

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, September 15, 2014 in the Board Room, Room A217, in Building A on the Campus. Chair Jenner called the meeting to order at 6:30 p.m. When Ms. Walsh called the roll, the following committee members were present:

Ms. Kisser
Mr. Jenner
Ms. Walsh

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

ACCEPTANCE OF AGENDA

After brief discussion, the agenda was accepted as presented.

ACCEPTANCE OF MINUTES

The minutes of the Evaluation and Policies Committee meeting, August 15, 2014 were accepted as amended.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

No one addressed the committee.

PRESIDENT'S REPORT

Dr. Smith had no report this month.

CONTINUE REVIEW OF BOARD POLICY MANUAL, SECTION 6

Mr. Jenner asked whether rolling review of the Board Policy Manual would start again after Section 6 is approved; he noted that new laws are enacted that might impact the manual. Mr. Jenner asked Dr. Miksa whether review should begin again or wait a few months, based on feedback from the Internal Committee. Dr. Miksa replied that the Board Manual Review could wait until the end of the school year, to allow time to get procedures in place.

Results of Section 6 review are shown in the table below.

POLICY	TITLE	NOTES
6.1.3	Drug-Free Schools and Communities Act	Under Advisement
6.1.4	Drug and Alcohol-Free Workplace	Under Advisement
6.1.6	Persons with Communicable Diseases	Approved
6.2.1	Campus Security Enhancement Act	Approved
6.2.2	Sexual Harassment	Approved
6.2.3	Anti-Violence	Approved
6.2.4	Traffic Enforcement	Approved
6.2.7	Animals on Campus	Approved

BOARD INVOLVEMENT IN LEGISLATIVE ISSUES

Mr. Jenner had previously provided a District 26 policy on this issue. Discussion was held at the August Committee of the Whole meeting and consensus was reached that legislative issues will be discussed at each Committee of the Whole meeting and will be listed as a standing item for at least the next few months. This item will be brought back to the December Evaluation and Policies Committee meeting to discuss whether a policy is needed.

DISCUSSION OF PRESIDENT'S EVALUATION FORMS

Mr. Wilbeck's resignation left only Ms. Liddell on the subcommittee to review the President's evaluation forms. Mr. Jenner will contact Ms. Liddell; he proposed discussion at the Committee of the Whole meeting to replace Mr. Wilbeck on this subcommittee.

DISCUSSION OF BOARD POLICY 1.7.3 - VACANCIES

A proposed revision of Policy 1.7.3 Vacancies was reviewed and language was discussed extensively. Consensus was reached to send this policy to the Board for a first reading.

DISCUSSION OF POLICY ON FUND BALANCES

Dr. Smith suggested that the Board discuss the philosophy of what they would like a fund balance policy to accomplish. Ms. Walsh would like to know, as a guidepost, what the upper and lower fund balance limits would be.

REPORT ON GUIDELINES FOR CLOSED SESSION MINUTES

Mr. Jenner noted that the subcommittee's goal is to create guidelines as to what goes into closed session minutes. He feels the minutes are too detailed and could never be released to the public. Ms. Kisser noted that this matter will be discussed in closed session tonight; she and Mr. Jenner will be discussing specific meeting minutes' documents in order to create guidelines for creation of closed session minutes.

COMMENTS BY COMMITTEE MEMBERS

Mr. Parrish noted that the Village of Bull Valley is hosting the McHenry County Council of Governments meeting on September 17; he hoped that MCC Trustees would attend this meeting.

FUTURE AGENDA ITEMS

Future agenda items include Continue Review of Section 6, discussion of Fund Balance policy, an update on work done regarding the President's evaluation forms, and discussion of the potential revision of the Board's self-evaluation document.

A break was taken at 9:07 p.m. All who were not required to attend the Closed Session were excused.

CLOSED SESSION

At 9:15 p.m., Ms. Kisser moved to go in to Closed Session to discuss matters covered under Illinois Open Meetings Act 120/2(C), Exception #21, Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06, and Mr. Jenner seconded the motion. There was no discussion. The roll was called; Ms. Kisser, Mr. Jenner, and Mr. Peters voted in favor; the motion carried. Closed Session began at 9:17 p.m.

At 9:51 p.m., Ms. Kisser moved to come out of Closed Session and Mr. Jenner seconded the motion. There was no discussion. A voice vote was taken and all were in favor; the motion carried. Closed Session ended at 9:52 p.m.

ADJOURNMENT

Hearing no further business, the meeting was adjourned at 9:52 p.m.

Patricia Kriegermeier, Recording Secretary