A special meeting of the Nicolet Area Technical College Board of Trustees will be held on Saturday, January 10, 2009, at 8:45 AM at Nicolet Area Technical College, Lake Julia Campus, Rhinelander WI 54501, University Transfer Center - Fireside Room.

1. Call to Order

2. EXECUTIVE SESSION - Pursuant to Wis. Stats. Sections 19.85 (1) (c) and (e) the Board shall consider a motion to move to closed session for the purposes of review and discussion of candidate qualifications and background information and other issues related to specific candidates to fill the position of Nicolet President.

3. RECONVENE OPEN SESSION Pursuant to Wis. Stats. Section 19.85 (2), the Board will reconvene into open session and may take action on any business related to the closed session.

4. ADJOURN
CALL TO ORDER
Vice-chairman Martini called the meeting to order at 9 AM in the University Transfer Center Fireside Room on the Lake Julia Campus of Nicolet College in Rhinelander, Wisconsin.

ROLL CALL
Board members present: Amy Jacobs, Kathleen Marshall, Bob Martini, Marcie Metropulos, Richard Peters, and Betsy Reach.

Board members absent: Gene Carlson, Betty Graveen.

The board is short one member due to the resignation of Gregg Albert.

Staff present: Sandy Kinney and Maggie Szostak.

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

EXECUTIVE SESSION
12. Executive Session
JACOBS MADE A MOTION, SECONDED BY REACH, THAT THE NICOLET COLLEGE BOARD MEET IN EXECUTIVE SESSION IN ACCORDANCE WITH WIS. STAT. 19.85(1)(c) AND (e) FOR THE PURPOSE OF REVIEW AND DISCUSSION OF CANDIDATE QUALIFICATIONS AND BACKGROUND INFORMATION AND OTHER ISSUES RELATED TO SPECIFIC CANDIDATES TO FILL THE POSITION OF NICOLET PRESIDENT. ROLL CALL: JACOBS - AYE, MARSHALL - AYE, MARTINI – AYE, METROPULOS – AYE, PETERS – AYE, REACH - AYE. MOTION CARRIED UNANIMOUSLY ON A ROLL CALL VOTE.

OPEN SESSION

13. Report of Closed Session
Vice-chairman Martini reported that the board members conducted telephone interviews with several applicants and that the board will discuss next steps during a closed session to be held during the January 19, 2009 board meeting.

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

Kathleen Marshall, Secretary

Recorded: Maggie Szostak
AMENDED AGENDA

NICOLET AREA TECHNICAL COLLEGE DISTRICT BOARD
Monday, January 19, 2009
Nicolet College
Rhineland, Wisconsin

5 PM
Board Meeting
University Transfer Center Fireside Room

Mission: "In service to the people of Northern Wisconsin, we deliver superior community college education that transforms lives and enriches communities."

Vision: "To be a model college recognized for educational excellence and valued as a vital resource by the people of Northern Wisconsin."

CALL TO ORDER
ROLL CALL
APPROVAL OF AGENDA

ROUTINE ITEMS
1. Public Input

CONSENT AGENDA
*2a. Action on Minutes of the Regular Meeting - 12/16/08
*2b. Action on Minutes of the Special Meeting – 1/10/09
*3. Ratification of Business, Industry, and Government Contracts
*4. Ratification of High School Equivalency Diploma Contracts
*5. Status of College Accounts, Recap of Expenses, Operational Cost, Action on Bills Payable

REGULAR AGENDA
*6. Modification of 2007-2008 Budget. (5 minutes) The board may act to approve a budget modification to reflect adjustments to the actual revenues and expenditures per the audited financial statements.
*6.5. Digital Media Arts Certificate. (10 minutes) President Lorbetske and Vice President Brown will provide information on this 12-credit certificate offering. The board may act to approve this certificate as part of the Graphic Design

*All items marked with an asterisk are supplemented by additional material in the Board packet.
program which is already in place.

7. Tobacco-Free/Smoke-Free Campus Policy. (10 minutes) President Lorbetske and Human Resources Director Dan Groleau will report on the development of the implementation plan.

8. Update on Birchwoods Center Addition and Remodel. (5 minutes) President Lorbetske and Vice President Brown will report on progress.

9. Presidential Search. (5 minutes) Board Member Bob Martini will provide an update and identify next steps.

10. Other Informational Items. (5 minutes)
    Future Board Meetings
    Development of the 2009-2010 Budget

STATEMENT OF UNDERSTANDING
PUBLIC INPUT

*11. Executive Session. Pursuant to Wis. Stats. Sections 19.85 (1)(c) and (e), the board shall consider a motion to move to closed session for the purposes of review and discussion of candidate qualifications and background information and other issues related to specific candidates to fill the position of Nicolet president.

12. Reconvene Open Session. Pursuant to Wis. Stats. Section 19.85(2), the Board will reconvene into open session and may take action on any business related to the closed session.

ADJOURNMENT

*All items marked with an asterisk are supplemented by additional material in the Board packet.
CALL TO ORDER
Chairman Carlson called the meeting to order at 5 PM in the University Transfer Center
Fireside Room on the Lake Julia Campus of Nicolet College in Rhinelander, Wisconsin.

ROLL CALL
Board members present: Gene Carlson, Betty Graveen, Amy Jacobs, Kathleen
Marshall, Bob Martini, Marcie Metropulos, Richard Peters, and Betsy Reach.

The board is short one member due to the resignation of Gregg Albert.

Staff present: Jim Brown, Dan Goscha, Dan Groleau, Sandy Kinney, Adrian Lorbetske,
Lenore Mangles, and Maggie Szostak.

Guests: Ken Krall and Ron Zimmerman.

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

APPROVAL OF AGENDA
PETERS MADE A MOTION, SECONDED BY REACH, TO APPROVE THE
AMENDED AGENDA AS DISTRIBUTED. MOTION CARRIED UNANIMOUSLY
ON A VOICE VOTE.

ROUTINE ITEMS
1. Public Input
There was no public input.

CONSENT AGENDA
2a. Action on Minutes of the Regular Meeting – 12/16/08
2b. Action on Minutes of the Special Meeting – 1/10/09
3. Ratification of Business, Industry, and Government Contracts
4. Ratification of High School Equivalency Diploma Contracts
5. Status of College Accounts, Recap of Expenses, Operational Cost, Action
on Bills Payable
MARTINI MADE A MOTION, SECONDED BY REACH, THAT THE NICOLET
COLLEGE BOARD APPROVE THE CONSENT AGENDA, ITEMS 2a & b, 3, 4,
AND 5 AS FOLLOWS:
   2a. APPROVAL OF MINUTES OF THE REGULAR MEETING –
      12/16/08, WITH SUGGESTED REVISIONS
   2b. APPROVAL OF MINUTES OF THE SPECIAL MEETING – 1/10/09
   3. RATIFICATION OF BUSINESS, INDUSTRY, AND GOVERNMENT
      CONTRACTS
4. RATIFICATION OF HIGH SCHOOL EQUIVALENCY DIPLOMA CONTRACTS

5. APPROVAL OF BILLS PAYABLE
   MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

REGULAR AGENDA
   President Lorbetske noted that the modification of the budget is a routine annual item. President Lorbetske explained that the audit has been completed and the change from budgeted revenues and expenditures to actual revenues and expenditures experienced needs to be made. Detailed information was provided in the meeting packet.

   PETERS MADE A MOTION, SECONDED BY MARSHALL, THAT THE NICOLET COLLEGE BOARD APPROVE MODIFICATION OF THE 2007-2008 BUDGET TO REFLECT A CHANGE FROM REVENUES AND EXPENDITURES BUDGETED TO ACTUAL REVENUES AND EXPENDITURES EXPERIENCED IN ACCORDANCE WITH THE WISCONSIN STATE REQUIREMENTS. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

6.5. Digital Media Arts Certificate
   Graphic Design Instructor Dan Goscha gave a presentation on a twelve-credit, Advanced Technical Certificate in Digital Media Arts that Nicolet is preparing to offer. He provided information on:
   • what the program will prepare Nicolet students to do,
   • employment opportunities for Nicolet students, and
   • the benefit to Nicolet students, Nicolet College, and the Nicolet District.

   MARTINI MADE A MOTION, SECONDED BY REACH, THAT THE NICOLET COLLEGE BOARD APPROVE AN ADVANCED TECHNICAL CERTIFICATE IN DIGITAL MEDIA ARTS AND AUTHORIZE STAFF TO SUBMIT AN ADVANCED TECHNICAL CERTIFICATE APPLICATION TO THE WISCONSIN TECHNICAL COLLEGE SYSTEM BOARD FOR APPROVAL. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

7. Tobacco-Free/Smoke-Free Campus Policy
   President Lorbetske and Human Resources Director Groleau stated that Nicolet College is ready to go tobacco- and smoke-free this Wednesday, January 21\textsuperscript{st} on all college property in Rhinelander and at the Lakeland Campus. Director Groleau noted the following:
   • Development of the policy and of the implementation plan went well.
   • Participants in the development included Faculty, Support Staff, Student Government Association, Tobacco Free Oneida County Coalition, UW-Tobacco Research Institution, and a Nicolet College Business Ethics student who volunteered as part of his service learning project.
   • There has been media coverage via TV and radio spots.
• Posters were developed, information was placed on the electronic kiosks, and there were Great American Smokeout activities conducted in November.
• Signage will be put in place. All cigarette receptacles will be removed.
• There will be continued communication throughout the spring and summer of 2009 focusing on awareness and resources.
• There is a provision in the policy for ceremonial use of tobacco.

8. **Update on Birchwoods Center Addition and Remodel**
Vice President Brown said all necessary material was sent to the State Board in December on the proposed Birchwoods Center addition and remodel for consideration and action at their January meeting. Vice President Brown noted there has been ongoing communication with Bob Dimperio, Wisconsin Technical College System Facilities Development Director. Mr. Dimperio supports the proposal. Vice President Brown proceeded to outline the specifics of the project and provided the timeline.

9. **Presidential Search**
Board Member Martini, Chair of the Presidential Search Committee, reported the following:
• The Presidential Search Committee reviewed the forty-one applications received and forwarded eleven applications to the board for the board’s consideration.
• The board reviewed the recommendations and conducted initial phone interviews, with the intent of selecting candidates to be invited for in-person interviews.
• There will be public forums with the candidates who will come to campus for interviews. Information on each candidate will be posted on the website. The board will interview each candidate brought to campus.

10. **Other Informational Items**
• The February 2009 meeting is confirmed for February 17th.
• The March 2009 meeting is confirmed for May 31st.
• There will most likely not be an April 2009 meeting because of a conflict with the dates of the Higher Learning Commission Annual Meeting.
• Vice President Brown said that all requests associated with the 2009-2010 budget are in. The budget team will begin meeting early in February to prioritize the requests.
• Board Member Martini, following up on the December 16th board discussion of the Eleanor Geopfert property, said he was informed that the neighboring landowner is no longer interested in cutting timber adjacent to our land because the wood market has softened. Board Member Martini also said he has asked a Department of Natural Resources forester to meet with him and other staff members in late February to develop a more comprehensive plan. Board Member Martini will bring a draft plan back to the board at some point in the future.
• President Lorbetske and Board Members Reach and Marshall will participate in the District Boards Association Winter Meeting and Legislative Summit in January in Madison.

STATEMENT OF UNDERSTANDING
None.

PUBLIC INPUT
None.

11. Executive Session
JACOBS MADE A MOTION, SECONDED BY METROPULOS, THAT THE NICOLET COLLEGE BOARD MEET IN EXECUTIVE SESSION IN ACCORDANCE WITH WIS. STATS. SECTIONS 19.85 (1) (c) AND (e) FOR THE PURPOSES OF REVIEW AND DISCUSSION OF CANDIDATE QUALIFICATIONS AND BACKGROUND INFORMATION AND OTHER ISSUES RELATED TO SPECIFIC CANDIDATES TO FILL THE POSITION OF NICOLET PRESIDENT. ROLL CALL: CARLSON - AYE, GRAVEEN – AYE, JACOBS - AYE, MARSHALL - AYE, MARTINI – AYE, METROPULOS – AYE, PETERS – AYE, REACH - AYE. MOTION CARRIED UNANIMOUSLY ON A ROLL CALL VOTE.

12. Reconvene Open Session

REPORT OF CLOSED SESSION
Board Chair Carlson reported that the board reviewed and discussed qualifications of candidates to fill the position of Nicolet president.

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

Kathleen Marshall, Secretary

Recorded: Maggie Szostak
SPECIAL MEETING NOTICE
Nicolet Area Technical College Board of Trustees

A special meeting of the Nicolet Area Technical College Board of Trustees will be held on Wednesday, February 4, 2009, at 4 PM at Nicolet Area Technical College, Lake Julia Campus, Rhinelander WI 54501, University Transfer Center – Fireside Room.

1. CALL TO ORDER

2. EXECUTIVE SESSION – Pursuant to Wis. Stats. Sections 19.85 (1) (c) and (e), the Board shall consider a motion to move to closed session for the purpose of interviewing and considering the qualifications of a candidate to fill the position of Nicolet College President and to discuss other candidates for the position of Nicolet College President.

3. RECONVENE OPEN SESSION – Pursuant to Wis. Stats. Section 19.85 (2), the Board will reconvene into open session.

4. ADJOURN
CALL TO ORDER
Chairman Carlson called the meeting to order at 4:05 PM in the University Transfer Center Fireside Room on the Lake Julia Campus of Nicolet College in Rhinelander, Wisconsin.

ROLL CALL

The board is short one member due to the resignation of Gregg Albert.

Staff present: Sandy Kinney and Maggie Szostak.

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

EXECUTIVE SESSION
JACOBS MADE A MOTION, SECONDED BY MARTINI, THAT THE NICOLET COLLEGE BOARD MEET IN EXECUTIVE SESSION IN ACCORDANCE WITH WIS. STAT. 19.85(1)(c) AND (e) FOR THE PURPOSE OF INTERVIEWING AND CONSIDERING THE QUALIFICATIONS OF A CANDIDATE TO FILL THE POSITION OF NICOLET COLLEGE PRESIDENT AND TO DISCUSS OTHER CANDIDATES FOR THE POSITION OF NICOLET COLLEGE PRESIDENT. ROLL CALL: CARLSON – AYE, GRAVEEN – AYE, JACOBS - AYE, MARSHALL - AYE, MARTINI – AYE, METROPULOS – AYE, PETERS – AYE, REACH - AYE. MOTION CARRIED UNANIMOUSLY ON A ROLL CALL VOTE.

RECONVENE OPEN SESSION

Chairman Carlson reported that the board conducted an interview in closed session with Ray Nadolny, a candidate for the position of Nicolet College president.

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

Kathleen Marshall, Secretary

Recorded: Maggie Szostak
SPECIAL MEETING NOTICE
Nicolet Area Technical College Board of Trustees

A special meeting of the Nicolet Area Technical College Board of Trustees will be held on Tuesday, February 17, 2009, at 5 PM at Nicolet Area Technical College, Lake Julia Campus, Rhinelander WI 54501, University Transfer Center – Fireside Room.

1. CALL TO ORDER

2. EXECUTIVE SESSION – Pursuant to Wis. Stats. Sections 19.85 (1) (c) and (e), the Board shall consider a motion to move to closed session for the purpose of interviewing and considering the qualifications of a candidate to fill the position of Nicolet College President and to discuss other candidates for the position of Nicolet College President.

3. RECONVENE OPEN SESSION – Pursuant to Wis. Stats. Section 19.85 (2), the Board will reconvene into open session.

4. ADJOURN
CALL TO ORDER
Chairman Carlson called the meeting to order at 5:05 PM in the University Transfer Center Fireside Room on the Lake Julia Campus of Nicolet College in Rhinelander, Wisconsin.

