

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

CALL TO ORDER

The Fox Valley Technical College District Board held its regular meeting on Tuesday, December 19, 2017 in Room A137 at Fox Valley Technical College, 1825 Bluemound Dr., 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 (arrived 4:04 p.m.), Anthony Gonzalez, Stephen Kohler, Dr. Dominick Madison, Justin Krueger, Dawn Rosicky, Patricia Van Ryzin, John Weyenberg
Absent: None

Others present included: FVTC President-Dr. Susan May; Administrators: Dr. Chris Matheny, Dr. Patti Jorgensen, Amy Van Straten, Jill McEwen, Deb Gorman, Troy Kohl; and FVTC Staff: Zoe Cujak, Jeremy Hanson, Rose Kilsdonk, Susan Lucius, Chris Jossart, Dr. Patti Frohrib, Faith Schiedermaier, Paula Battermann, Andrea Oman, Steve Straub, Gary Brilowski, Kim Olson, Barb Kieffer, Melissa Widmann, Dr. Marie Martin, Doug Waterman, Tyler Plog, Kristina Mahloch
Recorder: Vicky Van Hout

MOTION – APPROVE AGENDA

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

PUBLIC COMMENT

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

MOTION – APPROVE MINUTES OF NOVEMBER 21, 2017 REGULAR BOARD MEETING

A motion was made by Trustee Kohler to approve the minutes of the November 21, 2017 Regular Board meeting. Upon voice vote, the motion carried unanimously.

MONITORING

Comprehensive Annual Financial Report (CAFR) 2016-17

Annually, the Board is required to authorize a financial audit of the District and to submit an audit report to the Wisconsin Technical College System Board no later than six months following the end of the fiscal year. The audit was completed, full report developed, and presented to the Board by Brian Anderson, from Wipfli and CFO Amy Van Straten.

Following review of the report, a motion was made by Trustee Albrecht to accept the Comprehensive Annual Financial Report for the fiscal year ended June 30, 2017 and the Management Letter. Upon roll call vote, the motion carried unanimously with 9 Ayes Trustees, Albrecht, DeVooght Blaney, Gonzalez, Kohler, Krueger, Madison, Rosicky, Van Ryzin and Weyenberg.

Reports

• ***New Search and Registration Systems***

Troy Kohl, Larry Baier and Barb Dreger shared an update on the customer service annual objective and presented a demonstration of the latest development, the online "Take a Class" system for community members. The new system has been live for just a month and feedback has been overwhelmingly positive. The goal of all of the customer experience initiatives is to enhance the search and transaction experience for all customer groups.

• **President's Report**

Dr. May shared recent media coverage, highlights from the College Winter Commencement and a review of the State Outcomes-Based Funding report.

POLICIES/ISSUES

Wautoma Regional Center Construction

A motion was made by Trustee DeVooght Blaney to Adopt the resolution for District Board Approval – Wautoma Regional Center. Upon roll call vote, the motion carried unanimously with 9 Ayes - Trustees Albrecht, DeVooght Blaney, Gonzalez, Kohler, Krueger, Madison, Rosicky, Van Ryzin and Weyenberg.

CONSENT AGENDA

MOTION – APPROVE CONSENT AGENDA

A motion was made by Trustee Krueger to approve the following Consent Agenda items. Upon roll call vote, the motion carried unanimously with 9 Ayes - Trustees Albrecht, DeVooght Blaney, Gonzalez, Kohler, Krueger, Madison, Rosicky, Van Ryzin and Weyenberg.

a. Instructional Services:

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

b. Human Resources

- Personnel Report

c. Financial Services

- Budget Variance Analysis
- Expenditures > \$2,500 for Month of November

d. Facilities and Operations

- National Criminal Justice Training Center Washington D.C. Area Lease Renewal

BOARD BUSINESS / REPORTS

Board of Trustees 2017-18 Self Evaluation Timeline

Chair Madison reviewed the Board of Trustees 2017-18 Self Evaluation timeline. The evaluation will be e-mailed to Trustees on Friday, January 5 with a reminder that the survey should be returned to the President's office no later than Friday, January 12, 2018. Results will be discussed at the February 1 Board Retreat.

FUTURE AGENDA ITEMS.

The WTC District Boards Association Winter meeting will be held January 25-27, 2018 at the Holiday Inn, Eau Claire. Trustees DeVooght Blaney and Madison plan to attend portions of the meeting.

The Community College National Legislative Summit is scheduled for February 11-14, 2018 at the Washington Marriott Marquis, Washington, D.C. Trustee DeVooght Blaney is attending this meeting along with Mary Downs.

Motion – Adjourn

There being no further business to come before the District Board, Trustee Madison declared that the meeting was adjourned. The time was 5:10 p.m.

Stephen Kohler, Board Secretary