |
| TOTAL SUPPLIES | | \$ 32,750.00 | \$ 2,364.13 | \$15,631.07 | \$17,118.93 | \$459.62 | \$16,659.31 |
| Travel: | 501.70 | | | | | | |
| Administrative Travel | 501.72 | \$ 11,250.00 | \$ 506.73 | \$ 6,934.57 | \$ 4,315.43 | \$ -0- | \$ 4,315.43 |
| Other Travel | 501.79 | 1,000.00 | 73.99 | 120.69 | 879.31 | -0- | 879.31 |
| TOTAL TRAVEL EXPENSE | | \$ 12,250.00 | \$ 580.72 | \$ 7,055.26 | \$ 5,194.74 | -0- | \$ 5,194.74 |
| Other Administrative Expense | 501.90 | \$ 8,500.00 | \$ 678.81 | \$ 9,261.29 | \$ (761.29) | \$186.62 | \$ (947.91) |
| TOTAL ADMINISTRATIVE EXPENSE | | \$267,100.00 | \$21,979.91 | \$189,449.48 | \$77,650.52 | \$646.24 | \$77,004.28 |

WILLIAM RAINEY HARPIS COLLEGE
DISTRICT NO. 312

EDUCATIONAL FUND - - BUDGET REPORT
NINE MONTHS ENDED MARCH 31, 1968

| EXPLANATION EXPENDITURES | ACCOUNT NUMBER | BUDGET | MONTH OF MARCH | YEAR TO DATE | BALANCE | ENCUM- BRANCES | UNENCUMBERED BALANCE |
|---|-------------------|-----------------|-------------------|-----------------|---------------|-------------------|-------------------------|
| | | | | | | | |
| Salaries: | | | | | | | |
| Administration | 502.11-12 | \$ 55,200.00 | \$ 4,600.00 | \$ 39,757.14 | \$ 15,442.86 | -0- | \$ 15,442.86 |
| Secretarial & Clerical | 502.16 | 26,950.00 | 2,688.91 | 18,918.37 | 8,031.63 | -0- | 8,031.63 |
| Instructional Staff | 502.121 | 671,792.00 | 57,512.42 | 396,648.75 | 275,143.25 | -0- | 275,143.25 |
| Library | | 49,700.00 | 3,691.67 | 27,465.81 | 22,234.19 | -0- | 22,234.19 |
| Student Services | | | | | | | |
| Administration | 502.13-14 | 97,906.00 | 8,041.68 | 68,354.81 | 29,551.19 | -0- | 29,551.19 |
| Secretarial & Clerical | 502.16 | 37,100.00 | 3,637.79 | 28,094.35 | 9,005.65 | -0- | 9,005.65 |
| Adult Education | 502.121 | 5,103.00 | -0- | -0- | 5,103.00 | -0- | 5,103.00 |
| Data Process. | 502.15 | 4,800.00 | 979.16 | 979.16 | 3,820.84 | -0- | 3,820.84 |
| Other Salaries | 502.19 | 3,000.00 | -0- | -0- | 3,000.00 | -0- | 3,000.00 |
| TOTAL SALARIES | | \$ 951,551.00 | \$ 81,151.63 | \$ 580,218.39 | \$ 371,332.61 | -0- | \$ 371,332.61 |
| Contractual Services | | | | | | | |
| Data Process. -Service Bureau | 502.20 | \$ 1,000.00 | \$ -0- | \$ -0- | \$ 1,000.00 | -0- | \$ 1,000.00 |
| Educational Consultants | 502.25 | 5,930.00 | 433.14 | 1,803.24 | 4,126.76 | -0- | 4,126.76 |
| TOTAL CONTRACTUAL SERVICES | | \$ 6,930.00 | \$ 433.14 | \$ 1,803.24 | \$ 5,126.76 | -0- | \$ 5,126.76 |
| Supplies | | | | | | | |
| Office Supplies | 502.30 | 6,000.00 | 271.61 | 7,003.02 | (1,003.02) | 73.51 | (1,076.53) |
| Copying Supplies | 502.31 | 3,000.00 | 145.56 | 2,856.90 | 143.10 | -0- | 143.10 |
| Printing | 502.32 | 15,875.00 | 610.95 | 6,617.26 | 9,257.74 | 8,397.01 | 860.73 |
| Postage | 502.33 | 6,000.00 | -0- | 265.49 | 5,734.51 | -0- | 5,734.51 |
| Library - Supplies | 502.34 | 10,000.00 | 2,126.38 | 6,373.62 | 3,626.38 | 314.72 | 3,311.66 |
| Professional Expenses | 502.37 | 5,500.00 | -0- | 75.00 | 5,425.00 | -0- | 5,425.00 |
| Data Processing Supplies | 502.38 | 750.00 | -0- | 677.01 | 72.99 | -0- | 72.99 |
| Instructional Supplies | 502.39 | 51,377.00 | 2,566.61 | 37,239.74 | 14,137.26 | 2,100.67 | 12,036.58 |
| TOTAL SUPPLIES | | \$ 98,502.00 | \$ 5,721.11 | \$ 61,108.04 | \$ 37,393.96 | \$ 10,885.91 | \$ 26,508.05 |
| Travel | | | | | | | |
| Instructional Travel | 502.70 | 22,620.00 | \$ 1,204.93 | \$ 8,848.46 | \$ 13,771.54 | -0- | \$ 13,771.54 |
| Other Travel | 502.72 | 1,690.00 | -0- | 3,594.62 | (1,904.62) | -0- | (1,904.62) |
| Other Travel - Innovation & Experimentation | 502.791 | 10,000.00 | 433.76 | 3,536.20 | 6,463.80 | -0- | 6,463.80 |
| TOTAL TRAVEL | | \$ 34,310.00 | \$ 1,638.69 | \$ 15,979.28 | \$ 18,330.72 | -0- | \$ 18,330.72 |
| Tuition Paid | 502.80 | 45,000.00 | 73.50 | 20,346.49 | \$ 24,653.51 | -0- | \$ 24,653.51 |
| Other Expenses of Instruction | 502.90 | 18,910.00 | 733.86 | 5,787.44 | 13,122.56 | 231.05 | 12,891.51 |
| TOTAL INSTRUCTIONAL EXPENSES | | \$ 1,155,203.00 | \$ 89,751.93 | \$ 685,242.88 | \$ 469,960.12 | \$ 11,116.96 | \$ 458,843.16 |

WILLIAM RAINY HARPEP COLLEGE

DISTRICT NO. 5

EDUCATIONAL FUND -- BUDGET REPORT
NINE MONTHS ENDED MARCH 31, 1968

| EXPLANATION | ACCOUNT NUMBER | BUDGET | MONTH OF MARCH | YEAR TO DATE | BALANCE | ENCUMBRANCES | UNENCUMBERED BALANCE |
|----------------------------------|----------------|-------------|----------------|--------------|-------------|--------------|----------------------|
| | | | | | | | |
| Fixed Charges | | | | | | | |
| Employers Share of Ret. Ins. | 508.40 | \$ 7,500.00 | \$ -0- | \$ 7,267.65 | \$ 232.35 | \$ -0- | \$ 232.35 |
| Health Insurance | 508.51 | 30,000.00 | 2,241.56 | 17,963.70 | 12,036.30 | -0- | 12,036.30 |
| Group Life Insurance | 508.52 | 5,000.00 | 456.18 | 3,420.04 | 1,579.96 | -0- | 1,579.96 |
| Travel & Accident Insurance | 508.53 | 1,000.00 | -0- | 865.00 | 135.00 | -0- | 135.00 |
| Surety & Fidelity Insurance | 508.56 | 400.00 | -0- | -0- | 400.00 | -0- | 400.00 |
| Workman's Comp. Insurance | 508.57 | 1,700.00 | -0- | 2,110.25 | (410.25) | -0- | (410.25) |
| Rental - Other | 508.60 | 500.00 | 30.00 | 497.56 | 2.44 | -0- | 2.44 |
| Rental - Equipment | 508.61 | 2,500.00 | 245.27 | 2,236.25 | 263.75 | -0- | 263.75 |
| Rental - Xerox Machine | 508.62 | 5,000.00 | 396.11 | 4,371.47 | 628.53 | -0- | 628.53 |
| TOTAL FIXED CHARGES | | \$53,600.00 | \$3,369.12 | \$38,731.92 | \$14,868.08 | \$ -0- | \$14,868.08 |
| Student & Comm. Services | 510.0-519.0 | | | | | | |
| Bookstore | 514.0 | | | | | | |
| Salaries, Bookstore Mgr. | 514.10 | \$ 9,600.00 | \$ 800.00 | \$ 7,200.00 | \$2,400.00 | \$ -0- | \$ 2,400.00 |
| Salaries, Clerical | 514.16 | 5,160.00 | 425.00 | 3,794.55 | 1,365.45 | -0- | 1,365.45 |
| Purchases - Supplies | 514.30 | 20,000.00 | 539.38 | 17,934.36 | 2,065.64 | 532.02 | 1,533.62 |
| Less Inventory | | (5,600.00) | (226.45) | (10,539.33) | 4,939.33 | -0- | 4,939.33 |
| Purchases - Textbooks | 514.40 | 90,000.00 | 8,546.96 | 87,453.36 | 2,546.64 | 1,844.53 | 702.11 |
| Less Inventory | | (22,500.00) | (5,805.42) | (13,616.77) | (8,883.23) | -0- | (8,883.23) |
| Travel | 514.70 | 500.00 | -0- | 177.00 | 323.00 | -0- | 323.00 |
| Other Expenses | 514.90 | 1,000.00 | 112.02 | 1,141.35 | (141.35) | -0- | (141.35) |
| TOTAL BOOKSTORE COSTS & EXPENSES | | \$98,160.00 | \$4,391.49 | \$93,544.52 | \$4,615.48 | \$2,376.55 | \$ 2,238.93 |
| Cafeteria | 515.0 | | | | | | |
| Salaries | 515.10 | \$ 9,000.00 | \$1,025.12 | \$ 5,410.12 | \$ 3,589.88 | -0- | \$ 3,589.88 |
| Purchases of Food | 515.31 | 17,000.00 | 1,300.01 | 9,209.32 | 7,790.68 | -0- | 7,790.68 |
| Less Inventory | | -0- | 238.41 | (456.17) | 456.17 | -0- | 456.17 |
| Other Expense | 515.90 | 4,000.00 | 87.25 | 1,082.60 | 2,917.40 | -0- | 2,917.40 |
| TOTAL CAFETERIA COSTS & EXPENSES | | \$30,000.00 | \$2,650.79 | \$15,245.87 | \$14,754.13 | -0- | \$14,754.13 |
| Student Activity Program | 517.00 | | | | | | |
| Student Act. Expenditures | 517.90 | \$20,000.00 | \$ -0- | \$ -0- | \$20,000.00 | -0- | \$20,000.00 |
| Student & Community Services | 518.00 | | | | | | |
| Trustee Scholarships (5) | 518.91 | \$ 1,400.00 | \$ -0- | 648.00 | 752.00 | -0- | 752.00 |
| Grants-in-Aid (3) | 518.92 | 840.00 | -0- | -0- | 840.00 | -0- | 840.00 |
| Work Study Program | 518.94 | 5,513.00 | -0- | -0- | 5,513.00 | -0- | 5,513.00 |
| Harper Work Program | 518.95 | 21,000.00 | -0- | 10,000.00 | 11,000.00 | -0- | 11,000.00 |
| TOTAL STUDENT & COMM. SERVICES | | \$28,753.00 | \$ -0- | \$10,648.00 | \$18,105.00 | -0- | \$18,105.00 |

