

**NICOLET AREA TECHNICAL COLLEGE
DISTRICT BOARD**

**Minutes of the Regular Meeting
Monday, August 17, 2020**

CALL TO ORDER

Board Chair Nielsen called the annual organizational meeting to order at 4:30 pm as a virtual conference with a phone-in option. Information to connect to the meeting was posted and provided to the public.

ROLL CALL

Board members present: Bob Egan, Scott Foster, Dianne Lazear, Bob Martini, Bob Mott, Sharon Nielsen, Linda Skallerud, and Ryan Zietlow

Board members absent: None

Also present: Sandy Bishop, Patrick Burns, Kate Ferrel, Nicki Flannery, Jason Goeldner, Sarah Gruber, Mike Haasl, Jeff Labs, Greg Miljevich, Richard Nelson, Katie Ourada, Terry Rutlin, John Van De Loo, Erika Warning-Meyer, and Pete Zambon

Recorder: Anne Wiedmaier

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

APPROVAL OF AGENDA

MOTT MADE A MOTION, SECONDED BY SKALLERUD, THAT THE NICOLET COLLEGE BOARD OF TRUSTEES APPROVE THE AGENDA AS PRESENTED. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

1. **PUBLIC INPUT** Chair Nielsen asked if any requests for public input were received. There was none.

CONSENT AGENDA

2. Approval of the Minutes of the Annual Organizational Meeting 7/13/20
3. Approval of the Minutes of the Board of Trustees Special Meeting 7/23/20
4. Ratification of Business, Industry, and Government Contracts #2021-00005 through #2021-0022
5. Recap of Expenses, Status of College Accounts, Operational Cost Recap, and Approval of Bills Payable

FOSTER STATED HE WOULD ABSTAIN FROM VOTING ON THE CONSENT AGENDA. MOTT REQUESTED THE FOLLOWING CHANGES TO THE JULY MINUTES: 1.) JULY 13, PAGE 2C, CHANGE THE DATE FROM 8/19 TO 8/17. 2.) JULY 23, ADD BOB MOTT AS PRESENT. MARTINI MADE A MOTION, SECONDED BY EGAN, THAT THE NICOLET COLLEGE BOARD OF TRUSTEES APPROVE CONSENT AGENDA ITEMS 2, 3, 4, AND 5 AS AMENDED WITH FOSTER ABSTAINING FROM THE VOTE. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

REGULAR AGENDA

8. Student Enrollment Update

Financial Aid Manager, Patrick Burns; Student Success and Advising Manager, Nicki Flannery; Admissions Manager, Katie Ourada; Dean of Enrollment, Erika Warning-Meyer; and Executive Vice President Kate Ferrel, lead a discussion on the many dimensions of and high impact strategies around enrollment at Nicolet College.

9. Community Garden Proposal

Executive Director for Economic & Community Development, Sandy Bishop and Communications Specialist and Outdoor Adventure Coordinator, Terry Rutlin, provided an overview of the Community Garden proposal and asked the Board for approval. The Board requested the proposal to include a Nicolet College liaison and a written dissolution plan.

ZIETLOW STATED HE WOULD ABSTAIN FROM VOTING ON THE COMMUNITY GARDEN PROPOSAL. MARTINI MADE A MOTION, SECONDED BY FOSTER, THAT THE NICOLET COLLEGE BOARD OF TRUSTEES APPROVE THE COMMUNITY GARDEN PROPOSAL AS PRESENTED AND DISCUSSED, AND DIRECTS STAFF TO PROCEED. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE WITH ZIETLOW ABSTAINING FROM THE VOTE.

10. Contracts at Less Than Full Cost Recovery

Executive Director for Economic & Community Development, Sandy Bishop and Dual Credit Coordinator, Sarah Gruber reported the Start College Now Program - CNA class was the only contract at less than full cost recovery for this quarter. The Board requests a future presentation on the Start Now College Program.

11. District Boards Association (DBA) Summer Meeting Update

Board Member Scott Foster shared his top three takeaways from the Summer DBA meeting.

10. COVID-19 Update

President Nelson provided an update to the Board. The Board agreed to conduct the September 21, 2020 meeting virtually and decide how to conduct the meetings month-by-month, going forward.

12. Items for Information Only – Not for Board Action

- a) Board Policy 4.02 revision to comply with new federal regulations
- b) Staff Transitions
- c) Upcoming Events
 - August 19 – Virtual Graduation Ceremony
 - September 21 – BOT Meeting
 - October 23 – DBA Fall virtual meeting – hosted by Nicolet College
 - October 26 – BOT Meeting

CLOSED SESSION

13. Closed Session
SKALLERUD MADE A MOTION, SECONDED BY ZIETLOW AT 6:15 PM THAT THE NICOLET COLLEGE BOARD OF TRUSTEES WILL CONVENE IN CLOSED SESSION UNDER THE PROVISIONS OF WISCONSIN STATUTE §19.85 (1)(C) TO DISCUSS A PERSONNEL MATTER. MOTION CARRIED UNANIMOUSLY ON A ROLL CALL VOTE.

OPEN SESSION

14. Reconvene Open Session
FOSTER MADE A MOTION AT 7:18 PM, SECONDED BY SKALLERUD, THAT THE NICOLET COLLEGE BOARD OF TRUSTEES WILL RECONVENE IN OPEN SESSION PURSUANT TO WISCONSIN STATUTE §19.85 (2), AND MAY TAKE ACTION ON ANY BUSINESS RELATED TO THE CLOSED SESSION. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.
15. Report of Closed Session
Chair Nielsen reported a special meeting will be scheduled on September 3, 2020 to continue the discussion.

STATEMENT OF UNDERSTANDING

ADJOURNMENT

MARTINI MADE A MOTION, SECONDED BY FOSTER AT 7:02 PM TO ADJOURN THE MEETING. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.