CALL TO ORDER
Chairman Zimmerman called the meeting to order at 5:02 PM in the Northwoods Center Dining Room on the Nicolet College campus in Rhinelander, Wisconsin.

ROLL CALL
Board members present: Dave Hintz, Amy Jacobs, Marcie Metropulos, Richard Peters, Deanna Pierpont, Elizabeth Spencer, Thom Umlauf, Ron Zimmerman and Student Representative Elizabeth Goldsworthy.

Board members absent: Jeaninne Bruguier

Also present: Nicolet College President Burmaster, Karen Barr, Scott Biscobing, Sandy Bishop, Kelly Bloomer, Jeff Eaton, Paul Ehlers, Pam Gokey, Dan Groleau, Monica Hilt, Chris Honig, Jim Honig, Bob Kanyusik, Deb Karow, Dave Kast, Sandy Kinney, Chuck Komp, Beth Kost, Kate Larch, Steve Laskowski, Dianne Lazear, Ginny Leith, Roxanne Lutgen, Lenore Mangles, Bob Martini, Marcus Neemann of Northwoods River News, Catherine Parker, Brigitte Parsons, Dave Picard, Rose Prunty, Liz Reischel, Terry Rutlin, Paul Samz, Ron Sasek, Heather Schallock, Janet Siefert, Barbara Sironen, Ron Skallerud, Kristi Thoreson, Kenneth Urban, John Van De Loo, Pete Vanney, Leanne Vigue-Miranda, Barb Vogel, Laura Wind-Norton and Ann Zenk.

Recorder: Anne Bonack
Notice of the meeting was provided to the media and posted.

APPROVAL OF AGENDA

JACOBS MADE A MOTION, SECONDED BY PIERPONT, TO APPROVE THE AGENDA AS DISTRIBUTED. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

ROUTINE ITEMS
1. Public Input
   • Kelly Bloomer, Student Profile – 2012 Nicolet Graduate.
   • Steve Laskowski – commented on agenda items 11 & 14.
   • Dave Kast – commented on agenda item 14.

CONSENT AGENDA
2. Action on Minutes of the Regular Meeting – 4/17/12
4. Ratification of High School Equivalency Diploma Contracts
5. Ratification of Business, Industry and Government Contracts

JACOBS MADE A MOTION, SECONDED BY PIERPONT, THAT THE NICOLET COLLEGE BOARD OF TRUSTEES APPROVE THE CONSENT AGENDA, ITEMS 2, 3, 4 AND 5. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

REGULAR AGENDA
6. Friends and Partners Awards and the Dr. Robert Steger Innovation and Professional Development Awards. Foundation Executive Director Schallock and Foundation Vice President Martini presented the awards. IT Manager Ron Sasek and Systems and Process Manager Janet Siefert accepted the Friends and Partners Award on behalf of Drs. Foster and Smith, and Chief Executive Officer Monica Hilt. Hospital President Ann Zenk, and Vice President of Patient Care Deb Karow accepted the Friends and Partners Award on behalf of Ministry Health Care. The Dr. Robert Steger Innovation Award was accepted by Professional Learning Community members Ginny Leith and Leanne Vigue-Miranda on behalf of the Green Scholar Program. The Dr. Steger Professional Development Awards were presented to Faculty member Kristi Thoreson, and accepted by Dean Parsons on behalf of Faculty member Devon VandenHeuvel.

7. Modification of the 2011-2012 Budget. Director of Accounting and Business Services Van De Loo asked the Board to approve the budget modification which reflects adjustments to the budgeted revenues and expenditures related to equipment and the University Transfer Center remodeling projects. Questions from the Board were addressed by Van De Loo.

JACOBS MADE A MOTION, SECONDED BY PIERPONT THAT THE NICOLET COLLEGE BOARD OF TRUSTEES APPROVE MODIFICATION OF THE 2011-2012 BUDGET TO REFLECT A CHANGE IN REVENUES AND EXPENDITURES RELATED TO EQUIPMENT AND THE UNIVERSITY TRANSFER CENTER REMODELING PROJECTS IN ACCORDANCE WITH THE WISCONSIN STATE REQUIREMENTS. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

8. Resolution Awarding the Sale of $1,500,000 General Obligation Promissory Notes, Series 2012C. President of Wisconsin Public Finance Professionals LLC Carol Wirth presented the Board with the final interest rate of 1.88% for borrowing for the University Transfer Center remodeling and reorganizing of the second and third floors of the University Transfer Center to provide students with a one-stop Student Services experience and handicapped access.
JACOBS MADE A MOTION, SECONDED BY PETERS THAT THE NICOLET COLLEGE BOARD OF TRUSTEES AWARD THE SALE OF $1,500,000 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2012C. MOTION CARRIED ON A 7:1 MAJORITY VOICE VOTE, WITH HINTZ OPPOSING.

9. **2012-2013 Budget Update.** Director of Accounting and Business Services Van De Loo provided an update on the 2012-2013 Nicolet Area Technical College budget stating budgeted operational expenditures have been cut by $500,000 to offset the tax levy freeze and cover other revenue reductions. Questions from the Board were addressed by Van De Loo.

10. **Nicolet Three-Year Facilities Planning Guide.** Vice President Lutgen and Director of Facilities Vanney requested authorization to submit to the state office the Nicolet Three-Year Facilities Planning Guide. The purpose of this annual report is to provide a three fiscal year outlook to the Wisconsin Technical College System (WTCS) Board. The plan will be accepted and reviewed by the WTCS Board but no action will be taken. As each project emerges it will be subject to review and approval on an individual basis pursuant to Section 38.04 of the Wisconsin Statutes. Questions from the Board were addressed by Lutgen and Vanney.

