

HIGHLAND COMMUNITY COLLEGE
District #519

AGENDA

Board of Trustees Meeting
February 16, 2016 – 4:00 p.m.
Robert J. Rimington Board Room (H-228)
Highland Community College Student/Conference Center
Freeport, Illinois

- I. Call to Order/Roll Call
- II. Approval of Agenda
- III. Approval of Minutes: January 19, 2016 Regular Meeting
- IV. Public Comments
- V. Introductions
- VI. Foundation Report
- VII. Consent Items
 - A. Academic (None)
 - B. Administration (None)
 - C. Personnel
 - 1. Part-time Instructors, Overload, and Other Assignments (Page 1)
 - D. Financial (None)
- VIII. Main Motions
 - A. Academic
 - 1. College*NOW* Agreement with Warren School District #205 (Page 9)
 - 2. Highland Community College and Western Illinois University 2+2 Degree Plans Leading to a Bachelor of Arts Degree in Broadcasting (Page 12)
 - 3. New Program: Basic Wind Technology Certificate (Page 19)
 - 4. New Program: CNC Machinist (Page 27)
 - 5. New Program: Mechatronics Degree (Page 34)
 - B. Administration (None)
 - C. Personnel
 - 1. Revised Job Description: Secretary (Page 52)
 - 2. Appointment: Coordinator, Outreach & Dual Credit (Page 55)

D. Financial

1. First Reading: Tuition (Handout)
2. Acceptance of Bid for Bond Project: Chemistry Lab Remodel (Page 56)
3. Resolution Providing for the Issue of not to Exceed \$2,485,000 Taxable General Obligation Community College Bonds, Series 2016, for the Purpose of Increasing the Working Cash Fund of the District, Providing for the Levy of a Direct Annual Tax Sufficient to Pay the Principal and Interest on Said Bonds, and Authorizing the Proposed Sale of Said Bonds to the Purchaser Thereof (Page 58)
4. Payment of Bills and Agency Fund Report (Page 82)

IX. Reports

- A. Treasurer's Report: Statements of Revenue, Expenditures and Changes in Fund Balance (Page 84)
- B. Student Trustee
- C. Audit Committee Chair
- D. ICCTA Representative
- E. Board Chair
- F. Administration

X. Old Business

XI. 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

XII. 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. Appointment of Tenure (Handout)
 2. Consideration of Tenure Extension (Handout)
- 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

XIII. New Business

XIV. Dates of Importance

- A. Next Regular Board Meeting – March 15, 2016, at 4:00 p.m. in the Robert J. Rimington Board Room (H-228) in the Student/Conference Center
- B. Next Quarterly Board Retreat – March 2, 2016, at 8:30 a.m. in the Student/Conference Center room H-206 (breakfast available at 8:00 a.m.)

XV. Adjournment

**AGENDA ITEM #VII-C-1
FEBRUARY 15, 2016
HIGHLAND COMMUNITY COLLEGE BOARD**

PART-TIME INSTRUCTORS, OVERLOAD, AND OTHER ASSIGNMENTS

RECOMMENDATION OF THE PRESIDENT: That the part-time instructors, overload and other assignments be approved for the Spring semester of 2016.

BACKGROUND: The individuals listed have been certified by the hiring supervisor as having the required training and experience to perform duties or teach courses offered by Highland Community College. Each course is contingent upon appropriate enrollment.

