

**FOX VALLEY TECHNICAL COLLEGE DISTRICT
Board Meeting Minutes — March 20, 2018**

CALL TO ORDER

The Fox Valley Technical College District Board held its regular meeting on Tuesday, March 20, 2018, at Fox Valley Technical College, Room A137, 1825 N. Bluemound Drive, Appleton, WI. Chair Dr. Dominick Madison called the meeting to order at 4:00 p.m.

ROLL CALL

Board members present were: Bruce Albrecht, Anthony Gonzalez, Stephen Kohler, Dr. Dominick Madison, Justin Krueger, Dawn Rosicky, and John Weyenberg.

Absent: Tammie DeVooght Blaney, Patricia Van Ryzin

Others present included: FVTC President: Dr. Susan May; Administrators: Deb Gorman, Dr. Chris Matheny, Jill McEwen, Amy Van Straten, Troy Kohl, Dr. Patti Jorgensen; and FVTC Staff: Paula Battermann, Zoe Cujak, Mary Downs, Colette Kolb, Kristina Mahloch, Dr. Marie Martin, Carol May, Andy Rinke, Faith Schiedermayer, Melissa Widmann, Nicole Buckoski, Jin Holewinski, Andrea Oman, Dan Poeschel, Deb Heath, Doug Waterman, Steve Straub, Scott Borley, Sarah Bingham, Dale Walker, Michele Zick, Amy Duca, Jay Duca, Jay Stulo, Josh Janikowski, Jayme Bowman.

MOTION – APPROVE AGENDA

A motion was made by Trustee Krueger to approve the agenda for the March 20, 2018, meeting as presented. Upon voice vote, the motion carried unanimously.

PUBLIC COMMENT

Chairperson Dr. Dominick Madison opened the meeting for public comments from the audience. There were no public comments.

COMMUNITY PARTNERSHIP AWARD

Thrivent Financial and the Thrivent Financial Foundation who have been partners of the College for many years were recognized with the Community Partnership Award. Guests from Thrivent in attendance to accept the award were: Angela Creel, VP, Enterprise Human Resources; Dave Westmark, Senior Counsel; Krista Draheim, Strategic Initiatives Manager; Karen Coonen, Senior Manager in Operations; Dan Pichler, Director of IT; Lisa Spaulding, Supervisor of Security; and Jenni Eickelberg, Community Investments Manager.

APPROVAL OF MINUTES

A motion was made by Trustee Albrecht to approve the minutes of the February 20, 2018, Regular Board meeting. Upon voice vote, the motion carried unanimously.

REPORTS

▪ *President's Report*

Dr. May provided an update on recent media coverage.

▪ *Update on Partnership Project with Junior Achievement*

Dr. Chris Matheny reported that recently an MOU was signed with Junior Achievement for the Career Discovery project. Fundraising is on track. The Junior Achievement State Board will review their progress in April and make a decision on how to proceed. The new center, if approved, would be fully operational by the fall of 2019.

MONITORING

Performance Monitoring Report: Basic Skills

Basic Skills programming is designed for out-of-school youth and adult learners and is commonly referred to as Adult Basic Education (ABE) and English Language Learning (ELL). In 2016-17, the number of students working on basic skills increased in both ABE and ELL from 2015-16 for a total of 2,289 students served. To date, in 2017-18 these trends continue, demonstrating that individuals in the community have identified the need for more education. All basic skills classes are offered at little or no cost to students.

Dr. Chris Matheny was joined by Carol May, Dean of General Studies, and Dr. Marie Martin, Director of Global Education and Services, who provided additional information on the Basic Skills Report. Carl Roenz, ABE instructor, and Shannon Shultz, ABE instructional aide, also shared their experiences in working with students in the Hub Model of delivering basic skills programming.

Trustees provided comments and questions regarding the monitoring report, as well as completed a written assessment on the performance of this College function.

College Enrollment Monitoring: 2018-19 Academic Year

Dr. Patti Jorgensen provided an update on the current state of student enrollment for the College. The student recruitment objective is to develop and implement a plan to increase the application completion rate for new student applicants by 15%, meet or exceed the target FTE of 6,034 and maintain a conversion rate of applicants to enrollees of at least 57%. Our student retention objective is to implement strategies to improve the term-to-term persistence of part-time students to contribute toward meeting or exceeding the College's Vision 2020 targets for overall retention.

Staff continue to implement a number of strategies to reach both our enrollment and retention objectives.

POLICIES/ISSUES

Overview of Capital Assets, Funding and Preview of 2018-19 Capital Budget

Amy Van Straten provided an overview of the College's capital assets, funding and a preview of the 2018-19 capital budget. The new debt required to support these needs is \$12 million. The proposed capital budget, including detailed project descriptions, will be presented to the Board of Trustees next month along with the preliminary financing plan.

CONSENT AGENDA

MOTION – APPROVE CONSENT AGENDA

A motion was made by Trustee Weyenberg to approve the following Consent Agenda items. Upon roll call vote, the motion carried unanimously with 7 Ayes – Trustees Albrecht, Gonzalez, Kohler, Krueger, Madison, Rosicky and Weyenberg. 2 Absent – Trustees DeVooght Blaney, Van Ryzin

a. Instructional Services:

- Contract Training & Technical Assistance – Monthly Activity Summary
- Grant Proposals Submitted in February
- Contract Training & Technical Assistance Pricing for 2018-19
- New Academic Programs Under Development
- Program & Major Curriculum Modifications for Academic Year 2018-19

b. Administrative Services

- Personnel Report

c. Financial Services

- Budget Variance Analysis
- Expenditures > \$2,500 for Month of February
- IFB #18051 – Restroom Upgrades – Clintonville
- IFB #18061 – Oshkosh Riverside Campus Painting and Flooring

d. Facilities and Operations

- Agricultural Land Lease Renewal

BOARD BUSINESS / REPORTS

District Recommendations for Association Officer Positions

There were no nominations for the District Boards Association officer positions put forward from the Board.

Trustee Annual Meeting with K-12 Board Presidents and Superintendents/Board Appointment Meeting – April 4, 2018

Dr. Susan May shared the agendas and reminded trustees that the Trustee Annual Meeting with K-12 Board Presidents and Superintendents as well as the Board Appointment meeting will be held April 4 on the Appleton Campus.

U.S. Senator Baldwin Press Conference

Trustee Van Ryzin attended the February 23 press conference with Senator Tammy Baldwin, which was focused on America's College Promise.

Groundbreaking/Controlled Burn Event for Wautoma Regional Center

Trustees Gonzalez and Rosicky attended the Wautoma Regional Center Groundbreaking and Controlled Burn event. They reported the event was well attended and very impressive.

FUTURE EVENTS AND MEETINGS

The WTC District Boards Association Spring meeting will be held April 12-14 at Southwest Technical College, Richland Center.

The 2018 ACCT Leadership Congress will be held October 24-27, in New York City. Trustees Krueger and DeVooght Blaney plan on attending.

Motion – Adjourn

There being no further business to come before the District Board, Trustee Madison declared that the meeting was adjourned. The time was 5:47 p.m.

Stephen Kohler, Board Secretary