

**NICOLET AREA TECHNICAL COLLEGE
DISTRICT BOARD**

**Minutes of the Regular Meeting
Monday, October 22, 2018**

CALL TO ORDER

Board Chair Zimmerman called the meeting to order at 4:30 pm in the Red Oak Center, Fireside Room 102 on the Nicolet College Campus in Rhinelander, Wisconsin.

ROLL CALL

Board members present:, Bob Egan, Delnice Hill, John Johnson III, Bob Martini, Sharon Nielsen (arrived at 4:55), Linda Skallerud, David Solin (arrived at 4:32), Ron Zimmerman

Board members absent: Kimberly Baltus

Recorder: Anne Bonack

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

Also present: Sandy Bishop, John Graetz, Dan Groleau, Chuck Komp, Greg Miljevich, Terry Rutlin, Matthew Schur, and John Van De Loo

Board Member Solin arrived at 4:32 pm.

PUBLIC INPUT

Board Chair Zimmerman asked for public input. There was none.

1. The Board introduced themselves and the Oath of Office was administered for newly appointed School District Administrator Member, Dr. Delnice Hill.

CONSENT AGENDA

2. Approval of the Minutes of the Annual Organizational Meeting 9/17/18
3. Ratification of HSED and Credit-Based Program Contracts #19-03 through #19-11
4. Ratification of Business, Industry, and Government Contracts #2019-0053 through #2019-0059
5. Status of College Accounts, Operational Cost, Recap of Expenses, and Approval of Bills Payable
6. Renewal of the Memorandum of Understanding (MOU) between the Nicolet College Foundation and Nicolet College

SOLIN MADE A MOTION, SECONDED BY SKALLERUD, THAT THE NICOLET COLLEGE BOARD OF TRUSTEES APPROVE CONSENT AGENDA ITEMS 2, 3, 4, 5, AND 6. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

REGULAR AGENDA

7. Student Representative to the Board of Trustees Report

John Graetz, Student Representative to the Board of Trustees introduced himself to the Board. Graetz shared he is a Nicolet My Way student in the IT Computer Support Specialist and IT Web Development

Specialist programs. Graetz stated the Nicolet My Way program allows him the flexibility to work while completing his education.

8. Action on the 2018-2019 Mill Rate

John Van De Loo, Chief Financial Officer, reviewed property valuation information and asked the Board to set the 2018-2019 mill rate.

MARTINI MADE A MOTION, SECONDED BY EGAN, THAT THE NICOLET COLLEGE BOARD SECRETARY BE DIRECTED TO INFORM THE TOWNS/CITIES IN THE NICOLET AREA TECHNICAL COLLEGE DISTRICT THAT THE 2018-2019 MILL RATE FOR THE GENERAL OPERATIONS OF THE DISTRICT BE ESTABLISHED AT 0.22912 PER \$1,000 OF EQUALIZED VALUATION, AND THE MILL RATE FOR THE DEBT RETIREMENT THROUGH THE DEBT SERVICE FUND BE ESTABLISHED AT 0.16042 PER \$1,000 OF EQUALIZED VALUATION, WITH THE TOTAL LEVY BEING ASSESSED AT A RATE OF 0.38954 PER \$1,000 OF EQUALIZED VALUATION. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

9. Vendors with Whom the College Does More Than \$50,000 Annually

John Van De Loo, Chief Financial Officer, provided the annual report to the Board stating there were three vendors whom the College did more than \$50,000 for the fiscal year 2017-2018.

10. Designation of Assistant Directors

The Board was asked to approve this annual routine resolution.

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

1. RICHARD NELSON, PRESIDENT
2. KATHLEEN FERREL, EXECUTIVE VICE PRESIDENT OF STUDENT AND ACADEMIC AFFAIRS
3. SANDY BISHOP, EXECUTIVE DIRECTOR FOR ECONOMIC & COMMUNITY DEVELOPMENT
4. JOHN VAN DE LOO, CHIEF FINANCIAL OFFICER
5. GREG MILJEVICH, CHIEF INFORMATION OFFICER
6. DANIEL GROLEAU, DIRECTOR OF HUMAN RESOURCES

MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

11. Board Policies

a). Proposal to change Board Policy 4.03 to an Administrative Policy. Matthew Schur, Director of Risk, Compliance, and Security and Title IX Coordinator, requested BP 4.03 be changed from a Board Policy to an Administrative Policy. Board Member Nielsen arrived at 4:55 pm.

BOARD MEMBER MARTINI REQUESTED A ROLL CALL VOTE THAT THE NICOLET COLLEGE BOARD OF TRUSTEES APPROVE CONVERTING THE STUDENT COMPLAINTS AND GRIEVANCES POLICY FROM A BOARD OF TRUSTEE POLICY TO AN ADMINISTRATIVE POLICY, EFFECTIVE OCTOBER 23, 2018. EGAN – AYE; HILL – YEA; JOHNSON – YEA; MARTINI – NAY; NIELSEN – ABSTAIN; SKALLERUD – NAY; SOLIN – YEA; ZIMMERMAN – YEA. MOTION CARRIED BY A MAJORITY VOTE.

b). Introduction of Board of Trustee Code of Conduct Policy. Dr. Groleau, Director of Human Resources, introduced the policy to the Board for review. Discussion and action on the policy may be conducted at the November meeting.

12. Contracts at Less Than Full Cost Recovery

Sandy Bishop, Executive Director of Economic & Community Development, reported there were no contracts at less than full cost recovery for the quarter.

13. Economic and Community Development Update

Sandy Bishop, Executive Director of Economic & Community Development, provided a handout to the Board and gave an overview of the Economic and Community Development restructuring.

14. Items for Information Only – Not for Board Action

a) *Staff Transitions

b) Calendar of Events

- November 19 – Board of Trustees Meeting
- December 15 – Nicolet College Graduation
- January 14, 2019 – Board of Trustees Meeting
- January 16-18 – District Boards Association Legislative Seminar in Madison

STATEMENT OF UNDERSTANDING

Board Chair Zimmerman requested 15-20 minutes be added on the next agenda for a District Boards Association report.

ADJOURNMENT

EGAN MADE A MOTION, SECONDED BY NIELSEN, TO ADJOURN THE MEETING AT 5:45 PM. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.