

**MINUTES OF THE
REGULAR MEETING OF THE BOARD OF DIRECTORS
OF SOUTHWEST WISCONSIN TECHNICAL COLLEGE
AUGUST 22, 2013**

The Board of Southwest Wisconsin Technical College met in public session of a regular meeting commencing at 7:02 p.m. on August 22, 2013, in Rooms 492-493, College Connection, on the District Campus located at 1800 Bronson Boulevard in the City of Fennimore, Grant County, Wisconsin. The following members were present:

Melissa Fitzsimons, James Kohlenberg, Diane Messer, Darlene Mickelson, Russell Moyer, Eileen Nickels, Chris Prange, Rhonda Sutton, and Donald Tuescher

Others present for all or a portion of the meeting included Dr. Duane M. Ford, College President; College Staff: Ken Bartz, Laura Bodenbender, Karen Campbell, Kristal Davenport, Sue Reukauf, Karl Sandry, Phil Thomas, Caleb White, and Kris Wubben. Public present included Morna Foy, WTCS President; Paul Gabriel, WTC District Boards Association Executive Director; Connor Smyth, WTCS Director of Strategic Partnerships and External Relations; and Rob Callahan, Fennimore Times.

Chairperson Nickels called the meeting to order. Proof of notice was given as to the time, place, and purpose of the meeting. The following is the official agenda:

BOARD MEETING NOTICE/AGENDA

Thursday, August 22, 2013

6:15 p.m. – Light Supper

7:00 p.m. – Regular Board Meeting

Room 492-493 – College Connection

OPEN MEETING

The following statement will be read: “The August 22, 2013, regular meeting of the Southwest Wisconsin Technical College Board is called to order. This meeting is open to the public and in compliance with State Statutes. Notice of the meeting has been sent to the press and posted on campus and in the City of Fennimore in an attempt to make the general public aware of the time, place and agenda of the meeting.”

- A. Roll Call
- B. Reports/Forums/Public Input
 - 1. Morna Foy, Wisconsin Technical College System President
 - 2. Paul Gabriel, WTC District Boards Association Director

CONSENT AGENDA

- A. Approval of Agenda
- B. Minutes of the Annual Meeting of July 8, 2013
- C. Financial Reports

1. Purchase Orders Greater than \$2,500
2. Treasurer's Cash Balance
3. Budget Control
- D. Contract Revenue
- E. Personnel Items

OTHER ITEMS REQUIRING BOARD ACTION

- A. Professional Staff Association, AFT-Wisconsin Collective Bargaining Agreements
 1. Full-time Academic Staff
 2. Regular Full-time and Regular Part-time Support Staff
- B. First Reading of Board Policy 3.4: Budgeting/Forecasting
- C. Health Information Technology Approval

BOARD MONITORING OF COLLEGE EFFECTIVENESS

- A. Public Safety Report
- B. Staffing Update

INFORMATION AND CORRESPONDENCE

- A. Enrollment Report
- B. Chairperson's Report
- C. College President's Report
- D. Other Information Items

ESTABLISH BOARD AGENDA ITEMS FOR NEXT MEETING

- A. Agenda
- B. Time and Place

ADJOURN TO CLOSED SESSION

- A. Consideration of adjourning to closed session for the purpose of
 - (1) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargains reasons require a closed session. {Wis.Stats.19.85(1)(e)}
- B. Approval of Closed Session Minutes of June 20, 2013

RECONVENE TO OPEN SESSION

- A. Action, if necessary, on Closed Session Items

ADJOURNMENT

{Facilities at Southwest Tech are handicap accessible. For all accommodations call 608-822-2400 or 608-822-2401 to reach the Director of Facilities, or e-mail accom@swtc.edu}

Morna Foy, Wisconsin Technical College System (WTCS) President, provided an update on Wisconsin Fast Forward (WFF) grant program, Performance-Based Funding (PBF), categorical grants, and the Career Pathways Model. The Department of Workforce Development's (DWD) WFF program will provide \$7 million per year in

training grants. This fall, DWD will announce the grant guidelines and application process.

The PBF model is in the development stage with a national consulting firm engaged to assist. Beginning fiscal year 2015, the WTCS will receive an increase of \$5 million in general state aid, which is tied to PBF. The consulting firm met with the WTCS colleges' leadership and is planning sessions for stakeholder groups and state legislators. District Board members will have an opportunity to contribute to the PBF discussion at the November District Boards Association meeting.

The WTCS Office is improving the process for distribution of GPR categorical grants for next fiscal year. The application notification process for the GPR grants is delayed until November this year. The WTCS Office continues to work on the Career Pathways Model, which focuses on both lower-skilled adults and high school students to help them earn the postsecondary credentials they need to successfully compete for higher-skilled jobs.

