

Annual and Regular Meeting
of the
Blackhawk Technical College District Board

July 10, 2017

Minutes

The combined annual and regular meeting of the Blackhawk Technical College Board was held on Monday, July 10, 2017, 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; Traci Davis; Tom Heeg; Mark Mayer; and Malik Surani. Board members absent: Rick Richard, Treasurer; and Dr. Karen Schulte. Staff present: Dr. Tracy Pierner; Lynn Neitzel; Brian Gohlke; Renea Ranguette; Dr. Jon Tysse; Jackie Pins; Terese Craig.

Chairperson Thornton called the meeting to order at 5:00 p.m.

Reappointed Board members Malik Surani and Eric Thornton signed their oath of office. Mr. Richard's signed oath of office will be obtained as soon as possible.

President Tracy Pierner temporarily chaired the meeting and called for nominations for the office of Chairperson of the Board for FY 2017-18.

Mr. Hays nominated Eric Thornton for the office of Chairperson of the Board.

Following three calls for nominations, it was moved by Mr. Mayer and seconded by Ms. Davis to close nominations for the office of Chairperson of the Board for FY 2017-18 and to cast one unanimous ballot for Eric Thornton for the office of Chairperson of the Board for FY 2017-18.

Motion carried.

Chairperson Thornton called for nominations for the office of Vice Chairperson of the Board for FY 2017-18.

Mr. Mayer nominated Barbara Tillman for the office of Vice Chairperson of the Board.

Following three calls for nominations, it was moved by Ms. Surani and seconded by Mr. Heeg to close nominations and to cast one unanimous ballot for Barbara Tillman for the office of Vice Chairperson of the Board for FY 2017-18.

Motion carried.

Chairperson Thornton called for nominations for the office of Secretary of the Board for FY 2017-18.

Ms. Tillman nominated Laverne Hays for the office of Secretary of the Board.

Following three calls for nominations, it was moved by Mr. Heeg and seconded by Ms. Davis to close nominations and to cast one unanimous ballot for Laverne Hays for the office of Secretary of the Board for FY 2017-18.

Motion carried.

Chairperson Thornton called for nominations for the office of Treasurer of the Board for FY 2017-18.

Mr. Surani nominated Rick Richard for the office of Treasurer of the Board for FY 2017-18.

Following three calls for nominations, it was moved by Mr. Surani and seconded by Ms. Davis to close nominations and to cast one unanimous ballot for Rick Richard for the office of Treasurer of the Board for FY 2017-18.

Motion carried.

Chairperson Thornton called for public comment. There was none.

Chairperson Thornton called for Special Reports. There were none.

Chairperson Thornton called for Information/Discussion items.

The June financial statement was presented.

Dr. Pierner presented the President's monthly report. He attended the Greater Beloit Economic Development Corp. Board meeting. A meeting was held on-campus with Kerry Ingredients to discuss collaborations. A Welding Boot Camp graduation was held at AMTC. The sole legislative update reflected no action had yet been taken to approve a state budget. The College received word that the Wisconsin Retirement System pension rate will reflect a 0.2% reduction for the College and employees for the upcoming year. A recent edition of the MadREP magazine mentioned BTC in an article related to workforce training.

Chairperson Thornton called for Annual Meeting Business.

It was moved by Mr. Mayer and seconded by Mr. Surani to hold regular monthly meetings of the Board on the third Wednesday of each month at the Administrative Center of Blackhawk Technical College at 5:00 p.m., with the following exceptions—Wednesday, August 16, will be held at 3:00 p.m. at the Janesville Country Club in the Galbraith Room; Wednesday, October 18, 2017, will be held at 5:00 p.m. at the Advanced Manufacturing Training Center in Milton in Room 118; Wednesday, March 21, 2018, will be held at 5:00 p.m. at the Monroe Campus in Rooms 413-414; and the annual and organizational meeting will be

held on Monday, July 9, 2018, at 5:00 p.m. at the Administrative Center of Blackhawk Technical College.

Motion carried.

It was noted the Janesville Gazette would remain the official newspaper of the District for FY 2017-18. Next year, the designation would be rotated to the Beloit Daily News.

It was moved by Mr. Surani and seconded by Ms. Davis to nominate Laverne Hays as the Blackhawk Technical College voting delegate to the Boards Association for a two-year period and the following Board members to Boards Association Committees: Awards Committee – Tom Heeg; Internal Best Practices Committee – Traci Davis, Malik Surani, Dr. Karen Schulte, and Eric Thornton; External Partnerships Committee – Barbara Tillman, Mark Mayer, and Rick Richard; and Bylaws, Policies, & Procedures Committee – Laverne Hays.

Motion carried.

It was moved by Ms. Davis and seconded by Ms. Tillman to approve the attached resolution designating the depositories in which District funds will be deposited and the individuals authorized to make transactions for FY 2017-18.

Motion carried.

It was moved by Mr. Mayer and seconded by Mr. Surani to designate Attorney David Moore of Nowlan & Mouat LLP, Janesville, as legal counsel for local legal issues, and Attorney Michael Aldana of Quarles & Brady LLP, Milwaukee, as legal counsel for labor relations and general higher education legal issues for FY 2017-18.

Motion carried.

It was noted that no action would be needed on the designation of an auditor for the Blackhawk Technical College District. Wipfli LLP was awarded a 3-year contract in April 2014, with optional renewals through fiscal year ending 2018.

Chairperson Thornton called for the Consent Agenda.

