

The

insider

A Publication for Employees of William Rainey Harper College

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Harper's Business Division to Participate in Accreditation Pilot

The Harper business division has been selected as a pilot school in the accreditation process of the newly formed Association of Collegiate Business Schools and Programs. This association was formed in May of 1989, in response to articulation difficulties between two- and four-year institutions and graduate business schools.

Although the American Association of Community and Junior Colleges has long opposed increases in the number of accrediting bodies, the group has endorsed the ACBSP. Dale Parnell, AACJC president, says he supports the new association because it brings business education under one umbrella that includes associate degrees, baccalaureate and graduate business programs. Hence, business credits are more easily transferred, and graduates of two-year institutions will not need to validate their business coursework through testing or additional coursework. The present accrediting organization, the 73-year-old American Assembly of Collegiate Schools of Business, is, by its own admission, primarily interested in upper division and graduate education and has shown little interest in accrediting the two-year programs.

Parnell adds that community and junior college students who have wanted to major in business have instead been steered toward liberal arts coursework for optimum transferability of credits. These students would benefit from the ACBSP accreditation by being able to take career-related courses without losing credits in transfer.

Tom Johnson, Harper's dean of Business and Social Science, says he welcomes the new group and adds that, as a member, Harper will have the added bonus of being part of a larger group all working to improve articulation.

The ACBSP, now in its second year, is beginning its pilot accreditation program this fall in 50 member colleges. The standards for the pilot were determined by the association's staff during the past year and were accepted by the member schools. Harper's business program will now be put to the test.

"As I went through the paperwork, I didn't see any major problems with getting through (and becoming accredited)," says Johnson, who adds the process will be very time consuming.

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The President's Message

During the last two issues of the Harper Insider, the President's Message has outlined the status of the 1989-91 biennial goals. In this month's issue President Thompson discusses facility planning, fiscal planning and Harper's vision.

FOCUS III: FACILITY PLANNING

Goal: Implement a facility management system by fall of 1990.

To improve management of event scheduling and facility utilization, various options were explored, proposals were solicited and a facility management software package was chosen during fiscal year 1989-90. This package will be installed in fiscal year 1990-91. In addition, an administrative task force was appointed and charged with the tasks of examining the control/coordination of facilities scheduling and rental, and updating the Facilities Usage Manual.

FOCUS IV: FISCAL PLANNING

Goal: Develop and implement a process for grant applications and tracking. Develop and implement a grants information and research system for Harper College.

The grants office was established in June 1989 and is now completely operational. Starting in August 1990, the grants office will publish a monthly newsletter and maintain our small but adequate research library.

Goal: Establish a plan to annually address capital equipment needs, including funding levels, for instructional equipment, institutional furniture and institutional support equipment.

This goal is being accomplished through the annual budget process and will continue to be a priority.

FOCUS V: VISION

Goal: Harper College will develop a comprehensive vision through an intentioned process that will achieve a preferred future for the institution.

A vision team composed of seven administrators was appointed in May 1989 to begin preliminary work on what was anticipated to be a major undertaking. In the fall of 1989, this team was expanded to include representatives from all employee groups. The process has more than met expectations in terms of participation by various constituencies. The study groups total over 200 participants and include staff members, students, Foundation directors, Friends of



"The vision statements resulting from the work of the study groups will be completed this fall."

Paul Thompson

Harper, legislators, and representatives from businesses, community organizations and civic groups.

The vision statements resulting from the work of the study groups will be completed this fall. When the statements are completed, the review of the College mission will begin. Clearly, many of you had a role in the progress and accomplishment of these goals. There are many that are yet to be completed. Some will probably not be achieved by July 1991. However, I wish to commend you for your efforts in making 1989-90 a very successful year. I thank the Institutional Planning Committee for its dedicated efforts to monitor goal achievements and set new targets for the College community. We are all well-served by their fine work.

Paul Thompson

FOCUS ON

Maintenance and Systems Engineering Department

"This is what I do," Bill Neumann says as he answers another of a series of phone calls. The caller needs help changing the font on a Hewlett-Packard Laserjet II. After listening to the description of the problem, Neumann decides to send one of his staff members over to assist. "I really enjoy doing this," he says. "We do so many diversified things here. Our job is eclectic."

Neumann says the Maintenance and Systems Engineering department services anything electronic on campus with few exceptions. It handles projects as diverse as the technology, physics and computer labs; lecture halls; electronic system designs; television distribution; and speaker systems. It also services all the micro-computers on campus and is authorized to do the warranty work for Apple computers. Computer hardware in use at Harper includes Hewlett-Packard and Epson printers, and Amiga, NEC portable, IBM and Macintosh computers.

