Regular Meeting

of the

Blackhawk Technical College District Board

March 19, 2008

Minutes

The regular meeting of the Blackhawk Technical College Board was held on Wednesday, March 19, 2008, at the BTC Administrative Center, 6004 S. County Road G, Janesville, in the Board Room. Board members present: Lauri Steeber, Chairperson; Thomas Westrick, Vice Chairperson; Jim Munro, Treasurer; Richard Bostwick; Heidi Carvin; Víctor González; and Kevin Leavy. Board members absent: Chris Olson, Secretary; and Mary Soddy. Staff present: Eric Larson; Nancy Lightfield; Dan Hartstern; Brian Gohlke; Jackie Pins; Pat Kempinski; Len Walker; Kirke Plank; Melanie Baak; Ruth Wheaton-Cox; Kerry Froehlich-Mueller; Wanda Sloan; a representative of the BTC/Educational Support Professionals; and representatives of the Blackhawk Technical Faculty Federation. Guest present: Doug Barnes, Zimmerman Design Studio.

Chairperson Steeber called the meeting to order at 6:30 p.m. She reported the BTC Board would immediately adjourn to a closed session pursuant to Wis. Stats. 19.85 (1)(c) for the purpose of discussing administrative appointments. She indicated the Board would reconvene in open session at approximately 7:00 p.m. Any action that might result from the closed session would be taken in open session.

It was moved by Mr. Bostwick and seconded by Mr. Leavy to adjourn the meeting to a closed session pursuant to Wis. Stats. 19.85 (1)(c) for the purpose of discussing administrative appointments.

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

Motion carried.

Staff members were excused except for Dr. Larson and Ms. Pins.

It was moved by Mr. Westrick and seconded by Mr. Leavy to adjourn the closed session at 7:08 p.m.

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

Motion carried.
A brief recess was taken.

Chairperson Steeber called the meeting to order in open session at 7:10 p.m. She noted that Administration requested that Enclosure #12, Consideration of Request to Hold Casino Night Event at Central Campus, be pulled from the agenda as the event is not moving forward at this time.

It was moved by Mr. Westrick and seconded by Mr. Bostwick to amend the agenda by removing Enclosure #12, Consideration of Request to Hold Casino Night Event at Central Campus.

Motion carried.

It was moved by Ms. Carvin and seconded by Mr. Munro to approve the minutes of the Regular Meeting held on February 20, 2008.

Motion carried.

Chairperson Steeber called for Public Comment. She noted a number of individuals from the public were in attendance. She requested that comments be kept brief and reminded everyone that the Board would not engage in a dialog during this time. Individuals addressing the Board on Woodworking issues included: Jeanice Fox, Steve Larson, Lowell Fjalstad, and Brian Buenzow. Rubina Jan provided “60 Second Success Stories” which honored retiring faculty members Marcia Kersten and Mary Haase for their service to the College; acknowledged the Louis Porter Club and the Culinary Arts program for their efforts in providing the Soul Food Luncheon; recognized Linda Brown, faculty, and staff for their work during the sixth grade visits to Campus during spring break; and complimented the Student Government Association for its recent Mystery Dinner Theatre event. Chairperson Steeber thanked all for their comments.

The February financial statement was reviewed.

Chairperson Steeber called for special reports.

Doug Barnes, Zimmerman Design Studios, presented the results from recently completed testing in the Woodworking and Welding Lab areas. The conclusions reached from testing include: 1) None of the specified test conditions showed the presence of dust at levels that even approached the OSHA limits or that suggest any hazard. 2) The highest dust level was found outdoors by the Exhaust Cyclone. 3) There appeared to be an incursion of dust from the Woodworking shop into the Welding shop, but it was measurable only when the outside door of the Welding shop was open and the Woodworking shop was operating. This incursion is at a low level (about one milligram per cubic meter) and not definable as any kind of a hazard. A recommendation within the report was that the Exhaust Cyclone be replaced. Dr. Larson stated that upon receipt of the report, Dr. Kennedy was notified that Woodworking classes would be reinstated on March 24. He added that when this situation was brought to Administration’s
attention, safety precautions needed to be taken. He thanked the Woodworking students for their patience during this time and apologized for the inconvenience they experienced.

Amber Feibel, President of the Student Government Association, reported a student needs assessment survey was conducted prior to the Winter break; SGA is in the process of finalizing a presentation on that information. SGA’s Backyard Bash will be held on May 8; this year’s event will be a fundraiser to support a Troop in Iraq. The Mystery Dinner Theatre event was a success. The Casino Night event will not be rescheduled at this time. Several Executive Board members attended the Wisconsin Student Government Legislative Seminar in Madison.

