

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 Tuesday, October 14, 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
Ms. Walsh
Mr. Jenner

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

ACCEPTANCE OF AGENDA

After discussion about agenda item #10, Review of Closed Session Minutes, the agenda was accepted as modified. Item #10 was moved below item #15, Closed Session.

ACCEPTANCE OF MINUTES

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

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

No one addressed the committee.

PRESIDENT'S REPORT

Dr. Smith reported that the College held its annual Professional Development Day today, the theme of which was Service Excellence and how it can be implemented at McHenry County College.

CONTINUE REVIEW OF BOARD POLICY MANUAL, SECTION 6

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

POLICY	TITLE	NOTES
6.1.3	Drug-Free Schools and Communities Act	Approved with changes. Section 6 sent for first reading.
6.1.4	Drug- and Alcohol-Free Workplace	Approved with change. Section 6 sent for first reading.
6.1.5	Smoke and Tobacco-Free Campus	Approved with minor change. Section 6 sent for first reading.

DISCUSSION OF POLICY ON FUND BALANCES

Dr. Smith emphasized how extremely important this policy is to the operation of the College. Mr. Tenuta provided background information on the draft policy proposed. After extension discussion, revisions to the language were proposed. Dr. Smith and Mr. Tenuta will revise the policy and bring it back to the November Evaluation and Policies Committee meeting.

BOARD POLICY 1.7.3, VACANCIES

This policy was recommended to move forward for Board approval last month, but was not placed on the agenda. Ms. Kisser questioned Attorney Rogers on policy verbiage. This item will be placed on the October Board meeting agenda for a first reading.

REVIEW OF NEW TRUSTEE ORIENTATION PACKET

Trustees provided their feedback on how this packet might be changed. Discussion on this topic will continue at the November Evaluation and Policies Committee meeting.

POTENTIAL REVISION OF BOARD SELF-EVALUATION

Two members of the Evaluation and Policies Committee, Trustees Walsh and Liddell will meet to review the current form and other evaluation forms to determine which instrument the Board will use for its annual evaluation, which is usually done in the summer.

COMMENTS BY COMMITTEE MEMBERS

There were no comments.

FUTURE AGENDA ITEMS

Future agenda items include 1) Status of the Board Policy Manual Review, 2) Discussion of Fund Balance Policy, 3) Brief Update on Board Self-Evaluation, 4) Discussion of the New Trustee Orientation Packet, and 5) Hyperlinks in the Online Board Policy Manual.

A break was taken at 8:18 p.m. and the meeting reconvened at 8:24 p.m.

CLOSED SESSION

At 8:24 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 Ms. Walsh seconded the motion. During discussion, it was noted that it had been moved and seconded to go into closed session. The roll was called; Ms. Kisser, Ms. Walsh, Mr. Jenner, and Mr. Smith voted in favor; the motion carried. Closed Session began at 8:25 p.m.

At 8:32 p.m., Ms. Walsh moved to come out of Closed Session and Ms. Kisser seconded the motion.

There was no discussion. A voice vote was taken and all were in favor; the motion carried. Closed

Session ended at 8:32 p.m.

ACCEPTANCE OF CLOSED SESSION MINUTES, Evaluation and Policies Committee, September 15, 2014

Ms. Kisser moved to accept the closed session minutes from the Evaluation and Policies Committee meeting, September 15, 2014 and Ms. Walsh seconded the motion. When the roll was called, Ms. Walsh, Mr. Jenner and Ms. Kisser voted in favor; Mr. Smith abstained. The motion carried.

REVIEW OF CLOSED SESSION MINUTES GUIDELINES

Discussion on the various exceptions to the Open Meetings Act. Consensus resulted in a proposal to expand the wording when the Board goes into closed session, to include additional language that would explain in more depth, when possible, about the topic to be discussed.

ADJOURNMENT

Hearing no further business, the meeting was adjourned at 9:00 p.m.

Patricia Kriegermeier, Recording Secretary