

# HIGHLAND COMMUNITY COLLEGE

District #519

## AGENDA

Board of Trustees Meeting

June 21, 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: May 17, 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
    - 1. Course and Miscellaneous Fees (Page 4)
- VIII. Main Motions
  - A. Academic
    - 1. Authorization to Enter into Dual Credit Agreements with CareerTEC, Area High Schools, and Career Centers for the 2016 – 2017 Academic Year (Page 6)
    - 2. Approval of Joint Use and Vocational Education Agreements Between Career and Technical Education Consortium (CareerTEC) and Highland Community College (Page 7)
  - B. Administration
    - 1. Second Reading – New Policy 3.26: Student Optional Disclosure of Private Mental Health Information (Page 13)
  - C. Personnel (None)
  - D. Financial
    - 1. Intergovernmental Cooperation Agreement for Police Services (Page 15)
    - 2. Service Road Agreement Between Highland Community College, the Family YMCA of Northwest Illinois, and Freeport School District #145 (Page 26)

3. Prevailing Rate of Wages (Page 29)
4. Payment of Bills and Agency Fund Report (Page 39)

IX. Reports

- A. Treasurer's Report: Statements of Revenue, Expenditures and Changes in Fund Balance (Page 41)
- B. Enrollment
- C. Student Trustee
- D. Audit Committee Chair
- E. ICCTA Representative
- F. Board Chair
- G. 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
- C. Semi-annual Review of All Closed Session Minutes and Tapes

**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
- 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
- C. Semi-annual Review of All Closed Session Minutes and Tapes

XIII. New Business

XIV. Dates of Importance

- A. Next Regular Board Meeting – July 19, 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 – September 7, 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  
JUNE 21, 2016  
HIGHLAND COMMUNITY COLLEGE BOARD**

**PART-TIME INSTRUCTORS, OVERLOAD, AND OTHER ASSIGNMENTS**

**RECOMMENDATION OF THE PRESIDENT:** That the list of part-time instructors, overload, and other assignments be approved for the Spring/Summer 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
Stephen	Konefes	7269	WFD051A	Food Handlers Certification				\$50.00
Roberta	Andrews		B4U Test Session					\$60.78
Leanne	Grahame	6133	NURS091DCO	Nursing Asst		7.5	\$30.00	\$225.00
Robert	Baker	6916	DATP110BCC	Computers Made Easy for Srs	10		\$24.96	\$249.60
Steven	Winters	6915	SPTP010ACC	Brewing Technology	12		\$25.00	\$300.00
Harvey	Wilhelms	6915	SPTP010ACC	Brewing Technology	12		\$25.00	\$300.00
Summer 2016			COURSE	CLOCK	CREDIT	TOTAL		
FIRST	LAST	CRN	SUBJECT	TITLE	HRS	HRS	RATE	SALARY
Robert	Apolloni	1025	ART110A	Intro to Art		3	\$1,256.45	\$3,769.35
Thompson	Brandt	1006	MUS268Y1	Music of the USA		3	\$628.22	\$1,884.66
Andrew	Dvorak	1008	POL152A	American Gov & Politics		3	\$1,256.45	\$2,638.55*
Paul	Rabideau	1017	PSY161A	Intro to Psych		3	\$1,256.45	\$3,769.35
Allen	Redford	1230	SPTP110A	International Study		2	\$1,256.45	\$2,512.90
James	Yeager	1014	SPCH191A	Fund of Speech		3	\$1,256.45	\$3,769.35
Michael	Skwara		Coordinator, Learning Management Systems					\$1,288.83
Laura	Watson		Chair Library Services					\$1,288.83
Alicia	Kepner	1156	NURS122A	MA Seminar		2	\$1,256.45	\$2,512.90
Alicia	Kepner	1157	NURS123A	MA Externship		1	\$1,256.45	\$1,256.45
Alicia	Kepner	1158	NURs123AX	Portion of MA Exter. Lab		5	\$1,256.45	\$6,282.25
Cassie	Mekeel	1092	NURS091A	Portion of Nursing Asst		2.75	\$1,256.45	\$3,455.24
Cassie	Mekeel	1093	NURs091AX	Nursing Asst Lab		2.7	\$1,256.45	\$3,392.42
Shelly	Morgan	1092	NURS091A	Portion of Nursing Asst		2.75	\$1,256.45	\$3,455.24
Shelly	Morgan	1094	NURS091AXX	Nursing Asst Lab		2.7	\$1,256.45	\$3,392.42
Kay	Sperry	1158	NURS123AX	Portion of MA Exter. Lab		5	\$1,256.45	\$6,282.25
Eric	Piper		Summer worker in Auto Body			TBD	\$10.00	TBD
Matthew	Allen		Summer worker in Auto Body			TBD	\$10.00	TBD
Romero	Stancie		Summer worker in Auto Body			TBD	\$10.00	TBD
Kathy	Heid	1253	PHYD121ACC	Walk & Stretch	30		\$18.00	\$540.00
Andy	Dvorak	1312	HIST144IS	US History II		3	\$1,256.45	\$376.94**
* Pro rated based on students								
** Independent Study course								
Other Assignments								
Noah	Bayer		Drawing assistant \$12.00 per hour @ 12 hours					\$ 144.00
Victoria	Kronenberg		Chronicle news magazine layout					\$ 150.00
Ross	Powell		Boyer Colloquium honorarium					\$ 750.00
Reed	Scherer		Boyer Colloquium honorarium					\$ 750.00
John	Hartman		Piano tuning					\$ 65.00

