

Wisconsin Indianhead Technical College
Board Proceedings
March 19, 2012

The regular meeting of the Wisconsin Indianhead Technical College Board was held on Monday, March 19, 2012, at 8:30 a.m., at the WITC-Administrative Office, located at 505 Pine Ridge Drive, Shell Lake, Wisconsin 54871.

CALL TO ORDER/ROLL CALL/DETERMINATION OF QUORUM

Vice Chairperson, James Beistle, called the meeting to order at 8:34 a.m. with the following Board members present: James Beistle, Aimee Curtis, Chris Fitzgerald, Lorraine C. Laberee, James Schultz, Jean Serum, Morrie Veilleux, and Eileen Yeakley. *Note: Lori Laberee joined the meeting via a telephone connection. Dave Minor provided notice that he would not be in attendance at this meeting.*

The following WITC employees were in attendance during the meeting: Jim Biros, Steve Decker, Craig Fowler, Ellen Riely Hauser, Joanne Kocik, Jennifer Kunselman, Kathy Maas, Bob Meyer, Kim Olson, Christy Roshell, and Cher Vink. Roger Rivard, Wisconsin State Representative of Rice Lake, was also present during a portion of this meeting.

OPEN MEETING

Kim Olson, Executive Assistant to the President and Board, read the following open-meeting statement: "The March 19, 2012, 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 March 15 in an attempt to make the general public of Wisconsin aware of the time, place, and agenda of the meeting."

APPROVAL OF AGENDA

Vice Chair Beistle reserved the right to modify the order of the agenda to accommodate persons making presentations, live or via technology. Jean Serum moved, seconded by Morrie Veilleux, to approve the agenda. Upon a unanimous vote of all members present, motion carried.

AUDIENCE RECOGNITION ANNOUNCEMENT

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

MEETING MINUTES

1. Approval of the February 20, 2012, Regular Meeting Minutes
Chris Fitzgerald moved, seconded by Eileen Yeakley, to approve the February 20, 2012, regular meeting minutes as printed. Upon a unanimous vote of all members present, motion carried. *Note: The signed list of contracts and resolution from the February meeting were attached to the official minutes.*
2. Acceptance of the March 6, 2012, Board's Subcommittee Meeting Minutes on the President's Evaluation Process
Morrie Veilleux moved, seconded by Jean Serum, to accept the subcommittee meeting minutes as printed. Upon a unanimous vote of all members present, motion carried.

CONSENT AGENDA

Vice Chairperson Beistle asked if there were any items to be pulled off the consent agenda and acted on separately; however, there were none. It was clarified that some of the Consent agenda bids and purchases items didn't have bids as they were under the state contract.

Chris Fitzgerald moved, seconded by James Schultz, to approve the consent agenda. Upon a roll-call vote, all members present voted yes (8-0); motion carried.

1. Personnel:

- A. **New Hire:** Melissa Zeien, Medical Assistant Instructor, Faculty, Ashland; Non-Degree, Step 4; effective July 1, 2012; annual salary \$50,114.
- B. **Resignation:** Nicole Kneeland, Adult Basic Ed Instructor, Superior; effective March 22, 2012. *Note: Ms. Kneeland was a WITC employee for 3.5 years.*

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 February 29, 2012, was approved.

4. Approval of Bills

Expenditures and revenue from the budget, covering check numbers 126450 through 127079 and electronic transfer payments totaling \$3,938,812 were approved. *It was noted that in the February 2012 Board book, the check number range was incorrectly noted for the January bills. The actual check numbers for January bills were 123690 through 126449, rather than through 125647. This will be corrected in the February minutes before they are published.*