An update on the District Boards Association was provided by Paul Gabriel, Executive Director. Mr. Gabriel complimented the Board on their engagement with the Boards Association and congratulated Russ Moyer on his role as the statewide President of the Association. Don Tuescher is serving as the co-chair of the Human Resources Committee and Rhonda Sutton presented an award at the July Association meeting. Upcoming events for the Boards Association include strategic planning with the Boards Association Executive Committee and the legal issues seminar in November.

Mr. Gabriel provided an overview on the proposed legislation (AB 177) to move the Wisconsin Technical College System from the tax rolls and raise sales tax. This legislation would create a UW-like system with local control and local responsiveness being eliminated. This bill would limit the responsiveness the WTCS colleges afford local business and industry with their workforce needs.

After reviewing the Consent Agenda, Ms. Messer moved its approval including the August 22, 2013, agenda; July 8, 2013, Board minutes; financial reports; 24 contracts totaling \$321,430.84 in July 2013; hiring of Garry Kirk-Accounting Instructor, Gary Christiansen-Accounting Instructor, Cora Halverson-Financial Aid/Bursar, Denise Bausch-Administrative Assistant, Lori Needham-Administrative Assistant, Sara Bahl-Foundation Assistant; Danette Tessman-Health Care Success Coach/Advisor, Deb Thomas-Enrollment Specialist, Donna Marchese-Assessment Specialist, and Breanna Callahan-Student Services Support Specialist; the promotion of Stephanie Foster to Counselor; the resignation of Kari Kabat, Advisor; and the retirement of Mary U'Ren, Payroll Supervisor. Mr. Prange seconded the motion; motion carried.

Dr. Ford recommended tabling the approval of the Professional Staff Association, AFT-Wisconsin Collective Bargaining Agreements until a future meeting. Board Policy 3.4: Budgeting/Forecasting was brought to the Board for revision. Dr. Ford explained that with the removal of the 1.5 mil rate from the State Statutes, a revision to the policy was necessary. Mr. Moyer moved to approve the revision to Policy 3.4 Budgeting/Forecasting as presented. Ms. Fitzsimons seconded the motion; motion carried.

The Board heard a report on Public Safety, including Fire, EMS, Criminal Justice, and Driver Education. Kris Wubben, Criminal Justice & Driver's Education Supervisor; Ken Bartz, Lead EMS Instructor and Public Safety Coordinator; and Karl Sandry, Lead Fire Instructor provided information on Public Safety training prior to the construction of the Public Safety Complex, current trainings, and future trainings.

Prior to construction of the complex, public safety trainings were limited to basic courses with travel necessary to other locations, both in-district and out-of-district, for advanced trainings. With the building of the complex, Southwest Tech is now able to offer training for other agencies, additional law enforcement courses, enhanced props and tactical training, and firearms qualification courses. The complex has become state certified for fire testing and is offering additional motorcycle safety courses in scooter safety and three-wheel basic courses. In addition, a 1.5 hour adverse weather driving course has been developed and offered.

Future activities at the Public Safety Complex include contracting with small groups, enhancing marketing of the complex, expanding the shooting team, hunter safety courses, texting while driving training, implementing the new 680-hour law enforcement academy, safety awareness classes, and a public safety vehicle preview day. Suggestions to offer school bus training and agricultural safety training were made.

Laura Bodenbender, Human Resources Director, provided an update on College staffing. Current open positions include a limited-term Electromechanical Technology Instructor, an Advisor, a limited-term Health Care Skills Specialist, and a Payroll & Benefits Administrator. The positions are in various stages of the hiring process.

Under the Enrollment Report, preliminary enrollment figures for 2013-14 reflected a slight decrease from the previous year. The Board was asked to let Karen Campbell know if they would like to nominate any Board member for the 2014 Board Member of the Year Award.

Duane Ford provided an update on campus activities including:

- Approval from the Higher Learning Commission to offer 100 percent of courses online;
- Two migrant crews for Trelay were housed at Student Housing this summer;
- New federal initiatives and proposals for higher education have been released by the Obama Administration; and
- Exploration of the possibility of providing out-of-country learning experiences for students.

Dr. Ford informed the Board that the HVAC system and roof need to be replaced for Building 700. Business and Industry Services and the apprenticeship programs are currently housed there and will be moved out of the building. The short-term plan for Building 700 is for storage with long-term plans being explored.

Mr. Tuescher moved to adjourn to Closed Session, with Mr. Kohlenberg seconding the motion. Upon roll call vote with all members voting affirmatively, the meeting adjourned to Closed Session at 8:44 p.m.

With no further business to come before the Board, Ms. Messer moved to adjourn. Mr. Prange seconded the motion. The motion carried and the meeting adjourned at 9:02 p.m.

Darlene Mickelson, Secretary