

**WISCONSIN INDIANHEAD TECHNICAL COLLEGE
BOARD SELF-EVALUATION SUBCOMMITTEE
MEETING MINUTES
June 15, 2020**

The Board Self-Evaluation subcommittee meeting of the Wisconsin Indianhead Technical College Board was held on Monday, June 15, 2020, at 11:30 a.m. following the regular Board meeting, at the WITC-Administrative Office, located at 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

Lori Laberee, subcommittee chair, called the meeting to order at 11:41 a.m. with the following Board members present via BlueJeans technology: Janelle Gruetzmacher, Lori Laberee, and Josh Robinson. Kim Olson, Executive Assistant to the President and Board, was also in attendance at the Administrative Office in Shell Lake.

2. Open Meeting Statement

Kim Olson, Executive Assistant to the President and Board, read the following open-meeting statement: "The June 15, 2020, Board Self-Evaluation subcommittee meeting of the Wisconsin Indianhead 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 was sent to the press on June 12, 2020, in an attempt to make the general public of Wisconsin aware of the time, place, and agenda of the meeting."

3. Determine if a Board Self-Evaluation Process is Needed:

A. **Identify the Purpose, Goals, and Outcomes of a Board Self-Evaluation**

Time was reserved for the subcommittee to determine if a self-evaluation process and tool are needed for the WITC Board. The last time the WITC Board conducted a self-evaluation was in March of 2008 at which time the Board reviewed its progress to November of 2006 self-evaluation results.

Discussion occurred about what subcommittee members thought the purpose, goals, and outcomes were for a WITC Board self-evaluation. Some of the ideas were to have an informal structure in place for the Board to reflect on themselves, talk about boardsmanship, discuss common goals, learn about Board member backgrounds and experiences, and understand if the Board is doing what they say they should be doing via the District Board Policies. It was noted that what the current Board gets out of this process may be different than what the future Board will get out of it. A document from the Association of Community College Trustees provided additional information on the purpose, goals, and outcomes of a Board self-evaluation process.

The timing of a Board self-evaluation was discussed. Having the Board Forward meeting scheduled offsite with a dinner the evening before the meeting was one idea; however, there was some concern for an offsite meeting expense to the college. The Open Meetings Law would also need to be considered.

The subcommittee members agreed that a foundation for a Board self-evaluation has to be created first; therefore, it was recommended not to move forward with a self-evaluation tool at this time.

Instead of having a Board self-evaluation, perhaps it could be called a planning session to cover boardsmanship, certain topics, or timely issues that the Board or President would suggest. A Board mentorship process was another idea. Defining what the purpose of the Board Forward meeting was also suggested as a good thing to do.

Whatever is decided, it should be included on the Board's Monitoring Schedule.

The consensus of the subcommittee was to have Ms. Laberee talk to President Will about setting up some time for the next Board Forward meeting to have the Board come up with a light topic that is educational and engaging for Board members, such as an ongoing boardsmanship dialogue. Perhaps a survey of the Board could be done to gather some basic information from Board members. Ms. Laberee will also talk to Steve Tenpas at the District Boards Association about boardsmanship information.

Mr. Robinson thanked Ms. Laberee for her leadership on this topic.

B. Review Self-Evaluation Tools and Resources to Determine What Key Items should be Evaluated

The WITC self-evaluation instrument and other technical college self-evaluation examples were provided for the subcommittee's review. However, it was determined that a self-evaluation tool would not be developed at this time.

C. Determine How the Self-Evaluation Results will be Used

There was no discussion on this item.

D. Determine Who will Oversee the Self-Evaluation Process for the WITC Board

This item was not discussed.

4. Develop a Self-Evaluation Tool and Procedure that will Meet the Needs of the WITC Board

This item was not discussed due to the consensus not to move forward with a self-evaluation tool at this time.

5. Determine if a Subsequent Subcommittee Meeting is Needed

The subcommittee determined that a second subcommittee meeting will be scheduled in August or September, after Ms. Laberee has contacted the people previously noted.

6. Determine Next Steps and/or a Recommendation from the Subcommittee

Ms. Laberee will report back to the full Board in July that the subcommittee is working on this and will have some plans for the Board Forward meeting after some contacts have been made and a second subcommittee meeting has taken place.

The subcommittee minutes from this meeting will be included on the July agenda for the Board's review and acceptance.

7. Adjournment

Josh Robinson moved, seconded by Janelle Gruetzmacher, to adjourn the subcommittee meeting at 12:38 p.m.

Respectfully submitted,



Lorraine C. Laberee
Subcommittee Chair

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