

Regular Meeting
of the
Blackhawk Technical College District Board

September 21, 2016

Minutes

The regular meeting of the Blackhawk Technical College Board was held on Wednesday, September 21, 2016, at the BTC Administrative Center, 6004 S. County Road G, Janesville, in the Board Room. The following members were present: Eric Thornton, Chairperson; Barbara Tillman, Vice Chairperson; Laverne Hays, Secretary; Rick Richard, Treasurer; Traci Davis (via phone); Tom Heeg (arrived 5:12 p.m.); Mark Mayer; Dr. Karen Schulte; and Malik Surani. Board members absent: None. Staff present: Dr. Tracy Pierner; Brian Gohlke; Renea Ranguette; Ed Robinson; Jackie Pins; Nancy Lightfield; Lynn Neitzel; Gary Kohn; Alicia Acker; Julie Barreau; and Dr. Gina McConoughey.

Chairperson Thornton called the meeting to order at 5:02 p.m.

Chairperson Thornton called for public comment. There was none.

Chairperson Thornton called for Special Reports.

Roger Haecker provided the Student Representative to the Board report on past and future activities and events.

Chairperson Thornton called for Information/Discussion items.

The August financial statement was reviewed.

Dr. Pierner presented the President's monthly report. The past month he attended the Presidents' Association meeting, Janesville Innovation Center Board meeting, Janesville Noon Rotary meetings, and the Career Connection Breakfast at Beloit Public Library. Dr. Pierner toured United Alloy, Seneca Foods, Juda School District, and BTC's site at the Job Center. He participated in meetings to discuss Rock University High School, and ABC Apprenticeship programming. He met with Paul Jadin and Gene Dahloff from MadREP and was asked to participate on one of their committees. He met with the Wisconsin Department of Ag Secretary and Deputy Secretary; their Board meeting was also hosted at Central Campus. Dr. Pierner met with Brent Fox and Rick Richard - one opportunity which arose was CDL truck driving; exploration will continue to pursue a partnership. Dr. Pierner also met with Steve Huth on potential collaboration opportunities. Events hosted on campus included a Business Solutions Team meeting (economic and workforce development individuals from South-central Wisconsin) and an economic development roundtable meeting. D. Pierner made a presentation at the GBEDC Partnerships meeting. A legislative update included information on the Dept. of

Education's placement of more scrutiny on student success in higher education, especially due to student debt. Institutions have been made aware they will need to respond to regional accreditors if graduation rates are under 15%. An Employment Results Scorecard has distributed; Metric #4 – Graduation Rate indicates the WTCS and BTC do very well in this category. In 2014, BTC's graduation rate was 36%; the WTCS reflects a rate of 45.75%. Additional items of note for the month include: a TAACCCT 4 grant on-site visit was held; four (4) work teams were launched to work on the specific topic areas: shared leadership team, Website RFP team, high school enrollment team, and Guided Pathways team. All teams will provide a college-wide report-out on December 9 to share their plans; plans are to be launched in January 2017. A Law Enforcement graduation ceremony was held. Terese Craig has been hired as the new Foundation Director. A report-out was received from a group which had been working on how to align college resources to better serve K-12 and business outreach services; recommendations will be acted upon.

Chairperson Thornton called for the Consent Agenda.

It was moved by Mr. Hays and seconded by Ms. Tillman to approve the consent agenda, which included the minutes of the Regular Meeting held on August 17, 2016; the minutes from the District Board Retreat held on August 23, 2016; current bills from the month of August – Voucher #00237325 to and including #00237484 and direct deposit expense reimbursements in the total amount of \$870,459.48 (includes student related payments), a payroll total for the month of August of \$786,873.18, payroll tax wire transfers for the month of August of \$558,523.85, other wire transfers for the month of August of \$59,461.33, WRS wire transfers for the month of August of \$159,976.77, P-card disbursements for the month of August of \$279,442.95, a bond payment for the month of August of \$0, and a health insurance wire transfer for the month of August of \$314,352.90, for a grand total of \$3,029,090.46; 11 training contracts negotiated since the last meeting totaling \$373,076; and confirmation on an exempt administrative employment contract issued to Peter Mizera for the position of Chief Information Officer at a salary of \$115,000, effective September 19, 2016.

Motion carried.

Chairperson Thornton called for Action Items.

It was moved by Mr. Hays and seconded by Mr. Surani to forward the nomination of Barbara Tillman to the District Boards Association for the 2017 Board Member of the Year Award.

Motion carried with Ms. Tillman abstaining.

Chairperson Thornton called for Committee Reports.

The Finance Committee met prior to the start of the regular Board meeting. Ms. Tillman provided a recap of meeting discussion. The Financial Statement report to the Board (currently nine pages) will be reduced to two pages. The proposed changes were shared with Board

members. Board members had no additional input into the proposed format. Both formats will be included in the October Board packet for the Board to review.