BOARD ACTION: _____

Spring 2016				COURSE	CLOCK	CREDIT		TOTAL
FIRST	LAST	CRN	SUBJECT	TITLE	HRS	HRS	RATE	SALARY
Business/Technology								
Amy	Chamberlin		COSM	Cosmetology classes		3	\$1,256.45	\$3,769.35
						3	\$1,382.10	\$4,146.30
						1.03	\$1,507.74	\$1,552.97
Justin	Ebert	6512	AGOC129HB	Livestock Production		3	\$1,256.45	\$3,769.35
						1.8	\$1,382.10	\$2,487.78
Justin	Ebert	6503	AGRI286A	Field Crop Science		1.2	\$1,382.10	\$1,658.52
						2.94	\$1,507.75	\$4,432.79
Joseph	Grove	6067	ECON112Y2	Prin of Economics II		3	\$1,256.45	\$3,769.35
Denise	Johnson	6314	OFFT255A	Office Procedures		1.3	\$1,256.45	\$1,633.39
Melissa	Johnson	6380	ECE209HBN	ECE Internship		3.07	\$628.22	\$1,928.64
Melissa	Johnson	6951	ECE208IS	Supervision & Admin of CC Prog		1	\$628.22	\$628.22
Jeremy	Monigold	6375	INFT180HB	Intro to Info Systems		3.00	\$1,256.45	\$3,769.35
Jeremy	Monigold	7030	INFT282IS	A+ Certification		.30	\$1,382.10	\$414.63
Jeremy	Monigold	7031	INFT286IS	Security+ Certification		.30	\$1,382.10	\$414.63
James	Palmer		AUTM	Auto Mech classes		3	\$1,256.45	\$3,769.35
						3	\$1,382.10	\$4,146.30
						.15	\$1,507.74	\$226.16
William	Robertson		AUTM	Auto Mech classes		3	\$1,256.45	\$3,769.35
						3	\$1,382.10	\$4,146.30
						.15	\$1,507.74	\$226.16
Aaron	Sargent	6357	MTEC164A	Mfg Processes		3	\$1,256.45	\$3,769.35
Todd	Vacek		AUTB	Auto Body classes		.80	\$1,256.45	\$1,005.16
Todd	Vacek		AUTB	Early Start		2.1	\$1,256.45	\$2,638.55
Carol	Wilhelms	6338	ACCT220Y1	Adv Quickbooks		1.8	\$1,256.45	\$2,261.61
Amy	Chamberlin			Part-time Instruction Supervision				\$125.65
Amy	Chamberlin			Part-time Instruction Supervision				\$753.87
Denise	Johnson			Part-time Instruction Supervision				\$251.30
Jeremy	Monigold			Part-time Instruction Supervision				\$753.90
Todd	Vacek			Part-time Instruction Supervision				\$376.95
Justin	Ebert			Part-time Instruction Supervision				\$251.29
Casey	Anderson			COSMETOLOGY LAB - P/T Instructor	TBD		\$24.38	TBD
Diane	DeWitt			OFFICE TECHNOLOGY LAB- P/T Instructor	TBD		\$28.14	TBD
Carol	Engelkens			OFFICE TECHNOLOGY LAB- Lab Assistant	TBD		\$12.66	TBD
Steve	Lambert			AUTO BODY LAB- P/T Instructor	TBD		\$24.38	TBD
Gloria	Maurer			OFFICE TECHNOLOGY LAB- P/T Instructor	TBD		\$28.14	TBD
Jean	Meyers			COSMETOLOGY LAB - P/T Instructor	TBD		\$25.17	TBD
Dorie	Oloff			OFFICE TECHNOLOGY LAB- P/T Instructor	TBD		\$25.17	TBD
Angela	Pierson			COSMETOLOGY LAB - P/T Instructor	TBD		\$24.38	TBD
Bruce	Pittluck			OFFICE TECHNOLOGY LAB- Lab Assistant	TBD		\$12.66	TBD
Vicki	Standley			OFFICE TECHNOLOGY LAB - P/T Instructor	TBD		\$25.17	TBD
Sarah	Warfield			OFFICE TECHNOLOGY LAB - P/T Instructor	TBD		\$25.17	TBD
Heidi	Lessen			COSMETOLOGY LAB - Lab Assistant	TBD		\$13.00	TBD

