

HIGHLAND COMMUNITY COLLEGE

District #519

AGENDA

Board of Trustees Special Meeting

May 7, 2020 – 4:00 p.m.

Robert J. Rimington Board Room (H-228)

Highland Community College Student/Conference Center

Freeport, Illinois

Public access to the special meeting is provided online via

Zoom at <https://highland.zoom.us/j/95645058508?pwd=Nncwcm0reElSaIRKTIQ5dEpJY2xoZz09> or
by phone at 312-626-6799 and Password 716549

- I. Call to Order/Roll Call
- II. Approval of Agenda
- III. Approval of Minutes:
 - February 18, 2020 Special Meeting
 - February 25, 2020 Special Meeting
 - February 25, 2020 Regular Meeting
 - March 11, 2020 Audit & Finance Committee Meeting
 - March 11, 2020 Board Retreat
- IV. Public Comments
- V. Main Motions
 - A. Academic
 - 1. Resolution to Eliminate the International Preservation Studies Center (IPSC) Program (Page 1)
 - B. Administration (None)
 - C. Personnel
 - 1. Appointment: Nursing Instructor (Page 3)
 - 2. Appointment: Accounting Instructor (Page 4)
 - D. Financial (None)
- VI. **CLOSED SESSION**
 - A. Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees of the Public Body or Legal Counsel for the Public Body, Including Hearing Testimony on a Complaint Lodged Against an Employee of the Public Body or Against Legal Counsel for the Public Body to Determine its Validity
 - B. Collective Negotiating Matters Between the Public Body and its Employees or Their Representatives, or Deliberations Concerning Salary Schedules for One or More Classes of Employees

Mission

Highland Community College is committed to shaping the future of our communities by providing quality education and learning opportunities through programs and services that encourage the personal and professional growth of the people of northwestern Illinois.

VII. ACTION, IF NECESSARY

- A. Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees of the Public Body or Legal Counsel for the Public Body, Including Hearing Testimony on a Complaint Lodged Against an Employee of the Public Body or Against Legal Counsel for the Public Body to Determine its Validity
 - 1. Discussion and Consideration of Possible Action to Direct Board Chair Regarding the Position of President/Executive Officer for Highland Community College
- B. Collective Negotiating Matters Between the Public Body and its Employees or Their Representatives, or Deliberations Concerning Salary Schedules for One or More Classes of Employees

VIII. Old Business

- A. Continuation of Discussion on a Proposed New Fee to Comply with the Mental Health Early Action on Campus Act
- B. Next Regular Board Meeting Date

IX. New Business

X. Adjournment

Mission

Highland Community College is committed to shaping the future of our communities by providing quality education and learning opportunities through programs and services that encourage the personal and professional growth of the people of northwestern Illinois.

**AGENDA ITEM #V-A-1
MAY 7, 2020
HIGHLAND COMMUNITY COLLEGE BOARD**

**RESOLUTION TO ELIMINATE THE
INTERNATIONAL PRESERVATION STUDIES CENTER (IPSC) PROGRAM**

RECOMMENDATION OF THE EXECUTIVE VICE PRESIDENT: That the Board of Trustees approves a Resolution eliminating the International Preservation Studies Center Program, effective immediately.

BACKGROUND: In March 2018, the Highland Board of Trustees approved acquiring the International Preservation Studies Center, which was operated at the Campbell Center in Mount Carroll, Illinois. At that time, it was estimated that 200 new students would be served during the first year, with gross revenue projections in excess of \$100,000. Since then, the number of students served and the revenue generated has been significantly less than what was initially projected, and the College has decided it is in its best interest to discontinue the program at this time.

BOARD ACTION: _____

**RESOLUTION TO ELIMINATE THE
INTERNATIONAL PRESERVATION STUDIES CENTER PROGRAM**

WHEREAS, the Administration of Highland Community College has undertaken a program review of the International Preservation Studies Center (IPSC) program; and,

WHEREAS, the program review was initiated by the Executive Vice President, and considered the applicable factors as outlined therein, following the timetable established therein for consideration of the same; and,

WHEREAS, after due consideration, the Board of Trustees finds it in the best interests of the College, students, and taxpayers of the District to eliminate the International Preservation Studies Center program.

NOW, THEREFORE, be it resolved by the Board of Trustees of Community College District #519, Highland Community College, as follows:

1. The International Preservation Studies Center program is eliminated, effective immediately.
2. This resolution shall be in full force herein upon its passage.

Adopted this 7th day of May, 2020.

