

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

July 11, 2011

The organizational and regular meeting was called to order at 9:03 a.m. by Board Member 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 July 5, 2011.

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, Tom Huffcutt, Margo Keys, Ellen Kirking, Candy Johnson, Tammy Erickson, Kirk Moist, Margaret Dickens, Doug Olson, Al Dohm, Tom Vanderloop, Mark Hendrickson, Mary Casey, Tom Lange, and Ann Weaver.

2. Motion by Mr. Hagness, seconded by Ms. Schuppel, to approve the agenda as presented. Ayes: All. Nays: None. Motion carried.

Organizational Meeting

- A. Oaths of Office were signed by Board members, Bates, Brummeyer, and Kucera.

- B. Election of Officers

- (1) **Chairperson.** Ms. Mathews nominated Mr. Mitchell as chairperson; Ms. Gullicksrud seconded the nomination. Following three requests for further nominations and hearing none, Ms. Bates moved, seconded by Ms. Kucera, that nominations be closed and that a unanimous ballot be cast for Mr. Mitchell as chairperson of the Board. Ayes: All. Nays: None. Motion carried.
- (2) **Vice-Chairperson.** Ms. Bates nominated Ms. Mathews as vice chairperson; Ms. Kucera seconded the nomination. Following three requests for further nominations and hearing none, Mr. Hagness moved, seconded by Mr. Brummeyer, that nominations be closed and that a unanimous ballot be cast for Ms. Mathews as vice chairperson of the Board. Ayes: All. Nays: None. Motion carried.
- (3) **Secretary.** Ms. Mathews nominated Ms. Schuppel as secretary; Mr. Brummeyer seconded the nomination. Following three requests for further nominations and hearing none, Ms. Bates moved, seconded by Mr. Brummeyer, that nominations be closed and that a unanimous ballot be cast for Ms. Schuppel as secretary of the Board. Ayes: All. Nays: None. Motion carried.
- (4) **Treasurer.** Mr. Hagness nominated Ms. Kucera as treasurer; Ms. Schuppel seconded the nomination. Following three requests for further nominations and hearing none, Mr. Mitchell moved, seconded by Ms. Schuppel, that nominations

be closed and that a unanimous ballot be cast for Ms. Kucera 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. Motion by Ms. Gullicksrud, 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 A. Mitchell, Chairperson; Judith A. Kucera, Treasurer; and Gwen Southard-Schuppel, 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 A. Mitchell
/s/ Judith A. Kucera
/s/ Gwen Southard-Schuppel

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 2011-13 – 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. 2010-1 CVTC Foundation Board Liaison – Colleen Bates, Mona Mathews (Alternate)

- F. 2010-11 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 5:30 p.m.
 - (2) Regular Board Meeting: 3rd Thursday of each month at 5:30 p.m.
- I. Annual Board Evaluation: It was decided to continue to use the evaluation instrument that has been used in the past. Ms. Johnson will email the evaluation to Board members in mid-September and complete a summary for the Board Retreat on October 24th. It was stressed that the evaluation is of the Board as a whole—NOT individual members evaluating themselves or other Board members.
- J. Annual Board Retreat: The date for the retreat was set for Monday, October 24, location to be determined. The following topics are scheduled: environmental scan, program mix/waiting lists, post Act 10, NanoRite, and Board evaluation.

Regular Board Meeting

- 3. There were no delegations or petitions.
- 4. There were no reports or forums.
- 5. Motion by Ms. Schuppel, 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 June 16, 2011, regular meeting.

Personnel Matters – Employment: Adjunct Instructors as listed; Brenda Catt, Accounting Instructor, 08/11/11; Jill Paetzold, Accounting Instructor, 08/11/11; Heather Parker, Mathematics Instructor, 08/11/11; Kylie Holmstadt, Records and Registration Assistant, 06/20/11; Dianne Schummer, Clinical Lab Technician Instructor/Program Director, 08/01/11; and Ron Borek, Diesel/Heavy Equipment Technician (Truck Technician) Instructor, 08/11/11

Financial Report: Payroll Direct Deposit in the amount of \$1,600,922.84; Accounts Payable Checks in the amount of \$1,979,920.13; Refund Disbursements in the amount of \$42,697.38; Financial Aid Disbursements in the amount of \$326,347.11; Bank Transfers in the amount of \$989,405.48; and Direct Deposit Travel in the amount of \$28,890.25 drawn on the Chippewa Valley Technical College District for the various amounts, and the Financial Reports for June 2011.

Twenty-three (23) contracts for services are approved as recommended and presented on the attached list. Ayes: All. Nays: None. Motion carried.

6. Action Items

- A. Ms. Kirking introduced Mark Hendrickson, Dean, and Tom Vanderloop, instructor, to explain about the Manufacturing Engineering Technology scope proposal. Mr. Hendrickson explained that the scope proposal is the 2nd step in a 5 step program approval process. He indicated this program teaches broad-based manufacturing technology skills to support production operations. A four percent growth rate for this type of position is expected in the CVTC district. Wages range from \$15 to \$34 per hour. Students could transfer to UW-Stout to earn a four-year degree upon completion of their associate degree. Motion by Mr. Brummeyer, seconded by Ms. Kucera, that the following resolution be adopted:

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

7. Board Chairperson's Report

- A. Ms. Mathews and Ms. Schuppel will attend the ACCT Conference in Dallas in October.
- B. Ms. Bates will represent the Board at the July 28, 2011, summer graduation ceremony. Ms. Mathews is the alternate.

9. President's Report

- A. Mr. Barker reported on the following items:
- Budget Bill and Act 10 – the college is getting more information to figure out how this will affect us.
 - Concealed Weapon Bill – the Safety and Security Office is working on posting signs in college facilities prohibiting carrying concealed weapons.
 - Met with Ed Manydeeds, member of the Board of Regents, to discuss mission creep between technical colleges and the UW Colleges.
 - A Law Enforcement Academy graduation was held on July 1.
- B. The grand opening for the student commons is scheduled for Wednesday, August 31, 11:30 a.m. An event for CVTC retirees is being planned for Thursday, August 25, 4 to 5:30 p.m.

10. There were no announcements or requests.

11. Motion by Mr. Brummeyer, 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 9:53 a.m.

12. The meeting returned to open session at 10:55 a.m. Motion by Ms. Mathews, seconded by Ms. Kucera, to adjourn. Ayes: All. Nays: None. Motion carried. The meeting adjourned at 10:56 a.m.

Recorded by:

Candace S. Johnson
Executive Assistant to the President

Submitted by:

Gwen Southard-Schuppel, Secretary
Chippewa Valley Technical College District Board

Date

Chairperson

Secretary