5. Bids/Purchases

- A. **Administrative and Instructional Computers, Including Desktop Computers, Laptops, and Tablets – Collegewide:** The Board approved the purchase of 415 instructional replacement computers in the amount of \$394,612 and the purchase of 132 administrative replacement computers in the amount of \$135,744. The computers will be purchased from Paragon Development Systems (PDS) of Oconomowoc, WI, under state contract #15-20453-800 and the WSCA contract #15-20400-905. The computers are instructional and administrative replacements at all WITC locations.
- B. **Administrative and Instructional Printers – Collegewide:** The Board approved the purchase of three (3) instructional printers in the amount of \$4,700 and one (1) administrative printer in the amount of \$1,600 from Paragon Development Systems (PDS) of Oconomowoc, WI, under the WSCA contract #15-20400-905. The printers are replacements for instructional and administrative units at all WITC locations.
- C. **Casework and Moveable Equipment – New Richmond:** The Board approved the purchase of casework and moveable equipment from Wynn O. Jones & Associates of Schofield, WI, in the amount of \$71,990 under the University of Wisconsin-Madison state contract #10-5665. This casework and moveable equipment is for the addition and remodeling project at the New Richmond Campus.
- D. **Office Furniture and Moveable Equipment – New Richmond:** The Board approved the purchase of office furniture and moveable equipment from Systems Furniture of DePere, WI, in the amount of \$318,521 under Wisconsin State Contract number 15.422500.601 and University of Wisconsin Contract numbers 10-5665 and 07-5665A. This furniture and moveable equipment is for the addition and remodeling project at the New Richmond Campus.
- E. **Photovoltaic (PV) Energy System – New Richmond:** The Board accepted the bid received for bid number 49-1010 from Able Energy Company of River Falls, WI, in the amount of \$23,782. The total score on the rubric scoring on the spreadsheet included pricing consideration. Within the 2009-12 Strategic Plan, WITC expressed our commitment to integrating renewable energy and sustainability concepts into its operation and programming. As part of that commitment, we have made every effort to reduce our energy consumption, and investigate opportunities to produce our own renewable energy as well. WPPI Energy contacted WITC to note a goal to implement a demonstration project in each of its area communities and offer funding of 80 percent of a PV

system project in the New Richmond area. WITC accepted the offer. This PV system will be used in the Power Distribution and Supervisory Systems segments of the Industrial Automation, Controls, and Networking (IACN) program curriculum at the New Richmond Campus. For the Board's information, the net cost will be 20 percent (\$4,757) of the total cost of the system.

- F. **Motorcycles – Rice Lake:** The Board accepted the low bid received for cycle bid 03–12 from GoMotoMN of Minneapolis, MN, in the amount of \$25,500. There were two specification bids sent under this bid number (A and B). Three bids were received for the “B” specifications and one bid for the A specifications. The College will re-bid the “A” specifications in an attempt to get more bidders and bring that part back in April. The new motorcycles are needed to replace the 10-year old motorcycles in the lot which currently belong to the Wisconsin Department of Transportation (DOT). Over 500 students were trained in motorcycle safety at WITC–Rice Lake Campus in the last fiscal year.

OTHER ITEMS REQUIRING BOARD ACTION

1. Approval Wisconsin In Scotland Member Institution Agreement

Time was reserved for President Meyer to request approval of the Wisconsin in Scotland (WIS) Agreement that was provided. Information about why President Meyer supported this agreement was shared with the Board. Morrie Veilleux moved, seconded by Eileen Yeakley, to approve the Wisconsin in Scotland (WIS) agreement for the Board Chair to sign. Upon a roll-call vote, all members present voted yes (8–0); motion carried.

2. First Reading of Revised Administrative Policy – Investments (D–380)

A revised Administrative Investments Policy (D–380) was provided for the Board's first reading. Due to the volatility in the market in recent years, the College needs additional flexibility in the investment process in order to move investments while maintaining a conservative investment mix. A second reading will take place at the April 2012 Board meeting for final approval.

3. Review Board Governance Process Policy – Mission, Vision, and Values (II.B.)

Time was reserved for the Board to review the Board Governance Process Policy (II.B.) – Mission, Visions, and Values that was provided. President Meyer recommended that this policy be approved as printed but not be reviewed again until 2014, which is the same 3-year cycle as strategic planning. This information was also recommended on the Monitoring Schedule provided for the Board.

Jean Serum moved, seconded by Eileen Yeakley, to review the Board Governance Process Policy – Mission, Vision, and Values (II.B.) with no changes. Upon a unanimous vote of all members present, motion carried.

The Board Chair recessed the meeting at 8:59 a.m. and reconvened the meeting at 9:05 a.m.

