

**REGULAR MEETING OF THE
CHIPPEWA VALLEY TECHNICAL COLLEGE DISTRICT BOARD
September 29, 2022**

The meeting was called to order at 11:01 a.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 September 23, 2022.

1. Roll Call: Present: Tim Benedict, Greg Doverspike, Erin Greenawald, Mike Lea, Ramona Mathews, Mike Noreen, Monica Obrycki, Paul Schley and Justin Zoromski.

Also Present: Sunem Beaton-Garcia, Lauren Sullivan, Tam Burgau, Kirk Pelikan, Lynette Livingston, Joni Geroux, Karen Kohler, Kirk Moist, Stephanie Esser, Jen Anderegg, Caleb Cornelius and Bandi Henke.

2. Motion by Mr. Zoromski, seconded by Mr. Noreen, to approve the agenda as presented. Ayes: All. Nays: None. Motion carried.

3. Reports/Forums
Jennifer Anderegg, Senior Director of Enrollment Services, reviewed the Board Quick Facts for Fall 2022.

4. Bandi Henke had a public comment on the future of electrical power distribution program.

5. Motion by Mr. Noreen, 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 Organizational & Regular Board Meeting of August 25, 2022.

Personnel Matters – Employment: Adjunct Instructors as listed; Matthew Bartow, Residential Construction Management Instructor LTE, 9/19/2022; Sara Becker, Talent & Culture Associate, 9/12/2022; Stephanie Goetz, Talent Acquisition Associate LTE, 9/19/2022; Connie Higgins, Disability Services Specialist, 10/10/2022; Amanda Holmberg, Architectural Structural Design Instructor, 8/26/2022; Eric Kinneberg, Full-Stack Web Developer, 10/10/2022; Tracy Kurshinsky, Physical Therapist Assistant

Instructor LTE, 9/27/2022; Kristy Prunty, Continuing Education Assistant, 9/19/2022; Rachael Stilp, Foundations of Teacher Education Instructor, 8/26/2022; Sawyer Sturz, High School Academy Specialist Advisor, 9/6/2022; Karla Svedarsky, Science Instructor, 8/24/2022; Anne Weber, Student Recruitment Coordinator, 9/21/2022. Resignations: James Krouse, Automation Engineering Technology Instructor, 8/23/2022; Gita Sawalani, Psychology Instructor, 9/7/2022; Michael Beilke, Desktop Services Technician, 9/21/2022; Kristy Higley, Residential Construction Management Inst LTE, 9/16/2022. Retirements: Kirk Moist, Vice President of Finance & Facilities, 4/3/2023; Gary Johnson, Automation Engineering Technology Instructor, 12/20/2022; Hans Mikelson, Manufacturing Engineering Technologist Instructor, 5/26/2023.

Financial Report: Payroll Direct Deposit in the amount of \$2,015,859.14; Accounts Payable Checks in the amount of \$4,620,058.48; Refunds in the amount of \$62,204.89; Bank Transfers in the amount of \$2,329,109.85; and Direct Deposit Travel in the amount of \$37,799.71 drawn on the Chippewa Valley Technical College District for the various amounts, and the Financial Reports for August 2022 as presented.

Seventeen (17) contracts for services are approved as recommended and presented on the attached list. Ayes: All. Nays: None. Motion carried.

6. Action Items

A. Stephanie Esser, Executive Dean of Business, Arts and Sciences, presented the concept review for the Massage Therapy Technical Diploma. This program will provide training for a professional career in massage therapy, where students will gain knowledge of human anatomy with a focus on the musculoskeletal system. Students will be trained in key massage therapy techniques and applications and will be prepared to take exams for the Wisconsin Department of Safety and Professional Services Massage Therapy and Bodywork license. Employers shared the need for Massage Therapists in the CVTC District is growing. The requests for services have increased in our area, and individuals are focusing more on mental health and wellbeing. The need for this program to exist at CVTC is to provide continued education for licensing and improved patient care. The starting wage is \$20.74 per hour. The resources needed include one full time program director/instructor and one adjunct instructor, a refreshed space in the Business Education Center, massage tables and chairs, and additional program supplies. Motion by Dr. Schley, seconded by Ms. Greenawald, that the following resolution be adopted:

BE IT RESOLVED that the Chippewa Valley Technical College District Board approves the submission of the program concept review for Massage

Therapy Technical Diploma to the Wisconsin Technical College System Board.
Ayes: All. Nays: None. Motion carried.

- B. Stephanie Esser, Executive Dean of Business, Arts and Sciences, presented the concept review for the Aesthetician Technical Diploma. Aestheticians are skin care specialists who perform a variety of facial and body treatments to help their clients maintain the health and appearance of their skin. Students will learn to perform basic facials, spa body treatments, waxing, hair removal and other specialized skin treatments. Students will prepare for the licensure exam administered by Wisconsin Department of Safety and Professional Services. The starting wage is \$17.83 per hour. The resources needed include one full time program director/instructor, one adjunct instructor, classroom space at the Business Education Center, annual operational supplies budget is \$10,000-\$18,000 for minor equipment and supplies, and students will offer services to the public for a fee. Motion by Dr. Schley, seconded by Mr. Doverspike, that the following resolution be adopted:

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

- C. Karen Kohler, Vice President of Institutional Advancement, shared the Foundation Board approved the proposed commemorative philanthropic naming opportunities for the Emergency Service Education Center and the Transportation Education Center. Motion by Dr. Schley, seconded by Mr. Doverspike, that the following resolution be adopted:

WHEREAS, Chippewa Valley Technical College's Commemorative Philanthropic Naming Opportunity Policy allows opportunities to recognize and honor individuals, businesses, and groups for providing funding to support CVTC buildings, facilities, rooms, and equipment; and

WHEREAS, the named individuals and organizations are strong supporters of Chippewa Valley Technical College and have pledged amounts toward the Emergency Service Education Center and Transportation Education Center classrooms, labs, and common spaces qualifying them for naming opportunities;

THEREFORE, BE IT RESOLVED by the Chippewa Valley Technical College District Board that in accordance with the College's Commemorative Philanthropic Naming Opportunity Policy, the naming opportunities are approved as presented. Ayes: All. Nays: None. Motion carried.

7. Board Chairperson's Report
 - A. Ms. Obrycki provided a summary of updates from the Foundation Board meeting that took place earlier today.
 - B. The October Board Meeting will be Tuesday, October 18 at 5:30 p.m.
8. Motion by Ms. Greenawald, seconded by Mr. Benedict, to move to Executive Session to discuss Wis. Stats. 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (housing). Ayes: All. Nays: None. Motion carried. The meeting moved to closed session at 12:04 p.m.
9. The meeting returned to open session at 12:33 p.m.
10. Board Retreat
 - A. Professional Development
Joni Geroux, Vice President of Strategic Communications and Community Engagement, reviewed media etiquette and training with the Board.

Kirk Pelikan reviewed provisions of law that applies to the Board.
 - B. Talent & Culture
Tam Burgau, Vice President of Talent and Culture provided an employer of choice update on attracting and retaining employees at CVTC.
 - C. Ms. Mathews reviewed the results of the Board evaluation.
11. Motion by Mr. Benedict, seconded by Ms. Greenawald, to adjourn. Ayes: All. Nays: None. Motion carried. The meeting adjourned at 2:13 p.m.

Recorded by:

Submitted by:

Lauren Sullivan

Tim Benedict, Secretary

Executive Assistant to the President & Board

CVTC District Board

Ramona Mathews, Chairperson
CVTC District Board

Date