

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

April 21, 2011

The regular meeting was called to order at 5:30 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 April 15, 2011.

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

Also present: Bruce Barker, Tom Huffcutt, Margo Keys, Ellen Kirking, Candy Johnson, Alisa Hoepner, Arturo Schwencke, Mary Casey, Doug Olson, Margaret Dickens, Kirk Moist, Jane Scheuermann, Karla Svedarsky, Rod Schultz, Jim Kroehn, Lisa Storms, Kathy Goodman, Brian Goodman, Mark Puig, Bandi Henke, Rusty Naylor, Shelli Naylor, Jennifer Anderegg, Juli Baker, Mel Blomquist, David Hoban, Gail Kinney, Julie Pepper, Grace Rich, Rachel Dehne, Therese Dehne, Lori Ferrer, Rick Polzer, Brian Gerrits, Judy Richardson, Sandy Hume, Pat Griffin, Jane Henschler, Dan Flaten, Jerry Moldenhauer, Jeff Asher, Mike Thibodeau, Jeff Pepper, Carol Robarge, David Otto, Bob Brown, Ron Keys, Matt Fish, Gary Johnson, Kathy Johnson, Wade Latz, Wade Reese, Tom Kite, Tom Vanderloop, Lance Basting, Hans Mikelson, Ruth Carlson, Christi Ferrara, and Dwight Swenson.

2. Mr. Brummeyer proposed two changes to the agenda: (1) move SGA report and Student Ambassador introduction before Delegations and Petitions; and (2) Table 6C – Approval of Leadership Salary Ranges until May. Motion by Mr. Mitchell, seconded by Ms. Bates, to approve the agenda as amended. Ayes: All. Nays: None. Motion carried.

Item 4 - Reports and Forums, Student Ambassador and Student Government Report, was moved forward to this point in the meeting.

4. Ms. Keys explained that the Student Ambassador program has been in place for over 20 years. The ambassador represents the college district for one year. Ms. Keys then introduced the 2011 Ambassador, Evelyn Harris. Ms. Harris indicated she is a current Nursing student and is also a graduate of the Respiratory Care and Renal Dialysis programs. She will represent the college at job fairs, high school visits, and wherever else she is needed.

Arturo Schwencke, Student Government Association (SGA) President, gave an update on SGA activities:

- Campus Events: Singer Amanda Duncan performed on March 2nd; Marty Essen presented a digital slide show entitled “Around the World in 90 Minutes” on March 8th; singer Preston Pugmire performed on March 29th; John Corvino and Glen Stanton engaged in a civil debate on same-sex marriage on April 19th; campus picnics are currently taking place.

- Upcoming Events: Student Leadership Recognition Banquet on April 28th; and End of the Year Fun Day on May 3rd.
- Elections for SGA officers will take place on May 4th
- Wisconsin Student Government (WSG) held their last meeting of the year at Northcentral Technical College. At the meeting, they approved the budget and elected officers. Mr. Schwencke was elected Vice President.

3. Delegations and Petitions

Al Dohm explained that five faculty members will give brief petitions to the Board regarding extending the union contracts. Ric Messner, Rorey Pritchard, Dwight Swenson, Dave Otto, and Jeff Pepper presented reasons for extending the union contracts: good business decision, good recruitment tool, good way to keep quality employees, good working conditions, and good collaborative atmosphere.

5. Motion by Ms. Bates, seconded by Ms. Gullicksrud, 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 March 10, 2011, Committee Meeting, and the March 17, 2011, regular meeting.

Personnel Matters – Employment: Adjunct Instructors as listed and Tom Lange, Director of Information Technology, 6/20/11. Retirements: Duane Badman, Sr. Applications Administrator, 7/9/11; Pamela Good, Customer Service Representative, 6/20/11; John Joadwine, Academic Services Instructor, 5/13/11; and Timothy Stanton, Academic Services Instructor, 5/13/11.

Financial Report: Payroll Direct Deposit in the amount of \$1,692,003.05; Accounts Payable Checks in the amount of \$2,175,346.04; Refund Disbursements in the amount of \$71,815.48; Financial Aid Disbursements in the amount of \$335,308.06; Bank Transfers in the amount of \$6,551,237.20; and Direct Deposit Travel in the amount of \$42,212.00 drawn on the Chippewa Valley Technical College District for the various amounts and the Financial Reports for March 2011, as presented.

Nineteen (19) contracts for services are approved as recommended and presented on the attached list. Ayes: All. Nays: None. Motion carried.

