

Wisconsin Indianhead Technical College
Board Proceedings
September 19, 2011

The regular meeting of the Wisconsin Indianhead Technical College Board was held on Monday, September 19, 2011, at 8:30 a.m., at the WITC–Ashland Campus, located at 2100 Beaser Avenue, Ashland, Wisconsin 54806. IP video technology was also utilized at the WITC–Ladysmith Outreach Center.

CALL TO ORDER/ROLL CALL/DETERMINATION OF QUORUM

Chairperson, David Minor, called the meeting to order at 8:30 a.m. with the following Board members present: James Beistle, Aimee Curtis, Chris Fitzgerald, David Minor, Jean Serum, Morrie Veilleux, and Eileen Yeakley. James Schultz was present via an IP video connection from the WITC–Ladysmith Outreach Center. *Lorraine C. Laberee provided notice that she would not be in attendance at this meeting.*

The following WITC employees were in attendance at this meeting: Benita Allen, Steve Decker, Ellen Riely Hauser, Julie Johanik–Johnson, Jennifer Kunselman, Bob Meyer, Kim Olson, and Cher Vink. Mike Bark, Kelly Dunn, Karen Hoglund, Susan Hopkins, Roxanne Lusua, Pat McCullough, Jennifer Olson, and Shawnda Schelinder were in attendance during the audience recognition agenda item. Senator Robert Jauch and Representative Janet Bewley were also in attendance during the legislative updates agenda item.

OPEN MEETING

Kim Olson, Executive Assistant to the President and Board, read the following open–meeting statement: “The September 19, 2011, meeting of the Wisconsin Indianhead Technical College Board, and all other meetings of this Board, are open to the public and in compliance with state statutes. Notice of the meeting was sent to the press on September 15 in an attempt to make the general public of Wisconsin aware of the time, place, and agenda of the meeting.”

APPROVAL OF AGENDA

Chair Minor reserved the right to modify the order of the agenda to accommodate persons making presentations, live or via technology. An amended agenda was provided at the meeting and was properly noticed with the newspaper of record.

AUDIENCE RECOGNITION ANNOUNCEMENT

Time was reserved for Chair Minor to recognize people in the audience. The Audience Recognition Board policy (II.M.) was included in the Board book as a reference.

Karen Hoglund, representing Support and Technical personnel, spoke to the Board requesting that they be involved in discussions about the following working conditions: health insurance, retiree health insurance, wage scales, instructor assignments and workloads, alternative delivery, and the reclass system. Several Support and Technical personnel from each WITC location signed their name on the back of “An Open Letter to the WITC Board of Trustees”, dated August 15, 2011, supporting the information in the letter. The letters (with signatures) were circulated to the Board and provided to the Executive Assistant for the record.

Mike Bark, representing faculty, provided a copy of a memo that was addressed to President Meyer, Ms. Vink, and members of the WITC Board of Trustees, informing them about a faculty survey that was done to learn more about their concerns regarding working conditions and terms of employment. Faculty identified their top concern to be the future of health insurance, including what kinds of health insurance plans will be available to faculty, and at what cost.

Chair Minor thanked the speakers, noting the Board wants to continue to have a partnership with them.

CAMPUS WELCOME AND CAMPUS ADMINISTRATOR INTRODUCTION

Benita Allen, Ashland Dean of Students, welcomed the Board and updated them on the roles and responsibilities of Steve Bitzer, Vice President, Student Affairs and Ashland Campus Administrator. *Note: Mr. Bitzer had a prior commitment and was unable to attend the meeting.*

EXECUTIVE SESSION

Chair, Dave Minor, requested a motion for the Board to adjourn into executive session under the provisions of Wisconsin Statutes §19.85(1)(c)(e) for the purpose of considering bargaining strategies.

Morrie Veilleux moved, seconded by Jean Serum, to go into executive session in accordance with Wisconsin Statutes §19.85(1)(c)(e) for the purpose noted in the preceding paragraph. Chair Minor announced the motion. Upon a roll-call vote, all members present voted yes (8-0); motion carried.

Chairperson, Dave Minor, called the executive session to order at 8:47 a.m. with the following Board members present: James Beistle, Aimee Curtis, Chris Fitzgerald, David Minor, Jean Serum, James Schultz (connected via IP video technology), Morrie Veilleux, and Eileen Yeakley. *Lorraine C. Laberee provided notice that she would not be in attendance at this meeting.*

The following WITC employees were in attendance during executive session: Steve Decker, Bob Meyer, Kim Olson, and Cher Vink.

