Regular Meeting

of the

Blackhawk Technical College District Board

December 17, 2008

Minutes

The regular meeting of the Blackhawk Technical College Board was held on Wednesday, December 17, 2008, at the BTC Administrative Center, 6004 S. County Road G, Janesville, in the Board Room. The following members were present: Tom Westrick, Chairperson; Lauri Steeber, Vice Chairperson; Chris Olson, Secretary; Jim Munro, Treasurer; Richard Bostwick; Heidi Carvin; Víctor González; Kevin Leavy; and Mary Soddy. No Board members were absent. Staff present: Dr. Larson; Dr. Kennedy; Brian Gohlke; Dan Hartstern; Jackie Pins; Len Walker; Barbara Erlandson; Nancy Lightfield; Pat Kempinski; Ann Krause; representatives of the Blackhawk Technical Faculty Federation; and a representative of the Blackhawk Technical College Educational Support Professionals.

Chairperson Westrick called the meeting to order at 6:15 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 receiving a performance update on an employee. He indicated the Board would reconvene in open session at approximately 7:00 p.m. No action is anticipated; however, any action which 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. Olson 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 receiving a performance update on an employee.

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

Motion carried.

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

Mr. Hartstern was excused.

It was moved by Mr. Munro and seconded by Ms. Soddy to recess the closed session at 6:55 p.m.
The roll was called and the following voted affirmatively: Mr. Olson, Mr. Munro, Ms. Carvin, Mr. Leavy, Mr. Bostwick, Mr. González, Ms. Steeber, Ms. Carvin, and Mr. Westrick.

Motion carried.

A five-minute recess was taken.

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

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

Motion carried.

Chairperson Westrick called for public comment. Rubina Jan provided “60-second success stories” by recognizing faculty for continuing to meet the needs of increased enrollments; the Diversity Advancement Committee for its America Unites event held on Central Campus; SGA for the Angel’s of Light Banquet to support the Beloit Domestic Violence Shelter; BTC staff for supporting the campus-wide fundraiser to support the Rock County domestic abuse shelters; and BACTE for a toy drive to support ECHO.

The November financial statement was reviewed.

Chairperson Westrick called for special reports.

Lauri Steeber provided an update on BTC Foundation activities.

Student Representative to the Board Margaret Leavy reported the new student orientation will be held on January 7 & 8; over 400 students participated in the Winter Social; and the Angel’s of Light Banquet was held on December 13 with proceeds supporting the Beloit Domestic Violence Shelter. Upcoming activities include a Casino Night and a BTC’s Got Talent event.

Dr. Larson presented the President’s monthly report and circulated correspondence and other information received by the District since the last meeting. He also reported that Wisconsin Manufacturers & Commerce (WMC) has requested input into WTCS priorities in the new biennial budget process. BTC has requested WMC support for the Next Generations Workforce initiative, increased financial aid dollars for students, and the need for the “greening” of technologies and programs. Dr. Larson and Dr. Kennedy recently visited Highland Community College to learn about their Wind Technology programming initiatives; BTC has expressed interest in partnering in their EcoEnergy project. Meetings have been held with representatives for SSM/Dean to discuss how BTC can meet their future needs in foodservice, maintenance, etc. Conversations also continue with SSM/Dean regarding financing of the BSN
program. The enrollment surge continues for the spring semester—credit enrollment currently reflects an increase of 41% in headcount and 43% in FTEs. Winter graduation is scheduled for tomorrow night, December 18. With the weather conditions that are forecasted, a decision will be made by Noon whether the ceremony will be held or cancelled. Information was also shared on the second culinary arts endowment cruise which will be a Mediterranean Cruise from May 31-June 12, 2009.

Chairperson Westrick called for Unfinished Business. There was none.

