

MINUTES  
EVALUATION AND POLICIES COMMITTEE MEETING  
OF McHENRY COUNTY COLLEGE

A meeting of the Evaluation and Policies Committee of the Board of Trustees of McHenry County College was held on Monday, February 16, 2015 in the Board Room, Room A217, in Building A on the Campus. Chair Jenner called the meeting to order at 6:31 p.m. When Ms. Walsh called the roll, the following committee members were present:

Ms. Kisser  
Ms. Walsh  
Mr. Jenner

Mr. Smith and Mr. Parrish were present. Dr. Smith was present. Attorney Nanci Rogers was present as legal counsel.

ACCEPTANCE OF AGENDA

The agenda was accepted as presented.

ACCEPTANCE OF MINUTES

The minutes of the Evaluation and Policies Committee meeting, December 8, 2014 were accepted as presented.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

No one addressed the committee.

PRESIDENT'S REPORT

Dr. Smith had no report.

UPDATE ON BOARD SELF-EVALUATION

Ms. Walsh is working with Ms. Liddell on Board Self-Evaluation. An updated evaluation form will be brought to the May Evaluation and Policies Committee meeting, discussion will be conducted in May and June, the instrument will be adopted in June, and the evaluation will be done in September. This item will be kept on the agenda for further discussion.

RECOMMENDATION, TIMELINE FOR NEXT BOARD POLICY MANUAL REVIEW

Dr. Miksa reported the Internal Committee's recommendation to review the Board Policy Manual in this order: Section 1, Section 3, Section 4, Section 5, Section 6, and Section 2. This recommendation assumes that the review process would remain the same. The internal committee would work through complete sections and hand them off to the attorney, who would be aware of changes in legislation and then return the section to the internal committee, which would send the section to the Evaluation and Policies Committee for review. After brief discussion, it was agreed that Section 1 would be ready to bring to the April Evaluation and Policies Committee meeting.

FINAL RECOMMENDATION FOR BOARD POLICY MANUAL

Brief discussion ensued, the results of which are listed below.

Formatting/Numbering System: a recommendation was made to keep this as it is.

Adoption/Revision History on Each Policy: to be placed below the Board Policy number.

Web Links: clickable web links would be located on the front page.

DISCUSSION OF BOARD CALENDAR

Changes to the calendar were discussed. It was agreed to move the Board Retreat and Self-Evaluation to the fall, add winter and spring commencement, and add Administrative Compensation for June.

PRELIMINARY DISCUSSION OF ATTORNEY AND ATTORNEY BILL POLICY/PRACTICE

Mr. Jenner had two suggestions where attorney expenditures can be reduced, and the Board can be more efficient. He stated that 1) over the next few months, conscious decisions will be made whether an attorney is required at each meeting, and 2) in the interest of cost management, Trustees are encouraged to review the attorney bills in the President's Office. Ms. Walsh asked for the parameters of the attorney contracts before the yearly recommendation to retain attorneys.

COMMENTS BY COMMITTEE MEMBERS

Mr. Parrish noted that he attended the recent ACCT National Legislative Summit and will report on it at the Board meeting.

SET AGENDA FOR NEXT MEETING

Future agenda items include 1) Status of Board Policy Manual, 2) Update on Board Self-Evaluation, 3) boilerplate items. Ms. Kisser suggested alternatively holding the EPC meeting just before the Committee of the Whole meeting. Mr. Jenner will discuss this with Ms. Liddell.

CLOSED SESSION

No closed session was held.

ADJOURNMENT

Hearing no further business, the meeting was adjourned at 7:52 p.m.

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Patricia Kriegermeier, Recording Secretary