



Minutes of the Board Policy Committee Meeting
Wednesday, September 3, 2025 – 5:30 p.m.

I. Call to Order

The Board Policy Committee of Joliet Junior College, Illinois Community College District #525, held in the Board Room at Joliet Junior College, 1215 Houbolt Road, Joliet, IL was called to order by Trustee Nancy Garcia Guillen at 5:30 p.m. on Wednesday, September 3, 2025.

II. Roll Call

Trustees Present: Nancy Garcia Guillen, Diane Harris, and Student Trustee Brenton Bishop.

Other Attendees Present: Bryan Kopman, Esq.; Cara Anderson, Compliance Officer; and Committee Secretary: Lisa Johnson

III. Pledge of Allegiance

Lisa Johnson led the Committee in the Pledge of Allegiance.

IV. Public Comments

There were no public comments.

V. Approval of Minutes for the Policy Committee Meeting held on August 6, 2025.

Trustee Harris moved, seconded by Student Trustee Bishop, for the minutes of the Policy Committee held on August 6, 2025 to be approved and submitted.

AYES: Nancy Garcia Guillen, Diane Harris, and Student Trustee Brenton Bishop favored the motion. The motion carried.

VI. Policies for Review Only

1. None.

VII. Policies going for First Reading in September

Trustee Garcia Guillen reviewed the policies going for First Reading in September.

1. 10.01.05, Incident Response – The original policy stated that “a formal set of procedures will be written,” which no longer reflects current operations. The revised version acknowledges that formal incident response procedures and plans are already in place and actively maintained. This update ensures alignment with current practices and brings the policy in line with industry standards for incident response management. After discussion, Committee recommends policy to go for First Reading in September.

2. 10.01.07, Account Lifecycle – The policy had minimal changes, revision date has been updated, After discussion, Committee recommends policy to go for First Reading in September.

VIII. Adjournment

Trustee Harris moved, seconded by Student Trustee Bishop, for the meeting to adjourn at 5:39 p.m.

AYES: Nancy Garcia Guillen, Diane Harris, and Student Trustee Bishop favored the motion. The motion carried.