

**PUBLIC HEARING AND REGULAR MEETING OF THE
CHIPPEWA VALLEY TECHNICAL COLLEGE DISTRICT BOARD**

June 25, 2009

The Public Hearing was called to order at 6:00 p.m. by Chairman Bucheger. He indicated that the purpose of the public hearing is to provide the public with an opportunity to react to the budget that has been prepared by the CVTC District Board, administration, faculty, and staff.

Attending: Colleen Bates, Gary Brummeyer, Francis Bucheger, Larry Hagness, Jesse Harness, Marilyn Jaskot, Judith Kucera, Susan Kumferman, Ramona Mathews, Bruce Barker, Joe Hegge, Tom Huffcutt, Margo Keys, Candy Johnson, Terry Nichols, Andrew Dowd, Diane Pavelski, Doug Olson, Deb Ausman, Dawn Bosold, Kirk Moist, Gary Mitchell, Mary Casey, Jerry Bishop, and Al Dohm.

Mr. Bucheger welcomed the members of the public in attendance. Mr. Barker gave a presentation on the FY'10 budget reviewing the revenue sources, expenditures, and growth factors. The proposed tax levy increase is 3.85%. The mill rate increase is 57 cents on a \$100,000 home. Mr. Barker also indicated the college recently completed a borrowing for \$3,250,000 for capital equipment and facilities improvements. Ms. Bates commended the Board for including funds in the budget to keep the Academic Services Centers open at the regional campuses to assist dislocated workers to improve their skills.

The public hearing adjourned at 6:13 p.m.

The regular meeting was called to order at 6:13 p.m. by Chairman Bucheger. 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 June 18, 2009.

1. Roll Call: Present: Colleen Bates, Gary Brummeyer, Francis Bucheger, Larry Hagness, Jesse Harness, Marilyn Jaskot, Judy Kucera, Susan Kumferman, and Ramona Mathews.

Also present: Bruce Barker, Joe Hegge, Tom Huffcutt, Margo Keys, Candy Johnson, Terry Nichols, Andrew Dowd, Diane Pavelski, Doug Olson, Deb Ausman, Dawn Bosold, Kirk Moist, Gary Mitchell, Mary Casey, Jerry Bishop, and Al Dohm.

2. There were no delegations or petitions.
3. There were no reports or forums.
4. Mr. Barker pointed out the large number of new hires as we are in the "hiring" season. Of particular interest are the new Energy Education Director, Aliesha Crowe, and John Kleven, who was hired as the River Falls Campus Manager. Mr. Barker also pointed out the retirement of Mr. Hegge, Vice President-Education, effective September 18, 2009. He thanked Mr. Hegge for his service to the college. Ms. Johnson explained there was an error in the May 21, 2009, Committee minutes on the capital projects for Student Services appropriations. The minutes that were sent to the Board and that are in the packet incorrectly show the modified appropriation as \$9,827. It should be \$6,827. The

minutes that will be signed have been corrected. Motion by Mr. Hagness, seconded by Ms. Mathews, that the following resolution be adopted:

BE IT RESOLVED by the Chippewa Valley Technical College District Board that the following consent agenda items are approved as presented and recommended:

Minutes of May 21, 2009, Committee-of-the-Whole Meeting

Minutes of May 28, 2009, Regular Meeting.

Personnel Matters – Employment: Adjunct instructors as listed; Dawn Robinson, Registration and Records Assistant (part-time flex, union) 06/09; Randee Carney, Customer Service Representative (part-time flex, union) 06/09; Pang Chang, Customer Service Representative (part-time flex, non union) 06/09; Amanda Hediger, Academic Services Instructor-Neillsville, 08/09; Elizabeth “Betsy” Patrow, Registration and Records Assistant (part-time flex, union), 06/09; Elizabeth “Beth” Peterson, Admissions Assistant (part-time flex, union), 06/09; Steven Secraw, Nursing Instructor-River Falls, 08/09; Julie Cross, Business Management Instructor, 08/09; Natti Marlaire, Manager of Student Services, 05/06; Aliesha Crowe, Education Director, 8/3/09; John Kleven, River Falls Campus Manager, 6/09; Matt Fish, Accounting Instructor, 8/13/09; Marcela Raphael, Accounting Instructor, 8/13/09; Jane Flynn, Customer Services Representative (part-time flex, union) 7/09; and Tracey Berg, Customer Services Representative (part-time flex, union) 7/09. Retirement: Joe Hegge, Vice President-Education, 9/18/09.

