

**FOX VALLEY TECHNICAL COLLEGE DISTRICT
Board Meeting Minutes — September 19, 2017**

CALL TO ORDER

The Fox Valley Technical College District Board held its regular meeting on Tuesday, September 19, 2017 in Board Room A137 of the Appleton Campus located at 1825 N. Bluemound Rd., Appleton, WI. Chair Dr. Dominick Madison called the meeting to order at 4:00 p.m.

ROLL CALL

Board members present were: Bruce Albrecht, Tammie DeVooght Blaney, Anthony Gonzalez (arrived 4:04 p.m.), Stephen Kohler, Justin Krueger, Dr. Dominick Madison, Patricia Van Ryzin and John Weyenberg.
Absent: Dawn Rosicky

Others present included: FVTC President-Dr. Susan May; Administrators: Dr. Chris Matheny, Amy Van Straten, Dr. Patti Jorgensen, Deb Gorman, Troy Kohl, Jill McEwen; and FVTC Staff: Faith Schiedermayer, Melissa Widmann, Paula Battermann, Andrea Oman, Kristina Mahloch, Barb Dreger, Chris Jossart, Mary Downs, Carol May, Susan Lucius, Rose Kilsdonk, Dr. Marie Martin, Amy Duca, Barb Kieffer, Dr. Patti Frohrib, Dan Poeschel, Andy Reinke, Steve Straub, Michele Zick, Dale Walker, Scott Borley, Gary Brilowski, Deb Heath.
Recorder: Vicky Van Hout

PUBLIC COMMENT

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

MOTION – APPROVE AGENDA

A motion was made by Trustee DeVooght Blaney to approve the agenda for the September 19, 2017 meeting as presented. Upon voice vote, the motion carried unanimously.

MOTION – APPROVE MINUTES OF AUGUST 15, 2017

A motion was made by Trustee Van Ryzin to approve the minutes of the August 15, 2017 Board meeting. Upon voice vote, the motion carried unanimously.

REPORTS

Faculty Association Report

Jim Reinke, President of the Faculty Association was unable to attend the meeting.

Foundation Semi-Annual Report

Mary Downs, Executive Director of the FVTC Foundation, provided the Board with highlights of the results for Foundation and Community Relations' work for the 2016-17 fiscal year. Results were shared on donations and scholarships, FVTC Promise, Wautoma Regional Center, golf outing, other grants, legal issues, community relations, legislative relations and the residential construction.

President's Report

Dr. May provided an update on recent media coverage and shared a video highlighting the JJ Keller Transportation Center.

MONITORING

Performance Monitoring: Non Credit Programming

Dr. Chris Matheny provided an update on the College's non-credit programming. He was joined by Katherine Wilkins, a former student who participated in the Massage Therapy continuing education offerings, and Julie Zuegler, a program instructor. Julie shared information on the need for this program and Katherine shared how participating in continuing education helped her business grow.

The purpose of non-credit programming is to provide instruction for self-enrichment and for the attainment or upgrading of focused technical skills. District residents turn to FVTC for a wide variety of non-credit classes that include areas such as CPR training, basic computer skills, responsible beverage service or more specialized interests in the area of sewing/quilting, landscaping design or aerobic exercise. Offerings are developed to meet community needs and interests.

Total non-credit programming enrollments (27,495) decreased in 2016-17 by 18% from 2015-16 primarily due to cyclical emergency medical services recertification. Demographics and economics influence enrollments and therefore change the priorities for non-credit programming. FVTC's performance compares favorably to selected benchmark colleges in non-credit cost per FTE as well as to the statewide average for the Wisconsin Technical College System (WTCS).

Strategic Investment Semi Annual Report

Dr. Chris Matheny provided a progress report on the work and results related to five strategic investments.

- Automotive Collision Contracting Expansion – lags expectations, but the development work in the first half of this calendar year is expected to have results meeting expectations for the coming year.
- Aviation Maintenance Program Expansion – not quite on target, but merits continuation and would allow us to serve this market need.
- High School Equivalency Diploma (HSED) Academies - adjustments to the program are underway which are intended to broaden access and improve success rates for this coursework.
- Manufacturing K-12 Career Pathways - This initiative is exceeding expectations for the number of students taking dual credit and the numbers of students transitioning after these experiences is nearly at expected levels.
- Welding Pathways Expansion – Despite mixed results, we believe that this investment merits continuation.

All investments continue to remain in line with the strategic priorities of the College and are recommended to continue.