WILLIAM RAINY HARPER COLLEGE
 DISTRICT NO. 12
 EDUCATIONAL FUND -- BUDGET REPORT
 NINE MONTHS ENDED MARCH 31, 1968

| EXPLANATION | ACCOUNT NUMBER | BUDGET | MONTH OF MARCH | YEAR TO DATE | BALANCE | ENCUMBRANCES | UNENCUMBERED BALANCE |
|---------------------------------------|----------------|----------------|----------------|----------------|--------------|--------------|----------------------|
| Capital Outlay | | | | | | | |
| Additional Equip. -Library Books | 563.00 | \$ 112,000.00 | \$ 7,023.00 | \$ 57,028.51 | \$ 54,971.49 | \$46,565.47 | \$ 8,406.02 |
| Additional Equip. -Duplicating Equip. | 563.00 | 5,500.00 | -0- | -0- | 5,500.00 | 6,224.75 | (724.75) |
| Provision for Contingencies | 590.00 | 88,517.00 | -0- | -0- | 88,517.00 | -0- | 88,517.00 |
| | | \$1,858,833.00 | \$129,166.24 | \$1,089,891.18 | \$768,941.82 | \$66,929.97 | \$702,011.85 |

Cash Statement:

Cash Balance, 2/29/68

\$ 46,874.00

- Add: Cash Receipts
- Interest
- Bookstore & Cafeteria
- Tuition & Fees
- Chargebacks
- Interfund Receipts
- Net Investments
- Other

\$ 1,543.78
 5,452.96
 1,526.25
 1,374.00
 11,560.80
 148,456.22
1,189.46
 171,103.47
\$217,977.47

- Less: Disbursements
- Accounts Payable
- Payroll
- Other

\$ 55,088.45
 105,479.15
322.41
160,890.01
\$ 57,087.46

WILLIAM RAINEY HARPER COLLEGE
DISTRICT NO. 512
BUILDING FUND
STATEMENT OF POSITION, MARCH 31, 1968

| <u>ASSETS</u> | <u>ACCOUNT NUMBER</u> | <u>3/31/68 BALANCE</u> | <u>ENCUMBRANCES</u> | <u>UNENCUMBERED BALANCE</u> |
|---|---------------------------|----------------------------|-----------------------|---------------------------------|
| Cash | | | | |
| Palatine National Bank | 101.33 | \$ 5,222.15 | -0- | \$ 5,222.15 |
| Investments | 102.10 | 221,126.86 | -0- | 221,126.86 |
| Interfund Receivables-Educational Fund | 103.10 | -0- | -0- | -0- |
| Taxes Receivable-Current Year | 105.10 | 8,178.66 | -0- | 8,178.66 |
| Taxes Receivable-Prior Years | 105.11 | -0- | -0- | -0- |
| Accounts Receivable-Other | 105.90 | -0- | -0- | -0- |
| Gasoline Inventory | 108.30 | 165.00 | -0- | 165.00 |
| TOTAL ASSETS | | <u>\$234,692.67</u> | <u>\$ -0-</u> | <u>\$234,692.67</u> |
| <u>LIABILITIES</u> | | | | |
| Interfund Payables-Educational Fund | 203.10 | \$ 3,880.34 | \$ -0- | \$ 3,880.34 |
| Interfund Payables-Trust & Agency Fund | 203.40 | 1,170.79 | -0- | 1,170.79 |
| Accounts Payables | 205.00 | 12,831.05 | -0- | 12,831.05 |
| Reserve for Encumbrances | 210.90 | -0- | 115,982.23 | 115,962.23 |
| TOTAL LIABILITIES | | <u>\$ 17,882.18</u> | <u>\$ 115,962.23</u> | <u>\$133,844.41</u> |
| <u>FUND BALANCE</u> | | | | |
| Fund Balance | 300.00 | \$216,810.49 | \$(115,962.23) | \$100,848.26 |
| TOTAL LIABILITIES & FUND BALANCE | | <u>\$234,692.67</u> | <u>\$ -0-</u> | <u>\$234,692.67</u> |
| <u>SUMMARY OF FUND BALANCE</u> | | | | |
| Balance, June 30, 1967 | | \$ 67,557.44 | \$ -0- | \$ 67,557.44 |
| Add: Revenue to Date | | 293,300.92 | -0- | 293,300.92 |
| | | <u>\$360,858.36</u> | <u>\$ -0-</u> | <u>\$360,858.36</u> |
| Deduct: Expenditures to Date | | 144,047.87 | 115,962.23 | 260,010.10 |
| Balance, March 31, 1968 | | <u>\$216,810.49</u> | <u>\$(115,962.23)</u> | <u>\$100,848.26</u> |

