

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

August 20, 2009

The regular meeting was called to order at 6:03 p.m. by Chairman Gary 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 August 13, 2009.

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

Also present: Bruce Barker, Joe Hegge, Tom Huffcutt, Margo Keys, Candy Johnson, Al Dohm, Tim Bauer, Doug Olson, Diane Pavelski, Alisa Hoepner, Mary Casey, Duane Buntz, Nicole Vinson, Kirk Moist, Jerry Bishop, Bev Hilton, and Ellen Kirking.

2. There were no delegations or petitions.
3. Tim Bauer, Eau Claire Exchange Club, gave a presentation on the Healing Field Flag Memorial project that will be occurring September 18-20, 2009. 1400 U.S. flags and 16 Wisconsin flags will be displayed in the grassy area to the southeast of the pedestrian bridge to honor the number of children who die each year in our state and country at the hands of an abuser.

Duane Buntz gave the Student Government Association (SGA) report: SGA will welcome students on the pedestrian bridge and hand out care packages on the first day of school; hosting the Clairemont Campus picnic on 9/2/09; SGA elections will take place in September; and Dave Carle, last year's SGA treasurer was elected to the Wisconsin Student Government Executive Board as Treasurer.

4. The Board members had a group picture taken for the annual report.
5. Motion by Mr. Hagness, seconded by Ms. Kucera, that the following resolution be adopted:

Minutes of the following meeting: July 13, 2009, Regular meeting.

Personnel Matters – Employment: Adjunct Instructors; Shana Schmidt, Grants Specialist, 9/1/09; Mike Ming, Wood Technics Instructor-River Falls, 8/3/09; Anna Olm, Part-Time Office Assistant-Neillsville, 7/27/09; Linda Schmitt, Part-Time Office Assistant-Neillsville, 7/27/09; Aleigha Anderson, Admissions Assistant, 7/20/09; Chris Kvapil, Radiography Instructor, 8/12/09; Heidi Fisher, Foundation Director, 8/10/09; Jennifer Held, Part-Time Human Resources Specialist, 9/8/09; Chrystal Reidt, Welding Instructor, 8/12/09; Craig Pilgrim, FT, LTE 1 year Wood Technics Instructor, 08/17/09; Peggy (Ann) Weaver, Medical Assistant and Clinical Lab Technician Instructor, 08/26/07; Kurt Carlson, Micro and Nano Fabrication Technician 8/3/09; and Pauline Williams, Instructional Assistant – Health Learning Resource Center/Simulation Technician (PT, RF), 08/24/09. Retirements: Sylvia Bare, Registrar, 8/27/09, and Sherry DeRosa,

Education Director, 10/18/09. Resignations: Cindy Kolpien, Payroll and Accounts Receivable Clerk, 8/4/09.

Financial Report: Payroll Direct Deposit in the amount of \$2,274,443.58; Accounts Payable Checks 30006043-30006500 in the amount of \$3,211,759.01; Refund Checks 80001973-80002011 in the amount of \$3,485.64; Financial Aid Checks 20009697-20010061 in the amount of \$236,949.36; Bank Transfers 2598-2607 in the amount of \$932,358.19; and Direct Deposit Travel in the amount of \$31,458.04 drawn on the Chippewa Valley Technical College District for the various amounts and the Financial Reports for July 2009 as presented.

Twenty-two (22) contracts for services are approved as recommended and presented on the attached list.

Ayes: All. Nays: None. Motion carried.

6. Action Items

- A. Doug Olson explained that the CVTC Board approved a resolution to submit a request for remodeling for the Learning Resource Center to the State Board on June 26, 2009. The state budget that was passed the next day raised the limit on remodeling from \$1 million to \$1.5 million and because the state budget was published AFTER the CVTC Board took action, the System Office requires that the CVTC Board approve the resolution again. Motion by Ms. Bates, seconded by Ms. Kucera, that the following resolutions be adopted:

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.

- B. The Board members reviewed the following Board Policies and Procedure:

- 1) Role of Board Member Policy – no change.
- 2) Code of Ethics Policy – **Addition** to fourth bullet point: “Board members must be responsible for the balance of appropriate programs, services, facilities, resources, staffing, and financial support necessary to meet the needs of current students in such a manner that assures their success in meeting their educational and occupational goals **while keeping in mind the public trust of taxpayer funding.**”
- 3) Compensation and Expenses Policy – no change.
- 4) Development Opportunities Procedure – no change.

Motion by Mr. Mitchell, seconded by Ms. Gullicksrud, that the following resolution be adopted:

BE IT RESOLVED that the Chippewa Valley Technical College District Board approves the Board policies: *Role of a Board Member and Compensation and Expenses*; and the Board procedure: *Development Opportunities* as presented; and the policy *Code of Ethics* modified as follows: "Board members must be responsible for the balance of appropriate programs, services, facilities, resources, staffing, and financial support necessary to meet the needs of current students in such a manner that assures their success in meeting their educational and occupational goals **while keeping in mind the public trust of taxpayer funding.**"

Ayes: All. Nays: None. Motion carried.

- C. Mr. Huffcutt explained that two changes to President Barker's contract were proposed by the Board: (1) change the duration from a rolling two-year contract to a rolling three-year contract, and (2) change the proportionate amount of mileage in his car allowance from 80 percent to 90 percent of both fixed and variable costs of actual miles driven. The Board members requested that a statement be added to the contract that upon termination of employment, any accumulated, unused sick leave will be forfeited.