   PETERS MADE A MOTION, SECONDED BY PIERPONT THAT THE NICOLET COLLEGE BOARD OF TRUSTEES APPROVE THE NICOLET AREA TECHNICAL COLLEGE THREE-YEAR FACILITIES PLAN, 2012-2015. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

11. **Action on Industrial Mechanic Program Scope.** Vice President Urban presented information on the preliminary scope proposal for the Industrial Mechanic Associate Degree requesting approval to submit the proposal to the Wisconsin Technical College System for their review and approval. Questions from the Board were addressed by Urban.

   JACOBS MADE A MOTION, SECONDED BY HINTZ THAT THE NICOLET COLLEGE BOARD OF TRUSTEES APPROVE THE ADDITION OF A NEW PROGRAM OF STUDY FOR INDUSTRIAL MECHANIC (ASSOCIATE DEGREE) AND SUBMISSION OF THE PRELIMINARY SCOPE PROPOSAL TO THE WISCONSIN TECHNICAL COLLEGE SYSTEM FOR THEIR REVIEW AND APPROVAL. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

12. **Contract Training Rates.** Executive Dean Skallerud presented the fee schedule for 2012-2013 for 38.14 contracts to the Board for approval. Questions from the Board were addressed by Skallerud.

   PETERS MADE A MOTION, SECONDED BY SPENCER THAT IN RELATION TO 38.14 CONTRACT TRAINING AND TECHNICAL
ASSISTANCE THE NICOLET COLLEGE BOARD OF TRUSTEES ACT TO:

- MAINTAIN THE IN-DISTRICT HOURLY RATE OF $140
- MAINTAIN THE OUT-OF-DISTRICT HOURLY RATE OF $140 (PLUS TRAVEL RELATED EXPENSES AS PER CURRENT GUIDELINES); IN CASES OF OUT-OF-STATE CONTRACTS WHERE THIS HOURLY RATE IS INSUFFICIENT TO RECOVER FULL COSTS, THE CLIENT WILL BE CHARGED ADDITIONAL FEES TO INSURE FULL COST RECOVERY
- MAINTAIN THE OUT-OF-DISTRICT TRAVEL HOURLY RATE OF $100
- MAINTAIN THE PUBLIC PROTECTIVE SERVICES HOURLY RATE (EMERGENCY MEDICAL SERVICE PROVIDERS, FIRE DEPARTMENTS AND LAW ENFORCEMENT AGENCIES) OF $105
- SET THE ADULT BASIC EDUCATION HOURLY RATE AT $60
- MAINTAIN THE TESTING SERVICES HOURLY RATE OF $60
- MAINTAIN THE “LEARN- THROUGH-BURN” FLAT FEE FOR FIRE DEPARTMENTS OF $800, AND CREATE A SECOND INVOICE FOR THE FIRE DEPARTMENT TO OBTAIN FULL COST RECOVERY
- INCREASE THE PER-STUDENT FLAT FEE FOR WISCONSIN EMERGENCY MANAGEMENT TECHNICIAN TRAINING FROM $475 TO $550 (PLUS, IF APPLICABLE, OUT-OF-DISTRICT TRAVEL RELATED EXPENSES AS PER CURRENT GUIDELINES)
- THE NICOLET COLLEGE EXECUTIVE DEAN OF ECONOMIC DEVELOPMENT OR DESIGNEE IS AUTHORIZED TO MAKE 38.14 CONTRACT PRICING EXCEPTIONS

FEE INCREASES TO BECOME EFFECTIVE JUNE 1, 2012 FOR INSTRUCTIONAL CONTRACTS AND JULY 1, 2012 FOR TECHNICAL ASSISTANCE CONTRACTS. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

13. Other Informational Items of the President and Board Members.
- Executive Director Kinney recognized the Communications Department for securing three silver Paragon Awards. The Paragon Awards are awarded by The National Council for Marketing and Professional Relations in an annual competition to recognize outstanding achievement in communications and excellence among marketing and PR professionals at two-year colleges.
• The 2012-2013 Board of Trustees schedule was reviewed. Please notify Assistant to the President Bonack of any major changes that may be needed to the schedule.
• Chairperson Zimmerman and President Burmaster thanked Board Member Spencer for her six years of service on the Board of Trustees, and Student Government Representative Goldsworthy for her past year of service to the Board.
• Board Member Jacobs noted the next District Board meeting will be in Barneveld, WI from July 19th–July 21st.

STATEMENT OF UNDERSTANDING

PUBLIC INPUT
There was no public input.

CLOSED SESSION
14. Closed Session
PIERPONT MADE A MOTION, SECONDED BY SPENCER, THAT IN ACCORDANCE WITH WISCONSIN STATUTE 19.85 (1) (c) THE BOARD WILL MEET IN CLOSED SESSION FOR AN UPDATE ON COLLECTIVE BARGAINING AND TO CONDUCT PRESIDENT BURMASTER’S PERFORMANCE APPRAISAL. ROLL CALL VOTE: HINTZ – AYE, JACOBS – AYE, METROPULOS – AYE, PETERS – AYE, PIERPONT – AYE, SPENCER – AYE, UMLAUF – AYE, ZIMMERMAN – AYE.
MOTION CARRIED UNANIMOUSLY ON A ROLL CALL VOTE.

OPEN SESSION
15. Open Session

16. Report of Closed Session
The Board of Trustees referred the Faculty Association letter back to the College Negotiating Team for a response.

ADJOURNMENT
PETERS MADE A MOTION, SECONDED BY SPENCER, TO ADJOURN THE MEETING. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.