Summer 2016				COURSE	CLOCK	CREDIT		TOTAL
FIRST	LAST	CRN	SUBJECT	TITLE	HRS	HRS	RATE	SALARY
Dana	Cipra		Sign language interpreter					\$ 115.84
Shirley	Dick		Servant leadership mentor stipend					\$ 175.00
Jon	Powers		Sound for Alice Ballet					\$ 50.00
Gary	Bidzinski		April Baseball Umpire					\$ 255.00
Johnathan	Clark		April Baseball Umpire					\$ 170.00
Christopher	Koehn		April/May Baseball Umpire					\$ 255.00
Forrest	Miller		April Baseball Umpire					\$ 340.00
Tim	Seward		April Baseball Umpire					\$ 170.00
Kurt	Suhr		April Baseball Umpire					\$ 255.00
Erik	Turngren		April Baseball Umpire					\$ 85.00
Craig	Zimmerman		April/May Baseball Umpire					\$ 255.00

**AGENDA ITEM #VII-D-1  
JUNE 21, 2016  
HIGHLAND COMMUNITY COLLEGE BOARD**

**COURSE AND MISCELLANEOUS FEES**

**RECOMMENDATION OF THE PRESIDENT:** That the fees/charges listed be approved beginning with the Spring 2017 semester.

**BACKGROUND:** The purpose of fees is to recover the cost of instructional supplies and technology or for providing services. Requested fee levels are to offset increased cost of course supplies or to reflect area service costs.

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

**PROPOSED COURSE FEE CHANGES/ADDITIONS FOR SPRING 2017**

<b>Course</b>	<b>Current</b>	<b>Proposed</b>
AUTB180 Basic Auto Electrical Systems	\$ 35.00	\$ 45.00
AUTB191 Intro to Auto Body	\$ 70.00	\$ 80.00
AUTB192 Painting Equipment & Materials	\$ 70.00	\$ 80.00
AUTB193 Frame & Body Alignment I	\$ 45.00	\$ 55.00
AUTB194 Auto Body Repair I	\$ 70.00	\$ 80.00
AUTB195 Glass, Upholstery & Trim	\$ 45.00	\$ 55.00
AUTB196 Auto Electrical Systems	\$ 40.00	\$ 50.00
AUTB197 Auto Chassis/Accessory Systems	\$ 40.00	\$ 50.00
AUTB280 Adv. Auto Electrical Systems	\$ 40.00	\$ 50.00
AUTB291 Frame & Body Alignment II	\$ 45.00	\$ 55.00
AUTB292 Auto Body Repair II	\$ 70.00	\$ 80.00
AUTB293 Paint Application I	\$ 70.00	\$ 80.00
AUTB294 Damage Analysis	\$ 45.00	\$ 55.00
AUTB296 Paint Application II	\$ 80.00	\$ 90.00
EQUI109 Equine Health Care II	\$105.00	-0-
ENGL 224 Intro to Poetry	-0-	\$ 25.00

**AGENDA ITEM #VIII-A-1  
JUNE 21, 2016  
HIGHLAND COMMUNITY COLLEGE BOARD**

**AUTHORIZATION TO ENTER INTO DUAL CREDIT AGREEMENTS  
WITH CAREERTEC, AREA HIGH SCHOOLS, AND CAREER CENTERS  
FOR THE 2016 – 2017 ACADEMIC YEAR**

**RECOMMENDATION OF THE PRESIDENT:** That the Board of Trustees authorizes the College President to enter into dual credit agreements for the 2016 – 2017 academic year with CareerTEC, Jo Daviess Carroll CTE Academy, Whiteside Area Career Center, and area high schools including, but not limited to, the following: Aquin, Dakota, East Dubuque, Eastland, Forrestville Valley, Freeport, Galena, Lena-Winslow, Milledgeville, Orangeville, Oregon, Pearl City, Pecatonica, River Ridge, Scales Mound, Stillman Valley, Stockton, Warren, and West Carroll.

