The regular meeting of the Blackhawk Technical College Board was held on Wednesday, August 20, 2008, at the BTC Center for Transportation Studies, 1740 W. Highway 14, Janesville, in the Rooms 110-111. The following members were present: Tom Westrick, Chairperson; Jim Munro, Treasurer; Richard Bostwick; Heidi Carvin; Victor González; Kevin Leavy; and Mary Soddy. Board members absent: Chris Olson, Secretary; and Lauri Steeber, Vice Chairperson. Staff present: Dr. Larson; Dr. Kennedy; Brian Gohlke; Dan Hartstern; Jackie Pins; Len Walker; Barbara Erlandson; Nancy Lightfield; Pat Kempinski; and a representative of the Blackhawk Technical Faculty Federation.

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

It was noted that reappointed Board member Richard Bostwick had signed his oath of office.

It was moved by Ms. Soddy and seconded by Mr. Leavy to approve the minutes of the combined Annual and Regular Meeting held on July 14, 2008.

Motion carried.

Chairperson Westrick called for Public Comment. Rubina Jan provided “60-Second Success Stories” noting the efforts of staff involved with the Open House/Community Picnic, recognizing the efforts of those who have worked to meet the needs of dislocated workers, and recognizing the efforts of the District Board.

The July financial statement and the Quarterly Financial Statement were presented and reviewed.

Chairperson Westrick called for special reports.

Student Representative to the Board Margaret Leavy was not present; therefore, no report was available.

Dr. Larson presented the President’s monthly report and circulated correspondence and other information received by the District since the last meeting. Additional information reported included: a record increase in enrollments when compared to this same point in time over the last several years; operations at the Beloit Center have been suspended due to continuing problems that resulted from flooding—all classes have been moved to the Central Campus; Moraine Valley Community College staff presented information at inservice on mandated remedial courses for incoming students who are underprepared for college course work; and information was shared on the WTCS’ new marketing campaign, “We are Futuremakers,” which is being kicked off statewide. Messrs. Westrick and Munro stated the College must do everything possible to keep the Beloit
Center students in the classes that are being relocated, and that the College needs to continue to have a presence in Beloit.

Chairperson Westrick called for Unfinished Business. There was none.

Chairperson Westrick called for the Consent Agenda.

It was moved by Mr. Munro and seconded by Ms. Soddy to approve the consent agenda, which included current bills from the month of July – Voucher #00173137 to and including #00173518 and direct deposit expense reimbursements in the total amount of $880,783.22 (includes student-related payments), a payroll total for the month of July of $1,144,665.04, payroll tax wire transfers for the month of July of $587,217.44, other wire transfers for the month of July of $52,180.32, WRS wire transfers for the month of July of $112,766.77, P-card disbursements for the month of July of $99,482.63, and a bond payment for the month of July of $0.00, for a grand total of $2,877,095.42; and the following business and industry contracts negotiated since the last meeting—Alcoa Wheel Products, $896.00; Alcoa Wheel Products, $2,208.00; Edgerton Fire Department, $350.00; Evansville High School-Mentorship Students, $909.00; First American Credit Union, $811.00; Genecor, $446.00; General Motors Corp., $460.00; Harlem High School (Athletic Dept.), $990.00; Huntington Place, $164.00; Joyce Ethridge Cleaning & Cares, $176.00; Mercy Health System, $1,571.00; Moraine Park Tech. College, $180.00; Nord Gear Corp., $1,744.00; Northern Illinois University Volleyball, $784.00; Positive Living, Inc., $150.00; Rock County Human Services Juvenile Detention Center, $1,568.00; Southwest Wisconsin Workforce Development Board, $1,526.00; Wisconsin Center for the Blind/Visually Impaired, $342.00; and the following contract which does not meet LAB criteria (cost listed in parentheses) which would have resulted in additional contract charges—Cedar Crest, $150.00 ($407.00); confirmation of a limited-term instructional employment contract issued to Michael Doubleday for the position of Electric Power Distribution instructor at a salary of $52,172, effective August 20, 2008; and confirmation of an administrative employment contract issued to Jason Thoms for the position of Server Systems Engineer at a salary of $54,638, effective July 23, 2008.

Motion carried.

Chairperson Westrick called for New Business/Committee Reports.