As calls come in from offices around campus, Neumann begins preliminary detective work. His first job is to determine whether the problem is hardware—which his staff maintains—or software, which is serviced through Academic Computing. "We can generally tell by the symptoms whether it's a hardware problem; if there's a question we'll go over and take a look."

Does his staff ever get stumped? Sometimes, he says. "But that's one of the things I love about working at the

College. If there's something we don't know, there's someone on campus who does." He also has a ready list of business references to call for further information.

"We're a crisis intervention unit and are available on a moment's notice," he says, and explains, "People need to know that the staff is here to help. We love this work; we live, breathe and eat this stuff!"

Bill can be reached at extension 2517, or by calling Cheryl Rossberg at extension 2318 and leaving a message.



Dissassembling a video cassette player is all in a day's work for the Maintenance and Systems Engineering department's Keith Jauch (from left), Bill Neumann and Larry Olsen.



Charter members of Harper's faculty gathered for a reunion on August 16, hosted by President Thompson and showing appreciation for the "pioneer" faculty's loyalty and longevity. Pictured with President Thompson are electronics technology professor Roger Mussell, left, and art professor John Knudsen, right. Also honored were Martha Bolt, John Davis, John Gelch, Clete Hinton, Ray Hylander, Roy Kearns, Irene Lavelle, Tom McCabe, Henry Meier, John Muchmore, Mike Ostrowski, Bob Powell, Bill Punkay, Jay Singelmann, Ron Stewart, John Thompson, Rose Trunk, Fred Vaisvil and Bob Zilkowski.

Harper's Business Program to Participate in Accreditation Pilot

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The department will be called upon to perform a self study documenting compliance with ACBSP standards. Then, early next spring, a three-person team of community college peers will be on campus to check records and certify compliance. The accreditation will then be honored for seven years.

Johnson says that, in addition to improved articulation, accreditation will also provide higher prestige for both the College and its business program.

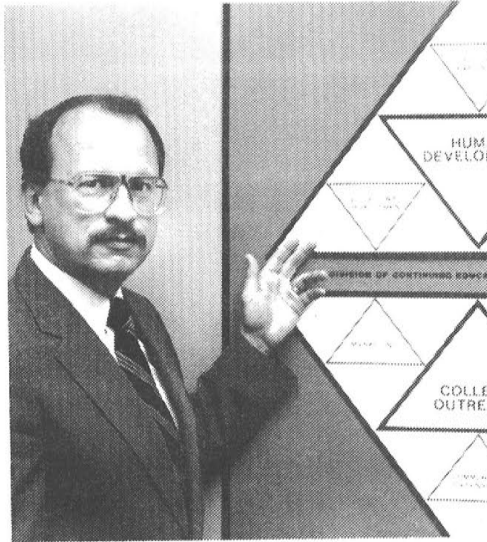
INSIDER'S VIEW OF Bill Howard

Bill Howard's interest in quality leadership, strategic planning and community service all qualify him for his position as the dean of continuing education, a position he has held since 1983.

"I believe that in this position, I'm a community developer in educator's clothing," he says of his job, and adds that he views the continuing education program as a vehicle for meeting both the individual and organizational needs of the community. He is particularly interested in developing quality leadership training and says that international education, service to business and industry, and short-term vocational skill training are the current trends in continuing education offerings. Howard also serves as chairman of Harper's Preferred Future Coordinating Team, a part of the Institutional Planning Committee (see accompanying article).

When Bill and his wife, Deborah, were married 18 months ago, the two merged their families—and are now the parents of four teenagers and a nine year old! To his family responsibilities—which he insists rank as his number one priority—Howard also adds active involvement in community organizations and contemporary Christian ministry. He serves as the first vice president of the board of the Kenneth Young Centers in Elk Grove Village and has worked with single parents, substance abusers, broken families, and youth in his community service work.

With all these interests, it is no wonder he states, "I would like to learn to relax!"



Bill Howard

Born: Des Moines, Iowa

Education: B.S.- social science, Graceland College, Iowa
M.S.- community development, Missouri University, Columbia, Missouri
A.B.D.- educational administration, Michigan State University, East Lansing, Michigan

Family: Wife, Deborah; daughters, Tanya, 18, Rene, 16, Tina, 15, Angie, 13; and son, Jacob, 9

Interests: Strategic planning, contemporary Christian ministry, tennis

Best advice my parents gave me: Trust in life.

If time and money were not a problem: I would travel to Third World Countries.

I would like to learn: To relax.