Approval of the August 15, 2011, Executive Meeting Minutes

Jean Serum moved, seconded by Chris Fitzgerald, to approve the executive meeting minutes as printed. Upon a unanimous vote of all members present, motion carried.

James Beistle moved, seconded by Eileen Yeakley, to adjourn the Executive Session and convene back into the regular Board meeting. Upon a roll-call vote, all members present voted yes (8-0); motion carried and the executive session adjourned at 8:58 a.m.

OPEN SESSION RECONVENED

MEETING MINUTES

1. Approval of the August 15, 2011, Regular Meeting Minutes

Morrie Veilleux moved, seconded by James Beistle, to approve the regular meeting minutes as printed. Upon a unanimous vote of all members present, motion carried. *Note: The signed list of contracts and resolutions from the August meeting will be attached to the official minutes.*

CONSENT AGENDA

Chairperson Minor asked if there were any items to be pulled off the consent agenda and acted on separately; however, there were none.

Eileen Yeakley moved, seconded by Jean Serum, to approve the consent agenda. Upon a roll-call vote, all members present voted yes (8-0); motion carried.

1. Personnel:

- A. **Resignation:** Sherri Anderson, Student Services Assistant, Superior; effective September 16, 2011.
- B. **Resignation:** Becky Birchmeier, Associate Degree Nursing (ADN) Instructor, Ashland; effective August 26, 2011.
- C. **Resignation:** Amanda Ridout, Distance Learning Network Technician, Rice Lake; effective September 15, 2011.
- D. **Resignation:** Kelly Weiss, Teacher Assistant, New Richmond; effective August 22, 2011.
- E. **Retirement:** Mary Ross, Career Specialist, Ashland; effective September 1, 2011. *The Board thanked Ms. Ross for her 26 years of service to the College.*

2. Contracts

The listing of contracts was approved (see attached list).

3. Financial/Cash Position Report

The College's Financial and Cash Position Report, as of August 31, 2011, was approved.

4. Approval of Bills

Expenditures and revenue from the budget, covering check numbers 118708 through 121185 and electronic transfer payments totaling \$8,743,914 were approved.

5. Bids/Purchases

- A. **Bookstore Remodeling Project Change Order – Superior:** The Board approved the Construction Bulletin Order #8 by SDS Architects in the total amount of \$324 for Project WITC Bookstore Remodel at the Superior Campus. This change order includes skimming the coat on an existing wall for the bookstore remodeling project. A financial summary was provided for the Board's review.
- B. **Microsoft Agreements – Collegewide:** The Board approved payment to Northeast Wisconsin Technical College for the annual Microsoft agreements charge in the amount of \$41,199. This is a cooperative purchasing agreement with Wisconsin Technical College System's (WTCS) purchasing consortium. Microsoft software is utilized for students and staff collegewide.
- C. **PeopleSoft Annual Maintenance – Collegewide:** The Board approved payment to Northeast Wisconsin Technical College for the annual PeopleSoft Maintenance charge in the amount of \$87,294. PeopleSoft is the College's administrative software that houses all student records, employee records, and College financial data.

OTHER ITEMS REQUIRING BOARD ACTION

1. Announcements and/or Action from Executive Session

Time was reserved for the Board Chair to provide an announcement about the executive session, if appropriate. He noted there was nothing to report.

2. Approval of New G-125A – Administrative Complaint Resolution Procedure

Time was reserved for approval of the G-125A Complaint Resolution Procedure that had been slightly revised under step 3 of the procedure and was re-posted on the Board of Trustees Connection before the meeting. This new procedure outlined the complaint resolution process for all WITC staff and must be approved by October 1, 2011, in accordance with Wisconsin Statute §66.0509(1)(1m)(a)(1). Ms. Vink noted that we worked with WTCS and legal counsel on this procedure.

Morrie Veilleux moved, seconded by Jean Serum, to approve the G-125A Complaint Resolution Procedure as presented. Upon a unanimous vote of all members present, motion carried.

