

# The Harper Insider



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## A United Effort and a Job Well Done!



Tom Johnson and Tom Thompson, co-chairmen of the United Way/Crusade of Mercy drive, thank all the generous supporters who put Harper at the \$25,000 mark. Harper College has achieved the highest per capita donation record of any college or university in the area including Northwestern University and the University of Chicago, according to Mark Germano of the United Way/Crusade of Mercy, who presented an award to President McGrath for the most outstanding volunteer at the November board meeting.

Tom Thompson, who has been involved with the Harper campaign for three years, commented that "this method of fund raising is very efficient. The monies are disbursed to local agencies that could not do as well individually because of competition with larger organizations. The United Way/Crusade of Mercy campaign pools the resources and distributes the funds in an equitable manner, allowing the agencies to do what they do best — provide their own good service."

Local agencies such as Clearbrook Center for the Handicapped, Northwest Mental Health Center, Shelter, Inc. (emergency housing for children and adolescents), the Illinois Prairie Girl Scout Council, Talkline (for adults and teens), and Kids Line will benefit from the generosity of the 348 contributors who donated an average of \$71.84. Special Programs and Services led the way with a total of \$3,024.88. Technology, Math and Physical Sciences had the highest average — \$129.44. Total contributions from administrators were \$6,195.71; faculty — \$8,856.41; classified staff — \$8,619.37; service — \$3,229.66 and part-time faculty — \$385. One hundred thirty one employees gave their "Fair Share" (one day's pay), and 93 DEW'ers pledged a weekly paycheck deduction.

**Thank you again to all the employees who have helped improve the quality of life for so many in the Northwest suburbs.**



The faculty, staff art show decked the halls during the holiday season.



Tom Johnson and Tom Thompson, co-chairmen of the United Way/Crusade of Mercy campaign, go over the final results.

## Cadillac Comes to Harper

Members of Don Sedik's advertising class met with George E. Harland, Chicago zone manager for the Cadillac Motor Car Division, to present an advertising program for the new Cadillac Allante that was developed as a class project.

Sedik invited the Cadillac representative to view the video-taped presentation as well as the camera-ready ads and listen to the radio spots that the class of 20 produced. Harland was impressed by the presentation of the freshman/sophomore group and compared it favorably to those produced in graduate programs of universities which have been given grants by General Motors to develop new advertising ideas.

Harland said that he accepted Sedik's invitation because he is "always open to new ideas" and feels that the approach Sedik uses with his classes (inviting people in the field to evaluate student work and offer ideas) is an excellent teaching method. He left Harper with the proposals and ads developed by the students and will recommend consideration of the materials to Cadillac's marketing department.

Sedik was enthusiastic about the "interactive learning" and firsthand contact with a real "client" for his students. Although he feels "the process of learning is more important than the product," he felt that the product of the advertising class was an "exceptionally good effort."

The students present at the meeting asked many questions of Harland and commented that his input was valuable to them. Some will continue their studies at Harper and others will transfer to four-year colleges and universities to pursue careers in marketing and advertising.



# Take Advantage of What Harper Has To Offer

## Department Focus on Physical Education, Athletics and Recreation

How did you fare on the Cardiovascular Risk Factor Analysis? If you have not filled out the analysis sent to all employees from John Gelch and Will Hoffman (you can't miss it — it was a blue sheet that you received before the turkey, fruit cake, cookies, egg nog, sparkling burgundy, etcetera, etcetera), go ahead and answer the questions truthfully. If your score falls into the "check it out" range (20 points or higher), you have no further to venture and nothing to lose (except a few pounds and cholesterol points) by enrolling in the new physical reconditioning program. This course will be restricted to those who need to begin an exercise program because of high blood pressure, a strong family history of heart disease (I am personally blaming my father for my rating), high blood cholesterol, excessive body fat (I would also like to blame my father for this) and/or poor cardiovascular fitness as a result of a prolonged period of relative physical inactivity.

