

**CHIPPEWA VALLEY TECHNICAL COLLEGE DISTRICT BOARD
COMMITTEE-OF-THE-WHOLE MEETING**

May 21, 2009

The Committee-of-the-Whole meeting of the Chippewa Valley Technical College District Board was called to order by Vice Chairman Gary Brummeyer at 6:02 p.m. He indicated this was an open meeting with notices mailed to the news media and other interested parties and posted at the Chippewa Valley Technical College campuses/centers in Chippewa Falls, Eau Claire, Menomonie, River Falls, and Neillsville on May 15, 2009.

1. Roll Call: Present: Colleen Bates, Gary Brummeyer, Larry Hagness, Jesse Harness, Marilyn Jaskot, Judith Kucera, Susan Kumferman, and Ramona Mathews (arrived at 7:18 p.m.). Absent: Francis Bucheger.

Also present: Bruce Barker, Joe Hegge, Tom Huffcutt, Margo Keys, Candy Johnson, Pete Nohelty, Bob Scidmore, Doug Olson, Mary Casey, Jerry Bishop, Dawn Bosold, Kirk Moist, Sara Nick, Deb Ausman, Gwen Southard-Schuppel, Gary Mitchell, and Cathy Peck.

2. Ms. Bates signed her oath of office.

3. There were no delegations or petitions.

4. Discussion Items

- A. **CINC Network.** Mr. Bishop distributed a copy of the Executive Summary and briefly discussed the history, capacity, demand, issues, concerns, and project summary. Mr. Bishop explained that the capacity of the CINC network is more than CVTC could utilize and that it would take six years to recoup our costs. The recommendation from Administration is to not make a decision to participate at this time, but to present our issues and concerns to CINC for their consideration and to report progress back to the Board.

- B. **Designation of Position of Vice President of Student Services to Approve Remission of Out-of-State Tuition Requests.** Mr. Barker explained that due to leadership reorganization and title changes, the Board needs to pass a resolution designating who is responsible to request remission authorization from the state director. The Vice President of Student Services is the new designee. Ms. Keys will present the report on remission of out-of-state tuition for needy and worthy students at the June Board meeting.

- C. **Student Fees for 2009-10.** Ms. Keys reviewed the list of student fees. She explained that there were only two increases in student fees for FY'10. One increase is the tuition rate, which is set by the State Board, and the other is the student health services fee. The fee for Eau Claire students went up \$1 per semester. This increase was requested by the provider, UW-Health.

Ms. Bates received a call from a citizen regarding the use of the activity fee to help pay for remodeling of the Learning Space and Student Commons. Mr. Barker explained that the state governs to an extent what the fees can be used

for; but also the Student Government Association has the power and the right to determine how they spend the fees within the state parameters.

- D. **38.14 Contracting Rates for 2009-10.** Mr. Barker explained that several years ago the Board decided to work toward full-cost recovery with contracted training rates. Mr. Olson indicated that there is a state formula that determines full-cost recovery. For example, last year CVTC's cost recovery was 98 percent and the year before it was slightly over 100 percent. Changes proposed for next year are shown in the chart below. Mr. Olson also showed the contracting rates for the NW⁶ colleges.

**Chippewa Valley Technical College
Contract Training and Technical Assistance Pricing with Supporting Rationale**

Training / Technical Assistance	2008-2009 Rates	2009-10 Rates
<p>I. Standard Rates <i>Applied to all services except as otherwise specified below.</i></p>	<p>I.A. Training @ \$150/hr I.B. Technical Assistance @ \$150/hr I.C. Curriculum Development @ \$120/hr I.D. Technical Assistance Using Clerical Staff @ \$50/hr</p> <p><u>SUMMARY RATIONALE:</u> <i>CVTC Cost Recovery during FY '07-'08 was 98%, reflecting costs estimated to exceed revenues. Increasing charge rates will help correct this imbalance.</i></p>	<p>I.A. \$175/hr I.B. No change I.C. \$150/hr I.D. \$65/hr</p>
<p>II. Medical Simulation Curriculum</p>	<p>II.A. Curriculum Development @ \$200/hr II.B. Instruction @ \$200/hr II.C. Technical Support Specialist @ \$50/hr II.D. Onsite Healthcare Facility Simulations Setup/Teardown @ \$50/hr II.E. Onsite Healthcare Facility Instruction @ \$200/hr</p> <p><u>SUMMARY RATIONALE:</u> (1) <i>These services are highly specialized; require specialized preparation and high-cost equipment.</i></p>	<p>II.A. No change II.B. \$225/hr II.C. \$65/hr II.D. \$65/hr II.E. \$225/hr</p>
<p>III. Other</p>	<p>III.A. Second Instructor @ \$100/hr III.B. Facilitation @ \$140/hr III.C. Out-of-District Travel @ \$80/hr III.D. Assessment Testing @ \$50/hr</p>	<p>III.A. \$150/hr III.B. \$175/hr III.C. \$100/hr III.D. \$65/hr</p>