ROLL CALL

The board is short one member due to the resignation of Gregg Albert.

Staff present: Sandy Kinney and Maggie Szostak.

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

EXECUTIVE SESSION
PETERS MADE A MOTION, SECONDED BY REACH, THAT THE NICOLET COLLEGE BOARD MEET IN EXECUTIVE SESSION IN ACCORDANCE WITH WIS. STAT. 19.85(1)(c) AND (e) FOR THE PURPOSE OF INTERVIEWING AND CONSIDERING THE QUALIFICATIONS OF A CANDIDATE TO FILL THE POSITION OF NICOLET COLLEGE PRESIDENT AND TO DISCUSS OTHER CANDIDATES FOR THE POSITION OF NICOLET COLLEGE PRESIDENT. ROLL CALL: CARLSON – AYE, GRAVEEN – AYE, JACOBS - AYE, MARSHALL - AYE, MARTINI – AYE, METROPULOS – AYE, PETERS – AYE, REACH - AYE. MOTION CARRIED UNANIMOUSLY ON A ROLL CALL VOTE.

RECONVENE OPEN SESSION

Chairman Carlson reported that the board conducted an interview in closed session with Elizabeth Burmaster, a candidate for the position of Nicolet College president.

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

Kathleen Marshall, Secretary

Recorded: Maggie Szostak
SPECIAL MEETING NOTICE
Nicolet Area Technical College Board of Trustees

A special meeting of the Nicolet Area Technical College Board of Trustees will be held on Wednesday, February 18, 2009, at 5 PM at Nicolet Area Technical College, Lake Julia Campus, Rhinelander WI 54501, University Transfer Center – Fireside Room.

1. CALL TO ORDER

2. EXECUTIVE SESSION – Pursuant to Wis. Stats. Sections 19.85 (1) (c) and (e), the Board shall consider a motion to move to closed session for the purpose of interviewing and considering the qualifications of a candidate to fill the position of Nicolet College President and to discuss other candidates for the position of Nicolet College President.

3. RECONVENE OPEN SESSION – Pursuant to Wis. Stats. Section 19.85 (2), the Board will reconvene into open session.

4. ADJOURN
CALL TO ORDER
Chairman Carlson called the meeting to order at 5 PM in the University Transfer Center Fireside Room on the Lake Julia Campus of Nicolet College in Rhinelander, Wisconsin.

ROLL CALL

The board is short one member due to the resignation of Gregg Albert.

Staff present:  Sandy Kinney and Maggie Szostak.

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

EXECUTIVE SESSION
REACH MADE A MOTION, SECONDED BY MARTINI, THAT THE NICOLET COLLEGE BOARD MEET IN EXECUTIVE SESSION IN ACCORDANCE WITH WIS. STAT. 19.85(1)(c) AND (e) FOR THE PURPOSE OF INTERVIEWING AND CONSIDERING THE QUALIFICATIONS OF A CANDIDATE TO FILL THE POSITION OF NICOLET COLLEGE PRESIDENT AND TO DISCUSS OTHER CANDIDATES FOR THE POSITION OF NICOLET COLLEGE PRESIDENT. ROLL CALL:  CARLSON – AYE, GRAVEEN – AYE, JACOBS - AYE, MARSHALL - AYE, MARTINI – AYE, METROPULOS – AYE, PETERS – AYE, REACH - AYE. MOTION CARRIED UNANIMOUSLY ON A ROLL CALL VOTE.

RECONVENE OPEN SESSION

Chairman Carlson reported that the board conducted an interview in closed session with Jim Brown, a candidate for the position of Nicolet College president.

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

Kathleen Marshall, Secretary

Recorded:  Maggie Szostak
SPECIAL MEETING NOTICE
Nicolet Area Technical College Board of Trustees

A special meeting of the Nicolet Area Technical College Board of Trustees will be held on Thursday, February 19, 2009, at 5 PM at Nicolet Area Technical College, Lake Julia Campus, Rhinelander WI 54501, University Transfer Center – Fireside Room.

1. CALL TO ORDER

2. EXECUTIVE SESSION – Pursuant to Wis. Stats. Sections 19.85 (1) (c) and (e), the Board shall consider a motion to move to closed session for the purpose of interviewing and considering the qualifications of a candidate to fill the position of Nicolet College President and to discuss other candidates for the position of Nicolet College President.

3. RECONVENE OPEN SESSION – Pursuant to Wis. Stats. Section 19.85 (2), the Board will reconvene into open session.

4. ADJOURN
Mission: "In service to the people of Northern Wisconsin, we deliver superior community college education that transforms lives and enriches communities."

Vision: "To be a model college recognized for educational excellence and valued as a vital resource by the people of Northern Wisconsin."

CALL TO ORDER
ROLL CALL
OATH OF OFFICE
APPROVAL OF AGENDA

ROUTINE ITEMS
1. Public Input

CONSENT AGENDA
*2. Action on Minutes of the Regular Meeting - 1/19/09
*3. Ratification of Business, Industry, and Government Contracts
*4. Ratification of High School Equivalency Diploma Contracts
*5. Status of College Accounts, Recap of Expenses, Operational Cost, Action on Bills Payable

REGULAR AGENDA
*6. Resolution Authorizing the Borrowing of Not to Exceed $2,000,000; and Providing for the Issuance and Sale of General Obligation Promissory Notes Therefor. (10 minutes) This is a follow-up action to authorize the borrowing which is included in the 2008-2009 budget. The board may act to approve the resolution.

*All items marked with an asterisk are supplemented by additional material in the Board packet.
*7. **38.14 Contracts.** (10 minutes) President Lorbetske, Vice President Brown, and others will report. The board may act to approve an adjustment in rates for 38.14 contracts.

*8. **Modification of Aid Code 60 Fees.** (10 minutes) President Lorbetske, Vice President Brown, and others will report on the annual fee review and on the recommendation for a modification. The board may act to approve the modification.

9. **2009-2010 Budget.** (10 minutes) President Lorbetske and Vice President Brown will provide an update and will invite board discussion on possible budget scenarios.

10. **Update on Birchwoods Center Addition and Remodel.** (5 minutes) President Lorbetske and Vice President Brown will report on progress.

11. **Presidential Search.** (5 minutes) Board Member Bob Martini will provide an update and identify next steps.

12. **Other Informational Items.** (5 minutes)

    Future Board Meetings

**STATEMENT OF UNDERSTANDING**

**PUBLIC INPUT**

**ADJOURN**

*All items marked with an asterisk are supplemented by additional material in the Board packet.*
CALL TO ORDER
Chairman Carlson called the meeting to order at 4 PM in the University Transfer Center Fireside Room on the Lake Julia Campus of Nicolet College in Rhinelander, Wisconsin.

ROLL CALL

Staff present: Jim Brown, Dan Groleau, Sandy Kinney, Lynn Larsen, Adrian Lorbetske, Ron Skallerud, and Maggie Szostak.

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

OATH OF OFFICE
Board Chair Carlson administered the oath of office to Ron Zimmerman. Mr. Zimmerman introduced himself and shared his background with the board.

APPROVAL OF AGENDA
With the board’s permission, President Lorbetske moved the 2009-2010 Budget to the end of the agenda to allow more time for the remainder of the agenda. President Lorbetske explained that this meeting will last one hour because the board will interview a candidate for the president’s position at 5 PM.

PETERS MADE A MOTION, SECONDED BY REACH, TO APPROVE THE AGENDA AS AMENDED. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

ROUTINE ITEMS
1. Public Input
There was no public input.

CONSENT AGENDA
2. Action on Minutes of the Regular Meeting – 1/19/09
3. Ratification of Business, Industry, and Government Contracts
4. Ratification of High School Equivalency Diploma Contracts
5. Status of College Accounts, Recap of Expenses, Operational Cost, Action on Bills Payable

MARTINI MADE A MOTION, SECONDED BY REACH, THAT THE NICOLET COLLEGE BOARD APPROVE THE CONSENT AGENDA, ITEMS 2, 3, 4, AND 5 AS FOLLOWS:
2. APPROVAL OF MINUTES OF THE REGULAR MEETING – 1/19/09
3. RATIFICATION OF BUSINESS, INDUSTRY, AND GOVERNMENT CONTRACTS
4. RATIFICATION OF HIGH SCHOOL EQUIVALENCY DIPLOMA CONTRACTS
5. APPROVAL OF BILLS PAYABLE

MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

REGULAR AGENDA

6. Resolution Authorizing the Borrowing of Not to Exceed $2,000,000; and Providing for the Issuance and Sale of General Obligation Promissory Notes Therefor

President Lorbetske explained that this item is a follow-up action to passage of the 2008-2009 budget and is for the Birchwoods Center addition and remodel. Vice President Brown noted that interest rates have come in lower than expected.

JACOBS MADE A MOTION, SECONDED BY MARTINI, THAT THE NICOLET COLLEGE BOARD APPROVE THE RESOLUTION AUTHORIZING THE BORROWING OF NOT TO EXCEED $2,000,000; AND PROVIDING FOR THE ISSUANCE AND SALE OF GENERAL OBLIGATION PROMISSORY NOTES THEREFOR. MOTION CARRIED ON A VOICE VOTE.

7. 38.14 Contracts

Vice President Brown presented the recommendation for an increase in contract training rates for fiscal year 2009-2010. The recommendation was prepared by Center for Business and Community Education Director Kyle Gruening.

JACOBS MADE A MOTION, SECONDED BY MARSHALL, THAT THE NICOLET COLLEGE BOARD ACT TO:

- ADJUST THE HOURLY RATE FOR IN-DISTRICT EMS, FIRE DEPARTMENT, AND LAW ENFORCEMENT TRAINING FROM $90 TO $95.
- ADJUST THE HOURLY RATE FOR DISTRICT-TO-DISTRICT CONTRACTS FROM $100 TO $130.
- ADJUST THE HOURLY RATE FOR BASIC ED TRAINING CONTRACTS FROM $55 TO $70.
- ADJUST THE OUT-OF-DISTRICT TRAVEL FEE FROM $80 TO $90.
- ADJUST THE LEARN TO BURN IN-DISTRICT FLAT FEE FROM $700 TO $750.
- ESTABLISH A NEW RATE OF $55 PER HOUR FOR CONTRACTED TESTING SERVICES.
8. **Modification of Aid Code 60 Fees**
Vice President Brown presented the recommendation in the fee structure for Aid Code 60 offerings. The recommendation was prepared by Center for Business and Community Education Director Kyle Gruening.

PETERS MADE A MOTION, SECONDED BY METROPULOS, THAT THE NICOLET COLLEGE BOARD ACT TO:
- INCREASE THE AID CODE 60 (NON-CREDIT AVOCATIONAL) PROGRAM FEES FROM THE CURRENT RATE OF $104 PER CREDIT TO $108 PER CREDIT (40 HOURS OF INSTRUCTION).

FEE INCREASE TO BECOME EFFECTIVE JUNE 1, 2009. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

10. **Update on Birchwoods Center Addition and Remodel**
Vice President Brown reported that the Birchwoods Center addition and remodel sealed bid opening was conducted on February 12th. The low bidder is Ellis Stone Construction.

11. **Presidential Search**
Presidential Search Committee Chair Martini reported that the search process is progressing and is on time. Mr. Martini thanked board members for their work. He noted there have been three forums thus far. He also noted that he has received input in the form of personal contacts and phone calls.

12. **Other Informational Items**
- The March 2009 meeting is confirmed for March 31st.
- There will not be an April 2009 meeting.
- The May and June meetings are tentatively set for the third Tuesdays.
- The July meeting will be Monday, July 13 in accordance with State Statutes.
- Human Resources Director Dan Groleau reported that implementation of the tobacco-free policy has gone more smoothly than anticipated. He noted that it is easier to deal with than the former policy which designated smoking areas.
- President Lorbetske thanked Board Member Marshall and Martini for attending Congressman Obey’s listening session this morning.
- Following up on a previous discussion about incorporating Heimlich maneuver instruction into the Culinary program, President Lorbetske said he was told it will become part of the Safety and Sanitation course. Vice President Brown will ensure that the purchase of a “Choking Charlie” is included in the budget.
- Board Member Martini noted that the Oneida County Lakes Association will hold a meeting on campus on June 13th. The meeting will include a demonstration of
9. **2009-2010 Budget**
Vice President Brown explained that we are currently modeling the budget based on a 3% increase in FTEs and a 3% increase in tuition, and projecting scenarios with tax levy increases of 3%, 3.5%, and 4%. The budget team has cut $523,000 from the current budget. Much of that total has come from not filling open positions. With that cut a 4% tax levy increase would allow for a balanced budget, with $24,000 for growth. If there would be a 3% tax levy increase, the budget would need to be reduced by an additional $150,000.

**STATEMENT OF UNDERSTANDING**
None.

**PUBLIC INPUT**
None.

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

Kathleen Marshall, Secretary

Recorded: Maggie Szostak
CALL TO ORDER
Chairman Carlson called the meeting to order at 5:05 PM in the University Transfer Center Fireside Room on the Lake Julia Campus of Nicolet College in Rhinelander, Wisconsin.

ROLL CALL

Staff present: Sandy Kinney and Maggie Szostak.

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

EXECUTIVE SESSION

RECONVENE OPEN SESSION

Chairman Carlson reported that the board conducted an interview in closed session with George Karling, a candidate for the position of Nicolet College president.

Note: Ron Zimmerman stayed for the dinner portion of the closed session and left before the interview of the candidate began.

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

Kathleen Marshall, Secretary

Recorded: Maggie Szostak
SPECIAL MEETING NOTICE
Nicolet Area Technical College Board of Trustees

A special meeting of the Nicolet Area Technical College Board of Trustees will be held on Saturday, February 21, 2009, at 9 AM at Nicolet Area Technical College, Lake Julia Campus, Rhinelander WI 54501, University Transfer Center – Fireside Room.

1. CALL TO ORDER

2. EXECUTIVE SESSION – Pursuant to Wis. Stats. Sections 19.85 (1) (c) and (e), the Board shall consider a motion to move to closed session for the purpose of considering the qualifications of candidates to fill the position of Nicolet College President.

3. RECONVENE OPEN SESSION – Pursuant to Wis. Stats. Section 19.85 (2), the Board will reconvene into open session.

4. ADJOURN
CALL TO ORDER
Chairman Carlson called the meeting to order at 9 AM in the University Transfer Center Fireside Room on the Lake Julia Campus of Nicolet College in Rhinelander, Wisconsin.

ROLL CALL
Board members present: Gene Carlson, Betty Graveen, Amy Jacobs, Bob Martini, Kathleen Marshall, Marcie Metropulos, Richard Peters, and Betsy Reach.

Board members absent: Ron Zimmerman.

Note: Ron Zimmerman is not part of the presidential search process. Mr. Zimmerman joined the board after the search process was begun.

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

EXECUTIVE SESSION

RECONVENE OPEN SESSION

Chairman Carlson reported that the board heard a report from Human Resources Director Dan Groleau on his reference checks for the candidates. Chairman Carlson also reported that the board read the feedback sheets from each candidate’s forum and discussion followed. No official action was taken.

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

Kathleen Marshall, Secretary

Recorded: Maggie Szostak
SPECIAL MEETING NOTICE
Nicolet Area Technical College Board of Trustees

An emergency meeting of the Nicolet Area Technical College Board of Trustees will be held on Tuesday, February 24, 2009, at 5 PM at Nicolet Area Technical College, Lake Julia Campus, Rhinelander WI 54501, and University Transfer Center – Fireside Room.

1. CALL TO ORDER

2. EXECUTIVE SESSION – Pursuant to Wis. Stats. Sections 19.85 (1) (c) and (e), the Board shall consider a motion to move to closed session for the purpose of considering the qualifications and status of candidates to fill the position of Nicolet College President.