Dr. Larson presented the benchmarks and measurements that have been developed for the 2008-2011 Strategic Priorities, Objectives, and Goals. Ms. Carvin suggested aligning a specific goal to the Career and Technical Education (CTE) Academy. Dr. Kennedy responded that discussions have been held with regard to the CTE and Blackhawk’s participation. Currently, the College is waiting to see who the other Centers for Excellence will be and what courses will be covered. The goals that have been written will not limit us from participating in additional initiatives such as CTE. Mr. Munro stated the Blue Ribbon II Committee talked about meeting the needs that are in the District. Meeting the needs of transitioning workers is a huge effort, as is transitioning high school students into technical education. Benchmarks/goals are a starting point for what the College will do in the future; they do not limit us to what is listed. Mr. Westrick stated that having instructors take the extra step to assist struggling students in getting the assistance they need will be critical.

Mr. Hartstern reported on the proposed five-year contract with Touch Net Information Systems, Inc., which will provide for an upgrade to the College’s current Touch Net system. The
upgrade will provide comprehensive on-line services to enable credit card payments, electronic billings and statements, Automatic Clearing House (ACH) capability, and related student account management services. The first year of the contract provides for a one-year implementation fee of $24,400 and an annual software fee of $42,622. The software fee is subject to a maximum annual increase of 10% in the subsequent four years.

It was moved by Mr. Munro and seconded by Ms. Carvin to approve the five-year contract with Touch Net Information Systems, Inc. as presented.

Motion carried.

Nancy Lightfield, Co-Coordinator of the Academic Quality Improvement Program (AQIP), provided a brief update and overview of the accreditation process. Also shared was the ongoing work on the development of the AQIP Systems Portfolio which is due in November 2009.

Dr. Larson stated the Midwest Student Exchange Program (MSEP) is a program that was created by the Midwestern Higher Education Compact to provide increased educational opportunities for students in the Midwest while promoting access and affordability in higher education. Under the program, out-of-state students would be charged no more than 150% of the in-state resident tuition rate. As a participant of this program, BTC would have the ability to tailor its MSEP program for specific needs, i.e. selecting program areas in which it wishes to increase enrollments or limiting programs already popular with students. This program will allow for the exchange of students without the need for individual articulation agreements with each college.

It was moved by Mr. González and seconded by Ms. Soddy to approve participation in The Midwest Student Exchange Program.

Motion carried.

Mr. Hartstern reviewed the proposed modifications for the Fiscal Year 2008-09 budget. Modifications provide for: 1) reallocation of funds from a lease budget to meet unanticipated operational needs as a result of displaced workers—replenish depleted printed materials inventory and increased part-time labor pool costs due to additional sections to meet needs; 2) transfer of funds from general fund for the Welding project; 3) reallocation of funds to allow for expansion of Electric Power Distribution (EPD) program; 4) reallocation of funds to allow for expansion of Heating, Ventilation, and Air Conditioning program; 5) recognition of the $50,000 donation from Alliant for the EPD program expansion; 6) correction of an entry error; 7) revisions to the Capital Projects fund to provide funding for the Welding project, per the Board’s direction at the July 2008; 8) correction of an error made during the budget development process; 9) correction of understated state aid revenue; 10) changes in the allocation of student activity funds based on SGA decisions; 11) receipt of Fund for Wisconsin Scholars, Inc., grants and stipends; and 12) appropriation of funds within a small trust fund to allow Student Services to utilize the funds. Mr. Hartstern noted that a modification was needed to numbers 3 and 4 as they should have reflected the source as program revenues instead of designated fund balance.

It was moved by Mr. Munro and seconded by Mr. González to approve the attached budget modifications for the Fiscal Year 2008-09 budget as modified.
Chairperson Westrick called for Wisconsin Technical College District Boards Association items. Mr. Munro shared information on the July DBA meeting. He added that he will be participating in the Association’s Planning Meeting on August 22-23.

Chairperson Westrick called for other items.

Dr. Larson stated initial conversation was held on the designation of a Board member as a liaison to the Foundation Board. Chairperson Westrick stated Lauri Steeber had indicated an interest in serving in that capacity.

It was moved by Mr. González and seconded by Ms. Soddy to designate Lauri Steeber as the BTC District Board Liaison to the BTC Foundation Board.

Motion carried.

It was moved by Mr. Munro and seconded by Ms. Soddy to adjourn the meeting at 8:30 p.m.

Motion carried.

Chris Olson
Secretary