

**MINUTES OF THE
REGULAR MEETING OF THE BOARD OF DIRECTORS
OF SOUTHWEST WISCONSIN TECHNICAL COLLEGE
MAY 1, 2014**

The Board of Southwest Wisconsin Technical College met in public session of a regular meeting commencing at 7:01 p.m. on May 1, 2014, 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, Rhonda Sutton, and Donald Tuescher

Absent: Eileen Nickels, Chris Prange

Others present for all or a portion of the meeting included Dr. Duane M. Ford, College President; College Staff: Paul Bell, Laura Bodenbender, Karen Campbell, Sue Crouch, Beth Cummins, Derek Dachelet, Kristal Davenport, Kelly Kelly, Rita Luna, Karyl Nicholson, Sue Reukauf, Gerri Reuter, Phil Thomas, and Caleb White. Public present: Steve Braun, Steve Tranel, Alan McCormick, Amanda Lindscheid, Wendy Scholbrock, Lisa Ralph, Linda Oatman, Dee Northouse, Harriett Copus, and other Fire and EMS personnel.

Vice Chairperson Kohlenberg 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, May 1, 2014

6:15 p.m. - Dinner

7:00 p.m. – Board Meeting

Room 492-493 – College Connection

OPEN MEETING

The following statement will be read: “The May 1, 2014, Board 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

BOARD MONITORING OF COLLEGE EFFECTIVENESS

- A. FY2015 Budget Update

ADJOURN TO CLOSED SESSION

- A. Consideration of adjourning to closed session for the purpose of
 - (1) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. {Wis.Stats.19.85(1)(c)}
- B. Approval of Closed Session Minutes of March 27, 2014

RECONVENE TO OPEN SESSION

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

CONSENT AGENDA

- A. Approval of Agenda
- B. Minutes of the Regular Meeting of March 27, 2014
- C. Financial Reports
 - 1. Purchase Orders Greater than \$2,500
 - 2. Treasurer's Cash Balance
 - 3. Budget Control
- D. Contract Revenue
- E. Personnel Items
 - 1. Employment
- F. 2014-15 Out-of-State Tuition Waivers
- G. Association of Community Colleges Trustees (ACCT) Membership Renewal
- H. American Association of Community Colleges (AACC) Membership Renewal

OTHER ITEMS REQUIRING BOARD ACTION

- A. Other Post-Employment Benefits (OPEB) Post Contract
- B. Bid for Cosmetology Lab Renovation Project
- C. Rental Agreement for Platteville Outreach Site

BOARD MONITORING OF COLLEGE EFFECTIVENESS

- A. 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

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}

Multiple individuals asked to address the Board during the public input agenda item. Those addressing the Board related to the Fire/EMS/Early Childhood Education Supervisor position included Steve Braun, Lancaster Fire Chief and EMS, representing the Fire and EMS Advisory Boards; Steve Tranel, representing the Grant County Firefighters Association; Alan McCormick, representing BEMS and NCRS; Amanda Lindscheid, representing Cobb, Montfort, and Highland; and Wendy Scholbrock, representing Potosi Rescue Squad. They outlined their concerns in regards to the potential elimination of this position.

Kristal Davenport and Beth Cummins, Southwest Tech Center for Teaching and Learning staff members, shared their concern with the potential elimination of the Esthetics program as it pertained to the work that has been accomplished in preparation of online delivery of Esthetics.

Beth Cummins, Professional Staff Association president, also asked the Board to take careful consideration regarding decisions related to final notices of non-renewal.

Speaking in support of the Esthetics program were Lisa Ralph, Linda Oatman, Dee Northouse, and Harriett Copus.

Caleb White, Vice President for Administrative Services, provided an update on the preliminary FY2015 budget. Mr. White informed the Board that at this early stage of the budget development process there is still a gap to balance the budget.

Mr. Tuescher moved to adjourn to Closed Session with Ms. Messer seconding the motion. Upon roll call vote where all members voted affirmatively, the meeting was adjourned to Closed Session at 7:54 p.m. The meeting reconvened in Open Session at 10:55 p.m.

After reviewing the Consent Agenda, Mr. Tuescher moved to approve the Consent Agenda including the May 1, 2014, agenda; March 27, 2014, Board minutes; financial reports; 27 contracts totaling \$231,176.57; hiring of Amy Charles as the Business & Industry Services Manager and Joshua Bedward as the Master Electrician; the waiver of out-of-state tuition of 560 credits for 20 needy and worthy students during the 2014-15 academic year; \$2,965 membership renewal to the Association of Community Colleges Trustees; and the \$3,490 member renewal to the American Association of Community Colleges. Ms. Mickelson seconded the motion; motion carried.

Laura Bodenbender, Director of Human Resources, presented a proposed modification to Other Post-Employment Benefits (OPEB). Ms. Bodenbender asked the Board to consider extending this benefit to an employee that is laid off or non-renewed and not able to retire or become an annuitant due to constraints within the Wisconsin Retirement System. The employee would be able to use this benefit to pay for health and dental premiums until the benefit has been exhausted or until the employee is re-employed and is offered medical and dental benefits. If the employee becomes employed and offered medical and dental benefits, the College benefit no longer exists, and they will be terminated from the College medical and dental plans. Mr. Tuescher moved to approve the change to Other Post-Employment Benefits (OPEB) Post Contract. Ms. Fitzsimons seconded the motion; motion carried.

Mr. White presented a recommendation to accept the bid from Midwest Buildings for the Cosmetology Renovation project. Three bids were received with the low bid received from Midwest Builders. Mr. Tuescher moved to accept the low bid from Midwest Builders, Inc., of Fennimore, WI, for the Cosmetology Renovation project in the amount of \$442,605. Ms. Messer seconded the motion; motion carried.

Caleb White requested the Board approve the rental agreement with Platteville Schools for lease of two classroom spaces. Mr. Moyer moved to approve the rental agreement for the 2014-15 lease with Platteville School District for two classrooms to be used as Southwest Tech's Platteville Outreach Site. Mr. Tuescher seconded the motion; motion carried.

Laura Bodenbender provided an update on College staffing since July 1, 2013, noting interviews are being held for the positions of Associate Dean of Extended Degree and Course Offerings and Dean of Business and General Studies.

The Board reviewed the 2013-14 Comparison FTE, FY2014 WTCS FTE Comparison, and 2014-15 Application Reports. Current year enrollment and applications for Fall 2014 enrollment reflect a slight increase.

Under the President's Report, Dr. Ford outlined the plan for "Every Day is a Day for Southwest Tech Students" where Southwest Tech staff members and other stakeholders will be making visits to businesses this coming summer.

The next Board meeting is scheduled for Thursday, May 22, 2014. The Law Enforcement Academy graduation is also that evening and the Board would like to attend the graduation ceremony. It was the consensus of the Board to hold the May 22 Board meeting after the graduation ceremony.

With no further business to come before the Board, Mr. Tuescher moved to adjourn the meeting; Ms. Fitzsimons seconded the motion. The motion carried and the meeting adjourned at 11:09 p.m.

Darlene Mickelson, Secretary