



Southwest Wisconsin Technical College

District Board Meeting

Regular Meeting

April 23, 2015

Held at

Southwest Tech
1800 Bronson Boulevard
Fennimore, WI

Table of Contents

Annotated Agenda.....	2
Consent Agenda.....	5
A. Approval of Agenda.....	5
B. Minutes of the Regular Board Meeting of March 26, 2015, and Special Board Meetings of March 30, March 31, April 1, and April 2, 2015	7
C. Financial Reports	20
1. Expenditures Greater Than \$2500	20
2. Treasurer's Cash Balance	21
3. Budget Control.....	22
D. Contract Revenue	23
E. Personnel Items.....	26
F. 2015-16 Out-of-State Tuition Waivers.....	27
G. 2015-16 Membership to Association for Community College Trustees	28
Other Items Requiring Board Action	32
A. Approval of Presidential Contract.....	32
B. Second Reading of Board Governance Policy 3.3: Compensation and Benefits	33
C. Request for Proposals: Enterprise Content Management (ECM) and Document Imaging Solution	35
D. Request for Proposals: Third Party Administrator for Health Insurance Program.....	35
E. Bid for NIR Instrument for Testing of Dairy Products	36
Board Monitoring of College Effectiveness	37
A. Staffing Update	37
Information and Correspondence.....	38
A. Enrollment Report	43
B. Chairperson's Report	49
C. College President's Report.....	49
D. Other Information Items.....	49
Establish Board Agenda Items for Next Meeting.....	50
A. Agenda for Regular Board meeting.....	50
B. Time and Place	50
Adjourn to Closed Session.....	51
Reconvene to Open Session	51
Adjournment.....	51

Annotated Agenda

BOARD MEETING NOTICE/AGENDA

Thursday, April 23, 2015

6:15 p.m. - Dinner

7:00 p.m. – Board Meeting

Room 492-493 – College Connection

ANNOTATED AGENDA

OPEN MEETING

The following statement will be read: “The April 23, 2015, 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

A copy of the agenda is included with the electronic Board material.

B. Minutes of the Regular Board Meeting of March 26, 2015, and Special Board Meetings of March 30, March 31, April 1, and April 2, 2015

Minutes of the March 26, 2015, regular Board meeting and the March 30, March 31, April 1, and April 2, 2015, special board meetings are included with the electronic Board material.

C. Financial Reports

1. Purchase Orders Greater than \$2,500

2. Treasurer’s Cash Balance

3. Budget Control

Each report is available electronically with all other Board material. Caleb White, Vice President for Administrative Services, will be at the meeting and available for any questions.

D. Contract Revenue

Sixteen contracts totaling \$223,121.45 in March 2015 will be presented for Board approval. The Contract Revenue Report is included with the electronic Board material.

E. Personnel Items

One employment recommendation, one transfer, one resignation, and one retirement are being presented for approval in the Personnel Report. The report is available with the electronic Board material.

F. 2015-16 Out-of-State Tuition Waivers

This is an annual procedure to obtain State Board approval for the waiver of out-of-state tuition for needy and worthy students. It is a projection of total students and credits.

G. 2015-16 Membership to Association for Community College Trustees

The 2015-16 ACCT Membership renewal invoice in the amount of \$3,054 is available electronically with all other Board material.

OTHER ITEMS REQUIRING BOARD ACTION

A. Approval of Presidential Contract

The three-year contract for Jason S. Wood to serve as president commencing on July 1, 2015, will be presented for approval.

Recommendation: Approve the three-year contract for Jason S. Wood.

B. Second Reading of Board Governance Policy 3.3: Compensation and Benefits

A revision to Policy 3.3: Compensation and Benefits was presented for the first reading at the March 26, 2015, Board meeting. The references to the collective bargaining agreements are being removed. This is the second reading of the revision to the policy and will become final upon approval by the Board. The policy is available with all other Board meeting material.

Recommendation: Approve revised Policy 3.3: Compensation and Benefits, as presented.

C. Request for Proposals: Enterprise Content Management (ECM) and Document Imaging Solution

Proposals were received and opened for an ECM and Document Imaging Solution. Vendor demonstrations were held the week of April 13, 2015. A recommendation for Board approval will be presented by Lisa Riley, Continuous Improvement/IT Supervisor, at the Board meeting.

Recommendation: (Available at the Board meeting.)

D. Request for Proposals: Third Party Administrator for Health Insurance Program

Proposals were received and opened on April 16, 2015, for RFP#1415-05, Third Party Administrator for Health Insurance Program. The proposals are being reviewed, and a recommendation will be made at the Board meeting.

Recommendation: (Available at the Board meeting.)

E. Bid for NIR Instrument for Testing of Dairy Products

Bids for Bid#1415-06 NIR Instrument for testing of dairy products to be used in the Laboratory Science Technician program were received and opened on April 16, 2015. Caleb White will present the bid summary, which is available with the electronic Board material.

Recommendation: Accept the low bid from Unity Scientific for the NIR Instrument in the amount of \$39,300.00.

BOARD MONITORING OF COLLEGE EFFECTIVENESS

A. Staffing Update

Duane Ford, President, will provide an update on College staffing at the Board meeting. A summary is available electronically with all other Board material.

INFORMATION AND CORRESPONDENCE

A. Enrollment Report

The WTCS Comparison FTE Report, 2014-15 Comparison FTE and 2015-16 Application Reports are available electronically with all other Board material.

B. Chairperson's Report

C. College President's Report

1. Follow-up on Public Safety
2. Haiti Clinical Experience
3. Health Insurance Consortium Update

D. Other Information Items

ESTABLISH BOARD AGENDA ITEMS FOR NEXT MEETING

A. Agenda

1. Proposed Budget
2. State of College Report
3. Teaching, Learning & Academic Outreach Report

B. Time and Place

Thursday, May 28, 2015, at 7:00 p.m. in Rooms 492-493, College Connection, Southwest Tech Campus

ADJOURN TO CLOSED SESSION

A. Consideration of adjourning to closed session for the purpose of

1. Discussion of Notices of Non-Renewal per 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.}

B. Approval of Closed Session Minutes of December 18, 2014; January 28, 2015; February 27-28, 2015; March 26, 2015; March 30, 2015; March 31, 2015; April 1, 2015; and April 2, 2015

RECONVENE TO OPEN SESSION

A. Action, if necessary, on Closed Session Items

ADJOURNMENT

Open Meeting

The following statement will be read: "The April 23, 2015, 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

BOARD MEETING NOTICE/AGENDA

Thursday, April 23, 2015

6:15 p.m. - Dinner

7:00 p.m. – Board Meeting

Room 492-493 – College Connection

AGENDA

OPEN MEETING

The following statement will be read: "The April 23, 2015, 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."

C. Roll Call

D. Reports/Forums/Public Input

CONSENT AGENDA

- H. Approval of Agenda
- I. Minutes of the Regular Board Meeting of March 26, 2015 and Special Board Meetings of March 30, March 31, April 1, and April 2, 2015
- J. Financial Reports
 - 4. Purchase Orders Greater than \$2,500
 - 5. Treasurer's Cash Balance
 - 6. Budget Control
- K. Contract Revenue
- L. Personnel Items
- M. 2015-16 Out-of-State Tuition Waivers
- N. 2015-16 Membership to Association for Community College Trustees

OTHER ITEMS REQUIRING BOARD ACTION

- F. Approval of Presidential Contract
- G. Second Reading of Board Governance Policy 3.3: Compensation and Benefits
- H. Request for Proposals: Enterprise Content Management (ECM) and Document Imaging Solution
- I. Request for Proposals: Third Party Administrator for Health Insurance Program
- J. Bid for NIR Instrument for Testing of Dairy Products

BOARD MONITORING OF COLLEGE EFFECTIVENESS

- B. Staffing Update

INFORMATION AND CORRESPONDENCE

- E. Enrollment Report
- F. Chairperson's Report
- G. College President's Report
- H. Other Information Items

ESTABLISH BOARD AGENDA ITEMS FOR NEXT MEETING

- C. Agenda
- D. Time and Place

ADJOURN TO CLOSED SESSION

- C. Consideration of adjourning to closed session for the purpose of
 - 2. Discussion of Notices of Non-Renewal per 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.}
- D. Approval of Closed Session Minutes of December 18, 2014; January 28, 2015; February 27-28, 2015; March 26, 2015; March 30, 2015; March 31, 2015; April 1, 2015; and April 2, 2015

RECONVENE TO OPEN SESSION

- B. 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}

B. Minutes of the Regular Board Meeting of March 26, 2015, and Special Board Meetings of March 30, March 31, April 1, and April 2, 2015

**MINUTES OF THE
REGULAR MEETING OF THE BOARD OF DIRECTORS
OF SOUTHWEST WISCONSIN TECHNICAL COLLEGE
MARCH 26, 2015**

The Board of Southwest Wisconsin Technical College met in open session of a regular meeting commencing at 7:00 p.m. on March 26, 2015, 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:

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

Absent: Melissa Fitzsimons and Rhonda Sutton

Others present for all or a portion of the meeting included Dr. Duane M. Ford, College President; College Staff: Ken Bartz, Karen Campbell, Tammie Engelke, Pam Johnson-Loy, Sue Reukauf, Karl Sandry, Phil Thomas, Krista Weber, Caleb White, and Kris Wubben.

