The meeting was called to order at 5:30 p.m. by Chairperson Gwen Southard. She 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 March 20, 2014.


Also present: Bruce Barker, Tom Huffcutt, Candy Johnson, Don Raymond, Kim Ernstmeyer, Linda Krueger, Margaret Dickens, Claire Roder, Julie McFadden, Rod Bagley, Kirk Moist, Aliesha Crowe, Tom Lange, Lisa Voisin, Cherrie Bergandi, Jon Brutlag, Tam Burgau, Lee Vang, and Alisa Schley.

2. Ms. Southard indicated there is one modification to the agenda: 8A-Overview of Debt Service and Capital Borrowing will occur after agenda item 4. Motion by Ms. Kucera, seconded by Ms. Bates, to approve the agenda as amended. Ayes: All. Nays: None. Motion carried.

3. Jon Brutlag, President of the Faculty Union, announced that the faculty union has filed a petition for recertification. Voting starts April 1. Results will be announced after April 21. He indicated that union members are concerned about the number of resignations compared to the past.

4. Lee Vang, Student Government Association (SGA) Secretary, reported on the following items: 2/26 – Jeff Kostner, Special Agent with the Department of Justice, spoke about drug awareness and prevention; 3/19 – Irish Heritage event with performances by the Shillelagh Lads and Janelle’s School of Irish Dance, as well as Irish food for sampling; 3/25 – Chris Czarnik, career expert, spoke about job search secrets. SGA is currently planning the student recognition banquet to be held in April.

Don Raymond and Kim Ernstmeyer gave a presentation on the Human Patient Simulator Multidisciplinary program. Three programs (Nursing, Respiratory Therapy, and Paramedic) work together in various scenarios to learn how these disciplines work together in the real world.

Item 8A – Overview of Debt Service and Capital Borrowing was moved forward to this point in the agenda.

8A. Lisa Voisin, Director, Robert W. Baird & Co., presented a financial status report for 2014. Ms. Voisin indicated that CVTC has been receiving extremely favorable interest rates for recent borrowings, and that Baird is working with CVTC to try to improve the college’s bond rating with Moody’s. CVTC’s rating is Aa1. The only rating higher is AAA. Moody’s has changed their rating methodology and is now using a scorecard.
Ms. Voisin compared CVTC to the other technical colleges in Wisconsin: Equalized valuation – 9th highest (no change from 2013); population – 7th highest; FTEs – 7th highest; general obligation debt outstanding – 3rd lowest (very low debt level); debt service – 2nd lowest; operational mill rate – 10th lowest; debt service mill rate – 6th lowest; total mill rate – 9th lowest; and general fund balance – 10th highest. She reviewed the permitted purposes for borrowing: moveable equipment building remodeling and improvements; building purchase, construction, expansion, and site acquisition; and non-building projects. She reviewed the long-term financing plan for borrowing.

5. Motion by Mr. Ratsch, seconded by Mr. Bartels, 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 February 26, 2014, Retreat and Regular meeting.

   Personnel Matters – Employment: Adjunct instructors as listed; Miranda Mayfield, Diversity Resources Transition Specialist, 2/24/14; Chris Schrader, Associate Systems Administrator, 3/10/14; and Kelly Thompson, Academic Advisor (PT-75%), 3/24/14. Resignations: Aaron Czappa, Disability Services Specialist, 3/21/14; Nancy Epsaro, Admissions Assistant, 2/28/14; Don Gehrmann, Welding Instructor, 5/9/14; Joyce Hall, Academic Services Instructor-River Falls, 3/7/14; Kim Nimsgern, Title III Director, 2/26/14; Demian Troy, Records & Registration Technical Project Assistant, 2/26/14; and Mai Lee Yang, Instructional Assistant-Academic Services, 3/28/14. Retirements: John Creaser, Electronic Partsroom Assistant, 5/15/14; David Hoban, AODA Instructor, 5/31/14; Kathleen Kurshinsky, DMS Instructor, 5/9/14; Judy Richardson, IT-Software Developer Instructor, 5/15/14; and Kay Scharn, Nursing Instructor, 8/1/14.

   Financial Reports – Payroll Direct Deposit in the amount of $1,665,642.09; Accounts Payable Checks in the amount of $3,505,223.79; Refunds in the amount of $3,997,858.07; Bank Transfers in the amount of $1,016,780.83; and Direct Deposit Travel in the amount of $25,785.35 drawn on the Chippewa Valley Technical College District for the various amounts, and the Financial Reports for February 2014 as presented.

   Thirty (30) 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 explained that in 2004 the college entered into two leases with the CVTC Foundation: the first is for the college leasing the land on which the Chippewa Job Center is located to the CVTC Foundation; the second is for the CVTC Foundation to lease the Job Center building back to the college. The current leases will expire at the end of 2014. Motion by Ms. Bates, seconded by Ms. Mathews, that the following resolutions be adopted:

   BE IT RESOLVED that the Chippewa Valley Technical College District Board approves renewing the lease with the Chippewa Valley Technical College Foundation, Inc. for the land on which the Chippewa Job Center is located.
BE IT RESOLVED that the Chippewa Valley Technical College District Board approves renewing the lease for the Chippewa Job Center building with the Chippewa Valley Technical College Foundation, Inc. for the purpose of leasing the space to the Chippewa County Job Center partners. Ayes: All. Nays: None. Motion carried.

B. Mr. Barker explained that approval of the Energy Education Center new construction is tabled until the April Board meeting. We will have a better estimation of costs for the project then as bids are due on April 15.

