Regular Meeting  

of the  

Blackhawk Technical College District Board  

May 21, 2008  

Minutes  

The regular meeting of the Blackhawk Technical College Board was held on Wednesday, May 21, 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; Chris Olson, Secretary; Víctor González; and Kevin Leavy. Board members absent: Richard Bostwick; Heidi Carvin; and Mary Soddy. Staff present: Dr. Eric Larson; Dr. Sharon Kennedy; Dan Hartstern; Brian Gohlke; Jackie Pins; Len Walker; Barb Erlandson; Pat Kempinski; Mona Antonelli; and representatives of the Blackhawk Technical Faculty Federation. 

Chairperson Steeber called the meeting to order at 5:30 p.m. She reported the BTC Board would immediately adjourn to a closed session pursuant to Wis. Stats. 19.85 (1)(c)(e) for the purpose of beginning the process for the annual review of the President, evaluation of personnel as it relates to the setting of administrative salaries for FY 2008-09, and discussion regarding negotiations with the Blackhawk Technical Faculty Federation. 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 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. Munro and seconded by Mr. Olson to adjourn the meeting to a closed session pursuant to Wis. Stats. 19.85 (1)(c)(e) for the purpose of beginning the process for the annual review of the President, evaluation of personnel as it relates to the setting of administrative salaries for FY 2008-09, and discussion regarding negotiations with the Blackhawk Technical Faculty Federation. 

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

Motion carried.  

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

Mr. Gohlke, Dr. Kennedy, and Ms. Pins were excused from the meeting. 

It was moved by Mr. Munro and seconded by Mr. Leavy to adjourn the closed session at 6:53 p.m.
The roll was called and the following voted affirmatively: Mr. Munro, Mr. Leavy, Mr. Olson, Mr. González, Mr. Westrick, and Ms. Steeber.

Motion carried.

A recess was taken until 7:00 p.m.

Chairperson Steeber called the regular meeting to order at 7:00 p.m.

It was moved by Mr. Munro and seconded by Mr. Olson to approve the minutes of the Regular Meeting held on April 16, 2008.

Motion carried.

Chairperson Steeber called for Public Comment. She noted several members of the public were in attendance. Those wishing to address the Board were asked to keep their comments brief. She added that while the Board will listen to all comments, members will not enter into a conversation regarding any issues brought forth. Those speaking included: Leo Sokolik expressed concern regarding the contract being awarded for electrical services; Drew Pearson spoke on concerns related to the proposed Traffic Safety Center; Rubina Jan provided “60 second” success stories recognizing retiring faculty members and staff receiving awards at the Student Awards Banquet; and Mark Olson recognized John Bergman and his career at BTC.

The April financial statement was presented.

Chairperson Steeber 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.

Chairperson Steeber recognized Mr. McVay for his service to the Board as the Student Representative and stated a plaque will be presented to him as soon as possible.

Chairperson Steeber recognized John Bergman, Marcia Kersten, Jacquelyn McDugle, and Daniel Teal, who will be retiring from the District with 22 years of service, 33 years of service, 20 years of service, and 20 years of service respectively. In addition, it was noted that retirees Mary Haase and Melody Marsh were not present at the meeting. They will be retiring from the District after 14 years of service and 28 years of service respectively. Plaques have been prepared and presented to them prior to the meeting.

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.

Mr. Westrick requested that Enclosure #14, Approval of Microsoft Contract, be pulled from the Consent Agenda.

It was moved by Mr. Munro and seconded by Mr. Olson to approve the consent agenda, excluding Enclosure #14 – Approval of Microsoft Contract, which included current bills from the month of April – Voucher #00171528 to and including #00172032 and direct deposit expense reimbursements in the total amount of $784,079.99 (includes student related payments), a payroll total for the month of April of $798,491.81, payroll tax wire transfers for the month of April of $379,380.41, other wire transfers for the month of April of $36,018.11, WRS wire transfers for the month of April of $117,810.26, P-card disbursements for the month of April of $85,744.79, and a bond payment for the month of April of $0, for a grand total of $2,201,525.37; business and industry contracts negotiated since the last meeting—Aqua World Daycare Center, $397.00; Evansville High School, $1,115.00; First American Credit Union, $429.00; Freedom Plastics, $1,189.00; Freedom Plastics, $1,189.00; Freedom Plastics, $420.00; General Motors Corp., $17,204.00; Rock River Charter School (Staff), $294.00; Smurfit-Stone Container Corp., $1,003.00; Smurfit-Stone Container Corp., $280.00; and Viking Electric Supply, $450.00; acceptance of the intent to retire of Daniel Teal, Supervisory Management instructor, effective the end of the Spring 2008 semester; acceptance of the intent to retire of Jacquelyn McDugle, Office Systems/Technology instructor, effective the end of the Spring 2008 semester; acceptance of the intent to retire of John Bergman, Industrial Engineering instructor, effective May 29, 2008; acceptance of the intent to retire of Alan Gross, Media Services Technician, effective October 31, 2008; acceptance of the resignation of Susan Voss-Hermann, Associate Degree Nursing instructor, effective June 30, 2008; and acceptance of the resignation of Victor Lenkaitis, Farm Business & Production Management instructor, effective May 2, 2008.

Motion carried.

Chairperson Steeber called for discussion on Enclosure #14. Mr. Westrick stated his displeasure with the amount of discount Microsoft allows the UW-System and WTCS for volume purchases. Dr. Larson responded that the 15% discount is a rate that has been negotiated by the State Dept. of Administration on behalf of the consortium.

It was moved by Mr. Westrick and seconded by Mr. Leavy to approve the Microsoft Contract for fiscal year 2008-09.

