FOX VALLEY TECHNICAL COLLEGE DISTRICT
Board Meeting Minutes — January 21, 2014

CALL TO ORDER
The Fox Valley Technical College District Board held its regular meeting on Tuesday, January 21, 2014 in Board Room A137 of the Appleton Campus located at 1825 N. Blumound Rd., Appleton, WI. Chair Catherine Tierney called the meeting to order at 4:00 p.m.

ROLL CALL
Board members present were: Tammie DeVooght Blaney, Anthony Gonzalez, Mark Harris, Sharon Hulce, Stephen Kohler, Dr. Dominick Madison, Sally Mielske, Catherine Tierney and Craig Wussow.
Absent: None

Others present included: FVTC President-Dr. Susan May; Administrators: Dr. Chris Matheny, Amy Van Straten, Donna Elliott, Dr. Patti Jorgensen, Dr. Pat Robinson, Troy Kohl; and FVTC Staff: Chris Jossart, Andy Rinke, Jeremy Hansen, Deb Heath, Deb Gorman, Dr. Patti Frohrib, Barb Dreger, Sue Anderson, Melissa Widmann, Anne Haberkorn, Dan Poeschel, Marge Rubin, Mary Hansen and Andrea Oman.
Recorder: Vicky Van Hout

MOTION – APPROVE AGENDA
A motion was made by Trustee Wussow to approve the agenda for the January 21, 2014 meeting as presented. Upon voice vote, the motion carried unanimously.

MOTION – APPROVE MINUTES OF DECEMBER 17, 2013 REGULAR BOARD MEETING
A motion was made by Trustee Kohler to approve the minutes of the December 17, 2013 Regular Board meeting. Upon voice vote, the motion carried unanimously.

REPORTS
▪ Faculty Association Report
Jim Reinke, Faculty Association President did not have a report.

▪ Educational Support Personnel Association (ESPA) Report
Carol Radtke, ESPA President was not in attendance.

▪ Student Government Association (SGA)
A report was provided by Kim Bazan, SGA President sharing highlights of recent SGA activities

▪ Update on College Re-Accreditation-AQIP Systems Portfolio Development
FVTC is accredited through the Higher Learning Commission of the North Central Association. FVTC must be accredited by the regional agency approved by the US Department of Education in order for our students to be eligible to receive federal financial aid. Since 2001, FVTC has followed the AQIP model of accreditation which is on a seven-year cycle of required activities and reports. The submission deadline for the Systems Portfolio is November, 2014. A team of regional peer reviewers provides feedback to FVTC in the AQIP Systems Appraisal report which identifies key organizational strengths and areas for improvement based upon the responses to required questions in nine categories. In 2014, FVTC must provide evidence of compliance with federal criteria for accreditation with responses to designated questions.
President’s Report
Dr. Susan May provided a written report on the recent College activities and added the following:
- Presented Jeremy Hansen, Department Chair for our Fire Protection Technician Program with a framed certificate acknowledging his successful completion of the Executive Fire Officer Program of the National Fire Academy. This is a 4-year program and one of the most prestigious accomplishments that can be achieved in the fire service.
- The WIR Racer Banquet was held Saturday evening at Van Abel’s in Hollandtown. This is the third year in a row that the College’s Beat the Heat Club took the first place drag racing award in that category.
- Shared a copy of the letters regarding negotiations received from the Educational Support Personnel Association (ESPA) and the Faculty Association. This will be discussed at the Board Retreat in February.
- The latest draft of the employee handbook was shared with all staff last week. Additional sessions have been scheduled to provide the opportunity for staff to provide feedback or ask questions. The compensation study results and salary structure recommendations for faculty and support staff will be a topic at the February Board Retreat.
- The WMC Foundation, in partnership with the Wisconsin Technical College System and all 16 technical colleges are holding sessions to highlight current workplace solutions and an early preview of a new initiative to establish a 20-year strategic plan for the state called – Future Wisconsin. The session hosted by FVTC will be held at the D. J. Bordini Center in Appleton, Wednesday, February 19, 2014.
- The WTC District Boards Association received a legislative update at their meeting last week. The Governor will be providing more details in his State of the State Address Wednesday evening. Trustee Harris shared a copy of the December "Focus" publication that talks about Wisconsin’s surplus or deficit.