One thing I've learned in life: Joy comes in serving others.

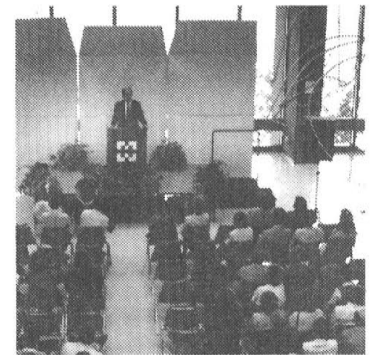
I can't stand: Negative attitudes.

Favorite movie: *Gandhi*

Favorite food: Chicken and popcorn



Dean Liz McKay presented the Fred C. Rutz Award to Chris Staub, left, of the Student Development staff. The award is presented annually by the AE/LS division to a Harper staff member who has made exceptional contributions in promoting the academic success of disadvantaged students. Staub's work as director of orientation has enabled many disadvantaged students to be properly assessed for placement in Harper's courses and treated sensitively in their first College experience.



On August 14, President Thompson delivered a State of the College Address during the Employee Day observance. Noting that Harper's ultimate goal is to maximize an individual's opportunity to develop, he stressed that each faculty and staff member must work toward that end. Thompson also reviewed progress on the Preferred Future and challenged the College to continue to discern its role in the wider community.

Institutional Planning Committee

"The focus of the committee this year will be to help guide the process toward formulating our Preferred Future statement."

Pat Mulcrone

Working with the Preferred Future process will be the major thrust of the Institutional Planning Committee during the 1990-1991 school year. Pat Mulcrone, chairman of the committee, says, "The focus of the committee this year will be to help guide the process toward formulating our Preferred Future statement." She expects most of the work to be completed by January.

Although the subcommittees of the IPC change yearly as needed, this year's committees consist of the Preferred Future Coordinating Team, chaired by Bill Howard; the Process Subcommittee, guided by Felice Avila; the Goals Committee, convened by Liz McKay; and the College Data Subcommittee.

The timeline for the Preferred Future process is as follows:

October 2- Open hearing for the Harper community and review of the preliminary report of the Preferred Future Coordinating Team.

October 10- Review preliminary report with the Board of Trustees.

October 25- Prepare consensus and develop a Preferred Future statement.

November 6- Review and approve final Preferred Future Coordinating Committee statement and forward it to the Executive Council.

December 18- Board reviews statement and votes on approval.

January, 1991- Preferred Future statement presented to the Harper community.

In addition to the Preferred Future work, the IPC will also review progress on Harper's current biennial goals and recommend whether to omit goals (if met), continue goals, change their wording or thrust or revise them as necessary. Progress on goals is discussed in joint meetings between the IPC and the College Executive Council at least twice yearly, and recommendations are forwarded from the IPC to the Executive Council each spring.

Mulcrone says that ideas for goals are suggested by individuals, divisions, committees and departments and are categorized and evaluated by committee members. She adds that other ideas, while being important items of information for the College administration, do not qualify as goals. In this situation, they are forwarded to the Executive Council as recommendations for administrative action.

RETIREE'S CORNER

Bill Walsh, foreman of Shipping and Receiving, retired from Harper on September 1. Walsh plans to help in his son's trucking business and spend his spare time babysitting and walking...After retiring from Harper in 1982, Henry Kurowski moved to Curtis, Michigan, where he works as a building inspector and zoning administrator for Portage Township. While at Harper, he was the superintendent of operations in the Physical Plant. In his spare time, Kurowski serves as the post commander of VFW Post 630.

Our condolences go to the family of Frank Vandever, retired professor and director of the Dental Hygiene program. Vandever died in August after a lengthy illness. He was one of Harper's original faculty members, joining the staff in 1967.

We also send our condolences to the family of Muriel Zobott, retired head cashier in the Business Office. Muriel died on August 25.

INSIDER'S VIEW OF Bob Loitfellner



Bob Loitfellner

Bob Loitfellner is proof that hard work pays off. Nine and one-half years ago he was hired as a night custodian at Harper and in four years had worked his way up to foreman of the maintenance department. "My experience shows what honesty and hard work can accomplish," he explains.

But his success is also a result of his attitude toward his job and Harper. "Our department is a service department and we're here to serve the College," he says, and adds that the maintenance department is in charge of everything at the College except the grounds, cleaning, heating and air conditioning. The department employs three painters, two cabinetmakers, one keyman, and six electricians, plumbers and carpenters.

