

**FOX VALLEY TECHNICAL COLLEGE DISTRICT
Board Meeting Minutes — December 17, 2019**

CALL TO ORDER

The Fox Valley Technical College District Board held its regular meeting on Tuesday, December 17, 2019, at Fox Valley Technical College, 1825 N. Bluemound Drive, Appleton, Wisconsin, Room A137. Chair Patricia Van Ryzin called the meeting to order at 4:02 p.m.

Roll Call

Board members present were: Tammie DeVooght Blaney, Francisco Henriquez, Stephen Kohler, Justin Krueger, Dawn Rosicky, Charles Spoehr, Jr., Patricia Van Ryzin, and John Weyenberg; Absent: Chris VanderHeyden

Others present included: FVTC President: Dr. Susan May; Administrators: Dr. Chris Matheny, Deb Gorman, Amy Van Straten; FVTC Staff: Paula Batterman, Scott Borley, Becky Boulanger, Gary Brilowski, Zoe Cujak, Barb Dreger, Deb Heath, George Hoppen, Susan Kaufman, Barb Kieffer, Dr. Jennifer Lanter, Susan Lucius, Dr. Kim Olson, Andrea Oman, Jim Reinke, John Sorenson, Steve Straub, Melissa Widmann; Guests: Brian Anderson, Jeremy Hanson, Luissana Henriquez, Jared Huss, Chris Jossart, Andy Rinke; Recorder: Sarah Bingham

PUBLIC COMMENT

Chair Van Ryzin opened the meeting for public comments from the audience. There were no public comments.

REVIEW AND APPROVAL OF AGENDA

A motion was made by Trustee Krueger to approve the agenda for the December 17, 2019, meeting as presented. Upon voice vote, the motion carried unanimously.

ACTION ON MINUTES

A motion was made by Trustee Kohler to approve the minutes of the November 19, 2019, Regular Board meeting. Upon voice vote, the motion carried unanimously.

REPORTS

Joint Report from the Associations

Jim Reinke and Gary Brilowski provided a brief update for both the Faculty Association and the Educational Support Personnel Association.

President's Report

Dr. May recognized agriculture instructor, Jeremy Hanson, and Chris Jossart for a new partnership program with WFRV TV, "Life on the Farm." She also provided information on the Community First Career Exploration & Financial Literacy Center Dedication and Open House events on January 22; shared the front page coverage of the CF Career Exploration and Financial Literacy Center in the Community Foundation's recent newsletter; provided information on the recent Board of Trustees' Scholarship Award; and provided some updated information on facility leases the College has with the FVTC Foundation.

MONITORING

2018-19 Comprehensive Annual Financial Report (CAFR) and Management Letter

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 DeVooght Blaney to accept the Comprehensive Annual Financial Report for the fiscal year ended June 30, 2019, and the related Management Letter. Upon roll call vote, the motion carried unanimously with 8 Ayes: Trustees DeVooght Blaney, Henriquez, Kohler, Krueger, Rosicky, Spoehr, Weyenberg, and Van Ryzin. 1 Absent: VanderHeyden.

POLICIES/ISSUES

Strategic Investment Proposal – Flight Training Program Expansion

Following review, a motion was made by Trustee Kohler to authorize the administration to implement the proposed strategic investment to support the expansion of Flight Training Programs utilizing reserve funds as proposed. Upon roll call vote, the motion carried with 8 Ayes: Trustees DeVooght Blaney, Henriquez, Kohler, Krueger, Rosicky, Spoehr, Weyenberg, and Van Ryzin. 1 Absent: VanderHeyden.

Associate in Applied Science Program Proposal Concept Review – Surgical Technology

Following review, a motion was made by Trustee Krueger to approve the Surgical Technology AAS degree "Concept Review" authorizing administration to forward the occupational program proposal to the Wisconsin Technical College System for State Board approval. Upon roll call vote, the motion carried with 8 Ayes: Trustees DeVooght Blaney, Henriquez, Kohler, Krueger, Rosicky, Spoehr, Weyenberg, and Van Ryzin. 1 Absent: VanderHeyden.

CONSENT AGENDA

Motion – Approve Consent Agenda

Following review, a motion was made by Trustee Weyenberg to approve the following Consent Agenda items. Upon roll call vote, the motion carried with 8 Ayes: Trustees DeVooght Blaney, Henriquez, Kohler, Krueger, Rosicky, Spoehr, Weyenberg, and Van Ryzin. 1 Absent: VanderHeyden.

a. Instructional Services

- Contract Training & Technical Assistance – Monthly Activity Summary
- Grant Proposals Submitted in November 2019
- New Academic Programs Under Development
- Recommendation for Posthumous Degree – Christopher Widmann

b. Human Resources

- Personnel Report

c. Finance & Facilities

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

BOARD BUSINESS/REPORTS

Board of Trustees 2019-20 Self Evaluation Timeline

Chair Van Ryzin reviewed the Board of Trustees 2019-20 Self Evaluation process and timeline. The evaluation will be emailed to Trustees on Friday, January 3, with a reminder that the survey should be returned to the President's Office no later than Friday, January 10, 2020. Results will be compiled and discussed at the Board Retreat on February 5.

ACCT Committee Appointment

Chair Van Ryzin recognized Trustee DeVooght Blaney for being appointed to the ACCT Committee on Public Policy and Advocacy.

Optional PSTC Experiences Following Board Retreat

Dr. May provided some options for a possible PSTC experience at the Board Retreat in February and the trustees shared their preferred option.

ADJOURN

There being no further business to come before the District Board, Chair Van Ryzin declared that the meeting was adjourned. The time was 5:26 p.m.