Signed _____
Secretary of the Board

Date

Signed _____
Board Chairperson

Date

**AGENDA ITEM #V-C-1
MAY 7, 2020
HIGHLAND COMMUNITY COLLEGE BOARD**

**APPOINTMENT
NURSING INSTRUCTOR**

RECOMMENDATION OF THE PRESIDENT: That the Board of Trustees approves the appointment of Ms. Jessica Schneiderman as full-time, tenure track Nursing Instructor in the Nursing and Allied Health Department beginning August 13, 2020, at a FY21 salary of \$57,563 (based on the FY19 faculty salary schedule at MA+12, with two years of experience), plus appropriate fringe benefits. Since the FY20 faculty union contract has not yet been negotiated, this salary is based on the FY19 salary schedule and is within the FY21 budget.

BACKGROUND: Ms. Schneiderman comes to us from St. Anthony College of Nursing, where she was a full-time nursing instructor for undergraduate courses including N309 Pathopharmacology I and N401 Nursing Care of the Adult with Complex Health Deviations (clinical course). She coordinated the clinical experience for senior-level students on chronic cardiac/telemetry and neuro/stroke/telemetry units, as well as acting as faculty advisor to undergraduate students. Ms. Schneiderman was an adjunct faculty at St. Anthony College of Nursing for several years prior to her full-time appointment. During that time, she also worked at FHN Memorial Hospital, as a Staff Nurse, Intensive Care (2002-2006), Clinical Development Specialist (2006-2007), and Clinical Nurse Specialist (2007-2018). While at FHN, Ms. Schneiderman is reported to have successfully led many projects, committees, and educational opportunities across all levels of the organization, including the Provider level.

In May of 2007, Ms. Schneiderman earned a Master of Science in Nursing from the University of Illinois at Chicago. She earned a Bachelor of Science degree in Nursing from Illinois Wesleyan University. Other notable accomplishments include several honors and awards: May 2015 Circle of Excellence Award, American Association of Critical Care Nurses; Fall 2012 FHN Pain Resource Nurse of the Year, Northern Illinois Pain Resource Nurse Consortium; May 2007 Master's Recognition Award, University of Illinois at Chicago; May 2000 Magna Cum Laude, Illinois Wesleyan University; April 1999 – Current Sigma Theta Tau International.

Ms. Schneiderman has a passion for ongoing learning and a commitment to excellence. Her education, experience, and enthusiasm for making a positive impact on students through education make her an excellent choice for the Nursing Instructor position. Ms. Schneiderman is very involved in her community and looks forward to inspiring learners at Highland Community College in her hometown.

BOARD ACTION: _____

**AGENDA ITEM #V-C-2
MAY 7, 2020
HIGHLAND COMMUNITY COLLEGE BOARD**

**APPOINTMENT
ACCOUNTING INSTRUCTOR**

RECOMMENDATION OF THE PRESIDENT: That the Board of Trustees approves the appointment of Ms. Jennifer Alderman as full-time, tenure track Accounting Instructor in the Business and Technology Division beginning August 13, 2020, at a FY21 salary of \$66,700 (based on the FY19 faculty salary schedule at MA+12, with six years' experience), plus appropriate fringe benefits. Since the FY20 faculty union contract has not yet been negotiated, this salary is based on the FY19 salary schedule and is within the FY21 budget.

BACKGROUND: Ms. Alderman comes to us from SwedishAmerican Hospital where she has been working as a Senior Accountant since May of 2019. She has 15 years of experience working in accounting and finance in the nonprofit sector. Moreover, Ms. Alderman has taught as a part-time instructor and a contracted adjunct instructor at Highland Community College for the past eight years, and she acquired additional experience teaching accounting at Rock Valley College. In addition to classroom instruction, Ms. Alderman is experienced in developing and teaching online learning courses.

In December 2017, Ms. Alderman earned her MBA in Accounting from Columbia College, Columbia, Missouri where she graduated with a 3.9 GPA. Ms. Alderman is a graduate of Highland Community College earning her Associate in Science in December 1990 prior to transferring to Rockford University where she earned her Bachelor of Science degree in 1995.

Ms. Alderman believes education at a community college opens many doors and offers opportunities for a wide variety of people. She is enthusiastic about being a part of that education by teaching at the community college level. Ms. Alderman's education, enthusiasm for learning, teaching experience, and familiarity with Highland Community College all make her an excellent choice for the Accounting Instructor position at Highland Community College.

BOARD ACTION: _____