In prioritizing work, Loitfellner says his first concern is general safety, followed by the students, staff, building maintenance and painting. The staff works on everything from repairing pencil sharpeners and chairs to maintaining the telephone system, which is owned by the College. Loitfellner considers himself a jack of all trades and, in fact, proved this when he finished off the interior of his own home, located on 10 acres in Ingleside.

In the August Insider, the last section of the Insider's View column was inadvertently omitted. Hence, we are rerunning the article. Our apologies go to Bob Loitfellner and the Insider readers.

Born: Milwaukee, Wisconsin

Education: Washington High School, Milwaukee
University of Wisconsin, Milwaukee

Family: Wife, Carol; daughter, Susan, Glen Ellyn; son, Jeffrey, Florida

Interests: Coin collecting, racquetball, raising Norwegian Elkhounds

Best advice my parents gave me: Be honest and work hard.

If time and money were not a problem: I'd buy an airplane.

I would like to learn: How to fly.

One thing I've learned in life: Is to be happy and to help others.

I can't stand: Laziness, or people who don't like to work.

Favorite food: Pizza, popcorn and beer

Favorite movie: Ben Hur

Quality Leadership Conference Scheduled

On October 19, 1990, the Harper College Educational Foundation will sponsor a workshop on "Quality Leadership in the '90s," which will address quality improvements in the manufacturing, service and education sectors. Workshops and talks are scheduled throughout the day, focusing on goal setting. Improvement processes developed from the disciplines of the Juran Institute, Deming, Phil Crosby and self-designed programs will be discussed.

Conference Coordinator Marlene Easton of the communications agency Easton and Associates, Inc., anticipates that approximately 1,000 participants will be on campus. She said the College dining hall will be used during the conference and that limited lunch service will be available for faculty and staff members in the faculty dining room.

Dennis Conners Appointed Vice President of Academic Affairs

"My job right now is to listen and absorb what's going on," says Dennis Conners, Harper's new vice president of academic affairs. As he looks over the volumes of Harper materials he is studying, he indicates that he is no stranger to new situations.

Conners was born in Chicago and lived in La Grange until he was 10. Over the next few years his family moved several more times before Conners headed to the University of Dayton, Ohio, where he received his bachelor's degree in English. From there he taught school in New Jersey, Arizona and Texas, earning both his master's and doctoral degrees in educational administration from the University of Houston. He has also pursued post-doctoral work in educational law from Gonzaga School of Law and was selected for Harvard University's Higher Education Management Program.

After receiving the doctorate, he moved to the state of Washington, where he served as an associate professor in educational administration at Washington State University in Pullman. He later went to Idaho, where he served as the associate dean of instruction, director of planning and later the dean of academic affairs at North Idaho College in Coeur d'Alene. He says his move to Harper was a natural career step and that he was attracted to the College because of its excellent national reputation and its quality programming.

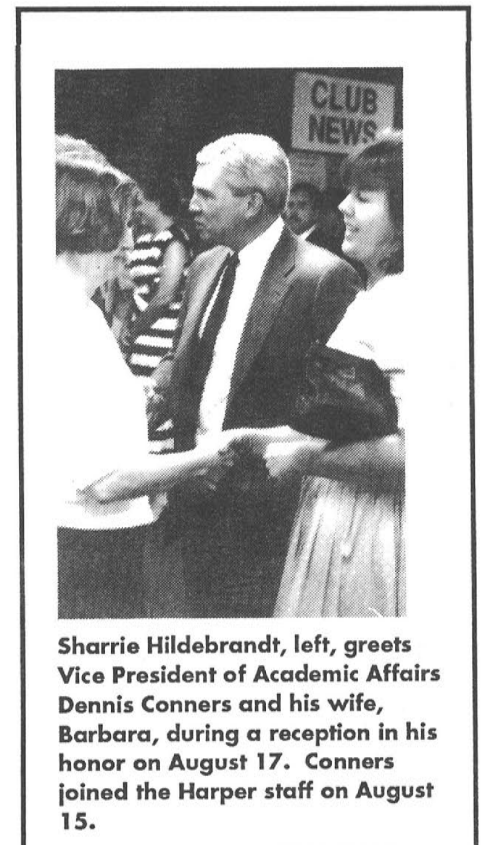
However, after he accepted the Harper vice presidency in July, his family agreed to remain in Idaho during this academic year rather than make a quick move. His wife, Barbara, works as a reading teacher in the adult basic education program in the learning assistance center at North Idaho College, and his children Maggie, 16, and Michael, 14, are very involved in high school activities. The separation from his family will be difficult, he says, but adds, "It's worth it."

The Harper community, meanwhile, has been very supportive of him. "I'm pleased with their generosity and hospitality," he says.

