

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

November 19, 2009

The regular meeting was called to order at 6:00 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 November 12, 2009.

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

Also present: Bruce Barker, Tom Huffcutt, Margo Keys, Candy Johnson, Roxann Vanderwyst, Linda Danzinger, Mary Casey, Jerry Bishop, Aliasha Crowe, Doug Olson, Dan Walker, Heidi Fisher, Kirk Moist, Sara Nick, Alisa Hoepner, Arturo Schwencke, Shelly Olson, Margaret Dickens, and Al Dohm.

2. Motion by Ms. Bates, seconded by Ms. Kucera, to approve the agenda as presented.
Ayes: All. Nays: None. Motion carried.
3. There were no delegations or petitions.
4. Arturo Schwencke, Student Government Association (SGA) President, reported on the following campus events that occurred in October and November: October 19, Michael Miller, leadership training; October 21, Sex Signals presentation; November 6, AG Silver band performance; November 11, musician Clinton Miller performance; and campus picnics held at regional campuses. Upcoming events include a bus trip to the Mall of America on December 5th and a performance by the a capella group Chapter 6 on December 8th. SGA sent representatives to the Wisconsin Student Government meeting in Stevens Point on November 13-14. The SGA Executive Board passed a student club funding cap at their last meeting. The SGA secretary resigned so a special election will be held on December 16th to fill that position.

Item 8A was moved forward to this point in the meeting.

- 8A. Preliminary Review of 2008-09 Audit - Mr. Dan Walker of Wipfli, LLP, presented the preliminary audit for 2008-09. He indicated it was a clean report with no material weaknesses or significant deficiencies. He attributed this to the good accounting staff at the college. The Board will approve the audit report at the December meeting. If Board members have questions they can direct them to Mr. Moist. Mr. Bucheger thanked Mr. Moist and Ms. Nick for their work on the audit.
4. Tour of Menomonie Campus – The Board took a tour of the Menomonie Campus with Roxann Vanderwyst, Campus Manager.
5. Motion by Mr. Hagness, seconded by Mr. Bucheger, that the following resolution be adopted:

Minutes of the October 15, 2009, Regular Meeting.

Personnel Matters – Employment: Adjunct Instructors as listed; Ellen Kirking, Vice President of Education, 10/26/09; Shelly Olson, Health Education Director, 11/04/09; Tony Grincevicius, Custodian, 11/09/09; Sarah Ruppelt, Custodian, 10/20/09; and Beth Peterson, Office Assistant–Chippewa Falls, 10/28/09. Resignations: Ka Vang, Diversity/Equal Opportunity Specialist, 11/25/09.

Financial Report: Payroll Direct Deposit in the amount of \$1,604,848.81; Accounts Payable Checks 30007435-30008039 in the amount of \$2,292,987.17; Refund Checks 80002572-80002666 in the amount of \$17,618.60; Financial Aid Checks 20012449-20014663 in the amount of \$3,759,125.55; Bank Transfers 2629-2636 in the amount of \$938,613.21; and Direct Deposit Travel in the amount of \$43,944.58 drawn on the Chippewa Valley Technical College District for the various amounts and the Financial Reports for October 2009 as presented.

Twenty (20) contracts for services are approved as recommended and presented on the attached list. Ayes: All. Nays: None. Motion carried.

Mr. Barker pointed out that two of the hires listed are Ellen Kirking as the new Vice President of Education and Shelly Olson as the new Education Director for Health programs.

6. Action Items

A/B. Aliesha Crowe, Education Director, gave a brief review of the new program approval process: indication of interest, scope proposal (approval needed by CVTC Board), need demonstration, and program proposal (approval needed by CVTC Board).

Ms. Crowe then explained that the proposal for a Construction Management-Advanced Building Technologies associate degree would build off the one year Wood Technics program. Students could graduate with a Wood Technics technical diploma after one-year, continue on for the second year to achieve their associate degree, or come back at a later time to complete the second year and get their associate degree. The Construction Management program would be for students who have an interest in being a foreman or construction manager for a construction company or for those interested in owning their own business. Fox Valley Technical College in Appleton is the only other technical college in Wisconsin that offers this program.

Ms. Crowe then explained that the Chemical Technician associate degree program is being investigated in conjunction with a number of area industries. This broad classification is projected to be a viable occupation with a skill set that can be applied to industries to include: food, bio-fuel, environmental, medical devices and energy. The proposed program will be designed for transferability into related programs at UW-Stout.