Training / Technical Assistance	2008-2009 Rates	2009-10 Rates
	III.E. Support Services @ \$50/hr III.F. Teaching Assistant @ \$50/hr III.G. TABE Testing @ \$50/hr	III.E. \$65/hr III.F. \$65/hr III.G. \$65/hr

- E. **FY'09 Budget Appropriation Adjustments.** State statute requires the district board to approve any modifications to the original adopted budget. Projections for FY'09 expenditures have been made and it is anticipated that some amounts could exceed the original budget. In order to receive state aid for the expenditures a budget either equal to or in excess of the actual amount expended must be approved by the district board. Ms. Bosold presented the appropriations:

Fund	Function Resource	Appropriation Change	Modified Appropriation
Special Revenue-Operational (grant related expenditures)	Instruction	\$222,074	\$2,499,442
Capital Projects (Purchase IT equipment before 6/30/09 to be able to start installation in early July.)	Instruction Resources	\$86,454	\$417,954
Capital Projects (Purchase equipment for special needs students.)	Student Services	\$6,827	\$6,827

- F. **Resolution Awarding the Sale of \$3,250,000 General Obligation Promissory Notes.** This is the second resolution authorizing the borrowing to fund the FY'10 capital plan in the amount of \$3,250,000. These funds will be used for computer and instructional technology, capital equipment, facilities improvements, and remodeling. This is the standard procedure followed in every borrowing. Mr. Barker distributed a chart showing the proposed tax levies for all the Wisconsin Technical Colleges. CVTC is in the middle with a proposed tax levy of 3.5 percent. He also distributed the five-year capital plan and a chart showing the effect of our tax levy on the mill rate.
- G. **Authorization to Publish RY'10 Budget.** Prior to the district board's adoption of the budget, the district must hold at least one public hearing on the budget document. At least 15 days prior to the public hearing, the district must publish a Class 1 Legal Notice which contains the budget summary, the time and place of the public hearing, and the location where the budget document is available for inspection.

(Ms. Mathews arrived at 7:18 p.m.)

Ms. Bosold distributed copies of a proposed budget with a 3.5 percent tax levy increase and a total mill rate of 1.58219. Mr. Barker asked the Board to consider a budget with a 3.85 percent tax levy increase, which would result in a total mill rate of 1.58754. The reason for the proposed 3.85 percent increase is to offer basic skills education this summer at the outreach campuses for dislocated workers and youth.

H. **Board Self-Evaluation.** The Board reviewed the four goals they developed in November 2008: (1) Perform Board evaluation every year in May (*Ms. Johnson will send the evaluation instrument to the Board and compile the results to be reviewed at the June committee meeting. The Board clarified that when completing the evaluation, members are to consider the performance of the Board as a whole—not their own individual performance*); (2) Increase knowledge of Board policies and procedures (*A schedule was developed and policies and procedures have been reviewed and approved throughout this year.*); (3) Actively engage with the many constituencies of the district (*The upcoming events list is distributed monthly to Board members and is working well to keep members informed of opportunities to link with the community.*); and (4) Effectively communicate mid- and long-range plans to the appropriate constituents. (*A list of facts was distributed to Board members for review. Members were asked to get any additions or revisions to Ms. Johnson at the Board meeting on May 28th. A pocket-size brochure will be developed from this list.*)

5. There were no announcements or requests.
6. Mr. Brummeyer asked Board members to complete their Plus/Delta evaluation forms.
7. Motion by Mr. Hagness, seconded by Ms. Mathews, to adjourn to Executive Session to discuss Wis. Stats. 19.85(1)(c) – considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Ayes: All. Nays: None. Motion carried.

The meeting adjourned to closed session at 8:06 p.m. The meeting returned to open session at 8:50 p.m. Motion by Mr. Harness, seconded by Ms. Kucera, to adjourn the regular meeting. Ayes: All. Nays: None. Motion carried. The meeting adjourned at 8:50 p.m.

Recorded by:

Candace S. Johnson
Executive Assistant to the President

Submitted by:

Marilyn J. Jaskot
Chippewa Valley Technical College District Board

Date

Chairperson

Secretary