C. Julie McFadden, Department of Labor (DOL) INTERFACE Project Manager, explained that CVTC received a three-year, $1.15 million DOL grant to expand the Software Developer program to the River Falls campus and to enhance the existing program to include mobile application development. Originally, the plan was to include student choice courses in the current program, however, the WTCS only allows 12 credits of student choice options in a program. Currently the program contains 20 credits of student choice options before any of the new courses are added.

After reviewing options, it is recommended to trim the excess credits from the current program to bring it into compliance and create a new mobile developer program by moving the trimmed classes and adding the new grant-funded classes into a new program.

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

BE IT RESOLVED that the Chippewa Valley Technical College District Board approves the submission of the concept review for the associate degree IT-Mobile Developer program to the Wisconsin Technical College System State Board. Ayes: All. Nays: None. Motion carried.

7. Board Chairperson’s Report

A. Ms. Johnson reported that the board appointment meeting was held on Monday, March 24, and the following appointments were made: Colleen Bates, elected official, and Dawn Garcia and John Walton, additional members. Ms. Garcia is from Eau Claire and owns her own consulting firm; Mr. Walton is from Chippewa Falls and is the President of Advanced Laser Machining.

Ms. Bates commented that service on the CVTC Board is a very positive experience and it is a privilege to serve.

B. Ms. Southard indicated that the following Board members have confirmed they will attend the Boards Association Spring Conference in Green Lake: Ms. Mathews, Ms. Vogler, Mr. Bartels, and Mr. Ostermann. Ms. Bates indicated she may attend, but did not know at this time if it would work in her schedule.

C. Mr. Barker explained that CVTC traditionally submits the Proven Business Partner recipient as the Boards Association TECCh Award nominee. This year’s
recipient is W.S. Darley Co./Jeff Darley. Mr. Darley has been an active member of the FireMedic Advisory Committee for over 15 years. Darley was the major sponsor for the Girls on Fire Camp in 2013 and is a contributor to the camp again this year. He has also contributed $2,000 annually to CVTC which is split between the manufacturing programs and the fire service program. The total giving history for Darley is $29,000. The Board agreed with the recommendation to submit W.S. Darley Co./Jeff Darley as CVTC’s TECh Award nominee.

8. President’s Report

A. Item 8A – Overview of Debt Service and Capital Borrowing occurred earlier in the meeting.

B. Mr. Moist reviewed the Financial Outlook as of February 28, 2014. Currently we are projecting that fiscal 2014 will end with an operating fund balance higher than budget. The latest change to tax levy law retains the provision for a tax increment related to Net New Construction (NNC) and CVTC will likely see a NNC increment again this year. The System Office announced that the tuition increase for 2015 will be 3%. The overall GPR grant awards per district were announced but we will need the actual line item budgets for each grant to determine the net impact on our budget. Approval to publish the budget hearing announcement occurs at the May meeting and the public hearing and passage of the budget occurs at the June meeting.

C. Dr. Dickens gave a report on student success. She reviewed student demographics of gender, age, diversity, FTEs, and headcount. Ms. Dickens reviewed the following student success measures: course completion, retention, graduates. The percentage of course completion for the last two years is 78 percent in 2011, 81 percent in 2012, and 82 percent in 2013. The retention average from fall to fall for three years is 55 percent in 2011, 62 percent in 2012, and 58 percent in 2013.

D. Mr. Barker reported on the following items:

- CVTC’s Admissions Guide (catalog) received the Paragon award from the National Council for Marketing and Public Relations. This is the top award in the country from this group. CVTC staff members Melissa Wilson (writer) and Michelle Allen (graphic artist) attended the conference in New Orleans to receive the award.
- Four students in the Human Resources program competed in a Jeopardy style game at the WI SHRM Conference in Madison earlier in March. Out of 22 teams participating, the CVTC team won the competition. Their final opponent was a team from UW-Madison.
- Ms. Bates is being honored at the Children’s Legacy Luncheon on April 24th.
- The State Board met in LaCrosse on March 25-26. They approved a three percent increase in tuition, GPR grants, and the performance based funding proposal.
- Several legislators have proposed a study on technical college funding and governance to take place this summer.
• The Manufacturing Show on March 6th was a huge success. Over 2000 people attended. Governor Walker attended the first hour and spoke to participants.
• CVTC and WITC co-hosted a breakfast meeting on March 7th with the Wisconsin Manufacturers and Commerce to discuss the skills gap.
• On March 12, CVTC hosted a Junior Achievement Business Challenge with 99 high school students from 16 schools and 30+ business representatives.

9. Mr. Barker invited Board members to the following upcoming events:
   • April 1 – Spring Open House (student recruitment event)
   • April 3 – Spring Gala
   • April 17 – Board meeting at CVTC River Falls Campus
   • April 28 – Tentative visit by Governor Walker to the Fire Safety Center
   • May 1 – Fire Safety Center Ribbon Cutting and Open House

10. Ms. Southard encouraged Board members to complete the Plus/Delta evaluation form.

11. Mr. Barker indicated there is no need for a closed session tonight. Motion by Mr. Brummeyer, seconded by Ms. Mathews to adjourn. Ayes: All. Nays: None. Motion carried. The meeting adjourned at 8:05 p.m.

Recorded by: Submitted by:
Candace S. Johnson Colleen A. Bates, Secretary
Executive Assistant to the President Chippewa Valley Technical College District Board

Date

Chairperson Secretary

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