The regular meeting of the Blackhawk Technical College Board was held on Wednesday, April 16, 2008, at the Blackhawk Technical College Monroe Campus, 210 4th Avenue, Monroe, in Rooms 413-414. Board members present: Thomas Westrick, Vice Chairperson; Jim Munro, Treasurer; Chris Olson, Secretary; Richard Bostwick; Heidi Carvin; and Mary Soddy. Board members absent: Lauri Steeber, Chairperson; Victor González; and Kevin Leavy. Staff present: Eric Larson; Sharon Kennedy; Dan Hartstern; Brian Gohlke; Jackie Pins; Len Walker; Barb Erlandson; Pat Kempinski; Chris Wellington; Lori Rodefeld; Steve Davidson; Hal Zenisek; Kirke Plank; and representatives of the Blackhawk Technical Faculty Federation.

At 6:15 p.m., Board members participated in an inservice session on presidential evaluations, which was conducted by Attorney Jon E. Anderson, LaFollette, Godfrey, & Kahn, SC.

In the absence of Chairperson Steeber, Vice Chairperson Westrick acted as the Chairperson and called the meeting to order at 7:05 p.m.

It was moved by Mr. Munro and seconded by Mr. Bostwick to approve the minutes of the Regular Meeting held on March 19, 2008.

Motion carried.

Acting Chairperson Westrick called for Public Comment. Rubina Jan provided “60 second” success stories recognizing several faculty members and highlighting recent activities/initiatives of students and staff.

The March financial statement and Quarterly Financial Statement Review were presented for the period ending March 31, 2008.

Acting Chairperson Westrick called for special reports.

Student Representative to the Board Ryan McVay was not present; therefore, there was no report on Student Government activities for the month.

Dr. Larson presented the President’s monthly report and circulated correspondence and other information received by the District since the last meeting.
Acting Chairperson Westrick called for Unfinished Business. There was none.

Acting Chairperson Westrick called for the Consent Agenda.

It was moved by Mr. Olson and seconded by Ms. Soddy to approve the consent agenda, which included current bills from the month of March – Voucher #00170781 to and including #00171527 and direct deposit expense reimbursements in the total amount of $924,990.05 (includes student related payments), a payroll total for the month of March of $791,633.89, payroll tax wire transfers for the month of March of $376,655.81, other wire transfers for the month of March of $54,766.36, WRS wire transfers for the month of March of $115,181.23, P-card disbursements for the month of March of $95,927.31, and a bond payment for the month of March of $4,120,933.34, for a grand total of $6,480,087.99; business and industry contracts negotiated since the last meeting—Albany High School, $3,956.00; Badger State Ethanol, $211.00; Freedom Plastics, $492.00; Kelly House, $74.00; Kerry Americas, $255.00; School District of New Glarus, $1,510.00; and Sea Cadets, $517.00; acceptance of the intent to retire of Melody Marsh, Early Childhood Education instructor, effective June 2, 2008; and acceptance of the intent to retire of Mary Haase, Associate Degree Nursing instructor, effective May 21, 2008; and award of a contract for aviation insurance coverage, for the period of May 1, 2008 - June 30, 2009, to XL Insurance (Arthur J. Gallagher & Assoc.) at a cost of $32,005.00.

Motion carried.

Acting Chairperson Westrick called for New Business/Committee Reports.

Dr. Kennedy presented information on the recommended increase for 38.14 contract pricing for the upcoming year. Overall adjustments will result in an average increase of 7.5%.

It was moved by Mr. Olson and seconded by Ms. Soddy to approve the following pricing adjustments for 38.14 contract rates—increase the average wage per hour from $38.50 to $40.00, increase the hourly rate for technical assistance from $90.00 to $96.00, increase mileage rates from $.485/mile to $.505/mile, increase the hourly travel time cost from $19.25 to $20.00, and increase the BTC indirect cost rate from 35% to 40%—effective June 1, 2008, for instructional training contracts and July 1, 2008, for technical assistance contracts.

Motion carried with Mr. Westrick voting no.

Finance Committee Chairperson Chris Olson stated a Committee meeting was held on April 8, 2008.

It was moved by Committee and seconded by Committee action to approve the attached budget modifications for the fiscal year 2007-08 budget as recommended.

Motion carried.
It was moved by Committee and seconded by Committee action to place the Fiscal Year 2008-09 Budget on the May Board agenda for adoption and presentation at a public hearing.  

Motion carried unanimously.

Dr. Larson, Dr. Cindy Snell, Hal Zenisek, and Steve Davidson provided information on the recommendation to purchase the Blackboard Enterprise Learning Management System (LMS). The current online learning platform utilized by the College is WEB CT through Blackboard, which is no longer being maintained by Blackboard. A Request for Proposals was developed for a new online Learning Management System. Based on established criteria, and an in-depth analysis of the costs and functionality, Blackboard Enterprise was selected as the preferred vendor. This platform is currently utilized by 13 of the 16 technical colleges and will facilitate the sharing of curriculum and ease the transfer of students moving through the state. WEB CT is also very compatible with Blackboard, which will assist in the conversion of existing course content. If approved, the College anticipates beginning use of the new Learning Management System with the Fall 2008 semester. Ms. Soddy inquired into the number of current online offerings and the ability to expand with the new LMS. Mr. Zenisek responded that BTC has 984 online users, with 121 different class sections offered. Blackboard Enterprise would allow for expansion up to 3,000 users. Mr. Westrick questioned how this would be funded. Mr. Hartstern responded the funding for this purchase would be available in the current year’s budget through utilization of the budgeted maintenance cost for WEB CT and unutilized salaries/benefits from vacant positions. This purchase was originally requested within the FY 2008-09 budget; however, it was felt that the sooner we could bring a new LMS online, the sooner faculty could begin working on conversion of curriculum. Dr. Kennedy reported requests to covert classes over the summer have already been received from faculty. Discussions also continue with regard to having an entire AAS degree available online. Mr. Westrick questioned the ease and cost of conversions. Mr. Davidson responded that the ease of conversion varied between colleges and is dependent on the current state of the system being used. Conversion costs will depend on the number of courses involved. Dr. Snell added that these costs should be minimal.

It was moved by Mr. Olson and seconded by Ms. Carvin to award a contract to purchase the Blackboard Enterprise Learning Management System from Blackboard, Inc., Washington, DC, at a first-year cost of $116,800.  

Motion carried.

Policy Review Committee Chairperson Jim Munro reported the Committee met on March 19, 2008. He stated that since that meeting, title changes for several staff have occurred that will require additional modifications to Policy #K-210. The remaining proposed revisions are unchanged.
It was moved by Committee and seconded by Committee action to approve the revisions to policies K-210, K-600, and M-801 as presented and revised.

Motion carried.

Acting Chairperson Westrick called for Wisconsin Technical College District Boards Association (DBA) items. Mr. Bostwick provided a report on the Association meeting held last week in Minocqua.

Acting Chairperson Westrick called for other items. He congratulated Messrs. Leavy, Bostwick, and Olson on being reappointed to the Board for 3 year terms. Mr. Munro provided a report on the American Association of Community Colleges annual conference held in Philadelphia earlier this month.

It was moved by Mr. Olson and seconded by Mr. Bostwick to adjourn the meeting at 8:20 p.m.

Motion carried.

Chris Olson
Secretary