WILLIAM RAINY HARPER COLLEGE

DISTRICT NO. 111

BUILDING FUND -- BUDGET REPORT
NINE MONTHS ENDED MARCH 31, 1968

| EXPLANATION REVENUE | ACCOUNT NUMBER | MONTH OF | | YEAR TO DATE | BALANCE | ENCUMBRANCES | UNENCUMBERED BALANCE |
|---------------------------------------|-------------------|---------------|-------------|-----------------|--------------|--------------|-------------------------|
| | | BUDGET | MARCH | | | | |
| Taxes | 400.00 | | | | | | |
| Current Taxes | 401.00 | | | | | | |
| Prior Years Taxes | 401.10 | | | \$ 286,097.00 | \$ -0- | \$ -0- | \$ -0- |
| TOTAL TAXES | 401.11 | 660.00 | -0- | 880.88 | (220.88) | -0- | (220.88) |
| Interest on Investments | 404.00 | \$ 286,757.00 | -0- | \$ 286,977.88 | \$ (220.88) | -0- | \$ (220.88) |
| Sale of Property | 405.00 | \$ 10,000.00 | -0- | \$ 4,851.58 | \$ 5,148.42 | -0- | \$ 5,148.42 |
| Sale of Buildings & Grounds | 405.20 | 4,000.00 | -0- | -0- | 4,000.00 | -0- | 4,000.00 |
| Fund Balance 1966-67 | 406.00 | 67,557.00 | -0- | -0- | 67,557.00 | -0- | 67,557.00 |
| Refund of 1967-68 Retirement Payments | 410.20 | 1,363.00 | -0- | 1,359.46 | 3.54 | -0- | 3.54 |
| Other Revenue | 419.0 | 500.00 | -0- | 112.00 | 388.00 | -0- | 388.00 |
| TOTAL REVENUE | | \$ 370,177.00 | -0- | \$ 293,300.92 | \$ 76,876.08 | -0- | \$ 76,876.08 |
| EXPENDITURES | | | | | | | |
| Operation | 506.00 | | | | | | |
| Salaries - Supt. of Bldgs & Grnds. | 506.10 | \$ 13,500.00 | \$ 1,125.00 | \$ 9,589.27 | \$ 3,910.73 | \$ -0- | \$ 3,910.73 |
| Maintenance | 506.15 | 6,600.00 | 1,022.72 | 1,630.34 | 4,969.66 | -0- | 4,969.66 |
| Harper Work Prog. (Custodians) | 506.19 | 6,000.00 | 458.00 | 3,242.60 | 2,757.40 | -0- | 2,757.40 |
| Contractual Services | 506.20 | 5,000.00 | 682.00 | 6,575.68 | (1,575.68) | 308.65 | (1,884.33) |
| Supplies | 506.30 | 5,000.00 | 44.99 | 2,655.72 | 2,344.28 | 217.81 | 2,126.47 |
| Heating - Data Center | 506.40 | 2,500.00 | 47.70 | 362.58 | 2,137.42 | 101.26 | 2,036.16 |
| Utilities | 506.50 | 500.00 | -0- | -0- | 500.00 | -0- | 500.00 |
| Water & Sewage | 506.51 | 14,500.00 | 901.87 | 4,142.56 | 10,357.44 | -0- | 10,357.44 |
| Electricity | 506.52 | 24,000.00 | 1,970.69 | 15,028.25 | 8,971.75 | 100.04 | 8,871.71 |
| Telephone & Telegraph | 506.54 | 1,000.00 | -0- | -0- | 1,000.00 | -0- | 1,000.00 |
| Other | 506.59 | 1,500.00 | 2.09 | 794.68 | 705.32 | -0- | 705.32 |
| Travel | 506.70 | 500.00 | 10.00 | 14.50 | 485.50 | -0- | 485.50 |
| Other Expenses | 506.90 | \$ 80,600.00 | \$ 6,265.06 | \$ 44,036.18 | \$ 36,563.82 | \$ 727.76 | \$ 35,836.06 |
| TOTAL OPERATIONAL EXPENSES | | | | | | | |
| Fixed Charges | 508.00 | \$ 1,363.00 | -0- | \$ 59.46 | \$ 1,303.54 | -0- | \$ 1,303.54 |
| Employers Share of Ret. Ins. | 508.40 | | | | | | |
| Insurance | 508.50 | 1,100.00 | -0- | 850.00 | 250.00 | -0- | 250.00 |
| Public Liability Insurance | 508.54 | 3,370.00 | -0- | 4,701.39 | (1,331.39) | -0- | (1,331.39) |
| Fire Insurance | 508.55 | 1,000.00 | 75.00 | 543.00 | 457.00 | -0- | 457.00 |
| Other Insurance | 508.59 | | | | | | |
| Rentals | 508.60 | 7,350.00 | -0- | -0- | 7,350.00 | 1,995.98 | 5,354.02 |
| Computer Lease Time | 508.61 | 2,300.00 | 207.00 | 1,359.30 | 940.70 | -0- | 940.70 |
| Unit Record Equipment | 508.64 | 87,200.00 | 6,618.33 | 65,324.31 | 21,875.69 | -0- | 21,875.69 |
| Rental of Facilities | 508.65 | 2,500.00 | 103.12 | 413.59 | 2,086.41 | -0- | 2,086.41 |
| Other Equipment Rental | 508.60 | \$ 106,183.00 | \$ 7,003.45 | \$ 73,251.05 | \$ 32,931.95 | \$ 1,995.98 | \$ 30,935.97 |
| TOTAL FIXED CHARGES | | | | | | | |

WILLIAM T. ONEY HARPER COLLEGE
 DISTRICT NO. 512
 BUILDING FUND - BUDGET REPORT
 NINE MONTHS ENDED MARCH 31, 1968

| ACCOUNT NUMBER | EXPLANATION | BUDGET | MONTH OF MARCH | YEAR TO DATE | BALANCE | ENCUMBRANCES | UNENCUMBERED BALANCE |
|----------------|----------------------------------|---------------|----------------|---------------|---------------|---------------|----------------------|
| | | | | | | | |
| 560.00 | Capital Outlay: | | | | | | |
| 562.00 | New Buildings & Improvements | \$ 15,000.00 | \$ -0- | \$ 15,259.00 | \$ (259.00) | \$ -0- | \$ (259.00) |
| | Refurbish Data Center | 110,000.00 | -0- | -0- | 110,000.00 | 109,323.00 | 677.00 |
| | Pre-Fab Building | -0- | -0- | 612.29 | (612.29) | | (612.29) |
| | Temporary Units | 10,700.00 | 2,043.63 | 2,043.63 | 8,656.37 | 3,905.87 | 4,750.50 |
| | Conversion of North Stall Area | 30,067.00 | 3,138.98 | 8,845.72 | 21,221.28 | 9.62 | 21,211.66 |
| 563.00 | Additional Equipment | \$ 165,767.00 | \$ 5,182.61 | \$ 26,760.64 | \$ 139,006.36 | \$ 113,238.49 | \$ 25,767.87 |
| 590.00 | Provision for Contingencies | 17,627.00 | -0- | -0- | 17,627.00 | -0- | 17,627.00 |
| | TOTAL CAPITAL OUTLAY | \$ 370,177.00 | \$ 18,451.12 | \$ 144,047.87 | \$ 226,129.13 | \$ 115,962.23 | \$ 110,166.90 |
| | TOTAL BUILDING FUND EXPENDITURES | | | | | | |

CASH STATEMENT:
 Cash Balance, 2/29/68

\$ 27,255.74

Add: Cash Receipts
 Interest

705.00
 27,960.74

Less: Cash Disbursements
 Accounts Payable
 Net Investments
 CASH BALANCE 3/31/68

\$22,561.98
 176.61
 22,738.59
 \$ 5,222.15

10

WILLIAM RAINEY HARPER COLLEGE
DISTRICT NO. 512
SITE AND CONSTRUCTION FUND
STATEMENT OF POSITION, MARCH 31, 1968

| <u>ASSETS</u> | <u>ACCOUNT NUMBER</u> | <u>3/31/68 BALANCES</u> | <u>ENCUMBRANCES</u> | <u>UNENCUMBERED BALANCE</u> |
|---|---------------------------|-----------------------------|---------------------|---------------------------------|
| Cash in Bank | | | | |
| 1st National Bank of Chicago | 101.31 | \$ 28,019.73 | \$ -0- | \$ 28,019.73 |
| Investments | 102.10 | 2,422,310.03 | -0- | 2,422,310.03 |
| Miscellaneous Receivables (Long Term) | 105.91 | 8,700.00 | -0- | 8,700.00 |
| TOTAL ASSETS | | \$2,459,029.76 | \$ -0- | \$2,459,029.76 |
| <u>LIABILITIES</u> | | | | |
| Interfund Payables-Bond & Interest Fund | 203.30 | \$ 53,094.42 | \$ -0- | \$ 53,094.42 |
| Accounts Payable | 205.00 | 4,921.68 | -0- | 4,921.68 |
| Reserve for Encumbrances | 210.90 | -0- | 42,234.57 | 42,234.57 |
| TOTAL LIABILITIES | | \$ 58,016.06 | \$42,234.57 | \$ 100,250.63 |
| <u>FUND BALANCE</u> | | | | |
| Fund Balance | 300.00 | \$2,401,013.70 | \$(42,234.57) | \$2,358,779.13 |
| TOTAL LIABILITIES & FUND BALANCE | | \$2,459,029.76 | \$ -0- | \$2,459,029.76 |
| <u>SUMMARY OF FUND BALANCE</u> | | | | |
| Balance, September 1, 1966 | | \$ -0- | \$ -0- | \$ -0- |
| Add: Revenue to Date | | 7,643,251.19 | -0- | 7,643,251.19 |
| | | \$7,643,251.19 | \$ -0- | \$7,643,251.19 |
| Deduct: Expenditures to Date | | 5,242,237.49 | 42,234.57 | 5,284,472.06 |
| Balance: 3/31/68 | | \$2,401,013.70 | \$(42,234.57) | \$2,358,779.13 |

WILLIAM RAINEY HAMILTON COLLEGE
DISTRICT NO. 512

SITE AND CONSTRUCTION FUND

PROJECT BUDGET SEPTEMBER 1, 1966 TO MARCH 31, 1968

| REVENUE | ACCOUNT NUMBER | PROJECT BUDGET | MONTH OF MARCH | PROJECT TO DATE | BALANCE | ENCUMBRANCES | UNENCUMBERED BALANCE |
|-----------------------------------|----------------|-----------------|----------------|-----------------|---------------|--------------|----------------------|
| Government | 402.00 | | | | | | |
| Higher Education Facilities Act | | | | | | | |
| Federal Subsidies | 402.80 | | | | | | |
| Other Federal Subsidies | 402.89 | | | | | | |
| Vocational Education Act | | | | | | | |
| Title VI | | | | | | | |
| | | \$ 750,000.00 | \$ -0- | \$ -0- | \$ 750,000.00 | \$ -0- | \$ 750,000.00 |
| | | 61,091.00 | -0- | 61,091.00 | -0- | -0- | -0- |
| Sale of Bonds | 403.00 | | | | | | |
| Principal on Bonds Sold | 403.10 | | | | | | |
| September 1, 1966 Issue | | \$ 3,375,000.00 | \$ -0- | \$ 3,375,000.00 | \$ -0- | \$ -0- | \$ -0- |
| December 1, 1966 Issue | | 4,000,000.00 | -0- | 4,000,000.00 | -0- | -0- | -0- |
| | | \$ 7,375,000.00 | \$ -0- | \$ 7,375,000.00 | \$ -0- | \$ -0- | \$ -0- |
| Premium on Bonds Sold | 403.20 | | | | | | |
| Accrued Interest on Sale of Bonds | 403.30 | | | | | | |
| | | \$ 360.13 | \$ -0- | \$ 360.13 | \$ -0- | \$ -0- | \$ -0- |
| | | 53,094.42 | -0- | -0- | 53,094.42 | -0- | 53,094.42 |
| Interest on Investments | 404.00 | | | | | | |
| | | \$ 380,000.00 | \$ 4,053.06 | \$ 202,169.71 | \$ 177,830.29 | \$ -0- | \$ 177,830.29 |
| Sale of Property | 405.00 | | | | | | |
| Sale of Well Site | | 4,000.00 | -0- | 4,000.00 | -0- | -0- | -0- |
| Sale of Portable Classrooms | | -0- | -0- | -0- | -0- | -0- | -0- |
| Other Revenue | 409.00 | | | | | | |
| | | 630.35 | -0- | 630.35 | -0- | -0- | -0- |
| TOTAL REVENUE | | \$ 8,624,175.90 | \$ 4,053.06 | \$ 7,643,251.19 | \$ 980,924.71 | \$ -0- | \$ 980,924.71 |

