

**NICOLET AREA TECHNICAL COLLEGE
DISTRICT BOARD**

**Minutes of the Regular Meeting
Monday, March 16, 2020**

CALL TO ORDER

Board Chair Nielsen called the meeting to order at 4:34 pm in the Red Oak Center, Fireside Room 102 on the Nicolet College Campus in Rhinelander, Wisconsin.

ROLL CALL

Board members present: Dianne Lazear, Bob Martini, Sharon Nielsen, Linda Skallerud, Ryan Zietlow

Board members attending through telepresence: Bob Egan, Scott Foster, Rubie Gauthier

Board member absent: David Solin

Recorder: Gayle Shanks

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

Also present: Shannon Beth, Kate Ferrel, Chad Lashua, Richard Nelson, Matthew Schur, John Van De Loo, Pete Vanney, Erika Warning-Meyer, Greg Miljevich via telepresence

APPROVAL OF AGENDA

ZIETLOW MADE A MOTION, SECONDED BY LAZEAR THAT THE NICOLET COLLEGE BOARD OF TRUSTEES APPROVE THE AGENDA AS AMENDED TABLING ITEM 8. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

1. Public Input – Board Chair Nielsen asked for public input. There was none.

CONSENT AGENDA

2. Approval of the Minutes of the Regular Meeting on 2/17/2020
3. Ratification of Credit-Based and HSED Program Contracts #20-20, and #20-22 through #20-24
4. Ratification of Business, Industry, and Government Contracts #2020-0101 through #2020-0113
5. Recap of Expenses, Status of College Accounts, Operational Cost Recap of Expenses, and Approval of Bills Payable

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

REGULAR AGENDA

6. Enrollment Update. Erika Warning-Meyer, Dean of Enrollment, presented enrollment metrics comparing last year to the current year.

7. Discover Media Works Communications Audit - Erika Warning-Meyer, Dean of Enrollment presented the premise, process, and outcome of the communications audit performed by Discover Media Works which began in October 2019 and wrapped up in January 2020. Warning-Meyer explained the recommendations that resulted from the audit, prioritizing next steps, and progress on implementation of recommendations.

8. Overview of Board of Trustees Web Portal - Tabled.

9. Approval of Water and Sewer Project Proposal - Pete Vanney, Director of Facilities presented for approval the proposal to extend water and sewer lines on the north east side of campus. Vanney addressed questions from the board.

MARTINI MADE A MOTION, SECONDED BY SKALLERUD, THAT THE NICOLET COLLEGE BOARD OF TRUSTEES APPROVE THE PROPOSAL TO EXTEND WATER AND SEWER LINES ON THE NORTH EAST SIDE OF CAMPUS NOT TO EXCEED \$925,000. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

10. Items for Information Only – Not for Board Action

a) FYI - Pandemic Response Plan – President Nelson shared the Pandemic Response Plan with the Board. President Nelson acknowledged Kate Ferrel, Executive Vice President of Academic and Student Affairs; John Van De Loo, Chief Financial Officer; Matthew Schur, Director of Risk, Compliance, and Security; Shannon Beth, Manager IT User Services; and Greg Miljevich, Chief Information Officer for their contributions and guidance in development of the response plan.

b) Upcoming Events

- March 23 and possibly 26 – Board Appointment Committee Meetings
- April 6 – Student Awards Ceremony
- April 13 – BOT Meeting
- April 18 – Graduation to be rescheduled, possibly combined with Summer graduation
- May 18 – BOT Meeting - Layla Merrifield, DBA Executive Director, followed by the Awards and Recognition Reception
- June 15 - BOT Meeting - Morna Foy, WTCS President

STATEMENT OF UNDERSTANDING

ADJOURNMENT

SKALLERUD MADE A MOTION, SECONDED BY LAZEAR, TO ADJOURN THE MEETING AT 6:08 PM. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.