Inventory of the

Elgin Community College Board Elgin, Illinois

Records

In the

Regional History Center

RC 226

INTRODUCTION

Barbara Forgy Schock donated the records of the Elgin Community College Board to the Northern Illinois Regional History Center on April 1, 1996.

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Linear feet of shelf space: 11 Number of containers: 15 Northern Illinois Regional History Center Collection 226

SCOPE AND CONTENT

The records of the Elgin Community College Board date from 1974 to 1995 with the majority of the records dating 1979 to 1983. This period coincides with Mrs. Schock's term on the Board of Trustees. The records include annual reports, board minutes, tape recordings of board meetings, one and five year plans for the Liberal Arts and Sciences and Vocational and Technical Education Colleges, policies and handbooks, class catalogs and schedules, the student newspapers, newspaper clippings, board election information, and other documents relating to the business of the board. Personal notes and observations, correspondence, and position papers issued to the public by the donor conclude the collection. Researchers should be aware that the collection covers a limited time of the college's history and is not a complete record of the Elgin Community College.

HISTORICAL SKETCH

Former Elgin Community College Board Trustee Barbara Forgy Schock received her Bachelor of Science degree from what is now the School of Human Resources and Family Studies of the University of Illinois at Urbana-Champaign in 1958. She earned her Master of Science degree from Northern Illinois University at DeKalb in 1972. At the time of her retirement in 1978, she was a Senior Extension Advisor on the staff of the University of Illinois Cooperative Extension Service. The position of Senior Extension Advisor is the equivalent of an associate professor on the Urbana-Champaign campus.

Mrs. Schock was elected to the Board of Trustees for the Elgin Community College in 1979 with an unsuccessful reelection in 1983. This was a time of great turmoil for the College. The president of the College was forced to resign, several law suits were instigated against the College, and the board members and faculty were debating collective bargaining.

Elgin Community College was established on January 10, 1949, as a one-classroom junior college located in the west wing of the Elgin High School. Charles M. Evans, the school's first dean, governed one secretary, part-time faculty, and ninety-seven students. One year later Gilbert I. Renner took over as dean.

Due to increased enrollment, space problems forced the college to move into the building at 373 East Chicago Street in 1959. This building was name Renner Hall. The College Library moved to Elgin Masonic Temple in October 1962, and the first two year vocational program began with the formation of the nursing school in 1965.

In June 1966, Elgin Community College became a Class I Junior College with its own College District 509 and Board of Trustees. Gilbert Renner became the first president where he remained until his retirement in 1971.

Voters passed a bond referendum for a new campus in 1967 and the Board approved the purchase of 100 acres on Spartan Drive. The College expanded into the Fountain Square building in downtown Elgin in 1982/83 because of enrollment growth. In 1983, the College expanded into a network of outreach centers including Lakewood Center in Carpentersville, which offered credit and credit-free courses days and evenings.

SUBJECT TRACINGS

Community Colleges Education Elgin Community College Elgin

COLLECTION INVENTORY

| BOX | FOLDER | DESCRIPTION |
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| 1 | 1 | Accreditation, 1979-1981 |
| | 2 | Ad Hoc Committee on Capital Improvements, 1980 |
| | 3 | Administrative Evaluation Plan, 1980 |
| | 4 | Admission Book, 1979, 1982-1984 |
| | 5 | Adult Re-Entry Council, 1977-1982 |
| | | Advanced Institutional Development Program: |
| | 6 | Development Newsletter, 1979-1985 |
| | 7 | Grant, 1979-1982 |
| | 8 | Refined Proposal, November 15, 1977 |
| | 9 | Advertising, 1981 |
| | 10 | Advisory Committee, 1981-1982 |
| | 11 | Affirmative Action, 1976-1980 |
| | 12 | Anniversary (50th) of ECC, Celebrating A Vision, August 6, 1989 |
| | 13 | Annual Report, 1980 |
| | 14 | Annual Report Correspondence, 1980 |
| | 15 | Annual Report, 1981 |
| | 16 | Annual Report Correspondence, 1981 |
| | 17 | Annual Report, 1982 |
| | 18 | Annual Report Correspondence, 1982 |
| | 19-22 | Appointment Books, 1980-1983 |
| | 23 | Art Exhibits, 1980-1981 |
| | 24 | Assistant to Board Secretary, 1979-1981 |
| | 25 | Attorney, 1979 |
| | 26 | Audit, FY79 |
| | 27 | Audit, FY80 |
| | 28 | Audit Proposals, FY81 |
| | 29 | Audit, FY81 |
| | 30 | Audit, FY 82 |
| | 31 | Audit FY 83 |
| | 32 | Bilingual Access Program, 1980 |
| | 33 | Board Attorney, 1981 |
| | | Board Committee: |
| | 34 | Audit, 1982-1983 |
| | 35 | Budget, 1982-1983 |
| | 36 | Facilities, 1982-1983 |
| | 37-38 | Board/Faculty Relations, 1980-1983 |

