CALL TO ORDER
Chairperson Zimmerman called the meeting to order at 5:02 p.m. in the University Transfer Center Fireside Room on the Nicolet College campus in Rhinelander, Wisconsin.

ROLL CALL
Board members present: Bob Egan, Dave Hintz, Amy Jacobs (participating via conference call), Kim Odekirk, Thom Umlauf, Ron Zimmerman and Student Representative Maria Watts.

Board members absent: Jeaninne Bruguier, Marcie Metropulos and Deanna Pierpont.


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

APPROVAL OF AGENDA

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

ROUTINE ITEMS
1. Public Input.

CONSENT AGENDA
2. Action on Minutes of the Regular Meeting – 9/18/12.

EGAN MADE A MOTION, SECONDED BY ODEKIRK, 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. **Action on 2012-2013 Mill Rate.** Director of Accounting and Business Services Van De Loo noted Nicolet is currently in the second year of an operational tax levy freeze. The total property tax levy dollar amount for the 2012-2013 will stay the same as the amount passed during the June Board meeting. The District’s equalized valuation dropped by 3.75% compared to the projected budgeted decrease of 4.0%. Due to the smaller than projected valuation decrease, the total mill rate will be lowered compared to what was presented to the Board in June. Van De Loo stated this is the fourth consecutive year Nicolet has seen decreasing property values. Since 2009, there has been more than 2.1 billion dollars in lost valuation. Total expenditures for all funds will be decreasing by 4.42% over last year.

   JACOBS MADE A MOTION, SECONDED BY UMLAUF, THAT THE NICOLET COLLEGE BOARD SECRETARY BE DIRECTED TO INFORM THE TOWNS/CITIES IN THE NICOLET AREA TECHNICAL COLLEGE DISTRICT THAT THE 2012-2013 MILL RATE FOR THE GENERAL OPERATIONS OF THE DISTRICT BE ESTABLISHED AT $1.05627 PER $1,000 OF EQUALIZED VALUATION, AND THE MILL RATE FOR THE DEBT RETIREMENT THROUGH THE DEBT SERVICE FUND BE ESTABLISHED AT $0.16293 PER $1,000 OF EQUALIZED VALUATION, WITH THE TOTAL LEVY BEING ASSESSED AT A RATE OF $1.21920 PER $1,000 OF EQUALIZED VALUATION. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

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.

   EGAN MADE A MOTION, SECONDED BY HINTZ, 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 WISCONSIN STATE REQUIREMENTS. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

8. **Designation of Assistant Directors.** President Burmaster asked the Board of Trustees to approve the routine designation of Assistant District Directors. The positions are considered public officials who are required to file the Statement of Economic Interest to the Government Accountability Board on an annual basis. Questions from the Board were addressed by Burmaster.

   HINTZ MADE A MOTION, SECONDED BY ODEKIRK, THAT THE NICOLET COLLEGE BOARD OF TRUSTEES, FOR PURPOSES OF WISCONSIN’S CODE OF ETHICS FOR PUBLIC OFFICIALS AND EMPLOYEES, SEC. 19.41
THROUGH 19.59, STATS., DESIGNATES THE FOLLOWING POSITIONS ASSISTANT DISTRICT DIRECTORS AND INDICATES ITS UNDERSTANDING THAT THE CURRENT OCCUPANTS OF THOSE POSITIONS AND THE SUCCESSORS TO THOSE POSITIONS ARE STATE PUBLIC OFFICIALS TO WHOM WISCONSIN’S ETHICS CODE APPLIES:

1. ROXANNE LUTGEN, VICE PRESIDENT OF FINANCE AND COLLEGE OPERATIONS
2. KENNETH URBAN, VICE PRESIDENT OF TEACHING, LEARNING AND STUDENT SUCCESS
MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

9. Designation of Positions with Authority to Initiate Remission Requests.
Vice President Urban asked the Board of Trustees to grant Nicolet College Vice Presidents Urban and Lutgen the authority to initiate tuition remission requests for worthy and out-of-state students to the Wisconsin Technical College System President.

HINTZ MADE A MOTION, SECONDED BY EGAN THAT THE NICOLET COLLEGE BOARD OF TRUSTEES AUTHORIZE THE VICE PRESIDENTS OF TEACHING, LEARNING AND STUDENT SUCCESS, AND OF FINANCE AND COLLEGE OPERATIONS TO INITIATE REQUESTS FOR REMISSION OF OUT-OF-STATE TUITION TO THE WISCONSIN TECHNICAL COLLEGE SYSTEM PRESIDENT. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

Other Informational Items of the President and Board Members.
• Contracts at Less than Full Cost Recovery – Executive Dean Skallerud reported there are no contracts to report for this quarter.
• University Transfer Overview – University Transfer Overview – Dean Prunty provided an overview of the University Transfer Program available to students. Students in the Associate of Arts and Associate of Science programs can complete the general requirements of the first two years of a bachelor’s degree at Nicolet and transfer those credits to a participating four-year college. Prunty also shared information regarding articulations and course transfer.
• Student Profile - Rhinelander native and Culinary Arts student Stephanie Kaether presented an overview of her path to Nicolet College. Kaether will graduate in May, 2013 and hopes to someday open her own restaurant and catering business. Kaether was also the recent grand prize winner in a national culinary competition and presented her winning dish to the Board.
• Information Technology Update – Vice President Lutgen and Director of Information Technology Miljevich provided an update of Information Technology projects both completed and in progress.

STATEMENT OF UNDERSTANDING
None
PUBLIC INPUT
None

ADJOURNMENT

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