				COURSE	CLOCK	CREDIT		TOTAL
FIRST	LAST	CRN	SUBJECT	TITLE	HRS	HRS	RATE	SALARY
Business/Technology								
Anki	Bauer	6589	EQUI105Y1	Equine Facilities		3.8	\$479.40	\$1,821.72
Anki	Bauer	6619	OCED290F	Work Pl Exp		2	\$479.40	\$95.88*
Anki	Bauer	6620	ITHC220N	Anatomy for InfoTech		3.80	\$464.40	\$1,764.72
Ashley	Harms	6385	ECE206HBN	Creative Activities		3	\$520.91	\$781.37*
Pamela	Harrison	6560	BUSN141HB	Business Comm	108		\$23.34	\$2,520.72
Thomas	Harrison	6562	BUSN125A	Math of Business		3	\$479.40	\$1,438.20
Thomas	Harrison	6701	BUSN125Y2	Math of Business		3	\$479.40	\$1,438.20
Roger	Hicks	6572	WELD130N	Intro to Welding		5.6	\$479.40	\$2,684.64
Hank	Ils	6584	WELD233N	Adv. Welding Processes		3.8	\$479.40	\$1,821.72
William	Kuhlemeier	6532	AGRI182A	Intro Ag Mech		3.8	\$479.40	\$1,821.72
Scott	Maddox	6676	WELD232DC	Int. Welding		3.8	\$520.91	\$1,979.46
Rudolph	Nielsen	6369	INFT180A	Intro Info Systems		3.9	\$535.91	\$2,090.05
Bruce	Pittluck	6367	INFT140Y1	Beg. Excel		1	\$535.91	\$535.91
Crimson	Pulver	6594	EQUI127HB	Horse Handling I		2	\$579.40	\$896.48*
Crimson	Pulver	6598	EQUI139HB	Riding II		2.8	\$479.40	\$1,342.32
Crimson	Pulver	6602	EQUI141HB	Riding Instruction I		2	\$479.40	\$896.48*
Peggy	Tell	6382	ECE207N	Math/Science		3	\$535.91	\$1,607.73
Jeanne	VanOrsdal	6383	ECE123HBN	Hth, Safety, Nutrition		3	\$535.91	\$1,607.73
Teresa	Vowell	6358	INFT140A	Beg. Excel		1	\$479.40	\$479.40
Brandi	Widmer	6590	EQUI109HB	Equine Health		2.8	\$479.40	\$1,342.32
Brandi	Widmer	6591	EQUI115Y1	Equine Nutrition		3	\$479.40	\$1,438.20
Brandi	Widmer	6592	EQUI131HB	Horse Shoeing		1	\$479.40	\$335.58*
Brandi	Widmer	6586	EQUI137HB	Riding I		2	\$479.40	\$896.48*
*Pro rated based on students								

Spring 2016				COURSE	CLOCK	CREDIT		TOTAL
FIRST	LAST	CRN	SUBJECT	TITLE	HRS	HRS	RATE	SALARY
HSS								
LeNie	Adolphson	7009	HUMA104DC	Intro to Humanities		3	\$535.91	\$1,607.73
LeNie	Adolphson	7130	HUMA104DC2	Intro to Humanities		3	\$535.91	\$1,607.73
Colette	Binger	6430	PSY262HB	Human Growth/Dev		3	\$535.91	\$1,607.73
Christine	Henderson	6648	COMM095N	Basic Composition		3	\$535.91	\$1,607.73
Adrian	Kostallari	6650	COMM214N	Bus/Tech Writing		3	\$535.91	\$1,607.73
Brian	Moore	6656	ENGL121HBN	Rhet/Comp I		3	\$628.22	\$1,884.66
Vicki	Schulz	6515	EDUC100HB	Education Observation		1	\$628.22	\$628.22
Daryl	Watson	6540	POL153DC	State/Local Government		3	\$535.91	\$1,607.73
Daryl	Watson	6539	HIST144DC	US History II		3	\$535.91	\$1,607.73
Sam	Fiorenza		Writing Center					\$942.34
Sam	Fiorenza		Dev Writing Coordinor					\$1,256.45
Kim	Goudreau	6447	SOCI271A	Social Problems		3	\$1,256.45	\$753.87*
Chelsea	Martinez	6461	EDUC225HB	Educational Tech		3	\$1,256.45	\$3,769.35
Tracy	Mays	6666	ENGL122Y1	Rhet/Comp II		1	\$1,256.45	\$1,256.45
Kate	Perkins		Writing Center					\$942.34
James	Phillips	6545	HIST142Y1	Western Civ		3	\$1,256.45	\$3,769.35
Paul	Rabideau	6454	PSY161Y2	Intro to Psych		3	\$1,256.45	\$3,769.35
Donna	Tufariello		Writing Center					\$942.34
James	Yeager	6601	SPCH191Y1	Fund of Speech		3	\$1,256.45	\$3,769.35
James	Yeager	7069	MCOM186AXX	Radio Practicum		1	\$1,382.10	\$1,382.10
James	Yeager	6597	SPCH191HB	Fund of Speech		2	\$1,382.10	\$2,764.20
						1	\$1,507.74	\$1,507.74
Dave	Vrtol	6750	THEA187A	Intro to Tech Theatre		1.12	\$1,256.45	\$1,407.22
*Pro rated based on students								

