

**NICOLET COLLEGE DISTRICT BOARD
MINUTES OF THE REGULAR MEETING
Monday, October 24, 2022**

CALL TO ORDER/OPEN MEETING STATEMENT

Board Chair Lazear called the meeting to order at 4:31 pm.

ROLL CALL

Board members present: Bob Egan (virtual), Scott Foster (virtual until 5:30 pm), Dianne Lazear, Bob Martini, Bob Mott, Joseph Salzer, Stephanie Schmidt, and Melinda Young

Board members absent/excused: None

Also present or virtual: Kristina Aschenbrenner, Sandy Bishop, Alyssa Damewood. Kate Ferrel, Kelly Haverkamp, Al Javoroski, Dan Luzinski, Greg Miljevich, Katie Ostrenga, Terry Rutlin, Heather Schallock, Gayle Shanks, and John Van De Loo

Recorder: Anne Wiedmaier

3. Public Input – None

4. Approval of Agenda

MOTT MADE A MOTION, SECONDED BY SCHMIDT THAT THE NICOLET COLLEGE BOARD OF TRUSTEES APPROVE THE AGENDA IN THE ORDER REQUESTED BY THE CHAIR. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

CONSENT AGENDA

5. Approval of the Minutes of the Regular Meeting on 9/19/2022
6. Ratification of HSED Contracts and Credit-Based High School Program Contracts #23-01 through #23-15
7. Ratification of Business, Industry, and Government Contracts #2023-0058 through #2023-0065
8. Recap of Expenses, Status of College Accounts, Operational Cost Recap of Expenses, and Approval of Bills Payable

SALZER MADE A MOTION, SECONDED BY MARTINI THAT THE NICOLET COLLEGE BOARD OF TRUSTEES APPROVE CONSENT AGENDA ITEMS 5, 7, AND 8 AS PRESENTED. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

SALZER MADE A MOTION, SECONDED BY YOUNG THAT THE NICOLET COLLEGE BOARD OF TRUSTEES APPROVE CONSENT AGENDA ITEM 6 AS PRESENTED. MOTION CARRIED ON A VOICE VOTE WITH SCHMIDT ABSTAINING.

REGULAR AGENDA

9. Action on the 2022-2023 Mill Rate – John Van De Loo, Vice President of Finance and Administration reviewed property valuation and asked the Board to set the 2022-2023 Mill Rate.

MOTT MADE A MOTION, SECONDED BY MARTINI THAT THE NICOLET COLLEGE BOARD SECRETARY BE DIRECTED TO INFORM THE TOWNS/CITIES IN THE NICOLET AREA TECHNICAL COLLEGE DISTRICT THAT THE 2022-2023 MILL RATE FOR THE GENERAL OPERATIONS OF THE DISTRICT BE ESTABLISHED AT 0.13654 PER \$1,000 OF EQUALIZED VALUATION, AND THE MILL RATE FOR THE DEBT RETIREMENT THROUGH THE DEBT SERVICE FUND BE ESTABLISHED AT 0.01677 PER \$1,000 OF EQUALIZED VALUATION, WITH THE TOTAL LEVY BEING ASSESSED AT A RATE OF 0.15331 PER \$1,000 OF EQUALIZED VALUATION. YOUNG – YES; SCHMIDT – YES; SALZER – YES; MOTT – YES; MARTINI – YES; FOSTER – YES; EGAN – YES; LAZEAR – YES. MOTION CARRIED UNANIMOUSLY ON A ROLL CALL VOTE.

10. Budget Modification – John Van De Loo, Vice President of Finance and Administration presented a modification of the 2021-2022 budget. Van De Loo asked the Board to approve the budget modification to reflect adjustments to the budgeted revenues and expenditures related to HEERF student funding and Physical Plant expenditures.

MARTINI MADE A MOTION, SECONDED BY SALZER THAT THE NICOLET COLLEGE BOARD OF TRUSTEES APPROVE MODIFICATION OF THE 2021-2022 BUDGET TO REFLECT ADJUSTMENTS TO THE BUDGETED REVENUES AND EXPENDITURES RELATED TO HEERF STUDENT FUNDING AND PHYSICAL PLANT EXPENDITURES. EGAN – YES; FOSTER – YES, MARTINI – YES; MOTT – YES; SALZER – YES; SCHMIDT – YES; YOUNG – YES; LAZEAR – YES. MOTION CARRIED UNANIMOUSLY ON A ROLL CALL VOTE.