John Gelch is "pleased to introduce a wellness awareness program so that all College employees will be able to practice and experience fitness." The physical reconditioning program was designed by Will Hoffman. With the new weight management series developed by Nicki Salmons and the fitness facilities avail-

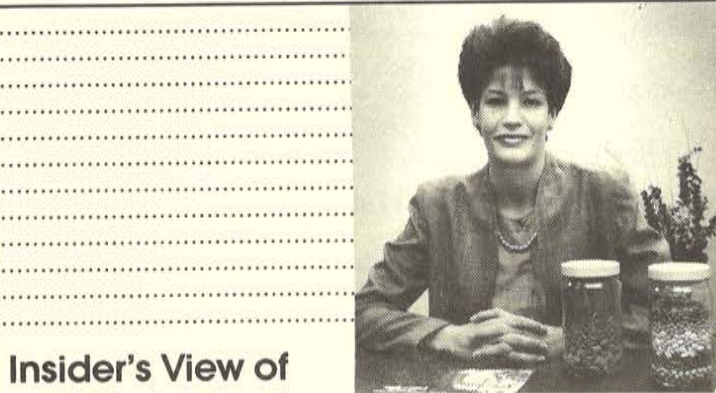
able at Harper, there is absolutely no excuse to forget about your New Year's resolutions. As John Gelch said, there is "something for everyone." If you are satisfied with your fitness level and are trying to maintain, the College offers free to employees classes in aerobics, aquacise, dance and weight training. Many employees take advantage of the indoor track by walking or running during their lunch period and before and after work. For the more competitive, racquetball and basketball are also available.



Will Hoffman and Sherilyn Sorem work together to develop the new Physical Reconditioning program.

If you are not sure of your fitness level, Will Hoffman advises a fitness screening (at a cost of \$45) or a complete cardiovascular risk assessment supervised by Roger Nissen, M.D., acting head of cardiology at Northwest Community Hospital, at a cost of \$115. These assessments would cost approximately twice as much if performed at another facility. After the assessment, a safe program of exercise will be prescribed. Those employees enrolled in the physical reconditioning program will do their training in the Human Performance Lab, which boasts automated stair climbers, bicycle ergometers, a Nordik skier and a multi-station Universal weight machine.

If you haven't noticed (perhaps you've been living on Mars?), fitness is definitely in. In addition to the recognition that diet and exercise and general wellness can add years to and improve the quality of our lives, employers have learned that "good health is good business." Employees are a company's most valuable resource and a health promotion program results in reduced health care cost, reduced absenteeism, reduced turnover and improved morale and job satisfaction. The end result is a happier, healthier employee and a satisfied employer.



### Insider's View of Nicki Salmons

Nicki Salmons, a registered dietitian, has been consulting with individual patients in the Cardiac Rehabilitation program for about a year and is currently running the new "First Steps in Weight Management" program, which started January 12. She is looking forward to adding a weight management program for teenagers in the summer.

**Education:** B.S. in Food Science and Nutrition, Colorado State University

**Home:** Suburb of Denver, Colorado

**Hobbies:** Sewing, crafts (currently working on about four different projects) and reading

**Favorite "pig-out" food:** Popcorn

**Last good movie seen:** "Aliens"

**Personal hero/heroine:** Mother and grandmother

**I wish I could stop:** Biting off more than I can chew

**The best advice my parents gave me:** You can do it!

**The one thing I can't stand:** Clutter

**If money and time were no problem:** I would travel — anywhere

**If I've learned one thing in life:** You can never stop learning.



Laura Adams monitors Julie Hunter's heart rate while she rides the exercise bike.



# Department Focus on Health Services

How many people have their own nurse available at work? The Health Services Department is certainly one of the advantages of working at Harper. Treatment for minor illnesses, blood pressure readings, an inexpensive visit with a physician, strep tests, a receptive shoulder to cry on or a chance to talk are all available in room 362, Building A. Information on practically any health problem can be found there, and individual and group counseling sessions are scheduled as needed.

Health Services is open Monday through Thursday, 8:00 am to 10:00 pm; Friday, 8:00 am to 4:30 pm; and Saturday, 9:00 am to 1:00 pm. For information, call extension 2268, or, in an emergency, extension 2599.

## A Success Story



Mary Polniaszek quit smoking after attending Harper's first Smoking Cessation Clinic, which began September 30. While Mary had cut down her smoking before she attended the clinic, the clinic "convinced me I was ready. It wasn't as painful as I thought it would be."

Mary was motivated to quit because she "didn't want my two children to smoke, and I was certainly aware of all the medical evidence against it." To those considering attending the upcoming clinics, Mary's advice is, "Do it. It may help you commit as it did for me, and in addition it's a good bargain. We are getting paid for quitting — to protect our own health." Mary is referring to the fact that the clinics are provided by the College at no cost to employees or students and can be attended during working hours.

