

Minutes – Subject to Approval – February 12, 2018
University of Wisconsin-Fox Valley Board of Trustees

Trustees Present: Joy Hagen, George Scherck, Tom Snider, Kevin Sturn,
Others Present: Martin Rudd, Ane Carriveau, Bill Bultman, Renee Anderson. Chuck
Hermes, JoAnn Rife, Mike Elder, Tiffany Yang (student)

- 1) **Call to Order:** Chair Hagen called the meeting to order at 11:03 a.m. Due to several guests attending the meeting, introductions of all attendees took place.
- 2) **Public Comment.** No Public Comment
- 3) **Approval of Minutes from January 8, 2018:** Trustee Sturn motioned to approve the minutes as submitted, seconded by Trustee Snider. No additional discussion. Motion carried 4-0.
- 4) **Presentation and Discussion of Bills:** The Trustees reviewed the invoice summaries presented at the meeting; 1) Year-end summary for 2017 and 2) Y-T-D summary dated 02/12/2018 in the amount of \$3849.25. General discussion to place noting some concern about who is managing invoices in Rich's absence. M. Rudd mentioned that HVAC Tech, Dennis Bodelin, will be assisting as appropriate. The Engineering Building boiler repair/troubleshooting costs were of the greatest concern. The boiler project will require rollover funding which has been requested for Outagamie and Winnebago counties by the February 9th and 15th deadlines respectively. No additional action taken.
- 5) **Budget Reports:** The trustees reviewed the final 2017 budget depicting expenditures through the end of December. Some outstanding purchase orders are still not reflected in this 2017 report and so is not quite yet final. General discussion took place with no additional action taken. Additionally the YTD 2018 expenditure's report (dated February 9, 2018) was reviewed. 98% of budget is remaining which Trustee Hagen stated was typical.
- 6) **Report from the Regional Director of Facilities Planning and Management:**
 - A. Existing facilities. No comments.
 - B. Projects update
 - a. HVAC/Boiler. Discussed above in item #4.
 - b. Exterior Library wall. Colors for exterior products were viewed by Trustee Hagen. She talked with Mike Winter to check on other colors. Samples were provided and sent to him. Trustee Hagen felt that the company was anxious to have their product used in the area and so is hoping the custom color may be available at no/low cost and they can arrive at a mutually agreeable bid. There was concern that if additional materials were needed in the future, color match may be difficult. The question of how to proceed with the project being led was asked of M. Rudd. Trevor Frank (lead architect for UWC) has had conversation with Martin.
 - c. Solar Panel Project. This project has been approved by the Trustees and is being led by two faculty members. Electrical contractors were looking for plans of the building. They anticipate installation this spring.
 - d. Barlow Planetarium AC. Rollover funds have been requested.
- 7) **New Business**
 - A. UW FOX Fire Alarm Report. M. Rudd gave a report on the status of the current system. This will be added to the agenda for next month. Someone from IT was contacted to talk about door systems (door locks) as false alarms were an ongoing issue.
 - B. Request for land use from EPIC Academy (1524 Midway Road). The property had been toured as a possible space for CE/Outreach. In fall the school districts purchased the building and turned it into an alternative school which can accommodate 30 students (they provide graduation pathway for students needing a non-traditional learning environment). They are looking to use the small green space adjacent to the existing property and would plan to cut grass and clear snow. For a small amount of rent they could operate a community garden space. They would utilize the land via an MOU. Craig Moser supported a land use agreement. They have requested to rent some internal gymnasium space at UW-FOX as well. Use of indoor (gym) space might be a bit more difficult to separate out liability issues. As long as liability issues are handled, this arrangement is supported by the Trustees. M. Rudd will work with Terri Perkins to investigate days/times and reasonable costs associated with gym rental.
 - C. Status of rollover requests. (Some limited discussed above). Managing of the rollover requests continues to be a concern. The vacant position (but with a different job title, possibly Regional Supervisor) will be filled. The Facilities portion of the previous Regional Director role would fall under the UWV Facilities department. If this position comes onboard before July 1st, 2018 they would report to Martin. J. Rife commented that her department will do all that they can to help support the campus during this transition time. Funding of this position is a bit uncertain. Tracy Schwartz, Regional Custodial Supervisor, should reach out to provide any assistance also.

