

Monday June 22, 2020 1:00 p.m.
1478 Midway Road, Menasha
Virtual Meeting

Trustees Present: Joy Hagen (OC), Mike Thomas (OC), Tom Snider (WC), Steve Binder (WC), Mike Brunn (WC-Alt.)

Others Present: Pam Massey, Ane Carriveau, Chuck Hermes, Joann Rife, Martin Rudd, Tracy Schwartz, Renee Anderson

1. The meeting was called to order by Chair Joy Hagen at 1:00 pm.
2. There were no comments from the public.
3. Approval of February 24, 2020 and May 18, 2020 minutes. Tom Snider made a motion to approve the February minutes as presented in the meeting materials. Seconded by Mike Thomas. Motion carried. Steve Binder made a motion to approve the May minutes as shared in the meeting materials. Seconded by Mike Thomas. Motion carried.
4. Presentation and discussion of bills. There was no further additional discussion of the bills presented.
5. New Business
 - a. 2019-20 Budget Updates [Chuck Hermes]. Chuck Hermes shared highlights of the budget report. Mike Thomas asked where we stand half-way through the budget term. To date, approximately \$64,000 has been spent of the \$337, 000 budget which equates to 84% remaining unspent.
 - b. 2020 Planning: CIP, Operational (incl. small capital) and current state of approvals and timelines [JoAnn Rife]. For *Capital Improvements*, JoAnn is requesting four projects for the county's agenda, food service and Union design & engineering, rooftop unit repairs of the Admin/Student Affairs area, Fire Alarm upgrade, and University Children's Center addition. *Small capital outlays* awaiting bids are the maintenance shed repairs, LED lighting in Baehman Theater (converting to LED lights) and the Geology storage closet. For *Operational Outlays*, one additional unforeseen repair was to the Library roof which included ceiling tiles replacement (roof leaks were aggravated by directional winds). All other 2021 Operational projects have not changed. She is reviewing major expenses with both Winnebago and Outagamie Counties. Mike shared a concern with potential revenue projections being below anticipated and that some projects might come under review for push back on construction start dates. He's also concerned about property tax defaults which then become the liability of the county.
 - c. Condition Report for Campus [Chuck Hermes]. University Childcare has opened up and safety protocols going well. Painting has begun. Continued safety discussions are taking place. Volunteers & boy Scouts will work on installing the Community Gardens fencing. New UWO signage has been installed. Roof maintenance will continue into the fall. The South Parking lot has been repaved & striped. Some vendor expenses (Cintas & Pest Control) have been reduced during the last couple of months of the pandemic.

6. Discussion on “Titans Return” plan for Fall 2020 [Martin Rudd, JoAnn Rife]. The Recovery Task Force was charged by the Chancellor back in March to prepare a plan for the return of students in the fall. This was published about 2 weeks ago and outlines how we plan to return to our campuses. Other planning work groups have been formed. JoAnn is heading up the Facilities Capacities work group. Limited storage space will force furniture to remain in rooms but it was suggested that chairs be covered with garbage bags to promote social distancing. Face masks will be required everywhere but in student residence rooms. All faculty, staff & students will receive (2) masks and personal size hand-sanitizer. Sanitizer refill stations will be located throughout campuses. Wipes will be available in the classrooms for use prior to class start times. Faculty will be wearing face-shields. Classrooms will have 50% occupancy. Some class formats may be different from the traditional face to face. Many preparations were made for social distancing before the Library closed for in person use.
7. Old Business
 - a. County Boards and UWO Fox Cities Board of Trustees (BoT) reorganization [Joy Hagen]. Outagamie County reorganized in June and Joy will now be on the Highway & Recycling Committee and thus there will be a new representative on the BoT. The Finance Committee Rep may also change. Both new reps will be sent to the July BoT Meeting. The existing Winnebago County Reps and alternate will continue on the BoT. Martin thanked Joy for her 8 years of service to the board as well as her service as chair and strong support over the years.
 - b. Status of Parking Refunds [Martin Rudd]. As of Friday June 19, 87 students have requested refunds. We will likely not have new physical parking permits for the fall semester. Rather we will re-issue old stickers with new numbers that will validate parking for the 2020-21 academic year. Impact to the parking fee sales will be not known until students are fully enrolled and it can be determined the frequency that they will be on campus. Some may now be 100% online or have very limited time on campus (due to some online/hybrid classes). UWO campus is going with license plate recognition. Martin will invite Ben Richardson & Captain Tarmann to the July meeting to discuss this further.
8. Report from the Assistant Chancellor for Access Campuses [Martin Rudd]. Managing Enrollments is of the highest priority. UWO Fox Cities will have lots of International Students enrolled, however some will need to start fully online from afar and return to WI at a later date once their visas are obtained. Some of our students may stop-out this fall. Our freshman numbers are up in part due to a free and reduced cost application period. There are many opportunities for scholarships (including late enrollment scholarships) which will also help with our student enrollment. Mike Thomas asked whether the change in UWS Presidents will affect the curricular offerings. Martin clarified that the UWS Blueprint plan, shared by outgoing President Cross, did not receive the support. No budget repair bill (state subsidy) consideration will take place until after the election. Rental facilities losses were the greatest “loss” at the access campuses. Potential rental space may have to be repurposed as classroom space for the fall semester.

9. Future Agenda Items. As noted above. Allow time for introduction of new Board of Trustees rep(s) from Outagamie County.
10. The next scheduled meeting will be July 27th via Blackboard Collaborate.
11. Adjournment. A motion to adjourn by was made by Joy Hagen. Second by Mike Brunn. Meeting adjourned at 1:59 pm.

Respectfully submitted,

Renee Anderson