INFORMATION REPORTS SUMMARY

1. Annual College FTE and Enrollment Report

Jennifer Kunselman, Research and Planning Coordinator, provided the Board with a College *FTE and Enrollment Report*, which detailed FTE and enrollments through February compared to last year at the same time. Craig Fowler, Vice President, Continuing Education/Executive Director Foundation and Rice Lake Campus Administrator, presented Continuing Education enrollment information provided in the report. Ellen Riely Hauser, Associate Vice President, Institutional Effectiveness, was also in attendance for this report. A PowerPoint presentation was uploaded to the Board of Trustees Connection prior to the meeting. There was time for questions and answers after the report.

Eileen Yeakley moved, seconded by Morrie Veilleux, to receive the FTE and Enrollment Report as presented as it relates to the interpretation of the ENDS statement for the President's annual evaluation.

2. Annual Marketing Initiatives Report

Kathy Maas, Director of Marketing and Recruitment (Shell Lake), Christy Roshell, Career Specialist (Rice Lake), and Joanne Kocik, Career Specialist (New Richmond), provided the Board with an update on marketing and recruitment initiatives. The presentation included a brief overview of marketing initiatives associated with the 2009–2012 Strategic Plan, marketing highlights from 2012, the proposed Marketing Plan for 2012–2015, and recruitment activities. Jim Biros, Publications and Web Communications Technician (Shell Lake), was also present during this report. A copy of the presentation was provided for the Board's review prior to the meeting. There was time for questions and answers after the report.

Morrie Veilleux moved, seconded by Jean Serum, to receive the Marketing Initiatives Report as presented as it relates to the interpretation of the ENDS statement for the President's annual evaluation. Upon a unanimous vote of all members present, motion carried.

The Board Vice Chair recessed the meeting at 10:34 a.m. and reconvened the meeting at 10:44 a.m. The Board Vice Chair requested that the Board move to the Legislative Updates agenda item as Representative Rivard has arrived to the meeting.

CORRESPONDENCE AND INFORMATION

1. Meeting Information Sharing

Time was reserved for Board members to report on any meetings they had attended.

A. **Board President's Evaluation Subcommittee Meeting and Planning** – Time was reserved for Vice Chair Beistle and subcommittee members to provide an update on the meeting that took place on Tuesday, March 6, 2012. Materials from the meeting were provided and next steps were discussed. President Meyer requested that the subcommittee not remove three of the names from the stakeholder list due to a partnership the College has with them. He also requested adding five additional names to the list. President Meyer reminded the Board that the plan was to rotate the stakeholder names each year so that we don't go back to the same people for information each year. The subcommittee approved the changes to the stakeholder list as recommended by President Meyer. Ms. Vink will work with Ms. Olson to get a future subcommittee meeting scheduled before the June Board meeting.

2. Travel Sign Up

A. **Board Events Schedule**

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. Vice Chair Beistle requested that the Board report any changes on the *Board Events Schedule* to Ms. Olson.

3. Monitoring Schedule

A. **Monitoring Schedule Updates**

Time was reserved for the Board to review the *Board Monitoring Schedule* and the recommended updates for next month's agenda items. Jean Serum moved, seconded by Chris Fitzgerald, to review the Mission, Vision, Values policy every three years and agreed to the other recommended Monitoring Schedule wording changes that were provided by administration. Upon a unanimous vote of all members present, motion carried.

B. **Annual Review of Board Expenses/Board Budget Approval**

As of March 1, 2012, Board expenses were 73 percent of the budgeted amount. Based on prior year and current year, administration recommended the same budget amount for the Board budget; \$83,790 for fiscal year 2013. A year-to-date summary of expenses, which included a three-year history summary, was provided for the Board's review. There was one recommended date change in row two and column one of the report. Morrie Veilleux moved, seconded by James Schultz, to accept the expense report as amended.

C. Determine Board Representation for May WITC Commencements

Time was reserved for the Board to determine who will attend at each of the WITC campus commencement ceremonies on Friday, May 11, 2012. Administration recommended having one Board member attend at each location. A graduation document with more detail was provided for the Board's information. Jean Serum will attend Ashland's graduation, Morrie Veilleux and James Beistle will attend New Richmond's graduation, Eileen Yeakley tentatively plans to attend Rice Lake's graduation; however, Chris Fitzgerald is able to attend if needed; and Aimee Curtis will check with Dave Minor about Superior's graduation. Ms. Olson will keep campus administration informed about Board member attendance at graduation.

