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=Nacwc0reEJLsaIRKQ5dEpJY2xoZz09 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
November 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
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: __________________________