The meeting was called to order at 5:30 p.m. by Board Chairperson Ramona Mathews. 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 April 16, 2015.


Also present: Bruce Barker, Tom Huffcutt, Margo Keys, Lynette Livingston, Candy Johnson, Jon Brutlag, Margaret Dickens, Kirk Moist, Tom Lange, Cherrie Bergandi, Lisa Voisin, Alisa Hoepner, Kyle Hammon, Tanya Hubanks, Tammy Stone, Franki Larrabee, Ryan Sletten, Justin Todd, and Victoria Ranta.

2. Ms. Mathews suggested two modifications to the agenda: 1) move the Student Government report ahead of the introduction of the district ambassador, and 2) move Item 9A – Overview of Debt Service/Capital Borrowing after Delegations and Petitions. Motion by Ms. Southard, seconded by Ms. Bates, to approve the agenda as modified. Ayes: All. Nays: None. Motion carried.

3. Kyle Hammon, Vice President of Student Government Association (SGA) shared the recent activities of SGA: a new vice president and governor were elected earlier this month; March 23 - Jacy Good spoke on distracted driving; March 25 – Witness for Peace spoke about Cuban-American relations; also on March 25 – Hawaiian shirt day was held at the River Falls campus; March 30 – Gwyn Guenther spoke on Wisconsin politics; April 13 – Pow Wow exhibition; April 21 – Matthew Rothschild, spoke as part of the local author series; April 22 – Earth Day Fair; April 23 – Student Leadership Recognition Banquet.

Ms. Schley introduced CVTC’s 2015 district ambassador, Lindsay Hayden. Ms. Hayden thanked her instructor, Tricia Bishop, for nominating her. She explained that in high school she applied for and was accepted to a university, but was unable to afford to go. She attended an information session at CVTC, and after meeting and seeing the instructors’ passion for law enforcement, she decided to come to CVTC.

Cherrie Bergandi, Dean of Business and General Studies, introduced Liberal Arts instructors Tammy Stone and Franki Larrabee, and Liberal Arts cohort students Ryan Sletten, Justin Todd, and Victoria Ranta. The students explained that the cohort group started in the fall of 2014 and consisted of three courses first semester and three courses second semester. What they liked about the cohort program is being with the same students. This gives them the opportunity work together to make connections and friendships. The cohort also integrates the three classes and brings them together into a final project/research paper.
9A. Lisa Voisin, Director at Robert W. Baird Co., presented a financial status report for 2015. Ms. Voisin indicated that CVTC has been receiving extremely favorable interest rates for recent borrowings, and that trend will continue. She also reviewed CVTC’s rating with Moody’s (Aa1) and indicated that it would be very difficult to get a higher rating (Aaa) due to the economy and tax base in the CVTC district.

Ms. Voisin compared CVTC to the other technical colleges in Wisconsin: Equalized valuation – 9th highest; population – 7th highest; FTEs – 6th highest; general obligation debt outstanding – 8th lowest; debt service – 3rd lowest; operational mill rate – 11th lowest; debt service mill rate – 6th lowest; total mill rate – 9th lowest; and general fund balance – 12th 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 also reviewed the long-term financing plan for borrowing.

Mr. Moist reviewed the FY’16 capital borrowing plan. He indicated there would be two borrowings: the first in May/June and the second in June/July. The funds will be used to purchase moveable equipment and for building remodeling and infrastructure improvements.

5. Motion by Ms. Bates, seconded by Mr. Ratsch, 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 19, 2015, Regular meeting.

   Personnel Matters: Employment: Adjunct Instructors as listed; Jennifer Anderegg, Dean of Academic Development and Services, 3/30/15; and Lisa Jenkins, Program Assistant-Manufacturing, 3/30/15.

   Financial Reports: Payroll Direct Deposit in the amount of $1,737,689.88; Accounts Payable Checks in the amount of $2,211,432.06; Refunds in the amount of $265,016.42; Bank Transfers in the amount of $8,220,573.14; and Direct Deposit Travel in the amount of $58,294.39 drawn on the Chippewa Valley Technical College District for the various amounts, and the Financial Reports for March 2015 as presented.