3. RECONVENE OPEN SESSION – Pursuant to Wis. Stats. Section 19.85 (2), the Board will reconvene into open session and may take action on items discussed in closed session.

4. ADJOURN
CALL TO ORDER
Chairman Carlson called the meeting to order at 5 PM in the University Transfer Center Fireside Room on the Lake Julia Campus of Nicolet College in Rhinelander, Wisconsin.

ROLL CALL
Board members present: Bob Martini, Richard Peters, and Betsy Reach. Gene Carlson, Amy Jacobs, and Betty Graveen joined by phone.

Board members absent: Kathleen Marshall, Marcie Metropulos, Ron Zimmerman.

Note: Ron Zimmerman is not part of the presidential search process. Mr. Zimmerman joined the board after the search process was begun.

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

EXECUTIVE SESSION
PETERS MADE A MOTION, SECONDED BY REACH, THAT THE NICOLET COLLEGE BOARD MEET IN EXECUTIVE SESSION IN ACCORDANCE WITH WIS. STAT. 19.85(1)(c) AND (e) FOR THE PURPOSE OF CONSIDERING THE QUALIFICATIONS AND STATUS OF CANDIDATES TO FILL THE POSITION OF NICOLET COLLEGE PRESIDENT. ROLL CALL: CARLSON – AYE, GRAVEEN – AYE, JACOBS - AYE, MARTINI – AYE, PETERS – AYE, REACH - AYE. MOTION CARRIED UNANIMOUSLY ON A ROLL CALL VOTE.

RECONVENE OPEN SESSION

Chairman Carlson reported that the board discussed the process and timeline associated with filling the presidency.

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

Kathleen Marshall, Secretary

Recorded: Maggie Szostak
SPECIAL MEETING NOTICE
Nicolet Area Technical College Board of Trustees

A special meeting of the Nicolet Area Technical College Board of Trustees will be held on Thursday, March 5, 2009, at 5 PM at Nicolet Area Technical College, Lake Julia Campus, Rhinelander WI 54501, University Transfer Center – Fireside Room.

1. CALL TO ORDER

2. EXECUTIVE SESSION – Pursuant to Wis. Stats. Sections 19.85 (1) (c) and (e), the Board shall consider a motion to move to closed session for the purpose of considering the qualifications of candidates to fill the position of Nicolet College President.

3. RECONVENE OPEN SESSION – Pursuant to Wis. Stats. Section 19.85 (2), the Board will reconvene into open session.

4. ADJOURN
SPECIAL MEETING NOTICE
Nicolet Area Technical College Board of Trustees

A special meeting of the Nicolet Area Technical College Board of Trustees will be held on Wednesday, March 18, 2009, at 5 PM at Nicolet Area Technical College, Lake Julia Campus, Rhinelander WI 54501, University Transfer Center – Fireside Room.

1. CALL TO ORDER

2. EXECUTIVE SESSION – Pursuant to Wis. Stats. Sections 19.85 (1) (c), the Board shall consider a motion to move to closed session to discuss employment, staffing, and the presidential transition.

3. RECONVENE OPEN SESSION – Pursuant to Wis. Stats. Section 19.85 (2), the Board will reconvene into open session.

4. ADJOURN
CALL TO ORDER
Chairman Carlson called the meeting to order at 5 PM in the University Transfer Center Fireside Room on the Lake Julia Campus of Nicolet College in Rhinelander, Wisconsin.

ROLL CALL

Board members absent: Betty Graveen.

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

EXECUTIVE SESSION
REACH MADE A MOTION, SECONDED BY PETERS, THAT THE NICOLET COLLEGE BOARD MEET IN EXECUTIVE SESSION IN ACCORDANCE WITH WIS. STAT. 19.85(1)(c) FOR THE PURPOSE OF DISCUSSING EMPLOYMENT, STAFFING, AND THE PRESIDENTIAL TRANSITION. ROLL CALL: CARLSON - AYE, JACOBS - AYE, MARSHALL - AYE, MARTINI - AYE, METROPULOS – AYE, PETERS - AYE, REACH - AYE, AND ZIMMERMAN - AYE. MOTION CARRIED UNANIMOUSLY ON A ROLL CALL VOTE.

RECONVENE OPEN SESSION
MARTIN MADE A MOTION, SECONDED BY METROPULOS, THAT THE NICOLET COLLEGE BOARD RETURN TO OPEN SESSION IN ACCORDANCE WITH WIS. STATS. SECTION 19.85(2). ROLL CALL: CARLSON - AYE, JACOBS - AYE, MARSHALL - AYE, MARTINI - AYE, METROPULOS – AYE, PETERS - AYE, REACH - AYE, AND ZIMMERMAN - AYE. MOTION CARRIED UNANIMOUSLY ON A ROLL CALL VOTE.

Chairman Carlson reported that the board discussed presidential transition.

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

Kathleen Marshall, Secretary

Recorded: Maggie Szostak
Mission: "In service to the people of Northern Wisconsin, we deliver superior community college education that transforms lives and enriches communities."

Vision: "To be a model college recognized for educational excellence and valued as a vital resource by the people of Northern Wisconsin."

CALL TO ORDER
ROLL CALL
APPROVAL OF AGENDA

ROUTINE ITEMS
1. Public Input

CONSENT AGENDA
*2. Action on Minutes of Regular Meeting - 2/19/09
*3. Action on Minutes of Special Meetings - 2/4/09, 2/17/09, 2/18/09, 2/19/09, 2/21/09, 2/24/09, 3/5/09
*4. Ratification of Business, Industry, and Government Contracts
*5. Ratification of High School Equivalency Diploma Contracts

REGULAR AGENDA
*7. Modification of 2008-09 Budget. (10 minutes) The board may act to approve a budget modification to incorporate the Birchwood building addition and remodel into the 2008-2009 budget.

*8. Resolution Awarding the Sale of $2,000,000 General Obligation Promissory Notes, Series 2009A. (5 minutes) and

*9. Resolution Authorizing the Issuance of Not to Exceed $600,000 General Obligation Promissory Notes; and Setting the Sale Therefor. (5 minutes) These

*All items marked with an asterisk are supplemented by additional material in the Board packet.
are follow-up actions for the borrowing for the Birchwood Center construction and remodeling. The board may act to approve the resolution.

10. **2009-2010 Budget.** (20 minutes) President Lorbetske and Vice President Brown will provide an update and will invite board discussion on possible budget scenarios.

11. **Administrative Processes.** (20 minutes) President Lorbetske, Vice President Brown, and others will report on a proposal from Northcentral Technical College to join them in sharing costs for consulting services and other costs for the purpose of enhancing administrative processes. President Lorbetske, Vice President Brown, and others will report on how Nicolet College staff propose to meet Nicolet College’s administrative processes needs.

12. **Update on Birchwoods Center Addition and Remodel.** (5 minutes) President Lorbetske and Vice President Brown will report on progress.

13. **Presidential Transition.** (5 minutes) Board Member Bob Martini will provide an update and identify next steps.

14. **Other Informational Items.** (5 minutes)
   - Future Board Meetings
   - Nicolet Graduation
   - GED/HSED/Advance Graduation
   - Update on Building Trades/Carpentry Home Project
   - American Recovery and Reinvestment Act (ARRA) Stimulus Program

**STATEMENT OF UNDERSTANDING**

**PUBLIC INPUT**

**CLOSED SESSION**

*15. **Closed Session.** Pursuant to Wis. Stats. Section 19.85(1)(c), the Board shall consider a motion to move to closed session to select the recipient(s) of the Board Award.

**OPEN SESSION**

*16. **Reconvene Open Session.** Pursuant to Wis. Stats. Section 19.85(2), the Board will reconvene into open session and may take action on any business related to the closed session.

17. **Report of Closed Session.**

**ADJOURN**

*All items marked with an asterisk are supplemented by additional material in the Board packet.*
CALL TO ORDER
Vice-chairman Martini called the meeting to order at 5 PM in the University Transfer Center Fireside Room on the Lake Julia Campus of Nicolet College in Rhinelander, Wisconsin.

ROLL CALL

Board members absent: Gene Carlson, Betty Graveen

Staff present: Jim Brown, Dan Groleau, Sandy Kinney, Lynn Larsen, Dianne Lazear, Adrian Lorbetske, Jill Price, Ron Skallerud, and Maggie Szostak.

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

APPROVAL OF AGENDA
The agenda was approved as distributed.

ROUTINE ITEMS
1. Public Input
There was no public input.

CONSENT AGENDA
2. Action on Minutes of the Regular Meeting – 2/19/09
3. Action on Minutes of Special Meetings – 2/4/09, 2/17/09, 2/18/09, 2/19/09, 2/21/09, 2/24/09, 3/5/09
4. Ratification of Business, Industry, and Government Contracts
5. Ratification of High School Equivalency Diploma Contracts

REACH MADE A MOTION, SECONDED BY ZIMMERMAN, THAT THE NICOLET COLLEGE BOARD APPROVE THE CONSENT AGENDA, ITEMS 2, 3, 4, 5, AND 6 AS FOLLOWS:

2. APPROVAL OF MINUTES OF THE REGULAR MEETING – 2/19/09
3. Action on Minutes of Special Meetings – 2/4/09, 2/17/09, 2/18/09, 2/19/09, 2/21/09, 2/24/09, 3/5/09
4. RATIFICATION OF BUSINESS, INDUSTRY, AND GOVERNMENT CONTRACTS
5. RATIFICATION OF HIGH SCHOOL EQUIVALENCY DIPLOMA CONTRACTS

6. APPROVAL OF BILLS PAYABLE
   MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

REGULAR AGENDA

7. Modification of 2008-09 Budget
   Vice President Jim Brown explained that a modification of the 2008/09 budget is being requested to incorporate the Birchwood Center building addition and remodel into the 08-09 budget.

   JACOBS MADE A MOTION, SECONDED BY METROPULOS, THAT THE NICOLET COLLEGE BOARD APPROVE MODIFICATION OF THE 2008-2009 BUDGET TO REFLECT A CHANGE IN REVENUES AND EXPENDITURES FOR THE ADDITION AND REMODEL OF THE BIRCHWOOD CENTER IN ACCORDANCE WITH THE WISCONSIN STATE REQUIREMENTS. MOTION CARRIED ON A VOICE VOTE.

8. Resolution Awarding the Sale of $2,000,000 General Obligation Promissory Notes, Series 2009A
   Wisconsin Public Finance Professionals President Carol Wirth reviewed the Summary of Sale Results on the sale of $2,000,000 in promissory notes, issued under authority of the resolution passed in February, 2009. Funds will be used for the Birchwoods Center building addition and building remodeling and improvement.

   PETERS MADE A MOTION, SECONDED BY METROPULOS, THAT THE NICOLET COLLEGE BOARD APPROVE THE RESOLUTION AWARDING THE SALE OF $2,000,000 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2009a. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

9. Resolution Authorizing the Issuance of Not to Exceed $600,000 General Obligation Promissory Notes; and Setting the Sale Therefor
   Wisconsin Public Finance Professional President Carol Wirth explained the requirement to act on this borrow separately from the previous borrow. Funds will be used for the Birchwoods Center building remodeling and improvement.

   MARSHALL MADE A MOTION, SECONDED BY ZIMMERMAN, THAT THE NICOLET COLLEGE BOARD APPROVE THE RESOLUTION AUTHORIZING THE ISSUANCE OF NOT TO EXCEED $600,000 GENERAL OBLIGATION PROMISSORY NOTES; AND SETTING THE SALE THEREFOR. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

10. 2009-2010 Budget
Vice President Jim Brown provided an update on the work of the budget team thus far in prioritizing requests, reducing costs, and making cuts and reallocations. The board considered and discussed a range of levy increase scenarios. Vice President Brown stated that he would share with the budget development committee the points that board members made during their discussion. President Lorbetske and Vice President Brown will provide more detailed information about the proposed 2009-2010 budget at the May board meeting.

11. Administration Processes
President Lorbetske, Vice President Jim Brown, Dean of Instruction Ron Skallerud, and Director of Business Services Jill Price reviewed the Dynamic Campus Solution/Northcentral Technical College (NTC) proposal for enhancement of services. A cover letter, background information on the Consortium, Nicolet’s analysis of Northcentral Technical College’s proposals, and a cost analysis were provided beforehand. Questions from board members and discussion followed. Based on detailed analysis, Nicolet administration concluded that accepting the proposal would not be the best way to meet Nicolet’s present and future needs. Board members thanked the administration for the clear analysis and stated that they agreed with administration’s conclusions.

12. Update on Birchwoods Center Addition and Remodel
Vice President Brown reported that permits for the Birchwoods Center addition and remodel have been issued. We expect to begin work on the building April 13th. He noted that $28,000 has been saved on materials which were purchased at a price lower than the estimated price.

13. Presidential Transition
Board Member Martini said he talked with incoming President Burmaster at the request of the board and she is available to meet with the board on April 29th. The purpose of the meeting is to talk about presidential transition. Board Member Martini will develop a list of discussion items.

14. Other Informational Items
- There will not be a regular board meeting in April 2009.
- The May 2009 meeting is confirmed for May 19th.
- The June 2009 meeting is tentatively set for June 16th.
- The July 2009 meeting is Monday, July 13 in accordance with State Statutes.
- Nicolet graduation is May 16th, 1 p.m. and 3:30 p.m. Board Members Martini and Zimmerman indicated they will attend both ceremonies.
- GED/HSED graduation is May 17th. Board Members Martini and Zimmerman indicated they will attend.
- On behalf of Carpentry Instructor Jeff Labs, Dean of Instruction Ron Skallerud provided an update on the 2008-09 Building Trades - Carpentry Program home project. Upon completion, the home will be sold through the Nicolet College
Foundation. Board members are invited to tour the home on May 19th at 4:15 p.m. Dean Skallerud also provided an update on the 2009-10 home project and on other learning opportunities being developed within the Carpentry program.

- Community Relations Director Sandy Kinney provided an update on American Recovery and Reinvestment Act (ARRA) Stimulus Program funding. Director Kinney noted our partnerships with the local workforce development board and regional economic development groups will be key. Activities and initiatives which may be eligible for funding include:
  - Summer youth employment
  - Smart Home and Integrated Home Security Systems
  - Construction as it relates to homes
  - Construction as it relates to bridges and roadways
  - Broadband Internet access
  - Grants for training people who lack a high school education or who have no more than a high school diploma
  - Short-term training in health care

STATEMENT OF UNDERSTANDING
Board Member Martini will draft a list of issues to be discussed at the April 29th board meeting and share the list with board members prior to the meeting.

PUBLIC INPUT
None.

CLOSED SESSION
15. Closed Session
REACH MADE A MOTION, SECONDED BY PETERS, THAT THE NICOLET COLLEGE BOARD MEET IN EXECUTIVE SESSION IN ACCORDANCE WITH WIS. STATS. SECTION 19.85(1)(c) FOR THE PURPOSE OF SELECTING THE RECIPIENTS OF THE BOARD AWARD. ROLL CALL VOTE: JACOBS - AYE, MARSHALL - AYE, MARTINI - AYE, METROPULOS - AYE, PETERS - AYE, REACH – AYE, ZIMMERMAN – AYE. MOTION CARRIED UNANIMOUSLY ON A ROLL CALL VOTE.

OPEN SESSION
16. Reconvene Open Session
PETERS MADE A MOTION, SECONDED BY REACH, THAT THE NICOLET COLLEGE BOARD RECONVENE INTO OPEN SESSION IN ACCORDANCE WITH WIS. STATS. SECTION 19.85(2). ROLL CALL VOTE: JACOBS - AYE, MARSHALL - AYE, MARTINI - AYE, METROPULOS - AYE, PETERS - AYE, REACH – AYE, ZIMMERMAN – AYE. MOTION CARRIED UNANIMOUSLY ON A ROLL CALL VOTE.