As he begins the job, he notes that he's tremendously impressed with the quality of Harper's faculty and staff, as well as the College's overall governing system. He is particularly impressed with the committee decision-making procedure and its encouragement of community-wide input and participation.



Dennis Conners



Sharrie Hildebrandt, left, greets Vice President of Academic Affairs Dennis Conners and his wife, Barbara, during a reception in his honor on August 17. Conners joined the Harper staff on August 15.

Departmental Developments

Loel Nelson, clerk, Print Shop, received her bachelor's degree in general studies from Northern Illinois University on August 11. Her area of specialization was liberal arts... **Pat Mulcrone**, associate professor and chair of Adult Educational Development, received her doctorate in education from Northern on the same day. Her dissertation, "An Inquiry into Instructional and Administrative Practices in Workplace Literacy: A Collaborative Cycles Model" focuses on the ways business, industry and education could cooperate to provide workplace instruction... **Bob Zilkowski**, professor of Word Processing and Business Information Management, contributed to a new word processing text, "Mastering and Using WordPerfect 5.1."

Mike Carroll, associate professor, TM/PS, has been granted a contingency leave to serve as an advisor for the construction of grain storage facilities in Moscow... **George Dorner** and his son, Bill, recently served as "helper/learners" at a national seminar on quality held by W. Edwards Deming, a quality expert credited with Japanese manufacturing recovery since World War II... Dorner will also be participating in a two-week administrative exchange at Airedale and Wharfedale College in Leeds, England... A grant of \$31,202 has been awarded to Harper by the National Science Foundation. The grant money will be used to purchase a nuclear magnetic spectrometer, used by chemists to clarify the structure of organic compounds. The proposal was written by chemistry professor **Michael Oester**... Director of Development **Ray Devery** will speak on special events planning and corporate/foundation solicitation during the National Society of Fund Raising Executives Conference in Rockford, Illinois, on October 24.

Congratulations to **Janice Adams, Jaci Carroll, George Cwik, Janice Jacobson, Lisa Kaufman-Lindahl, Diane Kinn, Jennifer Pitek, Sue Walker, Audree Walsh, Maureen Reichmuth and Barbara Singer**. These classified and supervisory/confidential employees are winners of merit awards of \$1,000 to full-time staff members and \$500 to part-time recipients. Awards were presented by President Thompson at a special meeting of the CEC on August 28. The Council thanks all who took the time to nominate their fellow workers and attend the presentation, the Board of Trustees for again approving this opportunity to recognize classified staff members and the administration for its support.

Philosophy Associate Professor **Jerry Stone** led a seminar on Business Ethics for the Illinois Association of School Business Officials and spoke on Business Ethics at the Deerfield Methodist Church. He also critiqued the work of Harvard Professor Gordon Kaufman at the Highlands Institute, to which Professor Kaufman responded... Dean of Liberal Arts **Harley Chapman** presented a paper on "Creation Theory and Pantheism: Tillich and Neville" at the Highlands Institute. Dean Neville of Boston University responded.

Promotions on campus this month include **Margaret Krueger**, lead interpreter, DSS; **Barbara Bergman**, receptionist, ADM OFF; and **Barbara Norcross**, secretary I, LS/HS. Newly hired are **Judith Schimmel**, supervisor of the Weight Management Center, PEAR; **Deanna Thiel**, word processing operator, PUB; and **Thomas Gibbons**, bindery operator, Print Shop. Welcome!

The Harper Insider is the monthly Harper College newsletter produced by Publications and Communication Services. We cordially invite all employees to contribute stories and information before the twenty-fifth of the month for the issue published at midmonth. Please contact Ann Goldberg, A302, extension 2512.

In Case You're Asked...

Tuesday, September 18
Comedy Improvisation Workshop
Second City's Don DePollo
12 noon
E107
Free

Tuesday, September 25
Film: The Music Teacher
7:30 pm
J143
\$2-Harper students and staff

Thursday, September 27
Ars Subtilior Ensemble
12:15 pm
P205
Free

Monday, October 1-Friday, October 26
Art Exhibit, Prints
Joel Bujnowski
Buildings C and P
Free

Wednesday, October 3
Free Health Screening
Health Service Open House
8:00 am-8:00 pm
A362

Balkan Rhythm Band
12 noon
Building A
Free

Saturday, October 6
International Week Begins

Sunday, October 7
Corporate Run for Wellness
\$10-Individuals
\$150-Corporate Teams of Four
Advance Registration

Monday, October 8
Guitar Concert
Benjamin Verdery
3:00 pm
J143b