D. Consider Nominations for 2012 ACCT Leadership Awards

Time was reserved for the Board to consider nominations for the ACCT Leadership Awards. Last month ACCT had not yet published their awards brochure; however, it was provided this month for the Board's information. The awards include: Trustee Leadership, Equity, Chief Executive Officer, Faculty Member, and Professional Board Staff Member. Nominations must be received by June 22, 2012, utilizing the procedures outlined in the brochure.

As noted last month, the Board nominated Greg Brodt in 2011 for the 2012 Faculty Award. Mr. Brodt is the Information Technology Instructor at WITC-Rice Lake. In June, administration will submit his name for the 2012 award on behalf of the Board.

Lori Laberee moved, seconded by Eileen Yeakley, to nominate Kim Olson, Executive Assistant to the President and Board, for the Professional Board Staff Member Award. Upon a unanimous vote of all members present, motion carried. Ms. Laberee will work on the paperwork needed for this nomination.

4. President's Updates:

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

A. Update on Certification Elections

Ms. Vink noted that Local 4019, Office and Technical Support Staff began their elections on March 8, which will continue through March 28. Local 395, Faculty election results have been certified in support of representation by Local 395, ATF-Wisconsin, AFL-CIO for purposes of collective bargaining. Wisconsin Employment Relations Commission (WERC) issued the Certification of Representation on March 16, 2012.

B. Safe Vehicle Operation and Driver's Information

Mr. Decker provided information last month on the new Safe Vehicle Operation and Driver's Information policy and procedure that was implemented in response to the requirements of our Risk Manager, DMI, that the College ask for and maintain information on the driving history of individuals reimbursed by the College for travel. Starting this month, all employees and students requesting travel reimbursement will have their driving records reviewed (three corresponding forms were provided). We have started a transition period that will go through July 1, 2012. Mr. Decker confirmed with DMI insurance that we are no longer going to collect this information from Board members.

C. Collegewide Inservice Day - February 21, 2012

President Meyer provided an update on the recent collegewide inservice that took place at the WITC campuses. A PowerPoint presentation was provided and included information on the inservice agenda, 2009-2012 Strategic Planning Accomplishments, WITC Widget, and a 2012-2015 Strategic Planning Timeline for the Board's information. The following link was provided to the full inservice PowerPoint: [Link](#).

D. Business Professionals Association Conference – February 17 – 18, 2012

Time was reserved for an update on the Business Professionals Association conference that took place at the Rice Lake Campus on February 17 – 18, 2012. President Meyer was the keynote speaker on February 18. Results from the conference were provided.

E. Electronic Board Book and WITC E-mail Access Review

Time was reserved for the Board to review the electronic Board book process that was put in place in February 2011 when the first electronic Board book was generated allowing the Board to go paperless. All electronic Board materials are located on the *Board of Trustees Connection* (intranet) for Board members to access at noon on Thursday prior to each meeting. Board members save their Board book materials to their desktops before each meeting in case there is a problem with the technology the day of the meeting; however, documents from the Board book are also displayed on a screen during the meeting. A technician is available prior to the meeting to help the Board with any technology questions they may have. Administration also provides the Board with paper copies of the agenda and summary pages at the meeting. The agenda includes specific page numbers that correlate with the supporting materials in the electronic Board book for ease and efficiency in locating documents during the meeting.

Board members felt that things are working smoothly and would like to continue with the process that is currently in place. There was a concern expressed for Ms. Olson who is taking the Board meeting minutes and projecting the Board book documents on the screen during the meeting. It was recommended that Ms. Olson take the minutes but that administration determine another way to project the documents on the screen. Some Board members noted that they have difficulty seeing the text on the computer tablet screen and other Board members have had difficulty logging onto *The Connection* (it has taken several tries before they are able to access the materials).

WITC e-mail addresses were previously established for the Board as recommended by legal counsel. Board members were asked to check their WITC e-mail every couple of days. Time was reserved for Board members to ask questions or recommend changes as it related to accessing WITC e-mails. Due to some difficulty that Board members are experiencing with their Outlook Web Application, Ms. Olson will check to see if Microsoft Outlook can be added to the Board tablets. As requested, Ms. Olson will use the Board member personal e-mail addresses to make them aware of urgent information that is in their WITC e-mail.