6. Action Items

- A. Mr. Barker reminded the Board that this borrowing will be used for the Business Education Center Student Commons remodeling project and the acquisition of capital equipment. Motion by Mr. Hagness, seconded by Mr. Bucheger, that the following resolution be adopted:

BE IT RESOLVED by the Chippewa Valley Technical College District Board that the Resolution Authorizing the Issuance of Not to Exceed \$3,500,000 General Obligation Promissory Notes; And Setting the Sale Therefor be

approved as presented. Ayes: All. Nays: None. Motion carried. And the resolution was declared adopted.

(A true copy of the resolution as adopted is attached hereto and incorporated herein by reference.)

- B. Mr. Barker explained that state law requires we bid out for auditing services every five years. He indicated that five colleges in the region (Chippewa Valley, Wisconsin Indianhead, Northcentral, Western, and Nicolet) joined together to bid on auditing services. Four bids were received and were evaluated and Wipfli was the firm selected. Motion by Mr. Bucheger, seconded by Mr. Mitchell, that the following resolution be adopted:

BE IT RESOLVED by the Chippewa Valley Technical College District Board that the administration be authorized to contract for auditing services with the firm of Wipfli, LLP, for fiscal years 2011, 2012, 2013, 2014, and 2015. Ayes: All. Nays: None. Motion carried.

- C. Approval of Leadership Salary Ranges – tabled until the May meeting.
- D. Mr. Barker explained that the recommendation is to keep the 38.14 contracting rates for FY'12 the same as FY'11. Motion by Ms. Bates, seconded by Ms. Gullicksrud that the following resolution be adopted:

BE IT RESOLVED by the Chippewa Valley Technical College District Board that the hourly rate for contracts with business and industry under Section 38.14(3) of the Wisconsin Statutes beginning June 1, 2011, be as follows:

**Chippewa Valley Technical College
Contract Training and Technical Assistance Pricing Proposal
with Supporting Rationale (2011-2012)**

Training / Technical Assistance	2010-2011 Rates	2011-2012 Proposed Rates	RATIONALE
I. Standard Rates <i>Applied to all services except as otherwise specified below.</i>	I.A. Training @ \$175/hr I.B. Technical Assistance @ 150/hr I.C. Curriculum Development @ \$150/hr I.D. Technical Assistance Using Clerical Staff @ \$65/hr .	NO CHANGE	Board policy is full cost recovery Rates last changed in 2008-09 ...B&I instructional costs flat since then Still at risk of pricing too high for the market Some cost flexibility may be on the way.... Recommend no change before then
II. Medical Simulation Curriculum	II.A. Curriculum Development @ \$200/hr II.B. Instruction @ \$225/hr	NO CHANGE	

Training / Technical Assistance	2010-2011 Rates	2011-2012 Proposed Rates	RATIONALE
	II.C. Technical Support Specialist @ \$65/hr II.D. Onsite Healthcare Facility Simulations Setup/Teardown @ 65/hr II.E. Onsite Healthcare Facility Instruction @ \$225/hr		
III. Other	III.A. Second Instructor @ \$150/hr III.B. Facilitation @ \$175/hr III.C. Out-of-District Travel @ \$100/hr III.D. Assessment Testing @ 65/hr III.E. Support Services @ \$65/hr III.F. Teaching Assistant @ \$65/hr III.G. TABE Testing @ \$65/hr	NO CHANGE	

Ayes: All. Nays: None. Motion carried.

7. Board Chairperson's Report

- A. Mr. Barker explained that traditionally the Board submits the current Proven Business Partner Award recipient to the Boards Association for the TECh Award. This year's Proven Business Partner recipient is Market & Johnson. The Board recommended submitting Market & Johnson as CVTC's nomination for the 2011 TECh Award.
- B. The following Board members will attend the Boards Association Conference in LaCrosse, April 28-30: Brummeyer, Bucheger, Mitchell, and Schuppel. Mr. Brummeyer will represent CVTC at the Board of Directors meeting.
- C. The Board representatives for the May graduations are as follows: River Falls – Brummeyer (Bucheger, Alt.) and Eau Claire – Schuppel (Gullicksrud, Alt.)

8. President's Report

- A. Mr. Moist reviewed the enterprise funds for the past year. The key attributes of an enterprise fund are that customers pay for the activities; there is no direct competition with private business; learning opportunities are often a part of an enterprise fund; costs are excluded from State Aid calculations; and the tax levy is not a direct source of funding. CVTC Enterprise Funds include: dental clinic,

parking, UW Health, Chippewa Job Center, NanoRite, Upper Cuts, and Bridgeport and Campus Trends.

