FOX VALLEY TECHNICAL COLLEGE DISTRICT
Board Retreat Minutes — February 17, 2015

Call to Order
The Fox Valley Technical College District Board held a special meeting in the form of a retreat on Tuesday, February 17, 2015 at Bassett Mechanical, 1215 Hyland Ave., Kaukauna, WI. Chairperson Stephen Kohler called the meeting to order at 12:23 p.m.

The following Board members were present: Tammie DeVooght Blaney, Anthony Gonzalez, Sharon Hulce, Stephen Kohler, Justin Krueger, Dr. Dominick Madison (arrived at 12:25 p.m.), Sally Mielke, Thomas Nelson and Catherine Tierney.
Absent: None

Also present were: Dr. Susan May Recorder-Vicky Van Hout.

Guests: Kim Bassett, Patty Van Ryzin, Dr. Chris Matheny, Jill McEwen, Barb Kieffer, Amy Van Straten

Motion – Approve Agenda
A motion was made by Trustee Tierney to approve the agenda for the February 17, 2015 retreat. Upon voice vote, the motion carried unanimously.

Board Self-Evaluation Results
Each Board member recently completed a self-evaluation that focused on the overall performance of the Board and work toward Board goals for the year. Trustee ratings were tabulated, both individually and as a whole, and averaged to measure progress. There were several areas noted that could be improved, but overall ratings were quite solid.

Additional feedback from Board members included:
- Would like to understand more about the College’s offerings and programs.
- Would like to understand more about why students aren’t completing their programs of study.
- Would like a better understanding of FVTC’s engagement with community and non-profit organizations.

Mid-Year Status Review of 2014-15 Board Goals
Board members reviewed the 2014-15 Board Goals and would like to implement the following:
  - Host a discussion with a panel of employer advisory committee chairs.
  - Trustees Kohler and Nelson are interested in meeting with Representatives Mike Rohrkaste and Dave Murphy to discuss budget implications.
  - Would like to see the advancement of additional strategic investment proposals.

Presentation and Tour of Bassett Mechanical
Kim Bassett and Patti Van Ryzin of Bassett Mechanical provided a very informative tour and overview of the company, including the role FVTC plays in the education and training of its employees and contractors.
President’s Updates

- Fiscal Management Services
  - Dr. May reminded the Board of the long-time agreement to provide fiscal management services to the WTC District Boards Association, including the employment of Boards Association staff. This service agreement dates back to 1983.
  - The WTCS Foundation has requested a similar agreement for Paul Gabriel as he transitions to the leadership role for the Foundation. The Board supported the development of this new agreement.

- Staffing Adjustments
  - Dr. May alerted the Board that due to low enrollments and likely program restructuring in the Printing Technologies Department, as well as adjustments to be made based on a series of Printing Services RFPs being reviewed, several faculty and staff layoffs will likely be recommended. Due to timing requirements, this may call for a brief special Board meeting in May.

Mid-Year Status Report on College Annual Objectives and Strategic Plan Measures
Chris Matheny provided a review of the first six months of progress toward achievement of the College Annual Objectives and Strategic Plan measures is an indication of performance that is on pace to achieve the annual targets as projected or performance that is experiencing challenges in meeting the annual targets with corrective action proposed as appropriate.

Status reports on each of the annual objectives show most are on track with the exception of the enrollment objective. Efforts to correct this trend are being continuously pursued.

Summary Report on Active Strategic investments
Chris Matheny provided a report on the twelve active strategic investments representing a total investment of $1.3 million. Most investments are doing well and meeting expectations.

Trustee Gonzalez left the meeting at 3:30 p.m.

Update on WTCS Health Insurance Consortium
Jill McEwen and Barb Kieffer provided an overview of the current status of the WTCS Employee Health Insurance Consortium. Highlights included what the consortium is, current status and recommendations.

Based on Board feedback, the recommendation to join the consortium will be brought forward for Board action in March. If the Board approves, the College would become a member of the WTCS Employee Health Insurance Consortium effective July 1, 2015.

Employee Benefit Plan for 2016
Jill McEwen and Barb Kieffer reviewed the College’s current employee benefits plan. They also reviewed the Wisconsin Technical Colleges offering high deductible health plans, including plan design and costs, and provided updated information on the local public and private sector employer health plans used as comparables. Jill reviewed the benefits recommendation for the plan year beginning January, 1, 2016. This topic will be brought back to the Board for further discussion and action at a subsequent meeting.
2015-16 Budget Planning Assumptions
Amy Van Straten led a discussion on the budget planning assumptions for 2015-16 including the budget development timeline and operating budget planning assumptions. The capital budget plan is well under development and will be advanced to the Board in the March-April timeframe. Operating budget development will continue through April and in May the Board will review and be asked to approve the proposed College budget for public hearing in June.

MOTION – ADJOURN
There being no further business to come before the District Board, Trustee Krueger made a motion that the meeting be adjourned. Upon voice vote, the motion carried unanimously. The time was 4:00 p.m.

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Sally Mielke, Board Secretary