Spring 2016				COURSE	CLOCK	CREDIT		TOTAL
FIRST	LAST	CRN	SUBJECT	TITLE	HRS	HRS	RATE	SALARY
Kim	Pool			Curriculum Development		3	\$479.40	\$1,438.20
Kim	Pool	6463	SPTP117/220	HS Servant Leadership		6	\$479.40	\$2,876.40
Kathy	Heid	6950	PHYD121ACC	Walk & Stretch	30		\$18.00	\$540.00
Athletics								
Charles	Born	6210	PHYD225A	Theory of Baseball/Softball		2	\$520.91	\$1,041.82
Charles	Born			Softball Coach				\$5,025.80
Anthony	Boyle	6179	PHYD115N	Intro to Recreation		3	\$520.91	\$1,562.73
Anthony	Boyle	6180	PHYD121A	Physical Fitness I		1.8	\$520.91	\$937.64
Anthony	Boyle	6197	PHYD221A	Physical Fitness II		2	\$520.91	\$1,041.82
Anthony	Boyle	6491	PHYD222A	Weight Training		1.4	\$520.91	\$729.27
Anthony	Boyle	6206	PHYD222B	Weight Training Athletes		1.4	\$520.91	\$729.27
Anthony	Boyle			Intramural Director				\$500.00
Pete	Norman	6212	PHYD227N	Sports Officiating		3	\$628.22	\$1,884.66
Pete	Norman	6181	PHYD135N	Games in Elem Ed		3	\$628.22	\$1,884.66
Pete	Norman			Golf Coach				\$1,256.45
Jennifer	Smith	6221	PHYD239N	Body Mechanics		1.8	\$520.91	\$937.64
Fine Arts								
Reed	Bakken	6426/642	ART117/217A	Pottery I & II		3	\$911.05	\$2,733.15
Reed	Bakken	6427/622	ART117/217B	Pottery I & II		3	\$911.05	\$2,733.15
Dagny	Brandt			Youth Choir Director				\$1,550.00
Thompson	Brandt	6432	MUS268Y1	Music of the USA		3	\$628.22	\$1,884.66
John	Hartman	6944	MUS162A	Theory II		3	\$479.40	\$1,438.20
John	Hartman	6946	MUS262A	Theory IV		3	\$479.40	\$1,438.20
John	Hartman			Curriculum Development				\$450.00
John	Hartman			Curriculum Development				\$450.00
James	Planting	6611	ART113A	Drawing I		3	\$911.05	\$2,733.15
James	Planting	6612	ART116A	Three-Dimensional Design		3	\$911.05	\$2,733.15
James	Planting	6615	ART211/212A	Painting I & II		3	\$911.05	\$2,733.15
Allen	Redford	6518	MUS177A	Class Piano I		2	\$1,256.45	\$2,261.61*
Allen	Redford	6631	MUS183AXX	Chamber Singers		1	\$1,256.45	\$1,256.45
Heidi	Spotts-Manthey	6793	MUS267A	Intro to Music		3	\$520.91	\$1,562.73
Heidi	Spotts-Manthey			Concert Choir Director				\$1,550.00
Heidi	Spotts-Manthey			Accompanist for Youth Choir				\$200.00
Loretta	Swanson	6696	ART110Y1A	Intro to Art		3	\$535.91	\$1,607.73
Loretta	Swanson	6697	ART110Y1B	Intro to Art		3	\$535.91	\$1,607.73
Loretta	Swanson	6698	ART215HBN	Art History I		3	\$535.91	\$1,607.73
Sam	Tucibat	6537	ART201HBN	Intro Photography I		3	\$628.22	\$1,570.55*
Sam	Tucibat	6535	ART218A	Graphic Design II		3	\$628.22	\$1,884.66
Sam	Tucibat	6536	ART238A	Graphic Design IV		3	\$628.22	\$314.11*
Nadia	Wirchnianski			Accompanist for Chorale				\$1,400.00
Applied Music								
Dagny	Brandt		MUS171A	Applied Music Major				\$2,000.00
Gary	Brubaker		MUS172A	Applied Music Minor				\$200.00
Rianna	Caswell		MUS171A	Applied Music Major				\$2,400.00
Rianna	Caswell		MUS172A	Applied Music Minor				\$2,000.00
John	Hartman		MUS172A	Applied Music Minor				\$200.00
Allen	Redford		MUS172A	Applied Music Minor				\$400.00