As needed, Ms. Olson (or a technician) can answer specific Board member questions about the technology and/or accessing their Board materials and WITC e-mails.

F. Computer Tablet Design

President Meyer brought to the Board's attention a possible flaw in the design of the computer tablets they are using. If the computer screen is not square to the peg inserts on the computer as it is being closed, the screen will crack.

G. Legislation Affecting Technical Colleges

President Meyer had no additional updates.

H. UW Task Force Update

Time was reserved for President Meyer to provide an update on his attendance in Madison on March 7 relative to the UW Task Force. One of the topics was on how to improve credit transfers and make the process consistent across the system.

I. **NorthWERC Signing Event Update**

Northwest Wisconsin Educators for Regional Development (NorthWERC) is a consortium consisting of leaders from the Cooperative Educational Service Agency 12 (CESA 12), Lac Courte Oreilles Ojibwa Community College (LCOOCC), Northcentral Technical College, Northland College, UW-Barron County, UW Colleges, UW-Extension, UW-Superior, and Wisconsin Indianhead Technical College who have partnered to pursue strategic initiatives that enhance educational attainment and economic development in the region.

A signing event is scheduled on Wednesday, March 28, beginning at 9 a.m., at the Lac Courte Oreilles Ojibwa Community College Main Campus Auditorium. An invitation was sent to approximately 400 people the beginning of March.

The Board should have received an invitation. Vice Chair Beistle suggested that there be a Board representative at this event. Ms. Laberee will represent the Board at the NorthWERC signing event.

J. **STEM Event Update**

We are organizing two regional STEM (Science, Technology, Engineering, and Math) meetings. Last week invitations were sent to approximately 2,650 people requesting their attendance at the meeting scheduled on Wednesday, April 4, at the WITC-Superior Campus, or the meeting scheduled on Thursday, April 5, at the CVTC-Manufacturing Education Center in Eau Claire. The purpose of these regional STEM meetings is to gather input from a wide cross section of STEM stakeholders. The input will be gathered through a series of facilitated reflective questions. The ideas and recommendations we acquire from these discussions will serve as the basis for our Wisconsin STEM roadmap report, which will be used to foster future development of STEM education throughout Wisconsin. Tom Still, President of the Wisconsin Technology Council (Wisconsin Innovation Network) will be creating the Wisconsin STEM Roadmap.

The focus of the STEM meetings will be to gather input across the following four themes: 1) Leverage STEM education as a valued outcome for all Wisconsin students, 2) Build awareness for the value of STEM as a supporting educational pathway for academic and economic success, 3) Promote STEM skills as an economic advantage for the Wisconsin workforce talent pipeline, and 4) Provide resources and experiences for all PreK-16 educators to develop STEM knowledge and skills.

President Meyer said the Board should have received an invitation to this event. It was recommended that we have Board representation at the April 4 meeting in Superior. Ms. Laberee noted that she is leaning toward attending the April 4 meeting. Mr. Veilleux might be able to attend. Board members were asked to communicate their plans to attend with Ms. Olson. President Meyer is working with President Bruce Barker at Chippewa Valley Technical College and President Barker will probably have one of his Board members at the April 5 meeting. Ms. Laberee will provide the names of the people who work in her organization with STEM so we can get them on our list and send them an invitation.

K. **Academic Quality Improvement Program (AQIP) Systems Appraisal**

Ellen Riely Hauser, Associate Vice President, Institutional Effectiveness, provided a brief overview of the Systems Appraisal. The *AQIP Systems Appraisal Feedback Report* and a PowerPoint presentation were provided for this update. President Meyer complimented Ms. Riely Hauser for her leadership on this project and she received a round of applause.

Morrie Veilleux moved, seconded by James Schultz, to accept the report as presented as it relates to the interpretation of the ENDS statement for the President's annual evaluation. Upon a unanimous vote of all members present, motion carried.

5. Legislative Updates

Vice Chair Beistle moved to this item at 10:34 a.m.