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, March 26, 2015

6:15 p.m. - Dinner

7:00 p.m. – Board Meeting

Room 492-493 – College Connection

AGENDA

OPEN MEETING

The following statement will be read: "The March 26, 2015, 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

ADJOURN TO CLOSED SESSION

- A. Consideration of adjourning to closed session for the purpose of
 - 1. Discussion of Presidential Finalist Qualifications, Interview Content and Contract Update Relating to Presidential Search per 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.}.

RECONVENE TO OPEN SESSION

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

CONSENT AGENDA

- A. Approval of Agenda
- B. Minutes of the Board Retreat/Regular Meeting of February 27-28, 2015
- 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. Lease with Southwest Wisconsin Workforce Development Board

OTHER ITEMS REQUIRING BOARD ACTION

- A. WTCS Health Insurance Consortium
- B. WTCS Request for Approval – Remodeling of Welding Lab
 - 1. Resolution Approving Welding Lab Renovation Project
 - 2. Resolution Requesting State Board Approval of Welding Lab Renovation Project
- C. Second Reading of Board Governance Policy 4.5: College Strategic Directions
- D. First Reading of Board Governance Policy 3.3: Compensation and Benefits

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. Discussion of Preliminary Notices of Non-Renewal per 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.}
 - 2. Discussion of Dining Services per 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.}

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}

Mr. Tuescher moved to adjourn to Closed Session for discussion of presidential finalist qualifications, interview content and contract update relating to presidential search per Wis. Stats. 19.85(1)(e). Ms. Mickelson seconding the motion. Upon roll call vote with all members voting affirmatively, the meeting adjourned to Closed Session at 7:01 p.m.

The Board meeting reconvened in Open Session at 7:34 p.m. After reviewing the Consent Agenda, Ms. Messer moved to approve the Consent Agenda including the March 26, 2015, agenda; February 27-28, 2015, Board retreat/meeting minutes; financial reports; six contracts totaling \$5,056.68; and a six-month sublease agreement for the Southwest Wisconsin Workforce Development Board to rent office space at the Richland Center Outreach site. Ms. Mickelson seconded the motion; motion unanimously carried.

Caleb White, Vice President for Administrative Services, reported on the Wisconsin Technical College Employee Benefit Consortium. The College proposes to join five other Wisconsin Technical Colleges in the initial formation of the consortium. Mr. White reviewed the cost savings information with the Board and informed the Board that the College will be issuing a Request for Proposals for a third party administrator. Mr. Moyer moved to approve Southwest Wisconsin Technical College joining the Wisconsin Technical College Employee Benefit Consortium. Mr. Tuescher seconded the motion; the motion unanimously was approved.

Mr. White reviewed the proposed remodeling of the Welding Lab, Room 507. The remodeling would renovate the lab into a prep area for the remaining two Welding labs. Mr. White reported the budget is \$515,000, with the majority of the cost allocated for the exhaust system. The proposed timeline for completion is the end of the summer. Mr. Tuescher moved to approve the renovation of the Welding Lab with Mr. Kohlenberg seconding the motion. The motion unanimously was approved. Mr. Tuescher moved to approve the submission to the State Board for their approval of the renovation of the Welding Lab. Mr. Kohlenberg seconded the motion; motion was unanimously approved.

The Board reviewed the second reading of Board Governance Policy 4.5: College Strategic Directions. Dr. Ford shared that the directions were redrafted based on the comments from the Board Retreat. Ms. Messer moved to approve the revision, as presented, to Policy 4.5: College Strategic Directions. Mr. Moyer seconded the motion; the motion carried.

The first reading of a change to Board Governance Policy 3.3: Compensation and Benefits was reviewed. The change was necessary to remove references to the collective bargaining agreements. Mr. Tuescher moved to approve the first reading to the revised Governance Policy 3.3: Compensation and Benefits. Mr. Prange seconded the motion; motion carried. The policy will be brought to the April Board meeting for final approval.

Kris Wubben, Public Safety Supervisor, presented a report on Public Safety major activities and how they help the College achieve its seven Strategic Directions. Ms. Wubben

introduced staff from the department that were present including Ken Bartz, Tammie Engelke, Pam Johnson-Loy, and Karl Sandry.

Public Safety consists of criminal justice-law enforcement, emergency medical services training, fire service training, and driver education. Each area was reviewed including type of training offered and students served. Ms. Wubben reviewed efforts which have improved efficiencies, including the development of electronic CPR cards, redistribution of training sites, and addition of a computer-based training manikin. The College is the only district in Wisconsin with HeartCode BLS online classroom training with testing via voice-assisted manikins. Current and future activities include:

- aligning the delivery of programs to a more uniform structure;
- expanding the hours needed for the law enforcement academy;
- increasing the pool of EMS instructors to support expanded offerings;
- increasing professional development opportunities for fire instructors to enhance the quality of instruction;
- working with UW-Whitewater to offer online driver education instructor training;
- evaluating the need for programming in fire/medic and paramedic; and
- improving processing efficiency, record retrieval, and cross training to allow for exceptional customer service.

Krista Weber, Director of Human Resources, provided an update on College staffing. Ms. Weber noted the Farm Business & Production Management Instructor, Electrical Power Distribution Instructor, Electrical Power Distribution Lab Assistant, Career Services Manager, Evening Custodian, Electromechanical Technology Instructor, Instrumental & Controls Technology/Electromechanical Instructor, and Midwife Clinical Coordinator positions are in various stages of the hiring process.

The Board reviewed the enrollment reports which reflected a five percent decrease in FTEs compared to last fiscal year and a decrease of 2.5 percent in applications for Fall 2015.

Dr. Ford shared the following in the President's Report.

- The College is working with the WiSys Technology Foundation to develop an intellectual property management agreement. WiSys is an organization that manages intellectual property for the UW System, except for UW-Madison and UW-Milwaukee.
- The College is participating in the experimental site initiative through the U.S. Department of Education, which allows the College to award financial aid to students seeking to receive credit for prior learning.
- Southwest Tech was awarded \$837,000 (requested \$893,000) in FY16 GPR Grants from the Wisconsin Technical College System.
- The State Board delayed action on setting 2015-16 tuition. Tuition and material fee rates for Summer 2015 were set at a rate equal to 2014-15. Rates for Fall and Spring will be adjusted depending on State Board and Legislative action.

Under Other Information, Mr. Moyer reminded the Board of the upcoming District Boards Association Spring meeting and provided an update on the search for the District Boards Association Executive Director position.

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 8:28 p.m. The Board meeting reconvened in Open Session at 8:46 p.m. with no action taken.

With no further business to come before the Board, Mr. Moyer moved to adjourn the meeting with Mr. Kohlenberg seconding the motion. The motion carried and the meeting adjourned at 8:46 p.m.

Darlene Mickelson, Secretary

**MINUTES OF THE
SPECIAL MEETING OF THE BOARD OF DIRECTORS
OF SOUTHWEST WISCONSIN TECHNICAL COLLEGE
MARCH 30, 2015**

The Board of Southwest Wisconsin Technical College met in open session of a special meeting commencing at 3:45 p.m. on March 30, 2015, in Conference Room 303, Kramer Administration Building, 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 (joined at 3:55 p.m.)

Others present for all or a portion of the meeting included Presidential Finalist Candidate Kevin Bernhardt and Presidential Search Consultant Marion Smith.