3. Approval of Resolution 12-03, Authorizing the Issuance of \$3,900,000 General Obligation Promissory Notes, Series 2011C, of the Wisconsin Indianhead Technical College District, Wisconsin, and Setting the Sale Thereof

Administration recommended approval of Resolution 12-03 with the intent to borrow \$3,900,000 for the 2011-2012 capital budget requirements. However, although the total amount requested was correct in the resolution and in the Board book paragraph, an incorrect amount was unintentionally listed on the agenda heading. Therefore, the Board requested to move this item to the October 17 Board meeting.

Mr. Decker noted that this bond sale will occur in November. We are working with John Will, of Springsted, who had some initial concerns about having a bond sale during the week of a holiday and that this might reduce the number of bidders. However, Mr. Will felt that it should not deter the steady group that normally bids from bidding. He wanted to let the Board know there may be a risk. This project was approved by the State Board.

4. Approval of Resolution 12-04, Reporting for Compliance to Wisconsin's Code of Ethics for Public Officials and Employees

The Wisconsin Ethics Board requested the district Board review its prior designations and either confirm their appropriateness or adopt a new resolution designating non-clerical positions that report directly to the President. Resolution 12-04 and a contact list of those identified in the resolution were provided for the Board's approval.

Jean Serum moved, seconded by Chris Fitzgerald, to approve Resolution 12-04, Reporting for Compliance to Wisconsin's Code of Ethics for Public Officials and Employees, as presented. Upon a unanimous vote of all members present, motion carried.

5. CNC Machine Tool Operation Program Proposal

Administration requested Board approval for submission of the Program Proposal for the CNC Machine Tool Operation one-year technical diploma program to the Wisconsin Technical College System (WTCS). The proposal will include required detailed information on the proposed program curriculum and program budget requirements. It is the intent to replace the current two-year technical diploma Machine Tool Technician program at the Rice Lake Campus with the new one-year technical diploma CNC Machine Tool Operation program.

James Beistle moved, seconded by Chris Fitzgerald, to approve submission of the Program Proposal for the CNC Machine Tool Operation one-year technical diploma program to the Wisconsin Technical College System (WTCS) as presented. Upon a roll-call-vote, all members present voted yes (8-0); motion carried.

6. Annual Review of Board ENDS Policy (I.)

Time was reserved for the Board's annual review of the Global ENDS statement. Jean Serum moved, seconded by Eileen Yeakley, to approve the Board's ENDS Policy (I.) as presented. Upon a unanimous vote of all members present, motion carried.

7. Annual Review of Board's Governance Process Policies (II. A., II. C.-D., and II. F-M.)

Time was reserved for the Board's annual review of the following Governance Process Policies:

- A. Governing Philosophy (II. A.)
- B. Board Responsibility (II. C.)
- C. Board Member's Role (II. D.)
- D. Board Committees (II. F.)
- E. Board Policy Creation (II. G.)
- F. College Budget Process (II. H.)
- G. Board Members' Code of Conduct (II. I.)
- H. Annual Board Monitoring Schedule (II. J.)
- I. Internet Access for Board Members (II. K.)
- J. Tuition for Board Members (II. L.)
- K. Audience Recognition (II. M.)

It was noted that Board Policy II. B. was reviewed in March and II. E. was approved in August.

Morrie Veilleux moved, seconded by James Beistle, to approve the Governance Process Policies as printed. Upon a unanimous vote of all members present, motion carried.

8. Considering Approval of 2011-2012 Office and Technical Support (OTS) Union Contract - Education Support Personnel Federation, Local 4019, AFT-Wisconsin, AFT, AFL-CIO

Board approval was requested for the OTS union one-year collective bargaining agreement.

Jean Serum moved, seconded by Morrie Veilleux, to approve the 2011-2012 Office and Technical Support (OTS) Union Contract - Education Support Personnel Federation, Local 4019, AFT-Wisconsin, AFT, AFL-CIO, effective July 1, 2011 - June 30, 2012, as presented. Upon a roll-call-vote, all members present voted yes (8-0); motion carried.

INFORMATION REPORTS

1. Annual Enrollment/Full Time Equivalency (FTE) Information Report

Jennifer Kunselman, Research and Planning Coordinator, reviewed the 2011–2012 year-to-date FTE report that she prepared for the Board book. The report included data by degree level and College division as well as detailed FTE data for General Studies. Ms. Kunselman presented additional student demographic data and reviewed a *Fall Enrollment Report to the College Board* that was handed out at the meeting. As requested by James Beistle, Ms. Kunselman will provide him with the gender breakout of students who attended WITC directly out of high school.

