



**NICOLET COLLEGE DISTRICT BOARD  
REGULAR MEETING**

**Tuesday, November 21, 2023  
Nicolet College Campus,  
Red Oak Center – Room 102 (or Virtual)  
Rhineland, WI**

**4:30 p.m. – Regular Meeting  
In-person or virtual**

**1. CALL TO ORDER | OPEN MEETING STATEMENT**

Board Chair Lazear called the meeting to order at 4:33 p.m.

**2. ROLL CALL**

Board members present: Abbey Dall, Scott Foster, Dianne Lazear, Bob Martini, Bob Mott

Board Member(s) excused: Stephanie Schmidt

Board Member(s) joining later: Bob Egan, Joe Salzer, Melinda Young

Also present: President Ferrel, Christin Van Kauwenberg, Laura Wind-Norton, Penny Kuckkahn, Jenna Jirik, Erika Warning-Meyer, Jeremy VanCamp, Al Javoroski, Kristina Aschenbrenner, Kevin Misiak, Ellen Mathein, Shane Teter, Heather Schallock, Ray Lemke, Brynlei Kuhn, Mark Karp

Recorder: Kris Peeters

**3. PUBLIC INPUT**

Peeters reported there were no requests for public input.

**4. APPROVAL OF AGENDA**

FOSTER MADE A MOTION, SECONDED BY MARTINI, THAT THE NICOLET COLLEGE BOARD OF TRUSTEES APPROVE THE AGENDA. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

**CONSENT AGENDA**

\*5. Approval of the Minutes of the Regular Meeting on 10/24/2023

\*6. Ratification of HSED Contracts and Credit-Based High School Program Contracts #24-06 through #24-26

\*7. Ratification of Business, Industry, and Government Contract(s)

\*8. Recap of Expenses, Status of College Accounts, Operational Cost Recap of Expenses, and Approval of Bills Payable

\*9. Employee Hires and Exits



MARTINI MADE A MOTION, SECONDED BY EGAN, THAT THE NICOLET COLLEGE BOARD OF TRUSTEES APPROVE THE CONSENT AGENDA ITEMS 6, 7, 8 AND 9. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

EGAN MADE A MOTION, SECONDED BY DALL, THAT THE NICOLET COLLEGE BOARD OF TRUSTEES APPROVE THE CONSENT AGENDA ITEM #5 WITH NO CHANGES TO THE FOUNDATION MOU. FOSTER ABSTAINED FROM VOTE. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

## REGULAR AGENDA

10. Employee Stipend | Performance Award – Jeremy VanCamp, Director of Human Resources provided follow up information on the employee stipend and performance award. VanCamp requested delaying the performance award until 2024 to coordinate it with the revised performance management system.
- \*11. Budget Modification – Kristina Aschenbrenner, Vice President of Administration presented a modification to the 2022-2023 budget and requested that the Nicolet College Board approve the budget modification.

MOTION: THAT THE NICOLET COLLEGE BOARD OF TRUSTEES APPROVE A BUDGET MODIFICATION TO REFLECT ADJUSTMENTS TO THE BUDGETED REVENUES AND EXPENDITURES RELATED TO GRANTS, EMPLOYEE STIPEND, AND ERP IMPLEMENTATION. EGAN MADE A MOTION, SECONDED BY MOTT. ROLL CALL VOTE EGAN – YES, DALL-YES, FOSTER – YES, LAZEAR-YES, MARTINI-YES, SALZER-YES, SCHMIDT-ABSENT, YOUNG-YES. MOTION PASSED ON A ROLL CALL VOTE.

12. Artificial Intelligence Briefing – Shane Teter, Instructor of English and Philosophy and Penny Kuckkahn, Learning & Teaching Center Director briefed the Board on A.I. college initiatives and how it is used in the classroom. Martini would like to see the policy written on the use of A.I. and how it integrates into the college; along with making sure there is professional development available for both staff and students. Such a policy can be discussed during the Administrative Policy 1.06 review (academic conduct). Kate and staff are meeting with WCTC to discuss Nicolet programming opportunities and will provide updates.
13. Higher Learning Commission (HLC) | Continuous Quality Improvement (CQI) Indicator Regular Update – HLC Core Team Members Laura Wind-Norton, Associate Vice President of Academic Services; Christin Van Kauwenberg, Director of Business Intelligence; and Erika Warning-Meyer, Chief of Staff provided an update on college progress in HLC reaccreditation and continuous quality improvement implementation. This update also used the board-selected HLC and CQI indicators and measures.
- \*14. Policy Review – Committee members for Board Policies 5.01 and 5.02 provided updates on revisions. Chair Lazear outlined the future policy review timeline.

MOTION: THAT THE NICOLET COLLEGE BOARD OF TRUSTEES ACCEPT THE REVISIONS TO POLICIES 5.01 AND 5.02. EGAN MADE A MOTION, SECONDED BY MARTINI. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

Board Policy 5.01 was revised.

Board Policy 5.02 is eliminated and addressed in Administrative Policy 3.10 (in development)



Policy Review Team BP 4 is Dall, Lazear, Van Camp, Misiak, Ellis. An email to set meeting, will be emailed.  
Policy Review Team BP 2, Group 1 is Young, Salzer, Lazear, Ferrel, and Peeters. An email to set a meeting, will be emailed.

Policy Review Team BP 2, Group 2 is Dall, Salzer, Aschenbrenner, and Peeters. An email to set meeting, will be emailed.

- \*15. President's Performance Appraisal – Chair Lazear provided an update on the presidential performance appraisal process for 2024 and requested that the Board of Trustees approve the ad hoc PECC Committee and charge them with implementing the 2023-24 presidential evaluations process. PECC Committee member volunteers, Egan, Dall, Lazear, President Ferrel.

MOTION: That THE BOARD OF TRUSTEES APPROVE THE AD HOC PECC COMMITTEE AND CHARGE THEM WITH IMPLEMENTING THE 2023-24 PRESIDENTIAL EVALUATIONS PROCESS. SALZER MADE THE MOTION, SECONDED BY EGAN, MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

Egan, Dall, Lazear, Ferrel volunteered to serve on the PECC Committee. An email to set a meeting will be emailed.

16. Items for Information Only – Not for Board Action

- DBA Recap
- Retreat Recap
- \*Horizons 2025 Update
- December 19 – BOT Meeting (Virtual Only)
- Commencement – Saturday, April 20, 2024 at Hodag Dome

## STATEMENT OF UNDERSTANDING

Scott and Jeremy will connect on performance reimbursement.

PECC Committee members are Egan, Dall, Lazear, Ferrel. Look for a meeting scheduling email.

Policy Review Team BP 4 is Dall, Lazear, Van Camp, Misiak, Ellis. Look for a meeting scheduling email.

Policy Review Team BP 2, Group 1 is Young, Salzer, Lazear, Ferrel, Peeters. Look for a meeting scheduling email.

Policy Review Team BP 2, Group 2 is Dall, Salzer, Aschenbrenner, Peeters

Send Regis Brost's ERP Presentation Notes to Foster and Mott

## ADJOURNMENT

EGAN MADE A MOTION SECONDED BY FOSTER AT 7:02 PM TO ADJOURN THE MEETING. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.