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:

**SPECIAL BOARD MEETING NOTICE/AGENDA
March 30, 31, and April 1, 2015**

Some Board members, which may, at times, constitute a majority of the Board, will be on campus to attend the various events for the Presidential Finalist interviews/activities each of the three days. No Board action will be taken except as noticed below. The Presidential Finalist Interview Schedule is:

8:00 – 9:15 a.m.	Breakfast with Community/Economic Development Representatives (By Invitation Only)
9:30 – 11:00 a.m.	College Tour
11:15 a.m. – 12:00 p.m.	Dialogue with Campus Leadership (By Invitation Only)
12:30 – 1:45 p.m.	Finalist Lunch with President Ford
2:00 – 3:30 p.m.	Forum/Meet and Greet (Public Invited)
4:00 – 5:30 p.m.	Interview with District Board
6:00 – 8:00 p.m.	Dinner with District Board
8:00 – 8:30 p.m.	Board Discussion

**Monday, March 30, 2015
3:45 p.m.**

Room 303 – Kramer Administration Building

OPEN MEETING

The following statement will be read: “The March 30, 2015, 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

ADJOURN TO CLOSED SESSION

- A. Consideration of adjourned to closed session for the purpose of
1. Review and discussion of Interview Parameters for Presidential Candidates {Wis.Stats.19.85(1)(c)(e)*}
 2. Finalist Presidential Candidate Interview {Wis.Stats.19.85(1)(c)(e)*}
 3. Discussion of Qualifications of Presidential Candidate {Wis.Stats.19.85(1)(c)(e)*}

RECONVENE TO OPEN SESSION

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

ADJOURNMENT

Ms. Fitzsimons moved to adjourn to Closed Session for review and discussion of interview parameters for presidential candidates {Wis.Stats. 19.85(1)(c)(e)}, finalist presidential candidate interview {Wis.Stats. 19.85(1)(c)(e)}, and discussion of qualifications of presidential candidate {Wis.Stats. 19.85(1)(c)(e)}. Mr. Prange seconded the motion. Upon roll call vote with all members voting affirmatively, the meeting adjourned to Closed Session at 3:45 p.m.

The Board meeting reconvened in Open Session at 7:55 p.m. With no further business to come before the Board, Mr. Prange moved to adjourn the meeting with Ms. Fitzsimons seconding the motion. The motion carried and the meeting adjourned at 7:56 p.m.

Darlene Mickelson, Secretary

**MINUTES OF THE
SPECIAL MEETING OF THE BOARD OF DIRECTORS
OF SOUTHWEST WISCONSIN TECHNICAL COLLEGE
MARCH 31, 2015**

The Board of Southwest Wisconsin Technical College met in open session of a special meeting commencing at 4:00 p.m. on March 31, 2015, in Conference Room 303, Kramer Administration Building, 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 Presidential Finalist Candidate James Eden and Presidential Search Consultant Marion Smith.

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:

**SPECIAL BOARD MEETING NOTICE/AGENDA
March 30, 31, and April 1, 2015**

Some Board members, which may, at times, constitute a majority of the Board, will be on campus to attend the various events for the Presidential Finalist interviews/activities each of the three days. No Board action will be taken except as noticed below. The Presidential Finalist Interview Schedule is:

8:00 – 9:15 a.m.	Breakfast with Community/Economic Development Representatives (By Invitation Only)
9:30 – 11:00 a.m.	College Tour
11:15 a.m. – 12:00 p.m.	Dialogue with Campus Leadership (By Invitation Only)
12:30 – 1:45 p.m.	Finalist Lunch with President Ford
2:00 – 3:30 p.m.	Forum/Meet and Greet (Public Invited)
4:00 – 5:30 p.m.	Interview with District Board
6:00 – 8:00 p.m.	Dinner with District Board
8:00 – 8:30 p.m.	Board Discussion

Tuesday, March 31, 2015

4:00 p.m.

Room 303 – Kramer Administration Building

OPEN MEETING

The following statement will be read: “The March 31, 2015, 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

ADJOURN TO CLOSED SESSION

- A. Consideration of adjourned to closed session for the purpose of
 - 1. Review and discussion of Interview Parameters for Presidential Candidates {Wis.Stats.19.85(1)(c)(e)*}
 - 2. Finalist Presidential Candidate Interview {Wis.Stats.19.85(1)(c)(e)*}
 - 3. Discussion of Qualifications of Presidential Candidate {Wis.Stats.19.85(1)(c)(e)*}

RECONVENE TO OPEN SESSION

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

ADJOURNMENT

Mr. Tuescher moved to adjourn to Closed Session for review and discussion of interview parameters for presidential candidates {Wis.Stats. 19.85(1)(c)(e)}, finalist presidential candidate interview {Wis.Stats. 19.85(1)(c)(e)}, and discussion of qualifications of presidential candidate {Wis.Stats. 19.85(1)(c)(e)}. Mr. Kohlenberg seconded the motion. Upon roll call vote with all members voting affirmatively, the meeting adjourned to Closed Session at 4:01 p.m.

The Board meeting reconvened in Open Session at 6:55 p.m. With no further business to come before the Board, Mr. Prange moved to adjourn the meeting with Ms. Fitzsimons seconding the motion. The motion carried and the meeting adjourned at 6:56 p.m.

Darlene Mickelson, Secretary

**MINUTES OF THE
SPECIAL MEETING OF THE BOARD OF DIRECTORS
OF SOUTHWEST WISCONSIN TECHNICAL COLLEGE
APRIL 1, 2015**

The Board of Southwest Wisconsin Technical College met in open session of a special meeting commencing at 4:00 p.m. on April 1, 2015, in Conference Room 303, Kramer Administration Building, 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 Presidential Finalist Candidate Jason Wood and Presidential Search Consultant Marion Smith.

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:

**SPECIAL BOARD MEETING NOTICE/AGENDA
March 30, 31, and April 1, 2015**

Some Board members, which may, at times, constitute a majority of the Board, will be on campus to attend the various events for the Presidential Finalist interviews/activities each of the three days. No Board action will be taken except as noticed below. The Presidential Finalist Interview Schedule is:

8:00 – 9:15 a.m.	Breakfast with Community/Economic Development Representatives (By Invitation Only)
9:30 – 11:00 a.m.	College Tour
11:15 a.m. – 12:00 p.m.	Dialogue with Campus Leadership (By Invitation Only)
12:30 – 1:45 p.m.	Finalist Lunch with President Ford
2:00 – 3:30 p.m.	Forum/Meet and Greet (Public Invited)
4:00 – 5:30 p.m.	Interview with District Board
6:00 – 8:00 p.m.	Dinner with District Board
8:00 – 8:30 p.m.	Board Discussion

**Wednesday, April 1, 2015
4:00 p.m.
Room 303 – Kramer Administration Building**

OPEN MEETING

The following statement will be read: "The April 1, 2015, 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

ADJOURN TO CLOSED SESSION

- A. Consideration of adjourned to closed session for the purpose of
1. Review and discussion of Interview Parameters for Presidential Candidates {Wis.Stats.19.85(1)(c)(e)*}
 2. Finalist Presidential Candidate Interview {Wis.Stats.19.85(1)(c)(e)*}
 3. Discussion of Qualifications of Presidential Candidate {Wis.Stats.19.85(1)(c)(e)*}

RECONVENE TO OPEN SESSION

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

ADJOURNMENT

Mr. Tuescher moved to adjourn to Closed Session for review and discussion of interview parameters for presidential candidates {Wis.Stats. 19.85(1)(c)(e)}, finalist presidential candidate interview {Wis.Stats. 19.85(1)(c)(e)}, and discussion of qualifications of presidential candidate {Wis.Stats. 19.85(1)(c)(e)}. Mr. Prange seconded the motion. Upon roll call vote with all members voting affirmatively, the meeting adjourned to Closed Session at 4:01 p.m.

The Board meeting reconvened in Open Session at 7:55 p.m. With no further business to come before the Board, Ms. Mickelson moved to adjourn the meeting with Mr. Prange seconding the motion. The motion carried and the meeting adjourned at 7:56 p.m.

Darlene Mickelson, Secretary

**MINUTES OF THE
SPECIAL MEETING OF THE BOARD OF DIRECTORS
OF SOUTHWEST WISCONSIN TECHNICAL COLLEGE
APRIL 2, 2015**

The Board of Southwest Wisconsin Technical College met in open session of a special meeting commencing at 6:00 p.m. on April 2, 2015, in Conference Room 303, Kramer Administration Building, 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 Presidential Search Consultant Marion Smith.

