

Regular Meeting  
of the  
Blackhawk Technical College District Board

December 20, 2017

Minutes

The regular meeting of the Blackhawk Technical College Board was held on Wednesday, December 20, 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; Rick Richard, Treasurer; Traci Davis; and Mark Mayer; Dr. Karen Schulte; Malik Surani. Board members absent: Tom Heeg. Staff present: Dr. Tracy Pierner; Dr. Zahi Atallah; Brian Gohlke; Renea Ranguette; Dr. Jon Tysse; Tony Landowski; Jackie Pins; Gary Kohn.

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

Chairperson Thornton called for Public Comment. There was none.

Chairperson Thornton called for Special Reports.

BTC retiree Victoria Downs was recognized for 13 years of service to the College.

Lindsay Franklin provided the Student Representative's report on past and future student activities and events.

Chairperson Thornton called for Information/Discussion items.

The November Finance Statement was reviewed.

Dr. Pierner presented the President's monthly report. Community engagement included BTC representation at a meeting with Foxconn, providing a presentation at Janesville Noon Kiwanis, attending a Friday with Fathers program meeting, toured NorthStar Medical Radioisotopes, met with the Monroe School District Superintendent, participated in a joint meeting with Rock County 5.0 and Green County Development Corp. (GCDC) regarding career pathways pipeline efforts, met with Dr. Smiley of the School District of Janesville on a partnership/collaboration with China, participated in meetings with GCDC regarding location of a GCDC Enterprise Center at the Monroe Campus, met with Green County and Rock County school districts to strengthen relationships, held initial discussions with JEDI Virtual Academy with regard to becoming the charter for their school consortium, and held discussions with local companies regarding a Blackhawk Scholars program (scholarship/internship). College events included the employee holiday reception, hosted Grainger on campus to present the Tools for Tomorrow scholarships, and held CPI Team report-outs for the Fall 2017 teams. Upcoming events include the Dr. Martin Luther King, Jr. Commemoration on January 13 at 3:00 PM in the Commons. Work continues on the faculty compensation study and process mapping/process management training (train-the-trainer) was launched. Information was also shared on a

transition to bi-monthly payroll in January 2018 for exempt employees. Several issues were discovered during the transition process which will result in a budget modification in January.

Chairperson Thornton called for the Consent Agenda.

It was moved by Ms. Davis and seconded by Ms. Tillman to approve the consent agenda, which included the minutes of the Regular Meeting held on November 15, 2017; current bills from the month of November – Voucher #00243982 to and including #00244295 and direct deposit expense reimbursements in the total amount of \$680,830.94 (includes student related payments), a payroll total for the month of November of \$816,214.80, payroll tax wire transfers for the month of November of \$377,225.48, other wire transfers for the month of November of \$56,154.51, WRS wire transfers for the month of November of \$144,403.69, P-card disbursements for the month of November of \$147,227.41, a bond payment for the month of November of \$0, and a health insurance wire transfer for the month of November of \$292,225.88, for a grand total of \$2,514,282.71; 12 training contracts negotiated since the last meeting totaling \$44,997; confirmation of an instructional employment contract issued to Federico Bassetti for the position of IT Web Software Developer Instructor at a salary of \$69,121, effective November 28, 2017; confirmation of the appointment of Deborah Pessoa to the position of Nursing Department Chair, effective December 21, 2017; acceptance of the intent to retire of Deborah Lohr, Science Instructor, effective May 24, 2018; confirmation of an administrative employment contract issued to Moira Lafayette for the position of Dean – Health Sciences and Public Safety at a salary of \$96,000, effective February 5, 2018; and confirmation of an administrative employment contract issued to Anthony Landowski for the position of Director of Student Services at a salary of \$85,000, effective December 18, 2017.

Motion carried.

Mr. Richard requested an update at a future meeting on contract training trends.

Chairperson Thornton called for Action Items.

It was moved by Mr. Surani and seconded by Ms. Davis to approve the second reading of revisions to District Board Bylaw B-350 – Executive Sessions, as presented.

Motion carried.

It was moved by Ms. Tillman and seconded by Dr. Schulte to approve revisions to District Board Policies D-200 – Annual Budget and D-280 Budget Management and Transfers, as presented.

Motion carried.

Chairperson Thornton called for Committee Reports.

A draft of the Fiscal Year 2018-19 budget calendar was reviewed. A summary of the key assumptions for development of the operational budget were also discussed.

Chairperson Thornton called for New Business.

District Board members reviewed Policy D310 – Tax Incremental Finance Districts. Approval of the proposed revisions will be considered at the January Board meeting.

Dr. Pierner and Dr. Tysse presented information on the 2017-18 Outcomes-Based Funding Report. Each college within the System chooses seven of the nine established metrics to measure their performance. Data within the report reflects a three-year rolling average for years 2014, 2015, and 2016.

Chairperson Thornton called for Other Business.

Dr. Pierner introduced Tony Landowski, Director of Student Services.

A short video was viewed which provided an address by Dawn Garcia, Wisconsin State Representative to ACCT, regarding the importance of ACCT membership.

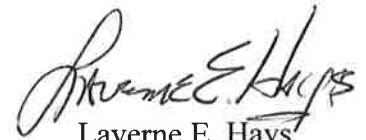
A reminder was provided on the Association's Winter Meeting being held in Eau Claire on January 26-27, 2018.

Dr. Pierner addressed the Board on the ACCT National Legislative Summit, scheduled to be held in Washington, DC in February 2018. BTC will not participate due to cost.

Chairperson Thornton called for Future Agenda Items. No additional items were noted.

It was moved by Mr. Mayer and seconded by Mr. Surani to adjourn the meeting at 6:32 p.m.

Motion carried.



Laverne E. Hays  
Secretary