

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 14, 2015 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 Mr. Jenner called the roll, the following committee members were present:

Ms. Kisser
Ms. Walsh
Mr. Jenner

Mr. Parrish and Mr. Smith were also present. Dr. Smith was present.

ACCEPTANCE OF AGENDA

The agenda was accepted as presented. Mr. Jenner moved item 7, Continue Review of Board Policy Manual, Section 1 – Board of Trustees, after items 8, Report on Board Self-Evaluation, and 9. Evaluation and Policies Meeting Date for January 2016. The agenda was accepted as revised.

ACCEPTANCE OF MINUTES

The minutes of the Evaluation and Policies Committee meeting, February 16, 2015 were accepted as presented.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

No one addressed the committee.

PRESIDENT'S REPORT

Dr. Smith had no report.

REPORT ON BOARD SELF-EVALUATION

Trustee Walsh provided two documents. One contained the ACCT assessment item bank, from which 30-40 questions should be selected. The second contained a group of questions Trustee Walsh felt should be included in the Board self-evaluation form. Discussion followed, and it was agreed that copies of both

documents would be given to Trustees at the Committee of the Whole meeting. Trustees will review the documents, select questions they want to include in the instrument, and provide additional feedback by October 1.

EVALUATION AND POLICIES MEETING DATE FOR JANUARY 2016

The College will be closed January 18, 2016 in observance of Martin Luther King, Jr. Day. Discussion followed on changing the meeting date, and consensus was reached to hold the January Evaluation and Policies Committee meeting on Wednesday, January 20, 2016.

REVIEW OF BOARD POLICY MANUAL, SECTION 1, Board of Trustees

Review was conducted of the policies listed below.

POLICY	TITLE	NOTES
1.3	Role of the Governing Board	Approved with minor change.
1.4	Trustee Responsibilities	Approved.
1.5	Authority of Members of the Board of Trustees	Approved.
1.6	Authority for Operations	Policy Deleted.
1.7.4.2.1	Chair	Approved.
1.7.4.2.2	Vice Chair	Approved with minor change.
1.7.4.2.3	Secretary	Approved with minor change.
1.7.4.3	Term of Office	Approved.
1.7.4.4	Trustee Emeritus	Approved.
1.8	Operation of the Board	Previously approved.
1.8.1	Formulation of Policy	Approved with minor change.
1.8.2	Formulation of Administrative Procedures	Approved with minor verbiage change.
1.8.4	Meetings	No change – Section Heading.
1.8.4.1	Public Meetings	Approved with attorney's suggestion.
1.8.4.1.1	Annual Organizational Meeting	Under advisement.
1.8.4.1.2	Regular Board Meeting.	Approved with changes and attorney's recommendations.
1.8.4.1.3	Rescheduled, Reconvened or Special Meeting	Approved.
1.8.5	Resource Personnel for the Board	Approved.
1.8.5.1	Auditor	Approved with attorney's changes.
NEW	Former 1.7.5.2 Treasurer	Approved with changes.
1.8.5.2	Specialized Resource Personnel	Approved.
1.8.5.2.1	Selection of Resource Personnel	Deleted.
1.3	Role of the Governing Board	Approved with minor change.
1.4	Trustee Responsibilities	Approved.

COMMENTS BY COMMITTEE MEMBERS

Dr. Smith reminded all that a quorum of 4 Trustees will be needed for the Budget Hearing on Thursday, September 24. Trustees Kissler, Jenner, and Liddell confirmed they could attend.

SET AGENDA FOR NEXT MEETING

Future agenda items include 1) continue review of Section 1 of the Board Policy Manual, 2) continue preparation on the instrument for Board Self-Evaluation.

CLOSED SESSION

No closed session was held.

ADJOURNMENT

Hearing no further business, the meeting was adjourned at 8:46 p.m.

Patricia Kriegermeier, Recording Secretary