CORRESPONDENCE AND INFORMATION

1. Meeting Information Sharing

Board members shared information from the meetings they attended.

Mr. Beistle shared an e-mail on the Madison College Board's decision to remain a member of the District Boards Association for 2011–2012.

Mr. Beistle also shared a handout on the new voter ID law that takes effect with Spring 2012 elections. The Government Accountability Board decided that Wisconsin Technical College student identification cards may NOT be used for voter ID purposes; however, they approved the use of student IDs by almost all other colleges and university students in the state.

President Meyer noted that he, James Beistle, and Lori Laberee attended the WITC–Superior Business After 5 event that kicked off our 100–year centennial celebration. Vice Chair Beistle spoke on behalf of Chair Dave Minor and Aimee Curtis who were unable to attend. There were over 100 people in attendance, which made this the most well-attended Business After 5 event ever. The Chamber and the College did a nice job with the event. The State Board will hold its meeting at WITC–Superior in July of 2012. A booklet of WITC–Superior history and photos was put together for the event and copies were provided to each Board member along with a 100–year commemorative cup. President Meyer noted that WITC–Superior was the second campus, after Racine, to form an institution after 1911.

A. Board Forward Meeting Planning

Time was reserved for Board Forward meeting planning. A draft agenda was provided for the Board's review. The original Board Forward date was scheduled on Sunday, November 20, from noon – 4:30 p.m., in Shell Lake. In August, after Chair Minor inquired about the Board's availability, it was decided that the Board Forward meeting would be changed to November 13. After the August Board meeting, Chair Minor asked administration to determine Board member availability on some alternate Board Forward meeting dates and times (on the afternoon of October 16, and after the Board meetings on October 17 and November 14) since the full Board was unable to attend on November 13. Since administration was unable to establish a time and date that facilitated a greater level of participation by Board members, Chair Minor requested the Board Forward meeting date be changed back to Sunday, November 20 (12 – 4:30 p.m.) and the regular November Board meeting date be changed back to Monday, November 21 (8 a.m. – 12 noon/or as needed) to allow for the greatest participation among Board members at the Board Forward meeting.

At today's meeting, Chair Minor noted that the Board orientation portion of the Board Forward meeting could be handled separately for the 3 new Board members and Jim Beistle, reducing the amount of time needed for the Board Forward meeting. James Beistle requested Lori Laberee also be involved with the Board orientation. Chair Minor cleared Sunday, November 20, off of the Board's calendar for the Board Forward meeting. Administration will check with the Board on their availability to hold a Board Forward meeting after the November 21 or December 19 regular Board meetings. President Meyer noted that Jan Adelman will be utilized for the Board Forward meeting, specifically to provide Policy Governance training.

Administration will also work on scheduling a New Board Member Orientation for the three new Board members, Jim Beistle, and Lori Laberee.

B. District Boards Association – Goals, Action Plans, and Measures of Success–2012

The District Boards Association's Board of Directors recently developed the report provided in the Board book for the Board's information and review. The following four goals were listed in the document: 1) Advocacy, 2) Interdistrict/Interagency Cooperation, 3) Board Member Education and Development, and 4) Partnerships and Alliances. James Beistle noted that the District Boards Association Board will be meeting in November (following the Association gathering) to approve this document. If the WITC Board sees anything positive or negative, they should let Mr. Beistle know.

2. Travel Sign Up

Time was reserved for the Board to update administration on their plans for upcoming Board events. A copy of the *Board Events Schedule* was routed during the meeting for Board members to update by recording their plans to attend (or not attend) the meetings and events listed on the form; or, to contact the Executive Assistant as soon as plans are confirmed. Chair Minor requested that the Board report any changes on the *Board Events Schedule* to Ms. Olson.

3. Monitoring Schedule

The Board reviewed the *Board Monitoring Schedule* for next month's agenda items.

A. Monitoring Schedule Updates

Time was reserved to review the recommended updates to the *Board Monitoring Schedule*. *Note: The Annual Academic Quality Improvement Program Report that will be presented by Ellen Riley Hauser was moved from September to October. In addition, Board Policy II.B. was added to the month of March on the monitoring schedule, where it was last reviewed. President Meyer noted that Diane Vertin will present in January.*

Note: The Board recessed the meeting at 10:35 a.m. and reconvened the meeting at 10:38 a.m. at which time they moved to the Legislative Updates (see Correspondence and Information 5.A. and 5.B.).

