Regular Meeting

of the

Blackhawk Technical College District Board

December 16, 2009

Minutes

The regular meeting of the Blackhawk Technical College Board was held on Wednesday, December 16, 2009, 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; Richard Bostwick; Víctor González; Kevin Leavy (arrived at 6:05 p.m.); and Mary Soddy. Board members absent were: Jim Munro, Treasurer; and Heidi Carvin. Staff present: Dr. Larson; Dr. Kennedy; Brian Gohlke; Renea Ranguette; Edward Robinson; Jackie Pins; Len Walker; Andy McGrath; Dr. Ann Krause; Dick Shikoski; Wanda Sloan; and representatives of the Blackhawk Technical Faculty Federation and Blackhawk Technical College Educational Support Professionals.

Chairperson Westrick called the meeting to order at 5:20 p.m. He reported the BTC Board would immediately adjourn to a closed session pursuant to Wis. Stats. 19.85 (1)(e) for the purpose of deliberation relative to the presidential search consultant interviews. He indicated the Board would reconvene in open session at approximately 6:00 p.m. and take a recess until 7:00 p.m. No action is anticipated; however, any action which 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. Olson and seconded by Mr. Bostwick to adjourn the meeting to a closed session pursuant to Wis. Stats. 19.85 (1)(e) for the purpose of deliberation relative to the presidential search consultant interviews.

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

Motion carried.

Staff members were excused except for Ms. Pins.

It was moved by Mr. Olson and seconded by Ms. Soddy to recess the closed session at 6:03 p.m.

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

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

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

Dr. Larson introduced Renea Ranguette as the new Vice President of Finance and College Operations.

It was moved by Mr. Olson and seconded by Mr. Bostwick to approve the minutes of the Regular Meeting held on November 18, 2009.

Motion carried.

It was moved by Ms. Soddy and seconded by Mr. Olson to approve the minutes of the Special Meeting held on December 1, 2009.

Motion carried.

It was moved by Mr. Olson and seconded by Ms. Soddy to approve the minutes of the Special Meeting held on December 8, 2009.

Motion carried.

Chairperson Westrick called for public comment. Rubina Jan noted the untimely death of former employee Carrie Rebman; recognized Bob Lee for his dedicated service to the College, retirees Mary Adams and Loren Lippincott for their devotion and service to BTC, and Wanda Sloan and General Education faculty and staff for the collaborative effort with UW-Whitewater on a recent conference; and congratulated Ann Krause on receiving her Ph.D. degree and Mike Gagner for receiving the Region III ACTE Technical Educator of the Year Award.

The November financial statement was reviewed.

Chairperson Westrick called for special reports.

Chairperson Westrick recognized Mary Adams and Loren Lippincott on their upcoming retirements. Ms. Adams has 20 years of service and Mr. Lippincott has 19 years of service. Retirement plaques will be presented to them prior to their retirement date.

An update on the Wisconsin Technical College System was provided by State Board President Stan Davis and System President Dan Clancy.

Student Representative to the Board David Jones reported on the following SGA activities: a mascot competition will be undertaken, a student survey was recently completed, the Veterans Club held a food drive, Phi Theta Kappa is now a new club at BTC with Mr. Jones...
serving as President, and the AITP Club is working on templates for faculty and staff to develop individual web pages. He announced Rep. Hixon would be at Central Campus on December 17 for a town hall meeting and the AITP Club now has 69 members, which may make the BTC Club the largest AITP chapter in the United States. Mr. Jones thanked Board members for their response to the SGA survey. Ms. Steeber requested the SGA survey results be provided to Ms. Pins for distribution to Board members.

Dr. Larson presented the President’s monthly report and circulated correspondence and other information received by the District since the last meeting. Notification had just been received from Sen. Kohl's office regarding the Senate’s approval of an additional $1 million for BTC in 2011 to continue the project of training workers in our District. Dr. Larson recognized Dr. Ann Krause on completion of her Ph.D. degree. Enrollment as of December 14, 2009, reflects increases of 16.97% in headcount and 33.56% in FTEs from one year ago. Administration believes year ending June 2010 may be the peak year for enrollment. Preliminary projections for the Fiscal Year 2010-11 budget will reflect a decrease in enrollment and FTEs compared to the current year. Rep. Schneider has asked that Districts and Board members respond to his letter regarding mandatory scheduling of evening classes. Dr. Larson stated if the Board desired, he would write a letter on behalf of the College and the Board responding to Rep. Schneider. Board members asked Dr. Larson to write the letter and include signatures of Dr. Larson and Chairperson Westrick. Overflow parking has been arranged in the Rock Valley Community Programs parking lot with shuttle service provided Monday-Thursday from 8:00 a.m.-3:00 p.m. for the months of January and February. An additional parking option would be for students to park at the Job Center and ride the city bus to campus. A reminder was made regarding December 18 graduation; Ms. Kerry Swanson, President of Dean/St. Mary Hospital, is the commencement speaker. Mr. Leavy asked if the College has been identifying students who may not complete their programs within the two-year time period allowed by their funding sources. Mr. Robinson responded staff have been identifying third-party-payment students to find out their status for future semesters and attempting to find other funding sources for them to assist in completion of their programs. Dr. Larson added that it may be appropriate to use some of the new funding announced for 2011 to pay tuition for those types of students. David Jones stated many students who are at the end of their two-year funding are in severe financial situations. Those students may want to continue their education, but due to other concerns, may not be able to continue their education now. Board members asked whether there was any type of counseling available for students with financial problems. Mr. Robinson responded that type of service is available. Ms. Sloan stated a Money Conference, which addressed financial situations, had been held on campus a while ago. Mr. Leavy suggested it may be appropriate to schedule a conference of that nature in the near future.

