

BOARD OF ILLINOIS COMMUNITY COLLEGE DISTRICT #523

Executive Committee Meeting

May 24, 2016

CALL TO ORDER

The executive committee meeting of the Board of Illinois Community College District #523, held at Kishwaukee College, Malta, Illinois, was called to order at 8:02 am by Chair, Robert Johnson, on Tuesday, May 24, 2016, in room C-2175.

ROLL CALL

**Members Present:**

Robert Johnson  
Linda Mason  
Kathy Spears  
Dr. Laurie Borowicz

**Members Absent:**

None

**Others present were:**

Bob Hammon, Trustee  
Sedgwick Harris, Vice President Student Services  
Kevin Fuss, Vice President Institutional Effectiveness  
Mark Lanting, Vice President of Instruction  
Jaime Long, Dean of ACSS  
Kayte Hamel, Director of Marketing & Public Relations  
Bill Nicklas, Special Assistant to the President for Strategic Partnerships  
Beth Young, Interim CFO/Dean of Business Affairs  
Cindy McCluskey, Executive Assistant to the President

APPROVAL OF MINUTES

The minutes of the regular Board of Trustees Executive Committee meeting of April 26, 2016, were presented for approval. On a motion by Ms. Spears, seconded by Ms. Mason and unanimously carried, the Executive Committee approved the minutes of the Board of Trustees Executive Committee regular and closed session meetings on April 26, 2016.

OLD BUSINESS – Founders  
Boardroom Dedication

Dr. Borowicz provided the Board Executive Committee with a copy of the Founders Boardroom Dedication invitation. Ms. Hamel will provide additional invitations and a list of those invited to the event.

NEW BUSINESS – June 14  
- Board Meeting Draft  
Agenda

The Executive Committee reviewed the June 14, 2016, Board Meeting Draft Agenda.

NEW BUSINESS – Joint  
Annual Meeting with  
Kishwaukee College  
Foundation Board

Dr. Borowicz asked if the Board would like to schedule a joint meeting in August with the Foundation Board. The Board agreed that it would be a good opportunity to provide interaction between the two Boards. Ms. Mason suggested sending out a request to ask for joint topics.

The Executive Committee would like to set the agenda tight and very limited and not have a program at the meeting. The Executive Committee suggested having a session for a strategic design with a third-party facilitator between the two Boards might be helpful. Having a neutral party get the Boards together to forge a direction. Dr. Borowicz would like to try to facilitate a joint meeting first before bringing in a third party. Dr. Borowicz noted she has done this type of facilitating prior to coming to the College and would like the opportunity to strengthen the relationship with the Foundation.

The Executive committee feels it is important to let the Foundation Board know that with a new president it is a good time for the College to restructure things. Ms. Mason asked that we think about ways to make the meeting more productive. What do we see as the role of the foundation, what does the foundation see as their role?

Dr. Borowicz mentioned that at a Foundation Board meeting she discussed finances and talked about going forward and looking at what is going on in our communities. They discussed connections with businesses in CT and about the fundraising of the foundation.

NEW BUSINESS – Joint  
Annual Meeting

The Executive Committee would like to get additional feedback between now and the August meeting date. They would like to do joint planning with the foundation instead of having any type of speaker for the meeting.

NEW BUSINESS – Board  
Member Discussion

The Board Executive committee stated graduation went very well and they noted that it is always a high point of the year for them to attend.

PRESIDENTS REPORT

**Dr. Borowicz's Upcoming Calendar Events:**

- *ICCTA Annual Convention, Springfield IL, June 2-4, 2016*
- *Community Leaders Reception (June 8)*
- *Strategic Planning Listening Sessions*
  - *May 23 – Sycamore High School Library*
  - *May 24 – Rochelle Township High School Library*
  - *May 25 – Genoa Kingston High School Library*
  - *May 31 - DeKalb High School Forum Room*
  - *June 1 – Resource Bank Shabbona Branch Community Room*

**Upcoming Board Events:**

- *ICCTA Annual Convention (June 3-4, 2016)*
- *Founders Boardroom Dedication (June 14, 2016) 4:30 pm.*

Dr. Borowicz stated we have hired a new Director of Human Resources. His appointment will come before the Board at the June 14<sup>th</sup> Board meeting. He will start his employment on June 13<sup>th</sup> pending Board approval. Dr. Borowicz noted that for staffing we have a few individuals that should have status changes and are a few where we will need to bring them into compliance with the new FLSA threshold prior to December. Mr. Johnson noted it is frustrating that the salary schedules are not comparable for different regions.

Dr. Borowicz will be providing an updated listing of community events that trustees may wish to sign up to attend. We hope to bring this to the Board sometime this summer.

ADJOURN TO CLOSED  
SESSION

On a motion by Ms. Spears, seconded by Ms. Mason the Board voted unanimously to adjourn to closed session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body and collective bargaining negotiations.

Dr. Borowicz, Cindy McCluskey, Bob Hammon, Kayte Hamel, Jaime Long, Sedgwick Harris, Mark Lanting, Kevin Fuss, Beth Young and Bill Nicklas were invited to stay for closed session. The closed session began at 8:37am.

RESUME OPEN SESSION

The meeting resumed open session at 9:07 am.

ADJOURNMENT

With no further business coming before the Executive Committee, Mr. Johnson asked to adjourn the meeting at 9:07 am. On a motion by Ms. Spears, seconded by Ms. Mason, the meeting was adjourned.

The next meeting of the Executive Committee is scheduled for Wednesday, June 29, 2016 at 8:00 am.

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Chair, Board of Trustees

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Secretary, Board of Trustees