**BACKGROUND:** The dual credit agreements represent the ongoing relationship and partnership between Highland Community College and CareerTEC, area school districts, and career centers. Through these agreements, we are able to provide a mechanism that allows high school students to enroll in specific classes at their high school, career center, or Highland Community College and simultaneously earn high school and college credit, as approved by each local district. These agreements conform with the guidelines and directive of the Illinois Community College Board.

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



**AGENDA ITEM #VIII-A-2  
JUNE 21, 2016  
HIGHLAND COMMUNITY COLLEGE BOARD**

**APPROVAL OF JOINT USE AND VOCATIONAL EDUCATION AGREEMENTS  
BETWEEN CAREER AND TECHNICAL EDUCATION CONSORTIUM (CareerTEC)  
AND HIGHLAND COMMUNITY COLLEGE**

**RECOMMENDATION OF THE PRESIDENT:** That the Board of Trustees approves the attached joint use and vocational education agreements between the Career and Technical Education Consortium (CareerTEC) and Highland Community College. These agreements will be in effect from July 1, 2017 through June 30, 2018.

**BACKGROUND:** The attached agreements represent the ongoing relationship and partnership between Highland Community College and CareerTEC. Through this relationship we are able to provide non-duplicative career and technical education and training to our combined group of students. These two documents lay out the roles and responsibilities of each agency.

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

**Fiscal Years 2017 and 2018  
JOINT USE AGREEMENT  
between  
Career and Technical Education Consortium  
and  
Highland Community College**

**Article I: General Provisions**

- Section I. This agreement between the Career and Technical Education Consortium (CareerTEC) and Highland Community College (HCC) will address provisions relative to the equipment to be utilized and programs to be delivered.
- Section II. By December 1 of each year, the CareerTEC director will notify HCC of the system's intention to send students to HCC contracted programs.
- Section III. The college will provide CareerTEC minimum program enrollment numbers and an estimate of enrollment caps, if needed for planning purposes, prior to December 1 of each school year.
- Section IV. This agreement is for a period of two years, July 1, 2016 to June 30, 2018. This agreement will be reviewed prior to April 15<sup>th</sup> of each school year. By this date, an estimate of high school enrollees in the programs for the succeeding school year will be provided by CareerTEC. The agreement is subject to revision by mutual agreement of both agencies as experience dictates.
- Section V. By May 1 of each year, the CareerTEC director will provide guaranteed program enrollment numbers for the programs offered by HCC. This guarantee will be for the number of program seats reserved by CareerTEC, not its member schools.

**Article II: Equipment**

- Section I. All equipment presently owned by CareerTEC will remain property of CareerTEC.
- Section II. HCC may use CareerTEC equipment in programs provided to CareerTEC students. Repair costs for CareerTEC instructional equipment used by HCC will be the responsibility of HCC.
- Section III. CareerTEC may distribute their equipment to member districts where no contracted program exists or where duplicate programs exist. Notification to move such equipment shall be provided to HCC by December 1 preceding the academic year when equipment is to be moved, to enable the college to plan accordingly.

**Article III: Programs**

- Section I. Program curriculum and teaching staff will meet all state requirements and will conform to the Education for Employment initiative.
- Section II. All program coordination will be the responsibility of the HCC Dean of Business and Technology and the CareerTEC System Director.
- Section III. All existing CareerTEC owned curriculum will remain property of CareerTEC, but its use, both in term of learning guides and audiovisual materials, may be utilized in contracted programs.
- Section IV. Students will comply with attendance policies identified in the student handbook.

**Article IV: Student Transportation**

The CareerTEC member districts will be responsible for transporting students to HCC contracted program sites.

**Article V: Student Evaluation**

Students in contracted programs will be evaluated on a quarterly basis that conforms to CareerTEC member districts grading periods.