Spring 2016				COURSE	CLOCK	CREDIT		TOTAL
FIRST	LAST	CRN	SUBJECT	TITLE	HRS	HRS	RATE	SALARY
Math Achievement Center								
Marcia	Bennett		MATH N1	MAC LAB		2.5	\$535.91	\$1,339.78
Marcia	Bennett		MATH Y2	MAC LAB		2	\$535.91	\$1,071.82
Marcia	Bennett		MATH M1	MAC LAB		2.5	\$535.91	\$1,339.78
Gael	Brewbaker		MATH F1	MAC LAB		2	\$535.91	\$1,071.82
Gael	Brewbaker		MATH H1	MAC LAB		2	\$535.91	\$1,071.82
Gael	Brewbaker		MATH Y4	MAC LAB		2	\$535.91	\$1,071.82
Bill	Kloeping	6214	MATH158A	Int. Algebra		2	\$479.40	\$958.80
Nancy	Luepke		MATH M1	MAC LAB		2.5	\$479.40	\$1,198.50
Nancy	Luepke	6058	MATH066A	Basic Algebra I		2	\$479.40	\$958.80
Nancy	Luepke		MATH G1	MAC LAB		2	\$479.40	\$958.80
Ellen	McGinnis		MATH B1	MAC LAB		2	\$479.40	\$958.80
Ellen	McGinnis		MATH C1	MAC LAB		2	\$479.40	\$958.80
Ellen	McGinnis		MATH D1	MAC LAB		2	\$479.40	\$958.80
Ellen	McGinnis		MATH E1	MAC LAB		2	\$479.40	\$958.80
Mark	Miller		MATH A1	MAC LAB		2	\$520.91	\$1,041.82
Mark	Miller		MATH C1	MAC LAB		2	\$520.91	\$1,041.82
Karissa	Patefield	6002	MATH058A	Pre-Algebra I		2	\$628.22	\$1,256.44
Kathleen	Sleezer		MATH A1	MAC LAB		2	\$520.91	\$1,041.82
Kathleen	Sleezer		MATH E1	MAC LAB		2	\$520.91	\$1,041.82
Kathleen	Sleezer		MATH G1	MAC LAB		2	\$520.91	\$1,041.82
Kathleen	Sleezer		MATH055A	MAC LAB		0.6	\$520.91	\$312.55*
Steve	Young		MATH F1	MAC LAB		2	\$535.91	\$1,071.82
Steve	Young		MATH H1	MAC LAB		2	\$535.91	\$1,071.82
Science/Math/Allied Health								
Margie	Kochsmier	6732	NURS192AX	Health & Illness I Lab	84		\$38.00	\$3,192.00
Leanne	Grahame	6133	NURS091DCO	Nursing Assistant	64.5		\$30.00	\$1,935.00
Leanne	Grahame	6134	NURS091DXO	Nursing Asst Lab	22.5		\$30.00	\$675.00
D'Anne	Homer	6741	NURs294AXX	Clinical Dev IIIB Lab	117		\$38.00	\$4,446.00
Barb	Merhley	6722	NURs124A	Patho-pharmacology		4	\$628.22	\$2,512.88
Barb	Merhley	6746	NURS191N	Portion of Fund of Nursing		5	\$628.22	\$1,884.66
Lori	Scibona	6718	NURS121A	MA Clinical Procedures		3	\$464.40	\$1,393.20
Lori	Scibona	6719	NURs171AX	MA Clinical Procedures Lab	24		\$25.00	\$600.00
Angie	Schleicher	6710	NURs091HXB	Nursing Asst Clinical	40		\$30.00	\$1,200.00
Jim	Dole	6272	NSCI134Y1	Intro to Astronomy		3	\$535.91	\$1,607.73
Tom	Harrison	6703	MATH174A	Math for Elem Teachers		3	\$464.40	\$1,393.20
Steve	Young	6097	MATH169A	Applied Practical Math		4	\$535.91	\$2,143.64
Al	Nowicki	6568	BIOL211A	Gen Microbiology		3	\$1,256.45	\$3,769.35
Jenna	Rancingay	6304	MATH172A	Portion of Calculus for Bus/SS		.1	\$1,256.45	\$1,256.45
Jen	Grobe	6738	NURS291AAX	Family Nursing Lab		2.16	\$628.22	\$1,356.96
Jen	Grobe	6737	NURS291AXA	Family Nursing Lab		2.16	\$628.22	\$1,356.96
Jessica	Larson	6743	NURS294HXB	Portion of Clinical Dev Lab		3	\$1,256.45	\$3,769.35
						0.88	\$1,382.10	\$1,216.25
Shelly	Morgan	6748	NURS191NX	Portion of Fund of Nursing Lab		3	\$1,256.45	\$3,769.35
						0.73	\$1,382.10	\$1,008.94