A. Representative Roger Rivard Update

Representative Rivard of Rice Lake provided the Board with a brief legislative update, with time for questions and answers following the update. Some of the key updates were as follows: Board composition, trends in technical education related to bringing technical education into the schools, workforce paradox (we have high unemployment but can't fill the jobs), getting K-12 students exposed to the programs in our buildings, WiscNet, and changes to eligibility for payments from the Wisconsin Retirement System.

The Board moved back to the remaining Correspondence and Information agenda items.

6. District Boards Association Nomination Recommendations for Association Officer Positions

The District Boards Association's 2012 Nominations Committee requested the WITC Board's assistance by identifying any member they would like to be considered for nomination as a candidate for Association president, vice president, or secretary/treasurer. WITC Vice Chair Beistle and District Boards Association Committee member recommended that the Board submit the following current officers as nominees: Patrick Costello (Mid-State) for President, Russell Moyer (Southwest Wisconsin) for Vice President, and Fred Royal, Jr. (Milwaukee) for Secretary/Treasurer. This year's election of officers will take place at the Association's annual meeting on Saturday, April 21, 2012, in Wausau, Wisconsin. A response is needed by Thursday, March 31. Additional information from the District Boards Association was provided in the Board book.

Lori Laberee moved, seconded by James Schultz, to approve Vice Chair Beistle's recommendation to submit the current officers as nominees for the District Boards Association. Upon a unanimous vote of all members present, motion carried.

On behalf of the Board, Ms. Olson will send a letter regarding the nominations to the District Boards Association.

7. 2012 Board Appointment Update

A total of three applications were received, one for each of the following three Board member positions that will be open on July 1, 2012.

Category	Region
1. Employee	Douglas
2. Employer	St. Croix
3. School District Administrator	Districtwide

Board Appointment Committee Meeting/Public Hearing - Candidates must be present on Thursday, March 29, at 2:30 p.m., for the public hearing/committee meeting that will be held at WITC-Shell Lake, and provide two letters of support for his/her candidacy prior to being interviewed.

8. Fall 2012 ACCT Leadership Congress – Call for Presentations

ACCT has announced its call for presentations for the 43rd Annual Leadership Congress, which is scheduled on October 10–13, 2012, in Boston, Massachusetts. Information from ACCT was provided in the Board book for the Board's information. All proposal submissions must be received by Monday, April 30, 2012, and should specifically address one of the following six tracks: partnerships, evidence, innovation, financial reality, equity and diversity, and effective governance. Some ideas that have been generated are the WILM consortium, Strategic Planning/Policy Governance, and Program Viability. Time was reserved for further discussion on this item.

President Meyer requested feedback from the Board on what to write up for the ACCT proposal. Ideas were recommended and the Board consensus was for President Meyer to write a proposal on what our College has done with Strategic Planning and Policy Governance so that other technical colleges can benefit. President Meyer will have a draft proposal for the Board at the next meeting. President Meyer noted that any time the College makes a presentation it should be made with administration and Board member representatives.

ESTABLISH BOARD AGENDA ITEMS FOR FUTURE MEETINGS

1. Review Meeting Dates, Locations, and Start Times

Time was reserved for the Board to confirm their plans for the regular meeting scheduled on Monday, April 16, 2012, at 8:30 a.m., at the WITC–New Richmond Campus. The Board meeting schedule was provided for the Board's information.

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 April 16 were listed on the Board's Monitoring Schedule. Additional agenda items for this meeting were discussed. Note: The following legislators were invited to the next meeting for legislative updates: Senator Sheila Harsdorf of River Falls, Dean Knudson of Hudson, John Murtha of Baldwin, and Erik Severson of Star Prairie. Administration will work to confirm their attendance.

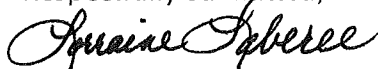
Note: Board members who would like to add additional items to next month's Board agenda can do so by contacting the Board Chair before Thursday, March 29, 2012. This request does not obligate the Board Chairperson to include the item on the agenda. The Board Chair will notify administration of agenda items before the Board book is prepared and copied.