CONSENT AGENDA

MOTION – APPROVE CONSENT AGENDA

A motion was made by Trustee Gonzalez to approve the following Consent Agenda items. Upon roll call vote, the motion carried unanimously with 8 Ayes – Trustees Albrecht, DeVooght Blaney, Gonzalez, Kohler, Krueger, Madison, Van Ryzin and Weyenberg. Absent – Trustee Rosicky

a. Instructional Services

- Contract Training & Technical Assistance – Monthly Activity Summary
- Grant Proposals Submitted in August
- New Academic Programs Under Development

b. Human Resources

- Personnel Report

c. Financial Services

- Expenditures > \$2,500 for Month of August
- Annual Review of Procurement as Required by Administrative Rule TCS 6.05(2)(h)
- 2017-18 Budget Amendments – Capital Projects Carry-Forward

- 2016-17 Budget Amendments – Consolidated Topics
- 2017-18 Budget Amendments – Consolidated Topics

d. Facilities and Operations

- Oshkosh Riverside Parking Lease

Policies/Issues

- ***Final Resolution Authorizing and Providing for the Issuance of Not to Exceed \$1,500,000 General Obligation Promissory Notes***

A motion was made by Trustee Albrecht to approve the final resolution authorizing and providing for the sale and issuance of not to exceed \$1,500,000 general obligation promissory notes and certain related details. [RES 18/09-01].

Upon roll call vote, the motion carried unanimously with 8 Ayes – Trustees Albrecht, DeVooght Blaney, Gonzalez, Kohler, Krueger, Madison, Van Ryzin and Weyenberg. Absent – Trustee Rosicky

- ***Annual Review of Investment Agreement and Investment Performance***

Amy Van Straten led the review on BMO's investment performance.

Per state statute 66.0603(2), a technical college district may delegate the investment authority over any of its funds not immediately needed to a state or national bank, or trust company, assuming: 1) the institution is authorized to exercise trust powers and 2) the governing board annually reviews both the investment agreement under which it delegates its investment authority and the performance of the institution with which its funds are invested.

Naming of College Facilities for Recent Donation

A motion was made by Trustee Weyenberg to approve the naming of the Student IT Help Desk for Bemis Company in honor of their financial contribution to the FVTC Promise Scholars Program.

Upon voice vote, the motion carried unanimously.

Voluntary Employee Benefit Options Effective January 1, 2018

A recommendation was made to offer two voluntary benefits for benefits-eligible employees at no additional cost to the College (a legal services plan and pet insurance).

A motion was made by Trustee DeVooght Blaney to approve the addition of two voluntary, employee-paid benefit options for benefit-eligible employees of the College effective January 1, 2018.

Upon voice vote, the motion carried unanimously.

FUTURE AGENDA ITEMS

The WTC District Boards Association meeting will be held November 2-4, 2017 at Waukesha County Technical College.

ADJOURN TO EXECUTIVE SESSION

A motion was made by Trustee Krueger to adjourn into executive session pursuant to Section 19.85(1) (c), *Wis. Stats.*, for the purpose of the President's performance evaluation and contract. The time was 5:30 p.m.

Upon roll call vote, the motion carried unanimously with 8 Ayes – Trustees Albrecht, DeVooght Blaney, Gonzalez, Kohler, Krueger, Madison, Van Ryzin and Weyenberg. Absent – Trustee Rosicky

RECONVENE IN OPEN SESSION

A motion was made by Trustee Krueger to reconvene into open session pursuant to Section 19.85(2), *Wis. Stats.*, to take action on matters discussed in Executive Session. The time was 5:50 p.m.

Upon roll call vote, the motion carried unanimously with 8 Ayes – Trustees Albrecht, DeVooght Blaney, Gonzalez, Kohler, Krueger, Madison, Van Ryzin and Weyenberg. Absent – Trustee Rosicky

A motion was made by Trustee Krueger to approve the CEO Incentive Plan results and related compensation for 2016-17 and the recommended Incentive Plan measures and targets for 2017-18 as discussed in Executive Session.

Upon roll call vote, the motion carried unanimously with 8 Ayes – Trustees Albrecht, DeVooght Blaney, Gonzalez, Kohler, Krueger, Madison, Van Ryzin and Weyenberg. Absent – Trustee Rosicky

MOTION – ADJOURN

There being no further business to come before the District Board, Chair Madison declared that the meeting was adjourned. The time was 5:52 p.m.

Stephen Kohler, Board Secretary