

**Fox Valley Technical College
LEADERSHIP FORUM MEETING
PART A
Thursday, December 15, 2011
12:30 p.m.
Board Room**

Members: Leslie Day, Robert Day, Donna Elliott, Jerry Eyler, Patti Jorgensen, Troy Kohl, Chris Matheny, Susan May, Jill McEwen, Betty Meulemans, Patti Mijal, Bobbi Jo Propson, Carol Radtke, Jean Reed, Jim Reinke, Joe Richter, Linda Schraa, Steve Schneider, Brenda Stern, Pat Robinson, Amy Van Straten

Unable to Attend: Donna Elliott, Chris Matheny, Susan May, Pat Robinson, Brenda Stern

Facilitator: Jill McEwen

Recorder: Shannon Helms

Celebrations:

Jill McEwen wished everyone happy holidays.

Jean Reed commented on the large number of students who received scholarships. Congratulations to those students. Linda Schraa added "hats off" to the people who put the scholarship program together. Everything went very smoothly.

Leslie Day commented that the holiday/retirement reception was very nice.

Rumors:

Jean Reed questioned whether or not Jim Beard was retiring. Jerry Eyler clarified that he is not at this time.

Troy questioned whether or not the FABLAB staff was moving into the old Xerox space. Jerry Eyler confirmed that they are.

Betty Meulemans questioned whether or not the Neenah staff was moving to Bordini Center. Patti Jorgensen stated that yes, they are moving in January.

Issues/Information:

Betty Meulemans expressed concern with a recent remodeling project and asked what steps will be taken to prevent issues from occurring in the future. Jill McEwen stated that when renovation occurs, often times there are unforeseen issues with construction

that are encountered as the project progresses. As with any remodeling project, the issues are worked through as they come up. Patti Jorgensen added that it helps to get people in the remodeled space in order to address any concerns. In this case, everyone seems to be satisfied that changes are being made to address concerns.

Joe Richter asked if the new Fox Valley UniServ director was announced. Jim Reinke stated that Beth Ludeman will be the new director working out of Waukesha County. She will start on January 4.

Executive Team Summary:

Jean Reed questioned the agenda item regarding personal use of College cell phones. Amy Van Straten stated the original reason it showed up on the agenda is because staff frequently question whether or not they can carry one cell phone that covers both personal and College use. This raised a number of other questions related to College cell phone use. The result is that the College will keep its current cell phone plan and that College cell phones continue be used for business purposes only. Also under review is the equipment that is issued and to whom the equipment is issued.

Jean Reed questioned the topic regarding the Social Media Policy. Barb Dreger clarified that the topic related to College representation online, and when it is appropriate and when isn't it. There have been instances of inappropriate use of social media, which prompted this review. There was a draft of a policy that was advanced to the Executive Team for review.

Jean Reed questioned the topic regarding the Conflict of Interest Policy. Jill McEwen noted that that policy is being looked at as well. A draft will be brought to the Executive Team for review.

Facility Development Plan Update:

Jill McEwen stated that two public hearings have been held regarding the proposed facility projects, both in Appleton and Oshkosh. Now that those hearings are complete, Dr. May will present a preliminary recommendation to the board at the December 20th board meeting about the proposed projects to be included in a potential referendum. Operating costs and capital borrowing costs will be discussed at that meeting. This information is being provided to the Board to assist the Board in making a decision on January 17 regarding an April 3 referendum.

Barb Dreger has been spearheading the communication plan team. She shared a copy of the high level summary plan with the group. Barb stated that there are two prongs to the communication effort. There is an information track and advocacy track. During work hours, College employees cannot be advocates, but can only provide information. Barb shared that there is a College Facilities Plan website that serves as the hub for communication.

Steve Schneider stated that there was an editorial in the paper a few weeks ago regarding operation costs, etc. Did anyone address that? Barb stated that at the public hearings Dr. May made it a point to address that. Jill McEwen added that they are working on a detailed draft of the operating costs which will provide a more complete picture.

Wellness Initiative:

Jill McEwen shared that another item that will be presented at the December board meeting is a strategic investment for a wellness program called HumanaVitality. Barb Kieffer shared the details regarding the program. The hope is that the board will approve this strategic investment at the December meeting, so roll-out to staff can begin in January.

Adjournment

The meeting adjourned at 1:20 p.m.