MEETING EVALUATION

PLUS +	DELTA ^
+ The reports were worthwhile	^
+ Vice Chair Beistle did a nice job of substituting for Chair Minor	^
+	^

Eileen Yeakley moved, seconded by Chris Fitzgerald, to adjourn the meeting. The meeting adjourned at 12:29 p.m.

Respectfully submitted,



Lorraine Laberee
Board Secretary

ko

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

3/5/2012
10:06:03
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%

----- ESTIMATED -----								
Contract Number	Service Recipient	Location	On/Off	Contract Revenue	Est-Salary/ Fringe Cost	+ Indirect	= Full Cost	Difference +/-
227	AMSOIL, Inc	Duluth Entertainment & Convention Center	Off	313.00	250.00	92.00	342.00	(29.00)
	Faculty will assist in demonstration of EDP Hydraulics course for AMSOIL University.							
437	WI Department of Natural Resources	Lake Nebagamon Fire Hall	Off	795.00	673.00	246.00	919.00	(125.00)
	Employees of Douglas County Forestry and Wisconsin Department of Natural Resources will receive American Heart Association CPR and First Aid recertification.							
438	Hamon Deltak, Inc.	Hamon Deltak, Plymouth, MN	Off	1,365.00	1,000.00	-	1,000.00	365.00
	Confined Space Rescue for Industry, 16-hour class							
439	Legendary Waters Resort & Casino	Legendary Waters Casino	Off	992.00	690.00	192.00	882.00	110.00
	Employees of Legendary Waters Resort & Casino will receive Responsible Beverage Service instruction.							
440	Action Battery Wholesalers, Inc.	Action Battery, Somerset, WI	Off	2,075.00	898.00	311.00	1,209.00	866.00
	First Aid, CPR/AED Training for 35 Employees (2/20/12 and 2/21/12), and Forklift Training for Three New Employees (Date to be determined)							
441	Lulich Implement, Inc	Lulich Implement	Off	760.00	338.00	96.00	434.00	327.00
	Employees of Lulich Implement, Inc. will receive mobil refrigeration certification.							
442	Action Battery Wholesalers, Inc.	American Legion Hall next door to Action Battery, Somerset WI	Off	1,020.00	410.00	150.00	559.00	461.00

Fall Protection training for 12 employees of Action Battery

443	Washburn County Sheriff	Washburn County Sheriff Department Training Room	Off	232.00	196.00	72.00	268.00	(37.00)
	AIS Shoot Don't Shoot Senario Training with instructor Tom VandeBerg. Each officer participates in (1) 30 minute session using the AIS System							
444	REM Arrowhead	REM Arrowhead	Off	289.00	75.00	28.00	103.00	187.00
	Employees of REM Arrowhead will recieve American Heart Association CPR recertification. Successful participants will receive documentation of successful course completion.							
445	Bending Branches	Bending Branches, Osceola, WI	Off	1,220.00	890.00	161.00	1,051.00	169.00
	Project management training.							
446	REM Arrowhead	REM Arrowhead	Off	1,155.00	300.00	110.00	410.00	745.00
	Employees of REM Arrowhead will receive American Heart Association CPR and Heartsaver First Aid recertification. Successful participants will receive documentation for their successful completion of training.							
447	Washburn County Sheriff	Minong Range	Off	363.00	307.00	72.00	379.00	(17.00)
	Firearms transition training to AR15 Rifle. The instructor will be Tom Vandenberg. The class will last 4 hours per student. There are (2) sessions of this 4 hours class. Each student attends only ONE (4) hour training session							
448	Cumberland School District	Cumberland High School	Off	7,656.00	-	-	7,656.00	-
	Transcribed Credit courses taught at Cumberland High School. 33 students in each course--1 credit, 10103146 MS Word A and 1 credit, 10106181 Keyboarding.							
449	St. Croix Central High School	St. Croix Central High School	Off	6,830.00	-	-	6,830.00	-
	Transcribed Credit coursework at St. Croix Central High School. 8 students in 10103129 Intro to MS Office; 9 students in 10103151 MS Excel A; 14 students in 10106110 Document Formatting; 14 students in 10103146 MS Word A.							
450	Prescott Fire Department	Prescott FD	Off	526.00	446.00	-	446.00	81.00
	Hazmat Operations Level Refresher							

Suzanne Seber

3-19-12

Board Secretary

Date