

**COMMITTEE-OF-THE-WHOLE MEETING OF THE
CHIPPEWA VALLEY TECHNICAL COLLEGE DISTRICT BOARD**

September 8, 2011

The committee-of-the-whole meeting was called to order at 5:30 p.m. by Chairman Gary Mitchell. 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 September 2, 2011.

1. Roll Call: Present: Colleen Bates, Gary Brummeyer, Francis Bucheger, Cheryl Gullicksrud, Larry Hagness, Ramona Mathews, Gary Mitchell, and Gwen Southard-Schuppel (Ms. Schuppel arrived at 5:31 p.m.). Absent: Judy Kucera.

Also present: Bruce Barker, Tom Huffcutt, Candy Johnson, Margo Keys, Ellen Kirking, Kathy Goodman, Deb Ausman, Ann Weaver, Doug Olson, Margaret Dickens, Kirk Moist, Tom Lange, Mary Casey, Al Dohm, Juli Baker, Alisa Schley, Dave Hoban and Therese Dehne.

2. Mr. Mitchell asked if there were any changes to the agenda. He then stated, "all those in favor of approving the agenda as presented, signify by saying aye." Ayes: All. Nays: None.
3. There were no delegations or petitions.
4. Discussion Items
 - a. **Grievance Procedure.** Ms. Casey explained that the law requires that municipalities and schools have a grievance procedure in place by October 1, 2011. This procedure applies to non-represented staff at this time. The procedure is a three-step process: (1) supervisor; (2) Impartial Hearing Officer; and (3) the Board. Ms. Casey explained that the Board's role is to determine if the Impartial Hearing Officer (IHO) followed a fair and impartial process, was there was fraud or misconduct by the IHO; did the IHO make an error of law or error of fact. Board members asked how employees would be assured that the IHO really would be impartial. The IHO will be from and outside arbitration agency. Mr. Mitchell suggested including a reference to the specific law that requires this in the procedure, adding "external" in front of references to the IHO; and including something on workplace security. Ms. Casey will work with the college's attorney to finalize the procedure for next week's meeting.
 - b. **Naming Rights – Student Commons Patio.** Mr. Barker explained that the Board approved a Commemorative Philanthropic Naming Opportunity policy in April 2010, and according to that policy any naming opportunities need to be brought to the CVTC Board for approval. Market & Johnson have agreed to donate \$10,000 for naming rights for the student commons patio area. It will be called the Market & Johnson Terrace.

- c. **Placement of the CVTC Name on the Business Education Center.** Mr. Olson explained that the college would like to put the building names on each building using the CVTC initials, logo block, and building name. He showed examples for the Business Education Center and River Falls Campus. The Board was very supportive of the idea.
- d. **Student Fees Update.** Ms. Keys gave an overview of the student activity fee fund. She surveyed the other 15 technical colleges to see how CVTC compares with what is charged for student activities fees, how is it used, the number of staff, and average carry forward. The survey showed that CVTC is in the middle in size (FTEs), in amount charged, and in average carry forward. CVTC is conservative in staffing with one administrator and one assistant. Ms. Keys explained that the activity fees cover student health services, student club travel, campus activities and events, Student Life staff wages and benefits, student handbook, and office supplies and duplicating for SGA. SGA has also contributed to special projects college wide such as the Learning Center and Commons remodeling, wireless accessibility at regional campuses, AEDs for all campuses, picnic tables for regional campuses, ID machine, and other projects. Ms. Keys indicated that if it weren't for the contingency/carry forward, SGA would not be able to provide these resources for students.

5. Announcements

Mr. Barker indicated the Alliance for Strong Communities is sponsoring a presentation next Thursday (September 15), "Economist Dean Baker's Money Makes the World Go Around: An Honest Look at the National Economy." There is a Board meeting that evening, but the college is sending a representative to the event.

- 6. Mr. Mitchell encouraged the Board members to complete the Plus/Delta evaluation form before leaving the meeting.
- 7. 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 1985(1)(g) conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. Ayes: All. Nays: None. Motion carried. The meeting adjourned to closed session at 6:20 p.m.

The meeting returned to open session at 7:07 p.m.

8. Motion by Ms. Bates, seconded by Ms. Mathews, to adjourn. Ayes: All. Nays: None.
Motion carried. The meeting adjourned at 7:08 p.m.

Recorded by:

Submitted by:

Candace S. Johnson
Executive Assistant to the President

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

Date

Chairperson

Secretary