

**AGENDA ITEM #VIII-A-3  
DECEMBER 10, 2020  
HIGHLAND COMMUNITY COLLEGE BOARD**

**APPOINTMENT  
INTERIM VICE PRESIDENT OF ACADEMIC SERVICES/  
CHIEF ACADEMIC OFFICER (CAO)**

**RECOMMENDATION OF THE PRESIDENT:** That the Board of Trustees approves the continuation of the appointment of Mr. Jim Phillips as full-time interim Vice President of Academic Services/Chief Academic Officer (CAO) extending from January 1, 2021, to June 30, 2021, for a stipend of \$6,000 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. If the Vice President of Academic Services/CAO vacancy is filled prior to June 30, 2021, this appointment will end on the first day of employment of the individual appointed to the position.

**BACKGROUND:** Mr. Phillips was initially appointed as interim Vice President of Academic Services/CAO from July 29, 2020, through December 31, 2020, as a result of the vacancy resulting from the transition of the Executive Vice President to President. The College planned to have a Vice President of Academic Services/CAO in place by January 4, 2021. Since the search to fill the position continues, Mr. Phillips' interim appointment is being extended until June 30, 2021, or until the position is filled, whichever is sooner.

BOARD ACTION: \_\_\_\_\_