**Article VI: Student Discipline**

Student discipline problems will be promptly reported to the home district. Disciplinary action will be the responsibility of the home district. The System Director will receive a report of all disciplinary problems and district action taken for students in contracted programs. Students who do not adhere to program rules may be temporarily suspended from the program until a conference with student, parent, home school principal, instructor and responsible HCC administration is held.

**Article VII: Contract Billing**

Billings for contracted programs will be done on a semester basis. HCC will bill CareerTEC for tuition at the established rate.

**Article VIII: Tuition, Fees and Expenses**

- Section I. Tuition for each program is billed to CareerTEC on a semester basis equal to the current tuition rate of HCC.
- Section II. All program students may be responsible for course and technology fees, books, supplies and other miscellaneous expenses.

**Article IX: Reimbursement**

HCC will retain all reimbursement from the Illinois Community College Board and other agencies for students enrolled in the college courses. CareerTEC will retain all reimbursements from the Illinois State Board of Education for secondary school courses.

The Career and Technical Education Consortium and Highland Community College hereby approve the foregoing agreement.

*For the Career and Technical Education Consortium:*

Kent Albertson  
 Chairperson, Board of Directors

6/13/16  
 Date

Jan Newendyke  
 Board Secretary System Director

6/13/16  
 Date

*For the Highland Community College District #519:*

\_\_\_\_\_  
 Chair, Board of Trustees

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Board Secretary

\_\_\_\_\_  
 Date

**Fiscal Year 2017 & 2018  
Vocational Education Agreement  
between  
Career and Technical Education Consortium  
and  
Highland Community College**

**Article I      General Provisions**

Section I.      This addendum provides for the following cooperative programs between Career and Technical Education Consortium (CareerTEC) and Highland Community College (HCC) as per provisions of the Fiscal Year 2017 & 2018 agreement:

- Auto Body I & II
- Auto Mechanics I & II
- Careers in Business I & II
- Computer Information Systems I & II
- Cosmetology I & II
- Criminal Justice
- Culinary Occupations I & II
- Health Occupations I & II
- Industrial Technologies

These programs will provide CareerTEC students a sequential experience of technical courses contributing to the related HCC Associate of Applied Science degree or certificate programs.

**Article II      Programs**

Section I.      Programs, curricula, and teaching staff will be provided by Highland Community College and CareerTEC. HCC will provide faculty and curricula for college technical coursework in the cognate areas and any other coursework as determined by the programs staff. CareerTEC staff will provide all other instruction in the various programs.

Section II.      HCC may provide classroom space for the program.

Section III.      Program time for classes is established as 7:30-9:00 AM or 1:00-2:30 PM daily in conformance with the established calendar and the CareerTEC transportation schedule.

Section IV.      HCC instructors and CareerTEC staff will cooperate in delivery, organization and evaluation of the curriculum. HCC instruction of the programs will be consistent with the college academic calendar except when time and scheduling adjustments can be established by mutual agreement among the HCC personnel and the CareerTEC program staff. HCC instructors will be compensated by the college based on provisions in the HCC faculty contract.

**Article III      Enrollment**

Section I.      All program students will be enrolled in a minimum of one (1) credit hours of HCC coursework through each academic year. Students must fulfill all HCC admission requirements.

Section II.      CareerTEC will guarantee a minimum enrollment of 10 in each of the HCC courses. The minimum guarantee can be offset by opening enrollments to HCC students.

**Article IV Tuition, Fees and Expenses**

- Section I. Tuition for each program is billed to CareerTEC on a semester basis equal to the current tuition rate of HCC.
- Section II. All program students may be responsible for course and technology fees, books, supplies and other miscellaneous expenses.

**Article V Reimbursement**

HCC will retain all reimbursement from the Illinois Community College Board and other agencies for students enrolled in the college courses. CareerTEC will retain all reimbursements from the Illinois State Board of Education for secondary school courses.

**Article VI Promotion and Support**

- Section I. HCC and CareerTEC will jointly promote the program for student recruitment, retention, and community relations' purposes.
- Section II. HCC and CareerTEC will jointly pursue outside funding and resource development to sustain the program needs for equipment and instructional materials.

The Career and Technical Education Consortium and Highland Community College hereby approve the foregoing agreement.

