

**NORTHWOOD TECHNICAL COLLEGE
BOARD'S SUBCOMMITTEE ON THE PRESIDENT'S EVALUATION PROCESS
MEETING MINUTES
March 13, 2024**

The meeting of the Northwood Technical College Board's Subcommittee on the President's Evaluation Process was held on Wednesday, March 13, 2024, at 9:40 a.m., following the regular Board meeting at the Northwood Tech Health Education Center, located 505 Pine Ridge Drive, Shell Lake, WI 54871. The use of technology to access the meeting was available to Board members as needed.

1. CALL TO ORDER AND ROLL CALL

Board members Andy Albarado, Lori Laberee, and Amber Richardson were in attendance for the subcommittee meeting. Deanna Lapacinski, Executive Assistant to the President and Board, was also in attendance at this meeting. In accordance with the Board's District Policy II.E. (Board Officers), Mr. Albarado chaired this subcommittee meeting.

2. OPEN MEETING STATEMENT

Deanna Lapacinski, Executive Assistant to the President and Board, read the following open-meeting statement: "The March 13, 2024, subcommittee meeting of the Northwood Technical College Board, and all other meetings of this Board, are open to the public and in compliance with state statutes. Notice of the meeting has been sent to the press in an attempt to make the general public of Wisconsin aware of the time, place, and agenda of the meeting."

3. REVIEW PROCEDURES FOR THE EVALUATION OF THE PRESIDENT TO INCLUDE PURPOSE, COMPONENTS AND RESOURCES, AND FORMAT FOR THE PRESIDENT'S ANNUAL EVALUATION TO RECOMMEND TO THE BOARD

The *Process for the Evaluation of the President* procedures and the *Northwood Tech Board Evaluation of the President* form were reviewed. There were no recommended changes to the procedure or the evaluation form.

4. DETERMINE MONITORING SCHEDULE UPDATES TO RECOMMEND TO THE BOARD

The Monitoring Schedule was reviewed as it related to the evaluation process and there were no recommended changes to the Monitoring Schedule.

5. DETERMINE NEXT SUBCOMMITTEE MEETING DATE, TIME, AND TECHNOLOGY IF NEEDED

The subcommittee determined that a second subcommittee meeting before the President's evaluation was not needed.

6. ACTION OR NEXT STEPS FROM SUBCOMMITTEE

The subcommittee will provide the Board with an update at the April Board meeting. The subcommittee minutes will be included on the agenda for the Board's review and approval.

Approval will be requested of the *Process for the Evaluation of the President* (no changes), the *Northwood Tech Board Monitoring Schedule* (no changes), and the *Northwood Tech Board Evaluation of the President* form (no changes).

7. ADJOURNMENT

Amber Richardson moved, seconded by Andy Albarado, to adjourn the subcommittee meeting at 10:07 a.m.

Respectfully submitted,



Andy Albarado
Board Vice-Chair

dl