FOX VALLEY TECHNICAL COLLEGE DISTRICT
Board Meeting Minutes — September 16, 2014

CALL TO ORDER
The Fox Valley Technical College District Board held its regular meeting on Tuesday, September 16, 2014 in Board Room A137 of the Appleton Campus located at 1825 N. Bluemound Rd., Appleton, WI. Chair Stephen Kohler called the meeting to order at 4:02 p.m.

ROLL CALL
Board members present were: Tammie DeVooght Blaney, Anthony Gonzalez, Stephen Kohler, Justin Krueger, Thomas Nelson, Sally Mielke and Catherine Tierney.
Absent: Sharon Hulce, Dr. Dominick Madison

Others present included: FVTC President-Dr. Susan May; Administrators: Dr. Chris Matheny, Amy Van Stratcn, Dr. Patti Jorgensen, Dr. Pat Robinson; and FVTC Staff: Faith Schiedermayer, Melissa Widmann, Andrea Oman, Deb Gorman, Barb Dreger, Rayon Brown, Anne Haberkorn, Jim Reinke, Todd Wilson, Mary Downs, Deb Heath, Sheila Kahler and Dan Poeschel.
Recorder: Vicky Van Hout

MOTION – APPROVE AGENDA
A motion was made by Trustee Tierney to approve the agenda for the September 16, 2014 meeting as presented. Upon voice vote, the motion carried unanimously.

MOTION – APPROVE MINUTES OF AUGUST 19, 2014 BOARD MEETING
A motion was made by Trustee Gonzalez to approve the minutes of the August 19, 2014 Regular Board meeting. Upon voice vote, the motion carried unanimously.

REPORTS
Faculty Association & Educational Support Personnel Association Reports
Jim Reinke, President of the Faculty Association and Todd Wilson ESPA President welcomed new Board members and are looking forward to working with the full Board of Trustees throughout the year.

National Criminal Justice Training Center
Brad Russ, Director of Federal Programs, provided an update on the current National Criminal Justice Training Center (NCJTC) initiatives and programs. FVTC's NCJTC unit is a recognized leader in high-quality training and technical assistance for public safety professionals across the nation.

President’s Report
Dr. May provided an update on recent media coverage, the WTCS State Board meeting being held at FVTC November 11-12, a proposal for a new FVTC Community Partnership Awards program, and the WTCS Futuremakers Partner Award nominee.

MONITORING
Performance Monitoring: Non Credit Programming
Dr. Chris Matheny provided an update on the College’s non-credit programming. Dr. Matheny was joined by Lesli Ostrowski, a student in the paramedic program, who shared with the Board how important her initial non-credit coursework was to her next educational and career steps. 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 personal and occupational non-credit classes that include areas such as clothing and sewing, basic computer skills, arts and crafts, or more specialized interests in areas such as concealed weapon training, traffic safety or emergency medical services.
The total number of students served through non-credit programming in 2013-14 was 21,075, which is a 7.1% increase from the previous year. In comparison with other WTCS colleges, FVTC led the entire WTCS and outpaced the other benchmark colleges in occupational adult training in 2013-14, contributing 15.44% of all statewide enrollees. FVTC continues to be responsive to the changing needs and interests of our communities, and serves as a reliable source for mandated courses, occupational continuing education, and personal enrichment.

**Strategic Investment Status Report**
Dr. Chris Matheny provided a progress report on the work and results related to the following five strategic investments.
- K-12 Partnership and High School Recruitment
- Machine Tool Technician Expansion
- Paramedic Program Expansion
- Precision Agriculture
- Prosperity Model Partnership with Goodwill Industries

The continuation of each of these strategic initiatives was recommended.

**College Enrollment Monitoring: 2014-15 Academic year**
Dr. Patti Jorgensen presented a report on enrollment for the start of the new academic year. The 2014-15 College enrollment objective is to achieve 7,020 FTEs through programmatic expansion by increasing the volume of student applications in high demand programs by 5% and maintaining conversion rates of 55% or higher in the number of applications to actual enrollments.

Baseline Information
- 38 identified high demand programs
- Total applications for 2013-14 = 2,723
  - Target for 2014-15 = 2,860
- 2013-14 Conversion Rate for 38 high demand programs above programs = 58%
  - Target for 2014-15 = at least 55%

**CONSENT AGENDA**

**MOTION – APPROVE CONSENT AGENDA**
A motion was made by Trustee Tierney to approve the following Consent Agenda items. Upon roll call vote, the motion carried unanimously with 7 Ayes – Trustees DeVoogt, Blaney, Gonzalez, Kohler, Krueger, Mielke, Nelson and Tierney.

**a. Instructional Services**
- Contract Training & Technical Assistance – Monthly Activity Summary
- Grant Proposals Submitted in August

**b. Administrative Services**
- Personnel Report

**c. Financial Services**
- Expenditures > $2,500 for Month of August
- 2014-15 Budget Amendments – Capital Projects Carry Forward

**d. Board Business**
- 2013-16 Strategic Plan Measures
- College Annual Objectives for 2014-15
Board Business/Reports
The Board reviewed the following policies.
  II. Board/Staff Relationship
    - II.A Delegation to the President
    - II.B President's Responsibilities
    - II.C Monitoring College Effectiveness
    - II.D Conduct of Disciplinary Hearings

No changes were proposed on policies II. A-C. Policy II.D Conduct of Disciplinary Hearings will be brought back with recommended changes to the October Board meeting.

BOARD BUSINESS / REPORTS
Board of Trustees Goals 2014-15
At the September 16 Board Retreat the Board of Trustees Goals for 2014-15 were discussed and a draft was presented at this meeting for review and approval.

A motion was made by Trustee Gonzalez to approve the Board of Trustees Goals for 2014-15 with the recommended changes discussed at the Board retreat. Upon roll call vote, the motion carried unanimously with 7 Ayes – Trustees DeVooght Blaney, Gonzalez, Kohler, Krueger, Mielke, Nelson and Tierney.

Board of Trustees Meetings/Upcoming Events
The Board reviewed the future meeting document.

FUTURE AGENDA ITEMS
The WTC District Boards Association meeting will be held on October 10-11, 2014 in Minocqua/Rhineland, WI.

The ACCT 2014 Leadership Congress will be held on October 22-25, 2014 at the Hyatt Regency in Chicago. Trustees DeVooght Blaney, Kohler and Madison will be attending this conference. Also attending are Dr. Susan May, Dr. Chris Matheny, Dr. Patti Jorgensen and Vicky Van Hout.

The WTCS State Board meeting will be held on November 11-12, 2014 at Fox Valley Technical College.

MOTION – ADJOURN
There being no further business to come before the District Board, Vice Chair Stephen Kohler declared that the meeting was adjourned. The time was 5:20 p.m.

Sally Mielke, Board Secretary