

NICOLET AREA TECHNICAL COLLEGE DISTRICT BOARD
Minutes of the Regular Meeting
Tuesday, January 18, 2011

CALL TO ORDER

Chairman Martini called the meeting to order at 5:04 PM in the University Transfer Center Fireside Room on the Lake Julia Campus of Nicolet College in Rhinelander, Wisconsin.

ROLL CALL

Board members present: Jeannine Bruguier, Gene Carlson, Amy Jacobs, Bob Martini, Marcie Metropulos, Richard Peters, Betsy Reach, Thomas Umlauf, Ron Zimmerman and Student Board of Trustees Representative Vicky Hunter.

Board members absent: None

Also present: Elizabeth Burmaster, Anne Bonack, Jim Brown, Dan Groleau, Sandy Kinney, Chuck Komp, Dianne Lazear, Roxanne Lutgen, Todd Mountjoy, Bill Nagle, Brigitte Parsons, Rose Prunty, Ron Skallerud and Kenneth Urban.

Notice of the meeting was posted and provided to the media.

APPROVAL OF AGENDA

PETERS MADE A MOTION, SECONDED BY UMLAUF, TO APPROVE THE AGENDA WITH THE FOLLOWING CORRECTION TO THE REGULAR AGENDA:

7. Action on Architectural ~~Design~~ Technology Program Scope

ROUTINE ITEMS

1. **Public Input**
None.

CONSENT AGENDA

2. **Action on Minutes of the Regular Meeting – 11/16/10**
3. **Approval of 2009-2010 Audited Financial Statements**
4. **Ratification of High School Equivalency Diploma Contracts**
5. **Status of College Accounts, Recap of Expenses, Operational Cost, Action on Bills Payable**
6. **Ratification of Business, Industry, and Government Contracts Contracts #2011-0068 through #2011-0100**

PETERS MADE A MOTION, SECONDED BY UMLAUF, THAT THE NICOLET COLLEGE BOARD APPROVE THE CONSENT AGENDA, ITEMS 2, 3, 4, 5 and 6.

MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

REGULAR AGENDA

7. Action on Architectural Technology Program Scope

Vice President Urban provided an overview of the five-stage process required by the Wisconsin Technical College System for adopting new curriculum programs. Urban thanked Dr. James Brown and Dean of Trade and Industry, Brigitte Parsons for leading development of the program proposal. The process is designed to ensure all programs meet the needs of students and district employers. Urban explained the need to adopt the new program and requested approval from the Board to submit the Scope proposal to the Wisconsin State Technical College System for their review and approval.

REACH MADE A MOTION, SECONDED BY JACOBS, THAT THE NICOLET COLLEGE BOARD APPROVE THE SCOPE PROPOSAL OF A NEW ARCHITECTURAL TECHNOLOGY PROGRAM TO BE SUBMITTED TO THE WISCONSIN TECHNICAL COLLEGE SYSTEM FOR THEIR REVIEW AND APPROVAL. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

8. Policy Review

Human Resource Director Dan Groleau reviewed revisions to the existing Nicolet College Ethics Policy for board approval. Suggested edits to the policy were noted.

CARLSON MADE A MOTION, SECONDED BY ZIMMERMAN THAT THE NICOLET BOARD OF TRUSTEES APPROVE THE FOLLOWING ADMINISTRATIVE POLICY.
003 Code of Ethics

MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

9. Other Informational Items of the President/Board Members

- Vice President Lutgen and Executive Director of Workforce/Economic Development, Campus Safety & Security, Ron Skallerud noted that board members received in their packet the list of S.38.14(3) contracts delivered at less than full cost recovery. There were no questions from board members.
- Faculty Innovation Council Chairperson, Dianne Lazear presented a thorough report on the Professional Learning Communities (PLC). Professional Learning Communities are open to all faculty and staff as a way to collaborate and work together to improve as an educator or a supporter of education.

There are currently 70 faculty participating in 10 different PLC's at Nicolet. A Faculty Portal has been established to give staff and faculty virtual access to the different PLC groups.

Vice President Urban and Chief Information Officer Bill Nagle reported on the Class Extract. The Class Extract summarizes important data in class registration. Urban, Nagle and Bethyn Baldauf collaborated on creating a tool to extract this data which will enhance institutional effectiveness.

STATEMENT OF UNDERSTANDING

- Human Resources will develop an accountability system for dissemination of the Code of Ethics Policy.

PUBLIC INPUT

There was no public input.

ADJOURNMENT

REACH MADE A MOTION, SECONDED BY BRUGUIER, TO ADJOURN THE MEETING. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

Elizabeth Reach, Secretary

Recorded: Anne Bonack