The program is presented by the Northwest Community Hospital Department of Continuing Education and is based on the Chicago Lung Association smoking cessation program. The goal is to assist you to quit or reduce your smoking consumption and teach you techniques that will help you maintain a non-smoking behavior over a prolonged period of time. Mary also reminds readers that they are welcome to attend another clinic even if they've already gone through one. This is another good way to continue good intentions and New Year's resolutions. Two stop smoking clinics have been scheduled during the spring semester in the Board Room, Building A, as follows:

Mondays	&	Wednesdays	
February 2	&	February 4, 1987	
February 9	&	February 11, 1987	2:00-4:00 pm
February 16	&	February 18, 1987	
Tuesdays	&	Thursdays	
April 21	&	April 23, 1987	
April 28	&	April 30, 1987	4:00-6:00 pm
May 5	&	May 7, 1987	

## Health Services Presents

### Instruction in CPR and the Heimlich Maneuver

Wednesday, January 28, 1987, 8:30 am-11:30 am in A241a  
 Thursday, January 29, 1987, 1-4 pm, location TBA  
 Thursday, February 19, 1987, 8:30-11:30 am in the Board Room  
 Friday, February 20, 1987, 1-4 pm in the Board Room

Please register by calling the Health Service at extension 2268.

### Blood Pressure Screening Day

Tuesday, February 10

Do you have hypertension? High blood pressure — the silent killer — is one of the few major diseases that doesn't let you know it's there.

It is important to have your blood pressure checked regularly even if it is usually normal. The Harper College Health Service will do blood pressure screening at various sites across campus on Tuesday, February 10, 1987, between 11:00 am and 1:00 pm and between 5:30 pm and 7:00 pm. The sites include the Health Service office (A362), Cafeteria, Student Center, D Knuckle, Library, J Lounge and Building M. Your blood pressure will be measured and recorded on a wallet-sized card so you may monitor your blood pressure at regular intervals.

Look for the Blood Pressure Station in your area on February 10.

### For Your Mental Health

Now that we have recuperated from the holidays, many of us feel a letdown, almost a depression. Any time a change occurs in our lives, even a good change such as Christmas break, our bodies and minds need to go through recuperative stages. The winter months give some of us a blah, lethargic feeling; that mental attitude affects our physical health and our feelings about work and other activities.

When those feelings begin to overwhelm us or we feel the need to turn to alcohol or drugs, it is time to seek help. The Employee Assistance Program (EAP) is an invaluable benefit to Harper employees. The EAP strives to motivate employees to seek help before personal problems reach severe or chronic stages. The objective is to restore employees' productivity and enable them to lead meaningful and happy lives. Perhaps the most important facet of the EAP is to provide this help in a confidential manner.

If you, or any immediate family member, wish to seek assistance, call 981-3687, a direct line to your EAP coordinator (not a Harper employee) who is located at Alexian Brothers Medical Center. The referral coordinator is available Monday through Friday, 8:30 am to 4:30 pm. If help is needed during the evening or on a weekend, call 437-5500, extension 4661. The referral coordinator will contact you as soon as possible. All of the information about EAP is available in a pamphlet in the reception area of Health Services. If you have any questions about the program, contact Rosemary Murray, extension 2340.



Supervisor of Health Services, Rosemary Murray, takes a throat culture, one of the tests available to employees and students in Health Services.



# Department Developments

Congratulations to three brand new dads! Santa Claus and the stork got together to present Christmas babies to **DeWayne Gajeske** of **Public Safety** (Stephen Charles), **Kevin Courtney** in **Utilities** (Kyle Richard), and **Ted Mannos**, **Computer Services** consultant. The stork also presented grandsons to **Bonnie Smith** of **Dental Hygiene** and **Gladys Lawson, CE/PS**. Wishes for a speedy recovery go to **Lee Lehner, Special Programs and Services**, and **Bonnie Zoellner** of **Computer Services**. **Bridget Calendo** was nominated for *Who's Who Among American Junior College Students*. Bridget works full time in **Student Development D** and attends classes at Harper which will prepare her for a degree in Public Administration. The *Insider* welcomes new employees **Margaret Precilio** to the **Development Office**; **Michael Plontke** to **PEAR** and that new friendly face at the Information Booth, **Mary Lochner**. Congratulations to **Donald Malzahn** on his recent promotion in **Computer Services**. **Betty Hull** of the **Liberal Arts Division** has written a short story entitled "Second Best Friend," which was published in the December issue of the science fiction periodical *Aboriginal*. **Karen Villano** and members of the **Food Service Department** initiated a Toys for Tots collection for needy children. More than 300 toys were collected. Harper Board Chairman **Kris Howard** will be even busier since she has been elected chairman of the United Way of Suburban Chicago.