17. Report of Closed Session
Vice-chairman Martini reported that the board chose the recipient(s) of the Board Award.

**ADJOURN**

Jacobs made a motion, seconded by Marshall, to adjourn the meeting. Motion carried unanimously on a voice vote.

Kathleen Marshall, Secretary

Recorded: Maggie Szostak
CALL TO ORDER
Chairman Carlson called the meeting to order at 5:08 PM in the University Transfer Center Fireside Room on the Lake Julia Campus of Nicolet College in Rhinelander, Wisconsin.

ROLL CALL
Board members present: Gene Carlson, Amy Jacobs, Kathleen Marshall, Bob Martini, Richard Peters, and Betsy Reach.

Board members absent: Betty Graveen, Marcie Metropulos, Ron Zimmerman.

Note: Ron Zimmerman is not part of the presidential search process. Mr. Zimmerman joined the board after the search process was begun.

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

EXECUTIVE SESSION
MARTINI MADE A MOTION, SECONDED BY JACOBS, THAT THE NICOLET COLLEGE BOARD MEET IN EXECUTIVE SESSION IN ACCORDANCE WITH WIS. STAT. 19.85(1)(c) AND (e) FOR THE PURPOSE OF CONSIDERING THE QUALIFICATIONS OF CANDIDATES TO FILL THE POSITION OF NICOLET COLLEGE PRESIDENT. ROLL CALL: CARLSON – AYE, JACOBS - AYE, MARSHALL - AYE, MARTINI – AYE, METROPULOS – AYE, PETERS – AYE, REACH - AYE. MOTION CARRIED UNANIMOUSLY ON A ROLL CALL VOTE.

RECONVENE OPEN SESSION

Chairman Carlson reported that the board discussed and consensus was reached on a package that could be offered to a finalist for the position of Nicolet College president.

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

Kathleen Marshall, Secretary

Recorded: Maggie Szostak
Mission: "In service to the people of Northern Wisconsin, we deliver superior community college education that transforms lives and enriches communities."

Vision: "To be a model college recognized for educational excellence and valued as a vital resource by the people of Northern Wisconsin."

CALL TO ORDER
ROLL CALL
APPROVAL OF AGENDA
PUBLIC INPUT

REGULAR AGENDA
1. Meeting between the Nicolet College Board and Nicolet College incoming president, Elizabeth Burmaster. As of July 7, 2009, Elizabeth Burmaster will be the President of Nicolet College. Ms. Burmaster and the Board will take this April 29th opportunity to discuss transition, opportunities, and issues.

STATEMENT OF UNDERSTANDING
PUBLIC INPUT

CLOSED SESSION
2. Closed Session. Pursuant to Wis. Stats. Section 19.85(1)(c), the Board may consider a motion to move to closed session to discuss staffing.

OPEN SESSION
3. Reconvene Open Session. Pursuant to Wis. Stats. Section 19.85(2), the Board will reconvene into open session and may take action on any business related to the closed session.


ADJOURN
CALL TO ORDER
Chairman Carlson called the meeting to order at 5 PM in the University Transfer Center Fireside Room on the Lake Julia Campus of Nicolet College in Rhinelander, Wisconsin.

ROLL CALL

Staff present: Jim Brown, Karen Barr, Beth Dailey, Rick Foral, Kyle Gruening, Sandy Kinney, Beth Kost, Sue Laulainen, Dianne Lazear, Jill Price, Rose Prunty, Ron Skallerud, and Maggie Szostak.

Guests present: Incoming Nicolet College President Elizabeth Burmaster, Aimee Freston (Lakeland Times) and Sarah Juon (newsofthenorth.net).

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

APPROVAL OF AGENDA
REACH MADE A MOTION, SECONDED BY PETERS, TO APPROVE THE AGENDA AS DISTRIBUTED. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

PUBLIC INPUT
Chairman Carlson introduced Elizabeth Burmaster, President of Nicolet College effective July 7th, 2009. Everyone else in attendance introduced themselves.

REGULAR AGENDA
1. Meeting between the Nicolet College Board and Nicolet College incoming president, Elizabeth Burmaster.

   Chairman Carlson explained that the purpose of the meeting was to discuss presidential transition, opportunities, and issues. He thanked Board Member Martini for preparing the following list of discussion topics:
   - “Meet and greet” suggestions for Incoming President Burmaster.
   - Transition plan.
   - Morale.
   - Facilities update and plans for the near, mid, and long term needs.
   - Timeline and search issues for filling vice president positions.
   - K-12 work, transcripted credit, and other K-12 assistance needs expressed during the search.
   - Discussion of stimulus money opportunities and the recent action of the District Boards Association.
   - Budget process update.
   - Any other issues brought up by the board, staff, or incoming President Burmaster.

   Each item was addressed during the discussion that followed.
STATEMENT OF UNDERSTANDING

- Board members and incoming President Burmaster indicated they were in agreement with conclusions reached during discussion this evening.
- Presidential transition will be an item on the May board meeting agenda. Board members will work on putting something in writing for incoming President Burmaster.
- Board members will be mindful of events/meetings taking place after July 7th that would be an opportunity for incoming President Burmaster to be present at and will convey the information to Maggie Szostak.

PUBLIC INPUT

There was no public input.

EXECUTIVE SESSION

PETERS MADE A MOTION, SECONDED BY MARTINI, THAT THE NICOLET COLLEGE BOARD MEET IN EXECUTIVE SESSION IN ACCORDANCE WITH WIS. STAT. 19.85(1)(c) FOR THE PURPOSE OF DISCUSSING STAFFING. ROLL CALL: CARLSON - AYE, GRAVEEN - AYE, JACOBS - AYE, MARSHALL - AYE, MARTINI - AYE, METROPULOS - AYE, PETERS - AYE, REACH - AYE, AND ZIMMERMAN – AYE. MOTION CARRIED UNANIMOUSLY ON A ROLL CALL VOTE.

RECONVENE OPEN SESSION

REACH MADE A MOTION, SECONDED BY METROPULOS, THAT THE NICOLET COLLEGE BOARD RETURN TO OPEN SESSION IN ACCORDANCE WITH WIS. STATS. SECTION 19.85(2). ROLL CALL: CARLSON - AYE, GRAVEEN - AYE, JACOBS - AYE, MARSHALL - AYE, MARTINI - AYE, METROPULOS - AYE, PETERS - AYE, REACH - AYE, AND ZIMMERMAN – AYE. MOTION CARRIED UNANIMOUSLY ON A ROLL CALL VOTE.

Chairman Carlson reported that the board received an update on staffing and arbitration.

ADJOURNMENT

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

Kathleen Marshall, Secretary

Recorded: Maggie Szostak
NICOLET AREA TECHNICAL COLLEGE DISTRICT BOARD  
Tuesday, May 19, 2009  
Nicolet College  
Rhineland, Wisconsin

4:15 – Tour of Building Trades - Carpentry Program Home

5 PM - Board Meeting  
University Transfer Center Fireside Room

Mission:  
"In service to the people of Northern Wisconsin, we deliver superior community college education that transforms lives and enriches communities."

Vision:  
"To be a model college recognized for educational excellence and valued as a vital resource by the people of Northern Wisconsin."

CALL TO ORDER  
ROLL CALL  
APPROVAL OF AGENDA

ROUTINE ITEMS  
1. Public Input

CONSENT AGENDA  
*2. Action on Minutes of Special Meeting - 3/18/09  
*3. Action on Minutes of Regular Meeting – 3/31/09  
*4. Action on Minutes of Special Meeting – 4/29/09  
*5. Ratification of Business, Industry, and Government Contracts  
*6. Ratification of High School Equivalency Diploma Contracts  
*7. Ratification of High School PASS PROGRAM Contract  

REGULAR AGENDA  
9. Consideration of Conferral of President Emeritus Status on President Lorbetske.  
(5 minutes) The board may take action to give President Lorbetske the title of President Emeritus of Nicolet College.

10. 2009 Nicolet College Board of Trustees Award. (10 minutes) The board will recognize this year’s recipients of the Board Award, Bethyn Baldauf and Jan Dobizl.

*All items marked with an asterisk are supplemented by additional material in the Board packet.
11. **Birchwood Center Project.** (10 minutes) President Lorbetske and Vice President Brown will provide an update on the new construction and remodel.

*12. **Resolution Awarding the Sale of $600,000 General Obligation Promissory Notes, Series 2009B.** (10 minutes) This is a follow-up action for the borrowing for the Birchwood Center construction and remodeling. The board may act to approve the resolution.

13. **Center for Business and Community Education Activities.** (15 minutes) Director of Center for Business and Community Education Kyle Gruening will provide an update.

14. **2009-2010 Budget.** (20 minutes) President Lorbetske and Vice President Brown will provide an update on development of the 2009-2010 budget.

15. **Other Informational Items.** (25 minutes)
   - Proposed Identity Theft Policy
   - Future Board Meetings
   - Future District Boards Association Meetings
   - Enrollment
   - American Recovery and Reinvestment Act (ARRA) Stimulus Program
   - Presidential Transition
   - Consideration of Placement of Monuments on the Nicolet Campus

**STATEMENT OF UNDERSTANDING**

**PUBLIC INPUT**

**ADJOURN**

*All items marked with an asterisk are supplemented by additional material in the Board packet.*
CALL TO ORDER
Chairman Carlson called the meeting to order at 5 PM in the University Transfer Center Fireside Room on the Lake Julia Campus of Nicolet College in Rhinelander, Wisconsin.

ROLL CALL
Board members present: Gene Carlson, Betty Graveen, Bob Martini, Marcie Metropulos, Richard Peters, Betsy Reach and Ron Zimmerman.


Staff present: Bethyn Baldauf, Sandy Bishop, Jim Brown, Jan Dobizl, Dan Groleau, Kyle Gruening, Terri Johnson, Sandy Kinney, Lynn Larsen, Dianne Lazear, Adrian Lorbetske, Jill Price, Rose Prunty, Paul Samz, Ron Skallerud, and Maggie Szostak.

Guests present: Carol Wirth – Wisconsin Public Finance Professionals, LLC.

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

APPROVAL OF AGENDA
REACH MADE A MOTION, SECONDED BY PETERS, TO APPROVE THE AGENDA AS DISTRIBUTED. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

ROUTINE ITEMS
1. Public Input
There was no public input.

Following up on previous discussions about incorporating Heimlich maneuver instruction into the Culinary program and acquiring a “Choking Charlie” mannequin, Lynn Larsen, Director of Fire, Safety and OSHA Training, gave a demonstration on Nicolet’s newly acquired “Choking Charlie” mannequin. The Heimlich maneuver is now taught to Culinary program students.

CONSENT AGENDA
2. Action on Minutes of the Special Meeting – 3/18/09
3. Action on Minutes of the Regular Meeting – 3/31/09
4. Action on Minutes of the Special Meeting – 4/29/09
5. Ratification of Business, Industry, and Government Contracts
6. Ratification of High School Equivalency Diploma Contracts
7. Ratification of High School PASS PROGRAM Contract
8. **Status of College Accounts, Recap of Expenses, Operational Cost, Action on Bills Payable**

MARTINI MADE A MOTION, SECONDED BY PETERS, THAT THE NICOLET COLLEGE BOARD APPROVE THE CONSENT AGENDA, ITEMS 2, 3, 4, 5, 6, 7, AND 8 AS FOLLOWS:

2. APPROVAL OF MINUTES OF THE SPECIAL MEETING – 3/18/09
3. ACTION ON MINUTES OF THE REGULAR MEETING – 3/31/09
4. ACTION ON MINUTES OF THE SPECIAL MEETING – 4/29/09
5. RATIFICATION OF BUSINESS, INDUSTRY, AND GOVERNMENT CONTRACTS
6. RATIFICATION OF HIGH SCHOOL EQUIVALENCY DIPLOMA CONTRACTS
7. RATIFICATION OF HIGH SCHOOL PASS PROGRAM CONTRACT
8. APPROVAL OF BILLS PAYABLE

MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

**REGULAR AGENDA**

9. **Consideration of Conferral of President Emeritus Status on President Lorbetske**

MARTINI MADE A MOTION, SECONDED BY REACH, THAT IN RECOGNITION OF ADRIAN LORBETSKE’S EIGHTEEN YEARS OF DISTINGUISHED SERVICE AS PRESIDENT OF NICOLET COLLEGE, THE NICOLET COLLEGE BOARD OF TRUSTEES HEREBY CONFERS UPON ADRIAN LORBETSKE THE TITLE OF PRESIDENT EMERITUS OF NICOLET COLLEGE. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

President Lorbetske thanked the board and said he was honored by their recognition.

10. **2009 Nicolet College Board of Trustees Award**

Board Chairman Carlson presented Bethyn Baldauf and Jan Dobizl each with the 2009 Nicolet College Board of Trustees Award for outstanding service to the college. Ms. Baldauf and Ms. Dobizl expressed their appreciation to the board.

11. **Birchwood Center Project**

Vice President Brown said the Birchwood Center construction and remodeling project is slightly ahead of schedule at this point. Good weather early in the spring allowed an early start. Completion is scheduled for the week of August 17th. Classes begin August 24th.

Vice President Brown said we are starting to explore the need and the feasibility of future construction projects. He expects to have some ideas ready to present to the board in July or August for their consideration.
12. **Resolution Awarding the Sale of $600,000 General Obligation Promissory Notes, Series 2009B**
Carol Wirth, President, Wisconsin Public Finance Professionals, reviewed the Summary of Sale Results on the sale of $600,000 in promissory notes. Ms. Wirth noted that these funds, together with the previously issued $2 million Series 2009A Notes, are issued to provide funds for the Birchwoods Center construction and remodel project.

PETERS MADE A MOTION, SECONDED BY MARTINI, THAT THE NICOLET COLLEGE BOARD APPROVE THE RESOLUTION Awarding THE SALE OF $600,000 GENERAL OblIGATION PROMISSORY NOTES, SERIES 2009B. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

13. **Center for Business and Community Education Activities**
Kyle Gruening, Director of the Center for Business and Community Education, presented the annual report on services provided to businesses and communities. Information shared included:
- Number of Community Education courses offered (Aid Code 42, 47, 60), enrollments, and FTEs generated
- Percentage of students served according to gender and according to age
- Number of Professional Development classes offered, enrollments, and FTEs generated
- List of Professional Development topics
- Sample issue of Business and Community Education Monthly eNewsletter
- Enrollments in ed2go
- Number of Contracted Training contracts, contract revenue, cost recovery percentage numbers served, and FTEs generated
- Training/instruction provided through 2008-2009 WAT Grants
- Update on the Outdoor Adventure Series
- Update on the Motorcycle Safety Program

14. **2009-2010 Budget**
Vice President Brown reviewed a handout comparing fiscal year 2008-09 and 2009-10 budgets. Under the 2009-2010 proposal, previously reviewed and discussed by the board, the budget increase would be 2.4%, and the levy increase (combined operational and debt service) would be 3.09%. President Lorbetske said we will continue to prepare for the public hearing on the budget and complete the budget document.

15. **Other Informational Items**
- Dean of Instruction Ron Skallerud distributed a draft of an Identity Theft Prevention Program / Policy. New federal regulations require the college to have an identity theft prevention program in place. He explained this draft was developed by colleges within the Wisconsin Technical College System and reviewed by attorneys for Milwaukee Area Technical College. Board members
were asked to review the draft and contact President Lorbetske with questions or concerns. The board will be asked to approve the program at their June meeting.

