CALL TO ORDER
The Fox Valley Technical College District Board held its regular meeting on Tuesday, November 19, 2013 in Board Room A137 of the Appleton Campus located at 1825 N. Bluemound Rd., Appleton, WI. Chair Catherine Tierney called the meeting to order at 4:03 p.m.

ROLL CALL
Board members present were: Tammie DeVooght Blaney, Anthony Gonzalez, Mark Harris, Sharon Hulce, Stephen Kohler, Dr. Dominick Madison, Sally Mielke and Catherine Tierney.
Absen: Craig Wussow

Others present included: FVTC President-Dr. Susan May; Administrators: Donna Elliott, Dr. Patti Jorgensen, Chris Matheny, Jill McEwen, Dr. Pat Robinson, Amy Van Straten and FVTC Staff: Deb Gorman, Alyce Dumke, Chris Jossart, Anne Haberkorn, Dale Walker, Faith Schiedermayer, Paula Battermann, Stacy Doran, Doug Waterman, Dan Poeschel and Dr. Patti Frohrib.
Recorder: Vicky Van Hout

MOTION – APPROVE AGENDA
A motion was made by Trustee Kohler to approve the agenda for the November 19, 2013 meeting as presented. Upon voice vote, the motion carried unanimously.

MOTION – APPROVE MINUTES OF OCTOBER 15, 2013 REGULAR BOARD MEETING
A motion was made by Trustee Harris to approve the minutes of the October 15, 2013 Regular Board meeting. Upon voice vote, the motion carried unanimously.

REPORTS
• Faculty Association Report
  Jim Reinke, President of the Faculty Association was not in attendance.

• Student Government Association (SGA)
  Kim Bazan, SGA President, shared highlights of recent SGA activities.

• President’s Report
  In addition to items listed in the Board book, Dr. Susan May reviewed the following:
  - Fall edition of Focus Magazine was shared.
  - Provided copies of the updated 2013-16 FVTC Strategic Plan.
  - Last week the Job Seekers Network surpassed the 1,000 member mark.
  - An article on the KI Innovation Center was shared.
  - Wisconsin State Farmer newspaper highlighted the Sommer family which owns Service Motor Company. The expanded agricultural center at the Appleton Campus has been named the Service Motor Company Agriculture Center in recognition of their commitment to long-term support of the College.
  - The College is referenced in the November publication of the New North B2B article on “Building a Better Wisconsin Workforce.”
  - Last week Governor Walker signed into law a new bill involving “Apprenticeship Reimbursement.” This bill creates an incentive, administered by the Department of Workforce Development, which will reimburse tuition costs for employers involved in apprenticeship programs.
  - A follow-up report to Craig Wussow’s questions about School for Workers will be delayed until the December Board meeting.
  - Tomorrow’s Technician magazine, a national publication focusing on educational topics for students entering the automotive industry, named FVTC runner-up in the central division of a nationwide competition to highlight the impact of related training programs. The completion included 168 entries from technical colleges, community colleges, high schools and more comprised of four regional divisions throughout the United States.
MONITORING
Performance Monitoring Report: Business & Industry Services
Chris Matheny, accompanied by Dale Walker, introduced the report on Business and Industry Services. This report addresses the extent to which the College is fulfilling its purpose in designing and delivering customized training, consulting services, and technical assistance in partnership with public and private sector employers to further economic development.

In fiscal year 2013, the total revenue of the BIS unit increased by 12.3% to $8.4M. In addition, the number of participants served grew by over 10% to 26,386 individuals. These key indicators are historical high water marks and reflect the combined commitment of faculty, support staff, and administration across all units of the College. The 2013 National Community College Benchmark Project Survey shows FVTC in the 95 percentile and higher in key Business and Industry productivity measures among 280 participating peer colleges.

Wisconsin employment growth of 1.4% is expected in 2014 and when combined with a Department of Revenue forecast of national GDP growth of 2.8%, we can expect further BIS growth in 2014. The continued strength of the BIS unit is supported by the improving economy and invites the continual assessment of the resources necessary to serve the district.

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

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 October
   - New Program Development

b. Administrative Services
   - Personnel Report

c. Financial Services
   - Budget Variance Analysis
   - IFB #14016 Fire Arms Training Ranges – Ballistic Rubber
   - Expenditures > $2,500 for Month of October

POLICIES / ISSUES

Board Summary of Contract vs. Handbook Changes
As a result of the implementation of Act 10, Fox Valley Technical College will move to a handbook applicable to all regular full- and part-time employees on July 1, 2014. Last month administration provided an update and timeline on the handbook development. At this meeting detailed information was provided of the handbook language completed to date with an emphasis on what is in the current contracts vs. what will be in the handbook.

A document on additional benefit recommendations was provided to the board for them to review before the December meeting. They will be asked to approve these recommendations at the December Board meeting.
BOARD BUSINESS / REPORTS

Board members reported on the following individual linkages:

- Trustee Mielke attended the Lawrence University Report to the Community October 22.
- Trustees DeVooght Blaney, Gonzalez, Madison, Harris, Hulce, Mielke, Tierney and Wussow attended the Health Simulation & Technology Center dedication October 23.
- Trustees Harris and Tierney attended the Fox Cities Chamber Annual Meeting October 24.
- Trustees DeVooght Blaney and Mielke attended the KI Innovation Center dedication October 29.
- Trustee Mielke attended the Lawrence University Civic Life Project at FVTC on October 30.
- Trustees Madison and Mielke attended the WTC District Boards Association meeting at WCTC Waukesha November 7-9.
- Trustee Mielke attended the luncheon honoring Veterans November 14.

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

District Boards Association Fall Meeting Report
Trustee Mielke attended sessions on Public Meetings/Open Records and Ethics for Board Members. There may be board policy changes we may want to consider based on the information presented. The Board was reminded that the WTC District Boards Association Winter meeting will be held at the Radisson Paper Valley January 16-18. The College will host the meeting in the morning on January 17. Board members were encouraged to participate in the activities.

Trustee Madison attended the legislative committee meeting and reported that it was very good.

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

The next WTC District Boards Association meeting is the Winter meeting on January 16-18, 2014 at the Radisson Paper Valley Hotel, Appleton. On Friday, January 17 Fox Valley Technical College will host the District Boards Association meeting in the morning and provide lunch in the Jones Dairy Farm Culinary Theatre.

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 5:16 p.m.

Sally Mielke, Board Secretary