

**MINUTES OF THE
REGULAR MEETING OF THE BOARD OF DIRECTORS
OF SOUTHWEST WISCONSIN TECHNICAL COLLEGE
MAY 22, 2014**

The Board of Southwest Wisconsin Technical College met in public session of a regular meeting commencing at 7:16 p.m. on May 22, 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, Eileen Nickels, Chris Prange, and Donald Tuescher

Absent: Rhonda Sutton

Others present for all or a portion of the meeting included Dr. Duane M. Ford, College President; College Staff: Tonya Archie, Laura Bodenbender, Karen Campbell, Joyce Czajkowski, Kelly Kelly, Julie Pluemer, and Phil Thomas. Public present included Rob Callahan, Editor of The 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, May 22, 2014

5:45 p.m. – Light Supper

6:30 p.m. – Law Enforcement Academy Graduation

7:15 p.m. – Regular Board Meeting

Room 492-493 – College Connection

AMENDED AGENDA

OPEN MEETING

The following statement will be read: “The May 22, 2014, 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

CONSENT AGENDA

- A. Approval of Agenda
- B. Minutes of the Regular Meeting of May 1, 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
- F. WTC District Boards Association Annual Dues Assessment

OTHER ITEMS REQUIRING BOARD ACTION

- A. Concept Review: Supply Chain Management

BOARD MONITORING OF COLLEGE EFFECTIVENESS

- A. Status Update on 2014-15 Budget
- B. Teaching, Learning & Academic Outreach Update
- C. 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) 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 May 1, 2014

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}

After reviewing the Consent Agenda, Mr. Moyer moved to approve the Consent Agenda including the May 22, 2014, agenda; May 1, 2014, Board minutes; financial reports; 19 contracts totaling \$24,507; hiring of Richard Ammon as the Dean of Business & General Studies; retirement of Patti Obma, Nursing Instructor; and the Wisconsin Technical College District Boards Association Annual Dues Assessment in the amount of \$19,356.30. Mr. Prange seconded the motion; motion carried.

Joyce Czajkowski, Dean of Business & General Studies, and Tonya Archie, Supply Chain Management Instructor, presented the Concept Review for an associate degree program in Supply Chain Management. The associate degree program will include two internal

certificates and embedded certificates in materials management and logistics. The mean starting salary range is \$19.66 - \$23.61. Employers have already committed to scholarships and internships. The program is projected to start January 2015 and implementation expenses are grant funded through September 2016. Mr. Moyer moved to approve the Concept Review, as presented, for an associate degree in Supply Chain Management. Ms. Mickelson seconded the motion; motion carried.

Kelly Kelly, Controller, updated the Board on the FY2015 budget. Current projections reflect an enterprise fund transfer would be needed to cover \$300,000. Ms. Kelly informed the Board that performance-based funding will start with this upcoming fiscal year's budget and that 10 percent of the state aid would be based on performance-based funding. Ms. Kelly provided an overview of each of the budget funds. The final budget will be presented on June 19 for approval after a public hearing on the budget.

Julie Pluemer, Supervisor, provided the Board with an overview of Teaching, Learning & Academic Outreach. Ms. Pluemer highlighted the different functions of the department including staff development, curriculum, articulation, online learning, technology assistance, WTCS Technical Skill Attainment, K-12 initiatives, Youth Options, and Basic Education. New initiatives this year included GED boot camps, implementing the new GED Test, development of two advisory boards for community education at Platteville and Dodgeville, and development of 52 new dual enrollment opportunities for high school students. This past year the Center served over 1,500 (duplicated) high school students in dual enrollment opportunities; 52 high school students in Youth Options; 1,550 (duplicated) students in online learning; 121 individual GED testers; 310 students at the College's outreach sites; and 186 participants in college preview days.

Laura Bodenbender provided an update on College staffing noting that Richard Ammon, Dean of Business & General Studies, will begin employment with the College on June 30, 2014. Ms. Bodenbender informed the Board that the associate dean for alternative delivery position has been put on hold due to budget constraints.

The Board reviewed the 2013-14 and 2014-15 FTE Reports and the Fall 2014 application reports. Dr. Ford provided an update on the WTCS advocacy campaign; administrative restructuring; visit to Jones County, IA, Regional Educational Center, where a collaboration of public K-12 schools offer advanced Career and Technical Education courses; suggested nominating Kevin Raisbeck, Wisconsin Bank & Trust's Southwest Wisconsin Market President, for the Boards Association Distinguished Alumni Award; and provided information on Wisconsin Act 373 which requires the College to provide Board member contact information to the county clerks.

Mr. Moyer encouraged Board members to attend the July 18 District Boards Association conference where Tama Meli, retiring administrative assistant for the District Boards Association, will be honored.

Mr. Tuescher moved to adjourn to Closed Session with Ms. Fitzsimons seconding the motion. Upon roll call vote where all members voted affirmatively, the meeting was adjourned to Closed Session at 8:45 p.m. The meeting reconvened in Open Session at 9:06 p.m.

With no further business to come before the Board, Ms. Fitzsimons moved to adjourn the meeting; Ms. Mickelson seconded the motion. The motion carried and the meeting adjourned at 9:07 p.m.

Darlene Mickelson, Secretary