

NICOLET AREA TECHNICAL COLLEGE DISTRICT BOARD
Minutes of the Regular Meeting
Tuesday, September 20, 2011

CALL TO ORDER

Chairman Zimmerman called the meeting to order at 5:00 PM in the Northwoods Center Dining Room 202 on the campus of Nicolet College in Rhinelander, Wisconsin.

ROLL CALL

Board members present: Jeaninne Bruguier, Dave Hintz, Marcie Metropulos, Richard Peters, Deanna Pierpont, Thom Umlauf, Ron Zimmerman and Student Representative Elizabeth Goldsworthy.

Participating by conference call: Amy Jacobs

Board member(s) absent: Betsy Reach

Also present: NATC President Elizabeth Burmaster, Karen Barr, Dan Groleau, Kyle Gruening, Sandy Kinney, Chuck Komp, Susan Kordula, Beth Kost, Jim Kuderski, Steve Laskowski, Roxanne Lutgen, Brigitte Parsons, Rose Prunty, Kyle Rogers - Northwoods River News, Ron Skallerud, Kenneth Urban, John Van De Loo and Pete Vanney.

Recorder: Anne Bonack

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

APPROVAL OF AGENDA

Board Chairman Zimmerman asked the board to change the order of agenda item #7 with item #8.

The agenda was approved as amended.

ROUTINE ITEMS

1. **Public Input**
None.

CONSENT AGENDA

2. **Action on Minutes of the Regular Meeting – 8/16/11**
3. **Ratification of High School Equivalency Diploma Contracts**
4. **Status of College Accounts, Recap of Expenses, Operational Cost, Action on Bills Payable**
5. **Ratification of Business, Industry and Government Contracts**

PETERS MADE A MOTION, SECONDED BY UMLAUF, THAT THE NICOLET COLLEGE BOARD APPROVE THE CONSENT AGENDA, ITEMS 2, 3, 4 and 5. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

REGULAR AGENDA

6. **Introduction of Board of Trustees Student Representative.** President Burmaster introduced Elizabeth Goldsworthy as the new Board of Trustees Student Representative. Goldsworthy, a Three Lakes native, is a student in the Business Management Program at Nicolet and now resides in Boulder Junction.
7. **Action on Proposed Remodeling Projects in the University Transfer Center.** President Burmaster stated the Board of Trustees directed Nicolet College in the August meeting to prepare to request approval for the proposed remodeling projects in the University Transfer Center from the Wisconsin Technical College System Board.

PETERS MADE A MOTION, SECONDED BY METROPULOS, THAT THE NICOLET COLLEGE BOARD OF TRUSTEES REQUEST APPROVAL FROM THE WISCONSIN TECHNICAL COLLEGE SYSTEM BOARD FOR THE FOLLOWING CAPITAL IMPROVEMENT PROJECTS TO THE UNIVERSITY TRANSFER CENTER:

- REMODELING OF HVAC, PLUMBING INFRASTRUCTURE AND BUILDING CODE RELATED ISSUES IN THE UNIVERSITY TRANSFER CENTER, FOR AN APPROXIMATE COST OF \$1.5 MILLION.
- REMODELING OF 12,800 SQUARE FEET OF EXISTING SPACE ON THE LOWER LEVEL OF THE UNIVERSITY TRANSFER CENTER, FOR AN APPROXIMATE COST OF \$1.5 MILLION.
- REMODELING OF 17,352 SQUARE FEET OF EXISTING SPACE ON THE SECOND AND MEZZANINE LEVELS OF THE UNIVERSITY TRANSFER CENTER, FOR AN APPROXIMATE COST OF \$1.5 MILLION.

MOTION CARRIED ON A 7:1 VOICE VOTE, WITH HINTZ VOTING AGAINST THE MOTION.

8. **Three-Year Facilities Planning Guide.** Vice President Lutgen presented an overview of the Nicolet Three-Year Facilities Planning Guide. The Planning Guide is a yearly submission to the Wisconsin Technical College System.

JACOBS MADE A MOTION, SECONDED BY HINTZ, THAT THE NICOLET COLLEGE BOARD OF TRUSTEES SUBMIT THE NICOLET AREA TECHNICAL COLLEGE THREE-YEAR FACILITIES PLANNING GUIDE 2011-2014 TO THE WISCONSIN TECHNICAL COLLEGE

SYSTEM BOARD. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

9. **Employee Complaint and Appeal Procedure for Discipline and Workplace Safety.** Director of Human Resources Dan Grouleau explained the purpose of this procedure is to establish a complaint and appeal procedure with respect to discipline and workplace safety issues consistent with Sec. 66.0509 (1m) of the Wisconsin Statutes. Grouleau noted this procedure would go into effect for non-bargaining unit employees on October 1, 2011 and for all other employees on July 1, 2012. This procedure would not cover student employees, they would continue using the Student Complaints and Grievance Policy 108.

PIERPONT MADE A MOTION, SECONDED BY METROPULOS TO APPROVE THE EMPLOYEE COMPLAINT AND APPEAL PROCEDURE FOR DISCIPLINE AND WORKPLACE SAFETY, EFFECTIVE ON OCTOBER 1, 2011 FOR ALL NON-UNION BARGAINING UNIT EMPLOYEES, AND EFFECTIVE ON JULY 1, 2012 FOR ALL OTHER EMPLOYEES. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

10. **Other Informational Items of the President/Board Members.**

- Contracts at less than full cost recovery - Executive Dean of Economic Development and Security Ron Skallerud, stated board members received in their packet the list of S.38.14 (3) contracts delivered at less than full cost recovery. The contract listed is regarding the "Learn Thru Burn" program. Board Member Umlauf asked for clarification on the intent of reaching full cost recovery.
- The 11th Annual "A Day for Nicolet" update was given by President Burmaster. This is the Nicolet Foundation annual fundraiser. All proceeds are directed toward student scholarships.
- PK-16 Connections – Director of Admissions and PK-16 Pathways Susan Kordula, presented an overview of the Pre-College Academy, Transcribed Credit and other opportunities that have been created to reach potential students now in our PK-12 districts.

STATEMENT OF UNDERSTANDING

PUBLIC INPUT

None.

ADJOURNMENT

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

A tour of the Northwoods Center was taken following the adjournment of the meeting.