WILLIAM RAIN, HARPER COLLEGE

DISTRICT NO. 512

SITE AND CONSTRUCTION FUND

PROJECT BUDGET SEPTEMBER 1, 1966 to MARCH 31, 1968

| EXPENDITURES | ACCOUNT NUMBER | PROJECT BUDGET | MONTH OF MARCH | PROJECT TO DATE | BALANCE | ENCUMBRANCES | UNENCUMBERED BALANCE |
|---------------------------------------|----------------|----------------|----------------|-----------------|----------------|--------------|----------------------|
| Fixed Charges | | | | | | | |
| Insurance (Treasurers Bond) | 508.50 | \$ 3,000.00 | \$ 567.00 | \$ 2,516.00 | \$ 484.00 | \$ -0- | \$ 484.00 |
| Other Expenditures | 509.00 | \$ 50.00 | \$ -0- | \$ 4.57 | \$ 45.43 | \$ -0- | \$ 45.43 |
| Capital Outlay: | | | | | | | |
| Site Acquisition & Improvements | 560.00 | \$1,439,146.42 | \$ -0- | \$1,439,146.42 | \$ -0- | \$ -0- | \$ -0- |
| Land Cost | 561.00 | 13,767.70 | \$ -0- | 13,767.70 | \$ -0- | \$ -0- | \$ -0- |
| Real Estate Taxes | | 8,000.00 | \$ -0- | 6,968.55 | 1,031.45 | \$ -0- | 1,031.45 |
| Revenue Stamps & Title Policies | | 6,746.25 | \$ -0- | 6,746.25 | \$ -0- | \$ -0- | \$ -0- |
| Appraisals, Soil Services | | 500.00 | \$ -0- | 94.39 | 405.61 | \$ -0- | 405.61 |
| Minor Improvements | | -0- | \$ -0- | -0- | -0- | \$ -0- | -0- |
| Algonquin Road Improvements | | -0- | \$ -0- | -0- | -0- | \$ -0- | -0- |
| Roselle Road Improvements | | -0- | \$ -0- | -0- | -0- | \$ -0- | -0- |
| Water Connection | | 4,000.00 | \$ -0- | -0- | 4,000.00 | \$ -0- | -0- |
| | | \$1,472,160.37 | \$ -0- | \$1,466,723.31 | \$5,437.06 | \$4,000.00 | \$ 1,437.06 |
| Buildings & Improvements | 562.00 | | | | | | |
| Architectural Fees: | | | | | | | |
| Design Development Phase | | \$ 279,795.60 | \$ -0- | \$ 279,795.60 | \$ -0- | \$ -0- | \$ -0- |
| Construction Documents Phase | | 290,400.00 | \$ -0- | 290,400.00 | \$ -0- | \$ -0- | \$ -0- |
| Bid Phase | | 16,515.65 | \$ -0- | 42,211.25 | (25,695.60) | \$ -0- | (25,695.60) |
| Interiors | | 10,000.00 | 624.85 | 1,735.99 | 8,264.01 | 1,241.57 | 7,022.44 |
| Plans | | 25,000.00 | \$ -0- | 15,176.79 | 9,823.21 | \$ -0- | 9,823.21 |
| Model | | 1,976.32 | \$ -0- | 1,976.32 | \$ -0- | \$ -0- | \$ -0- |
| Other | | 1,000.00 | \$ -0- | 115.80 | 884.20 | \$ -0- | 884.20 |
| Architectural Fees, Phase II | | 793,700.00 | \$ -0- | -0- | 793,700.00 | \$ -0- | 793,700.00 |
| Legal Services | | 25,000.00 | \$ -0- | 20,214.50 | 4,785.50 | \$ -0- | 4,785.50 |
| Consultants | | 60,000.00 | \$ -0- | 53,710.25 | 6,289.75 | \$ -0- | 6,289.75 |
| Bond Sale Expenses | | 2,583.46 | \$ -0- | 2,583.46 | \$ -0- | \$ -0- | \$ -0- |
| Relocatable Buildings | | 171,605.10 | \$ -0- | 171,605.10 | \$ -0- | \$ -0- | \$ -0- |
| | | 2,557,469.43 | \$ -0- | 2,557,469.43 | \$ -0- | \$ -0- | \$ -0- |
| Construction Payout - Phase I (A & B) | | 1,876,276.97 | \$ -0- | -0- | 1,876,276.97 | \$ -0- | 1,876,276.97 |
| Construction Payout - Phase II | | \$6,111,322.53 | \$ 624.85 | \$3,436,994.49 | \$2,674,328.04 | \$1,241.57 | \$2,673,086.47 |

WILLIAM RAINY HARPER COLLEGE
DISTRICT NO. 512
SITE & CONSTRUCTION FUND
PROJECT BUDGET SEPTEMBER 1, 1966 - MARCH 31, 1968

| PROJECT BUDGET | MONTH OF MARCH | PROJECT TO DATE | BALANCE | ENCUMBRANCES | UNENCUMBERED BALANCE |
|---------------------------------------|--------------------|---------------------|---------------------|--------------------|----------------------|
| Additional Equipment | | | | | |
| Instructional Equipment | 563.00 | | | | |
| Office Furn & Equip | \$ 163.29 | \$ 26,030.60 | \$ 9,466.40 | \$ 2,060.57 | \$ 7,405.83 |
| Office Machines Classroom | 575.00 | 875.00 | 4,750.00 | 2,555.00 | 2,195.00 |
| Musical Instruments | 1,029.00 | 6,529.66 | 3,470.34 | 1,171.00 | 2,299.34 |
| Musical Instruments - Title VI | -0- | 4,000.00 | -0- | -0- | -0- |
| Science Equipment | 861.30 | 29,671.89 | 5,128.11 | 658.39 | 4,469.72 |
| Science Equipment - Title VI | -0- | -0- | 63,258.65 | 16,918.00 | 46,340.65 |
| Audio Visual Equipment | -0- | -0- | 7,755.00 | -0- | 7,755.00 |
| Audio Visual Equipment - Title VI | -0- | -0- | 51,393.60 | -0- | 51,393.60 |
| Data Process - Instruct. Furniture | -0- | 4,687.66 | (177.66) | -0- | (177.66) |
| Data Process - Disc Packs | -0- | -0- | 3,150.00 | -0- | 3,150.00 |
| Data Process - Office Furn. | 409.30 | 1,472.40 | 62.60 | -0- | 62.60 |
| Nurses Office Equipment | 126.61 | 370.70 | 1,479.30 | -0- | 1,479.30 |
| Student Personnel Equip. & Furn. | 1,228.25 | 14,087.04 | 3,337.96 | 611.48 | 2,726.48 |
| Bookstore Equip. & Furniture | -0- | 7,379.34 | 4,620.66 | -0- | 4,620.66 |
| Instit. Dev. Equipment | 88.41 | 88.41 | 911.59 | 122.58 | 789.01 |
| Business Office Equipment | -0- | 3,771.39 | 343.61 | 527.47 | (183.86) |
| Drinking Fountains | -0- | -0- | 800.00 | -0- | 800.00 |
| Library Equipment | 6,010.21 | 27,394.26 | (837.26) | 271.51 | (1,108.77) |
| Art Department Equipment | 1,340.00 | 3,114.15 | (3,114.15) | 717.84 | (3,831.99) |
| Art Department Equipment - Title VI | -0- | -0- | 2,776.00 | -0- | 2,776.00 |
| Other Equipment, Title VI | -0- | -0- | 571.75 | -0- | 571.75 |
| Communications Equipment | -0- | 893.00 | (393.00) | -0- | (393.00) |
| Social Science Equipment | -0- | 275.45 | (275.45) | 320.00 | (595.45) |
| Administrative Office Equipment | -0- | 120.45 | (120.45) | 234.56 | (355.01) |
| TOTAL INSTRUCTIONAL EQUIPMENT | \$11,831.37 | \$130,261.40 | \$158,357.60 | \$26,168.40 | \$132,189.20 |
| Vocational Technical Equipment | | | | | |
| Architecture | \$ -0- | \$ -0- | \$ 65,500.00 | \$ -0- | \$ 65,500.00 |
| Law Enforcement | -0- | -0- | 5,500.00 | -0- | 5,500.00 |
| Closed Circuit TV | -0- | -0- | 13,153.00 | -0- | 13,153.00 |
| Dental Program Equipment | -0- | -0- | 2,000.00 | -0- | 2,000.00 |
| Business | -0- | -0- | 19,500.00 | -0- | 19,500.00 |
| Data Processing | -0- | 48,486.76 | 32,169.24 | -0- | 32,169.24 |
| Nursing | -0- | 461.12 | 1,588.88 | -0- | 1,588.88 |