4. President's Updates:

Time was reserved for the President to provide updates on the following items:

Note: At 11:38 a.m., Chair Minor excused himself, and designated Vice Chair, James Beistle, to conduct the balance of the meeting for him.

Note: The Board received a District Boards Association booklet, Facts at a Glance brochure, and a revised Board Contact list at the meeting for informational purposes.

A. Rice Lake Building Project Update

Time was reserved for administration to provide an update on the Rice Lake building project. President Meyer routed a newspaper article "Health Careers Get New Building" that he obtained from the Rice Lake Chronotype. This will be the last update on this agenda item.

B. President's Cabinet Information

Time was reserved for President Meyer to share President's Cabinet contact information and their photos with the Board. In addition, President Meyer talked about when the Cabinet members are presenting to the Board throughout the year. The Vice Presidents will present information on their roles and responsibilities when the Board holds their meetings at the campuses.

C. Fall Inservice for Staff – August 18, 2011

A copy of the Fall 2011 staff inservice PowerPoint presentation was provided for the Board's information. Staff recognitions are done each year in the fall.

D. **President's 2011–2012 Campus Visits/Staff Listening Sessions**

President Meyer shared his campus visit schedule and the activities he will participate in when he is on the campuses in the fall and spring. President Meyer plans to visit classrooms, hold a general listening session for all staff, and talk with staff individually as needed. He would also like to meet with students, which will need to be added to the schedule if possible.

E. **Association of Community College Trustees (ACCT) – Member in Good Standing Certificate**

A copy of a memo from ACCT, along with a "Member in Good Standing" certificate, dated July 1, 2011 – June 30, 2012, were provided to demonstrate the Board's commitment to leadership. The certificate will replace last year's certificate displayed in the Board room at the WITC–Administrative Office in Shell Lake.

5. **Legislative Updates:**

Time was reserved for the following legislative updates.

A. **Senator Robert Jauch Update**

Senator Jauch of Poplar provided the Board with a brief legislative update, with time for questions and answers following the update. Senator Jauch's Web page was included in the Board book.

B. **Representative Janet Bewley Update**

Representative Bewley of Ashland provided the Board with a brief legislative update, with time for questions and answers following the update. Representative Bewley's Web page was included in the Board book.

The topics that were discussed included: impact of the budget on the College, jobs being lost, broadband, WiscNet, Voter I.D., senior care, and mining.

Note: At 11:38 a.m., the Board moved back to the President's Updates (see Correspondence and Information 4.A.).

6. **2009–2010 Affirmative Action Annual Report Update**

Cher Vink updated the Board on the 2009–2010 Affirmative Action Annual Report. This is a standard report that we file. We received a confirmation from Wisconsin Technical College System that we have complied. This had been on hold for Census information.

7. **Appointment of ACCT Voting Delegate and Alternate for October Leadership Congress**

Time was reserved for the Board Chair to appoint a voting delegate and alternate for the ACCT Congress in October. A memo from the president of ACCT, J. Noah Brown, was provided outlining the eligibility requirements for the voting delegate. WITC is entitled to one vote.

Morrie Veilleux moved, seconded by Jean Serum, to select James Beistle as the ACCT delegate and Dave Minor as the alternate. Upon a voice vote of all members present, motion carried.

8. **ACCT Central Region Trustees – Vernon Jung, Jr. Letter of Support**

A letter of support from the District Boards Association for Vernon Jung, Jr. for the ACCT Board was provided for the Board's consideration. The ACCT voting delegate, Mr. Beistle, noted that he will be taking Mr. Jung's name forward at the ACCT Congress on October 13.

ESTABLISH BOARD AGENDA ITEMS FOR FUTURE MEETINGS

1. **Selection of Meeting Dates, Times, and Locations**

Time was reserved for the Board to confirm their plans for the regular meeting scheduled on Monday, October 17, 2011, at 8:30 a.m., at the WITC–Rice Lake Campus. The Board meeting schedule was provided for the Board's information. *Note: Ms. Yeakley is unable to attend the October 17 meeting.*

2. Review/Add Agenda Items

Time was reserved for the Board to add or review agenda items for the next Board meeting. Board agenda items for the regular meeting on October 17 were listed on the Board's Monitoring Schedule. Resolution 12-03 will be brought back to the October 17 Board meeting.

