

MORAINE PARK TECHNICAL COLLEGE DISTRICT BOARD MINUTES

December 20, 2017

ATTENDANCE

A meeting of the Moraine Park Technical College District Board was held at 5:00 p.m., December 20, 2017, in Room A-112 of Moraine Park Technical College, 235 North National Avenue, Fond du Lac, Wisconsin, Chairperson Mike Miller presiding. Board members present at the meeting were Cindy Laubenstein, Bob Lloyd, Mike Staral, Lowell Prill, Vernon Jung, Candy Fields, and Bur Zeratsky.

MEETING NOTICE

Notice of the meeting was sent to the District's official newspapers (the Beaver Dam Daily Citizen, the West Bend Daily News, and the Fond du Lac Reporter) as well as to other media in compliance with Wis. Stat. sec. 19.81 through 19.98.

PUBLIC COMMENTS

The public was provided with an opportunity to comment to the Board. No comments from the public were received.

INTRODUCTIONS

One District Student Government representative was introduced and one retiree was recognized. Information only; no Board action required.

APPROVAL OF MINUTES

MOTION Fields, second Jung, that the Moraine Park Technical College District Board approve the November 15, 2017 meeting minutes as presented. Vote: Ayes: 8; Opposed: 0. Motion CARRIED.

CONSENT ITEMS – MONTHLY BUSINESS

MOTION Jung, second Staral, that the Moraine Park Technical College District Board approve the following presidential parameter consent items as presented:

1. Employment;
2. Financial Management – Accounting/Investments;
3. Economic Development Contracting;

and that the bills for the month of November be approved and payments are authorized, ordered, and confirmed. November cash receipts total \$849,465.83. November disbursements total \$3,470,999.38. Roll call vote: Krueger, excused; Laubenstein, yes; Fields, yes; Jung, yes; Staral, yes; Zeratsky, yes; Lloyd, yes; Prill, yes; and Miller, yes. Motion CARRIED.

RESOLUTION TO APPROVE BOARD POLICIES

MOTION Zeratsky, second Prill, that the Moraine Park Technical College District Board approve board policies BP 3.1 – General Executive Expectations and BP 3.2 – Human Relationships, and authorize the effective date for these policies to begin with the fiscal year beginning July 1, 2018. Vote: Ayes: 8; Opposed: 0. Motion CARRIED.

APPROVAL OF RENEWAL IN THE WISCONSIN TECHNICAL COLLEGE EMPLOYEE BENEFIT CONSORTIUM

MOTION Staral, second Fields, that the Moraine Park Technical College District Board approve renewal in the Wisconsin Technical College Employee Benefit Consortium for an additional three-year term effective July 1, 2018 through June 30, 2021. Roll call vote: Zeratsky, yes; Jung, yes; Laubenstein, yes; Krueger, excused; Fields, yes; Staral, yes; Prill, yes; Lloyd, yes; and Miller, yes. Motion CARRIED.

ACCEPTANCE OF 2016-17 DISTRICT COMPREHENSIVE ANNUAL FINANCIAL REPORT

MOTION Zeratsky, second Lloyd, that the Moraine Park Technical College District Board accept the 2016-17 District Comprehensive Annual Financial Report as previously presented by representatives of Schenck SC, and that copies of the final report be submitted to the Wisconsin Technical College System Board. Vote: Ayes: 8; Opposed: 0. Motion CARRIED.

APPROVAL OF BID – BUILDING AUTOMATION SYSTEM (BAS) UPGRADE – PHASE III,
FOND DU LAC CAMPUS

MOTION Staral, second Prill, that the Moraine Park Technical College District Board accept the following bid for the Fond du Lac BAS Upgrade project: Contract No. 1 to Bassett Mechanical in the amount of \$114,000; and, further, that the President be authorized to proceed with this project. Roll call vote: Fields, yes; Zeratsky, yes; Jung, yes; Laubenstein, yes; Staral, yes; Krueger, excused; Prill, yes; Lloyd, yes; and Miller, yes. Motion CARRIED.