It was moved by Ms. Davis and seconded by Mr. Hays to approve the consent agenda, which included the combined minutes of the Public Hearing on the FY 2017-18 Budget and Regular Meeting held on June 21, 2017; current bills from the month of June – Voucher #00241843 to and including #002242106 and direct deposit expense reimbursements in the total amount of \$758,846.61 (includes student related payments), a payroll total for the month of June of \$624,966.30, payroll tax wire transfers for the month of June of \$350,115.46, other wire transfers for the month of June of \$37,929.89, WRS wire transfers for the month of June of \$149,075.50, P-card disbursements for the month of June of \$307,898.83, a bond payment for the month of June of \$0, health insurance wire transfers for the month of June of \$287,497.00, for a grand total of \$2,516,329.59; 16 training contracts totaling \$60,763; confirmation of an

administrative employment contract issued to Dr. Zahi Atallah for the position of Vice President of Academic Affairs at a salary of \$130,000, effective September 1, 2017, and to grant a relocation allowance, not to exceed \$5,000; confirmation of a limited-term instructional employment contract issued to Ciara Heckel for the position of Medical Assistant Instructor at a salary of \$47,458, effective August 18, 2017; and acceptance of the resignations of Terese Craig, Director of Resource Development and Community Relations, effective July 21, 2017; Patrick Haack, Electromechanical Instructor, effective immediately; Corey Livieri, College & Career Specialist, effective July 28, 2017; and Dawn Zwart, Healthcare Simulation Specialist, effective July 14, 2017.

Motion carried.

Chairperson Thornton called for Action Items.

It was moved by Mr. Heeg and seconded by Mr. Mayer to approve the 2017-2020 Strategic Plan.

Motion carried unanimously.

It was moved by Mr. Hays and seconded by Mr. Surani to submit the nomination of Sharon Cox for the District Board Association's 2017 Distinguished Alumni Award.

Motion carried.

Chairperson Thornton called for Committee Reports.

A review of capital project funding for Fiscal Year 2017-18 was provided as a result of the realignment of funding for certain projects to maintain compliance with bond financing legal requirements. The revised funding plan does not alter the total capital budget.

Chairperson Thornton called for New Business.

An enrollment report was provided for 2016-17 Year-End and Summer 2017. FY17 reflected unduplicated headcount of 5,426 and FTEs totaling 1,437. Unduplicated credit student headcount was 2,136 for Fall 2016 and 2,048 for Spring 2017. Summer 2017 reflects unduplicated credit headcount of 524, which is a 2% increase from Summer 2016. Restoral of twelve month PELL grants will impact future summer enrollments. Credit student persistence (fall to spring) continues to track at 74%, which is above the national average.

A review of District Board Policy C-417 – Executive Limitations was conducted. No revisions were suggested.

A report was provided on donations greater than \$5,000 which were received by the BTC Foundation from July 1-June 30, 2017. Total cash and in-kind donations was \$42,000.


Chairperson Thornton called for Other Business.

A reminder was provided on the District Boards Association Summer Meeting being held July 14-15 in Kenosha and the ACCT Leadership Congress being held in September in Las Vegas.

Chairperson Thornton called for Future Agenda Items. Ms. Pins noted the Board Self-Evaluation form will be emailed to members; completed documents must be returned by August 1, 2017.

It was moved by Ms. Davis and seconded by Mr. Surani to adjourn the meeting at 6:01 p.m.

Motion carried.


Laverne E. Hays
Secretary

BOARD RESOLUTION

RESOLVED BY THE BOARD OF THE BLACKHAWK TECHNICAL COLLEGE DISTRICT, a Wisconsin Technical College District, with principal offices located at 6004 S. County Road G, Janesville, Rock County, Wisconsin, that the following named banking institutions:

Checking and Depository Institutions

Blackhawk Bank of Beloit and Town Bank of Monroe for the purpose of depositing funds in accordance with Section 34.05 of Wisconsin State Statutes and disbursing funds in accordance with Section 66.0607 of Wisconsin State Statutes.

Investment Depositories

Town Bank, Monroe, WI; First Community Bank, Milton, WI; Mid-America Bank, Janesville, WI; Blackhawk Bank, Beloit, WI; First National Bank & Trust Company, Beloit, WI; Anchor Bank, Janesville, WI; Associated Bank, Janesville, WI; Chase Bank, Janesville, WI; BMO Harris Bank, Janesville, WI; U. S. Bancorp, Madison, WI; Johnson Bank, Janesville, WI; and State of Wisconsin Local Government Investment Pool, Madison, WI; be, and the same hereby are designated as investment depository banks of Blackhawk Technical College District for the purpose of purchasing investments in accordance with Section 66.0603 of the Wisconsin State Statutes;

FURTHER RESOLVED, that there be authorized to sign checks, drafts, certificates and other orders, purchased in the name of the Blackhawk Technical College District, the following named persons, and that for withdrawal of any funds the facsimile or specimen signatures, as indicated below, of any two (2) of the following named persons shall be required:

Chairperson of the Board
Treasurer of the Board
President/District Director
Vice President of Administrative Services
Controller

Eric Thornton
Rick Richard
Tracy Pierner
Renea Ranguette
Gerri Downing

FURTHER RESOLVED, that the Secretary is authorized and directed to furnish said banking institutions a certified copy of the Resolution, and facsimile signatures for the Chairperson and Treasurer and specimen signatures for the President/District Director and Vice President of Administrative Services, and that said banking institutions shall be entitled to rely thereon until written notice to the contrary is received.



Chairperson of the Board



Treasurer of the Board



President/District Director



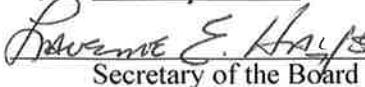
Vice President of Administrative Services



Controller

Signed and sealed this 10th

day of July, 2017.


Secretary of the Board

Affix School Seal