

Northeast Wisconsin Technical College District

Board of Trustees Meeting

Minutes

Wednesday, January 15, 2020

12:00 p.m.

*NWTC – Green Bay Campus
2740 West Mason Street, Green Bay, WI 54303*

Board Chairperson Hedtke called the January 15, 2020 NWTC Board of Trustees meeting to order and requested that roll call be taken at this time.

Present: Cathy Dworak, Carla Hedtke, Jeff Rickaby, Kim Schanock, Richard Stadelman, Ben Villarruel, Gerald Worrick

Excused: Dave Mayer, Dorothy Sadowski

Also Present: Jeff Rafn, Mary Jo Tilot, Alisha Crowe, Lisa Maas, Kathryn Rogalski, Bob Mathews, Colleen Simpson, Bob Mathews, Anne Kamps, Tim Derozier, Trista Loritz, Myke Schmit, Dan Mincheff

Open Forum, Introduction of Guests, and Acknowledgements

Chairperson Hedtke asked for the introduction of any guests present at this time and invited public comment. No one came forward.

Student Senate

No report was provided at this time.

Bills

Bills Covering the Period of December 1-31, 2019 \$1,420,027.98

Detailed copies of the current disbursements for fiscal year 2020 for the month of December were forwarded to the Board Treasurer for review and recommendation to the Board for payment. Additional listings of the bills were available in the District Office for review by any interested person. It was recommended that the Board approve the December 2019 bills as presented.

Cathy Dworak moved that the Board approve the bills covering the period of December 1-31, 2019 as presented.

Motion seconded by Gerald Worrick.

Motion carried, with all voting "Aye" on roll call.

Consent Agenda Items:

Minutes

The minutes of the December 18, 2019 Board meeting were sent to Board members prior to the January 15, 2020 Board meeting. It was recommended that Board approval be given for the December 18, 2019 Board meeting minutes as presented.

Corporate Training & Economic Development (Contracts for Service)

Under the provisions of State Statutes 38.14 (3) and State Administrative Code WTCS 8, the District Board may enter into contracts to provide instructional or non-instructional services to public institutions, local governmental bodies, private institutions, industries, and businesses. District Board policy E240 delegates the authority to initiate a contract to the President, with the proviso that the contract is subject to retroactive approval by the Board. A report of fiscal year 2020 contracts pending Board approval was attached as Board Exhibit 1.

This report includes not only the in-district contracts but also the out-of-district and the out-of-state contracts. State Board Contract for Service Policy requires that the District Board receive a report at least quarterly on contracts entered into for which less than full cost is being charged. We have elected to provide the Board with this report on a monthly basis. This report uses a state formula in which the state annually calculates a percentage for indirect expenses (33.38% for on-campus and 27.52% for off-campus) such as administration, facilities, utilities, information systems, registration, counselors, insurance, etc., associated with a contract to determine full costs. The hourly rate of \$167.00 per hour along with the ability to project price was recommended by the department and approved by the Board. The intent is to recover the direct and indirect costs of delivering the services. Copies of the contracts were available for review by any interested person.

It was recommended that the Board approve the contracts for services identified in Board Exhibit 1.

Richard Stadelman moved that the Board approve the consent agenda items as follows: the December 18, 2019 Board meeting minutes; and, the contracts for services identified in Board Exhibit 1.

Motion seconded by Jeff Rickaby.

Motion carried, with all voting "Aye" on voice vote.

Reports

Board Member Professional Development Updates

Board members had an opportunity to report out on any professional development activities and/or conferences they have attended since the last Board meeting.

Board EduByte – Faculty Development

Anne Kamps, Dean of Learning Solutions, and Tim Derozier, Talent Development Manager, provided an update on the Faculty Development program at the College.

Policy Discussion – Impact of Credit Reduction in Programs

Trista Loritz, Project Manager in Learning Solutions, and Myke Schmit, Dean of General Studies, provided information on the impact of credit reduction in College programs for the purpose of discussion with and input from Board members.

- Students need communication, problem solving, and general math and English skills. Cutting credits in general studies is not the best solution.
- The goal of the College is to get the students into self-sustaining wage earning positions. If it takes too long to graduate, the companies are hiring students right out of the classroom regardless of them not having their credential.
- While we are saving money for the students, we are also reducing revenue for the College. Need to find evidence that we are actually losing students to colleges that offer programs at lower credit requirements.

President's Report

Enrollment Activity –

- FTEs are down 1% compared to last year at this time. Program enrollment data showed that last year we had 6579 FTEs, and we are now at 6500. We feel confident we can meet last year's numbers. Student Services is conducting some intentional advising and registering for our non-returning students, those that are continuing but have not registered for the semester.
- There are teams supporting each of the campuses. 80% on Green Bay campus have already enrolled for spring, 85% in Marinette, and 60% in Sturgeon Bay. On the non-credit side we have 18,000 unduplicated headcount, down from 19,000. We are seeing an increase in the applications coming from high school students.

Legislative and Regulatory Issues (state & federal) –

- Grant Update: We are the recipients of a Kreske Foundation Boost Grant. We will be receiving \$495,000 over three years to continue work we are doing with Family Services to assist those that are living in poverty to get into educational programs.

8-Week Advantage –

- Held Learning In-/service this morning and started out by asking for 4 volunteers to come down and draw a visual representation of the 8-week advantage. All the drawings shared positive messages regarding the move to the 8-week advantage program. The faculty is very positive in taking this on and are looking at this as a benefit for the students.

Current Events -

- Service Learning & Civic Engagement brochure was handed out.
- Budget work is being done and staff will be looking at decreasing the amount that we use out of our fund balance.
- UWGB/NWTC is meeting on the potential of offering of the AA transfer degree.

Next Board Meeting

The February 19, 2020 Board Meeting will be held at the NWTC-Green Bay Campus.

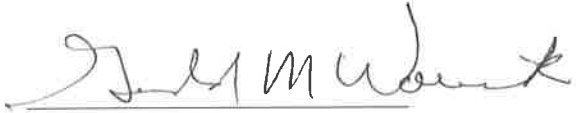
Board members and administration will have an opportunity to identify items that weren't identified prior to the preparation of the agenda for referral to administration or placed on a future board agenda.

Adjournment

Richard Stadelman moved that the January 15, 2020 Board meeting be adjourned (2:24 p.m.).

Motion seconded by Jeff Rickaby

Motion carried, with all voting "Aye" on voice vote.

A handwritten signature in cursive script, appearing to read "Gerald Worrick".

Gerald Worrick, Board Secretary

February 19, 2020