

**AGENDA ITEM #XIII-A-1
AUGUST 6, 2020
HIGHLAND COMMUNITY COLLEGE BOARD**

**APPOINTMENT
INTERIM VICE PRESIDENT OF ACADEMIC SERVICES/
CHIEF ACADEMIC OFFICER**

RECOMMENDATION OF THE PRESIDENT: That the Board of Trustees approves the appointment of Mr. Jim Phillips as full-time interim Vice President of Academic Services/Chief Academic Officer (CAO) beginning July 29, 2020, and extending through December 31, 2020, for a stipend of \$5,000 over the length of this appointment, plus appropriate fringe benefits. Such salary shall be in conjunction with any other salary and benefits Mr. Phillips would be entitled to receive under his current position as Dean of Humanities/Social Sciences/Fine Arts. Mr. Phillips will continue to co-facilitate the Leadership Institute and Leadership Forum classes as a part of this appointment. This is an Administrative appointment and is necessary due to the vacancy resulting from the transition of the Executive Vice President to the President.

BACKGROUND: Mr. Phillips has served as the Dean of Humanities/Social Sciences/Fine Arts for nearly five years. Prior to that, he served as a full-time instructor from Fall semester 2005 until Spring semester 2016. He began at Highland as an Academic Advisor in August of 2000. In July of 2004, Mr. Phillips took over as Transfer Coordinator following Kay Kleckler's retirement. Mr. Phillips holds a Bachelor of Arts and a Master of Arts in History from Western Illinois University. His experience at Highland, prior experience serving as dean, faculty member, and advisor and knowledge of academic processes and goals make him an ideal candidate to fill the Vice President role in the interim.

BOARD ACTION: _____