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:

**SPECIAL BOARD MEETING NOTICE/AGENDA
Thursday, April 2, 2015
6:00 p.m.
Room 303 – Kramer Administration Building**

OPEN MEETING

The following statement will be read: "The April 2, 2015, 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

ADJOURN TO CLOSED SESSION

- A. Consideration of adjourned to closed session for the purpose of
 - 1. Discussion of qualifications of the Presidential Candidates and Individual Employment Contract {Wis.Stats.19.85(1)(c)(e)*}

RECONVENE TO OPEN SESSION

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

ADJOURNMENT

*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.}

*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.}

{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}

Ms. Fitzsimons moved to adjourn to Closed Session for discussion of qualifications of the presidential candidates and individual employment contract {Wis.Stats. 19.85(1)(c)(e)}. Mr. Tuescher seconded the motion. Upon roll call vote with all members voting affirmatively, the meeting adjourned to Closed Session at 6:01 p.m.

The Board meeting reconvened in Open Session at 7:00 p.m. Mr. Tuescher moved to approve the Board Chair to proceed as directed in Closed Session relative to negotiating a contract with the identified Presidential candidate. Ms. Fitzsimons seconded the motion; motion carried. With no further business to come before the Board, Ms. Fitzsimons moved to adjourn the meeting with Ms. Messer seconding the motion. The motion carried and the meeting adjourned at 7:05 p.m.

Darlene Mickelson, Secretary

C. Financial Reports

1. Expenditures Greater Than \$2500

**SOUTHWEST WISCONSIN TECHNICAL COLLEGE
OUTSTANDING PURCHASE ORDERS GREATER THAN \$2,500
FOR THE PERIOD 03/01/2015 TO 03/31/2015**

<u>PO DATE</u>	<u>PO #</u>	<u>VENDOR NAME</u>	<u>PO AMOUNT</u>	<u>DESCRIPTION</u>
<u>GENERAL FUND</u>				
3/17/2015	6282	Napa Auto Parts	<u>10,435.16</u>	Business & Industry: Career Pathway #107 Grant: Riverdale High School
		SUBTOTAL	\$ 10,435.16	
<u>CAPITAL FUND</u>				
3/17/2015	6281	Aztec Software	<u>2,500.00</u>	GED Prep Solutions Software with 10 licenses/unlimited enrollments
		SUBTOTAL	\$ 2,500.00	
<u>ENTERPRISE FUND</u>				
		none this month		
		SUBTOTAL	\$ -	
		TOTAL	\$ 12,935.16	

2. Treasurer's Cash Balance

Southwest Wisconsin Technical College Report of Treasurers Cash Balance 03/31/2015

Liability End of Month Balances			
FICA			
Federal Withholding	-		
State Withholding	17,710.90		
Teachers Retirement	-		
Wisconsin Retirement	-		
Hospitalization	-		
Dental Insurance	-		
Credit Union	-		
Tax Sheltered Annuity			
Deferred Compensation			
American Family Insurance	-		
Foundation	-		
PSA Dues	-		
SWACTE Dues	-		
Garnishment	-		
Child Care	-		
Accrued Vacation Payable	337,323.00		
Sick Leave Payable	500,798.00		
Other (Due To)	11,937,129.33		
Total Liability Adjustment	12,792,961.23		
Beginning Treasurers Balance			6,521,602.58
Receipt			
Fund			
1 General	473,405.52		
2 Special Revenue	-		
3 Capital Projects	-		
4 Debt Service	-		
5 Enterprise	42,415.23		
6 Internal Service	467,189.99		
7 Financial Aid/Activities	323,608.58		
Total Receipts		1,306,619.32	
Cash Available			7,828,221.90
Expenses			
Fund			
1 General	1,581,390.65		
2 Special Revenue	-		
3 Capital Projects	247,842.44		
4 Debt Service	-		
5 Enterprise	62,569.75		
6 Internal Service	217,598.97		
7 Financial Aid/Activities	200,350.30		
Total Expenses		2,309,752.11	
Treasurers Cash Balance			5,518,469.79
Liability Adjustment			12,792,961.23
Cash in Bank			\$18,311,431.02

3. Budget Control

**Southwest Wisconsin Technical College
YTD Summary for Funds 1-7
For 9 Months ended March 2015**

	<u>2014-15 Budget</u>	<u>2014-15 YTD Actual</u>	<u>2014-15 Percent</u>	<u>2013-14 Percent</u>	<u>2012-13 Percent</u>	<u>2011-12 Percent</u>	<u>2010-11 Percent</u>
General Fund Revenue	24,456,000.00	22,361,129.22	91.43	84.51	87.03	87.41	81.74
General Fund Expenditures	24,756,000.00	16,060,839.65	64.88	67.95	70.62	68.41	65.19
Capital Projects Fund Revenue	2,550,000.00	2,563,176.06	100.52	101.27	102.06	101.95	94.08
Capital Projects Fund Expenditures	3,324,000.00	2,189,543.15	65.87	48.97	44.43	124.97	109.80
Debt Service Fund Revenue	5,132,000.00	178,257.41	3.47	3.62	-	-	-
Debt Service Fund Expenditures	5,180,000.00	726,669.40	14.03	13.74	11.40	12.99	18.17
Enterprise Fund Revenue	1,850,000.00	1,519,341.26	82.13	73.61	75.66	71.58	103.14
Enterprise Fund Expenditure	1,600,000.00	978,018.68	61.13	54.81	61.46	51.75	78.35
Internal Service Fund Revenue	4,100,000.00	3,027,702.62	73.85	72.83	72.74	62.36	69.59
Internal Service Fund Expenditures	4,050,000.00	3,240,227.20	80.01	75.22	71.68	77.49	76.71
Trust & Agency Fund Revenue	8,500,000.00	7,002,016.31	82.38	90.75	95.37	87.98	109.87
Trust & Agency Fund Expenditures	8,450,000.00	7,026,411.37	83.15	90.94	94.95	89.37	109.75
Grand Total Revenue	46,588,000.00	36,651,622.88	78.67	75.93	77.28	75.49	77.38
Grand Total Expenditures	47,360,000.00	30,221,709.45	63.81	65.33	65.97	70.18	70.99

D. Contract Revenue

Sixteen contracts totaling \$223,121.45 in March 2015 will be presented for Board approval. The Contract Revenue Report follows.

2014-2015 CONTRACTS

03/01/15 through 03/31/15

<u>Contract #</u>	<u>Service Provided</u>	<u>Contact</u>	<u>Number Served</u>	<u>Price</u>	<u>Exchange of Services</u> (Instructional Fees Waived)	<u>INDIRECT COST FACTOR</u>		
						<u>On-Campus</u>	<u>Off-Campus</u>	<u>Waiver</u>
03-2015-0039-I-18 University of Wisconsin-Platteville	Spring Term: Elementary Algebra	Richard Ammon	57	\$ 24,863.40	No		X	
	Spring Term: Intermediate Algebra		353	\$ 153,978.60	No		X	
03-2015-0066-I-47 Community Health Services Corporation WAT Grant #03-129-124-175	Trends & Issues-Performance Management	Amy Charles	16	\$ 735.00	No		X	
03-2015-0074-T-18 University of Wisconsin-Platteville	Use of Trainer to provide INDS 3560 Industrial Control Systems Course	Amy Charles		\$ 8,750.00	No		X	
03-2015-0091-F-41 Prosperity Southwest	Administrative & Financial Services	Amy Charles		\$ 2,072.00	No		X	
03-2015-0097-I-41 Universal Acoustic & Emission Technologies	Trends & Issues-DISC Behavioral Style Workplace Communication	Amy Charles	62	\$ 11,864.36	No		X	
			62	\$ 15,065.28	No		X	
03-2015-0098-I-41 Reilly Plumbing & Heating	Heartsaver CPR/AED	Kris Wubben	15	\$ 525.00	No		X	
03-2015-0111-I-42 Richland Center Police Department	Taser Operator Refresher	Kris Wubben	29	\$ 495.61	No		X	
03-2015-0115-I-42 Mineral Point Fire Department	Bloodborn Pathogens Heartsaver CPR/AED	Kris Wubben	28	\$ 1,120.00	No		X	
			24					
03-2015-00116 City of Boscobel	Heartsaver CPR/AED First Aid Training	Kris Wubben	20	\$ 1,100.00	No		X	
03-2015-0123-I-42 Bagley First Responders	First Responder Refresher Training	Kris Wubben	7	\$ 700.00	No		X	
03-2015-0151-I-42 Argyle EMS	BLS for Healthcare Provider-CPR Recert	Kris Wubben	11	\$ 440.00	No		X	
03-2015-0152-I-42 4-H Leaders Association	BLS for Healthcare Provider-CPR Training	Kris Wubben	4	\$ 160.00	Yes		X	

Southwest Wisconsin Technical College

<u>Contract #</u>	<u>Service Provided</u>	<u>Contact</u>	<u>Number Served</u>	<u>Price</u>	<u>Exchange of Services</u> (Instructional Fees Waived)	<u>On-Campus</u>	<u>Off-Campus</u>	<u>Waiver</u>
03-2015-0153-I-42 Cobb Fire Department	Heartsaver CPR/AED BLS for Healthcare Provider-CPR Recert	Kris Wubben	9 1	\$ 360.00 \$ 40.00	No No		X X	
03-2015-0154-I-42 Grant Regional Health Center	Hazard Material Awareness	Kris Wubben	17	\$ 444.20	No		X	
03-2015-0155-I-42 Blue River Fire Department	BLS for Healthcare Provider-CPR Recert	Kris Wubben	6	\$ 320.00	No		X	
03-2015-0157-I-41 Lil Tykes Daycare	Heartsaver CPR/AED Training	Kris Wubben	4	\$ 248.00	No		X	
TOTAL of all Contracts			725	\$ 223,281.45				
Exchange of Services			4	\$ 160.00				
For Pay Service			697	\$ 223,121.45				

E. Personnel Items

One employment recommendation, one transfer, one resignation, and one retirement are being presented for approval in the Personnel Report. The report is available with the electronic Board material.