Motion by Ms. Kucera, seconded by Ms. Bates, that the following resolution be adopted:

BE IT RESOLVED by the Chippewa Valley Technical College District Board that the contract with Bruce A. Barker, as President of Chippewa Valley Technical College, for the period of July 1, 2009, to June 30, 2012, be approved as amended with the statement that upon termination of employment, any accumulated, unused sick leave will be forfeited.

Ayes: All. Nays: None. Motion carried.

7. Board Chairperson's Report

- A. No Board members have expressed interest in attending the ACCT Annual Conference in San Francisco.
- B. Boards Association Summer Conference Report: Ms. Schuppel indicated that the keynote speaker, Miriam Carver, was fabulous. Ms. Carver spoke about policy governance. Ms. Schuppel also attended the Interdistrict/Interagency Cooperation Committee meeting and new Board member orientation.

Mr. Mitchell attended Ms. Carver's presentation and brought back handouts to share with other Board members. Policy Governance will be a topic at this fall's Board retreat, and the handouts will be given to the Board members at that time. Mr. Mitchell also attended the Legislative Committee meeting.

- C. Mr. Barker explained that Mr. Mitchell suggested the Board send letters of appreciation to the state legislators from our district for the support they showed

technical colleges in this year's state budget process. A draft letter was distributed for review. The letter will be signed by Board Chair Brummeyer and President Barker.

- D. Mr. Brummeyer asked if the Board wanted to submit a nomination for the Board's Association Board Member of the Year. Mr. Mitchell suggested nominated Ms. Mathews. This will be revisited at the September Board meeting.
- E. The location of the October Board meetings was discussed. The RCU Community Center is not available either date in October. The Board will meet in Menomonie on October 8th and at the Health Education Center on October 15th.
- F. The Board reviewed the draft agenda for the retreat. Board members discussed holding the meeting at a business in the district. It was suggested we try to reserve a conference room at Sacred Heart or Luther.

8. President's Report

- A. Ms. Keys presented the annual FTE report for FY'09. She explained that 1 FTE equals 30 credits, but that one FTE may equal 1, 2, 3, 4, or more students depending upon the number of credits they are taking. The total number of FTEs for FY'09 was 4,407. The total unduplicated headcount for the year was 16,851 (8,209 credit; 8,822 non-credit).

Ms. Keys also shared student demographic data: over 70 percent of our students are over age 22; over 56 percent of credit students are female; almost 60 percent of students receive financial aid; and about 70 percent of credit students are enrolled in an associate degree program.

- B. Ms. Casey presented the FY'09 Affirmative Action (AA) Plan update. She explained that the purpose of the plan is to ensure that minority, female, and disabled employees are proportionally represented in the following occupational categories: administrative/manager, faculty, professional non-faculty, clerical/secretarial, technical/paraprofessional, skilled crafts, and service/maintenance. CVTC is exceeding goal in the areas of administrative females and minorities; professional non-faculty in female and minorities; and skilled crafts, service/maintenance, and technical/paraprofessionals minorities. Opportunities for improvement include faculty and clerical minorities and overall disabled. Initiatives have been developed to improve in these areas.

A second purpose of the AA Plan is to ensure that minority, female, and disabled students are proportionally represented in the following program areas: agribusiness, business, marketing, home ec, general education, health, industrial, service, technical and television. CVTC's strengths include exceeding goal in overall minority and disabled. Opportunities for improvement include agribusiness minority, disabled, and female; and industrial, service, and technical females. Again, initiatives have been developed to improve in these areas.

- C. Mr. Barker explained that preliminary equalized valuations are showing a decrease of .97 percent. He explained that if the Board follows past practice and lets the mill rate float it will be at 1.65159, which is up from 1.58754 that was

approved in the budget in June. The Board members supported the past practice of letting the mill rate float.

D. Mr. Barker reported on the following items:

- New faculty/staff inservice was held this past week; fall inservice for all faculty is next week; classes start August 31st.
- Cray Academy was held at CVTC the last week in July. Approximately 300 K-12 teachers attended. The college lost power the night before the academy was scheduled to begin. Our IT and Facilities staff worked through the night to get everything working. They did a great job.
- Leadership staff received strategic planning training earlier this week from the Society of College and University Planners.
- Senator Kohl held a press event at CVTC on August 17th to announce federal funds to be given to the Chippewa Valley Hospital in Durand and the Chippewa Valley Free Clinic in Eau Claire.
- CVTC is hosting a Energy Education Center Visioning Forum on September 25th to gather data and input from business and industry on curriculum and facility needs.
- Pam Owen, NanoRite Manager, has been selected to receive a 2009 Innovation Champion Award from the Wisconsin Innovation Service Center.
- DWD Secretary Roberta Gassman presented a grant to a pallet company in Menomonie. CVTC was named as a training partner in the grant.
- The Foundation has closed on the West Campus land purchase. We are in the process of getting bids on the electronic sign from several companies.
- CVTC was listed as a military friendly school in *GI Jobs* magazine.
- The Synergy Conference is scheduled for September 16-17 in Rice Lake.

9. There were no announcements or requests.

10. Mr. Brummeyer encouraged Board members to complete the Plus/Delta evaluation forms before leaving the meeting.

11. Motion by Mr. Mitchell, seconded by Mr. Hagness to adjourn. Ayes: All. Nays: None. Motion carried. The meeting adjourned at 9:05 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