WILLIAM RAINEY HARPER COLLEGE
DISTRICT NO. 512
SITE AND CONSTRUCTION FUND
PROJECT BUDGET SEPTEMBER 1, 1966 to MARCH 31, 1968

| EXPENDITURES | PROJECT BUDGET | MONTH OF MARCH | PROJECT TO DATE | BALANCE | ENCUMBRANCES | UNENCUMBERED BALANCE |
|----------------------------------|----------------|----------------|-----------------|----------------|--------------|----------------------|
| | | | | | | |
| Mechanical Design | \$ 254,747.00 | \$ 73.99 | \$ 17,721.47 | \$237,025.53 | \$ 112.10 | \$236,913.43 |
| Numerical Control | 121,455.00 | -0- | -0- | 121,455.00 | -0- | 121,455.00 |
| Electronics | 184,463.00 | 1,061.97 | 139,068.37 | 45,394.63 | 10,712.50 | 34,682.13 |
| TOTAL VOCATIONAL TECH. EQUIPMENT | \$ 749,024.00 | \$ 1,135.96 | \$205,737.72 | \$543,286.28 | \$10,824.60 | \$532,461.68 |
| TOTAL EQUIPMENT | \$1,037,643.00 | \$12,967.33 | \$335,999.12 | \$701,643.88 | \$36,993.00 | \$664,650.88 |
| TOTAL EXPENDITURES | \$8,624,175.90 | \$14,159.18 | \$5,242,237.49 | \$3,381,938.41 | \$42,234.57 | \$3,339,703.84 |

SOURCES OF FUNDING, PHASE I:

| | |
|-------------------------------|-----------------|
| Federal HEFA (HEW) | \$2,835,820.00 |
| State | |
| I. B. A. Bond Proceeds | \$8,035,000.00 |
| Local | |
| Cash | \$2,557,469.43 |
| Land (82.37 acres) | 411,850.00 |
| Other Credits | 654,287.23 |
| TOTAL PROJECT BUDGET, PHASE I | \$14,494,426.66 |

ESTIMATED SOURCES OF FUNDING, PHASE II:

| | |
|--|-----------------|
| Non-Cash items to be submitted to I. B. A.: | |
| Transfer of Land 136 acres @\$5000.00 | \$ 680,000.00 |
| Transfer of Power Plant Addition "B" | 110,000.00 |
| 50% of Consultant's Fees deferred from Phase I | 35,537.85 |
| Architects fees, Phase II and Interiors | 803,700.00 |
| Construction Payout, Phase II | \$1,629,237.85 |
| TOTAL CASH & NON-CASH ITEMS TO BE SUBMITTED | 1,876,276.97* |
| I. B. A. Funding, 3 x \$3,505,514.82 | \$3,505,514.82 |
| TOTAL ESTIMATED FUNDING, PHASE II | \$10,516,544.46 |
| | \$14,022,059.28 |

CASH STATEMENT:

| | |
|--------------------------|--------------|
| Cash Balance, 2/28/68 | |
| Add: Cash Receipts | \$ 5,907.51 |
| Interest | |
| Net Investments | \$ 4,053.06 |
| | 66,899.38 |
| Less: Cash Disbursements | 70,952.44 |
| Accounts Payable | 76,859.95 |
| Cash Balance, 3/31/68 | 48,840.22 |
| | \$ 28,019.73 |

*Subject to any equipment or other expenditures not budgeted.

WILLIAM RAINEY HARPER COLLEGE
DISTRICT NO. 512
BOND AND INTEREST FUND
STATEMENT OF POSITION, MARCH 31, 1968

| <u>ASSETS</u> | <u>ACCOUNT NUMBER</u> | <u>3/31/68 BALANCE</u> | <u>ENCUMBRANCES</u> | <u>UNENCUMBERED BALANCE</u> |
|---|---------------------------|----------------------------|-----------------------|---------------------------------|
| Cash in Bank: | | | | |
| First National Bank of Chicago | 101.31 | \$ 226.93 | -0- | \$ 226.93 |
| Investments: | | | | |
| Interfund Receivables - Site & Construction Fund | 102.10 103.60 | 117,841.36 53,094.42 | -0- -0- | 117,841.36 53,094.42 |
| Accounts Receivable-Current Taxes | 105.10 | 9,278.27 | -0- | 9,278.27 |
| TOTAL ASSETS | | <u>\$180,440.98</u> | <u>-0-</u> | <u>\$180,440.98</u> |
| <u>LIABILITIES</u> | | | | |
| Reserve for Encumbrances | 210.90 | \$ -0- | \$150,875.63 | \$150,875.63 |
| TOTAL LIABILITIES | | <u>\$ -0-</u> | <u>\$150,875.63</u> | <u>\$150,875.63</u> |
| <u>FUND BALANCE</u> | | | | |
| Fund Balance | 300.00 | \$180,440.98 | \$(150,875.63) | \$ 29,565.35 |
| TOTAL LIABILITIES & FUND BALANCE | | <u>\$180,440.98</u> | <u>-0-</u> | <u>\$180,440.98</u> |
| <u>SUMMARY OF FUND BALANCE</u> | | | | |
| Balance, June 30, 1967 | | \$ 53,094.42 | \$ -0- | \$ 53,094.42 |
| Add: Revenue to Date | | 466,769.74 | -0- | 466,769.74 |
| | | <u>\$519,864.16</u> | <u>\$ -0-</u> | <u>\$519,864.16</u> |
| Deduct: Expenditures to Date | | 339,423.18 | 150,875.63 | 490,298.81 |
| Balance, 3/31/68 | | <u>\$180,440.98</u> | <u>\$(150,875.63)</u> | <u>\$ 29,565.35</u> |

WILLIAM RAINEY WOODRUP COLLEGE
 DISTRICT NO. 512
 BOND & INTEREST FUND -- BUDGET REPORT
 NINE MONTHS ENDED MARCH 31, 1968

| EXPLANATION REVENUE | ACCOUNT NUMBER | BUDGET | MONTH OF MARCH | YEAR TO DATE | BALANCE | ENCUM- BRANCES | UNENCUMBERED BALANCE |
|-----------------------------------|-------------------|--------------|-------------------|-----------------|--------------|-------------------|-------------------------|
| | | | | | | | |
| Current Taxes | 400.00 | | | | | | |
| Interest on Investments | 401.10 | \$462,981.00 | -0- | \$462,981.00 | \$ -0- | -0- | \$ -0- |
| 1966-67 Fund Balance | 404.00 | -0- | -0- | 3,788.74 | (3,788.74) | -0- | -0- |
| TOTAL REVENUE | 300.00 | 53,094.42 | -0- | -0- | 53,094.42 | -0- | -0- |
| | | \$516,075.42 | -0- | \$466,769.74 | \$49,305.68 | -0- | \$ -0- |
| EXPENDITURES | | | | | | | |
| Fixed Charges | 500.00 | | | | | | |
| Interest on Bonds | 508.00 | | | | | | |
| Service Charge on Bonds | 508.83 | \$489,930.05 | -0- | \$339,238.80 | \$150,691.25 | \$150,691.25 | \$ -0- |
| TOTAL EXPENDITURES | 508.84 | -0- | -0- | 184.38 | (184.38) | 184.38 | (3,687.61) |
| | | \$489,930.05 | -0- | \$339,423.18 | \$150,506.87 | \$150,875.63 | \$(3,687.61) |
| FUND BALANCE - 6/30/67 | 300.00 | \$ 26,145.37 | -0- | -0- | \$ 26,145.37 | -0- | \$26,145.37 |
| TOTAL EXPENDITURES & FUND BALANCE | | \$516,075.42 | -0- | \$339,423.18 | \$176,652.24 | \$150,875.63 | \$25,776.61 |

CASH STATEMENT:

| | |
|--------------------------|------------|
| Cash Balance, 3/29/68 | \$6,157.33 |
| Add: Cash Receipts | |
| Taxes | -0- |
| Interest | -0- |
| Net Investments | -0- |
| Other | -0- |
| Less: Cash Disbursements | |
| Bond Interest | -0- |
| Bond Service Charge | -0- |
| Net Investments | 5,930.40 |
| Cash Balance, 3/31/68 | \$ 226.93 |

17

WILLIAM RAINEY HARPER COLLEGE
DISTRICT NO. 512
TRUST AND AGENCY FUND
STATEMENT OF POSITION, MARCH 31, 1968

| <u>ASSETS</u> | 3/31/68 <u>BALANCE</u> |
|-----------------------------|---------------------------|
| Cash In Bank: | |
| Work Study & Grant Sub-Fund | \$ 8,764.29 |
| Data Processing Sub-Fund | 8,927.29 |
| Loan Sub-Fund | (534.50) |
| Scholarship Sub-Fund | 1,393.92 |
| Student Activity Sub-Fund | 4,787.54 |
| Agency Clearing Sub-Fund | <u>(825.10)</u> |
| | \$22,513.44 |

| | |
|--|--------------------|
| Accounts Receivable-Scholarship | -0- |
| Loans Receivable - Loan Sub-Fund | 732.00 |
| Interfund Receivables - Building Fund | 3,242.60 |
| Interfund Receivables - Student Activities | 15,531.20 |
| Other - Student Activities | -0- |
| TOTAL ASSETS | <u>\$42,019.24</u> |

LIABILITIES

| | |
|--|--------------------|
| Interfund Payables - | |
| Educational Fund from Work Study | \$ 5,583.89 |
| Educational Fund from Loan Fund | |
| Educational Fund from Scholarship Fund | 889.01 |
| Educational Fund from Data Proc. Fund | 816.66 |
| Other Liabilities - Agency Clearing | <u>27.00</u> |
| TOTAL LIABILITIES | <u>\$ 7,316.56</u> |

