

**REGULAR MEETING OF THE  
CHIPPEWA VALLEY TECHNICAL COLLEGE DISTRICT BOARD  
CVTC Business Education Center – Room 100A**

**February 24, 2022**

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 February 17, 2022.

1. Roll Call: Present: Colleen Bates, Paul Bauer, Tim Benedict, Greg Doverspike, Erin Garney, Ramona Mathews, Mike Noreen, Paul Schley and Justin Zoromski.

Also Present: Sunem Beaton-Garcia, Lauren Sullivan, Tam Burgau, Lynette Livingston, Shelly Olson, Kirk Moist, Tom Lange, Joni Geroux, Karen Kohler, Shana Schmidt, Jeff Sullivan, Sara Nick, Jerry Moldenhauer, Alisa Schley (virtual), Rachel Leonard (virtual), Kelly Childs, Brenda Catt, Emily Dittner, Becky Hicks, Lisa Arendt, Kathy Yeager, Melody Brennan, Jeremy Turner, Tianna Buchholtz, Malia Bernhardt, Jesse Erdman, and Chelsea Faldet.

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

3. Rachel Leonard gave the Student Association report. She shared the “Scholar-sips” event held at both Eau Claire and River Falls campuses were successful. Students were able to get answers to questions about the application process, help with reviewing their responses, and assistance in faculty reference search while they sipped on a mock-tail. Candy was distributed to students for Valentine’s Day. The student leadership academy applications closed last week, and over 40 students have applied. The Wisconsin Student Government Legislative Seminar took place this week in Madison. Attendees learned how to speak with legislators and advocate for students. The topics for the WSG position paper consist of investing in Open Educational Resources, improving Wisconsin grants, and allowing technical colleges to offer associates of arts of science degrees.

Kelly Childs and Brenda Catt are accounting instructors at CVTC. They shared information about the Volunteer Income Tax Assistance, or VITA, program. CVTC students work as the volunteers, assisting anyone with earnings of \$58,000 or less. The sites are managed by the IRS, operated by partners and staffed with volunteers. The program averages about 350 tax returns each year. Royal Credit Union manages the schedule and signups. Kathy Yeager is a student in the VITA class. Her experience has been very positive and of a wide variety. The VITA program is currently offered at CVTC and Western Dairyland since the pandemic.

Melody Brannen is the interim associate dean of business, arts and science. She introduced Emily Dittner and Becky Hicks, cosmetology instructors at CVTC. Ms. Hicks shared information about barber and cosmetology. She provided a video of how cosmetology has adapted through the pandemic and how CVTC has led the way for cosmetology that other WTCS colleges have modeled. The program is at full enrollment, with 25 new students that started in August. They offer a full nail technician program. Jeremy Turner, Tianna Buchholtz, Malia Bernhardt, Jesse Erdman, and Chelsea Faldet

are students that shared their experiences in the cosmetology program. All of the students are club members, and they provided a walkthrough and tour of their classroom and learning spaces.

Shana Schmidt, Director of College Effectiveness, gave the Revealing Institutional Strengths and Challenges (RISC) report. She provided an overview of the student surveys that CVTC uses and what each survey measures. RISC focuses on identifying where students experience obstacles in their education so colleges can target interventions accordingly. She shared 43% of students reported work issues (above benchmark); transportation to campus issues decreased slightly compared to 2018; Family issues and transportation to campus issues were both below the benchmark percentage; and the largest increase from 2018 to 2021 was health and disability issues. She shared 4% fewer students reported challenges with finances and financial aid from 2018 to 2021; the number of students reporting challenges across all areas related to finances and financial aid decreased from 2018 to 2021; and 37% of students report challenges in paying for college and living expense issues (higher than the benchmark but lower than 2018 results). Student success in courses showed that 5% more students indicated challenges in course success compared to 2018; despite the increase from 2018, CVTC is still 11% below the benchmark; 30% of students reported issues with online classes, an increase of 8% from 2018; and online class issues are 11% lower compared to benchmark colleges. Academic support services reflected most challenge areas remained steady compared to 2018 and was 14% below the benchmark in the academic support services category and below the benchmark in all sub-categories as well. Ms. Schmidt shared Student Central and Student Life office usage remained steady from 2018 to 2021; there was a 5% decrease in students reporting using tutoring services compared to 2018; a 4% increase in students reporting using disability services compared to 2018; and significantly below benchmark for Student Central (information) and Academic Services office usage and significantly above for Student Central (academic advising). Lastly, she shared the student-administration interactions showed Students reported an increase in availability of staff in 4 of the 5 office areas from 2018 to 2021. Students reported a decrease in staff concern about addressing their issues in all 5 offices compared to 2018. Interactions were significantly above the benchmark for all 3 types of interactions in Student Central (academic advising). Students reported an increase in effectiveness of their issues being addressed in all 5 offices compared to 2018.

4. Jerry Moldenhauer had a public comment about strategic planning.
5. Motion by Dr. Schley, seconded by Mr. Doverspike, 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 Regular Board Meeting of January 27, 2022.

Personnel Matters – Employment: Adjunct Instructors as listed; Mary Styer, Custodian, 2/9/2022; Sergio Velasquez Student Success Specialist- Diversity 3/7/2022.  
Resignations: Ellyn Praznik, Academic Advisor, 2/4/2022; Rochelle Holmes College Navigator – Menomonie, 1/21/2022; Jeffrey Frederick, Truck Driving -Instructional Assistant II, 2/18/2022; Lydia Dalton, Marketing Specialist -Events, 1/28/2022.

