

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, June 18, 2012 in the Board Room, Room A217, in Building A on the Campus. Chair Kisser called the meeting to order at 6:32 p.m. When Secretary Walters called the roll, the following were present:

Ms. Liddell
Ms. Walters
Ms. Miller
Ms. Kisser
Ms. Rueda
Mr. Parrish

Attorney Nanci Rogers was present as legal counsel.

ACCEPTANCE OF AGENDA

Item 7., Internal Policy Committee Update, was moved before Item 6., Review of Board Policy Manual, Section 3. The agenda was accepted as amended.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

No one signed in to address the Committee.

PRESIDENT'S REPORT

Dr. Smith had no report.

INTERNAL POLICY COMMITTEE UPDATE

Ms. Kisser noted that in addition to what is in the packet, consideration will be given for several items with changes suggested by counsel Nanci Rogers. Ms. Kisser noted that copies of items moved out of Section 3 be provided by the next Committee meeting. Dr. Smith introduced the Section 3 subcommittee: Ms. Angelina Castillo, Ms. Margaret Keehn, Ms. Pat Stejskal and Mr. Justin Hoy. Ms. Kisser inquired whether there was an adjunct faculty representative on the subcommittee; Mr. Hoy responded that the adjunct contract is on hand, and that any specific questions would necessitate contacting the Adjunct Faculty Association President, Mr. Peter Ponzio.

REVIEW OF BOARD POLICY MANUAL, SECTION 3

Items were discussed as shown below:

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| 3.0 | Personnel - General | Title change, verbiage change, approved. |
| 3.1 | Employment | Section heading, no changes, approved. |
| 3.1.2 | Recruitment and Selection | Section heading, creating a policy, approved. |
| 3.1.2.1 | Affirmative Action and Non-Discrimination | No changes. Fine with recommended language, approved. |
| 3.1.2.2 | Procedures | Eliminate policy - it's a procedure. Agreed, no concerns, approved. |
| 3.1.2.3 | Appointment | Change policy so the hiring of professional staff no longer requires Board approval. Straw poll agreed; questions about lateral moves, approved. |
| 3.1.3 | Reorganization | Verbiage changes to determine when reorganization necessitates Board approval, under advisement. |
| 3.1.4 | Employees with Chronic Communicable Diseases | Move to new section Campus Health and Safety. Address each one, bring proposals forth, attorney review, approved. |
| 3.1.5 | Drug and Alcohol Free Workplace | Move to new section Campus Health and Safety, approved. |
| 3.1.6 | Anti-Harassment Policy | Move to new section Campus Health and Safety, approved. |
| 3.1.6.1 | Employee Sexual Harassment Policy Statement | Move to new section Campus Health and Safety, approved. |
| 3.1.6.2 | Employer General Harassment Policy | Move to new section Campus Health and Safety, approved. |
| 3.1.7 | Assignment | Minor verbiage changes and adding verbiage to include the Adjunct Faculty Association, approved. |
| 3.1.8 | Causes for Termination of College Personnel | Minor verbiage changes, approved. |
| 3.1.9 | Emeritus Program | Change to grant emeritus status to all retirees who are receiving benefits from the SURS. Under advisement. |
| 3.2 | Personnel – Full-Time Administrative | Title change, section heading only, approved. |
| 3.2.1 | Role Description of the College President | Title change, minor verbiage changes. Under advisement. |
| 3.2.2 | Compensation for Selected Activity Sponsorship Advisors and Organization Sponsorships | Title change, changing verbiage to recognize that full-time administrators should be given due process and the ability to appeal decisions in cases of discipline, approved. |
| 3.2.3 | Request for Grievance Review | Moving the current verbiage of this policy to the Procedures Manual and replacing it with more general language that articulates the institutional value of the process and the right to appeal for administrators. Approved per attorney's recommended revisions. |
| 3.3 | Faculty, Full Time | Minor changes, approved. |
| 3.3.1.1 | Academic Year and Summer Session | No trouble eliminating this policy, approved. |
| 3.3.1.2 | Compensation for Selected Activity Sponsorship Advisors and Organization Sponsorships | Deleting; approved. |
| 3.3.2 | Outside Employment of Faculty | There is no procedure. Under advisement. |

SUMMARY COMMENTS BY BOARD MEMBERS

No summary comments were made.

FUTURE AGENDA ITEMS

At next month's meeting the Committee will continue to work through Section 3.

CLOSED SESSION

No closed session was held.

ADJOURNMENT

Hearing no further business, Chair Kisser adjourned the meeting at 8:43 p.m.

Patricia Kriegermeier, Recording Secretary