FUND BALANCE

| | |
|-----------------------------------|--------------------|
| Fund Balance - | |
| Work Study & Grant Sub-Fund | \$ 6,423.00 |
| Data Processing | 8,110.63 |
| Loan Sub-Fund | 197.50 |
| Scholarship Sub-Fund | 504.91 |
| Student Activity Sub-Fund | 18,565.54 |
| Agency Clearing Sub-Fund | 901.10 |
| TOTAL FUND BALANCES | <u>\$34,702.68</u> |
| TOTAL LIABILITIES & FUND BALANCES | <u>42,019.24</u> |

SUMMARY OF FUND BALANCE

| | |
|----------------------------|--------------------|
| Balance, June 30, 1967 | \$ 857.27 |
| Add: Revenues to Date | <u>81,280.64</u> |
| | \$82,137.91 |
| Less: Expenditures to Date | <u>47,435.23</u> |
| FUND BALANCE, | <u>\$34,702.68</u> |

WILLIAM RAINEY HARPER COLLEGE
 STATEMENT OF OPERATIONS -- BOOKSTORE
 AUGUST 21, 1967, to MARCH 31, 1968

| | <u>SUPPLIES</u> | <u>BOOKS</u> | <u>TOTAL</u> |
|---------------------------|--------------------|---------------------|---------------------|
| Sales | \$12,185.99 | \$101,577.03 | \$113,763.02 |
| Less Returns | 128.63 | 7,238.35 | 7,366.98 |
| Net Sales | <u>\$12,057.36</u> | <u>\$ 94,338.68</u> | <u>\$106,396.04</u> |
| Cost of Sales | | | |
| Purchases | \$18,466.38 | \$ 89,297.89 | \$107,764.27 |
| Less Inventory | <u>11,071.35</u> | <u>15,461.30</u> | <u>26,532.65</u> |
| Cost of Sales | \$ 7,395.03 | \$ 73,836.59 | \$ 81,231.62 |
| Gross Profit on Sales | \$ 4,662.33 | \$ 20,502.09 | \$ 25,164.42 |
| | <u>38.7%</u> | <u>21.6%</u> | <u>23.7%</u> |
| Other Expenses | | | |
| Salaries | | | \$ 10,994.55 |
| Travel | | | 177.00 |
| Other Expenses | | | <u>1,141.35</u> |
| | | | <u>12,312.90</u> |
| Net Profit | | | <u>\$ 12,851.52</u> |

WILLIAM RAINEY HARPER COLLEGE
STATEMENT OF OPERATIONS -- CAFETERIA
SEPTEMBER 13, 1967, to MARCH 31, 1968

| | | |
|----------------|-----------------|--------------------|
| Sales | | \$17,501.15 |
| Cost of Sales | | |
| Purchases | \$9,209.32 | |
| Less Inventory | <u>456.17</u> | |
| Cost of Sales | | <u>8,753.15</u> |
| Gross Profit | | \$ 8,748.00 |
| Salaries | \$5,410.12 | |
| Other Expenses | <u>1,082.60</u> | |
| | | \$ 6,492.72 |
| Net Profit | | <u>\$ 2,255.28</u> |

WILLIAM RAINEY HARPER COLLEGE
DIVISION OF Business & Social Science

CANDIDATE

Richard T. Schlagel

FIELD

Data Processing

PREPARATION

B. S.- Northern Illinois University, June, 1967

(Degree, School

M.B.A.-Northern Illinois University, Aug., 1968

Year Received &

Semester Hours in

B.S.--66 Semester Hours Business Administration

Subject Field)

M.B.A.-36 Semester Hours Business Administration

MAJOR AREAS

Data Processing

Graduate Assistant, Northern Ill. Univ.-Marketing

TEACHING EXPERIENCE

Research, January 1968 to present

(Dates of Positions)

OTHER EXPERIENCE

Assistant Program Coordinator, I.B.M.

360- 40 January -June, 1968. Summer employment: Sale
Administration, Sales Representative and clerk.

Phi Sigma Scholastic Award

HONORS &
DISTINCTIONS

National Simulation Marketing Team, N.I.U.

PERSONAL

(Age, Marital Status,
Children, Address)

Instructor \$8,500

RECOMMENDED BY

Roy A. Sedref

Department

John R. Binkhoff

Chairman

H. Cunningham

Assistant Dean

NR Pankeitz

Dean

WILLIAM RAINEY HARPER COLLEGE
DIVISION OF Physical Education

CANDIDATE BESSEMER, RONALD NORMAN

FIELD Physical Education

PREPARATION (Degree, School Year Received & Semester Hours in Subject Field) B.S. in Ed. - Illinois State University - 1966 - 128 hr
M.S. in Ed. - Illinois State University - 1967 - 32 hrs
+ 3 hours beyond the Master's Degree

MAJOR AREAS Coaching, Track, Wrestling, teaching Physical Education

TEACHING EXPERIENCE (Dates of Positions) Reedsport High School (Oregon) - 8/67 to 6/68
Ill. State Univ. (grad. asst.) - 6/66 to 8/67

OTHER EXPERIENCE United States Army - coaching, supervising youth activities - 1956-1959
Reuter & Co. (Oregon) - sheet metal work - 9/59 to 6/60
F & S Construction (Ill) - construction - 1960 to 1961
Ratherman Motors (Chgo) - mechanic - 1961 to 1962

HONORS & DISTINCTIONS Captain Wrestling Team, Graduate Assistantship

PERSONAL (Age, Marital Status, Children, Address) [REDACTED]
[REDACTED]

RANK & SALARY Instructor - \$9,500.00

RECOMMENDED BY John Welch Department
D. Kenneth Anderson / J. J. Anderson Chairman
D. Kenneth Anderson Assistant Dean
Al R. Parkratz Dean

WILLIAM RAINEY HARPER COLLEGE
DIVISION OF Engineering

CANDIDATE Michael William Carroll

FIELD Mechanical Design Technology

PREPARATION Tri-State College, Angola, Indiana
B.S.M.E. - August, 1962
Western Michigan University,
Kalamazoo, Michigan - M.S. Mechanical
Engineering Technology - June 1968

MAJOR AREAS Mechanical Engineering Technology
Mechanical Engineering

TEACHING EXPERIENCE Western Michigan University
Kalamazoo, Michigan-Mechanical Technology
(Drafting & Design) August 1965 to present

OTHER EXPERIENCE Prestolite Company, Div. of Eltra Corp.
Toledo, Ohio - Project Engineer 9-62/8-65

HONORS & DISTINCTIONS Trustee Scholarship from Tri-State
College for full duration of undergraduate study.

PERSONAL (Age, Marital Status, Children, Address) [REDACTED]
[REDACTED]

RANK Assistant Professor and Coordinator of
Mechanical Design

STEP & SALARY \$12,200 + four weeks Coordination

RECOMMENDED BY Engineering Department
Harold Cunningham, Chairman
H. Cunningham, Assistant Dean
H.R. Paukratz, Dean

WILLIAM RAINEY HARPER COLLEGE
DIVISION OF Counseling

CANDIDATE Robert L. Smith

FIELD Counselor


PREPARATION Gogebic Community College 1961-63
B.S. West Michigan University 1965
M.A. " " " 1966
Ed. S. " " " 1968

MAJOR AREAS B.S. History & English
M.A. Guidance & Counseling (Spec 34 beyond)

TEACHING EXPERIENCE Counselor, West Michigan University
1967-present, full time: 65-67 part-time

OTHER EXPERIENCE Counseling group leader (16 weeks 1966
Partner Consultant (winter '67)
Sensitivity group leader, summer '68

HONORS & DISTINCTIONS 4 year undergrad. school; grad. asst. Kappa Delta Pi Honor Society
Publication: Jour. Coun. Psyc.

PERSONAL (Age, Marital Status, Children, Address) 

RANK instructor

STEP & SALARY \$9600.00

RECOMMENDED BY Thomas C. Leonard Department Chairman
James H. [Signature] Assistant Dean
[Signature] Dean

WILLIAM RAINEY HARPER COLLEGE
DIVISION OF Counseling

CANDIDATE

Judith Ann Best

FIELD

Counselor

PREPARATION

B.A. Coe. College. Cedar Rapids, Iowa 1963

M.A. University of Iowa 1966

MAJOR AREAS

B.A. History and Soc.

M.A. Guidance and Counseling

TEACHING EXPERIENCE

1964-65 6th grade teacher.

Lisbon, Iowa: 1966-67 Jr.

High School Counselor, Marion, Iowa

1967-68 Counselor, Prairie State College.