*For the Career and Technical Education Consortium:*

*Vent Albert*  
Chairperson, Board of Directors

6/13/16  
Date

*Dr. Newhouse*  
Board Secretary *System Director*

6/13/16  
Date

*For the Highland Community College District #519:*

\_\_\_\_\_  
Chair, Board of Trustees

\_\_\_\_\_  
Date

\_\_\_\_\_  
Board Secretary

\_\_\_\_\_  
Date

**AGENDA ITEM #VIII-B-1  
JUNE 21, 2016  
HIGHLAND COMMUNITY COLLEGE BOARD**

**SECOND READING – NEW POLICY 3.26  
STUDENT OPTIONAL DISCLOSURE OF PRIVATE  
MENTAL HEALTH INFORMATION**

**RECOMMENDATION OF THE PRESIDENT:** That the Board of Trustees approves for second reading the attached new policy, 3.26 Student Optional Disclosure of Private Mental Health Information, which will be included in Chapter III, Student, of the Policy Manual.

**BACKGROUND:** The proposed policy ensures compliance with State regulations that provide a student with the opportunity to authorize in writing the disclosure of certain private mental health information to a designated person. The College has established procedures to communicate this opportunity to students and to collect and properly store authorizations if received.

No additions or revisions have been made since trustees approved the first reading during the May 17, 2016, regular meeting.

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

3.26 Student Optional Disclosure of Private Mental Health Information (Adopted )

In accordance with Illinois Public Act 099-0278, the Student Optional Disclosure of Private Mental Health Act, Highland Community College will ensure that, at or near the time that an incoming student enrolls, he or she is provided the opportunity to authorize in writing the disclosure of certain private mental health information to a designated person.



**AGENDA ITEM #XIII-D-1  
JUNE 21, 2016  
HIGHLAND COMMUNITY COLLEGE BOARD**

**INTERGOVERNMENTAL COOPERATION AGREEMENT  
FOR POLICE SERVICES**

**RECOMMENDATION OF THE PRESIDENT:** That the Board of Trustees approves the attached intergovernmental cooperation agreement for police services with Stephenson County.

**BACKGROUND:** The intergovernmental agreement for police services between the College and Stephenson County has been in place since 1997. The Sheriff's Sergeant and Deputies have a visible presence on campus, participate on the College's emergency response team and behavioral intervention team, lead and participate in emergency training and drills, and develop relationships with students and staff. Campus safety is greatly enhanced by this agreement and the work of the Sergeant and Deputies assigned to the College. Due to budget constraints at this time, the College will provide funding for one Sergeant and one Deputy, which is a reduction in funding for one Deputy. The Sheriff's Department recognizes the benefit of maintaining current staffing levels and will continue to work cooperatively with the College to provide needed coverage.

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

**INTERGOVERNMENTAL COOPERATION AGREEMENT  
FOR POLICE SERVICES**

THIS AGREEMENT, made this 1<sup>st</sup> day of July, 2016, by and between the County of Stephenson, a body politic and corporate, hereinafter referred to as the “County”, and Highland Community College, hereinafter referred to as the “College”, WITNESSETH:

WHEREAS, the College is desirous of contracting with the County concerning the furnishing of police protection and law enforcement services within the boundaries and properties of the College.

WHEREAS, the College is within the jurisdiction of the County and its Sheriff, and the Sheriff's Office is agreeable to provide the services requested by the College.

WHEREAS, intergovernmental cooperation agreements of this nature are authorized pursuant to Section 10, Article VII of the 1970 Illinois Constitution and the authority granted by the Intergovernmental Cooperation Act, Illinois Compiled Statutes 5, ILCS 220/1 (1992).

NOW, THEREFORE, in consideration of the mutual promises and covenants provided herein, IT IS HEREBY AGREED by the County and the College as follows:

I. The County acting through the Sheriff and Sheriff's Office of the County of Stephenson shall furnish, supply and provide the College with general police protection and law enforcement services under the following guidelines:

A. The general police protection and law enforcement services provided herein to the College shall, unless specifically provided otherwise, consist of only that type of police protection law enforcement services within the jurisdiction of and customarily afforded by said Sheriff's Office as authorized by prevailing law.

B. The County shall furnish, supply and provide for the College all police personnel, supervision, equipment, communications and supplies necessary to effectively maintain the level of police protection and law enforcement services to be rendered herein, all of which shall be from personnel, services, and facilities available to and customarily used by said Sheriff and Department in their general police employment.

C. The County shall provide the necessary supportive police services and equipment required herein, but only from sources and facilities available to and customarily used by said Sheriff and Department in their general police employment.

D. The Sheriff shall prepare and present to the College quarterly reports of all police activities occurring on the College campus. Upon request a summary of case reports taken shall be forwarded to Highland Community College President or his/her designee on a periodic basis.