Financial Report: Payroll Direct Deposit in the amount of \$1,668,743.76; Accounts Payable Checks 30004901-30005405 in the amount of \$1,996,276.06; Refund Checks 80001705-80001850 in the amount of \$20,565.73; Financial Aid Checks 20009192-20009554 in the amount of \$514,194.00; Bank Transfers 2580-2587 in the amount of \$912,480.31; and Direct Deposit Travel in the amount of \$49,070.61 drawn on the Chippewa Valley Technical College District for the various amounts, the Financial Reports for May 2009 as presented, and the voided checks for fiscal year 2009.

Thirty-four (34) contracts for services are approved as recommended and presented on the attached list.

Ayes: All. Nays: None. Motion carried.

5. Action Items

- A. Ms. Bosold indicated there were no changes to the reserves and designations since last week’s meeting. Motion by Mr. Brummeyer, seconded by Ms. Kucera, that the following resolution be adopted:

BE IT RESOLVED by the Chippewa Valley Technical College District Board that the following reserves and designations are hereby created and authorized for Fiscal Year 2010:

GENERAL FUND

Reserve for Encumbrances - a reserved portion of the fund balance equal to the outstanding encumbrances as of June 30, 2009, which is projected to be \$104,660 and shall not exceed 10 percent of the budgeted expenditures over the next fiscal year.

Designated for Operations - a designated portion of the unreserved fund balance, which provides for fluctuations in operating cash balances. The reserve will be \$11,517,768 as of June 30, 2009. A portion of this, in the amount of \$634,034, has been earmarked to establish a reserve when the District converts to self-insurance for health.

SPECIAL REVENUE FUND – NONAIDABLE

Reserve for Student Organizations - a reserved portion of the fund balance, which has been specified for use in carrying out student-related activities at some future time. It is projected to be \$941,480 as of June 30, 2009.

Reserve for Student Financial Assistance - a reserved portion of the fund balance, which will provide matching funds for student financial aids. It is projected to be \$22,406 as of June 30, 2009.

CAPITAL PROJECTS FUND

Reserve for Encumbrances - a reserved portion of the fund balance equal to the outstanding encumbrances as of June 30, 2009, which is projected to be \$410,850.

Reserve for Capital Projects - a reserved portion of the fund balance for paying the cost of acquiring equipment, constructing new buildings, and making other capital improvements. The reserve will be the remaining fund balance after the reserve for encumbrances has been finalized. It is estimated to be \$3,073,540 as of June 30, 2009.

DEBT SERVICE FUND

Reserve for Debt Service - a reserved portion of the fund balance, which will provide for debt obligations, maturing prior to January 1, 2009. It is projected to be \$1,225,633 as of June 30, 2009, and shall not exceed 25 percent of the budgeted expenditures over the next fiscal year.

Ayes: All. Nays: None. Motion carried.

- B. Mr. Barker indicated that each Board member received a copy of the draft budget. There have been no changes to the budget since it was published on June 8th. Motion by Mr. Harness, seconded by Ms. Bates, that the following resolution be adopted:

WHEREAS, the notice of the public hearing on the proposed 2009-10 budget of the Chippewa Valley Technical College District was published in the Eau Claire Leader-Telegram on June 8, 2009, as a Class I Legal Notice, and

WHEREAS, the District Board has held, pursuant to s. 65.90, Wis. Stats., a public hearing on the proposed 2009-10 budget on June 25, 2009, in Eau Claire, Wisconsin, at Chippewa Valley Technical College, RCU Community Center (100A), 620 West Clairemont Avenue, at 6:00 p.m.,

NOW, THEREFORE, BE IT RESOLVED that the Chippewa Valley Technical College District Board hereby adopts, pursuant to Wis. Adm. Code

TCS 7.05, the 2009-2010 District budget by fund type and function within a fund type as stated in the budget document which is hereby made a part of this resolution.

Ayes: All. Nays: None. Motion carried.