Note: Board members who wish to add additional items to next month's Board agenda were asked to do so by contacting the Board Chair before Thursday, September 29, 2011. This request does not obligate the Board Chairperson to include the items on the agenda. The Board Chair will notify administration of agenda items before the Board book is prepared and copied.

MEETING EVALUATION

PLUS +	DELTA ^
+ Thanked Jennifer Kunselman for her report.	^
+ Thanked the 2 members of the legislature for joining the Board.	^
+ Staff were very helpful!	^

Jean Serum moved, seconded by Eileen Yeakley, to adjourn the meeting. The meeting adjourned at 11:50 a.m.

Respectfully submitted,


Lorraine Laberee
Board Secretary

ko

Note: A Board luncheon followed the Board meeting; however, no action was taken.

9/2/2011
10:50:05
AM

Wisconsin Indianhead Technical College
Contract Estimated Full Cost Report

Fiscal Year:
2012

The Board is requested to ratify the President's action in entering into a contractual arrangement with the following agencies:

State Designated Indirect Cost Factors:
On Campus = 43.3% Off Campus = 36.45%

Contract Number	Service Recipient	Location	On/Off	* ESTIMATED *			Full Cost	Difference +/-
				Contract Revenue	Est. Salary/ Fringe Cost	+ Indirect		
221	OEM Fabricators, Inc. WITC employees will produce advertisement video for client.	Various	Off	3,757.00	2,440.00	343.00	2,782.00	975.00
222	Chippewa Valley Technical College Tom Bembnister to teach Plumbing Apprentice course for CVTC through agreement between CVTC and WITC for Fall, 2011 semester. Dates of instruction are August 23, 2011 through December 13, 2011.	CVTC Eau Claire Campus	Off	16,090.00	16,090.00	5,372.00	21,462.00	(5,372.00)
334	Superior Public Library Superior Senior citizens will receive basic introductory instruction in computers.	Superior Senior Center	Off	778.00	-	-	-	778.00
335	Columbia Forest Products Medic First Aid	Columbia Forest Products	Off	840.00	358.00	108.00	466.00	375.00
336	Ashland Industries, Inc. Workforce Advancement Training Grant for Ashland Industries, Inc. employees in intermediate and advanced Blue Print Reading skills and knowledge.	WITC Ashland	On	1,632.00	1,285.00	557.00	1,842.00	(211.00)
337	Workforce Resource First Responder Training. WITC Tech Prep Grant will cover instructional costs.	Luther Midelfort located in Barron	Off	1,888.00	1,600.00	-	1,600.00	288.00
338	Lakeview Dental Recertify employees in CPR for Healthcare Provider	Lakeview Dental - Rice Lake	Off	425.00	183.00	54.00	237.00	188.00
339	Osceola EMS Monthly continuing education sessions.	Osceola EMS quarters	Off	644.00	546.00	199.00	745.00	(101.00)

340	Saint Paul Conservatory for Performing Artists	Saint Paul Conservatory for Performing Artists, St. Paul, MN	Off	866.00	222.00	81.00	303.00	564.00
	Provide Heartsaver 1st Aid/SAadult & Child CPR & AED							
341	LCO Headstart	LCO Headstart	Off	347.00	294.00	95.00	388.00	(42.00)
	Provide Pediatric Medic First aid class for employees. The cost for books will be billed separately at the cost of \$9.65 per person.							
342	Innovative Living of Wisconsin	Innovative Living of Wisconsin - Superior	Off	676.00	368.00	67.00	435.00	241.00
	Provide CBRF Fire Safety class and after successful completion will register students with the State Registry.							
343	REM Arrowhead	REM Arrowhead	Off	866.00	222.00	81.00	303.00	564.00
	Employees of REM Arrowhead will receive American Heart Association CPR & First Aid recertification.							
344	Luck High School	WITC Rice Lake Campus	On	4,052.00	3,434.00	1,487.00	4,920.00	(869.00)
	Deliver a two credit class in auto fundamentals							
345	Leadership Barron County	Heartwood Resort and Conference Center in Trego	Off	590.00	500.00	183.00	683.00	(93.00)
	Participants will be trained in True Colors							
346	Northern Clearing Inc	Various	Off	4,069.00	250.00	-	250.00	3,819.00
	Employees of Northern Clearing will receive safety training.							
347	LCO HEALTH CARE CENTER	LCO HEALTH CARE CENTER	Off	629.00	533.00	162.00	695.00	(66.00)
	Provide CPR for Healthcare provider and recertification course for employees.							

