

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

July 13, 2009

The organizational and regular meeting was called to order at 6:05 p.m. by Board Member Gray Brummeyer. 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 July 6, 2009.

1. Roll Call: Present: Colleen Bates, Gary Brummeyer, Cheryl Gullicksrud, Larry Hagness, Judy Kucera, Ramona Mathews, Gary Mitchell, and Gwen Southard-Schuppel. Absent: Francis Bucheger.

Also present: Bruce Barker, Joe Hegge, Tom Huffcutt, Margo Keys, Candy Johnson, Jerry Bishop, Mary Casey, Ellen Kirking, Diane Pavelski, Kirk Moist, Phil Palser, Al Dohm, Pam Cox-Otto, and Andrew Hughes.

Organizational Meeting

- A. Oaths of Office were signed by Board members Gullicksrud, Mitchell, and Southard-Schuppel.
- B. Election of Officers
 - (1) **Chairperson.** Mr. Hagness nominated Mr. Brummeyer as chairperson. Following three requests for further nominations and hearing none, Ms. Bates moved, seconded by Ms. Mathews, that nominations be closed and that a unanimous ballot be cast for Mr. Brummeyer as chairperson of the Board. Ayes: All. Nays: None. Motion carried.
 - (2) **Vice-Chairperson.** Ms. Mathews nominated Mr. Mitchell as vice-chairperson. Following three requests for further nominations and hearing none, Ms. Bates moved, seconded by Mr. Hagness, that nominations be closed and that a unanimous ballot be cast for Mr. Mitchell as vice-chairperson of the Board. Ayes: All. Nays: None. Motion carried.
 - (3) **Secretary.** Mr. Hagness nominated Ms. Mathews as secretary. Following three requests for further nominations and hearing none, Ms. Gullicksrud moved, seconded by Ms. Kucera, that nominations be closed and that a unanimous ballot be cast for Ms. Mathews as secretary of the Board. Ayes: All. Nays: None. Motion carried.
 - (4) **Treasurer.** Ms. Bates nominated Mr. Hagness as treasurer. Following three requests for further nomination and hearing none, Mr. Mitchell moved, seconded by Ms. Mathews, that nominations be closed and that a unanimous ballot be cast for Mr. Hagness as treasurer of the Board. Ayes: All. Nays: None. Motion carried.
- C. Public Depository Designation – Mr. Barker explained that this is a standard resolution that is passed each year. There is no change in banking services from last year. Motion by Mr. Mitchell, seconded by Ms. Mathews, that the following resolution be adopted:

BE IT RESOLVED by the Chippewa Valley Technical College District Board that U.S. Bank, National Association, qualified as a public depository under Chapter 34 of the Wisconsin Statutes, shall be and is hereby designated, until further action, as a public depository for all public monies into the hands of the treasurer of the Chippewa Valley Technical College District, Eau Claire County, State of Wisconsin, and

BE IT FURTHER RESOLVED that withdrawal or disbursement from the above-named depository shall be as provided in s.66.042 of the Wisconsin Statutes; that in accordance therewith, all checks shall be signed by the following persons: Gary R. Brummeyer, Chairperson; Larry B. Hagness, Treasurer; and, Ramona J. Mathews, Secretary; and shall be so honored, and

BE IT FURTHER RESOLVED, that in lieu of their personal signature(s), the following facsimile signatures, which have been adopted by them as shown below

/s/ Gary R. Brummeyer
/s/ Larry B. Hagness
/s/ Ramona J. Mathews

may be affixed on such order check(s); that the above-named depository shall be fully warranted and protected in making payment on any order check bearing such facsimile(s) notwithstanding that the name may have been placed thereon without the authority of the designated person or persons; and

BE IT FURTHER RESOLVED that a certified copy of this resolution shall be delivered to the above-named depository, and said depository may rely on this resolution until changed by lawful resolution and a certified copy of such resolution has been given to the Cashier of the above-named depository. Ayes: All. Nays: None. Motion carried.

