

**MINUTES OF THE
REGULAR MEETING OF THE BOARD OF DIRECTORS
OF SOUTHWEST WISCONSIN TECHNICAL COLLEGE
AUGUST 27, 2015**

The Board of Southwest Wisconsin Technical College met in open session of a regular meeting commencing at 7:00 p.m. on August 27, 2015, in Rooms 492-493, College Connection, on the District Campus located at 1800 Bronson Boulevard in the City of Fennimore, Grant County, Wisconsin. The following members were present:

Linda Erickson, Melissa Fitzsimons, James Kohlenberg, Darlene Mickelson, Russell Moyer, Eileen Nickels, Chris Prange, Rhonda Sutton, and Donald Tuescher

Others present for all or a portion of the meeting included Dr. Jason S. Wood, College President; College Staff: Karen Campbell, Sue Reukauf, Krista Weber, and Caleb White. Public present included Fennimore Times editor Rob Callahan.

Chairperson Kohlenberg called the meeting to order. Proof of notice was given as to the time, place, and purpose of the meeting. The following is the official agenda:

BOARD MEETING NOTICE/AGENDA

Thursday, August 27, 2015

6:15 p.m. – Light Supper

7:00 p.m. – Regular Board Meeting
Room 492-493 – College Connection

OPEN MEETING

The following statement will be read: “The August 27, 2015, regular meeting of the Southwest Wisconsin Technical College Board is called to order. This meeting is open to the public and in compliance with State Statutes. Notice of the meeting has been sent to the press and posted on campus and in the City of Fennimore in an attempt to make the general public aware of the time, place and agenda of the meeting.”

- A. Roll Call
- B. Oath of Office
 - 1. Linda Erickson
 - 2. Melissa Fitzsimons
- C. Reports/Forums/Public Input

CONSENT AGENDA

- A. Approval of Agenda
- B. Minutes of the Annual Meeting of July 13, 2015
- C. Financial Reports
 - 1. Purchase Orders Greater than \$2,500
 - 2. Treasurer’s Cash Balance
 - 3. Budget Control

- D. Contract Revenue
- E. Personnel Items

OTHER ITEMS REQUIRING BOARD ACTION

BOARD MONITORING OF COLLEGE EFFECTIVENESS

- A. College Values Update and Discussion
- B. Staffing Update

INFORMATION AND CORRESPONDENCE

- A. Enrollment Report
- B. Chairperson's Report
- C. College President's Report
- D. Other Information Items

ESTABLISH BOARD AGENDA ITEMS FOR NEXT MEETING

- A. Agenda
- B. Time and Place

ADJOURN TO CLOSED SESSION

- A. Consideration of adjourning to closed session for the purpose of:
 - 1. Discussing the Memorandum of Understanding between Southwest Wisconsin Technical College, the Southwest Wisconsin Technical College Foundation, Inc., and the Southwest Wisconsin Technical College Foundation Real Estate Foundation per Wis. Statutes 19.85(1)(e) {Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specific public business, whenever competitive or bargaining reasons require a closed session}.
 - 2. Discussing a Specific Personnel Issue per Wis. Statutes 19.85(1)(f) {Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations}.
- B. Approval of Closed Session Minutes of June 25, 2015

RECONVENE TO OPEN SESSION

- A. Action, if necessary, on Closed Session Items

ADJOURNMENT

{Facilities at Southwest Tech are handicap accessible. For all accommodations call 608-822-2400 or 608-822-2401 to reach the Director of Facilities, or e-mail accom@swtc.edu}

Newly appointed Board member Linda Erickson and recently re-appointed Board member Melissa Fitzsimons read and signed the Oath of Office.

After a review of the Consent Agenda, including the August 27, 2015, agenda; July 13, 2015, Board minutes; financial reports; 12 contracts totaling \$179,157.65 in July 2015; the employment recommendations of Krista Demo - Dental Assistant Instructor, Tim

Evans – Dining Services Cook, Holly Clendenen – Executive Director of the Foundation/ Real Estate Foundation, Marijke van Roojen - Midwifery Clinical Coordinator, Renae Blaschke – Early Childhood Education Instructor, Susan Friederick – Dining Services Cook; and the resignations of Samantha Goss – Foundation Assistant and Cindy Albrecht – Communications Instructor, Mr. Moyer moved to approve the Consent Agenda. Mr. Prange seconded the motion; motion carried.

Dr. Wood presented information on behalf of the Culture Committee to update and adopt new College values based on input from faculty and staff. The history of the College's culture and process used to develop this input was shared and discussed. The Board shared concerns on definitions and organizational values versus behavior standards.

Krista Weber, Director of Human Resources, provided an update on College staffing. Current open positions in various stages of the hiring process included Learning Services Assistant, Director of External Relations & Alumni Development, and a Criminal Justice Instructor.

Enrollment for FY2015 compared to the previous fiscal year reflected a seven percent decrease in enrollment, with the year finishing at 1,533 FTEs. For FY2016 enrollment is trending flat compared to FY2015.

In the College President's Report, a Board retreat in October was discussed with topics for the retreat to include strategic directions, operational plan, and presidential evaluation process. Dr. Wood informed the Board that the John "Nick" Kramer bust has been relocated from the City of Fennimore to the Kramer Administration Building on campus. The Board members will meet with the Kramer family for a photo opportunity and dinner prior to the September Board meeting.

Mr. Tuescher moved to adjourn to closed session to discuss the Memorandum of Understanding between Southwest Wisconsin Technical College, the Southwest Wisconsin Technical College Foundation, Inc., and the Southwest Wisconsin Technical College Foundation Real Estate Foundation per Wis. Statutes 19.85(1)(e) and to discuss a specific personnel issue per Wis. Statutes 19.85(1)(f). Ms. Mickelson seconded the motion. Upon a roll call vote with all members voting affirmatively, the meeting adjourned to closed session at 7:52 p.m. The Board meeting reconvened to Open Session at 8:58 p.m. with no action taken on Closed Session items.

With no further business to come before the Board, Ms. Mickelson moved to adjourn the meeting with Ms. Fitzsimons seconding the motion. The motion carried and the meeting adjourned at 8:59 p.m.

Darlene Mickelson, Secretary