   Twenty-seven (27) contracts for services are approved as recommended and presented on the attached list. Ayes: All. Nays: None. Motion carried.

6. Motion by Ms. Vogler, seconded by Ms. Southard, 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 (employee nonrenewal). Ayes: All. Nays: None. Motion carried. The meeting adjourned to closed session at 6:25 p.m.

The meeting returned to open session at 6:55 p.m.
7. Action Items

A. Mr. Huffcutt presented the proposed 38.14 contract rates for 2015-2016. The only change from last year is the reduction in the second technical assistance instructor rate from $150 to $125. All other rates are unchanged. Motion by Ms. Bates, seconded by Mr. Ratsch, 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, 2015, be approved as presented. Ayes: All. Nays: None. Motion carried.

B. Dr. Keys presented the proposed student fees for 2015-2016. The changes from last year are as follows: removal of proficiency exam fees because proficiency exams are no longer offered with the new Credit for Prior Learning (CPL) model; COMPASS tests-$25 for complete battery of tests and $10 per test for retakes ($20/$5 in 2014-15); tuition and materials fees are unknown at this time—these will be set by the State Board in May; and health services in River Falls $28/semester and $14 for summer ($25/$12.50 in 2014-15). Parking permit fees increased $5-$10 and parking fines increased from $10 to $100; a new forged permit fine was added. Motion by Ms. Vogler, seconded by Ms. Garcia, that the following resolution be adopted:

BE IT RESOLVED that the Chippewa Valley Technical College District Board approves the FY’16 student fees as presented. Ayes: All. Nays: None. Motion carried.

C. Mr. Barker explained that the wage scales for all employee groups have been simplified to include a minimum rate, a mid-range rate, and a maximum rate. He also explained that these are wage ranges—not raises. The faculty, professional, and management wage scales include an increase from 1.75 to 5 percent increase to meet the market. The hourly wage scale is unchanged from last year. Mr. Huffcutt explained that a recent wage study showed many of our hourly employees are paid above market rates. Motion by Mr. Ratsch, seconded by Mr. Bartels, that the following resolution be adopted:

BE IT RESOLVED that the Chippewa Valley Technical College District Board approves the FY’16 employee ranges as presented. Ayes: All. Nays: None. Motion carried.

D. Motion by Ms. Vogler, seconded by Ms. Garcia, that the following resolution be adopted:

BE IT RESOLVED by the Chippewa Valley Technical College District Board that the vice presidents on the attached list who were employed during 2014-2015 and who are eligible and certifiable for re-employment be issued a two-year contract for the 2015-2016 and 2016-2017 fiscal years as recommended, and

BE IT RESOLVED by the Chippewa Valley Technical College District Board that the management team members on the attached list who were

April 23, 2015
employed during 2014-2015 and who are eligible and certifiable for re-employment in 2015-2016 be issued contracts for the 2015-2016 year as recommended.

BE IT RESOLVED by the Chippewa Valley Technical College District Board that the faculty on the attached list, who were employed during 2014-2015 and who are eligible and certifiable for re-employment in 2015-2016, be issued contracts for the 2015-2016 fiscal year as recommended. Ayes: All. Nays: None. Motion carried.

8. Board Chairperson’s Report

A. Ms. Mathews reported that the Ad Hoc Committee on Board and President Evaluation achieved their primary purpose and considered their work to be complete. Recommendations from the committee include the following:

- **Board Evaluation**
  - Adopt the ACCT evaluation document as the standard tool
  - Goal of the board is to support the strategic objectives and priorities of CVTC through board discussions and decisions
  - Evaluation to be conducted between September-October annually
  - Retreat to be conducted within September-October annually at a minimum

- **President Evaluation**
  - Self-evaluation and 360-degree evaluation process will be provided by Board Chair in the month of April; the 360-degree tool will be given every 3 years in years where contract renewals are required.
  - In a non-contract renewal year, the self-evaluation can be completed in May, and returned to the Board chair by the end of the month.
  - Comments received from 360 degree feedback respondents will be provided in aggregate as received.
  - Compensation “comparable” information to be provided to the board annually prior to decisions on compensation at year end, for the next term.

