The meeting was called to order at 5:30 p.m. by 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 October 16, 2015.


Also present: Bruce Barker, Julie Furst-Bowe, Tom Huffcutt, Margo Keys, Candy Johnson, Pam Haller, Tom Lange, Kirk Moist, Margaret Dickens, Shelly Olson, Tam Burgau, Roxann Vanderwyst, Tracy Drier, Alisa Schley, Katrina Heller, and Layla Merrifield.

2. Motion by Mr. Ratsch, seconded by Dr. Schley, to approved the agenda as presented. Ayes: All. Nays: None. Motion carried.

3. Ms. Schley introduced Katrina Heller, secretary of the Student Government Association (SGA). Ms. Heller described the events and activities offered through SGA in the past couple of months: Big Backyard Bash, Title IX speaker on campus violence, Club Fair, Student Leadership Conference, reptile exhibit, and HLC site visit session.

Ms. Layla Merrifield, executive director of the District Boards Association (DBA), thanked board members for attending the ACCT annual conference and encouraged board members to attend the fall DBA conference/legal issues seminar next week in Waukesha. Ms. Merrifield gave an update on current legislative issues, such as the senate work group on merging the WTCS and UW colleges, senate economic development listening sessions, assembly task force on youth readiness, civil service reform, and concealed carry in the classroom.

4. There were no delegations or petitions.

5. Motion by Dr. Schley, seconded by Ms. Garcia, 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 September 2, 2015, Regular meeting and Retreat.

Personnel Matters – Employment: Adjunct Instructors as listed; Kristin Cook, Academic Support Assistant, 10/1/15; Chelsea Gonyer, Nursing Instructor, 11/16/15; Joseph Gunderson, Maintenance Assistant, 10/12/15; Kristen Hartzel, Marketing Coordinator, 10/19/15; Rochelle Her, Recruiter, 9/21/15; Lucas Hurlburt, Recruiter, 9/21/15; Katherine Keisler, Nursing Instructor, 12/28/15; Katherine Kiley, Pre-College Specialist, 9/21/15;
Sadie Kirby, Facilities Office Coordinator, 10/12/15; Daniel Konwinski, Custodian, 10/25/15; Steven Walley, Custodian, 10/12/15; and Becky Zimdars, Academic Advisor, 10/20/15. Resignations: Tiffany Hines-Michaud, Pre-College Specialist, 10/15/15; Tiffany Lewis, Professional Developer Trainer, 9/3/15; Michael Ojibway, Diversity/Equal Opportunity Manager, 10/21/15; and Scott Ruffi, Electromechanical and Industrial Mechanic Trainer, 10/2/15. Retirement: Jeanne Smoczyk, Health Information Technology Instructor, 12/31/15.

Financial Report: Payroll Direct Deposit in the amount of $1,630,566.96; Accounts Payable Checks in the amount of $2,074,309.49; Refunds in the amount of $2,736,800.33; Bank Transfers in the amount of $1,947,455.47; and Direct Deposit Travel in the amount of $23,697.47 drawn on the Chippewa Valley Technical College District for the various amounts, and the Financial Reports for September 2015 as presented.

Forty-three (43) contracts for services are approved as recommended and presented on the attached list.

Ethics Code – Designation of Vice Presidents: For purposes of Wisconsin’s Code of Ethics for Public Officials and Employees, sec. 19.41 through 19.59, Stats., the Chippewa Valley Technical College District Board designates the following positions (vice presidents) and indicates its understanding that the current occupants of those positions and their successors to those positions are state public officials to whom Wisconsin’s Ethics Code applies: Vice President—Operations, Vice President—Instruction, and Vice President—Student Services. Ayes: All. Nays: None. Motion carried.

6. Action Items

A. Mr. Moist explained that the Board approved a budget in June that was based on assumptions. The college has received final numbers from the Department of Revenue and can now calculate the actual tax levy. The numbers show the highest growth ever for the district (four percent). Net new construction is higher than the last two years combined, which allows us to calculate the maximum levy at $509,397. The amount budgeted in June was $350,000. The total levy is $19,293,590, which represents a 2.71 percent increase, however the tax rate actually went down from 89.744 cents in 2014-15 to 88.635 cents in 2015-16. Motion by Dr. Schley, seconded by Ms. Bates, that the following resolution be adopted:

WHEREAS, the Chippewa Valley Technical College District Board adopted the budget for FY 2016.

NOW, THEREFORE, BE IT RESOLVED that the Chippewa Valley Technical College District Board authorizes a tax levy of nineteen million, two hundred ninety three thousand, five hundred ninety ($19,293,590) on the full value of the taxable property of the District, as certified to it by the Wisconsin Department of Revenue, for the purpose of making capital improvements, acquiring equipment, operating and maintaining the schools of the District, and for the retirement of previously approved District indebtedness for the fiscal year beginning July 1, 2015, and
BE IT FURTHER RESOLVED that the Chippewa Valley Technical College District Board, pursuant to s.38.16, Wis. Stats., authorizes that the aforementioned amount of levy be spread proportionately on the tax rolls for the collection in each city, village, and town, or portion thereof within the District boundaries, and that the respective clerks be informed of this action prior to the last working day in October 2015, or ten days after receipt of District valuation, whichever is later. Ayes: All. Nays: None. Motion carried.