*** End Of Report ***

* indicates an amended contract

Josanne Spence
Board Secretary

9-19-11
Date

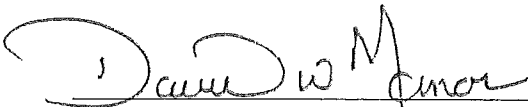
RESOLUTION 12-04

REPORTING FOR COMPLIANCE TO WISCONSIN'S CODE OF ETHICS
FOR
PUBLIC OFFICIALS AND EMPLOYEES


WHEREAS: the Wisconsin Indianhead Technical College Board approves the following positions for the purpose of the Wisconsin's Code of Ethics for Public Officials and Employees, §19.41 through §19.59, Wisconsin State Statutes.

NOW, THEREFORE, BE IT RESOLVED: Wisconsin Indianhead Technical College Board designates the following positions: President; Vice President, Academic Affairs & Campus Administrator (Superior); Vice President, Continuing Education/Executive Director, Foundation & Campus Administrator (Rice Lake); Vice President, Student Affairs & Campus Administrator (Ashland); Vice President, Instructional Technology & Campus Administrator (New Richmond); Associate Vice President of Finance and Business Services/Chief Financial Officer (Shell Lake); Associate Vice President, Human Resources and Employee Relations (Shell Lake); Associate Vice President, Institutional Effectiveness (Ashland); and indicates its understanding that the current occupants of those positions and their successors to those positions are state public officials to whom the Wisconsin Ethics Code applies.

Adopted and approved this 19th day of September 2011.


David Minor, Board Chair

ATTEST:



Lorraine Laberee, Board Secretary

Wisconsin Indianhead Technical College
Wisconsin's Code of Ethics for Public Officials and Employees

No	Last Name	First Name	Title	Address	Phone	Email
1.	Bitzer	Steve	Vice President, Student Affairs & Campus Administrator	WITC – Ashland 2100 Beaser Ave Ashland, WI 54806	(715) 682-4591 Ext. 3149	steve.bitzer@witc.edu
2.	Decker	Steve	Associate Vice President of Finance and Business Services/Chief Financial Officer	WITC – Shell Lake (Administrative Office) 505 Pine Ridge Drive Shell Lake, WI 54871	(715) 468-2815 Ext. 2234	steve.decker@witc.edu
3.	Fowler	Craig	Vice President, Continuing Education/Executive Director Foundation & Campus Administrator	WITC – Rice Lake 1900 College Drive Rice Lake, WI 54868	(715) 234-7082 Ext. 5201	craig.fowler@witc.edu
4.	Riely Hauser	Ellen	Associate Vice President, Institutional Effectiveness	WITC – Ashland 2100 Beaser Ave Ashland, WI 54806	(715) 682-4591 Ext. 3184	ellen.hauser@witc.edu
5.	Huftel	Joe	Vice President, Instructional Technology & Campus Administrator	WITC – New Richmond 1019 S. Knowles Ave New Richmond, WI 54017	(715) 246-6561 Ext. 4332	joseph.huftel@witc.edu
6.	Meyer	Bob	President	WITC – Shell Lake (Administrative Office) 505 Pine Ridge Drive Shell Lake, WI 54871	(715) 468-2815 Ext. 2227	bob.meyer@witc.edu

Wisconsin Indianhead Technical College
 Wisconsin's Code of Ethics for Public Officials and Employees

No	Last Name	First Name	Title	Address	Phone	Email
7.	Vertin	Diane	Vice President, Academic Affairs & Campus Administrator	WITC - Superior 600 North 21st Street Superior, WI 54880	(715) 394-6677 Ext. 6214	diane.vertin@witc.edu
8.	Vink	Cher	Associate Vice President, Human Resources and Employee Relations	WITC – Shell Lake (Administrative Office) 505 Pine Ridge Drive Shell Lake, WI 54871	(715) 468-2815 Ext. 2225	cher.vink@witc.edu

BoardWITC Ethics Designees 9/19/11

*Note WITC board members also comply with the Ethics Board requirements