PERSONNEL REPORT APRIL 23, 2015

Employment: NEW HIRE

Name	Matt Lansing
Title	Farm Business & Production Management Instructor
Number of Applicants and Number Interviewed	16 Applicants / 3 Interviewed
Start Date	June 2015
Salary/Wages	\$59,000
Classification	Regular Full Time Academic
Education and/or Experience	MS – Iowa State University – Professional Agriculture BS - University of Dubuque – Physical Education/Secondary Education 12 years of high school agriculture instructor experience

PROMOTIONS/TRANSFERS

Heather Fifrick	Career Services Manager
-----------------	-------------------------

RETIREMENTS / RESIGNATIONS

Kyle Ebel (Resignation 5/1/2015)	Media Technician
Marla Leibfried (Retirement 6/30/2015)	Dental Assistant Instructor

F. 2015-16 Out-of-State Tuition Waivers

This is an annual procedure to obtain State Board approval for the waiver of out-of-state tuition for needy and worthy students. It is a projection of total students and credits.

2015-16 Out-of-State Tuition Waivers Request

Southwest Wisconsin Technical College requests authority from the WTCS President to remit out-of-state tuition for 700 credits for 25 needy and worthy students during the 2015-16 academic year. The district projects 1525 FTEs (net of Community Services) for the year.

G. 2015-16 Membership to Association for Community College Trustees

The 2015-16 ACCT Membership renewal invoice in the amount of \$3,054 is available below.

Recommendation: Approve the consent agenda.

DATE: April 1, 2015
TO: Member Chancellors/Presidents
FROM: Robin M. Smith, Chair, ACCT Board of Directors
J. Noah Brown, ACCT President and CEO
SUBJECT: **2015-2016 ACCT MEMBERSHIP RENEWAL**

On behalf of the ACCT Board of Directors, we want to express our deep appreciation for the continuing support you and your board have given to your national trustee association. ACCT is driven by the needs of our members, and we continue to work hard to be your reliable and primary partner in the support of the critical work you do on behalf of your communities. We understand that the resources you dedicate to your ACCT membership are of real value to your college. We promise, as ever, to return your investment with the best services we can provide to your board and institution, including the federal advocacy efforts that have helped community colleges to attain an unprecedented level of esteem. The enclosed 2014 ACCT State of the Association report highlights what we have been able to accomplish in cooperation with and on behalf of your college last year. We look forward to realizing just as much in 2015-2016.

Please see attached the FY2016 Fee Schedule and invoice. **We urge you to check your 2014 fall total headcount for credit (full and part time) and update the invoice accordingly.**

To renew your membership, please send your payment by check with copy of the invoice to our lockbox address (ACCT, Dept. 6061, Washington, DC 20042-6061) or you can pay online using a credit card. To pay online, visit www.acct.org and click the "Pay Your Invoice" link on the home page (located just under the member login button). If you need assistance or more information, please contact us at payments@acct.org.

With your continued involvement, ACCT can continue our work as a critical partner to support you when facing tough choices and decisions to support your communities. The ACCT Board of Directors is committed to protecting your investment and guaranteeing transparency, openness, and responsiveness to you, our member boards, and trustees.

We look forward to working with you in the future to ensure the long-term success of your college and the community college system across the nation. If you have any questions, updates, or need further information, please do not hesitate to contact us at membershipupdates@acct.org.

Thank you for your support!

cc: Board Chair



**Membership
Renewal Invoice**

P.O. Number
Invoice Number 49205
Invoice Date 4/1/2015

Customer #: 3635

Dr. Duane Merlin Ford
Southwest Wisconsin Technical College
1800 Bronson Blvd
Fennimore, WI 53809-9778

Description	Unit Price	Amount
BOARD OF TRUSTEES ANNUAL DUES: JULY 1, 2015 - JUNE 30, 2016	\$3,054.00	\$3,054.00
2014 FALL DISTRICT HEADCOUNT ENROLLMENT FULL & PART-TIME CREDIT _____		
ACCT FEDERAL TAX ID #52-6120210		

NOTICE: ACCT now offers two convenient payment options:

- 1. Pay Online:** Pay your membership dues online using a credit card or ACH at www.acct.org. Click on the "pay your invoice" link on the home page.
- 2. Pay By Mail:** Return a copy of your invoice with your payment by mail to: ACCT, Dept. 6061, Washington, DC 20042-6061

Invoice Total: \$3,054.00
Amount Paid: \$0.00
CURRENT DUES: \$3,054.00

For questions regarding your invoice, please email payments@acct.org or call toll free (866) 895-2228.

MEMBERSHIP DUES FEE SCHEDULE 2015 – 2016

REGULAR MEMBERS VOTING

Fall Enrollment	United States Annual Dues (As of July 1, 2015)	Canadian/International Annual Dues (90% of U.S.)
0 - 1,000	\$2,035	\$1,831
1,001 – 4,000	\$3,054	\$2,749
4,001 – 6,000	\$4,063	\$3,657
6,001 – 8,000	\$5,086	\$4,577
8,001 – 10,000	\$5,585	\$5,026
10,001 – 15,000	\$6,114	\$5,502
15,001 – 20,000	\$6,615	\$5,953
20,001 – 30,000	\$7,111	\$6,400
30,001 – 40,000	\$7,638	\$6,874
40,001+	\$8,146	\$7,332

Annual fees for affiliation are based on total enrollment for credit (full and part-time) for the most recent fall term registration. Fees are payable July of each year in U.S. Dollars.

CANADIAN/INTERNATIONAL

Canadian/International members enjoy the same privileges and benefits as U.S. members, except for federal advocacy efforts (10% of ACCT budget), therefore the dues of Canadian and international members are set at 90% of U.S. dues.

ASSOCIATE MEMBERS (Non-Voting)

Annual Dues: \$415

This category is for state associations, state agencies and other entities not eligible to become regular voting members.

ACCT OFFERS TWO CONVENIENT PAYMENT OPTIONS:

- 1. Pay Online:** Pay your membership dues online using a credit card or ACH at www.acct.org. Click on the “pay your invoice” link on the home page.
- 2. Pay by Mail:** return a copy of your invoice with your payment by mail to: ACCT, Dept. 6061, Washington, D.C. 20042-6061

If you have any questions pertaining to your membership dues invoice, please email payments@acct.org or call (202) 775-4460.

Other Items Requiring Board Action

A. Approval of Presidential Contract

The three-year contract for Jason S. Wood to serve as president commencing on July 1, 2015, will be presented for approval. The contract will be available at the meeting..

Recommendation: Approve Southwest Wisconsin Technical College joining the Wisconsin Technical College Employee Benefit Consortium.

B. Second Reading of Board Governance Policy 3.3: Compensation and Benefits

A revision to Policy 3.3: Compensation and Benefits was presented for the first reading at the March 26, 2015, Board meeting. The references to the collective bargaining agreements are being removed. This is the second reading of the revision to the policy and will become final upon approval by the Board. The policy is available below.

Recommendation: Approve revised Policy 3.3: Compensation and Benefits, as presented.

PROPOSED 3.3 - COMPENSATION AND BENEFITS

The President shall maintain fiscal integrity and a positive public image with respect to employment, compensation, and benefits to employees, consultants, and contract workers.