- The June 2009 meeting is confirmed for June 16th.
- The July 2009 meeting is Monday, July 13 in accordance with State Statutes.
- The August 2009 meeting is set for August 18th.
- President Lorbetske said that last fall the board briefly discussed establishing guidelines for board member attendance at national meetings. He noted that Board Member Marshall has expressed an interest in attending the Association of Community College Trustees Congress in California this fall. After some discussion of what might be included in guidelines, Board Members Reach and Martini volunteered to draft guidelines for the board’s consideration.
- Vice President Brown reported that summer enrollment is up about 6.75% compared to last year at this time and is stable. Fall enrollment is also up but final figures will not be known for several weeks.
- Community Relations Director Kinney provided an update on American Recovery and Reinvestment Act (ARRA) Stimulus Program money. She noted that we do not have any definitive information about funds that may become available for our programs and services. Guidelines are expected to be released soon on “green” jobs which may pertain to some certificate offerings we are developing.
- Board Member Martini said that the next major step in the presidential transition is the investiture of the new president. Both Board Member Martini and Community Relations Director Kinney have spoken to Incoming President Burmaster about this and September 26, 2009 has been set as the date for an investiture.
- Board Member Martini said he was contacted by Bob Curran about placing a monument on campus in memory of Mr. Curran’s great-grandfather, acknowledging the family’s historical significance in the Rhinelander area and the family’s connection with Lake Julia. Board Member Martini suggested that the college have a policy in place to provide guidance about the placement of monuments on campus. After discussion, Community Relations Director Kinney, Human Relations Director Groleau, and Board Members Peters and Martini volunteered to create a draft of a policy for board consideration.
- President Lorbetske thanked Board Members Martini, Zimmerman, and Marshall for attending the Nicolet graduation ceremonies and Board Members Martini and Zimmerman for attending GED/HSED/ADVANCE graduation on Sunday.

**STATEMENT OF UNDERSTANDING**

President Lorbetske will share with Board Member Marshall the gist of the conversation regarding board member attendance at future national meetings.

Board Members Reach and Martini will draft board member guidelines for board member attendance at future national meetings for the board’s consideration.
Board Members Peters and Martini, and Human Resources Directors Groleau and Kinney, will draft guidelines for placement of monuments on the Nicolet Campus for the board’s consideration.

Nicolet staff will complete preparation for the June 16th public hearing on the budget and will complete the budget document.

PUBLIC INPUT
None.

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

Kathleen Marshall, Secretary

Recorded: Maggie Szostak
PUBLIC HEARING ON THE PROPOSED 2009-2010 BUDGET
NICOLET AREA TECHNICAL COLLEGE DISTRICT

Tuesday, June 16, 2009
5 p.m.

Nicolet College
University Transfer Center Fireside Room
Rhinelander, Wisconsin

Mission:  "In service to the people of Northern Wisconsin, we deliver superior community college education that transforms lives and enriches communities."

Vision:  "To be a model college recognized for educational excellence and valued as a vital resource by the people of Northern Wisconsin."

CALL TO ORDER
ROLL CALL
APPROVAL OF AGENDA

1. Presentation of Proposed Budget
2. Public Discussion
3. Board Discussion

ADJOURN
MISSION:  "In service to the people of Northern Wisconsin, we deliver superior community college education that transforms lives and enriches communities."

VISION:  "To be a model college recognized for educational excellence and valued as a vital resource by the people of Northern Wisconsin."

CALL TO ORDER
ROLL CALL
APPROVAL OF AGENDA

ROUTINE ITEMS
1. Public Input

CONSENT AGENDA (5 minutes)
*2. Action on Minutes of Regular Meeting - 5/19/09
*3. Ratification of Business, Industry, and Government Contracts
*4. Status of College Accounts, Recap of Expenses, Operational Cost, and Action on Bills Payable

REGULAR AGENDA
5. Friends and Partners Award (10 minutes) A representative from the Nicolet College Foundation will present this annual award.

*6. Action on 2009-2010 Budget. (5 minutes. It is assumed that board discussion on this item will take place during the public hearing.) The board may act to approve and/or amend the proposed 2009-2010 budget.

*7. A Resolution Authorizing the Borrowing of $1,400,000; and Providing for the Issuance and Sale of General Obligation Promissory Notes Therefor. (5 minutes) This is a follow-up action to passage of the 2009-2010 budget. The board may act to approve the resolution.

*All items marked with an asterisk are supplemented by additional material in the Board packet.
8. **Identity Theft Prevention Program / Policy.** (10 minutes) President Lorbetske and others will provide information about this proposed policy. The board may act to approve the policy.

9. **Other Informational Items of the President, the Vice President, and Board Members.** (10 minutes)
   a. Confirmation of Attendance for the July 13, 2009 Organizational Meeting
   b. July 16-17, 2009 District Boards Association Meeting
   c. Update on Building Trades – Carpentry Program Home Project
   d. Update on Birchwood Center Project

STATEMENT OF UNDERSTANDING
PUBLIC INPUT
ADJOURN

*All items marked with an asterisk are supplemented by additional material in the Board packet.*
CALL TO ORDER
Chairman Carlson called the public hearing to order at 5 PM in the University Transfer Center Fireside Room on the Lake Julia Campus of Nicolet College in Rhinelander, Wisconsin.

ROLL CALL
Board members present: Gene Carlson, Amy Jacobs, Kathleen Marshall, Bob Martini, Marcie Metropulos, Betsy Reach, and Ron Zimmerman.

Board members absent: Betty Jo Graveen and Richard Peters.

Staff present: Adrian Lorbetske, Sandy Bishop, Jim Brown, Dan Groleau, Kyle Gruening, Sandy Kinney, Lynn Larsen, Lenore Mangles, Janet Neurauter, Jill Price, Ron Skallerud, Maggie Szostak.

Guests present: Pam Rau, Nancy Ellis, Cindy Robinson, Ruth Raymond, Tina Hahner, and Pat Richardson.

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

APPROVAL OF AGENDA
REACH MADE A MOTION, SECONDED BY METROPULOS, TO APPROVE THE AGENDA AS DISTRIBUTED. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

1. PRESENTATION OF PROPOSED BUDGET
President Lorbetske noted a correction to page 60 in the budget document that was mailed to board members.

Vice President Jim Brown presented and reviewed the Nicolet College 2009-2010 budget. He noted that the proposed budget is a 2.4 percent increase over last year. The proposed budget, which is based on a 2 percent increase in property valuation, includes a tax levy increase of 3.09 percent. Vice President Brown spoke about the new certificate offerings which account for some of the 2.4 percent budget-to-budget increase. He explained that many of these certificates are designed to give people the skills necessary to quickly change careers.
President Lorbetske noted that the board has been engaged in budget discussions throughout the development of the 2009-2010 budget. He told board members that their suggestions for improvement of the budget development process are welcome. If board members have suggestions for improvement they should share them with Vice President Brown and/or Business Director Jill Price within the next few weeks.

President Lorbetske highlighted page 24 of the budget document, Schedule of Full-time Staff Positions. He noted the reduction in staff numbers and said they are the result of very deliberate discussions about reallocation of roles and responsibilities that take place when positions become vacant due to resignations/retirements. President Lorbetske recognized Vice President of Instruction Jim Brown for taking on and continuing to manage the additional responsibilities of the Vice President of College Services.

2. PUBLIC DISCUSSION
Chairman Carlson invited discussion from the public. There was no discussion.

3. BOARD DISCUSSION
Board members had positive comments regarding the list of accomplishments on pages 9-22 of the budget document.

ADJOURNMENT
REACH MADE A MOTION, SECONDED BY MARTINI, TO ADJOURN THE PUBLIC HEARING. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

Kathleen Marshall, Secretary

recorded: Maggie Szostak
CALL TO ORDER
Chairman Carlson called the meeting to order at 5:25 PM in the University Transfer Center Fireside Room on the Lake Julia Campus of Nicolet College in Rhinelander, Wisconsin.

ROLL CALL
Board members present: Gene Carlson, Amy Jacobs, Kathleen Marshall, Bob Martini, Marcie Metropulos, Betsy Reach, Ron Zimmerman.

Board members absent: Betty Jo Graveen and Richard Peters.

Staff present: Adrian Lorbetske, Sandy Bishop, Jim Brown, Dan Groleau, Kyle Gruening, Sandy Kinney, Lynn Larsen, Lenore Mangles, Janet Neurauter, Jill Price, Ron Skallerud, Maggie Szostak.

Guests: Pam Rau, Nancy Ellis, Cindy Robinson, Ruth Raymond, Tina Hahner, and Pat Richardson.

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

APPROVAL OF AGENDA
REACH MADE A MOTION, SECONDED BY ZIMMERMAN, TO APPROVE THE AGENDA AS DISTRIBUTED. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

ROUTINE ITEMS
1. PUBLIC INPUT
There was no public input.

CONSENT AGENDA
2. ACTION ON MINUTES OF THE REGULAR MEETING - 5/19/09
3. RATIFICATION OF BUSINESS, INDUSTRY, AND GOVERNMENT CONTRACTS
4. STATUS OF COLLEGE ACCOUNTS, RECAP OF EXPENSES, OPERATIONAL COST, AND ACTION ON BILLS PAYABLE

MARSHALL MADE A MOTION, SECONDED BY METROPULOS, THAT THE NICOLET COLLEGE BOARD APPROVE THE CONSENT AGENDA ITEMS 2, 3, AND 4 AS FOLLOWS:
2. APPROVAL OF THE MINUTES OF THE REGULAR MEETING - 5/19/09
3. RATIFICATION OF BUSINESS, INDUSTRY, AND GOVERNMENT CONTRACTS

4. APPROVAL OF BILLS PAYABLE
MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

REGULAR AGENDA
5. FRIENDS AND PARTNERS AWARD
Janet Neurauter, Nicolet College Foundation Coordinator, presented the 2009 Nicolet College Friends and Partners Award to the Northern Wisconsin Long Term Care Workforce Network. Pam Rau from AGI Health Care, Nancy Ellis and Cindy Robinson from Aspirus Lillian Kerr, Ruth Raymond from Cumberland Heights, Tina Hahner from Golden Living Centers, Pat Richardson from Taylor Park and Friendly Village, and Lenore Mangles and Sandy Bishop from Nicolet College accepted the award. Foundation Coordinator Neurauter explained that the award is given, based on nominations made by college staff, to recognize businesses, groups, or individuals who have played a key role in helping the college achieve its mission of service to the Nicolet District. The Network advocates for the training and advancement of direct care workers, building pride and professionalism, and enhancing the image of this type of work. The Network has been instrumental in Nicolet’s planning and implementation of continuing education that meets the needs of employees and employers in the long term care industry.

6. ACTION ON 2009-2010 BUDGET

7. RESOLUTION AUTHORIZING THE BORROWING OF $1,400,000; AND PROVIDING FOR THE ISSUANCE AND SALE OF GENERAL OBLIGATION PROMISSORY NOTES THEREFOR.
President Lorbetske explained that the request to borrow $1,400,000 is a follow-up action to passage of the 2009-2010 budget. (A copy of the resolution is on file in the College President’s Office as an attachment to the minutes.)

JACOBS MADE A MOTION, SECONDED BY METROPULOS, THAT THE NICOLET COLLEGE BOARD APPROVE THE RESOLUTION AUTHORIZING
THE BORROWING OF $1,400,000; AND PROVIDING FOR THE ISSUANCE AND SALE OF GENERAL OBLIGATION PROMISSORY NOTES THEREFOR. ROLL CALL VOTE: CARLSON - AYE, JACOBS - AYE, MARSHALL - AYE, MARTINI - AYE, METROPULOS - AYE, REACH - AYE, ZIMMERMAN – AYE. MOTION CARRIED ON A ROLL CALL VOTE.

8. IDENTITY THEFT PREVENTION PROGRAM / POLICY
Dean of Instruction Ron Skallerud said no changes were made to the Nicolet Area Technical College Identity Theft Prevention Program since it was distributed at the last board meeting. Dean Skallerud said there will be no cost to the college to implement this program. He also said we will make use of training already available in our Criminal Justice program to train college staff.

METROPULOS MADE A MOTION, SECONDED BY REACH, THAT THE NICOLET COLLEGE BOARD APPROVE THE NICOLET AREA TECHNICAL COLLEGE IDENTITY THEFT PREVENTION PROGRAM / POLICY. MOTION CARRIED ON A VOICE VOTE.

9. OTHER INFORMATIONAL ITEMS OF THE PRESIDENT, THE VICE PRESIDENT, AND BOARD MEMBERS
- The July 2009 meeting is Monday, July 13th in accordance with State Statute and will begin at 5 p.m.
- The next quarterly meeting of the Wisconsin Technical College District Boards Association (WTCDBA) is July 17-18, 2009 in Green Bay. Referencing the discussion at the last board meeting, Board Member Metropulos asked for a clarification regarding board travel. Board Member Martini said board members are still encouraged to attend WTCDBA meetings and the annual legislative seminar in Madison. Board Members Martini and Reach are continuing with their work on drafting guidelines for travel to national meetings. Board Members Zimmerman, Reach, Metropulos, and Marshall will attend the WTCDBA July meeting in Green Bay. Incoming president Burmaster is also attending.
- Vice President Brown reported that a request for sealed bids was put out on the Building Trades – Carpentry Program home project. No bids were received. We will explore other options for the sale of the home.
- Vice President Brown reported that the Birchwood Center construction and remodeling project continues to run on schedule. All the walls are up and the roof is on. The last section of the concrete floor is being poured.
- Board Member Martini expressed his thanks to President Lorbetske for his service to the college and for his friendship and wished him well in his retirement. He also expressed appreciation to President Lorbetske on behalf of the board. President Lorbetske conveyed his thanks to the board for their support and
friendship as well.

- Vice President Brown said he was taking this opportunity to say that Nicolet has been very fortunate to have had President Lorbetske the past eighteen years.

**STATEMENT OF UNDERSTANDING**

- Board members Martini and Reach will follow up on guidelines for board member travel to national meetings.
- Board members Martini and Peters and Nicolet staff members Kinney and Groleau will follow up on guidelines for monuments on campus.

**PUBLIC INPUT**

There was no public input.

**ADJOURNMENT**

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

Kathleen Marshall, Secretary

Recorded: Maggie Szostak
NICOLET AREA TECHNICAL COLLEGE DISTRICT BOARD
Monday, July 13, 2009
Nicolet College
Rhinelander, Wisconsin

5 PM – Annual Organizational Meeting
University Transfer Center Fireside Room

Mission: “In service to the people of Northern Wisconsin, we deliver superior community college education that transforms lives and enriches communities.”

Vision: “To be a model college recognized for educational excellence and valued as a vital resource by the people of northern Wisconsin.”

CALL TO ORDER
ROLL CALL
*OATH OF OFFICE
APPROVAL OF AGENDA
ELECTION OF OFFICERS

ROUTINE ITEMS
1. Public Input

CONSENT AGENDA
* 2. Action on Minutes of the Budget Hearing – 6/16/09
* 3. Action on Minutes of the Regular Meeting – 6/16/09
*4. Ratification of Business, Industry, and Government Contracts
*5. Recap of Expenses, Action on Bills Payable
   (Because we are engaged in the closing out of the fiscal year the Status of College Accounts and Operational Cost will not be presented.)

REGULAR AGENDA
6. President Burmaster will update the Board on transition activities related to:
   • Pre-Kindergarten-12 Connections and Transcripted Credit
   • Outreach to County Board chairs and Tribal Leaders
   • Broadband
   • Grow North
   • One-Stop Model for Student Services
   • Certificates and Short Term Training in Relation to American Recovery and Re-investment Act (ARRA)
   • PeopleSoft
   • Summary of President’s First Week on the Job

*All items marked with an asterisk are supplemented by additional material in the Board packet.
*7.  **Acceptance of Property.** President Burmaster and Community Relations Director Kinney will report. The board may act to approve acceptance of the bequest.

*8.  **District Boards Association Committee Appointments.** Board members will determine appointments.

9.  **Birchwoods Center Update.** Vice President Brown will report.