OTHER EXPERIENCE

Deans List; graduate Cum Laude

HONORS &
DISTINCTIONS

PERSONAL
(Age, Marital Status,
Children, Address)

[REDACTED]

[REDACTED]

RANK

Instructor

STEP & SALARY

\$9600.00

RECOMMENDED BY

Thomas C. Swank Department
Chairman

Assistant Dean

[Signature] Dean

WILLIAM RAINEY HARPER COLLEGE
Engineering Division
BOARD OF TRUSTEE
PRESENTATION

April 25, 1968

AGENDA

- I. Introduction - H. Cunningham
- II. Curricula
 - a. Architecture.....D. Collins
 - b. Data Processing.....J. Singleman
R. Lang
 - c. Electronics.....R. Mussell
 - d. Engineering.....H. Cunningham
 - e. Mechanical Design.....W. Punkay
- III. Other - H. Cunningham
 - a. Faculty Duties
 - b. Faculty
 - c. Problems
- IV. Summary and Questions - H. Cunningham

42268ks

4/25/68

WILLIAM RAINEY HARPER COLLEGE

PROGRESS REPORT OF FACULTY STAFFING

Fall, 1968

| DIVISION | PRESENT FULL TIME FACULTY | NUMBER OF FACULTY NEEDED FOR FALL | NUMBER OF FACULTY HIRED TO DATE | NUMBER OF FACULTY REMAINING TO HIRE |
|---------------------------|---------------------------|-----------------------------------|---------------------------------|-------------------------------------|
| Humanities & P.E. | 9 | 6 | 2 | 4 |
| Engineering | 3 | 9 | 1 | 8 |
| Science & Math | 8 11 | 5 9 | 4 | 1 5 |
| English | 11 | 9 | 5 | 4 |
| Business & Social Science | 11 | 12 | 9 | 3 |
| TOTAL | 42 45 | 41 45 | 21 | 20 24 |
| Library | | 3 | | 3 |

4/25/68

WILLIAM RAINE HARPER COLLEGE

PROGRESS REPORT OF FACULTY STAFFING
Fall, 1968

Division Humanities & P.E.
Chairman Dr. Andeen

| FIELD | NUMBER OF FACULTY ANTICIPATED | NUMBER OF FACULTY HIRED TO DATE | NUMBER OF FACULTY REMAINING TO HIRE | DATE OF COMPLETION |
|--------------|-------------------------------|---------------------------------|-------------------------------------|--------------------|
| Music | 1 | 1 | | |
| Humanities | 2 | | 2 | May 9 |
| Women's P.E. | 1 | | 1 | May 9 |
| Men's P.E. | 2 | 1 | 1 | May 9 |
| TOTAL | <u>6</u> | <u>2</u> | <u>4</u> | |

4/25/68

WILLIAM RAINY HARPER COLLEGE

PROGRESS REPORT OF FACULTY STAFFING
Fall, 1968

Division Engineering

Chairman Mr. Cunningham

| <u>FIELD</u> | <u>NUMBER OF FACULTY ANTICIPATED</u> | <u>NUMBER OF FACULTY HIRED TO DATE</u> | <u>NUMBER OF FACULTY REMAINING TO HIRE</u> | <u>DATE OF COMPLETION</u> |
|---|--------------------------------------|--|--|---------------------------|
| Architecture and Architectural Technology | 2 | | 2 | May 9 |
| Drafting Technology | 1 | | 1 | June 1 |
| Engineering | 1 | | 1 | |
| Electronics | 3 | 1 | 2 | May 9 |
| Numerical Control | 2 | | 2 | May 9 |
| TOTAL | <u>9</u> | <u>1</u> | <u>8</u> | |

PROGRESS REPORT OF FACULTY STAFFING
Fall, 1968

Division Science & Math
Chairman Mr. Thompson

| FIELD | NUMBER OF FACULTY ANTICIPATED | NUMBER OF FACULTY HIRED TO DATE | NUMBER OF FACULTY REMAINING TO HIRE | DATE OF COMPLETION |
|-----------|-------------------------------|---------------------------------|-------------------------------------|--------------------|
| Biology | 2 | 2 | | |
| Matl. | 2 | 1 | 1 | May 9 |
| Chemistry | 1 | 1 | | |
| TOTAL | <u>5</u> | <u>4</u> | <u>1</u> | |

||

4/25/63

WILLIAM RAINEY CARPER COLLEGE

PROGRESS REPORT OF FACULTY STAFFING
Fall, 1968

Division Communications

Chairman Mr. Powell

| <u>FIELD</u> | <u>NUMBER OF FACULTY ANTICIPATED</u> | <u>NUMBER OF FACULTY HIRED TO DATE</u> | <u>NUMBER OF FACULTY REMAINING TO HIRE</u> | <u>DATE OF COMPLETION</u> |
|--------------|--------------------------------------|--|--|---------------------------|
|--------------|--------------------------------------|--|--|---------------------------|

English

8 + 1* = 9

5

3 + 1* = 4

June 1

* One full-time faculty member (English) has just resigned. An additional replacement will be hired.

4/25/68

WILLIAM RAINY HARPER COLLEGE

PROGRESS REPORT OF FACULTY STAFFING
Fall, 1968

Division Business & Social Science

Chairman Mr. Birkholz

| FIELD | NUMBER OF FACULTY ANTICIPATED | NUMBER OF FACULTY HIRED TO DATE | NUMBER OF FACULTY REMAINING TO HIRE | DATE OF COMPLETION |
|----------------|-------------------------------|---------------------------------|-------------------------------------|--|
| Business | 7 | 5 | 2* | Contingent upon qualified applicants; otherwise part-time will be hired. |
| Social Science | 5 | 4 | 1 | |
| | 12 | 9 | 3 | |

* One faculty member being hired for Business 4/25/69

WILLIAM RAINY HARPER COLLEGE
PROGRESS REPORT OF FACULTY STAFFING
Fall, 1968

4/25/68

Division Library

Chairman Dr. Voegel

| <u>FIELD</u> | <u>NUMBER OF FACULTY ANTICIPATED</u> | <u>NUMBER OF FACULTY HIRED TO DATE</u> | <u>NUMBER OF FACULTY REMAINING TO HIRE</u> | <u>DATE OF COMPLETION</u> |
|--------------|--|--|--|---|
| Librarians | 3 | | 3 | (1 on May 9) (2 Contingent Upon Budget) |

OFFICE OF THE PRESIDENT

April 16, 1968

BOARD OF TRUSTEES

Dear Trustee:

For the past three months, Bill Mann and his staff have been working with the classified employees on the preparation of a classified personnel manual. We are sending this document to you for your study prior to asking for approval at the April 25 meeting, hoping that you will have the opportunity to read the document and feed back to Bill any comments which could make this an even better classified handbook.

As you will note, this is not a small task and I certainly must commend Bill and his staff for such a fine effort. It is important that I call to your attention that we have been operating under many of the statements contained within the document; however, we have indicated to the classified staff that all of these statements are subject to final approval by the Board of Trustees.

I trust that you will find the time to give necessary consideration to this document in order that we can move forward with outstanding policies for our classified staff as well as professional faculty.

Sincerely,


Robert E. Lahti
President

hn
Enc.

AMERICAN MOTORISTS INSURANCE COMPANY



Home Office: Sheridan Road at Lawrence Avenue, Chicago 40, Illinois
Bond and Burglary Underwriting Dept.: 4750 Sheridan Road, Chicago 40, Illinois

TREASURERS BOND

STATE OF ILLINOIS

BOND NO. 8SM 263 668

COOK, KANE, LAKE
& MC HENRY COUNTIES

KNOW ALL MEN BY THESE PRESENTS: That we, William J. Mann and AMERICAN MOTORISTS INSURANCE COMPANY are held and firmly bound, jointly and severally, unto the Board of Junior College District No. 512, Counties of Cook, Kane, Lake and Mc Henry and State of Illinois in the penal sum of SEVEN HUNDRED FIFTY THOUSAND AND 00/100 DOLLARS (\$750,000.00), for the payment of which we bind ourselves, our heirs, executors and administrators firmly by these presents.

In witness whereof we have hereunto set our hands and seals this 21st day of April, 1968. The condition of this obligation is such that if William J. Mann, treasurer in the district aforesaid, faithfully discharges the duties of his office, according to law, and shall deliver to his successor in office, after that successor has qualified by giving bond as provided by law, all moneys, books, papers, securities and property, which shall come into his hands or control, as such treasurer, from the date of his bond up to the time that his successor has qualified as treasurer, by giving such bond as is required by law, then this obligation to be void; otherwise to remain in full force and virtue.

Signed:

W J Mann
Principal

AMERICAN MOTORISTS INSURANCE COMPANY
Deane Barnes
BY: Deane Barnes Attorney-in-Fact

APPROVED BY:

Board of Junior
College District No. 512

Frank Waas
James J. Smith
John L. Kurang
Milton C. Hansen

AMERICAN MOTORISTS INSURANCE COMPANY



Home Office: Sheridan at Lawrence, Chicago 40, Illinois

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS:

That the AMERICAN MOTORISTS INSURANCE COMPANY, a corporation organized and existing under the laws of the State of Illinois, and having its principal office in the city of Chicago, Illinois, does hereby appoint

Deane Barnes, Palmer App, Philip A. Baumgartner and R. E. Seaver, Chicago, Illinois (EACH)

its true and lawful agent(s) and attorney(s)-in-fact, to make, execute, seal, and deliver during the period beginning with the date of issuance of this power and ending December 31, 1971, unless sooner revoked for and on its behalf as surety, and as its act and deed: Any and all bonds and undertakings provided the amount of no one bond or undertaking exceeds ONE MILLION DOLLARS (\$1,000,000.00) - - - - -

This appointment may be revoked at any time by the AMERICAN MOTORISTS INSURANCE COMPANY.

The execution of such bonds and undertakings in pursuance of these presents shall be as binding upon the said AMERICAN MOTORISTS INSURANCE COMPANY as fully and amply to all intents and purposes, as if the same had been duly executed and acknowledged by its regularly elected officers at its principal office in Chicago, Illinois.

