Regular Meeting

of the

Blackhawk Technical College District Board

February 20, 2008

Minutes

The regular meeting of the Blackhawk Technical College Board was held on Wednesday, February 20, 2008, at the BTC Administrative Center, 6004 S. County Road G, Janesville, in the Board Room. Board members present: Jim Munro, Treasurer; Richard Bostwick; Heidi Carvin; Víctor González; and Mary Soddy. Board members absent: Lauri Steeber, Chairperson; Thomas Westrick, Vice Chairperson; Chris Olson, Secretary; and Kevin Leavy. Staff present: Eric Larson; Sharon Kennedy; Kaylen Betzig; Nancy Lightfield; Dan Hartstern; Brian Gohlke; Jackie Pins; Pat Kempinski; Len Walker; Mark Triller; a representative of the BTC/Educational Support Professionals; and representatives of the Blackhawk Technical Faculty Federation.

In the absence of the Chairperson and Vice Chairperson, Mr. Munro acted as Chairperson for the meeting. He called the meeting to order at 6:35 p.m. He reported the BTC Board would immediately adjourn to a closed session pursuant to Wis. Stats. 19.85 (1)(c)(e) for the purpose of discussing negotiations with the Blackhawk Technical Faculty Federation and personnel issues. He indicated the Board would reconvene in open session at approximately 7:00 p.m. Any action that might result from the closed session will be taken upon reconvening in open session, scheduled for action at the next regular meeting, or scheduled for action at a special meeting called on notice.

It was moved by Mr. Bostwick and seconded by Ms. Soddy to adjourn the meeting to a closed session pursuant to Wis. Stats. 19.85 (1)(c)(e) for the purpose of discussing negotiations with the Blackhawk Technical Faculty Federation and personnel issues.

The roll was called and the following voted affirmatively: Mr. González, Ms. Carvin, Ms. Soddy, Mr. Bostwick, and Mr. Munro.

Motion carried.

Staff members were excused except for Dr. Larson, Dr. Kennedy, Mr. Gohlke, and Ms. Pins.

Dr. Kennedy and Mr. Gohlke were excused.

It was moved by Ms. Carvin and seconded by Mr. González to adjourn the closed session at 7:14 p.m.
The roll was called and the following voted affirmatively: Mr. González, Ms. Carvin, Ms. Soddy, Mr. Bostwick, and Mr. Munro.

Motion carried.

A five-minute recess was taken.

Acting Chairperson Munro called the meeting to order in open session at 7:19 p.m.

It was moved by Mr. Bostwick and seconded by Ms. Soddy to approve the minutes of the Regular Meeting held on January 16, 2008.

Motion carried.

Acting Chairperson Munro called for Public Comment. He noted a number of individuals from the public were in attendance. For those who were Woodworking students, he added that the final report had not been received on the testing that was done in the Woodworking and Welding Labs. He also requested that individuals wishing to address the Board keep their comments brief. Individuals who addressed the Board on Woodworking issues included: Karen Bernard, Jim Laack, Keith Gabrielson, and Gerry Lesch. Terri Dodge commented on recent emergency closings of the College. Rubina Jan provided “60 Second Success Stories” which recognized: Nancy Lightfield for accepting the interim position of Vice President of Learning Support, Richard Bostwick and Mark Triller for their service and work with the homeless within the community, and Janet White and the Library staff for the support and services they provide to students. Acting Chairperson Munro thanked all for their comments.

The January financial statement was reviewed.

Chairperson Munro called for special reports.

Ryan McVay, Lt. Governor for the Student Government Association, reported the Murder Mystery Dinner Theatre will be held on March 7; tickets are available until Feb. 29 at a cost of $15. A Casino Night is tentatively planned for Friday, April 11. SGA representatives will be attending a Legislative Seminar and meeting with District legislators to discuss issues impacting students. Mr. McVay also stated the results from an activity survey will be shared with the Board at the March meeting.

Richard Ott and Art Carter, Co-Chairs of the Blue Ribbon II Committee, presented the Committee’s final recommendations. The Committee established six (6) priorities for the College: the need for more flexibility and accessibility of class offerings (6-10 PM); the need for soft skills in workers and the need for work responsibility attitude; the need to keep youth in our communities/two (2) generations of workers missed by emphases on 4-year college; the need to integrate BTC with high schools (stronger outreach); the need for partnering – business
providing equipment and resources as training methods (inter-relationships between instructors and employers in the field); the need to focus on career-building skills. Committee members reemphasized the need for BTC to remain true to its mission of education for employment. It was also stressed that BTC should not be afraid of being a technical college. Mr. Munro thanked the Committee for its efforts in this visioning task. He noted that great strides were made by BTC as a result of the recommendations made by the original Blue Ribbon Committee in the early 1990s. The final report shared with the Board tonight provides plenty of information that can be used as a roadmap for BTC’s future.

It was moved by Mr. Bostwick and seconded by Ms. Soddy to accept the Blue Ribbon II Committee’s final report and recommendations.

Motion carried.