Motion by Mr. Mitchell; seconded by Ms. Bates, that the following resolutions be adopted:

BE IT RESOLVED that the Chippewa Valley Technical College District Board approves the submission of the scope proposal for the associate degree Construction Management – Advanced Building Technologies program to the Wisconsin Technical College System Board.

BE IT RESOLVED that the Chippewa Valley Technical College District Board approves the submission of the scope proposal for the associate degree Chemical Technician program to the Wisconsin Technical College System Board. Ayes: All. Nays: None. Motion carried.

7. Board Chairperson's Report

- A. Mr. Brummeyer reported on the campus threats and violence session he attended. Colleges are forming behavior intervention teams. Ms. Keys reported on what CVTC is doing in this area. Mr. Brummeyer also attended the risk management presentation and the HR Committee meeting. Ms. Mathews attended the ethics and pandemic task force presentations and the Marketing/Public Relations Committee meeting. Ms. Bates attended the technical college financing and open records sessions and the Interdistrict/Interagency Committee meeting. Mr. Brummeyer distributed a copy of Ms. Schuppel's report.

The next Boards Association conference will be January 20-22 in Milwaukee. This is in conjunction with the Wisconsin Association of School Boards Annual Convention.

- B. Mr. Barker indicated he will attend the ACCT National Legislative Seminar in Washington, D.C., February 8-11, 2010. Any Board members interested in attending the legislative seminar should let Ms. Johnson know.
- C. Board representatives for December graduations are as follows: River Falls: Brummeyer (Alternate: Bates); Eau Claire: Gullicksrud (Alternate: Mathews).
- D. The Board holiday dinner will be at Mona Lisa's. Reservations will be made for 7:30 p.m.; the meeting will begin at 5:30 p.m.

8. President's Report

- A. The preliminary review of the 2008-09 audit occurred earlier in the meeting.
- B. Mr. Moist reviewed the financial outlook for FY'09.
- C. Heidi Fisher, Foundation and Alumni Association Director, presented the FY'09 annual report. She highlighted the purposes of the annual report (updating constituents on CVTC and sharing Foundation and Alumni news). The report highlights the upcoming remodeling projects, the Steps to Success program, and changes in college leadership.
- D. Shelly Olson, Education Director-Health Programs, presented the annual Applied Technology Center (ATC) report. She explained that the ATC funding allowed for the partnerships with UW Health and Marquette School of Dentistry; the college to increase the number of health programs; and provide dental care and services.

- E. Mr. Barker reported on the following items:
- Our United Way giving campaign raised over \$26,000—that's 108% of our goal.
 - The NanoRite Advisory Board held its first meeting on November 2nd. Jeff West was elected chair and Charles Sorensen was elected vice chair. Discussion centered on the kinds of tenants to focus on, marketing, etc.
 - NanoRite has a new tenant, Interfacial Solutions. They are renting a wet lab.
 - CVTC and OSHA signed an alliance agreement. This is a partnership for offering OSHA training.
 - The college continues to expand Compass testing in high schools in the district.
 - The Learning Center/Barber Cosmetology lab remodeling is set to begin. Bids for the projects came in under budget.
 - Staff inservice was held October 29-30 for support staff, leadership staff, and custodial/maintenance staff. Part of the day was spent touring the Emergency Service Education Center and Gateway Campus.
 - Phi Theta Kappa (PTK) induction ceremony was held on October 21st. PTK is an honor society for community colleges; 58 students were inducted.
 - The new electronic sign is up and running at the West Campus.

9. There were no announcements or requests.
10. Mr. Brummeyer encouraged the Board members to complete the Plus/Delta evaluation form before leaving the meeting.
11. Motion by Mr. Bucheger, 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 and Wis. Stats. 19.85(1)(e) – Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.
- Ayes: All. Nays: None. Motion carried. The meeting adjourned to closed session at 8:52 p.m.
12. The meeting returned to open session at 9:55 p.m. Motion by Mr. Bucheger, seconded by Mr. Mitchell, to adjourn. Ayes: All. Nays: None. Motion carried. The meeting adjourned at 9:55 p.m.

Recorded by:

Candace S. Johnson
Executive Assistant to the President

Submitted by:

Ramona J. Mathews, Secretary
Chippewa Valley Technical College District Board

Date

Chair

Secretary