

**FOX VALLEY TECHNICAL COLLEGE DISTRICT
Board Meeting Minutes — December 20, 2022**

CALL TO ORDER

The Fox Valley Technical College District Board held its meeting on Tuesday, December 20, 2022, at Fox Valley Technical College, 1825 N. Bluemound Drive, Appleton, Wisconsin, Board Room (Room A137), and with virtual access for the public to call in. Chair Chris VanderHeyden called the meeting to order at 4:02 p.m.

Roll Call

Board members present: Tammie DeVooght Blaney, Margaret Kastner, Justin Krueger, Erik Lampe, Charles Spoehr, Jr., Patricia Van Ryzin, John Weyenberg, Chris VanderHeyden. Absent: Javad Ahmad.

Others present included: FVTC President: Dr. Christopher Matheny; Administrators: Elizabeth Burns, Susan Kaufman, Troy Kohl, Dr. Jennifer Lanter, Amy Van Straten; FVTC Staff: Paula Batterman, Scott Borley, Becky Boulanger, Kim Buechel, Carmelyn Daley-Hinkens, Barb Dreger, Chris Dragosh, Nicole Gliszinski, Kris Groell, Debbie Heath, Susan Lucius, Jennifer McIntosh, Amy Pietsch, Dawn Rall, Dr. Andy Rinke, Trent Schloss, Steve Straub, Brooke Sumner, Paul Van Eyck, Becky Ward, Dave Wuestenberg, Heather Zweiger; Guests: Brian Anderson, Gary Brilowski, Bob Ebben, Brian Kaminske, Jennie Moore, Dr. Kim Olson, Phil Sabee, Dale Walker; Recorder: Sarah Bingham

PUBLIC COMMENT

Chair VanderHeyden opened the meeting for public comments. There were no public comments.

REPORTS

ESPA Association Report

Gary Brilowski provided a brief update for the Educational Support Personnel Association.

Faculty Association Report

Bob Ebben provided a brief update for the Faculty Association.

President's Report

Dr. Matheny gave his President's Report which included College updates, discussed the WTCS Budget Papers, and shared information on the Board of Trustees' Scholarship Award.

POLICIES/ISSUES

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

A motion was made by Trustee Weyenberg to approve the initial resolution authorizing and providing for the sale and issuance of not to exceed \$1,500,000 general obligation promissory notes and all related details.

[RES 23/12-01] Upon roll call vote, the motion carried unanimously with 8 Ayes: Trustees DeVooght Blaney, Kastner, Krueger, Lampe, Spoehr, Van Ryzin, Weyenberg, VanderHeyden.

New Program Concept Review – Proposed Greenhouse Operations Associate of Applied Science Degree

Dr. Lanter provided information on the Proposed Greenhouse Operations Associate of Applied Science Degree. A motion was made by Trustee DeVooght Blaney to approve the Greenhouse Operations Associate of Applied Science "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 unanimously with 8 Ayes: Trustees DeVooght Blaney, Kastner, Krueger, Lampe, Spoehr, Van Ryzin, Weyenberg, VanderHeyden.

New Program Concept Review – Proposed Horticulture Landscape Associate of Applied Science Degree

Dr. Lanter provided information on the Proposed Horticulture Landscape Associate of Applied Science Degree. A motion was made by Trustee Van Ryzin to approve the Landscape Horticulture Associate of Applied Science "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 unanimously with 8 Ayes: Trustees DeVooght Blaney, Kastner, Krueger, Lampe, Spoehr, Van Ryzin, Weyenberg, VanderHeyden.

MONITORING

2021-22 Annual Comprehensive Financial Report 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 Weyenberg to accept the Annual Comprehensive Financial Report for the fiscal year ended June 30, 2022, and the related Management Letter. Upon roll call vote, the motion carried unanimously with 8 Ayes: Trustees DeVooght Blaney, Kastner, Krueger, Lampe, Spoehr, Van Ryzin, Weyenberg, VanderHeyden.

Performance Monitoring Report – Business & Industry Services

Dr. Jennifer Lanter, Dr. Kim Olson, and Dale Walker presented several highlights of the report. Guests for this topic were Brian Kaminske, Waupaca Foundry Inc.; Jennie Moore, Goodwill of NCW; and Phil Sabee, Miller Electric Mfg. LLC.

CONSENT AGENDA

Motion – Approve Consent Agenda

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

Board Business

- Regular Board Meeting Minutes – November 15, 2022

Instructional Services

- Contract Training & Technical Assistance – Monthly Activity Summary
- New Academic Programs Under Development

Human Resources

- Personnel Report
- District Legal Engagement Letter

Finance & Facilities

- Budget Variance Analysis
- Expenditures > \$2,500 for Month of November
- Schwalbach Land Lease
- Waupaca Office Lease
- IFB #23017 Aluminum Windows, Entrances, and Glass/Glazing for Electricity Technical Diploma (ETD) Remodel
- Resolution for Remodel – Food Service, Main Campus

BOARD BUSINESS/REPORTS

Board of Trustees Self-Evaluation

Chair VanderHeyden reviewed the Board of Trustees 2022-23 Self Evaluation process and timeline. The evaluation will be emailed to Trustees on Friday, January 6, with a reminder that the survey should be returned to the President's Office no later than Friday, January 13, 2023. Results will be compiled and discussed at the Board Retreat on February 1.

Board Retreat Agenda Topics

The Board reviewed the draft agenda for their upcoming Retreat.

ADJOURN TO CLOSED SESSION

A motion was made by Trustee VanderHeyden to adjourn to closed session pursuant to Section 19.85(1)(c), *Wis. Stats.*, to discuss employee compensation. The time was 5:35 p.m. Upon roll call vote, the motion carried with 8 Ayes: Trustees DeVooght Blaney, Kastner, Krueger, Lampe, Spoehr, Van Ryzin, Weyenberg, VanderHeyden.

RECONVENE IN OPEN SESSION

A motion was made by Trustee VanderHeyden to reconvene into open session pursuant to Section 19.85(2), *Wis. Stats.* The time was 6:30 p.m. Upon roll call vote, the motion carried with 8 Ayes: Trustees DeVooght Blaney, Kastner, Krueger, Lampe, Spoehr, Van Ryzin, Weyenberg, VanderHeyden.

A motion was made by Trustee Van Ryzin to approve the use of approved 2022-23 merit pool, changes in shift differential pay, and classification of employment advisor position, as per the plans discussed in closed session. Upon roll call vote, the motion carried with 8 Ayes: Trustees DeVooght Blaney, Kastner, Krueger, Lampe, Spoehr, Van Ryzin, Weyenberg, VanderHeyden.

ADJOURN

There being no further business to come before the District Board, Chair VanderHeyden declared the meeting adjourned. The time was 6:31 p.m.

Justin Krueger, Secretary