Accordingly, the President may not:

1. Change his or her own compensation and benefits.
2. Provide for or change the compensation and benefits of other employees except in accordance with **policies of the Board**. ~~collective bargaining agreements entered into by the Board or in accordance with salary schedules and plans adopted by the Board.~~
3. Promise or imply permanent or guaranteed employment.
4. ~~Employ persons not covered by a collective bargaining agreement for more than one year's duration without Board approval.~~
5. Employ persons not properly certified/certifiable for the position.
6. Grant fringe benefits not approved by the Board.

Adopted: 1/24/02
Reviewed: 3/27/03, 3/22/07, 1/17/08, 10/15/10
Revised: 2/28/13

C. Request for Proposals: Enterprise Content Management (ECM) and Document Imaging Solution

Proposals were received and opened for an ECM and Document Imaging Solution. Vendor demonstrations were held the week of April 13, 2015. A recommendation for Board approval will be presented by Lisa Riley, Continuous Improvement/IT Supervisor, at the Board meeting.

Recommendation: (Available at the Board meeting.)

D. Request for Proposals: Third Party Administrator for Health Insurance Program

Proposals were received and opened on April 16, 2015, for RFP#1415-05, Third Party Administrator for Health Insurance Program. The proposals are being reviewed, and a recommendation will be made at the Board meeting.

Recommendation: (Available at the Board meeting.)

E. Bid for NIR Instrument for Testing of Dairy Products

Bids for Bid#1415-06 NIR Instrument for testing of dairy products to be used in the Laboratory Science Technician program were received and opened on April 16, 2015. Caleb White will present the bid summary, which is available below.

Recommendation: Accept the low bid from Unity Scientific for the NIR Instrument in the amount of \$39,300.00.

Bid #1415-06 NIR Instrument April 16, 2015 @ 10:00 a.m.

A public bid opening was held at 10:00 a.m. on Thursday, April 16, 2015, for an NIR Instrument for use in the Laboratory Science Technician Program. Bid specifications and information were sent to five (5) vendors. The following bids were received:

Company	Model	Amount
Unity Scientific Brookfield, CT	US-1400- DRY2	\$ 39,300.00
Foss North America Eden Prairie, MN	D52500F	48,000.00
Thermo Scientific		
Buchi		
NDC		

The U.S. Department of Labor's Employment and Training Administration has awarded \$19,999,991 under the TAACCCT grant program to be shared among the 16 colleges within the Wisconsin Technical College System (WTCS). 100% of this project equaling \$735,111 is being financed with Federal money. This is an equal opportunity program. Assistive technologies are available upon request and include Voice/TTY (711 or 800-947-6644).

Board Monitoring of College Effectiveness

A. Staffing Update

Duane Ford, President, will provide an update on College staffing at the Board meeting. A summary is available below.

Staffing Update 2014/2015 Fiscal Year

	Name	Title	Status and/or Additional Info	Effective Date	Funding Source &/or Estimated Wage Range
1	Replacement - Jenny Oyen	Administrative Asst. Public Safety	Transfer in - Tammie Engelke	TBD	Grade 4 Hourly \$16.09 - \$20.78
2	New Position	Part Time Admin. Asst. Public Safety (Even & Weekends)	New Hire - Pam Johnson Loy	7/21/2014	Grade 4 Hourly \$16.09 - \$20.78
3	Replacement - Donna Marchese	Assessment Specialist	Internal Transfer-Mary Jo Sherman		Grade 5 Hourly \$17.14 - \$22.09
4	Replacement - Pam Myhre	Associate Degree Nursing Instructor	New Hire - Christal Foreyt	8/14/2014	BS \$40,368-\$68,225 MS \$44,159-\$74,437
5	New Position	Cancer Infor Mgmnt / H.I.T. Instructor	New Hire - Stacie Kreinbrink	8/14/2014	Grant & District Funded BS \$40,368-\$68,225 MS \$44,159-\$74,437
6	Replacement - Jessica Brogley	Communications Instructor	Decision to hire adjuncts		BS \$40,368-\$68,225 MS \$44,159-\$74,437
7	New Position	Culinary Arts/Management Instructor	New Hire - Karen Bast	8/14/2014	BS \$40,368-\$68,225 MS \$44,159-\$74,437
8	New Position - Limited Term Employment (LTE)	Healthcare Lab Asst.	Position is now being shared among faculty.		Grant Funded Grade 6 Hourly \$20.74 - \$26.74
9	New Position - Limited Term Employment (LTE)	Healthcare Tutors/Study Skill Tutors/Tutor Specialist (8 Positions)	New Hires - Marcia Taddy, Clark Benson, Jeff Stauffacher, and Carla Flesch		Grant Funded Grade 6 Hourly \$20.74 - \$26.74
10	Replacement - Robert Hampton (LTE)	Electrical Power Distribution Lab Assistant	New Hire - Chase Varvil	8/14/2014	Grade 5 Hourly \$17.14 - \$22.09
11	New Position	Lab Science/Medical Lab Tech Instructor	New Hire - Linda Kious	8/14/2014	Grant Funded BS \$40,368-\$68,225 MS \$44,159-\$74,437

Staffing Update 2014/2015 Fiscal Year

	Name	Title	Status and/or Additional Info	Effective Date	Funding Source &/or Estimated Wage Range
12	New Position - Limited Term Employment (LTE)	Media Support Specialist	New Hire-Kyle Ebel	7/7/2014	Grant Funded Grade 6 Hourly \$20.74 - \$26.74
13	Replacement - Patti Obma	Nursing Assistant Instructor (1 FT or 2 PT)	New Hire - Jill Henry (1 Full time)	8/14/2014	Grant Funded BS \$40,368-\$68,225 MS \$44,159-\$74,437
14	New Position - Limited Term Employment (LTE)	General Anatomy & Physiology Instructor (PT)	Decision to hire adjunct	8/21/2014	Grant Funded BS \$40,368-\$68,225 MS \$44,159-\$74,437
15	Replacement-Dorie Hopkins Studnicka	Auto-Tutorial Lab Assistant	New Hire - Janet Giese	8/14/2014	Grade 4 Hourly \$16.09 - \$20.78
16	Replacement-Heidi Deininger Kinney	Associate Degree Nursing Instructor	New Hire - Nicole Schopf	8/14/2014	BS \$40,368-\$68,225 MS \$44,159-\$74,437
17	Replacement-Sue Elliott	Child Care Lab Assistant	New Hire - Mikayla Bryant	8/14/2014	Grade 1 Hourly \$11.89 - \$15.36
18	Replacement - Mary Jo Sherman (Transfer)	Student Services Specialist	New Hire - Jennifer Taylor	9/2/2014	Grade 2 Hourly \$14.19 - \$18.34
19	Replacement - Tammie Engelke (Transfer)	Grants Accountant	Internal Transfer - Holly Crubel	8/25/2014	Grade 6 Hourly \$21.05 - \$27.14
20	Replacement - Holly Crubel (Transfer)	Accounts Payable	New Hire - Amy Campbell	10/20/2014	Grade 4 Hourly \$16.09 - \$20.78
21	Replacement - Helen Laufenberg	Grant/Finance Accountant	Internal Transfer - Samantha Redman	8/25/2014	Grade 6 Hourly \$21.05 - \$27.14

Staffing Update 2014/2015 Fiscal Year

	Name	Title	Status and/or Additional Info	Effective Date	Funding Source &/or Estimated Wage Range
22	Replacement - Samantha Redman (Transfer)	Financial Aid Accounting/Bursar	Decision to defer replacement at this time.		Grade 4 Hourly \$16.09 - \$20.78
23	New Position	Online Specialist	New Hire - Amy Poteet	1/12/2015	Grant Funded the first year, then District Funded Grade 7 Salaried Professional \$52,190 - \$70,611
24	Replacement - Kathy Witzig (Retirement)	Counselor	New Hire - Heather McIlmans	12/15/2014	Grade 7 Salaried Professional \$52,190 - \$70,611
25	New Position (Limited Term Employment) LTE	Welding Instructor	New Hire - Edward Anderson	12/15/2014	BS \$40,368-\$68,225 MS \$44,159-\$74,437
26	New Position	Administrative Asst. Part Time Business Management & General Studies	Decision to defer hire at this time and to temporarily use internal resources.		Grade 4 Hourly \$16.09 - \$20.78
27	Replacement - Betsy Ralph Tollefson (Resignation)	Executive Director of the Foundation	New Hire - Dennis Cooley	2/2/2015	Grade 6, Salaried Professional \$59,460 - \$80,641 (Foundation)
28	Replacement - Kellie Knox (Retirement)	Math/Science Instructor	New Hire - Amanda Vissers	Spring 2015	BS \$40,368-\$68,225 MS \$44,159-\$74,437
29	Replacement - Samantha Redman (Transfer)	Financial Aid Accounting/Bursar	New-Hire - Margaret Chubb	1/26/2015	Grade 4 Hourly \$16.09 - \$20.78
30	New Position	Adult Career Pathway Coordinator	New Hire - Kim Maier	2/27/2015	Grant Funded the first year, then District Funded Grade 7 Salaried Professional \$52,190 - \$70,611

