

MINUTES  
COMMITTEE OF THE WHOLE  
McHENRY COUNTY COLLEGE

A meeting of the Committee of the Whole of the Board of Trustees of McHenry County College was held on Monday, February 25, 2008 in the Board Room in Building A on the Campus. Dr. Glosson, Chair of the Committee of the Whole, called the meeting to order at 6:02 p.m.

The roll was called and the following were present: Mr. Summers, Dr. Glosson, Mrs. Larson, Ms. Kurtz and Ms. Walters. Mr. Lowe arrived at 6:12 p.m.

Attorney Kerrick was in attendance.

APPROVAL OF AGENDA

Dr. Glosson asked if there were additions or deletions. Hearing none, the agenda was approved as submitted.

ACCEPTANCE OF MINUTES

A copy of the Closed Session minutes was reviewed by the Board members present. There was no discussion; minutes of the January 21, 2008 Committee of the Whole meeting and the January 21, 2008 Closed Session were accepted.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

Mr. Cal Skinner presented an appeal to the Board on a FOIA request, to which the College replied that it was not in possession of documents. Trustee Summers produced copies of a redacted document which contained the names cited in Mr. Skinner's request. After perusing the document, Attorney Kerrick stated that it was not in the public realm, but was a confidential document. President Packard commented that all documents were to be returned to their originator after the meeting. Trustee Summers indicated it was his understanding that biography information could be kept. Trustee Kurtz stated that FOIA appeals will be discussed under item 7 later in the meeting. Dr. Glosson asked that this discussion be part of that item.

## BRIDGER REPORT PRESENTATIONS

Ms. Frederick and Ms. Devenny presented a brief report about Section 9, Student Records/Registration. A brief question and answer session followed the presentation. During discussion of issues, Ms. Frederick indicated that this team has been working closely with the ERP selection group to ensure a smooth transition. As a result of discussion, the Board inquired about employee training to ensure compliance and confidentiality. Ms. Manuel presented a brief report about Section 16, Employee Rewards and Recognition. A question and answer session followed. Both Dr. Glosson and Trustee Kurtz made suggestions on recognition programs. A possible ICCTA Quick Survey on this issue was mentioned.

## FOIA APPEALS POLICY

Trustee Summers stated that we have had approximately 150 requests in the past year and suggested adapting our Board Policy to insert the Board Chair as an avenue of appeal for people who wish to pursue the disclosure of information. Discussion ended with the group agreeing to take a vote on a written motion at the Regular Board Meeting on Thursday, February 28, 2008.

## POSTING OF BOARD PACKETS ON THE WEB, RECORDING OR STREAMING OF MEETINGS

Trustee Summers stated that posting Board packets on the web and recording or streaming of meetings were both within the realm of capability and affordability. Dr. Glosson added that per the ICCTA Quick Survey, six colleges post packets online, most do not. The protection of privacy would be paramount. The issue of extra bandwidth was discussed, as well as the idea of rotating two packets at a time. The February 28, 2008 agenda will be revised to reflect this change.

Mr. Naleway explained what can be done without having an impact on our bandwidth and provided a cost estimate with options. After discussion, the Board asked that a best first step recommendation be made in April, 2008 for streaming Board and Committee of the Whole meetings.

## REVIEW OF LEGAL SERVICES

Trustee Summers suggested adopting a review cycle with professional services: legal, engineering and architecture, as this procedure worked well with the auditing firm. Currently no written fee agreements

exist with the College law firms. By formalizing such agreements, the College could negotiate hourly rates, differentiate the firms' tasks and sunset the dates. The agreements could expire in April 2009 when legal services would next be appointed. During the discussion, it was noted that the College uses two law firms, one for local and one for state issues.

#### BOARD POLICY ON MEETING PROCESS, ROLES AND RESPONSIBILITIES

Trustee Kurtz asked the Board to consider a general discussion or policy to ensure Trustee engagement. The process for putting items on the agenda was discussed. Trustee Kurtz was advised to bring this suggestion to the next Committee of the Whole meeting.

#### BOARD AND PRESIDENT EVALUATION PROCESS FOR ACADEMIC YEAR 2007-2008

Dr. Glosson discussed the process and tools for evaluation and suggested changing the process, looking at goals and streamlining the form. She would like to have outlined goals by Thursday, February 28, 2008.

#### OPEN FOR BOARD MEMBERS

Trustee Walters spoke about the tragedy at Northern Illinois University. She encouraged the Board to approve any and all security issues that may come in front of it. At Trustee Walters' request, a moment of silence was held for the victims. Attorney Kerrick provided clarification on the resolution language used by the City of Crystal Lake and possible Board action on land purchase. Trustee Kurtz inquired about the ERA report; it should be received later this week. Dr. Glosson raised a question about previous semesters personnel adjustments; banked faculty hours were explained. A card at each place showed the statewide billboard program to promote community colleges.

#### CLOSED SESSION

There was no Closed Session.

Hearing from no other trustees, the meeting was adjourned at 8:36 p.m.