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| | 40 | Board Information Brochure, 1981-1985 | |
| | 41 | Board Meeting Notes, 1980-1983 | |
| | 42 | Board of Trustees By-laws, 1974-1981 | |
| | 43 | Board of Trustees Compendium of Policy Statements Regarding Board Authority, Organization and Operations, 1979 | , |
| 2 | 1-21 | Board of Trustees Minutes, April 24, 1979-October 27, 1981 | |
| 3 | 1 | Board of Trustees Workshop Discussion Materials, October 21, 1981 | |
| | 2-3 | Board of Trustees Minutes, November 10, 1981- December 7, 1981 | |
| | 4 | Board of Trustees Work Session Discussion Materials, January 12, 1982 | |
| | 5-16 | Board of Trustees Minutes, January 26, 1982- November 10, 1983 | |
| | 17-18 | Board Policies, 1979-1983 | |
| | 19-20 | Board Policies and Procedures, 1979 | |
| | 21-22 | Board Policy Manuals, 1975-1983 | |
| | 23 | Board Publicity, 1979-1983 | |
| | 24 | Brochures, 1974-1984 | |
| 4 | 1-12 | Budget, FY79-FY84 | |
| | 13-24 | Budget Control Report, April 1979-September 1981 | |
| 5 | 1-4 | Budget Control Report, October 1981-August 1982 | |
| | 5-6 | Budget Control Report Questions, 1980-1983 | |
| | 7 | Building and Grounds Report, 1981, 1983 | |
| | 8-9 | Business Services Manual, 1981-1983 | |
| | 10 | CAD/CAM, 1980-1984 | |
| | 11 | Calendar of Events, (1980-1983) | |
| | 12 | Career Exploration, 1981, 1983 | |
| | 13-14 | Catalogs, 1978-1985 | |
| | 15 | Center for American Archeology, 1983-1985 | |
| | 16 | Center for Employee and Management Development, 1982- 1983 | |
| | 17 | Certificate Programs, Word Processing, 1979 | |
| | 18 | Chargeback Reimbursement, 1981-1983 | |
| | 19 | Charles' Reception, 1982 | |