11. Vendors with Whom the College Does More Than \$50,000 Annually – John Van De Loo, Vice President of Finance and Administration provided this required annual review and explained all vendors with over \$50,000 annually have been bid out, are on State contracts, or are sole sourced.
12. Horizons 2025: Strategic Priorities – President Ferrel and Kelly Haverkamp, Director of Organizational Development facilitated a follow-up discussion on the Strategic Planning Outputs which will serve as the foundation for strategic planning and goal setting. Foster left the meeting at 5:30 pm.

SALZER MADE A MOTION, SECONDED BY MARTINI TO CREATE A SUBCOMMITTEE CHARGED WITH REFINING THE HORIZON 2025: STRATEGIC PRIORITIES FOR PLANNING DOCUMENT AND BRING FORTH A RECOMMENDATION TO THE BOARD OF TRUSTEES AT THE NOVEMBER 21, 2022 MEETING TO DISCUSS AND FINALIZE. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

Board of Trustee volunteers for the subcommittee include: Bob Martini, Joseph Salzer, Dianne Lazear, and Scott Foster along with President Ferrel and Nicolet staff members of her choosing.

13. Introduction of Student Ambassadors – Heather Schallock, Executive Director of the Nicolet College Foundation introduced Alyssa Damewood, Nicolet College Foundation Student Ambassador. Damewood introduced herself to the Board and shared her experiences both as a student and as the

Foundation Ambassador. Erika Warning-Meyer, Vice President of Enrollment and Student Affairs stated Michael Giudilli, Nicolet College Student Ambassador is not available and will be introduced at a future meeting.

14. Approval of the Annual Renewal of the Memorandum of Understanding (MOU) between Nicolet College and the Nicolet College Foundation – Heather Schallock, Executive Director of the Nicolet College Foundation explained the changes made to the MOU and asked the Board for approval.

SALZER MADE A MOTION, SECONDED BY MOTT THAT THE NICOLET COLLEGE BOARD OF TRUSTEES APPROVE THE CHANGES AS PRESENTED TO THE MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN NICOLET COLLEGE AND THE NICOLET COLLEGE FOUNDATION. THE MOU IS RENEWED BY BOTH PARTIES ON AN ANNUAL BASIS. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

15. Approval of the Designation of Deputy, Associate, or Assistant District Directors – The Board will be asked to approve this required annual resolution.

MARTINI MADE A MOTION, SECONDED BY YOUNG 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. KATHLEEN FERREL, PRESIDENT
2. JOHN VAN DE LOO, VICE PRESIDENT OF FINANCE AND ADMINISTRATION
3. ALAN JAVOROSKI, VICE PRESIDENT OF ACADEMIC AFFAIRS
4. ERIKA WARNING-MEYER, VICE PRESIDENT OF ENROLLMENT AND STUDENT AFFAIRS
5. KRISTINA ASCHENBRENNER, VICE PRESIDENT OF ADMINISTRATION
6. SANDY BISHOP, EXECUTIVE DIRECTOR FOR ECONOMIC AND COMMUNITY DEVELOPMENT
7. GREG MILJEVICH, CHIEF INFORMATION OFFICER
8. HEATHER SCHALLOCK, EXECUTIVE DIRECTOR OF THE NICOLET COLLEGE FOUNDATION

MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

16. Cyber Security Overview – Greg Miljevich, Chief Information Officer and Dan Luzinski, IT Infrastructure and Cyber Security Manager provided an overview on how Nicolet College's cyber security processes and products are designed to protect college systems and data.

SALZER MADE A MOTION, SECONDED BY MARTINI TO CREATE A SUBCOMMITTEE CHARGED WITH REFINING THE HORIZON 2025: STRATEGIC PRIORITIES FOR PLANNING DOCUMENT AND BRING FORTH A RECOMMENDATION TO THE BOARD OF TRUSTEES AT THE NOVEMBER 21, 2022 MEETING TO DISCUSS AND FINALIZE. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

17. Items for Information Only – Not for Board Action

- a) District Boards Association Recap
- b) Board Workplan and Development Update
- c) Quarterly Snapshot
- d) November 21 – BOT Meeting
- e) December 19 – BOT Meeting
- f) January 11-13, 2023 – District Boards Association Legislative Seminar @ Madison
- g) SAVE THE DATE: Higher Learning Commission Annual Conference March 26-28, 2023

STATEMENT OF UNDERSTANDING

- In the near future, the IT department will institute multi factor authentication with board email accounts and make online security training available to the board.
- A committee of the board will convene and, working with college staff, will prepare a final draft of the Horizons 2025 plan for board consideration and approval at the November board meeting.

ADJOURNMENT

YOUNG MADE A MOTION, SECONDED BY MOTT AT 6:47 PM TO ADJOURN THE MEETING.
MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.