Retirements: Robert Bauer, Machine Tool Technician, 6/3/2022; Geri Gamroth, Payroll Administrator, 7/29/2022; Gilbert Holzem, Maintenance Technician III, 4/1/2022; Thomas Gunderson, Criminal Justice Law Enforcement Instructor, 5/23/2022.

Financial Report: Payroll Direct Deposit in the amount of \$1,773,900.24; Accounts Payable Checks in the amount of \$5,665,726.35; Refunds in the amount of \$2,483,204.31; Bank Transfers in the amount of \$3,527,949.14; and Direct Deposit Travel in the amount of \$41,215.04 drawn on the Chippewa Valley Technical College District for the various amounts, and the Financial Reports for January 2022 as presented.

Ten (10) contracts for services are approved as recommended and presented on the attached list. Ayes: All. Nays: None. Motion carried.

6. Action Items

A. Jeff Sullivan, Dean of Apprentices, Engineering, Manufacturing and IT, shared the program concept for IT Desktop Support Technician. He shared the IT Desktop Support Technician program prepares students to be the first-line technical support for PC Users encountering software, hardware and systems challenges. Students are trained to troubleshoot personal computer issues, install, support and maintain hardware and software. Students will work in a hands-on learning environment which teaches students the ability to support new technologies, repair workstations, perform upgrades and basic network concepts. Mr. Sullivan shared results from a survey to local employers showed strong support for the program, with positions open in the next 3-5 years. The program will utilize existing IT networking faculty, use existing equipment and classrooms, and have an annual operational budget for supplies of roughly \$5000 per year. He concluded that the program would focus on entry level job skills for entry into Information Technology Hardware support, and the program development is supported by the Program Advisory Committee and area employers. Motion by Mr. Bauer, seconded by Ms. Bates, that the following resolution be adopted:

BE IT RESOLVED that the Chippewa Valley Technical College District Board approves the submission of the project concept review for IT Desktop Support Technician to the Wisconsin Technical College System Board. Ayes: All. Nays: None. Motion carried.

7. Board Chairperson's Report

- A. Ms. Mathews asked the Board to provide any updates to the Board goals and objectives. The areas of measurement include advocacy, financial responsibility, leadership and residential facility. The Board would like CVTC leadership to continue to explore housing for CVTC students.
- B. Four applications were received, and the Board Appointment Hearing is scheduled for Tuesday, March 15 at 9am at the Business Education Center room 100A.
- C. Ms. Mathews reminded the Board to think of a nomination for the Boards Association Officer Nominations Request 2022.

8. College Update

- A. Mr. Moist presented a budget preview. He shared the fiscal 2023 calendar moved forward by one month, need to take into consideration inflation, the CPI used for wages is 4.7 percent, 2023 is an expansion year with 22 percent more space, and will include provisions for strategic initiatives and wage adjustments (both projects are in progress). The referendum buildings are priority until November. The Business Education Center backfill has many components and cost estimates being developed. River Falls campus has at least two paths; new projects must be approved by WTCS before any borrowing can occur, and the spring borrowing can be for equipment and infrastructure only.
- B. President's Report  
Dr. Beaton-Garcia reported on the following:
- Mr. Zoromski, Karen Kohler and Dr. Beaton-Garcia visited Thorp on Thursday, February 3 and met with Brandon Haas from Haas Sons, Inc., and Brent Lato from Thorp Equipment.
  - CVTC participated in the Home and Garden Show this past weekend. Students from the horticulture and residential construction programs were involved at the event.
  - Dr. Beaton-Garcia participated in a hands-on tour of PMI in Bloomer with Senator Tammy Baldwin earlier this week.
  - SWIM Digital conducted strategic planning workshops February 9-11. SWIM visited all CVTC campuses and held two community partner workshops, a student workshop, and four workshops for CVTC faculty and staff. Further workshops are being offered in the next two weeks virtually for anyone that was unable to attend earlier this month.
  - The Spring High School Connections meeting was held at CVTC's Manufacturing Education Center on Feb. 16. SWIM Digital also held a workshop with this group.
  - The CVTC Alumni Association hosted a fundraiser at the Growler Guys. 20% of all sales went back to the alumni association.
  - Chippewa Valley Rally in Madison very successful.
  - Legislative update on bill 973- youth apprenticeship and third-party instructors.
9. Ms. Mathews reminded the Board to complete the Plus/Delta Evaluation
10. Mr. Zoromski is requesting to reschedule the March Board meeting. It conflicts with the Eau Claire Chamber Annual Meeting. The meeting will be held on Thursday, March 31 at 9am at the Business Education Center.
11. Motion by Mr. Doverspike, seconded by Mr. Bauer, to move 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 (President's evaluation). Ayes: All. Nays: None. Motion carried. The meeting moved to closed session at 8:07 p.m.
12. The meeting returned to open session at 8:36 p.m.
13. The meeting adjourned at 8:36 p.m.

Recorded by:

Lauren J. Sullivan  
Executive Assistant to the President

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Date

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Chairperson

Submitted by:

Tim Benedict, Secretary  
Chippewa Valley Technical College

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Secretary