

**FOX VALLEY TECHNICAL COLLEGE DISTRICT
Board Meeting Minutes — October 15, 2013**

CALL TO ORDER

The Fox Valley Technical College District Board held its regular meeting on Tuesday, October 15, 2013 in Room 136 of the Chilton Regional Center, 1200 East Chestnut Street, Chilton, WI. Chair Catherine Tierney called the meeting to order at 4:00 p.m.

ROLL CALL

Board members present were: Tammie DeVooght Blaney, Anthony Gonzalez, Sharon Hulce, Stephen Kohler, Dr. Dominick Madison, Sally Mielke, Catherine Tierney and Craig Wussow.

Absent: Mark Harris

Others present included: FVTC President-Dr. Susan May; Administrators: Donna Elliott, Chris Matheny, Jill McEwen, Dr. Pat Robinson, Amy Van Straten; and FVTC Staff: Deb Gorman, Dr. Patti Frohrib, Steve Straub, Debbie Heath, Colleen Schnell, Lori Popp
Recorder: Vicky Van Hout

MOTION – APPROVE AGENDA

A motion was made by Trustee Hulce to approve the agenda for the October 15, 2013 meeting as presented. Upon voice vote, the motion carried unanimously.

Guests attending the meeting: Doug Pietrowski, Marleah Keuler, Dr. Claire Martin, Gerry Vanne, Laura Hoerth, Robert Ash, Catherine Bloomer, Carol Gehl, and Don Waldvogel

Chilton Regional update

Chris Matheny and Colleen Schnell provided an update on the Chilton Region, FVTC's operations serving the eastern portion of the District. In addition to offering classes in Chilton, the Regional Center also supports classes in the communities of Brillion, Hilbert, Stockbridge, Kimberly, and Little Chute, as well as non-credit classes in Menasha and Appleton. Our goal is to be responsive to the needs of the community and be the local connection for both business and individuals with educational/training needs.

Information was shared on the following topics: center utilization, programs available locally, program support, the building addition approved in the referendum, grant activity in the area, dislocated worker services, local partnerships, and publication accomplishments.

Colleen thanked the Board of Trustees and College leaders for their support and direction, allowing staff to successfully serve the business and general public in the communities of the region.

Guests provided the following input:

- Doug Pietrowski, American Finishing Resources, expressed his appreciation for the Leadership Training Program that was developed to assist and mentor new staff which is improving retention and improving the work environment as a whole.
- Dr. Claire Martin is extremely impressed with the GED and High School Completion program at the College. This program gets students started on the path to further their education.
- City of Chilton Mayor Vanne expressed his disappointment regarding the College decision to buy the Chilton Regional Center property which reduced the City of Chilton's tax revenue.

Trustee Tierney thanked the Chilton guests for joining the discussion.

MOTION – APPROVE MINUTES OF SEPTEMBER 17, 2013 REGULAR BOARD MEETING

A motion was made by Trustee Kohler to approve the minutes of the September 17, 2013 Regular Board meeting. Upon voice vote, the motion carried unanimously.

REPORTS

▪ *Student Government Association (SGA)*

A report was given by Kim Bazan, the recently elected Appleton SGA President. Highlights were shared on recent SGA activities.

▪ *Overview of Career Pathways*

The College's annual objectives and strategic plan include goals for increasing the number of integrated career pathways available to our District high school students. The intent is to build upon current articulation agreements by creating enhanced dual credit opportunities for high school students along a defined career pathway or pathways.

Chris Matheny provided a basic overview of career pathways and shared some examples of emerging articulated pathways with District high schools.

▪ *President's Report*

In addition to items listed in the Board book, Dr. Susan May reviewed the following:

- Board members received an invitation to the Winter Commencement Ceremony on Saturday, December 7, 1:30 p.m. at the Fox Cities Performing Arts Center in Appleton. Trustees were encouraged to participate in the ceremony.
- The WTCS System does an audit of our certification compliance annually. The most recent audit was completed for last year and there were no penalties assessed for non-compliance.
- At the September Board meeting we provided a report on Veterans Services. Trustees received an invitation to a luncheon on November 14 that will honor our Veterans and provide an opportunity to network with our veteran students.
- Newspaper articles:
 - Oshkosh Northwestern September 25 article featured the Robotic Program at AMTC, Oshkosh which was highlighted during the Governor's visit.
 - The Business News September 23 article highlighted Service Motor Company's investment in Agriculture programming at FVTC.
- Attended the national NACCE Conference in Charlotte, NC October 11-16. The College was very well represented and we also received another Sam's Club grant for 2013-14 which was announced at the conference.

MONITORING

Performance Monitoring: Associate Degree Programs, Technical Diploma Programs and Certificates

Chris Matheny provided a review of the monitoring report. This report assesses the College's performance in delivering associate degree, technical diploma, and certificate level programs which provide the skills and knowledge necessary to address occupational competencies from initial job-entry to advanced certification. Through this programming, FVTC serves its District by providing employers with an educated workforce that works to address the health, safety, and business needs of local residents.

In 2012-13, enrollments continued to flatten and shrink in some occupational areas reflecting the impact of a recovering economy. Although graduates are at a historically high level, a gap persists in the production of skilled workers compared to skill needs of employers particularly in the manufacturing sector.