D. Representatives for Committees of the WTC District Boards Association

(1) Board of Directors Delegate 2009-2011(Two Year Appointment): Mona Mathews

(2) Standing Committees:

Legislative: Mitchell; Hagness-Alternate
Human Resources: Kucera; Brummeyer-Alternate
Program: Gullicksrud; Brummeyer-Alternate
Marketing/Public Relations & Awards: Mathews; Schuppel-Alternate
Interdistrict/Interagency Cooperation: Bates; Kucera-Alternate
Bylaws, Policies & Procedures: Bucheger; Gullicksrud-Alternate

E. 2009-10 CVTC Foundation Board Liaison – Mona Mathews

F. 2009-10 NanoRite Advisory Board Liaison – Gwen Southard-Schuppel

G. Local Board Committee Structure – It was decided to continue with the Committee-of-the-Whole format with the decision to hold/cancel the meetings at the discretion of the Board Chair.

- H. Monthly Meeting Date/Time
 - (1) Committee-of-the-Whole: 2nd Thursday of each month at 6 p.m.
 - (2) Regular Board Meeting: 3rd Thursday of each month at 6 p.m.
- I. Annual Board Evaluation – Goals will be established at the retreat.
- J. Annual Board Retreat – The date for the retreat was set for Monday, September 28, 8:30 a.m. to 3 p.m.; location to be determined. Board members were asked to think of agenda items for the retreat. The agenda will be discussed at the August Board meeting.

Regular Meeting

- 2. There were no delegations or petitions.
- 3. Pam Cox-Otto, CEO of Interact Communications, Inc., reviewed the process and research that lead to the creation of CVTC's new brand: Proven.
- 4. Motion by Mr. Mitchell, 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 the following meetings: June 18, 2009, Committee-of-the-Whole Meeting and June 25, 2009, Regular meeting.

Personnel Matters – Employment: Lisa Vanasse, Institutional Research Specialist, 7/1/09; and Patricia Campbell, Executive Assistant-Student Services, 7/13/09. Resignations: Jeremy Svihovec, DMS Instructor, 7/24/09; Rick Larrabee, Wood Technics Instructor-River Falls, 6/30/09; and James Gross, Education Director, 6/30/09 (correction of effective resignation date). Retirements: Sonja Steele, Barber/Cosmetology Instructor, 7/31/09; and Joan Gruber, Program Assistant, 10/26/09. Layoffs: Jerry Halbleib, Law Enforcement Program Specialist, (Position Elimination) 7/3/09; and Darcy Way, Development Specialist (Position Elimination due to Department Reorganization (7/31/09).

Financial Report: Payroll Direct Deposit in the amount of \$1,505,279.56; Accounts Payable Checks 30005406-30006042 in the amount of \$1,505,482.21; Refund Checks 80001851-80001972 in the amount of \$24,981.21; Financial Aid Checks 20009555-20009696 in the amount of \$191,886.57; Bank Transfers 2588-2597 in the amount of \$996,480.29; and Direct Deposit Travel in the amount of \$27,719.65 drawn on the Chippewa Valley Technical College District for the various amounts and the Financial Reports for June 2009 as presented.

Twenty-nine (29) contracts for services are approved as recommended and presented on the attached list. Ayes: All. Nays: None. Motion carried.

- 5. There were no action items.
- 6. Board Chairperson's Report

- A. The ACCT Annual Convention will be held October 7-10, 2009, in San Francisco. Board members were asked to let Ms. Johnson know by August 1st if they were interested in attending.
 - B. Mr. Mitchell will represent the Board at the July 23, 2009, graduation ceremony.
7. President's Report
- A. Phil Palsler, Assessment Coordinator, reviewed CVTC's assessment program. Incoming students complete an Inventory of Student Success (ISS) and the results of the ISS are used to reach out to students before they start school or before they get into academic trouble. FY'09 was the first year the ISS was administered.
 - B. Mr. Barker reported on the following items:
 - Approximately 1300 students were enrolled in summer school in 2009
 - Remodeling has begun in the Civil Structural area. This is the start of the Barber/Cos and Learning Center remodeling project.
 - No update at this time on Workforce Development Board assistance for customized training.
 - At the July 14th Planning Commission meeting they will vote on rezoning land on the West Campus to public and for the electronic sign.
8. There were no announcements or requests.
9. Mr. Brummeyer encouraged Board members to complete the Plus/Delta evaluation forms before leaving the meeting.
10. Motion by Ms. Mathews, seconded by Ms. Bates, 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 8:05 p.m.

The meeting returned to open session at 8:50 p.m.; open session adjourned at 8:50 p.m.

Recorded by:

Candace S. Johnson
Executive Assistant to the President

Submitted by:

Ramona J. Mathews
Chippewa Valley Technical College District Board

Date

Chairperson

Secretary