## Reminder

Have you turned in your Annual Campaign pledge to the Development Office? Last year, your pledge made Community Day and the employee picnic a reality. If you need a replacement pledge card, you can get one at the Development Office A323.

There is a Cash Station located in Building A on the first floor just outside the Bookstore. This convenience for all students and employees is provided by the Mt. Prospect State Bank. Any Cash Station card will permit entry for purposes of making deposits, withdrawals, transfer between savings and checking, payments and obtaining a statement of your current balance. If you can't get a card from your bank, call 398-4110 and one will be provided for you.

Make sure you read the letter sent by Steve Dudek concerning new W-4 forms. The Tax Reform Act requires that a new Form W-4, Withholding Allowance Certificate, be completed by all employees no later than October 1, 1987. Return your form to the Payroll Department.

**The Harper Insider**, a monthly publication of the Institutional Communications Office, has been developed as part of the College Relations Departmental program of information for the College community and produced with assistance from LRC Media Services.

Employee groups and individual administrators, faculty and staff members are cordially invited to contribute stories and information before the first of the month for the issue published at midmonth. Please contact Patty Roberts, Institutional Communications, A302, extension 2628.

# For Your Information

The *Insider* will bring readers information from the Personnel Department on a regular basis. This month the information comes from "The Participant," a newsletter developed by the State Universities Retirement System of Illinois (SURS).

Even if you are years away from retirement, you are at the best possible time of life to plan the most advantageous financial structure for those years.

SURS will hold individual counseling conferences this spring to help SURS participants understand exactly what their retirement plans will yield in the future. The date for these conferences in our area is April 7 (Wednesday) from noon to 7:00 pm at the Woodfield Hilton and Towers (formerly Arlington Park Hilton).

You can schedule a 30-minute appointment with a SURS counselor by calling the:

**State Universities Retirement System**  
**Area Code 217/333-3860** (toll call)

Ask for: Jim Beedie, Christie Huth, Mary MacArthur or Judy Rathgeber.

**Requests for appointments are now being accepted.** You must talk to one of the four persons listed above, and be prepared to provide your Social Security number. Appointments will be made on a first call, first serve basis, with only a limited number of openings. **You must call the SURS office. You cannot schedule an individual appointment through the College.** When an appointment is made, confirmation of the date, time and location will be sent to you, with a reminder notice sent approximately one week before your appointment date.

Your appointment with a SURS counselor is your opportunity to work directly with the Retirement System and "fine tune" your retirement plans. Your individual conference is what you make it. Write down your questions and concerns in advance; bring your present salary, expected overtime, overload and summer school earnings, future salary estimates and the amount of any unused sick leave and vacation. The counselor will not know how much sick leave and vacation you have or what you will earn in the future.

If you cannot make the April 7 appointment date, there is a session scheduled at the Evanston Holiday Inn on March 31 and another at the Chicago Hyde Park Hilton on April 1. In addition, SURS will offer six two-day pre-retirement planning seminars in Champaign beginning in March. An application form is available from the Personnel Office.

## For Your Calendar

National Community College Month	February 1987
Illinois Community College Week	February 1-7
Women's History Week	March 8-14
Wellness Week	April 7, 8, 9
14th Annual Health Fair	Wednesday, April 8

Harper will observe National Community College Month and Illinois Community College Week with the following activities:

The Fifth Annual Harper Area High School Art Show	February 2-27 Buildings C and P
Mini-Concert, Cello and Piano	February 3, 12:15 pm P205
Nexus Master Percussion Ensemble Concert	February 15, 7:30 pm J143
Herb Cohen Lecture	February 23, 7:30 pm J143
Shakespeare Festival presents "A Midsummer Night's Dream"	February 27 1:00 & 8:00 pm
Chicago Shakespeare Company	J143