Chairperson Westrick called for Unfinished Business.

Dick Shikoski provided an informational report on the District's Other Post Employment Benefits (OPEB) liability. OPEB is an employee benefit earned during employment with the College but not payable until the employee retires and leaves the College. GAAP now requires the College to expense the cost of OPEB benefits while the employee earns the Benefit, not
when the benefit is paid. By funding this obligation, the College is providing protection that the benefit will be paid when due. The College must expend the annual required contribution (ARC), which consists of benefits earned in the current year and amortization of benefits earned in past years. Funding options for the OPEB liability include: 1) no additional funding, liability would be eliminated in 30 years; 2) pay $200,000 initially, liability would be eliminated in 28 years; 3) pay $800,000 initially, liability would be eliminated in 23 years; and 4) pay an additional $100,000 each year, liability would be eliminated in 20 years. In addition, Mr. Shikoski explained what information is taken into consideration during the actuarial study to determine the College’s total OPEB liability. Administration will continue to plan for the funding of the OPEB liability during annual budget development processes. Ms. Steeber asked what the other technical colleges are doing with regard to funding their OPEB liabilities. Mr. Shikoski responded that all colleges need to comply with reflecting the ARC in their financial records; however, they are not required to fund the obligation. Most of the colleges, including BTC, are funding the ARC and, if possible, designate additional monies to the liability if funding becomes available during the year.

Chairperson Westrick called for the Consent Agenda.

It was moved by Mr. Olson and seconded by Mr. Leavy to approve the consent agenda, which included current bills from the month of November – Voucher #00185512 to and including #00186278 and direct deposit expense reimbursements in the total amount of $1,563,092.85 (includes student related payments), a payroll total for the month of November of $961,376.51, payroll tax wire transfers for the month of November of $406,100.53, other wire transfers for the month of November of $71,082.43, WRS wire transfers for the month of November of $123,561.50, P-card disbursements for the month of November of $143,617.63, a bond payment for the month of November of $0.00, and a health insurance wire transfer for the month of November of $248,746.10, for a grand total of $3,517,577.55; business and industry contracts negotiated since the last meeting—Beloit Memorial High School, $116,340.00; Gateway Technical College, $1,154.00; and Nowlan & Mouat LLP, $344.00; acceptance of the attached grant awards received for FY 2009-10 totaling $2,634,495; confirmation of an administrative employment contract issued to Mark Brown for the position of Law Enforcement Services Coordinator at a salary of $72,000, effective December 14, 2009; confirmation of an instructional employment contract issued to Cynthia Delcourt for the position of Teaching Learning Center Specialist at a salary of $46,143, effective November 16, 2009; confirmation of an instructional employment contract issued to Kathleen Winker for the position of Clinical Laboratory Technician instructor at a salary of $49,849, effective November 11, 2009; confirmation of an administrative employment contract issued to Dr. Elizabeth Rezel for the position of Manager, Online Learning, Curriculum Development, and Assessment at a salary of $60,000, effective December 21, 2009; confirmation of limited-term instructional employment contracts issued to Cynthia Perkins for the position of LTE Accounting instructor at a salary of $53,601, effective January 7, 2010, and to Ama Wanniarachchi for the position of LTE
Information Technology Web Analyst/Programmer instructor at a salary of $59,599, effective January 7, 2010; and acceptance of the intent to retire of Adult Basic Education instructor Josephine Pinnow, effective May 30, 2010.

Motion carried.

Chairperson Westrick called for New Business/Committee Reports.

Chairperson Westrick stated Board members completed a review of the presidential search proposals received in response to a Request for Proposals. The proposals received were evaluated, and interviews held with selected firms. The Board met in closed session earlier in the evening to deliberate on the firms. The two finalists were Greenwood/Asher & Associates and National Search & Education Consulting. The Board felt that National Search and Education Consulting was a stronger choice because of greater experience with two-year technical and community colleges. As a result, the Board believed the firm to be the best fit with Blackhawk Technical College.

It was moved by Mr. Bostwick and seconded by Mr. Olson to award a contract for presidential search services to National Search & Education Consulting, Broadway, NC, at a cost of $22,950, with reimbursed expenses not to exceed $2,000.

Motion carried unanimously.

It was moved by Mr. Olson and seconded by Mr. Leavy to approve the FY 2008-09 audit report as submitted by Wipfli, LLP, Eau Claire, and to forward the report to the Wisconsin Technical College System Board no later than December 31, 2009.

Motion carried unanimously.

Chairperson Westrick called for Wisconsin Technical College District Boards Association items.

Dr. Larson reported the District’s nominee for the 2010 Media Award is national media coverage provided by reporter Kevin Tibbles that aired on the NBC Evening News with Brian Williams entitled "What Works." The coverage aired on March 3, 2009, and featured an in-depth look at the plight of transitioning workers in the BTC Culinary Arts, Welding, and Electric Power Distribution programs. The video was then viewed.

A reminder was given for the Association’s Winter Meeting being held in Milwaukee on January 20-22.

Chairperson Westrick called for other items.
Dr. Larson announced the Martin Luther King Jr. Celebration would be held on January 9, 2010, from 3:00-5:00 PM in the Commons at Central Campus.

There were no emerging issues.

It was moved by Mr. Olson and seconded by Mr. Bostwick to adjourn the meeting at 8:40 p.m.

Motion carried.

Christopher J. Olson
Secretary