THIS APPOINTMENT SHALL CEASE AND TERMINATE WITHOUT NOTICE AS OF DECEMBER 31, 1971

This Power of Attorney is executed by authority of a resolution adopted by the Board of Directors of said AMERICAN MOTORISTS INSURANCE COMPANY on May 15, 1939 at Chicago, Illinois, a true and accurate copy of which is hereinafter set forth and is hereby certified to by the undersigned Secretary or Assistant Secretary as being in full force and effect:

"VOTED, That the President or any Vice President or Secretary or any Assistant Secretary of the Company shall have power and authority to appoint agents and attorneys in fact, and to authorize them to execute on behalf of the company, and attach the seal of the company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof, and any such officer of the company may appoint agents for acceptance of process."

This Power of Attorney is signed, sealed and certified by facsimile under and by authority of the following resolution adopted by the Board of Directors of the company at a meeting duly called and held on the 22nd day of May, 1963:

"VOTED, That the signature of the President, any Vice President, Secretary or Assistant Secretary, and the Seal of the Company, and the certification by any Secretary or Assistant Secretary, may be affixed by facsimile on any power of attorney executed pursuant to resolution adopted by the Board of Directors of the Company."

STATE OF ILLINOIS }
COUNTY OF COOK } as:

I, A. S. Paddock, a Notary Public in and for the state and county aforesaid, do hereby certify that Deane Barnes of the AMERICAN MOTORISTS INSURANCE COMPANY who is personally known to me, appeared before me this day and acknowledged that he signed, sealed and delivered the foregoing instrument as his free and voluntary act as ATTORNEY-in-FACT of the AMERICAN MOTORISTS INSURANCE COMPANY and as the free and voluntary act of the AMERICAN MOTORISTS INSURANCE COMPANY, for the uses and purposes therein set forth.

Given under my hand and Notarial Seal this 21st day of April, A. D. 19 68.

Notary Public

My commission expires March 19, 1970

AMERICAN MOTORISTS INSURANCE COMPANY



Home Office: Sheridan at Lawrence, Chicago 40, Illinois

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS:

That the AMERICAN MOTORISTS INSURANCE COMPANY, a corporation organized and existing under the laws of the State of Illinois, and having its principal office in the city of Chicago, Illinois, does hereby appoint

Deane Barnes, Palmer App, Philip A. Baumgartner and R. E. Seaver, Chicago, Illinois (EACH)

its true and lawful agent(s) and attorney(s)-in-fact, to make, execute, seal, and deliver during the period beginning with the date of issuance of this power and ending December 31, 1971, unless sooner revoked for and on its behalf as surety, and as its act and deed: Any and all bonds and undertakings provided the amount of no one bond or undertaking exceeds **ONE MILLION DOLLARS (\$1,000,000.00)** - - - - -

This appointment may be revoked at any time by the AMERICAN MOTORISTS INSURANCE COMPANY.

The execution of such bonds and undertakings in pursuance of these presents shall be as binding upon the said AMERICAN MOTORISTS INSURANCE COMPANY as fully and amply to all intents and purposes, as if the same had been duly executed and acknowledged by its regularly elected officers at its principal office in Chicago, Illinois.

THIS APPOINTMENT SHALL CEASE AND TERMINATE WITHOUT NOTICE AS OF DECEMBER 31, 1971

This Power of Attorney is executed by authority of a resolution adopted by the Board of Directors of said AMERICAN MOTORISTS INSURANCE COMPANY on May 15, 1939 at Chicago, Illinois, a true and accurate copy of which is hereinafter set forth and is hereby certified to by the undersigned Secretary or Assistant Secretary as being in full force and effect:

"VOTED, That the President or any Vice President or Secretary or any Assistant Secretary of the Company shall have power and authority to appoint agents and attorneys in fact, and to authorize them to execute on behalf of the company, and attach the seal of the company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof, and any such officer of the company may appoint agents for acceptance of process."

This Power of Attorney is signed, sealed and certified by facsimile under and by authority of the following resolution adopted by the Board of Directors of the company at a meeting duly called and held on the 22nd day of May, 1963:

"VOTED, That the signature of the President, any Vice President, Secretary or Assistant Secretary, and the Seal of the Company, and the certification by any Secretary or Assistant Secretary, may be affixed by facsimile on any power of attorney executed pursuant to resolution adopted by the Board of Directors on May 16, 1962, and any such power so executed, sealed and certified with respect to any bond or undertaking to which it is attached, shall continue to be valid and binding upon the Company."

In TESTIMONY WHEREOF, the AMERICAN MOTORISTS INSURANCE COMPANY has caused this instrument to be signed and its corporate seal to be affixed by its authorized officers, this 15th day of November, 1967.

Attested and Certified:

P. K. Sturgeon



AMERICAN MOTORISTS INSURANCE COMPANY

T. M. Patton

P. K. Sturgeon

Assistant Secretary

By

T. M. Patton Third Vice President

STATE OF ILLINOIS }
COUNTY OF COOK } ss

I, David E. Brown, a Notary Public, do hereby certify that T. M. Patton and P. K. Sturgeon personally known to me to be the same persons whose names are respectively as Third Vice President and Assistant Secretary of the American Motorists Insurance Company, a Corporation of the State of Illinois, subscribed to the foregoing instrument, appeared before me this day in person and severally acknowledged that they being thereunto duly authorized signed, sealed with the corporate seal and delivered the said instrument as the free and voluntary act of said corporation and as their own free and voluntary act for the uses and purposes therein set forth.



David E. Brown

David E. Brown

Notary Public

My commission expires: February 24, 1970

CERTIFICATION

This appointment may be revoked at any time by the AMERICAN MOTORISTS INSURANCE COMPANY.

The execution of such bonds and undertakings in pursuance of these presents shall be as binding upon the said AMERICAN MOTORISTS INSURANCE COMPANY as fully and amply to all intents and purposes, as if the same had been duly executed and acknowledged by its regularly elected officers at its principal office in Chicago, Illinois.

THIS APPOINTMENT SHALL CEASE AND TERMINATE WITHOUT NOTICE AS OF DECEMBER 31, 1971

This Power of Attorney is executed by authority of a resolution adopted by the Board of Directors of said AMERICAN MOTORISTS INSURANCE COMPANY on May 15, 1939 at Chicago, Illinois, a true and accurate copy of which is hereinafter set forth and is hereby certified to by the undersigned Secretary or Assistant Secretary as being in full force and effect:

"VOTED, That the President or any Vice President or Secretary or any Assistant Secretary of the Company shall have power and authority to appoint agents and attorneys in fact, and to authorize them to execute on behalf of the company, and attach the seal of the company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof, and any such officer of the company may appoint agents for acceptance of process."

This Power of Attorney is signed, sealed and certified by facsimile under and by authority of the following resolution adopted by the Board of Directors of the company at a meeting duly called and held on the 22nd day of May, 1963:

"VOTED, That the signature of the President, any Vice President, Secretary or Assistant Secretary, and the Seal of the Company, and the certification by any Secretary or Assistant Secretary, may be affixed by facsimile on any power of attorney executed pursuant to resolution adopted by the Board of Directors on May 16, 1962, and any such power so executed, sealed and certified with respect to any bond or undertaking to which it is attached, shall continue to be valid and binding upon the Company."

In TESTIMONY WHEREOF, the AMERICAN MOTORISTS INSURANCE COMPANY has caused this instrument to be signed and its corporate seal to be affixed by its authorized officers, this 15th day of November, 1967

Attested and Certified:

AMERICAN MOTORISTS INSURANCE COMPANY

P. K. Sturgeon



T. M. Patton

P. K. Sturgeon

Assistant Secretary

By

T. M. Patton Third Vice President

STATE OF ILLINOIS }
COUNTY OF COOK } ss

I, David E. Brown, a Notary Public, do hereby certify that T. M. Patton and P. K. Sturgeon personally known to me to be the same persons whose names are respectively as Third Vice President and Assistant Secretary of the American Motorists Insurance Company, a Corporation of the State of Illinois, subscribed to the foregoing instrument, appeared before me this day in person and severally acknowledged that they being thereunto duly authorized signed, sealed with the corporate seal and delivered the said instrument as the free and voluntary act of said corporation and as their own free and voluntary act for the uses and purposes therein set forth.

My commission expires: February 24, 1970



David E. Brown

David E. Brown

Notary Public

CERTIFICATION

I, R. H. Georgi, Assistant Secretary of the American Motorists Insurance Company, do hereby certify that the attached Power of Attorney dated November 15, 1967 on behalf of Deane Barnes, Palmer App,

Philip A. Baumgartner and R. E. Seaver, Chicago, Illinois (EACH)

is a true and correct copy and that the same has been in full force and effect since the date thereof and is in full force and effect on the date of this certificate; and I do further certify that the said T. M. Patton and P. K. Sturgeon who executed the Power of Attorney as Third Vice President and Assistant Secretary respectively were on the date of the execution of the Attached Power of Attorney the duly elected Third Vice President and Assistant Secretary of the American Motorists Insurance Company.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and affixed the corporate seal of the American Motorists Insurance Company on this 21st day of April, 1968.



R. H. Georgi

R. H. Georgi

Assistant Secretary

This Power of Attorney limits the acts of those named therein to the bonds and undertakings specifically named therein, and they have no authority to bind the Company except in the manner and to the extent herein stated.

WILLIAM RAINEY HARPER COLLEGE
Palatine, Illinois

April 30, 1968

To: Members of Board of Trustees

Notice is hereby given that there will be a Special Meeting of the Board of Harper College, District No. 512, at 8:00 p.m., Wednesday, May 1, 1968, at the Administrative Office, 34 W. Palatine Road, Palatine, Illinois, for the purpose of considering and discussing:

1. Current college construction program and change orders relative thereto
2. Administrative salaries

By order of: Richard Johnson, Chairman

No other material