

**NICOLET AREA TECHNICAL COLLEGE  
DISTRICT BOARD**

**Minutes of the Regular Meeting  
Monday, October 26, 2020**

1. CALL TO ORDER/OPEN MEETING STATEMENT

Board Chair Nielsen called the meeting to order at 4:31 pm as a virtual conference with a phone-in option. Information to connect to the meeting was posted and provided to the public.

OPEN MEETING STATEMENT - Executive Assistant Wiedmaier made the following statement: *On Monday, October 26th, 2020, the meeting of the Nicolet College Board of Trustees is open to the public and in compliance with WI State Statutes. Notice of the meeting has been sent to the media and campus distribution list(s) to notify the general public of the time, place and the agenda of the meeting.*

2. ROLL CALL

Board members present: Bob Egan, Scott Foster (left at 5:41 pm), Dianne Lazear, Bob Martini, Bob Mott, Sharon Nielsen, Linda Skallerud, and Ryan Zietlow

Board members absent: None

Also present: Sandy Bishop, Samantha Bullard, Kate Ferrel, Jason Goeldner, Jeff Labs, Chad Lashua, Greg Miljevich, Richard Nelson, Terry Rutlin, and John Van De Loo

Recorder: Anne Wiedmaier

3. APPROVAL OF AGENDA

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

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

**CONSENT AGENDA**

5. Approval of the Minutes of the Annual Organizational Meeting on 8/17/20
6. Approval of the Summary of the Special Meeting on 9/3/20
7. Ratification of Business, Industry, and Government Contracts #2021-0023 through #2021-0028
8. Recap of Expenses, Status of College Accounts, Operational Cost Recap, and Approval of Bills Payable
9. Annual Renewal of the Memorandum (MOU) between the Nicolet College Foundation and Nicolet College. Martini

Martini requested a change to the verbiage in agenda item number 9 on page 9d, regarding the fourth sentence in the last paragraph. Martini requested the word "Chairperson" be changed to "President" so it would read "the President of the Board of Directors..." instead of "the Chairperson of the Board of Directors...". Foster stated he would abstain from voting in regards to agenda item 7.

*Approved 12/14/2020*

MARTINI MADE A MOTION, SECONDED BY EGAN, THAT THE NICOLET COLLEGE BOARD OF TRUSTEES APPROVE CONSENT AGENDA ITEMS 5, 6, 7, 8, AND 9 AS AMENDED, AND WITH FOSTER ABSTAINING FROM THE VOTE. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

## REGULAR AGENDA

10. Discussion and Action on Committee Recommendations for a Presidential Selection Process. The Presidential Selection Process Committee consisting of Lazear, Zietlow, and Skallerud presented an overview of presidential search options, which included internal, external, and sequential. The Board discussed and prioritized the pros and cons of each option. A rank process-vote was used to decide the favored search option.

ZIETLOW MADE A MOTION, SECONDED BY MARTINI THAT THE NICOLET COLLEGE BOARD OF TRUSTEES ENTER INTO A FORMAL INTERNAL SEARCH PROCESS TO REPLACE PRESIDENT NELSON DUE TO HIS UPCOMING RETIREMENT, AND THAT THE BOARD WORK WITH PRESIDENT NELSON TO ANNOUNCE HIS RETIREMENT AND NOTIFY THE PUBLIC OF THE SEARCH PROCESS SELECTED. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

Scott Foster left the meeting at 5:41 pm.

11. Closed Session. The Board did not go into closed session.
12. Reconvene Open Session (if applicable). The Board did not go into closed session.
13. Town of Lakewood Petition. President Nelson informed the Board of petitions from two Oconto County Towns (Lakewood, Townsend) to join the Nicolet College's district, and summarized the reasons cited in their request. He also described the process the WTCS State Board will use to hear and rule on the petitions.
14. ACTION ON THE 2020-2021 MILL RATE. Vice President of Finance and Administration, John Van De Loo reviewed the property valuation information and asked the Board to set the 2020-2021 Mill Rate.

LAZEAR MADE A MOTION, SECONDED BY MOTT THAT THE NICOLET COLLEGE BOARD SECRETARY BE DIRECTED TO INFORM THE TOWNS/CITIES IN THE NICOLET AREA TECHNICAL COLLEGE DISTRICT THAT THE 2020-2021 MILL RATE FOR THE GENERAL OPERATIONS OF THE DISTRICT BE ESTABLISHED AT 0.23054 PER \$1,000 OF EQUALIZED VALUATION, AND THE MILL RATE FOR THE DEBT RETIREMENT THROUGH THE DEBT SERVICE FUND BE ESTABLISHED AT 0.05497 PER \$1,000 OF EQUALIZED VALUATION, WITH THE TOTAL LEVY BEING ASSESSED AT A RATE OF 0.28551 PER \$1,000 OF EQUALIZED VALUATION. EGAN – AYE, LAZEAR – AYE, MARTINI – AYE, MOTT – AYE, NIELSEN – AYE, SKALLERUD – AYE, ZIETLOW – AYE. MOTION CARRIED UNANIMOUSLY ON A ROLL CALL VOTE.

15. Vendors with Whom the College Does More Than \$50,000 Annually. Director of Business Services, Chad Lashua stated there were no contracts to report for this annual report.
16. Approval of the Designation of Deputy, Associate, or Assistant District Directors. President Nelson asked the Board to approve this annual routine resolution.

MARTINI MADE A MOTION, SECONDED BY ZIETLOW, 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 ACADEMIC AND STUDENT AFFAIRS
3. JOHN VAN DE LOO, VICE PRESIDENT OF FINANCE AND ADMINISTRATION
4. SANDY BISHOP, EXECUTIVE DIRECTOR FOR ECONOMIC AND COMMUNITY DEVELOPMENT
5. GREG MILJEVICH, CHIEF INFORMATION OFFICER

MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

14. COVID-19 Update

President Nelson provided an update to the Board.

15. Items for Information Only – Not for Board Action

- a) Staff Transitions
- b) Board Appointment Update
- c) Upcoming Events
  - a. A Day for Nicolet – Bob Martini
  - b. December 14 – BOT Meeting. It was decided that this will be a virtual meeting.
  - c. December 19 – Virtual Graduation Ceremony

**STATEMENT OF UNDERSTANDING**

Board Chair Nielsen stated the Presidential Selection Process Committee is now disbanded and a new committee consisting of the Board Officers - Nielsen, Martini, Zietlow (proxy for Foster), and Egan (proxy for Lazear) will form as the Presidential Transition Committee.

**ADJOURNMENT**

EGAN MADE A MOTION, SECONDED BY MOTT AT 6:37 PM TO ADJOURN THE MEETING. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.