Spring 2016				COURSE	CLOCK	CREDIT	TOTAL	
FIRST	LAST	CRN	SUBJECT	TITLE	HRS	HRS	RATE	SALARY
Cassie	Mekeel	6714	NURS091B	Portion of Nursing Assistant		3	\$1,256.45	\$3,769.35
						0.75	\$1,382.10	\$1,036.58
Christine	Sanders	6731	NURS192AAX	Portion of Health & Illness Lab		0.96	\$1,256.45	\$1,206.20
Kay	Sperry	6752	NURS294HB	Portion of Clinical Dev Lecture		3	\$1,256.45	\$3,769.35
						0.64	\$1,382.10	\$884.55
Laura	Weter	6742	NURS294HBX	Portion of Clinical Dev Lab		3	\$1,256.45	\$3,769.35
						0.64	\$1,382.10	\$884.55
Brendan	Dutmer	6109	CHEM120N	Elem Gen Chemistry		3	\$1,256.45	\$3,769.34
Brendan	Dutmer	6110	CHEM120NX	Portion of Elem Gen Chemistry Lab		0.25	\$1,382.10	\$345.53
Juliet	D'Souza	6561	BIOL116A	Intro to Ecology		3	\$1,256.45	\$3,796.35
Juliet	D'Souza	6563	BIOL116AX	Portion of Intro to Ecology Lab		0.84	\$1,382.10	\$1,160.97
Steve	Mihina	6309	MATH268A	Portion of Analytic Geom/Calc II		3	\$1,256.45	\$3,769.35
Steve	Simpson	6399	GEOL126A	Geology		1.2	\$1,256.45	\$1,507.74
Success Center								
Cheryl	Heise	6510	RDG120N	College Reading Strategies		3	\$535.91	\$1,607.73
Adam	Moderow	6508	RDG120B	College Reading Strategies		3	\$520.91	\$1,562.73
Adam	Moderow	6505	RDG120A	College Reading Strategies		3	\$520.91	\$1,562.73
Adam	Moderow	6506	RDG083A	College Reading Found		3	\$520.91	\$1,562.73
Elizabeth	Niesman	6485	COMM084A	Basic Written Comm		3	\$535.91	\$1,071.82*
Elizabeth	Niesman	6492	LIBS199CXX	FYES		2	\$535.91	\$1,071.82
Elizabeth	Niesman	6487	COMM087A	Writing Workshop		1	\$535.91	\$535.91
Elizabeth	Niesman	6490	COMM087B	Writing Workshop		1	\$535.91	\$535.91
Elizabeth	Niesman	6488	COMM087Y1	Writing Workshop		1	\$535.91	\$535.91
Elizabeth	Niesman	6489	COMM087Y2	Writing Workshop		1	\$535.91	\$535.91
Debbie	Samuelson	6509	RDG083B	College Reading Found		3	\$464.40	\$1,393.20
Samantha	Schaible	6723	LIBS199Y1	FYES		2	\$520.91	\$1,041.82
Vicki	Schulz	6493	LIBS199BXX	FYES		2	\$628.22	\$1,256.44
Casey	Anderson			Success Center		TBD	\$21.67	TBD
Michelle	Bowers			Success Center		TBD	\$21.67	TBD
Esther	Collins			Success Center		TBD	\$21.67	TBD
Eboni	Fromenta			Success Center		TBD	\$21.67	TBD
Chris	Hill			Success Center		TBD	\$21.67	TBD
Carla	Myers			Success Center		TBD	\$21.67	TBD
Elizabeth	Niesman			Success Center		TBD	\$25.00	TBD
Elena	Rodriquez			Success Center		TBD	\$21.67	TBD
Project Succeed								
William	Kloepping			Tutor for Project Succeed		TBD	\$19.51	TBD
Constance	Taylor	6516	MATH066AXX	Basic Algebra		2	\$464.40	\$928.80
Constance	Taylor	6521	MATH158AXX	Int. Algebra		2	\$464.40	\$928.80
Constance	Taylor	6525	MATH159AXX	Int. Algebra II		2	\$464.40	\$928.80
Constance	Taylor	6517	MATH067AXX	Basic Algebra II		2	\$464.40	\$928.80
Constance	Taylor			Tutor for Project Succeed		TBD	\$19.51	TBD
*Pro rated based on students								