10.  **Other Informational Items of the President, the Vice President, and Board Members**

STATEMENT OF UNDERSTANDING
PUBLIC INPUT
ADJOURN

*All items marked with an asterisk are supplemented by additional material in the Board packet.
CALL TO ORDER
Chairman Carlson called the meeting to order at 5:05 PM in the University Transfer Center Fireside Room on the Lake Julia Campus of Nicolet College in Rhinelander, Wisconsin.

ROLL CALL

Board members absent: None.

Staff present: Jim Brown, Elizabeth Burmaster, Rick Foral, Dan Groleau, Kyle Gruening, Sandy Kinney, Susan Kordula, Lenore Mangles, Ron Skallerud, and Maggie Szostak.

Guests present: None.

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

OATH OF OFFICE
Board Chair Carlson administered the oath of office to Marcie Metropulos, Richard Peters, and Betsy Reach.

APPROVAL OF AGENDA
REACH MADE A MOTION, SECONDED BY PETERS, TO APPROVE THE AGENDA AS DISTRIBUTED. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

ELECTION OF BOARD OFFICERS FOR 2009-2010
JACBOS MADE A MOTION, SECONDED BY METROPULOS, TO CONTINUE WITH THE CURRENT SLATE OF OFFICERS FOR 2009-10. GENE CARLSON, CHAIRMAN; BOB MARTINI, VICE CHAIRMAN, BETSY REACH, TREASURER, KATHLEEN MARSHALL, SECRETARY. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

ROUTINE ITEMS
1. Public Input
None.

CONSENT AGENDA
Nicolet WTCS District Board Meeting Minutes
July 13, 2009
Page 2

2. Action on Minutes of Public Budget Hearing - 6/16/09
3. Action on Minutes of Regular Meeting - 6/16/09
4. Ratification of Business, Industry, and Government Contracts
5. Recap of Expenses and Action on Bills Payable

REACH MADE A MOTION, SECONDED BY MARSHALL, THAT THE NICOLET COLLEGE BOARD APPROVE THE CONSENT AGENDA, ITEMS 2, 3, 4, AND 5 AS FOLLOWS:

2. APPROVAL OF MINUTES OF THE PUBLIC BUDGET HEARING - 6/16/09
3. APPROVAL OF MINUTES OF THE REGULAR MEETING - 6/16/09
4. RATIFICATION OF BUSINESS, INDUSTRY, AND GOVERNMENT CONTRACTS
5. APPROVAL OF BILLS PAYABLE

MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

REGULAR AGENDA

6. PRESIDENT BURMASTER’S UPDATE ON TRANSITION ACTIVITIES

President Burmaster provided an update on the following activities relative to her transition as president of Nicolet College:

- **Pre-Kindergarten-12 Connections and Transcripted Credit** – President Burmaster hosted the spring meeting of the State Superintendent’s Advisory Council on Rural Schools, Libraries, and Communities at Nicolet on May 20th. It was well attended with good discussion on the changing needs of high school students and how to create a seamless process. The college is moving forward with a pilot on transcripted credit. We will be inviting Nicolet District PK-12 superintendents to a meeting to discuss transcripted credit. This meeting will take place on August 4th during the Northwoods Academy. Additionally, President Burmaster has visits with CESA 8, CESA 9, and CESA 12 scheduled.

- **Outreach to County Board Chairs and Tribal Leaders** – President Burmaster met with Steve Favorite (Vilas County), Bob Lussow (Lincoln County), and Dennis DeRosso’s representative (Vilas County), Mercer Town Clerk Opal Roberts. They each spoke about dealing with economic recovery and the need to maximize any opportunities that are presented. They each reiterated the need for broadband and online classes. Meetings with Andy Smith (Oneida County), Mike Klimoski (Langlade County), and Erhard Huettl (Forest County) are coming up. President Burmaster met with Carl Edwards, President of the Lac du Flambeau Band of Lake Superior Chippewa Indian Community and their Education Director. There will be follow up with Lakeland Union High School Superintendent Todd Kleinhans. President Burmaster also met with Philip Shopodock, Chairman of the Forest County Potawatomi Community. There will
be a follow up meeting within the next month. President Burmaster noted Sara Pitterle was recently hired as grants manager.

- **Broadband** – Community Relations Director Kinney reported that $7.2 billion will be available for expanding broadband access. Guidelines came out last week. Wisconsin has decided to organize into community area networks. Nicolet staff are participating and taking a lead role. Nicolet is hosting an informational meeting in August to which Nicolet District community members will be invited.

- **Grow North** – President Burmaster plans on attending Grow North meetings. Their last meeting of July 8th was rescheduled.

- **One-Stop Model for Student Services** – Vice President Brown explained that Nicolet’s Student Services department is being revamped. We want to customize each student’s schedule early on to give them the best chance for success. The second component is a consolidation of student service functions currently disbursed throughout the campus. The second floor of the University Transfer Center which currently houses a number of student services is being reconfigured for a better flow and will be known as the Welcome Center. Vice President Brown noted that Nicolet staff visited other schools across the state to customize the model for Nicolet.

- **Certificates and Short Term Training Re American Recovery and Reinvestment Act (ARRA)** – Community Relations Director Kinney noted that:
  - The Workforce Development Board will soon be releasing funds and we have a meeting scheduled with the Board’s Executive Director Sally Cutler.
  - We are involved in a partnership with Mid-State Technical College for short-term training in emerging “green” careers.
  - There will be an announcement from President Obama regarding the economic recovery and the role of community colleges.
  - We will soon begin our new offerings in renewable energy, weatherization, road construction safety, health, and home technology integration.

- **PeopleSoft** – Nicolet is up and running with PeopleSoft and in the final stages of data cleaning. We are working with the Information Technology Director at Northcentral Technical College to finalize the details.

- **Summary of President’s First Week on the Job** – President Burmaster reported:
  - She met with student government representatives her first morning and heard their vision for building enrollment and what student life activities they would like to have. She also heard how much they love Nicolet College.
  - Approximately sixty-two Nicolet staff joined her at a reception on the Lake Julia Campus her first morning.
  - She visited Nicolet Lakeland Campus staff at a reception her first afternoon. Some Lakeland Union High School staff and students were
also present.

7. **ACCEPTANCE OF PROPERTY**
Community Relations Director Kinney explained that formal board action accepting the bequest of property from Eleanor Goepfert of Elcho, Wisconsin is needed. Ms. Goepfert passed away in 2007. She was a supporter of the college and named Nicolet College in her will. This action will allow the district to transfer title of the property to the Nicolet College Foundation.

    MARTINI MADE A MOTION, SECONDED BY REACH, TO ACCEPT THE BEQUEST OF PROPERTY FROM ELEANOR GOEPFERT, OF ELCHO, WISCONSIN. THE PROPERTY CONSISTS OF A RESIDENCE ON A 22-ACRE PARCEL OF LAND, A 4-UNIT APARTMENT BUILDING ON A SECOND 22-ACRE PARCEL, AND APPROXIMATELY 135 ACRES OF UNDEVELOPED LAND. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

8. **District Boards Association Committee Appointments**
District Boards Association committee appointments for 2009-2010 will be as follows:
- Legislative Committee - Kathleen Marshall
- Human Resources Committee – Richard Peters, Ron Zimmerman
- Program Committee - Kathleen Marshall
- Marketing/Public Relations & Awards Committee – Marcie Metropulos
- Interdistrict/Interagency Cooperation Committee – Bob Martini, Betsy Reach
- Bylaws, Policies, & Procedures Committee – Marcie Metropulos

9. **Birchwoods Center Update**
Vice President Brown reported he did a walk through of the Birchwoods Center construction and remodeling. The project is still on schedule. There have been some change orders, but he is not expecting there to be any charges to the contingency fund.

10. **OTHER INFORMATIONAL ITEMS OF THE PRESIDENT, THE VICE PRESIDENT, AND BOARD MEMBERS**
- President Burmaster noted the following:
  - The August 2009 board meeting is confirmed for August 18th.
  - The September 2009 board meeting is confirmed for September 15th.
  - Board members Reach, Marshall, Metropulos, Peters, and Zimmerman will attend the July 17-18, 2009 meeting of the District Boards Association in Green Bay. President Burmaster will also attend.
  - The Wisconsin Technical College System Board will hold their September 2009 meeting at Nicolet on September 29-30.
- Board members Martini and Reach and Human Resources Director Groleau are
working on a draft of a board member travel policy.

- Board Member Martini asked if there are courses that could be used to replace the loss of AP (advanced placement) courses at the high school level. Vice President Brown said he can provide information at the next meeting.

STATEMENT OF UNDERSTANDING
Next month’s board meeting agenda will include consideration of a draft of a board member travel policy.

PUBLIC INPUT
There was no public input.

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

Kathleen Marshall, Secretary

Recorded: Maggie Szostak
Mission: "In service to the people of Northern Wisconsin, we deliver superior community college education that transforms lives and enriches communities."

Vision: "To be a model college recognized for educational excellence and valued as a vital resource by the people of Northern Wisconsin."

ADDENDUM TO AGENDA

August 18, 2009

Consideration and possible approval of logging access through Nicolet College land to adjacent parcel in Langlade County. Board Member Bob Martini will provide.
Mission: "In service to the people of Northern Wisconsin, we deliver superior community college education that transforms lives and enriches communities."

Vision: "To be a model college recognized for educational excellence and valued as a vital resource by the people of Northern Wisconsin."

CALL TO ORDER
ROLL CALL
APPROVAL OF AGENDA

ROUTINE ITEMS
1. Public Input

CONSENT AGENDA
*2. Action on Minutes of the Annual Organizational Meeting - 7/13/09
*3. Ratification of Business, Industry, and Government Contracts

REGULAR AGENDA
*5. Resolution Awarding the Sale of $1,400,000 General Obligation Promissory Notes, Series 2009C. This is routine follow-up action to the board’s passage of the 2009-2010 budget. The board may act to approve the resolution.
*6. Board Member Travel and Expense Reimbursement Policy and Board Member Request to Travel Form. Board members will review a draft of a Board Member Travel and Expense Reimbursement Policy and a draft of a Board Member Request to Travel Form. The board may act to approve the policy.
7. Report on District Boards Association Meeting. Board Member Ron Zimmerman will provide a report.

*All items marked with an asterisk are supplemented by additional material in the Board packet.
8. **Fall Enrollment**. Vice President Brown will provide a report.

*9. **Tuition Remission for 2008-09**. This is the routine annual report on the total number of remitted credits for 2008-09.

10. **Update on Birchwoods Center**. Vice President Brown will provide

11. **Other Informational Items of the President / Vice Presidents / Board Members**.

STATEMENT OF UNDERSTANDING
PUBLIC INPUT
ADJOURN

*All items marked with an asterisk are supplemented by additional material in the Board packet.*
CALL TO ORDER
Chairman Carlson called the meeting to order at 5 PM in the University Transfer Center Fireside Room on the Lake Julia Campus of Nicolet College in Rhinelander, Wisconsin.

ROLL CALL

Board members absent: Betty Graveen and Marcie Metropulos.

Staff present: Elizabeth Burmaster, Jim Brown, Dan Groleau, Sandy Kinney, Lenore Mangles, Rose Prunty, Ron Skallerud, and Maggie Szostak.

Guests present: Ruth Sproull – News of the North.

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

APPROVAL OF AGENDA
PETERS MADE A MOTION, SECONDED BY REACH, TO APPROVE THE AGENDA AS AMENDED. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

ROUTINE ITEMS
1. Public Input
Ruth Sproull asked the board to send out the board meeting agenda by email as a matter of policy.

CONSENT AGENDA
2. Action on Minutes of the Annual Organizational Meeting – 7/13/09
3. Ratification of Business, Industry, and Government Contracts
REACH MADE A MOTION, SECONDED BY MARSHALL, THAT THE NICOLET COLLEGE BOARD APPROVE THE CONSENT AGENDA, ITEMS 2, 3, AND 4 AS FOLLOWS:
   2. APPROVAL OF MINUTES OF THE ANNUAL ORGANIZATIONAL MEETING AS CORRECTED – 7/13/09
   3. RATIFICATION OF BUSINESS, INDUSTRY, AND GOVERNMENT CONTRACTS
   4. APPROVAL OF BILLS PAYABLE
MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.
REGULAR AGENDA

5. Resolution Awarding the Sale of $1,400,000 General Obligation Promissory Notes, Series 2009C

President Burmaster stated that this agenda item is a routine follow up to the passage of the 2009-2010 budget in June. Carol Wirth, President of Wisconsin Public Finance Professionals, LLC, reviewed the Summary of Sale Results. Ms. Wirth provided an overview of Moody’s opinion on Nicolet’s financial stability and noted that Moody’s Investors Service recently reconfirmed the college’s Aa2 rating. Moody’s noted the following as contributing to Nicolet’s financial stability:

- Solid reserve levels that are expected to continue.
- Modest debt burden and rapid principal retirement

There was a board question and discussion on fund balance, use of funds, and how these factors affect Moody’s rating.

PETERS MADE A MOTION, SECONDED BY MARTINI, THAT THE NICOLET COLLEGE BOARD APPROVE THE RESOLUTION AWARDING THE SALE OF $1,400,000 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2009C.

ROLL CALL VOTE: CARLSON - AYE, JACOBS – AYE, PETERS - AYE, MARSHALL - AYE, MARTINI - AYE, REACH - AYE, AND ZIMMERMAN – AYE.

MOTION CARRIED UNANIMOUSLY ON A ROLL CALL VOTE.

6. Board Member Travel and Expense Reimbursement Policy and Board Member Request to Travel Form

Chairman Carlson pointed out Board Policy 3.19, adopted May 14, 1992, Board Member Professional Development. He noted the board needs to develop and implement a professional development plan.

Human Resources Director Groleau reviewed a draft Nicolet College Board Travel and Expense Reimbursement Policy and a draft Request to Travel form which were both included in the meeting packet. A concern was raised and discussed on the requirement for approval by the Board Chair and by the College President. The reasons for the language were discussed. Suggested edits to the draft were noted. Director Groleau will prepare another draft. Action was tabled until the next meeting.

Board Member Marshall indicated her interest in attending the Association of Community College Trustees (ACCT) Annual Community College Leadership Congress in San Francisco, California this coming October. It was the consensus of the board that they should forego attendance at this time. Board Member Marshall then questioned whether we should maintain membership in the ACCT. Board Member Reach suggested looking at the various membership dues paid by the college to see whether we are benefitting from these memberships.
7. **Report on District Boards Association Meeting**

Board Member Zimmerman reported on and shared highlights from Miriam Carver’s presentation on the Carver Method of policy governance from the July 17-18 District Boards Association meeting in Green Bay. Board Member Marshall also reported on the meeting. Board members Reach, Peters, Metropulos and President Burmaster attended all or parts of this quarterly meeting as well.

Major points noted by Board Member Zimmerman included:

- Authority rests with the board as a whole, not with individual board members.
- Individual board members need to support a decision once it’s made.
- The board works through the President and addresses the “ends” not the “means” in decision-making. It is the board’s responsibility to set expectations of the president and base evaluation accordingly. He noted that the Nicolet Board needs to communicate their expectations to President Burmaster.
- There must be training for new board members in the Carver Method. Board Member Martini noted this could be a function of the board professional development plan.

Board Member Martini suggested the board set the September meeting with an earlier start time of 4:30 p.m. with President Burmaster to define direction and expectations.

8. **Fall Enrollment**

Vice President Brown reported that:

- Date of record for summer enrollment indicated a 10.9% increase.
- Continuing Education registrations are up 15% compared to last year at this time.
- Fall enrollment is up 5.5% compared to last year at this time. Headcount is down slightly, but people are taking more classes.

9. **Tuition Remission for 2008-09**

The following information on remission of out-of-state tuition for the 2008-09 academic year was prepared by Director of Admissions Kordula:

- For the academic year 2008-09, the college did not remit any postsecondary credits for our students. There were no students who requested a remission thus there was no fiscal impact on the college for the 2008-09 school year.