Dr. Larson presented the President’s monthly report and circulated correspondence and other information received by the District since the last meeting. He reported that the total FTEs to date for the College represent an approximate increase of 3%. Best wishes were extended to Kaylen Betzig as she leaves BTC and begins her new position at Waukesha County Technical College.

Acting Chairperson Munro called for Unfinished Business. There was none.

Acting Chairperson Munro called for the Consent Agenda.

It was moved by Mr. Bostwick and seconded by Ms. Soddy to approve the consent agenda, which included current bills from the month of January – Voucher #00168306 to and including #00169629 and direct deposit expense reimbursements in the total amount of $1,744,107.76 (includes student related payments), a payroll total for the month of January of $1,074,062.92, payroll tax wire transfers for the month of January of $518,568.86, other wire transfers for the month of January of $57,663.09, WRS wire transfers for the month of January of $120,077.67, P-card disbursements for the month of January of $79,411.13, and a bond payment for the month of January of $0, for a grand total of $3,593,891.43; business and industry contracts negotiated since the last meeting—Badger State Ethanol, $229.00; Badger State Ethanol, $229.00; Beloit Memorial Hospital, $1,622.00; CESA 2, $551.00; CESA 2, $6,974.00; General Motors Corp., $2,401.00; and Simmons Mfg. Co., LLC, $355.00; adoption of the attached resolution to authorize the College to develop a new 403(b) retirement plan; acceptance of the resignation of Jeanne Williams, Coordinator-Learning Services, effective January 24, 2008; approval to issue continuing contract/employment letters to the attached list of members of the Faculty Federation; and confirmation of the interim appointment of Nancy Lightfield to the position of Vice President of Learning and the adjustment of her annual compensation to $94,562.

Motion carried.
Acting Chairperson Munro called for New Business/Committee Reports.

Mr. Hartstern provided a Strategic Direction update on Finance. Finance-related accomplishments of the District and future planning opportunities and challenges were shared.

Mr. Hartstern presented an annual report of Tax Incremental Districts (TIDs) located within the Blackhawk Technical College District.

Due to the absence of four (4) Board members, Acting Chairperson Munro requested that action to establish the date for the Board’s annual Retreat be postponed until the March Board meeting.

Dr. Kennedy reported on the fee structure for avocational classes and noted these types of classes do not receive state aid funding. The recommendation being brought forth calls for a 10 cent fee increase to assist with the cost recovery of offering these types of courses.

It was moved by Mr. Bostwick and seconded by Ms. Soddy to increase avocational fees for 2008-09 by 10 cents per hour to $2.10 per hour, and to maintain a 25% reduction to senior citizens.

Motion carried.

Dr. Kennedy presented the annual Outreach Centers Report, which included enrollment information and trends.

Dr. Kennedy summarized information provided on the development of an Agriculture Specialist one-year diploma program. This is a new program that emphasizes new directions in agriculture, including entrepreneurship, renewable fuel production, agri-tourism, direct marketing of organic products, and sustainable agriculture. This is the first step in the program development process. Additional Board action will be required prior to program implementation.

It was moved by Ms. Carvin and seconded by Mr. Bostwick to approve the Scope Proposal for the Agriculture Specialist one-year diploma program and to submit the required documentation to the WTCS State Office.

Acting Chairperson Munro called for discussion. Mr. González noted that agriculture has undergone significant changes in recent years. The proposed program fits the changing needs within the ag community and also addresses priorities within the Blue Ribbon II Committee’s report.

Acting Chairperson Munro called the question.

Motion carried.
Mr. Gohlke provided a review of the annual update to BTC’s Affirmative Action Plan. This update will be submitted to the WTCS State Office for its review and approval.

Mr. Hartstern provided information on the preliminary budget for fiscal year 2008-09. In prior conversations, the Board indicated a desire to not exceed a 4.5% tax levy increase for the upcoming year. The preliminary operational budget includes new initiatives totaling $655,169 and implementation of the current portion of the OPEB liability at a cost of $406,463. Previous conversation with the Board also resulted in the directive of eliminating fund balance to balance the budget. Capital borrowing requests totaled $3.1 million, which does not include borrowing to fund the prior service portion of the OPEB liability. With the instability of the current markets, bond counsel is recommending that the College does not move forward with the sale of bonds to fund that liability until the market improves. This could be considered in the future when the markets stabilize. Mr. Hartstern stated ongoing review continues for both the operational and capital budget requests. Balancing the needs of the community and moving forward with the College’s top priorities will be challenging.

Acting Chairperson Munro called for Wisconsin Technical College District Boards Association items. A brief report was provided on the Association’s Winter Meeting which was held last month. A reminder was given that the Association’s Spring Meeting will be held in Minocqua in April.

Acting Chairperson Munro informed Board members that the District Boards Association Nominations Committee is seeking candidates for Association officer positions. He requested that this be placed on the March agenda to determine any potential interest.

Acting Chairperson Munro called for other items. There were none.

It was moved by Mr. Bostwick and seconded by Ms. Soddy to adjourn the meeting at 9:00 p.m.

Motion carried.

Chris Olson
Secretary