Spring 2016				COURSE	CLOCK	CREDIT	TOTAL
FIRST	LAST	CRN	SUBJECT	TITLE	HRS	HRS	SALARY
Other Assignments							
Daryl	Watson			Jo Daviess County Leadership Speaker			\$300.00
Laura	Watson			Chair Library Services			\$1,288.83
Michael	Skwara			Coordinator, Learning Management Services			\$1,288.83
Hank	Ils			Weld Assessment for Bay Valley Foods			\$20.00
Bobby	Shallenberger	6837	PERS036ACC	Furniture Tips & Tricks	6	\$50.00	\$300.00
Tammy	Abell			Training Stipend for HS Student Leadership			\$500.00
Hannah	Caswell			Orchestra for 2015 Messiah			\$75.00
Edward	Finch			Honorarium for Assisting w/Leadership Forum Retreat			\$300.00

**AGENDA ITEM #VIII-A-1
FEBRUARY 16, 2016
HIGHLAND COMMUNITY COLLEGE BOARD**

**COLLEGE*NOW* AGREEMENT BETWEEN HIGHLAND COMMUNITY COLLEGE
AND WARREN SCHOOL DISTRICT #205**

RECOMMENDATION OF THE PRESIDENT: That the Board of Trustees approves the attached College*NOW* agreement for qualified students attending Warren High School.