- B. The financial outlook was not reviewed.
- C. Mr. Barker did not review the FY'12 budget because it was covered at the committee meeting, but he asked if there were questions. There were no questions at this time. Mr. Barker gave an update on the federal and state budget processes.
- D. Mr. Barker reported on the following activities:
- The United Way grant to offer more services in the dental clinic was awarded to CVTC.
 - The Spring Gala was held on April 7th. Wendy Stelter was honored as the 2011 Distinguished Alumnus and Market & Johnson was honored as the 2011 Proven Business Partner. Two \$750 scholarships were awarded as well.
 - A Spring Open House was held on April 19th. Over 250 people attended. This was the first time for this recruitment event.
 - Spring tours were held on April 5th.
 - The student showcase that was scheduled for February 22 was cancelled because of the protesting that was occurring in Madison. It will not be rescheduled.
 - Child Care puppet shows were held April 13-15 and were very well attended.
 - CVTC hosted an Earth Day celebration on April 20th. Activities were move indoor because of the weather.
 - On April 25th the St. Croix Valley Education Collaborative (SCVEC) signed an agreement to work together to provide high quality education to the region. The SCVEC consists of Hudson School District, School District of River Falls, CVTC, Wisconsin Indianhead Technical College, and the University of Wisconsin-River Falls.
 - CVTC will be hosting a Business After Hours in Neillsville on May 17th, 5 to 7 p.m.
 - The annual employee recognition dinner is scheduled for Monday, April 25th.
 - Donor scholarship luncheons are scheduled for April 26th and 27th.
 - The GED/HSED graduation ceremony is scheduled for May 5th, 6 p.m.
 - The Phi Theta Kappa induction ceremony was held April 20th.
 - United Way submitted a request to the college to be a sponsor of their campaign kick-off event. Because the college is tax payer funded, Mr. Barker indicated we would not be a sponsor. The Board members concurred.
9. Mr. Mitchell asked if the Board members received and read the white paper he sent regarding waiting lists. He asked that the college address this at a future board meeting.
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. Bates to adjourn to Executive Session to discuss 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. The meeting adjourned to closed session at 7:00 p.m. The meeting returned to open session at 7:33 p.m.

8. Motion by Ms. Gullicksrud, seconded by Mr. Mitchell, to adjourn. Ayes: All. Nays: None. Motion carried. The meeting adjourned at 7:34 p.m.

Recorded by:

Submitted by:

Candace S. Johnson
Executive Assistant to the President

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

Date

Chairperson

Secretary

RESOLUTION NO. ____

RESOLUTION AUTHORIZING THE ISSUANCE OF
NOT TO EXCEED \$3,500,000 GENERAL OBLIGATION PROMISSORY NOTES; AND
SETTING THE SALE THEREFOR

WHEREAS, the Chippewa Valley Technical College District, Chippewa, Dunn, Eau Claire, Pepin and Pierce Counties and portions of Buffalo, Clark, Jackson, Taylor, Trempealeau and St. Croix Counties, Wisconsin (the "District") is presently in need of \$1,500,000 for the public purpose of paying the cost of building remodeling and improvements; and \$2,000,000 for the public purpose of paying the cost of acquiring moveable equipment, and there are insufficient funds on hand to pay said costs;

WHEREAS, the District hereby finds and determines that the projects are within the District's power to undertake and serve a "public purpose" as that term is defined in Section 67.04(1)(b), Wisconsin Statutes; and

WHEREAS, technical college districts are authorized by the provisions of Section 67.12(12), Wisconsin Statutes to borrow money and to issue general obligation promissory notes for such public purposes.

NOW, THEREFORE, BE IT:

RESOLVED, that the District shall issue general obligation promissory notes for the public purpose of paying the cost of building remodeling and improvements in an amount not to exceed \$1,500,000; and be it further

RESOLVED, that the District shall issue general obligation promissory notes for the public purpose of paying the cost of acquiring moveable equipment in an amount not to exceed \$2,000,000; and be it further

RESOLVED, that

Section 1. Authorization and Sale of the Notes. For the purpose of paying the costs specified above in the amounts authorized for those purposes, there shall be borrowed pursuant to Section 67.12(12), Wisconsin Statutes, the principal sum of not to exceed THREE MILLION FIVE HUNDRED THOUSAND DOLLARS (\$3,500,000) from a purchaser to be determined by subsequent resolution of the District Board (the "Purchaser"). To evidence such indebtedness, the Chairperson and Secretary are hereby authorized, empowered and directed to make, execute, issue and sell to the Purchaser for, on behalf of and in the name of the District, general obligation promissory notes aggregating the principal amount of not to exceed THREE MILLION FIVE HUNDRED THOUSAND DOLLARS (\$3,500,000) (the "Notes"). There shall be levied on all the taxable property of the District a direct, annual, irrevocable tax sufficient to pay the interest on the Notes as it becomes due, and also to pay and discharge the principal thereof within ten years of the date of issuance of the Notes.