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| 5 | 20 | Chipman Resignation, 1980 | |
| | 21 | Citizen Complaints, 1981-1982 | |
| | 22-28 | Class Schedules, 1979-1990 | |
| 6 | 1-2 | Class Schedules, 1990-1993 | |
| | 3 | Classified Personnel Manual, April 12, 1977 | |
| | 4 | College Car, 1981-1982 | |
| | 5 | College Community Council, 1982 | |
| | 6 | College Depository, 1980 | |
| | 7 | College Foundation, 1983 | |
| | 8 | College Night, 1979-1983 | |
| | 9 | College Outreach for Placement and Assessment (COPA): 1976-1980 | |
| | 10 | Adult Indo-Chinese Refugee Project, May 1978 | |
| | 11 | A Model Postsecondary Educational Program for | |
| | | Unemployed Spanish-Speaking Youths on Plastics, May 1979 | У |
| | 12 | Proyecto Piasticos, A Bilingual Training Program for Plastics Entry-level Positions, 1978 | |
| | 13 | Special Report on N.E.C. Indo-Chinese Refugee Project, 1978-1979 | |
| | 14 | College Work Study, 1978, 1982 | |
| | 15 | Community College Characteristics, 1983 | |
| | 16 | Community Education, 1982 | |
| | 17 | Computer, 1980-1981 | |
| | 18 | Construction Deficiencies, 1980, 1982 | |
| | 19 | Cooperative Education, 1981-1983 | |
| | | Cooperative Education Program: | |
| | 20 | 1978-1981 | |
| | 21 | Annual Report, 1979-1980; Letters of Support, 1982 | |
| | 22 | Title VIII, Administrative Grant, FY 1982-1983 | |
| | 23 | Copy Center, 1980-1981 | |
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| | 31 | Cost of Instruction, 1980-1982 | |
| | 32 | Counseling Services, 1983 | |
| | 33 | Daberkow Matter, 1981-1982 | |
| | 34 | Degree Programs: Savings and Loan, 1979 | |
| | 35 | Disadvantaged Student Grant Program, 1980 | |
| | 36 | Distinguished Alumni Award, 1980-1983 | |
| | 37 | Durrant Matter, 1981 | |

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| 6 | 38 | Duties, Board Secretary, 1980-1981 |
| | 39 | ECC Key Communicator, 1983 |
| | 40 | ECC Update, 1981-1982 |
| | 41-45 | ECCO (Elgin Community College Observer), 1978-1983 |
| | 46 | Economic Development, 1981-1983 |
| | 47 | Economic Interest Statement, 1980-1983 |
| 7 | 1-18 | Election, 1979-1983 |
| | 19 | Employee Benefits, 1982 |
| | 20 | Enrollment, 1979-1983 |
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| | 22 | Evaluation of President, 1983 |
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| | 24 | Excellence in Teaching Award, 1974-1983 |
| | 25 | External Evaluation, 1979-1980 |
| | 26 | Faculty Development, 1981 |
| | 27 | Faculty Handbooks, 1977-1980 |
| | 28 | Faculty RatioF/T to P/T, 1983 |
| | 29 | Faculty Supervisors, 1980 |
| | 30 | Financial Aid Program, 1980-1983 |
| | 31 | Financial ReportsQuarterly, 1982-1983 |
| | 32 | Fine Arts Update, 1979 |
| | 33 | Fire Alarm System and Fire Marshall's Report, 1980 |
| | 34 | GED, 1982-1983 |
| | 35 | Gerontology Program, 1980-1982 |
| | 36 | Graduation, 1979-1983 |
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| | 37 | Child Care Curriculum, 1980 |
| | 38 | Community Education, 1981 |
| | 39 | Disabled Curriculum Development, 1982 |
| | 40 | Dislocated Worker Center, 1983 |
| | 41 | Economic Development, 1982 |
| | 42 | Fund for the Improvement of Postsecondary Education, 1982 |
| | 43 | Gerontology, 1982 |
| | 44 | HECA, Statewide Faculty Training Model, 1982 |
| | 45 | HITS, 1981-1983 |
| | 46 | Illinois Arts Council, 1982 |
| | 47 | Special Needs, 1982-1983 |
| | 48 | Special Services, 1978-1982 |

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| 7 | 49 | Telecourse Instruction, Learning Your Way Through College, 1983 | |
| | 50 | Grievance Procedures, 1980-1981 | |
| | 51 | Guest Artist Program, 1981-1983 | |
| | 52 | Higher Education Management Institute, 1981-1982 | |
| | 53 | Hopkins Contract, 1980 | |
| | 54 | Hopkins Evaluation, 1980-1982 | |
| | 55 | Hopkins Hearing, 1980 | |
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| | 10 | Invitations, 1979-1983 | |
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| | 11 | Age Discrimination, 1979 | |
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| | 13 | Campus Security, 1980 | |
| | 14 | Clemens, L.S., 1980-1982 | |
| | 15 | Collective Bargaining, 1979-1983 | |
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| | 30 | Joint Educational Agreements, 1980 | |