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 November – Voucher #00176342 to and including #00176979 and direct deposit expense reimbursements in the total amount of $1,534,990.02 (includes student related payments), a payroll total for the month of November of $834,870.37, payroll tax wire transfers for the month of November of $383,201.07, other wire transfers for the month of November of $28,374.78, WRS wire transfers for the month of November of $113,982.06, P-card disbursements for the month of November of $121,993.97, and a bond payment for the month of November of $ 0.00, for a grand total of $3,017,412.27; business and industry contracts negotiated since the last meeting—Alcoa Wheel Products, $199.00; Evansville High School, $1,002.00; Evansville High School, $1,002.00; Hedberg Library, $1,124.00; Kerry Ingredients and Flavours, $526.00; Monroe Clinic & Hospital, $608.00; and School District of Milton, $1,615.00; and confirmation of an instructional employment contract issued to Marshall Mundt for the position of Math/Economics instructor at a salary of $58,443, effective January 7, 2009.

Motion carried.

Chairperson Westrick called for New Business/Committee Reports.

Nancy Lightfield, Kedron Wiersgalla, and Janet White were present to provide information on the Academic Quality Improvement Program Systems Portfolio accreditation document. Ms. White, Team Leader for Category 4: Valuing People, reviewed the focus of this category, which explores BTC’s commitment to the development of its faculty, staff, and administrators.

Dr. Kennedy stated action is being requested to approve the Scope Proposal and the Program Proposal for a Stand-Alone Licensed Practical Nursing One-Year Technical Diploma program. This program will be offered as a contract through the Southwest Wisconsin Workforce Development Board (SWWDB), exclusively for dislocated workers. This program will be 32 credits with 1,044 hours of instruction. This is a pilot project to start in January and be completed by fall. Tentative approval has been received from the WTCS Office to accommodate our needs because of increased enrollments. Mr. González questioned how many would be able to enroll in this program. Ms. Krause responded this program can accept up to 16
students. Ms. Steeber questioned the ease of continuing on to the Nursing program upon completion of the LPN degree. Ms. Krause responded that LPN graduates would be able to ladder into the 2nd year, 3rd semester level, of the Associate Degree Nursing (ADN) program. If they chose to work for one year, they could take a bridge course to prepare them to enter into the 2nd year of the ADN program. Mr. Leavy questioned whether current students waiting to enter the Nursing program will be affected by this offering. Ms. Krause responded that no current students will be displaced. Funding for this program is provided through the SWWDB. This type of program will only be offered if we have a contract from SWWDB. Additional programs will be dependent on the success of this initial initiative.

It was moved by Ms. Steeber and seconded by Ms. Carvin to approve the Scope Proposal and the Program Proposal for a Stand-Alone Licensed Practical Nursing One-Year Technical Diploma and to submit the required documentation to the Wisconsin Technical College System State Office.

Motion carried.

Dr. Kennedy provided information on the proposed Human Resources Two-Year Associate of Applied Science Degree program, which would have an anticipated start date of Fall 2009. This program addresses the changing needs within small and medium sized businesses in the Human Resources area and would prepare people for entry-level Human Resources work. It was noted that a number of the instructional modules for this program are already offered within other programs; therefore, the budget impact would be minimal. The Scope Proposal is the first step in the program development process and gives the College permission to move forward with additional development steps. The program would be brought back at a future date for final approval prior to implementation.

It was moved by Mr. Munro and seconded by Mr. González to approve the Scope Proposal for a Human Resources Two-Year Associate of Applied Science Degree program and to submit the required documentation to the Wisconsin Technical College System State Office.

Motion carried.

Mr. Hartstern stated the audit report is being presented for final approval.

It was moved by Mr. Munro and seconded by Mr. Leavy to approve the FY 2007-08 audit report as submitted by Clifton Gunderson, LLC, Madison, and to forward the report to the Wisconsin Technical College System Board no later than December 31, 2008.

Motion carried.

Chairperson Westrick called for Wisconsin Technical College District Boards Association items. A reminder was given for the Association’s Winter Meeting being held in Madison on January 22-23.
Chairperson Westrick called for other items.

It was moved by Mr. Olson and seconded by Mr. Leavy to adjourn the meeting at 7:59 p.m.

Motion carried.

Chris Olson
Secretary