B. Ms. Garcia and Ms. Vogler reported that the keynote speaker at the spring Boards Association conference was from the Wisconsin Department of Workforce Development (DWD). He spoke about the DWD services and employment trends and projections.

C. Ms. Johnson reported that the two incumbents were reappointed to the Board: Russell Ratsch is the employer member and Gwen Southard is the employee member. Paul Schley from Cornell is the school district administrator.

D. Board representatives for spring graduation are as follows: Mr. Bartels for River Falls and Colleen Bates for Eau Claire.

9. President’s Report

A. The overview of debt service/capital borrowing occurred earlier in the meeting.
B. Mr. Moist reviewed the factors influencing the development of the FY’16 budget. The Joint Finance Committee removed the tuition freeze from the budget proposal because it is a policy issue. They capped outcome based funding (OBF) at 30 percent in 2017. They also added credit for prior learning as a 10th criteria for OBF. Property tax relief and net new construction increment have not changed. Preliminary budget modeling includes major revenue source estimates: new construction is projected to be $350,000, OBF increased to 20 percent, tuition increase of two percent (assumed—State Board will set tuition at their May meeting), decrease of two percent in FTEs, received $2.3 million in GPR state grants, and two major federal grants are finishing. Major expenditures in the budget are salaries, health insurance and other benefits, supplies and services, and utilities.

(Ms. Southard left at 8 p.m.)

College policy states that the Board shall strive to maintain the designated-for-operations portion of the fund balance equal to 60 to 90 days or 16 to 25 percent of budgeted appropriations. Mr. Moist presented a graph that showed the history of funds 1 (general fund) and 2 (grants) and how they affected the fund balance. In 2011, FTEs and fund balance were at all-time highs. In order to maintain programs and services, CVTC has used fund balance in each of the last four years. At the end of FY’15 the fund balance is estimated to be 22.3 percent, so the potential to use the fund balance to balance the budget is limited.

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. Mr. Barker reported on the following items:

- March 27 – St. Croix Valley Education Consortium (SCVEC) sponsored a teaching and learning symposium at WITC in New Richmond. Over 80 faculty and staff from the five members of the SCVEC attended.
- March 31 – Spring Open House – over 1800 high school students who earned transcripted credit were invited to the open house to receive a certificate of accomplishment. Approximately 100 students and their parents came in to pick up their certificate.
- April 9 – Alumni Spring Gala was held. Natasha Plank-Ottum received the Distinguished Alumni Award and Bush Brothers received the Proven Business Partner award. Over 300 people attended the banquet.
- April 17 – CVTC had two award winners at the Wisconsin Association for Career and Technical Education—Aliesha Crowe, Outstanding Career and Technical Education Leader, and Mike Ojibway, Outstanding Member Community Involvement.
- April 28 and 29 – Scholarship receptions will be held.
- October 19-21 – Higher Learning Commission (HLC) will be conducting an on-site visit at CVTC. The HLC will be surveying students and community members to get feedback on the college.
- Normally a GED/HSED recognition ceremony is held in early May, but this year these students will be recognized at the graduation ceremony in July.
• The Energy Education Center construction is on schedule and on budget.
• The support staff union has not recertified, so as of July 1, 2015, there will be no unions at CVTC.
• Dr. Keys congratulated Mr. Barker on receiving the Paul A. Elsner Excellence in Leadership Award at the Chair Academy Conference in early April.

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

11. There were no announcements or requests.

12. Motion by Ms. Garcia, seconded by Mr. Ratsch, to adjourn. Ayes: All. Nays: None. Motion carried. The meeting adjourned at 8:21 p.m.

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

Date

Chairperson Secretary