E. The services provided herein shall include but shall not be limited to: Criminal law enforcement, integration with the Behavioral Intervention Team, collaboration with College staff on sexual misconduct and violence prevention issues where such issues may violate state or local criminal laws, notification to college officials regarding incidents of misconduct, participation in emergency preparedness and response and personal safety training of students and College employees, where applicable traffic law enforcement and control, security, and crime prevention.

F. All Sheriff's deputies assigned to provide the police protection and law enforcement services herein shall, where applicable, issue traffic citations and otherwise enforce all other criminal statutes and county ordinances, provided that said personnel shall enforce all said laws in a manner consistent with the customary practices and

procedures adopted by said Sheriff. Further provided all said violations of law, if appropriate, shall be processed in that court having jurisdiction and all revenue from court actions arising out of such prosecutions shall be the property of Stephenson County. Law enforcement investigations and any prosecution arising out of such investigation shall not prevent the college from carrying out its responsibility to investigate and process violations of College policy independent of law enforcement or from notifying complainants of their rights and College grievance procedures. Where required by law or if specifically requested by the Sheriff's Office, the College may temporarily suspend its investigation.

II. All Sheriff's deputies assigned to provide the police protection and law enforcement services herein shall be members of the Stephenson County Sheriff's Office and shall operate under the general supervision of the Stephenson County Sheriff under the following guidelines.

A. No Sheriff's deputy shall have, by reason of their assignment to the College, any pension, civil service, or other employment status, rights or benefits from the College.

B. It is required that all deputies have been certified as a law enforcement officer by the Illinois Law Enforcement Training and Standards Board.

III. Notwithstanding anything herein to the contrary, the County, acting through the Sheriff, shall retain control over all matters incident to the performance of police protection and law enforcement services herein, including, but not limited to, the personnel assigned, the methods of rendering such services, and the level of and the standards of such performance, the discipline of any personnel, and the general control of

all assigned personnel, equipment, and all supplies relevant herein. Provided, however that there shall be a minimum of two (2) deputies assigned to the College pursuant to the terms of this agreement. The College shall report any performance concerns regarding officers assigned to the College to the Sheriff or his/her designee in a timely manner and will be informed of the Sheriff and his/her designee's subsequent actions in relation to such. The College will be notified in a timely manner if any other performance issues related to an officer assigned to the College are being acted upon by the Sheriff or his/her designee.

IV. The Sheriff of Stephenson County shall have control over the manner of police protection and management of the officers within the College and shall determine the methods and manners of the performance of the officers assigned to the College, after careful consideration of input of College President or his/her designee. The College will also allow Deputies to attend training during normal duty hours, if such training directly benefits the College; equitable coverage is obtained at no additional cost to the College and is deemed necessary by Sheriff. If training or other professional opportunities arise that do not directly benefit the College, the Sheriff may seek approval from the College President or his/her designee for officers assigned to the College to attend such training during normal duty hours. Salary and benefit costs for the time spent by officers assigned to the College in such training or other professional opportunities which do not directly benefit the College will not be paid by the College.

V. The Sheriff will provide police services. Exact hours and coverage of police service to be determined after consultation with Highland Community College Staff, Sheriff's Staff and shall require the approval of the Highland Community College

President or his/her designee. Additional coverage may be arranged and billed separately for special events. Variance from officers' normal coverage hours such as for vacation or sick time and the arrangements made to ensure alternative coverage will be communicated to the College President or his/her designee(s) by the Sheriff or his/her designee. To the extent permitted by law, the College agrees to hold the County harmless against persons not parties to this Agreement and reimburse the County for any and all such damages, suits, claims, judgments or monies, including but not limited to attorney fees and costs of litigation, arising out of the performance or non-performance of the College personnel working under this Agreement against such persons not parties to this Agreement. The College shall not be required to provide worker's compensation insurance or worker's compensation benefits to the officers assigned to the college nor shall the College be required to provide general liability or police liability insurance.

VI. To the extent permitted by law, the County agrees to hold the College harmless against persons not parties to this Agreement and reimburse the College for any and all such damages, suits, claims, judgments or monies, including but not limited to attorney fees and costs of litigation, arising out of the performance of non-performance of the County personnel working under this Agreement against such persons not parties to this Agreement.

VII. The College shall cooperate in providing space for a substation to the Stephenson County Sheriff's Office on the Highland Community College campus, 2998 W. Pearl City Road, Freeport, Stephenson County, Illinois. The vehicle assigned to the Highland Community College will be the property of and bear the Stephenson County Sheriff's insignia and markings.