As the outlook on the economy becomes a bit brighter, our graduates are finding employment at an even stronger rate. Eighty nine percent of graduates were employed six months after graduation. This is certainly a testament to the effectiveness of our occupational training programs and talented instructional staff.

CONSENT AGENDA

MOTION – APPROVE CONSENT AGENDA

A motion was made by Trustee Madison to approve all items on the consent agenda with the exception of the "Contract Training & Technical Assistance-Monthly Activity Summary" item which was removed for further discussion. Upon roll call vote, the motion carried unanimously.

a. Instructional Services:

- Contract Training & Technical Assistance – Monthly Activity Summary
- Grant Proposals Submitted in September
- Contracts Recovering Less Than Full Cost – Quarterly Report
- New Programs Under Development

b. Administrative Services

- Personnel Report
- Designation of Administrative Positions Under Wisconsin's Code of Ethics

c. Student & Community Development

- 2013-14 Career and Technical Student Organizations Membership Fee

c. Financial Services

- Budget Variance Analysis
- Statement of Revenues/Expenditures as of September
- BMO Harris Bank Investment Statement for September
- State of Wisconsin Local Government Investment Pool (LGIP) for September
- 2012-13 Budget Amendments – Consolidated Topics
- 2013-14 Budget Amendments – Consolidated Topics
- 2013-14 Budget Amendments – Capital Projects Carry-Forward
- Expenditures > \$2,500 for Month of September

Trustee Wussow attended a Workmen's Compensation Training course through the "School for Workers" in Madison and noted that many of the students were from our area. He thought it might be productive for the College to look into offering this type of programming in Appleton. Chris Matheny will follow up on this information.

A motion was made by Trustee Madison to approve the Contract Training & Technical Assistance-Monthly Activity Summary item which was removed for further discussion. Upon roll call vote, the motion carried unanimously.

POLICIES / ISSUES

▪ 2013-14 Tax Levy Resolution

Annually, the State statutes require that the Board set the tax levy for the District at the October meeting for the operations and debt service plan for the College on the full value of the taxable property of the District municipalities. Assumption factors are made at the time of the adoption of the budget in June. All factors are taken into consideration for the tax levy resolution reviewing estimated general state aids, property tax valuations, and carry-forward dollars.

RESOLUTION #14-10/01 OCTOBER 15, 2013 EXHIBIT 1

THEREFORE, BE IT RESOLVED that the Fox Valley Technical College Board of Trustees authorize a tax levy of \$65,130,415 on the full value of the taxable property of the District, as certified by the Wisconsin Department of Revenue, for the purpose of making capital improvements, acquiring equipment, operating and maintaining the schools of the district and for the retirement of previously approved district indebtedness for the fiscal year beginning July 1, 2013.

THEREFORE, BE IT FURTHER RESOLVED that the Fox Valley Technical College Board of Trustees, pursuant to Section 38.16 of Wisconsin Statutes, authorizes the aforementioned amount of levy be spread proportionately on the tax rolls for collection in each city, village and town within the district boundaries.

A motion was made by Trustee Hulce to adopt the Tax Levy Resolution #14-10/01. Upon roll call the motion passed unanimously.

▪ **Overview of Handbook Development Process**

As a result of Act 10, FVTC will be moving from collective bargaining agreements when they expire on June 30, 2014 to an employee handbook applicable to all regular full – and part-time employees on July 1, 2014. In support of this handbook development, significant activities have occurred and are occurring currently in support of the continued development and completion of the handbook by January 30, 2014. Jill McEwen provided an update to the Board of Trustees on this process, including an outline of the sections of the handbook and the key dates in the timeline.

BOARD BUSINESS / REPORTS

Board members reported on the following individual linkages:

- Trustees DeVooght Blaney, Kohler, Madison and Wussow attend Governor Walker's visit at AMTC, Oshkosh September 24.
- Trustees DeVooght Blaney, Hulce, Kohler and Madison attended the Ag Center Open House October 1.
- Trustee Kohler attended the FVTC Open House October 1.
- Trustee Kohler testified in front of the Legislative Committee on Colleges and Universities regarding Assembly Bill 177 in Madison on October 10.

Trustee Kohler reported on the experience that he and Alyce Dumke had testifying at the public hearing on AB 177 in Madison. Kohler spoke about the relationship that Pierce Manufacturing has with the College and how important FVTC is to the company's success. He stressed the importance of the College continuing to maintain local control so we have the ability to quickly respond to the needs of area employers. The great majority of those testifying opposed the bill. Many of the employers who were not able to be present sent letters opposing the bill.

Trustee Tierney reminded members about the Annual Leadership Campaign and the Foundation's goal of 100% participation by both the Trustees and the Foundation Board.

Board of Trustees Meetings/Upcoming Events

The Board reviewed the future meeting document.

FUTURE AGENDA ITEMS

The next WTCS State Board meeting is November 13-14, 2012 at Northcentral Technical College, Wausau.

The next WTC District Boards Association meeting is the fall meeting November 7-9, 2013 at the Marriott Milwaukee West, Waukesha, WI. Trustee Mielke and Dr. May will be attending.

Motion – Adjourn

There being no further business to come before the District Board, Trustee Tierney declared that the meeting was adjourned. The time was 6:13 p.m.

Sally Mielke, Board Secretary