Section 2. Notice to Electors. Pursuant to Section 67.12(12)(e)5, Wisconsin Statutes, the Secretary shall, within ten (10) days of adoption of this Resolution, cause public notice of the adoption of this Resolution to be given to the electors of the District by publishing notices in the Eau Claire Leader-Telegram, the official newspaper of the District. The notices to electors shall be in substantially the form attached hereto as Exhibits A and B and incorporated herein by this reference (collectively, the "Notice").

Section 3. Sale of the Notes. The Notes shall be offered for public sale. At a subsequent meeting, the District Board shall consider such bids as may have been received, take action on the bids and specify the terms of and interest rates on the Notes.

Section 4. Official Statement. The Secretary shall cause an Official Statement to be prepared by the District's financial advisor, Robert W. Baird & Co. Incorporated. The appropriate District officials shall determine when the Official Statement is final for purposes of Securities and Exchange Commission Rule 15c2-12 and shall certify said Statement, such certification to constitute full authorization of such Official Statement under this Resolution.

Section 5. Conflicting Resolutions; Severability; Effective Date. All prior resolutions, rules or other actions of the District Board or any parts thereof in conflict with the provisions hereof shall be, and the same are, hereby rescinded insofar as the same may so conflict. In the event that any one or more provisions hereof shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions hereof. The foregoing shall take effect immediately upon adoption and approval in the manner provided by law. If any of the Notes may be subject to a petition for referendum, any action with respect to the sale of the Notes shall be subject to the condition that no petition for referendum has been filed within thirty (30) days of publication of the Notice to Electors provided for under Section 2 of this Resolution or, if a petition is filed, that any required referendum approval is obtained.

Adopted, approved and recorded April 21, 2011.

Gary R. Brummeyer
Chairperson

Attest:

Ramona J. Mathews
Secretary

(SEAL)

EXHIBIT A

NOTICE TO THE ELECTORS
OF THE

CHIPPEWA VALLEY TECHNICAL COLLEGE DISTRICT
CHIPPEWA, DUNN, EAU CLAIRE, PEPIN AND PIERCE COUNTIES AND PORTIONS OF
BUFFALO, CLARK, JACKSON, TAYLOR, TREMPLEALEAU AND ST. CROIX COUNTIES,
WISCONSIN

NOTICE IS HEREBY GIVEN that the District Board of the above-named District, at a regular meeting duly called, noticed, held and conducted on April 21, 2011, adopted a resolution pursuant to the provisions of Section 67.12(12), Wisconsin Statutes, to authorize a borrowing in an amount not to exceed \$1,500,000 by issuing general obligation promissory notes of the District for the public purpose of paying the cost of building remodeling and improvements.

A copy of said resolution is on file in the District office, located at 620 West Clairemont Avenue, Eau Claire, Wisconsin 54701, and may be inspected weekdays, except holidays, between the hours of 9:00 a.m. and 4:00 p.m.

The District Board need not submit said resolution to the electors for approval unless within 30 days after the publication of this Notice there is filed with the Secretary of the District Board a petition meeting the standards set forth in Section 67.12(12)(e)5, Wisconsin Statutes, requesting a referendum thereon at a special election. If no such petition is filed, then the resolution shall be effective without a referendum.

Dated this 21st day of April, 2011.

BY THE ORDER OF THE
DISTRICT BOARD

Ramona J. Mathews
Secretary

EXHIBIT B

NOTICE TO THE ELECTORS
OF THE
CHIPPEWA VALLEY TECHNICAL COLLEGE DISTRICT
CHIPPEWA, DUNN, EAU CLAIRE, PEPIN AND PIERCE COUNTIES AND PORTIONS OF
BUFFALO, CLARK, JACKSON, TAYLOR, TREMPLEAU AND ST. CROIX COUNTIES,
WISCONSIN

NOTICE IS HEREBY GIVEN that the District Board of the above-named District, at a regular meeting duly called, noticed, held and conducted on April 21, 2011, adopted a resolution pursuant to the provisions of Section 67.12(12), Wisconsin Statutes, to authorize a borrowing in an amount not to exceed \$2,000,000 by issuing general obligation promissory notes of the District for the public purpose of paying the cost of acquiring moveable equipment.

A copy of said resolution is on file in the District office, located at 620 West Clairemont Avenue, Eau Claire, Wisconsin 54701, and may be inspected weekdays, except holidays, between the hours of 9:00 a.m. and 4:00 p.m.

The District Board need not submit said resolution to the electors for approval unless within 30 days after the publication of this Notice there is filed with the Secretary of the District Board a petition meeting the standards set forth in Section 67.12(12)(e)5, Wisconsin Statutes, requesting a referendum thereon at a special election. If no such petition is filed, then the resolution shall be effective without a referendum.

Dated this 21st day of April, 2011.

BY THE ORDER OF THE
DISTRICT BOARD

Ramona J. Mathews
Secretary