This report will be submitted to the Administrative Services Coordinator at the Wisconsin Technical College System Office.

10. **Update on Proposed Birchwoods Center Addition**

Vice President Brown reported that:

- The Birchwoods Center addition and remodeling is complete.
- People and equipment are in place for the beginning of classes on August 24th.
- The project came in on time and under budget.

Board members asked about a tour of the building. The October board meeting was suggested.
Consideration and Possible Approval of Logging Access through Nicolet College Land to Adjacent Parcel in Langlade County

Board Member Martini reminded board members of their December 2008 discussion regarding the Eleanor Geopfert property and the logger/neighbor who wanted access over frozen ground for logging. At the December 16, 2008 meeting the board gave the logger permission. At this time the logger is asking for permission to improve the road now for logging in the winter. Board Member Martini explained there would be a minimal amount of disturbance, the change would not be major, and it would improve the road. There was discussion on who at Nicolet would oversee the logger’s work. President Burmaster will talk with Charlie Smith, Nicolet’s Facilities Director, and come to a decision.

Board Member Martini also noted there was to be a committee formed to develop a proposal for long-term management of this property. President Burmaster will work with Board Member Martini to form the committee.

11. Other Information Items of the President, the Vice Presidents, and Board Members

• Board Member Martini spoke about an editorial in the Milwaukee Journal Sentinel regarding “green jobs.” It is predicted that green jobs will play a significant part in job growth. Dean of Instruction Skallerud noted that Nicolet is partnering with Mid-State Technical College for short-term training in emerging “green” careers.
• The September board meeting is confirmed for September 15th beginning at 4:30 p.m.
• The October board meeting is confirmed for October 20th.
• The November board meeting is changed to Monday, November 16th because of a conflict with the Wisconsin Technical College System State Board meeting.
• The December board meeting is tentatively canceled, but the board will revisit this decision in October.
• President Burmaster thanked Board Members Zimmerman and Marshall for their report out on the July District Boards Association meeting. She also thanked Board Members Reach, Peters, and Metropulos for attending.
• President Burmaster noted she has started to send email updates to the board in an effort to provide more information. We will share this information in hard copy with any board member who wants a hard copy.
• President Burmaster told board members about Nicolet’s new Welcome Center on the second floor of the University Transfer Center.
• President Burmaster noted that Nicolet has applied for and been granted already a number of American Reinvestment and Recovery Act grants through the North Central Wisconsin Workforce Development Board.
• Nicolet provided a letter of support along with Grow North for One Prospect’s proposal for ARRA funds for broadband access. Nicolet hosted an informational meeting.
• Governor Doyle’s Northern Tour begins in our area. The college is expecting visits from Department of Workforce Development Secretary Roberta Gassman, Department of Family Services Secretary Karen Timberlake, and Department of Regulation and Licensing Secretary Celia Jackson.

• The Wisconsin Technical College System State Board will hold their September meeting at Nicolet on September 29 and 30. Board members are welcome to attend and are invited to the social time and dinner on the evening of September 29.

• Vice President Brown explained that a staff member in the Center for Continuing and Business Education will be on a medical leave. The monthly S.38.14(3) Contracts for Approval report presented under the Consent Agenda each month will be abbreviated. The full report will be resumed upon her return.

• Board Member Marshall asked about this year’s A Day for Nicolet.

• On behalf of the Wisconsin Technical College District Boards Association (WTCDBA), Board Member Marshall polled the board on what they thought of reducing the number of DBA meetings from four per year to three. It was the consensus of the board to reduce the number to three.

STATEMENT OF UNDERSTANDING

• President Burmaster will address the land access request from the logger for the Eleanor Goepfert property in Elcho. A committee will be formed to deal with the long term management of Nicolet properties.

• We will make arrangements for a tour of the Birchwoods Center at the October board meeting.

PUBLIC INPUT

There was no public input.

ADJOURNMENT

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

Kathleen Marshall, Secretary

Recorded: Maggie Szostak
MISSION: "In service to the people of Northern Wisconsin, we deliver superior community college education that transforms lives and enriches communities."

VISION: "To be a model college recognized for educational excellence and valued as a vital resource by the people of Northern Wisconsin."

CALL TO ORDER
ROLL CALL
APPROVAL OF AGENDA

ROUTINE ITEMS
1. Public Input

CONSENT AGENDA
*2. Action on Minutes of the Regular Meeting - 8/18/09
*3. Ratification of Business, Industry, and Government Contracts
*4. Ratification of High School Equivalency Diploma Contracts
*5. Status of College Accounts, Recap of Expenses, Operational Cost, Action on Bills Payable

REGULAR AGENDA
*6. Board Member Travel and Expense Reimbursement Policy and Board Member Request to Travel Form. Dan Groleau will present. Final review and Suggested Resolution.
7. Budget Review. President Burmaster will review current budget status.
8. Fall Enrollment. President Burmaster will provide a report.
*9. Final Update on Birchwoods Center. President Burmaster will provide a report.

*All items marked with an asterisk are supplemented by additional material in the Board packet.
10. **Other Informational Items of the President and Board Members.**
    - A Day for Nicolet
    - Wisconsin Technical College System State Board Meeting
    - President Burmaster's Investiture
    - Governor's Northern Wisconsin Economic Summit

STATEMENT OF UNDERSTANDING
PUBLIC INPUT

CLOSED SESSION
*11. **Closed Session.** In accordance with Wisconsin Statute 19.85 (1)(c), the board will meet in executive session to discuss development of President Burmaster's performance appraisal.

OPEN SESSION
12. **Report of Closed Session and Possible Action(s) on Items Discussed in Executive Session**

ADJOURN

*All items marked with an asterisk are supplemented by additional material in the Board packet.*
CALL TO ORDER
Chairman Carlson called the meeting to order at 4:30 PM in the University Transfer Center Fireside Room on the Lake Julia Campus of Nicolet College in Rhinelander, Wisconsin.

ROLL CALL
Board members present: Gene Carlson, Betty Graveen, Amy Jacobs, Richard Peters, Kathleen Marshall, Bob Martini, Marcie Metropulos, and Betsy Reach.

Board members absent: Ron Zimmerman.

Staff present: Elizabeth Burmaster, Jim Brown, Dan Groleau, Sandy Kinney, Lynn Larsen, Dianne Lazear, Ron Skallerud, and Maggie Szostak.

Guests present: Ruth Sproull – News of the North.

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

APPROVAL OF AGENDA
PETERS MADE A MOTION, SECONDED BY REACH, TO APPROVE THE AGENDA. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

ROUTINE ITEMS
1. Public Input
There was no public input.

CONSENT AGENDA
2. Action on Minutes of the Annual Organizational Meeting – 8/18/09
3. Ratification of Business, Industry, and Government Contracts
4. Ratification of High School Equivalency Diploma Contracts
5. Status of College Accounts, Recap of Expenses, Operational Cost, Action on Bills Payable

MARTINI MADE A MOTION, SECONDED BY PETERS, THAT THE NICOLET COLLEGE BOARD APPROVE THE CONSENT AGENDA, ITEMS 2, 3, 4, AND 5 AS FOLLOWS:

2. APPROVAL OF MINUTES OF REGULAR MEETING – 8/18/09
3. RATIFICATION OF BUSINESS, INDUSTRY, AND GOVERNMENT CONTRACTS
4. RATIFICATION OF HIGH SCHOOL EQUIVALENCY DIPLOMA CONTRACTS
5. APPROVAL OF BILLS PAYABLE
MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

REGULAR AGENDA

6. Board Member Travel and Expense Reimbursement Policy and Board Member Request to Travel Form

Human Resources Director Dan Groleau explained that the Board Member Travel and Expense Reimbursement Policy and the Board Member Request to Travel form included in the meeting packet reflect the changes requested at the last meeting. With the exception of one grammatical change, there were no more revisions.

MARTINI MADE A MOTION, SECONDED BY REACH, THAT THE NICOLET COLLEGE BOARD APPROVE THE BOARD MEMBER TRAVEL AND EXPENSE REIMBURSEMENT POLICY AND THE BOARD MEMBER REQUEST TO TRAVEL FORM, EFFECTIVE SEPTEMBER 15, 2009. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

7. Budget Review

President Burmaster explained that the 2009-2010 budget which the board approved this past June was based on an estimated 2% increase in property values in the Nicolet District. President Burmaster reported that because of decreased assessed property valuation there is a budget shortfall of over $800,000. Because of increases in student enrollment that shortfall is reduced to just over $500,000. President Burmaster proposed that she be charged with sticking with the budget as passed in June and proceed to work with college staff to make cuts as needed to make up the $500,000 shortfall. The board concurred with President Burmaster’s proposal.

8. Fall Enrollment

President Burmaster reported that Nicolet’s new Welcome Center is open. President Burmaster said she has heard positive comments out in the community regarding our flexible scheduling options. Welcome Center staff will meet weekly to discuss various enrollment/retention issues and process improvements.

President Burmaster reported a 12% increase in post secondary fall enrollment. She also provided demographic info.

9. Final Update on Birchwoods Center

President Burmaster said she met with the Criminal Justice Student Club out at the Birchwoods Center. She also noted the following:

- The project came in under budget.
- The punch list is being completed. Thirty-eight thousand dollars will be retained for a few remaining items yet to be taken care of.
- We have applied for LEED (Leadership in Energy and Environmental Design) certification at the Silver Level, but will not know the outcome for some time as the process is somewhat involved.
- The building is serving the needs of students and instructors.
The board will tour the Birchwoods Center prior to the start of the October 20, 2009 board meeting.

10. Other Informational Items of the President and Board Members
President Burmaster reported that:

- The 9th annual A Day For Nicolet will be held October 14, 2009. Board members are invited to participate.
- The Wisconsin Technical College System State Board will hold their fall meeting on the Lake Julia Campus on September 29 and 30, 2009. We will highlight our new Home Technology Integration certificate program, building trades and renewable energy initiatives.
- The investiture of President Burmaster as Nicolet’s 5th president will be held on Sunday, September 27, 2009, at 1 PM in the Learning Resources Center.
- Nicolet College has been asked to host the Governor’s Northern Wisconsin Economic Summit on the Lake Julia Campus November 11-12, 2009 and we have accepted.

STATEMENT OF UNDERSTANDING
There was no Statement of Understanding.

PUBLIC INPUT
There was no public input.

CLOSED SESSION
11. Closed Session
METROPULOS MADE A MOTION, SECONDED BY MARSHALL, THAT THE NICOLET COLLEGE BOARD MEET IN EXECUTIVE SESSION IN ACCORDANCE WITH WIS. STAT. 19.85(1)(c) TO DISCUSS DEVELOPMENT OF PRESIDENT BURMASTER’S PERFORMANCE APPRAISAL. ROLL CALL VOTE: CARLSON - AYE, GRAVEEN - AYE, JACOBS - AYE, PETERS - AYE, MARSHALL - AYE, MARTINI - AYE, METROPULOS - AYE, AND REACH - AYE. MOTION CARRIED UNANIMOUSLY ON A ROLL CALL VOTE.

OPEN SESSION
Reconvene Open Session
MARTINI MADE A MOTION, SECONDED BY REACH, THAT THE NICOLET COLLEGE BOARD RECONVENE INTO OPEN SESSION IN ACCORDANCE WITH WIS. STATS. SECTION 19.85(2). ROLL CALL VOTE: CARLSON - AYE, GRAVEEN - AYE, JACOBS - AYE, PETERS - AYE, MARSHALL - AYE, MARTINI - AYE, METROPULOS - AYE, AND REACH - AYE. MOTION CARRIED UNANIMOUSLY ON A ROLL CALL VOTE.

12. Report of Closed Session
Chairman Carlson reported that the board discussed development of President Burmaster’s performance appraisal.

**ADJOURNMENT**

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

Kathleen Marshall, Secretary

Recorded: Maggie Szostak
NICOLET AREA TECHNICAL COLLEGE DISTRICT BOARD  
Tuesday, October 20, 2009  
Nicolet College  
Rhinelander, Wisconsin

5 PM  
Tour of Birchwoods Center

The regular board meeting will immediately follow the tour.

Board Meeting  
Birchwoods Center 103

Mission:  
"In service to the people of Northern Wisconsin, we deliver superior community college education that transforms lives and enriches communities."

Vision:  
"To be a model college recognized for educational excellence and valued as a vital resource by the people of Northern Wisconsin."

CALL TO ORDER  
ROLL CALL  
APPROVAL OF AGENDA

ROUTINE ITEMS  
1. Public Input

CONSENT AGENDA  
*2. Action on Minutes of the Regular Meeting - 9/15/09  
*3. Ratification of Business, Industry, and Government Contracts  
*4. Ratification of High School Equivalency Diploma Contracts  
*5. Status of College Accounts, Recap of Expenses, Operational Cost, Action on Bills Payable

REGULAR AGENDA  
6. Presentation by Wisconsin Technical College District Boards Association (WTCDBA) Executive Director.

*All items marked with an asterisk are supplemented by additional material in the Board packet.
*7. **Action on 2009-10 Mill Rate.** President Burmaster will report. The board will review property value information and will set the 2009-10 mill rate.

*8. **Modification of 2009-2010 Budget.** Administrator John Van De Loo will report. The board may act to approve a budget modification to reflect changes in revenues and expenditures in accordance with the Wisconsin State Requirements.

9. **Facilities Long Rang Plan.** Vice President Brown will present.

*10. **Designation of Assistant, Associate, and Deputy Directors.** The board will be asked to approve this routine resolution.

11. **Other Informational Items of the President / Vice Presidents / Board Members.**

   (20 minutes)

   - Information on vendors with whom the college does more than $25,000 in business annually
   - Future board meetings – locations
   - Change in reporting of business, industry, and government contracts
   - *Student Representation on the Board

STATEMENT OF UNDERSTANDING
PUBLIC INPUT
ADJOURNMENT

*All items marked with an asterisk are supplemented by additional material in the Board packet.*
CALL TO ORDER
Chairman Carlson called the meeting to order at 5:20 PM in Room 105 of the Birchwoods Center on the Lake Julia Campus of Nicolet College in Rhinelander, Wisconsin.

ROLL CALL
Board members present: Gene Carlson, Betty Graveen, Kathleen Marshall, Bob Martini, Marcie Metropulos, and Ron Zimmerman

Board members absent: Amy Jacobs, Richard Peters, and Betsy Reach.

Staff present: Elizabeth Burmaster, Jim Brown, Dan Groleau, Paul Johnson, Sandy Kinney, Lynn Larsen, Lenore Mangles, Jill Price, Ron Skallerud, Maggie Szostak, and John Van de Loo.


President Burmaster introduced Paul Johnson, Nicolet’s new Director of Information Technology. President Burmaster explained that Paul will be a limited term employee through February 2010.

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

Prior to the start of the meeting board members toured the Birchwoods Center which was remodeled and expanded this summer.

APPROVAL OF AGENDA
MARSHALL MADE A MOTION, SECONDED BY METROPULOS, TO APPROVE THE AGENDA. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

ROUTINE ITEMS
1. Public Input
There was no public input.