It was moved by Mr. Mayer and seconded by Mr. Richard to approve the attached modifications to the Fiscal Year 2015-16 Budget, as presented.

Motion carried unanimously.

Chairperson Thornton called for New Business.

Learning Operations Reports were provided on the Health Sciences Division and Assessment of Student Learning.

The Fall 2016 Enrollment Report was given. Total enrollment for Fall 2015 to Fall 2016 reflects a decline of 9% in both headcount and FTEs. For credit courses only, headcount reflected a decline of 6.4% and FTE a decline of 9%. The statewide enrollment trend reflects decline in a number of other colleges as well.

An update was provided on moving forward with the sale of the Center for Transportation Studies facility. A meeting held with faculty from CTS and AMTC to discuss space needs resulted in the thought a move is doable. A subsequent meeting has been scheduled to look at the footprint and have additional discussion on relocation of CTS programs to Milton. An investment will need to be made into the facility to bring the Milton site up-to-date to accommodate the additional programs. Discussion is also taking place regarding a collaboration for ag and diesel programming in Monroe. The full diesel program would also be held in Milton. A proposal for commercial real estate broker services will be brought to the October Board meeting. If approved, the facility would be placed for sale in the market. Costs for renovations at AMTC would also be brought to a future Board meeting for consideration.

Chairperson Thornton called for Other Business.

In response to a Board request to receive additional data sets, an Outcomes-Based Funding handout was distributed. Board members suggested adding this item as discussion on October Board agenda.

A brief report was provided on the District Boards Association's annual planning meeting held in August. A reminder was provided on the Association's Fall Meeting being held in Milwaukee in October. All reservations have been cancelled for the ACCT Leadership Congress being held in New Orleans in October. Mr. Hays encouraged Board members to access the ACCT website to review the Conference's presentation handouts.

Chairperson Thornton called for Future Agenda Items. The new finance report format will be included in the October Board packet. A discussion will be held on Outcomes Based Funding.

Chairperson Thornton indicated the District Board would entertain a motion to move into closed session pursuant to Wisconsin Statutes 19.85 (1)(c)(f) for the purpose of discussion on personnel-related matters. No action will be taken in closed session.

It was moved by Mr. Richard and seconded by Mr. Heeg to adjourn to a closed session at 6:40 p.m. pursuant to Wisconsin Statutes 19.85 (1)(c)(f) for the purpose of discussion on personnel-related matters.

The roll was called and the following voted affirmatively: Mr. Hays, Mr. Surani, Ms. Davis, Dr. Schulte, Mr. Richard, Ms. Tillman, Mr. Mayer, Mr. Heeg, and Mr. Thornton.

Motion carried unanimously.

Dr. Pierner and Ms. Pins were present in closed session.

It was moved by Mr. Heeg and seconded by Mr. Surani to adjourn the closed session at 8:18 p.m.

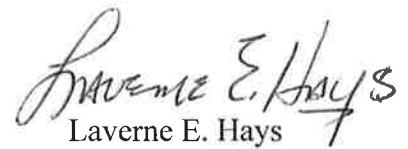
The roll was called and the following voted affirmatively: Mr. Hays, Mr. Surani, Ms. Davis, Dr. Schulte, Mr. Richard, Ms. Tillman, Mr. Mayer, Mr. Heeg, and Mr. Thornton.

Motion carried unanimously.

Chairperson Thornton called the meeting to order in open session.

It was moved by Mr. Richard and seconded by Mr. Mayer to adjourn the meeting at 8:19 p.m.

Motion carried.


Laverne E. Hays
Secretary

Proposed Modifications to the FY 2015-16 Budget

		<u>Expenditures</u>	<u>Revenues</u>
General Fund			
1	To provide resources for reclassification of FY16 invoices		
	Increase Function 7 Physical Plant Expenditures	10,000	-
	Decrease Function 1 General Institutional Expenditures	(10,000)	-
	Total - Amendment 1	<u>-</u>	<u>-</u>
2	To allocate property tax revenue and fund balance usage		
	Increase Local Government Revenue	-	136,649
	Decrease Transfers from Designated Reserves and Fund Balances	-	(136,649)
	Total - Amendment 2	<u>-</u>	<u>-</u>
Special Revenue Fund			
3	To allocate property tax revenue and fund balance usage		
	Decrease Local Government Revenue	-	(136,649)
	Increase Transfers from Designated Reserves and Fund Balances	-	136,649
	Total - Amendment 3	<u>-</u>	<u>-</u>
Trust Fund			
4	To provide resources for increased flexible benefit fund activity		
	Increase Institutional Revenue	-	51,667
	Increase Transfers to Reserves and Designated Fund Balances	12,504	-
	Increase Function 6 General Institutional Expenditures	39,163	-
	Total - Amendment 4	<u>51,667</u>	<u>51,667</u>