B. Tracy Drier presented the 2014-15 procurement report. She explained that each year the college has to prepare a review of all annual procurements of $50,000 or less of similar goods, supplies, or services from a single vendor to determine if a more competitive process should be used in succeeding years. There was one vendor that surpassed the $50,000 limit. Purchases from that vendor will be monitored in the future. Motion by Ms. Southard, seconded by Mr. Walton, that the following resolution be adopted:


7. Board Chairperson’s Report

A. Ms. Garcia and Dr. Schley provided a verbal report of the sessions they attended, of potential value to CVTC, at the ACCT annual conference in San Diego. Materials from the conference were circulated, and some content will be posted on the board website when it becomes available. They indicated that the sessions they attended were informative and they felt it was an excellent networking experience.

B. Mr. Bartels will represent the Board at the River Falls graduation ceremony on December 14 and Ms. Mathews will represent the Board at the Eau Claire graduation ceremony on December 15.

C. Ms. Johnson will explore restaurants in the Chippewa Falls area for the Board holiday dinner.

8. President’s Report

A. Ms. Vanderwyst reviewed the Business & Industry (B&I) annual report. Total revenue is down from last year, but the number of businesses with whom we’ve contracted has increased and the number of incumbent workers trained has increased. Revenue and run rate for professional development seminars is up, but the number of attendees is down. Opportunities for growth this year include a new EM/IM lab in the East Annex where training will be offered through automated manufacturing and fabrication workforce advancement training grants and a new transformational leadership and coaching course has been added in the Critical Core Manufacturing Skills training. There will be an open house in the EM/IM Lab in the East Annex on October 29 from 3 to 5 p.m. Board members are invited.
B. Shelly Olson explained that the Health Education Center (HEC) was built using Applied Technology Center funding which allowed technical colleges to borrow $5 million (instead of $1 million). The Applied Technology Center statute has sunsetting, however, the requirement to submit a report to the district board and System Office remains in effect. The report was included in the agenda packet for review. Ms. Olson pointed out there was a large increase in the number of patient visits in the dental clinic. She explained this was due to having two dental residents.

C. Mr. Barker reviewed the college’s Credit for Prior Learning (CPL) program. He explained that students can earn college credits for knowledge and skills gained from previous college courses, military training, work experiences, and volunteer experiences. Students fill out an interest form online and once they are successful in proving CPL they are billed $30 per credit. CPL is new to the WTCS and has been added as a new outcome criteria.

D. Mr. Huffcutt explained that the college did an RFP for health insurance this fall and received two viable, competitive proposals: one from Security Health (our current provider) and one from WEA Trust. The President’s Cabinet will review the proposals and make a decision next week.

E. Mr. Huffcutt reported that the St. Croix Valley Business Incubator (SCVBI) was successful in securing an EDA grant. One condition of the grant is that CVTC be designated as a co-applicant of the grant instead of as a tenant. The Board supported CVTC being designated as a co-applicant.

F. Mr. Barker reported on the following items:

- Higher Learning Commission (HLC) On-Site Review Team was on campus October 19 and 20. He thanked Board members for attending the dinner meeting on the 19th.
- Timm Boettcher, CEO of Realityworks, wrote articles for two national welding publications and mentioned CVTC in both of them.
- The Foundation Directors from the WTCS colleges attended a meeting at the Energy Education Center (EEC) October 14-15. The EEC was featured as an example of how Foundations can get into property management.
- Senate Committee on Economic Development held a listening session in Menomonie on October 12. Representatives from Xcel Energy and Momentum West spoke in support of education.
- The University of Wisconsin System held listening sessions on October 14 at UW-Eau Claire. Mr. Barker spoke on the value of the UW system for research and for attracting young people from outside the state.
- Northwest Wisconsin Engineering Consortium event was held at OEM Fabricators in Baldwin to celebrate the new engineering programs being offered at UW-Eau Claire, UW-Stout, and UW-River Falls.
- Many events were held at the EEC in the last month: ribbon cutting, open house, retiree recognition, community breakfast, and many tours.
- A Manufacturing Day was held at MEC on October 2. Over 125 high school students attended. They toured the labs at MEC then were bussed to
different manufacturing companies in the area. Governor Walker also attended and visited with the students and faculty in the labs.

- A Career Fair was held on October 14. Over 150 employers participated at four campuses.
- Safety Day was held in Chippewa Falls on October 8. Approximately 85 people attended.
- Met with area school board presidents (Chippewa Falls, Eau Claire, and Altoona) on September 21 to discuss ways to advocate for the school districts.

9. There were no announcements or requests.

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

11. The meeting adjourned at 7:53 p.m.

Recorded by: Gabriel R. Garcia
Submitted by: Gwen Southard, Secretary
Executive Assistant to the President Chippewa Valley Technical College District Board

Date

Chairperson

Secretary