Motion carried.

Chairperson Steeber called for New Business/Committee Reports.
Mr. Hartstern provided a strategic direction update on facilities. Facilities-related accomplishments of the District and future planning opportunities and challenges were shared.

Mr. Hartstern reported on the proposed contract with the School District of Janesville for BTC to serve as an agency site for four-year-old kindergarten beginning with the 2008-09 school year. BTC currently provides childcare and academic instruction for four-year old children and has a licensed instructor on staff that will be utilized for this initiative. He stated this is a one-year contract. Continuation past that time will be based on the outcome of first-year operations. Board members expressed support of this initiative and stated it would be an enhancement for BTC’s program.

It was moved by Mr. Olson and seconded by Mr. Munro to approve the contract with the School District of Janesville for BTC to serve as an agency site for four-year-old kindergarten beginning with the 2008-09 school year.

Motion carried.

Finance Committee Chairperson Chris Olson stated the Committee presented its recommendation on the Fiscal Year 2008-09 Budget at the April Board meeting. Adoption of the Budget for presentation at a public hearing is requested, as well as setting the date of the public hearing. A request was made to modify the Public Hearing date reflected on Enclosure #17 from June 21, 2008, to June 18, 2008, at 6:30 p.m.

It was moved by Mr. Olson and seconded by Mr. Munro to approve the FY 2008-09 Budget for presentation at a public hearing and to hold the public hearing on June 18, 2008, at 6:30 p.m. at the Administrative Center in the Board Room.

Motion carried.

Mr. Hartstern reviewed the proposals submitted for plumbing services. He stated that neither of the two lowest bidders are partners with the BTC Plumbing Apprenticeship program; however, the sole bidder who does partner with the Apprenticeship program submitted significantly higher prices. Therefore, the recommendation was to award the contract to the lowest bidders.

It was moved by Mr. Munro and seconded by Mr. Westrick to award a two-year contract, with the option for two, one-year renewals, for plumbing services to TA Kettle Plumbing and Boiler, Janesville, WI, at a standard hourly rate of $50.00 and a weekend/holiday rate of $75.00, for services at Central Campus and Beloit/Janesville locations, and to Lostetter Plumbing, Monroe, at a standard hourly rate of $55.75 and a weekend/holiday hourly rate of $55.75, for services at the Monroe Campus.

Motion carried.
Mr. Hartstern reviewed proposals submitted for painting services. Due to the nature of the painting assignments, the preferred time for work to be performed is after hours at the weekend/holiday rate. Based on the proposals received, it was requested that the contract be awarded to the low bidder, Jim Rook Painting Contractor.

It was moved by Mr. Munro and seconded by Mr. Olson to award a two-year contract, with the option for two, one-year renewals, to Jim Rook Painting Contractor, Janesville, for painting services for all Campus locations, at a standard hourly rate and weekend/holiday hourly rate of $35.00.

Motion carried.

Mr. Hartstern reviewed proposals received for electrical services. He noted that the low bidder is not a partner with the Electrician Apprenticeship program. Given the difference between the low and the next low bidder’s proposals was not significant, it was recommended that the bid be awarded to the second lowest bidder, ABF Corporation, who does partner in the Electrician Apprenticeship program.

It was moved by Mr. Westrick and seconded by Mr. Leavy to award a two-year contract, with the option for two, one-year renewals, to ABF Corporation, Beloit, for electrical services for all Campus locations, at a standard hourly rate of $55.50 and a weekend/holiday hourly rate of $78.00.

Motion carried.

Mr. Hartstern reviewed proposals received for construction services. Three vendors submitted timely proposals, with Draeving Construction being the low bidder.

It was moved by Mr. Munro and seconded by Mr. Leavy to award a two-year contract, with the option for two, one-year renewals, to Draeving Construction, Inc., Beloit, for construction services for all Campus locations, at a standard hourly rate and weekend/holiday hourly rate of $41.20.

Motion carried.

Dr. Kennedy reviewed the Program Proposal for the Agribusiness Specialist One-Year Technical Diploma program. This new technical diploma will address statewide initiatives, including the Workforce Innovation in Regional Economic Development (WIRED) grant, emphasize new directions in agriculture including entrepreneurship, renewable fuel production, agri-tourism, direct marketing of organic products and sustainable agriculture, and continue to serve the traditional areas of the Farm Business & Production Management program. She further reported that extremely positive input had been received from advisory committee members, K-12 Superintendents, and the needs demonstration survey regarding implementation of an Agribusiness Specialist One-Year Technical Diploma program. Therefore, Administration is
requesting approval of the program proposal to implement this program, pending final budget approval for FY 2008-09 and WTCS State Board approval, with the intent to begin offering the program in January 2009.

It was moved by Mr. González and seconded by Mr. Munro to approve the program proposal for the Agribusiness Specialist One-Year Technical Diploma program and to submit the documentation to the WTCS Board for approval.

Motion carried.

It was moved by Mr. Munro and seconded by Mr. Olson to approve a 3.0% base wage increase for FY 2008-09 for administrative staff and to approve adjustments of compensation for individuals who are below the midpoint of their salary range.

Motion carried.

It was moved by Mr. Olson and seconded by Mr. Leavy to approve a 3.0% salary adjustment for part-time, non-teach staff members, effective July 1, 2008.

Motion carried.

Chairperson Steeber called for Wisconsin Technical College District Boards Association (DBA) items.

Chairperson Steeber called for other items.

It was moved by Mr. Leavy and seconded by Mr. Olson to adjourn the meeting at 8:05 p.m.

Motion carried.

Chris Olson
Secretary