CONSENT AGENDA
2. Action on Minutes of the Annual Organizational Meeting – 9/15/09
3. Ratification of Business, Industry, and Government Contracts
4. Ratification of High School Equivalency Diploma Contracts
5. Status of College Accounts, Recap of Expenses, Operational Cost, Action on Bills Payable
MARTINI MADE A MOTION, SECONDED BY MARSHALL, THAT THE NICOLET COLLEGE BOARD APPROVE THE CONSENT AGENDA, ITEMS 2, 3, 4, AND 5 AS FOLLOWS:

2. APPROVAL OF MINUTES OF REGULAR MEETING – 9/15/09
3. RATIFICATION OF BUSINESS, INDUSTRY, AND GOVERNMENT CONTRACTS
4. RATIFICATION OF HIGH SCHOOL EQUIVALENCY DIPLOMA CONTRACTS
5. APPROVAL OF BILLS PAYABLE
MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

REGULAR AGENDA

6. Presentation by Wisconsin Technical College District Boards Association (WTCDBA) Executive Director

WTCDBA Executive Director Paul Gabriel thanked President Burmaster and board members for including him on the agenda tonight. He complimented the board on their presidential search process and on their selection of Elizabeth Burmaster as president.

Mr. Gabriel:
- Talked about the upcoming Association’s 2009 Fall Meeting, to be held in cooperation with a system wide technical college Legal Issues Seminar at Waukesha County Technical College.
- Noted that the Winter Meeting will be January 21-22, 2010 in Milwaukee and is being held in conjunction with the State Education Conference.
- Thanked Board Member Marshall for attending the Association’s Fall Planning Session. He noted all sixteen districts were represented.
- Provided a handout and a verbal update on 2009-2010 bills of interest to Wisconsin technical colleges.
- Asked board members to consider if they would be willing to receive Association correspondence electronically. Maggie will poll board members for their preference.

A brief question and answer session followed.

7. Action on 2009-10 Mill Rate

President Burmaster said that this action item is a follow up to passage of the 2009-2010 Nicolet College budget in June 2009. She explained that the mill rate is set each year in October and is based on property valuations which are received in October. She noted that the projected total mill rate given at the public hearing in June was $1.05704 per $1,000 of equalized valuation, based on a projected equalized valuation of the district of $19,645,677,565. The actual total mill rate is $1.05610 per $1,000 of equalized valuation, based on the actual equalized valuation of the district for 2009-2010 of $18,995,630,893. The 2009-2010 mill rate represents an increase of 1.0% from the 2008-2009 mill rate.
MARTINI MADE A MOTION, SECONDED BY METROPULOS, THAT THE NICOLET COLLEGE BOARD SECRETARY BE DIRECTED TO INFORM THE TOWNS/CITIES IN THE NICOLET AREA TECHNICAL COLLEGE DISTRICT THAT THE 2009-2010 MILL RATE FOR THE GENERAL OPERATIONS OF THE DISTRICT BE ESTABLISHED AT $.93121 PER $1,000 OF EQUALIZED VALUATION, AND THE MILL RATE FOR THE DEBT RETIREMENT THROUGH THE DEBT SERVICE FUND BE ESTABLISHED AT $.12489 PER $1,000 OF EQUALIZED VALUATION, WITH THE TOTAL LEVY BEING ASSESSED AT A RATE OF $1.05610 PER $1,000 OF EQUALIZED VALUATION. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

8. Modification of 2009-2010 Budget
John Van De Loo, Nicolet Business Office Accountant, presented the modification to the 2009-2010 budget passed this past June. The reason for the modification was due to a 1.38% market valuation decrease in the Nicolet District. He further explained that rather than increasing the mill rate administration recommended that appropriate budget cuts be made to leave the mill rate as approved at the June meeting.

METROPULOS MADE A MOTION, SECONDED BY ZIMMERMAN, THAT THE NICOLET COLLEGE BOARD APPROVE MODIFICATION OF THE 2009-2010 BUDGET TO REFLECT CHANGES IN REVENUES AND EXPENDITURES IN ACCORDANCE WITH THE WISCONSIN STATE REQUIREMENTS. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

9. Facilities Long Range Plan
There was discussion about the desperate need for additional instructional space. Our long range facilities plan is looking at both remodeling and additions. Vice President Brown explained that we have been exploring a remodeling of the Art Tech Center with our architect. Vice President Brown distributed a drawing of a proposed remodeling and provided an overview of the plan. The estimated price of the project is 1.3 million dollars. Vice President Brown explained that, in order to do the project next summer, the board would need to approve a proposal at their November meeting for the remodeling and to approve submission of the proposal to the Wisconsin Technical College System Board for review at the January 2010 State Board meeting.

Vice President Brown reminded the board that statutorily we are allowed 1.5 million dollars in new construction costs every other year. Vice President Brown explained that we are talking with our architect about an addition to the Northwoods Center in 2011. Vice President Brown distributed a concept drawing and provided an overview of a proposed addition onto the Northwoods Center. More detailed discussion on the proposed new instructional areas will begin in January 2010.

Vice President Brown noted that the total financial impact of both projects is approximately $16 per $100,000 of assessed valuation over twelve years.
President Burmaster noted we are also exploring our options relative to current rented instructional space at Northpoint and Northern Advantage and said it may be advantageous to relocate classes sooner rather than later.

President Burmaster acknowledged the need for space for student life and noted that lack of student space continues to be brought up by Student Government.

10. Designation of Assistant, Associate, and Deputy Directors

President Burmaster explained this annual, routine designation of assistant, associate, and deputy directors. The designation is required by state statute.

   ZIMMERMAN MADE A MOTION, SECONDED BY MARSHALL, THAT THE NICOLET COLLEGE BOARD, FOR PURPOSES OF WISCONSIN’S CODE OF ETHICS FOR PUBLIC OFFICIALS AND EMPLOYEES, SEC. 19.41 THROUGH 19.59, STATS., DESIGNATES THE FOLLOWING POSITION ASSISTANT DISTRICT DIRECTOR AND INDICATES ITS UNDERSTANDING THAT THE CURRENT OCCUPANT OF THIS POSITION AND THE SUCCESSOR TO THIS POSITION IS A STATE PUBLIC OFFICIAL TO WHOM WISCONSIN’S ETHICS CODE APPLIES:

   1. JAMES BROWN, VICE PRESIDENT OF INSTRUCTION

MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

11. Other Informational Items of the President and Board Members

- President Burmaster:
  - Pointed out the article about Board Member Martini in the media packet.
  - Acknowledged Board Member Graveen’s election as secretary in the recent Lac du Flambeau tribal election.
  - Informed the board that Director of Business Services Price will be implementing a transition to central purchasing where applicable. A retirement in the Business Office will give us the opportunity to restructure staffing to cover this position.
  - Referred board members to Board Policy 3.31.1, Student Representation on the Board, which was provided in the meeting materials. President Burmaster noted that the student body does have elected officers in place and that the issue of student representation has been raised. Board members noted that at times over the years there has been a student representative on the board. After discussion, it was the consensus of the board to pursue a student representative. President Burmaster will take this up with Student Government.
  - Confirmed the November board meeting for Monday, November 16.
  - Confirmed there will not be a December board meeting.
  - Invited board members to the All Staff Holiday Reception to be held at Holiday Acres on Thursday, December 3rd at 5 PM.
- Discussion took place on periodically holding board meetings in other locations throughout the Nicolet District. It was suggested that a Nicolet board meeting could
be held just prior to another meeting that might be taking place in the District, i.e., Wisconsin Association of School Boards. Board members said they would like to consider holding board meetings out in the District.

- Vice President Brown presented the list of vendors with whom the college has had more than $25,000 in transactions this past fiscal year. Vice President Brown provided an explanation of the goods/services provided.
- Vice President Brown stated there will be no need for a change in reporting of business, industry, and government contracts.

STATEMENT OF UNDERSTANDING
There was no Statement of Understanding.

PUBLIC INPUT
There was no public input.

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

Kathleen Marshall, Secretary

Recorded: Maggie Szostak
CALL TO ORDER
ROLL CALL
APPROVAL OF AGENDA

ROUTINE ITEMS
1. Public Input

CONSENT AGENDA
*2. Action on Minutes of the Regular Meeting - 10/20/09
*3. Ratification of Business, Industry, and Government Contracts
*4. Ratification of High School Equivalency Diploma Contracts
*5. Status of College Accounts, Recap of Expenses, Operational Cost, Action on Bills Payable

REGULAR AGENDA
6. Introduction of Student Representative.
*8. Action on Proposed Art Tech Center Remodeling. President Burmaster and Vice President Brown will review the proposal for an addition to the Art Tech Center. The board may act to approve and submit the proposal to the Wisconsin technical College system State Board for their review and approval.

*All items marked with an asterisk are supplemented by additional material in the Board packet.
9. **Other Informational Items of the President and Board Members.**

S.38.14(3) Contracts at Less Than Full Cost Recovery
A Day for Nicolet
Office of Civil Rights Audit
Grants Overview
SB (Senate Bill) 378 – Residence Halls
January Meeting Location and Date

STATEMENT OF UNDERSTANDING
PUBLIC INPUT
ADJOURNMENT

*All items marked with an asterisk are supplemented by additional material in the Board packet.*
CALL TO ORDER
Chairman Carlson called the meeting to order at 5:00 PM in the Fireside Room of the University Transfer Center on the Lake Julia Campus of Nicolet College in Rhinelander, Wisconsin.

ROLL CALL

Board Members Absent: Betty Graveen.

Staff Present: Elizabeth Burmaster, Jim Brown, Jean Fish, Dan Groleau, Kyle Gruening, Sandy Kinney, Lynn Larsen, Ron Skallerud, and Charles Smith.

Guests Present: Tom Hanley, SDS Architects and Ruth Sproull, News of the North.

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

APPROVAL OF AGENDA
A MOTION WAS MADE BY PETERS, SECONDED BY REACH, TO APPROVE THE AGENDA. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

ROUTINE ITEMS
1. Public Input
There was no public input.

CONSENT AGENDA
2. Action on Minutes of the Regular Meeting - 10/20/09
3. Ratification of Business, Industry, and Government Contracts
4. Ratification of High School Equivalency Diploma Contracts
5. Status of College Accounts, Recap of Expenses, Operational Cost, Action on Bills Payable

MARTINI MADE A MOTION, SECONDED BY REACH, THAT THE NICOLET COLLEGE BOARD APPROVE THE CONSENT AGENDA, ITEMS 2, 3, 4, AND 5 AS FOLLOWS:
2. Approval of Minutes of the Regular Meeting - 10/20/09
3. Ratification of Business, Industry, and Government Contracts
4. Ratification of High School Equivalency Diploma Contracts

5. Approval of Bills Payable

MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

REGULAR AGENDA

6. Introduction of Student Representative.
President Burmaster introduced Katie Kuderski, Student Representative, to the board. Katie gave a brief summary of her educational plans, her work on the student legislative committee, and upcoming student events. The student government is concentrating on reestablishing a common time so students can participate in campus events.

President Burmaster reviewed five policies that were submitted to the board for approval. All five policies were revisions to current policies dealing with harassment, discrimination, screening committee guidelines, hiring procedures, and accommodation of student religious beliefs. President Burmaster asked the board for approval of the policy revisions.

A MOTION WAS MADE BY PETERS, SECONDED BY JACOBS, TO ADOPT THE FOLLOWING ADMINISTRATIVE POLICIES:

- 005 Harassment
- 009 Prohibition against Discrimination
- 013 Screening Committee Guidelines
- 020 Hiring Procedures for Regular Staff Positions
- 102 Accommodation of Student Religious Beliefs

MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

Vice President Brown gave an overview of the remodeling proposal for the first floor of the Art Tech Center. He introduced Tom Hanley, SDS Architects, who pointed out various aspects of the proposed remodeling project. Tom Hanley indicated they are having a structural engineer look at an area of the floor on the Art Tech first floor that may cause some problems. The estimated price of the project is 1.3 million dollars. However, looking at the project right now, SDS hopes to tighten up that amount and come in with a lower dollar figure for the project. We will also be looking at the windows for efficiency, creating a corridor from one side of the building to the other, making the building ADA compliant, and remodeling areas to include a studio media lab, a flex space, and additional storage for the auto and engine labs.

After further discussion,

PETERS MADE A MOTION, SECONDED BY JACOBS, THAT THE NICOLET COLLEGE BOARD OF TRUSTEES APPROVE THE
FOLLOWING CAPITAL IMPROVEMENTS TO THE ART TECH CENTER
FIRST FLOOR:

RENOVATION OF APPROXIMATELY 12,000 SQUARE FEET OF
EXISTING SPACE ON THE FIRST FLOOR OF THE ART TECH
CENTER, FOR AN APPROXIMATE COST OF $1 MILLION,

REPLACEMENT OF EXISTING CAPITAL EQUIPMENT IN THE
ART TECH CENTER, FOR AN APPROXIMATE COST OF
$800,000,

AND, THAT THE NICOLET COLLEGE BOARD OF TRUSTEES
REQUEST APPROVAL FROM THE WISCONSIN TECHNICAL
COLLEGE SYSTEM BOARD FOR THESE CAPITAL IMPROVEMENTS.
ALL AYE, MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

9. Other Informational Items of the President and Board Members

S.38.14(3) Contracts at Less Than Full Cost Recovery
Vice President Brown went over two contracts in which Nicolet received less than
full recovery due to allowing a lower minimum student enrollment. Sometimes it
is necessary to hold the class even with low enrollments because of partnerships
and good customer service.

A Day for Nicolet
Community Relations Director Kinney recapped “A Day for Nicolet,” stating that
donations surpassed last year. Since its inception nine years ago, Nicolet has
collected over $945,000 in scholarship money for Nicolet students. This year we
will be able to provide 100 additional scholarships to our students.

Office of Civil Rights Audit
President Burmaster gave an overview of the recent Office of Civil Rights audit
which included a five-member team from the WTCS who came on campus for a
day and a half. They conducted an entrance interview, met with students and
staff, conducted some unannounced classroom visits, and ended with an exit
interview. It was a very good, productive learning experience. We had a good
review. The audit is conducted every eight years. President Burmaster stated a
report will be issued by the WTCS showing where we are in compliance or not,
and list best practices from other institutions that we might want to use.

Grants Overview
President Burmaster indicated that the Board had set a direction that Nicolet will
get funding from every source we can. In response to this, in July we filled our
Grants Manager position with Sara Pitterle. Sara is doing an excellent job.
Nicolet has been awarded and is pursuing grant funding from a range of sources
including 1) the WTCS grants, 2) the ARRA grants, and 3) other grant opportunities. In the current fiscal year, 2009-2010, Nicolet has been awarded an AEFL grant for Adult Basic Education for $56,000, over $392,000 in GPR grants, and over $257,000 in Perkins funding. The second major area of grant funding this year has been through the American Recovery and Reinvestment Act (ARRA) programs. To date we have been awarded four grants through the North Central Wisconsin Workforce Development Board. The college is currently working in partnership with Mid-State Technical College to submit a proposal for ARRA funds through the Department of Energy and is also partnering with the WTCS to apply for a statewide Department of Energy grant. Work has also started on grant proposals to pursue funds from other government sources and private foundations such as the Department of Education, the US Department of Agriculture and the US Department of Commerce.

**SB (Senate Bill) 378 – Residence Halls**

Paul Gabriel, Wisconsin Technical College District Boards Association Executive Director, presented background information on SB 378-Residence Halls at the October Nicolet Board meeting. Community Relations Director Kinney gave an update on the status of this bill. The bill, which was introduced by Senator Jim Holperin on October 29th, passed out of committee on a 6-3 vote. It will be voted on the floor of the Legislature in January, and move through the Senate in January or February, 2010.

**January Meeting Location and Date**

In an effort to hold the Nicolet Board meetings in other locations within the Nicolet District, Dean of Instruction Skallerud extended an invitation from the Forest County Potawatomi to hold the next board meeting at the Forest County Executive Building east of Crandon. The Board concurred. The next meeting will be held at 5 PM, on Tuesday, January 12, 2010, at the Forest County Potawatomi Executive Building east of Crandon, WI.

**STATEMENT OF UNDERSTANDING**

There was no Statement of Understanding.

**PUBLIC INPUT**

There was no public input.

**ADJOURNMENT**

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

Kathleen Marshall, Secretary

Recorded: Jean Fish