



**Mission:** *In service to the people of Northern Wisconsin, we deliver superior community college education that transforms lives, enriches communities, fosters economic development, and expands employment opportunities.*

**Vision Statement:** *To be a model college recognized for educational excellence and valued as a vital resource by the people of Northern Wisconsin.*

**NICOLET COLLEGE DISTRICT BOARD  
REGULAR BOARD MEETING  
Tuesday, October 15, 2024**

**Nicolet College (or Virtual)  
Red Oak Building, Room 102  
Rhineland, WI**

**Join Zoom Meeting**  
<https://us06web.zoom.us/j/84049298616>

**Meeting ID: 840 4929 8616  
Passcode: 529325**

**One tap mobile**  
**+13017158592,,84049298616# US (Washington DC)**  
**+13052241968,,84049298616# US**

**AGENDA**

For public input (public comment) please contact Kris Peeters at [kpeeters@nicoletcollege.edu](mailto:kpeeters@nicoletcollege.edu) or 715-365-4416 by 2 pm on October 15, 2024, prior to the meeting.

Items on the agenda may be taken in any order at the discretion of the Chair.

1. CALL TO ORDER
2. ROLL CALL
3. PUBLIC INPUT
4. APPROVAL OF AGENDA

**CONSENT AGENDA**

- \*5. Approval of the Minutes of the Regular Meeting September 17, 2024
- \*6. Ratification of HSED Contracts and Credit-Based High School Program Contracts #Crandon Only
- \*7. Ratification of HSED Contracts and Credit-Based High School Program Contracts #No Crandon
- \*8. Ratification of Business, Industry, and Government Contracts
- \*9. Recap of Expenses, Status of College Accounts, Operational Cost Recap of Expenses, and Approval of Bills Payable
- \*10. Employee Hires and Exits, September 2024

**REGULAR AGENDA**

- \*11. **Health Insurance Briefing:** Kelly Stebbeds, Benefits Administrator, Human Resources and Karen Garvey, Executive Director, Wisconsin Technical College Employee Benefit Consortium (WTCEBC) will provide an overview of the current consortium insurance benefits.
- \*12. **Action on the 2024-2025 Mill Rate:** Amanda Hein, Contracted Chief Financial Officer, will review property valuation and ask the Board of Trustees to set the 2024-2025 Mill Rate.

13. **Vendors with Whom the College Does More Than \$50,000 Annually:** Amanda Hein, Contracted Chief Financial Officer of Finance, will brief the Board on this required update.
- \*14. **Contracts at Less than Full Cost Recovery:** Bobbi Fields, Vice President of Academics, and Al Javoroski, Vice President of Innovation, will brief the Board on this required update.
- \*15. **Approval of the Annual Renewal of the Memorandum of Understanding (MOU) between Nicolet College and the Nicolet College Foundation:** Heather Schallock, Vice President of Community Engagement and Executive Director of the Nicolet College Foundation will explain any changes made to the MOU and ask the Board of Trustees to approve the MOU.
- \*16. **Academic Services Update:** Lisa Young, Dean of Academic Services, and Darlene Machtan, Adult Education Adjunct Instructor, will present on GED (General Education Diploma)/HSED (High School Equivalency Diploma) instruction in our local county jails.
17. **Approval of the Designation of Deputy, Associate, or Assistant District Directors:** The Board will be asked to approve this required annual resolution.
18. **Items for Information Only – Not for Board Action**

**Recruitment Update – Vice President of Finance & College Operations**

We are actively recruiting for the Vice President of Finance & College Operations position. The position was posted on September 20, 2024, and will close on October 17, 2024, at 4:00 p.m.

**Proposed Timeline:**

- Wednesday and Thursday, Oct 30 and 31
  - 1st Interview (In person with Virtual Option)
- On (or about) November 1, 2024
  - Finalists announced to the campus community and Board of Trustees
- Wednesday, November 6
  - 2nd Interview (In person)
- Week of November 11
  - Reference Checks
- On (or about) November 15
  - Offer extended
- November 19, 2024
  - Update to Board of Trustees and the campus community at monthly meeting
- January 6, 2025 (preferably sooner)
  - Start Date

**2024 Board Meeting Schedule**

- November 19
- December 17

**2025 Board Meeting Schedule**

- January 21
- February 18
- March 18
- April 15
- May 20

- June 17
- July 7 – Annual Organizational Meeting

**STATEMENT OF UNDERSTANDING**

**ADJOURNMENT**

**SUGGESTED RESOLUTIONS**

**AGENDA**

That the Nicolet College Board of Trustees approve the agenda.

**CONSENT AGENDA**

That the Nicolet College Board of Trustees approve Consent Agenda, Items 5, 6, 7, 8, 9, 10 as presented.

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**REGULAR AGENDA**

**SUGGESTED RESOLUTION - #12**

**ACTION ON THE 2024-2025 MILL RATE**

That the Nicolet College Board Secretary be directed to inform the towns/cities in the Nicolet Area Technical College District that the 2024-2025 Mill Rate for the general operations of the district be established at \$0.12031 per \$1,000 of equalized valuation, and the Mill Rate for the debt retirement through the debt service fund be established at \$0.01411 per \$1,000 of equalized valuation, with the total levy being assessed at a rate of \$0.13442 per \$1,000 of equalized valuation.

Requires a motion and a majority roll call vote.

Name	MOTION	SECOND	YES	NO
Burke				
Byers				
Dall				
Egan				
Lazear				
Martini				
Mott				
Salzer				
Young				

*\*All items marked with an asterisk are supplemented by additional material in the Board packet.*

## **SUGGESTED RESOLUTION - #15**

### **APPROVAL OF THE ANNUAL RENEWAL OF THE MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN NICOLET COLLEGE AND THE NICOLET COLLEGE FOUNDATION**

That the Nicolet College Board of Trustees approve the Memorandum of Understanding (MOU) between Nicolet College and the Nicolet College Foundation. The MOU is reviewed and renewed by both parties on an annual basis.

## **SUGGESTED RESOLUTION - #17**

### **APPROVAL OF THE DESIGNATION OF DEPUTY, ASSOCIATE, OR ASSISTANT DIRECTORS**

That the Nicolet Area Technical College Board of Trustees, for purposes of Wisconsin' Code of Ethics for Public Officials and Employees, Sec. 19.41(10)(b) through 119.42(13)(f), 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. Jenna Allen, Chief of Staff
3. Bobbi Fields, Vice President of Academic Affairs
4. Al Javoroski, Vice President of Innovation
5. Heather Schallock, Vice President of Community Engagement and Executive Director of the Nicolet College Foundation
6. Jeremy Van Camp, Director of Human Resources/Title IX Coordinator