APPROVAL OF BID – BUILDING AUTOMATION SYSTEM (BAS) UPGRADE – L-WING, WEST BEND CAMPUS

MOTION Fields, second Zeratsky, that the Moraine Park Technical College District Board accept the following bid for the West Bend BAS Upgrade project: Contract No. 1 to Bassett Mechanical in the amount of \$94,900; and, further, that the President be authorized to proceed with this project. Roll call vote: Lloyd, yes; Zeratsky, yes; Fields, yes; Prill, yes; Jung, yes; Staral, yes; Laubenstein, yes; Krueger, excused; and Miller, yes. Motion CARRIED.

APPROVAL OF RESOLUTION AUTHORIZING THE ISSUANCE OF \$1,000,000 GENERAL OBLIGATION
PROMISSORY NOTES, SERIES 2017-18B

MOTION Laubenstein, second Jung, that the Moraine Park Technical College District Board adopt the following resolution authorizing the issuance and setting the sale of \$1,000,000 General Obligation Promissory Notes, Series 2017-18B, in the amount of \$200,000 for the public purpose of financing the BAS projects at the Fond du Lac and West Bend campuses, and \$800,000 for the public purpose of financing the acquisition of movable equipment. Roll call vote: Staral, yes; Lloyd, yes; Prill, yes; Zeratsky, yes; Laubenstein, yes; Jung, yes; Krueger, excused; Fields, yes; and Miller, yes. Motion CARRIED.

ACADEMIC PROGRAM HIGHLIGHT – MEDICAL ASSISTANT PROGRAM

The Associate Dean of Health presented an overview of Allied Health program offerings and, with the Medical Assistant instructor and a cohort graduate, highlighted the structure and successful outcomes of the Medical Assistant accelerated cohort model. Information only; no Board action required.

RISK MANAGEMENT UPDATE

The Vice President – Finance and Administration provided a risk management update. The update included an overview of services provided by Districts Mutual Insurance and Risk Management Services and upcoming initiatives to reduce risk. Information only; no Board action required.

PROGRAM DEMAND REPORT

The Vice President – Academic Affairs presented the academic program demand report. Current program rating and status were reviewed. Information only; no Board action required.

PRESIDENT'S REPORT

A draft Board self-evaluation instrument was distributed and discussed. Board member comments regarding the instrument should be forwarded to the President's Office prior to December 29. President Baerwald provided updates on the Promise campaign and Enterprise Resource Planning project. Two draft Board policies were reviewed and revisions discussed. Highlights of meetings attended included a meeting with Hartford community representatives; a regional career pathways planning council meeting; and attendance at the Wisconsin Manufacturers and Commerce Future Wisconsin Summit, Foundation alumni event, and Foundation retiree luncheon. A legislative update was provided. Staff members were commended for their efforts related to the NEXT

magazine and ranking as 8th in the country by Military Times Best: Colleges 2018. Information only; no Board action required.

WISCONSIN TECHNICAL COLLEGE
DISTRICT BOARDS ASSOCIATION REPORT/UPCOMING EVENTS

Planned attendance at the Association's January 25-27 winter meeting and February 11-14 ACCT National Legislative Summit was reviewed. Board members interested in attending the February 6 MPACTE Career and Technical Education Month Celebration Banquet should contact the President's Office. Information only; no Board action required.

APPROVAL TO CONVENE INTO CLOSED SESSION

MOTION Laubenstein, second Jung, that the Moraine Park Technical College District Board convene into Closed Session pursuant to Wis. Stat. sec. 19.85(1)(c) for the purpose of considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (regarding employee contract issue). Roll call vote: Prill, yes; Laubenstein, yes; Staral, yes; Zeratsky, yes; Fields, yes; Lloyd, yes; Jung, yes; Krueger, excused; and Miller, yes. Motion CARRIED.

ADJOURNMENT

The Board meeting was adjourned following the completion of the closed session.