- C. Mr. Barker explained that the proposed remodeling will create a Learning Resource Center that will house the library, academic services, disability services, and diversity services. He also explained that there are two resolutions for the Board to approve. The first approves the project; the second approves submitting the project to the State Board for review and approval. Motion by Mr. Hagness, seconded by Ms. Mathews, that the following resolutions be adopted. Ms. Bates recognized the Student Government Association's contribution of \$600,000 to the project (\$200,000 each year for three years).

BE IT RESOLVED by the Chippewa Valley Technical College District Board that approval be given to remodel the Clairemont Campus, contingent upon State Board approval, to accommodate relocating the Learning Resource Center and to upgrade the facilities to continue to fulfill our focused learning center concept.

BE IT RESOLVED by the Chippewa Valley Technical College District Board that a request be submitted to the State Board for approval to remodel the Clairemont Campus to accommodate relocating the Learning Resource Center and to upgrade the facilities to fulfill our focused learning center concept.

Ayes: All. Nays: None. Motion carried.

- D. Mr. Barker reviewed the proposed revisions to the Board policies and procedures. He was asked to consult with legal counsel regarding having "other business" on the agenda. It was determined that having "other business" on the agenda is not allowed under the open meeting law. Motion by Ms. Bates, seconded by Ms. Mathews, that the following resolution be adopted:

BE IT RESOLVED that the Chippewa Valley Technical College District Board approves the Board policies: *Committees, Officers, Chairperson, Secretary, Treasurer, Vice Chair, and Meetings*; and the Board procedures: *Meetings, Agendas, Distribution of Board Materials, Meeting Minutes, and Voting Method* as presented.

Ayes: All. Nays: None. Motion carried.

6. Board Chairperson's Report

- A. Mr. Bucheger encouraged Board members to attend the Boards Association Summer Conference. The keynote topic is policy governance presented by Miriam Carver. Board members Kucera, Mathews, Mitchell, and Southard-Schuppel are attending.

7. President's Report

A. Ms. Keys presented the following report on tuition remission to the Board:

OUT-OF-STATE TUITION REMISSION - 2008 -09(06/09)					
District: CVTC			FTE's	Allow. Credits	
			4,440.00	666.000	
Name	State/ Country	Requested Credits	Amount	Actual Credits Attempted	Variance
No requests					
Total		0	\$ -	0	0.00

B. Ms. Keys gave a presentation on student placement. The overall placement rate for the 2007-08 graduates is 92 percent. Of those, 83 percent are employed in a field related to their program.

C. Mr. Moist reviewed the financial outlook for the month.

D. Mr. Huffcutt explained that according to Board policy, contracts for professional services over \$25,000 must go through the request for proposal process every five years. The most recent contract for professional services that went through that process was for financial consultants for the borrowing/bonding process. Two proposals were received and one contract (PMA) was less costly than the other (Baird); the review committee chose to go with Baird. Reasons for the decision included reliability, service, reputation, and knowledge.

E. Mr. Barker reported on the following items:

- State Budget – Still waiting for the final version of the state budget. The Assembly and Senate versions both include funding for the technical college system, student financial aid, and increasing the construction limit from \$1,000,000 to \$1,500,000 every two years. The System Office is subject to the six percent budget cut and the eight day furlough.
- Energy Education Center (EEC) – Continue to work on the EEC proposal; have heard positive reaction from state and federal legislators.
- Wood Technics Houses – Both Wood Tech homes have sold. The Chippewa Falls home was featured in the Parade of Homes.
- Growing Guide Feature on TV18 – Susan Frame, Horticulture Department Chair, is producing seven 90-second programs that are being featured on TV18.
- Workforce Development Board – They are proceeding with their summer program. CVTC continues to talk to them regarding ways to work together to provide training to dislocated workers and youth.

8. There were no announcements or requests.

9. Mr. Bucheger asked Board members to complete the Plus/Delta evaluation forms before leaving the meeting.

10. Mr. Barker indicated there was no need for an Executive Session. Motion by Ms. Mathews, seconded by Ms. Kucera, to adjourn. Ayes: All. Nays: None. Motion carried. The meeting adjourned at 7:30 p.m.

Recorded by:

Submitted by:

Candace S. Johnson
Executive Assistant to the President

Marilyn J. Jaskot
Chippewa Valley Technical College District Board

Date

Chairperson

Secretary