Staffing Update 2014/2015 Fiscal Year

	Name	Title	Status and/or Additional Info	Effective Date	Funding Source &/or Estimated Wage Range
31	New Positions (3)	Part Time (Limited Term Employment) Health Information Technology Virtual Tutors	New Hires - Cara Jones, Lisa Foust, Kandi Gillitzer	3/1/2015	Grant Funded, Grade 6 Hourly \$21.05 - \$27.14
32	Replacement - Laura Bodenbender (Resignation)	Director of Human Resources	New Hire - Krista Weber	2/23/2015	Grade 4, Salaried Professional \$74,431 - \$100,700
33	Replacement - JoAnn Peterson (Resignation)	Farm Business Production Management Instructor	New Hire - Matt Lansing	Spring 2015	BS \$40,368-\$68,225 MS \$44,159-\$74,437
34	Replacement - Bill O'Herrin (Retirement)	Electrical Power & Distribution Instructor	Interviews scheduled	Summer 2015	BS \$40,368-\$68,225 MS \$44,159-\$74,437
35	Replacement - Chase Varvil	Electrical Power & Distribution Lab Assistant-PT LTE	Interviews scheduled	Fall 2015	Grade 5 Hourly \$17.40 - \$22.42
36	Replacement - Mindy Johnson (Resignation)	Career Services Manager	Internal Transfer - Heather Fifrick	Spring 2015	Grade 7, Salaried Professional \$52,190 - \$70,611
37	Replacement - Brian Reuter (Resignation)	Evening Custodian	Offer pending	Spring 2015	Grade 1, Hourly \$12.07 - \$15.59

Staffing Update 2014/2015 Fiscal Year

	Name	Title	Status and/or Additional Info	Effective Date	Funding Source &/or Estimated Wage Range
38	Replacement - Mary Hudson (Resignation)	Instrumental & Controls Technology/Electro-Mechanical Instructor	Posting closes 4/24/2015	Fall 2015	BS \$40,368-\$68,225 MS \$44,159-\$74,437
39	New Position	Electro-Mechanical Technology Instructor	Internal posting closes 4/24/2015	Fall 2015	BS \$40,368-\$68,225 MS \$44,159-\$74,437
40	New Position	Midwife Clinical Coordinator	Posting/Advertising being prepared	Spring 2015	Grade 4, Hourly \$16.09 - \$20.78
41	New Position	Dining Service Manager	Posting closes 5/1/2015	7/1/2015	Grade 8, Salaried Professional \$44,817 - \$60,580

Updated 4/17/2015

Information and Correspondence

A. Enrollment Report

The WTCS Comparison FTE Report, 2014-15 Comparison FTE and the 2015-16 Application Reports are available below.

WTCS Comparison FTEs as of 4/1/15

CJW
4/1/15

	FTEs							12-13 to 13-14		13-14 to 14-15		08-09 to 14-15	
	08-09	09-10	10-11	11-12	12-13	13-14	14-15						
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Projected</u>	#	%	#	%	#	%
Blackhawk	2,356	2,913	2,828	2,552	2,275	1,946	1,952	(329)	(14.5)	6	0.3	(404)	(17.1)
Chippewa Valley	4,386	4,572	4,727	4,409	4,232	4,129	4,100	(103)	(2.4)	(29)	(0.7)	(286)	(6.5)
Fox Valley	6,400	7,404	7,811	7,350	7,141	6,838	6,632	(303)	(4.2)	(206)	(3.0)	232	3.6
Gateway	5,182	5,985	6,382	6,200	5,796	5,402	4,986	(394)	(6.8)	(416)	(7.7)	(196)	(3.8)
Lakeshore	2,235	2,660	2,516	2,246	2,134	2,000	1,877	(134)	(6.3)	(123)	(6.2)	(358)	(16.0)
Madison Area	9,515	10,263	10,981	10,514	10,268	9,894	9,765	(374)	(3.6)	(129)	(1.3)	250	2.6
Mid-State	2,282	2,562	2,572	2,336	2,129	2,072	2,035	(57)	(2.7)	(37)	(1.8)	(247)	(10.8)
Milwaukee Area	13,416	14,614	14,541	13,959	13,139	12,398	11,804	(741)	(5.6)	(594)	(4.8)	(1,612)	(12.0)
Moraine Park	3,227	3,639	3,519	3,123	3,023	2,969	3,009	(54)	(1.8)	40	1.3	(218)	(6.8)
Nicolet Area	1,093	1,211	1,231	1,136	1,069	1,050	962	(19)	(1.8)	(88)	(8.4)	(131)	(12.0)
Northcentral	3,145	3,600	3,841	3,709	3,738	3,658	3,500	(80)	(2.1)	(158)	(4.3)	355	11.3
Northeast WI	6,600	7,446	7,554	7,238	7,034	6,859	6,714	(175)	(2.5)	(145)	(2.1)	114	1.7
Southwest WI	1,615	1,738	1,768	1,644	1,638	1,654	1,565	16	1.0	(89)	(5.4)	(50)	(3.1)
Waukesha													
County	4,208	4,800	4,856	4,591	4,537	4,296	3,943	(241)	(5.3)	(353)	(8.2)	(265)	(6.3)
WI Indianhead	2,898	3,142	2,938	2,698	2,649	2,496	2,184	(153)	(5.8)	(312)	(12.5)	(714)	(24.6)
Western WI	3,698	4,130	4,104	3,759	3,616	3,207	3,312	(409)	(11.3)	105	3.3	(386)	(10.4)
Total	<u>72,256</u>	<u>80,679</u>	<u>82,169</u>	<u>77,464</u>	<u>74,418</u>	<u>70,868</u>	<u>68,340</u>	<u>(3,550)</u>	<u>(4.8)</u>	<u>(2,528)</u>	<u>(3.6)</u>	<u>(3,916)</u>	<u>(5.4)</u>

2013-2014 and 2014-2015 FTE Comparison

Program Code	Program Title	04-14-14 Students	04-13-15 Students	Student Change	04-14-14 FTE	04-13-15 FTE	FTE Change
10-101-1	Accounting	38	24	(14)	27.56	19.36	(8.20)
10-106-6	Administrative Professional	12	13	1	10.63	10.10	(0.53)
10-006-2	Agri-Business/Science Technology	44	66	22	41.77	62.74	20.97
10-102-3	Business Management	107	85	(22)	76.99	56.33	(20.67)
10-530-5	Cancer Information Management-New	-	9	9	-	4.67	4.67
10-504-1	Criminal Justice - Law Enforcement	60	65	5	54.33	46.83	(7.50)
10-316-1	Culinary Arts	11	15	4	7.84	10.60	2.77
10-317-1	Culinary Management	7	8	1	5.97	6.74	0.77
10-510-6	Direct Entry Midwife	26	35	9	14.60	14.70	0.10
10-307-1	Early Childhood Education	53	41	(12)	37.63	29.40	(8.23)
10-620-1	Electromechanical Technology	58	60	2	56.16	51.20	(4.97)
10-623-8	Engineering Technologist-Suspended	23	10	(13)	21.93	8.73	(13.20)
10-325-1	Golf Course Management	35	30	(5)	31.67	26.30	(5.37)
10-201-2	Graphic And Web Design	35	36	1	30.37	27.10	(3.26)
10-530-1	Health Information Technology-New	-	36	36	-	17.80	17.80
10-520-3	Human Services Associate	65	44	(21)	38.90	33.90	(5.00)
10-825-1	Individualized Technical Studies	6	5	(1)	5.53	2.97	(2.57)
10-154-3	IT-Computer Support Specialist	2	1	(1)	0.63	0.20	(0.43)
10-150-1	IT-Network Communications Specialist	31	33	2	22.83	22.67	(0.17)
10-152-7	IT-Web & Software Developer-Suspended	23	11	(12)	17.37	7.23	(10.13)
10-104-3	Marketing-Suspended	11	-	(11)	7.33	-	(7.33)
10-513-1	Medical Laboratory Technician	15	17	2	11.33	15.03	3.70