BACKGROUND: The College*NOW* program at Highland Community College provides students with an opportunity to enroll in college-level courses full-time while earning dual credit toward a high school diploma and an associate's degree. The program has grown from seven students enrolling from two participating high schools in the Fall of 2012 to 21 students and six participating high schools in the Fall of 2015. The first class graduated in May 2014. Three additional districts will be joining the program in the Fall of 2016.

This is the first year that Warren High School will be offering College*NOW* to their qualifying students. The terms of the agreement are consistent with the agreements previously approved for other high schools in the Highland district, which were approved at the January 19, 2016, regular Board meeting.

BOARD ACTION: _____

CollegeNOW
TERMS of AGREEMENT
2016 – 2017 Academic Year (FY'17)
Warren School District #205 and Highland Community College

General Provisions

- Students are expected to follow the Highland catalog, including academic and graduation requirements, FERPA, code of conduct and appeal procedures.
- The majority of the Associate of Arts and Associate of Science general education courses will be available between 8:00 a.m. and 2:30 p.m. Students will be required to take First Year Experience Seminar (FYES) the summer prior to fall enrollment. Students may take classes outside of the 8:00 a.m. – 2:30 p.m. but must provide their own transportation. Students are responsible for providing their own transportation to the FYES course.
- Individual advising and counseling will be available to students. An advisor will be assigned and regular advising appointments required.
- For the 2016-2017 year, the CollegeNOW students and their parent or guardian from Warren High School will pay all charges including tuition, universal, lab and course fees for the Summer, Fall and Spring semesters; FYES orientation class in the Summer semester; and Freshman Seminar (a specialized course designed for Fall semester CollegeNOW students only). Books, supplies and transportation are also the responsibility of the student/family.
- Students will be provided a Highland GroupWise E-mail account and expected to check E-mail communications daily.
- To qualify, students must have completed sophomore year; be on track and in good standing; 3.0 minimum GPA; meet college-level entrance scores on COMPASS, ACT exam, or equivalent; have parent/guardian approval; must attend orientation meeting; and recommendation by the high school.
- Students (in junior standing at Warren High School) will be excused from class to complete the required state and college entrance exams.
- Students will abide by the Highland Community College calendar.
- Individual instructors will determine attendance policies by course.
- Following fall 2016, registration will occur within the first two weeks of the registration period.

- Students may register for online courses with the consent of the advisor.
- Student records in this program will follow the FERPA law. Students must sign a release of information so that mid-term and final grades can be shared with the high school.
- The High School will provide consent for each participating student by signing the Participant Agreement allowing the student to enroll in CollegeNOW. The student will present the agreement to the College Admissions office upon registration.
- Reimbursement for students who drop or withdraw would follow college policy.
- The Freshman Seminar will meet once per week and cover student development and other topics determined by the needs of the students. Meet monthly with advisor in the second semester, at least twice a semester in subsequent semesters.
- Early alert and mid-term progress will be monitored by the advisor.
- Final grades will be provided to the high school guidance counselor.

For Highland Community College

For Warren School District

 Tim Hood, President Date

 Superintendent Date

 Doug Block, Chair Date
 Board of Trustees

 President Date
 Board of Education

**AGENDA ITEM #VIII-A-2
FEBRUARY 16, 2016
HIGHLAND COMMUNITY COLLEGE BOARD**

**HIGHLAND COMMUNITY COLLEGE AND WESTERN ILLINOIS UNIVERSITY
2+2 DEGREE PLANS LEADING TO A
BACHELOR OF ARTS DEGREE IN BROADCASTING**

RECOMMENDATION OF THE PRESIDENT: That the Highland Community College Board of Trustees approves the attached 2+2 Degree Plans for Broadcasting – Sports Broadcasting, Broadcasting – News/Performance, and Broadcasting – Production to support the seamless transition of Highland students completing their Associate of Arts degree program at Highland to Western Illinois University for completion of a Bachelor of Arts degree in Broadcasting.

BACKGROUND: This agreement is the result of discussions between Mass Communication instructor Jim Yeager and representatives of Western Illinois University.

BOARD ACTION: _____