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| | 35 | Leaves of Absences, 1980, 1983 | |
| | 36 | Legal Charges and Opinions, 1980-1983 | |
| | 37 | Local Plan for Vocational and Technical Education, 1983- 1984 | |
| | 38 | Marketing, 1979-1980 | |
| | 39 | Master Planning Handbook, 1979-1980 | |
| | 40 | Memorandums to Board, 1980-1983 | |
| | 41 | Mental Health Degree and Certificate, 1979 | |
| | 42 | Multi-cultural Educational Center for Citizens Awareness, 1981 | |
| | 43 | Nepotism, 1978 | |
| | 44 | North Annex, 1980 | |
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| 9 | 1 | Nursing Program, 1981-1982 | |
| | 2-7 | One and Five Year Plan for the Liberal Arts and Sciences, 1978-1984 | |
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| | 13 | Open House, 1979 | |
| | 14 | Open Meeting Act, 1982 | |
| | 15 | Orientation Assessment Advisement Registration Seminars, (OARS), 1981 | |
| | 16 | Outreach Centers, 1981-1982 | |
| | 17 | Paper, In the Presence of Malice, 1982 | |
| | 18 | Peer Helpers, n.d. | |
| | 19 | Personnel Procedures Manual, 1981 | |
| | 20 | Position Paper on Establishing Extension Center in Northern Kane County, May 1983 Positions Papers: | 1 |
| | 21 | #1, Open Meetings, 1980 | |
| | 22 | #2, Security, 1980 | |
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| 10 | $ \begin{array}{c} 1\\ 2\\ 3\\ 4\\ 5\\ 6\\ 7\\ 8\\ 9\\ 10\\ 11\\ 12\\ 13\\ 14\\ 15\\ 16\\ 17\\ 18\\ 19\\ \end{array} $ | Requests for Information, 1981 Research Brief, 1980 Resolutions of Appreciation, 1981 Retirement, 1980-1981 Sabbatical Leaves, 1980-1983 Salaries, 1978-1983 Schock Memos to the Board, 1980-1982 Schock Publicity, 1979-1982 Schock, L.W. Report, 1980 Secretarial Science Degree and Certificate Options, 1979-1980 Shadwell Matter, 1980-1982 Site and Construction Projects, FY80 Small Business Seminars Series, 1984-1985 Space Utilization Study, 1981 Spartan Journal, 1979-1980 Speech, The Humanities in the Community College, n.d. Speech to Elgin Kiwanis, 1980 Spire, 1977-1984 Staff Prints, 1980-1982 |
| 11 | 1 2 3 4 5 6 7 8 | Staff Prints, 1982-1983 Student Activities, 1979-1983 Student Bulletins, 1979-1980 Student Follow-up Study, 1982 Student Lab Fees, 1982 Student Member of Board (SMOB) Election, 1975-1982 Student Newsletter, Reflections, 1981-1983 Student Senate, 1980-1982 |
| 12 | 1 2 3 4 | Television, 1980-1983 Thoughts on Last Meeting, 1980-1983 Thoughts on Next Meeting, 1980-1983 University Transfer Program, 1983-1984 |

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| 13-15 | 132 tapes | Cassette Tapes: Board of Trustees Meetings, May 27, 1980-October 25, 1983 (tapes); Budget Work Session, July 28, 1981 (1 tape); Special Board Meeting, July 6, 1982 (2 tapes); Special Budget Meeting, July 22, 1982 (2 tapes); Budget Committee Meeting, August 15, 1983 (1 tape); Budget Committee Meeting, October 28, 1983 (1 tape); Rehearsa of Speech to Kiwanis, June 30, 1980 (1 tape); Interview with Steve Pokin, February 4, 1982 (1 tape); Search Committee, February 10, 1982, (1 tape) | |