2013-2014 and 2014-2015 FTE Comparison

Program Code	Program Title	04-14-14 Students	04-13-15 Students	Student Change	04-14-14 FTE	04-13-15 FTE	FTE Change
10-543-1	Nursing - Associate Degree	261	285	24	126.81	142.88	16.07
10-524-1	Physical Therapist Assistant	38	47	9	22.33	28.17	5.83
10-196-1	Supervisory Management	6	22	16	1.37	10.52	9.16
10-182-1	Supply Chain Management-New	-	8	8	-	2.63	2.63
10-499-5	Technical Studies-Journey Worker	-	1	1	-	0.20	0.20
	Total Associate Degree	967	1,007	40	671.91	659.00	(12.91)
31-101-1	Accounting Assistant	8	13	5	4.87	8.97	4.10
32-070-1	Agricultural Power & Equipment Technician	44	41	(3)	42.20	40.00	(2.20)
31-405-1	Auto Collision Repair & Refinish Technician	23	21	(2)	15.00	13.03	(1.97)
32-404-2	Automotive Technician	30	30	-	24.30	24.87	0.57
31-408-1	Bricklaying & Masonry-suspended	9	2	(7)	7.57	0.63	(6.94)
30-443-1	Building Maintenance & Construction-PDC Correctional	1	-	(1)	0.10	-	(0.10)
31-475-1	Building Trades - Carpentry	14	21	7	13.80	18.57	4.77
30-420-2	CNC Setup/Operation	12	9	(3)	8.27	4.87	(3.40)
31-307-1	Child Care Services	9	15	6	7.33	10.30	2.97
50-413-2	Electricity (Construction) Apprentice	18	19	1	2.85	2.57	(0.28)
31-502-1	Cosmetology	44	39	(5)	34.60	34.14	(0.47)
30-504-1	Criminal Justice-Law Enforcement 520 Academy	22	15	(7)	11.80	7.80	(4.00)
31-317-1	Culinary Specialist	7	14	7	3.73	11.87	8.14
31-091-1	Dairy Herd Management	18	18	-	18.27	17.37	(0.90)
30-508-2	Dental Assistant - Short Term	29	27	(2)	15.77	14.40	(1.37)
31-413-2	Electrical Power Distribution	30	26	(4)	25.73	23.70	(2.03)
31-502-2	Esthetician-Suspended	13	1	(12)	8.90	0.53	(8.37)
50-413-1	Industrial Electrician Apprentice	16	11	(5)	2.47	1.47	(1.00)
31-620-1	Industrial Mechanic-New	-	6	6	-	2.17	2.17
31-154-6	IT-Computer Support Technician	5	14	9	2.77	9.40	6.63
31-509-1	Medical Assistant	47	41	(6)	34.37	34.27	(0.10)



2013-2014 and 2014-2015 FTE Comparison

Program Code	Program Title	04-14-14 Students	04-13-15 Students	Student Change	04-14-14 FTE	04-13-15 FTE	FTE Change
30-530-1	Medical Coding Specialist	66	47	(19)	22.60	15.33	(7.27)
31-106-7	Medical Transcription-Discontinued	3	-	(3)	1.27	-	(1.27)
30-543-1	Nursing Assistant	214	211	(3)	26.97	27.17	0.20
31-106-8	Office Support Specialist	12	12	-	7.93	8.77	0.83
50-427-5	Plumbing Apprentice	13	15	2	2.23	2.15	(0.07)
31-442-1	Welding	46	52	6	40.97	44.56	3.59
	Total Technical Diploma	753	720	(33)	386.67	378.90	(7.76)
20-800-1	Liberal Arts - Associate of Arts	6	12	6	3.37	4.80	1.43
20-800-2	Liberal Arts - Associate of Science	4	15	11	2.50	6.27	3.77
	Undeclared Majors	2,299	2,180	(119)	294.03	256.97	(37.06)
	Total	4,029	3,934	(95)	1,358.47	1,305.93	(52.53)
	Percent of Change						-3.87%
	Vocational Adult (Aid Codes 42-47)	5,941	4,302	(1,639)	105.12	83.93	(21.18)
	Community Services (Aid Code 60)	251	93	(158)	0.93	0.25	(0.69)
	Basic Skills (Aid Codes 7x)	308	318	10	32.47	30.71	(1.77)
	Basic Skills Remedial(Aid Code 78)	1,818	1,201	(617)	92.02	55.25	(36.77)
	Grand Total	12,347	9,848	(2,499)	1,589.01	1,476.07	(112.94)
	Total Percent of Change						-7.11%

2015-16 Application Comparison Report

APPLICATION COMPARISON of 2015-16 vs 2014-15



2015-2016

2014-2015

Program	Cap	Apr. 14, '15				Apr. 14, '14			1st day 8-22-14		
		Acpt.	W.L.	Jan	Total	Acpt.	W.L.	Total	Acpt.	W.L.	Total
Accounting		8			8	13		13	14		14
Accounting Assistant		6			6	5		5	10		10
Administrative Professional		7			7	5		5	6		6
Agri-Business/Science Tech	36	32			32	33		33	34	2	36
Ag Power & Equipment	22	22	14		36	22	11	33	21		21
Auto Collision Repair&Refinish	22	10			10	13		13	15		15
Automotive Technician	22	16			16	16		16	21		21
Building Trades- Carpentry	20	6			6	11		11	20		20
Business Management		7		12	19	40		40	36		36
Cancer Information Management		6			6				4		4
Child Care Services	13	13			13	5		5	8		8
CNC Setup/Operation	15	1			1	3		3	10		10
Cosmetology	24	20			20	12		12	25		25
Criminal Justice-Law Enforce	48	25			25	19		19	31		31
Culinary Arts		4			4	11		11	16		16
Culinary Management		1			1			0	8		8
Culinary Specialist		3			3	4		4	3		3
Dairy Herd Management	24	16			16	15		15	19		19
Dental Assistant	18	14			14	18	2	20	18		18
Early Childhood Education	28	21			21	12		12	15		15
Electrical Power Distribution	24	24	6		30	24	5	29	24		24
Electro-Mech Tech	24	9			9	11		11	21		21
Golf Course Management		4			4	11		11	16		16
Graphic and Web Design	25	21			21	9		9	21		21
Health Information Technology	22	22			22	3		3	18	7	25
Human Services Associate	31	20			20	24		24	32	1	33
Industrial Mechanic	12	3		7	10			0			0
IT-Computer Support Tech		6			6	6		6	17		17
IT-Network Communication Spec		12			12	6		6	20		20
Laboratory Science Technician	15				0						
Liberal Arts- Associate of Arts		1		3	4	4		4	12		12
Liberal Arts-Associate of Science		1			1	7		7	9		9
Medical Assistant	32	32	6		38	32	12	44	32	3	35
Medical Coding Specialist	23	23	7	5	35	34	4	38	21	7	28
Medical Laboratory Technician	16	7			7	6		6	10		10
Nail Technician	4				0	2		2	2		2
Nursing-Associate Degree	54	54	50	18	122	54	81	135	55	77	132

2015-2016

2014-2015

Program	Cap	Apr. 14, '15				Apr. 14, '14			1st day 8-22-14		
		Acpt.	W.L.	Jan	Total	Acpt.	W.L.	Total	Acpt.	W.L.	Total
Nursing-Assoc Degree- Part-time	28	28	12		40	28	11	39	29	15	44
Office Support Specialist		5			5	7		7	5		5
Pharmacy Tech (shared)					0	1		1			0
Physical Therapist Assistant	18	18	41		59	15	23	38	14	15	29
Welding	40	25			25	32	12	44	39	2	41
TOTALS		553	136	45	734	573	161	734	731	129	860
Year Over Year		-20	-25	45	0						
Current - Aug 22, 2014		-133	7		-126						
April 14, 2014 - Aug, 2014		-158	32		-126						

B. Chairperson's Report

C. College President's Report

1. Follow-up on Public Safety
2. Haiti Clinical Experience
3. Health Insurance Consortium Update

D. Other Information Items

Establish Board Agenda Items for Next Meeting

A. Agenda for Regular Board meeting

1. Proposed Budget
2. State of College Report
3. Teaching, Learning & Academic Outreach Report

B. Time and Place

Thursday, May 28, 2015, at 7:00 p.m. in Rooms 492-493, College Connection, Southwest Tech Campus

Adjourn to Closed Session

- A. Consideration of adjourning to closed session for the purpose of
 - 1. Discussion of Notices of Non-Renewal per 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.}
- B. Approval of Closed Session Minutes of December 18, 2014; January 28, 2015; February 27-28, 2015; March 26, 2015; March 30, 2015; March 31, 2015; April 1, 2015; and April 2, 2015

Reconvene to Open Session

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

Adjournment