Dr. Larson presented the President’s monthly report and circulated correspondence and other information received by the District since the last meeting.

Chairperson Steeber called for Unfinished Business. There was none.

Chairperson Steeber called for the Consent Agenda.

It was moved by Mr. Munro and seconded by Mr. Westrick to approve the consent agenda, which included current bills from the month of February – Voucher #00169630 to and including #00170780 and direct deposit expense reimbursements in the total amount of $1,800,195.40 (includes student related payments), a payroll total for the month of February of $768,409.00, payroll tax wire transfers for the month of February of $362,661.57, other wire transfers for the month of February of $28,140.61, WRS wire transfers for the month of February of $167,792.09, P-card disbursements for the month of February of $262,791.99, and a bond payment for the month of February of $0, for a grand total of $3,389,990.66; business and industry contracts negotiated since the last meeting—Alcoa Wheel Products, $1,364.00; Badger State Ethanol, $229.00; CESA 2, $294.00; E. N. Hughes, $301.00; General Motors Corporation, $17,204.00; Industrial Combustion, $696.00; Industrial Combustion, $1,105.00; Pecatonica High School, $1,846.00; School District of Monroe, $1,714.00; Small World Child Care, $502.00; and TAGOS Leadership Academy, $1,200.00; acceptance of the intent to retire of Marcia Kersten, Adult Basic Education instructor, effective July 1, 2008; and acceptance of the intent to retire of Mary Haase, Associate Degree Nursing instructor, effective May 21, 2008.

Motion carried.

Chairperson Steeber called for New Business/Committee Reports.

Learning Operations Reports were provided to the Board on the General Education Division and the Manufacturing, Construction, and Aviation Division by Melanie Baak and Kirke Plank respectively. Current initiatives and future issues/trends were discussed.
It was moved by Mr. Munro and seconded by Ms. Carvin to hold the Board’s Annual Retreat on April 22, 2008.

Motion carried.

Ms. Lightfield reviewed information pertinent to the proposed project to relocate, renovate, and expand the Welding Lab at Central Campus. The proposed expansion would provide the ability to meet the increased demand for welders, to run concurrent credit and non-credit Welding classes, to expand contract training for industry, and to provide expanded flex points for individuals entering the program. Funding for this project is included in the proposed budget for fiscal year 2008-09. It is anticipated that the project would be completed by November 2008. District Board approval of this project is required prior to submitting the project to the State Board for its approval.

It was moved by Mr. Munro and seconded by Mr. González to approve the relocation, renovation, and expansion project for the Welding Lab and to forward the project to the WTCS Board for its approval.

Motion carried.

Dr. Larson stated several administrative appointments are being recommended to address the resignation of Kaylen Betzig. The realignment allows for the areas of responsibility within the Vice President of Learning Support position to be assigned to two (2) current administrators. An additional appointment will elevate the current position of Human Resources Director to a level of Vice President to recognize the additional duties that have been added to the position.

It was moved by Mr. Munro and seconded by Mr. Bostwick to approve the appointment of Daniel Hartstern to the position of Vice President of Finance and College Operations at an adjusted salary of $99,394, of Barbara Erlandson to the position of Director of Student Services at an adjusted salary of $86,522, and of Brian Gohlke to the position of Vice President of Human Resources at an adjusted salary of $100,954, all effective April 1, 2008.

Mr. Munro called for a roll call vote. The roll was called, and the following vote recorded: Ayes: Mr. Munro, Mr. González, Ms. Carvin, Mr. Bostwick, and Ms. Steeber. Nayes: Mr. Leavy, Mr. Westrick.

Motion carried.

Chairperson Steeber called for Wisconsin Technical College District Boards Association (DBA) items. She stated a notification had been received by the DBA regarding local interest in seeking officer positions within the Association. A reminder was also provided regarding the Association’s spring meeting which will be held in Minocqua on April 11-12. As Mr. Munro is not able to attend, Mr. Leavy or Mr. Bostwick will be designated as the voting delegate for the Board.
Chairperson Steeber called for other items. It was noted that Mr. Munro would be attending the annual conference of the American Association of Community Colleges being held April 5-8 in Philadelphia. Ms. Steeber also noted that she attended natural disaster training last week and was encouraged that BTC may be able to provide this type of Protective Services training in the future.

It was moved by Mr. Leavy and seconded by Mr. Bostwick to adjourn the meeting at 8:15 p.m.

Motion carried.

Chris Olson
Secretary