CONSENT AGENDA
MOTION — APPROVE CONSENT AGENDA
A motion was made by Trustee Madison to approve the following Consent Agenda items. Upon roll call vote, the motion carried unanimously.

a. Instructional Services:
   - Contract Training & Technical Assistance – Monthly Activity Summary
   - Grant Proposals Submitted In December
   - Contracts Recovering Less Than Full Cost – Quarterly Report
   - Avocational Course Tuition 2014-15

b. Administrative Services
   - Personnel Report

c. Financial Services
   - Budget Variance Analysis
   - 2013-14 Budget Amendments – Consolidated Topics
   - Expenditures > $2,500 for Month of December
   - RFP#14009 Fire Arms Training Ranges – Bullet Trap Systems
   - RFP #14010 Fire Arms Training Ranges – Target Systems
   - RFP #14020 Recruiting Agencies
   - RFP #14021 Student Handbook Planners
   - IFP #14025 Fascia Replacement
**Monitoring**

- **Performance Monitoring Report: Collaboration with Schools and Colleges**
  Dr. Patti Jorgensen was joined by Mary Hansen and Marge Rubin to review the purpose monitoring report which focuses on our collaboration with secondary schools, colleges, and universities to enable students smooth passage between educational systems. Collaborative partnerships between FVTC and the high schools have resulted in opportunities for students to obtain a high school diploma, earn college credit, learn technical skills and/or explore technical careers. Through collaborative programming agreements with other technical colleges, the College is able to offer its students additional program options. Articulation agreements with four-year colleges and universities provide credit transfer options for FVTC associate degree graduates who seek to continue their education in baccalaureate programs.

This past year, with the reorganization of our K-12 and college efforts, was spent working on efficiently positioning FVTC at the center of the spectrum of choices for District high school students. Recognition of the role of technical education by employers and K-12 partners has never been higher, as the largest percentages of job openings into the future will require some technical training beyond high school, but less than a bachelor’s degree. Students graduating from high school need to be armed with the best information possible regarding their futures, and strong collaboration between FVTC and district K-12 schools is one way to accomplish this.

Trustees provided comments and questions regarding the monitoring report, as well as completed a written assessment on the performance of this College function.

**BOARD BUSINESS / REPORTS**

**Board Self-Evaluation**

The Annual Board Self-Evaluation forms were provided, with instructions to complete the questionnaire and return to the President’s Office by January 29 to be compiled. The results will be a topic of discussion at the Board Winter Retreat on February 18, 2014.

**Review of Board Goals 2013-14**

The Board was asked to review the Board Goals for 2013-14 and whether there are any additional activities or initiatives that we might plan for the balance of this year to achieve these goals. Any suggestions should be shared with Dr. May.

There are a number of employer dialogue sessions being planned by FVTC Business & Industry Services that will focus on narrowing the workforce skills gap. Information on these sessions will be shared with the Board.

**Review Draft Board Retreat Agenda**

Provided a draft of the February 18, 2014 Board Retreat agenda for the Board to review. The retreat will be held at the Appleton Police Department followed by the regular meeting at that same location.

**Report/Feedback on Winter District Boards Association Meeting in Appleton**

Feedback included:
- Participants complimented Dr. May’s leadership of the WTCS President’s Association.
- Chef Jeff’s luncheon presentation for Association members was a big hit!
- Tours of the HSTC, KI Innovation Center and Forensic Science areas had rave reviews.
- Enjoyed the opportunity to talk with other trustees about policy governance.
- Had discussions about the future of the trustee mentor program.
- Enjoyed having Student Government Association members at the banquet.
Individual Linkages
– Trustee DeVooght Blaney attended the FVTC All Staff In-Service January 6.

Board of Trustees Meetings/Upcoming Events
The Board reviewed the future meeting document and were asked to provide any updates to Vicky.

Future Agenda Items
The January 28, 2014 WTCS State Board meeting is being held at the WTCS System Office in Madison.

Scheduled for February 10-13, 2014 is the Legislative Summit at the Marriott Wardman Park Hotel, Washington D.C. Alyce Dumke, Executive Director, Foundation and Community Relations will represent the College at this meeting.

Motion – Adjourn
There being no further business to come before the District Board, Chairperson Catherine Tierney declared that the meeting was adjourned. The time was 5:25 p.m.

Sally Mielke, Board Secretary