8) **Old Business:**

- A. Updates to Student Survey of Facilities questions. Student, Tiffany Yang shared the initial survey that Rich had generated and also a revised version with easier to understand language. Joy suggested using a Likert type scale rather than a numerical scale on the survey. Some discussion took place on the questions and their purpose. The last question (#11) was left blank to serve as an open ended question and opportunity to gather comments not captured in any previous questions. The Trustees were in agreement that the surveys needs to be generated this spring. Whether it would be done during classes or between classes was left up to the students. It was asked whether the survey should be vetted through the Campus Steering Committee as the survey will also go out to faculty & staff. There was consensus that Bill should help facilitate through Steering at their next meeting. This may delay the survey distribution to April, but it was agreed upon that this was not too late.
- B. Reports on UW System Restructuring. (Included in Dean's Report) M. Rudd added that Tuesday February 20th is the first open meeting with the Chancellor's Advisory Group. County Executives Tom Nelson & Mark Harris are taking part along with the Board of Visitors, alum, Foundation Presidents, etc. Chancellor Leavitt is coming to the March Board of Trustees meeting. Martin reminded Trustees that they are invited to attend Chancellor Leavitt's monthly faculty & staff forums being held on the FOX campus over the free hours through May with the next one being held this week Thursday February 15th (also on 3/13, 4/12 and 5/8 in Room 1338).

9) **Report from the Regional Executive Officer and Dean:**

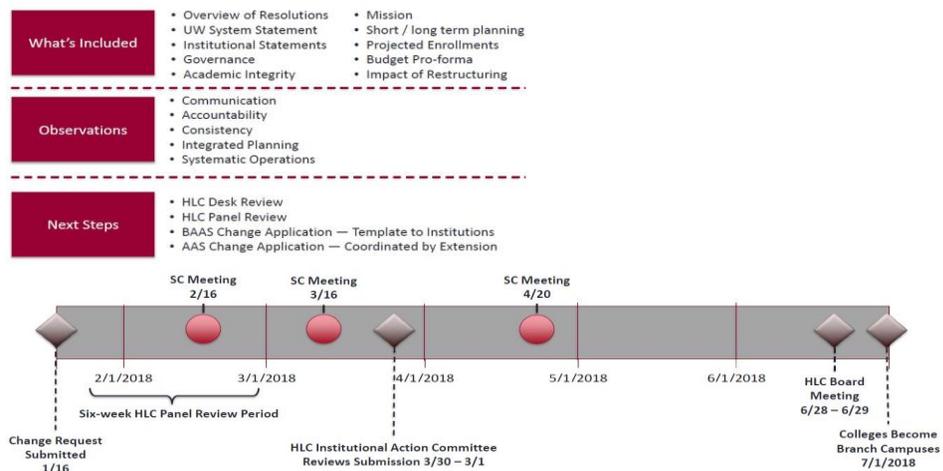
Regional Dean's Report to Board of Trustees February 2018

- 1. **Faculty and Staff Good News:** Four faculty / staff were named as 2017-2018 Kaplan Award winners, in recognition of their innovative contributions in instruction and/or service to students. Congratulations to Professor Beth Johnson (Geology), Ane Carriveau and Kelly Johnson (jointly, Library) and Professor John Beaver (Physics and Astronomy). The Foundation and UW Colleges Institutional Office provide them with a professional development award.
- 2. **UW System Restructuring:** The project work on UW Restructuring has continued in several forms:

The main emphasis was on the development of an incredibly long (ca. 1500) page document delivery by UW System to our accrediting agency, the Higher Learning Commission. It was an organized compilation from all of the regional teams answering specific questions about how 2018-19 would possibly look at several levels of university functionality.

Early December: UWO's IT Directors and CIO took tours of the IT infrastructure at UWFox and UW-Fond du Lac to get a better sense of the back office operations that were consolidated and hear from the staff who have IT roles on campuses about what is and isn't working. We included members of the Steering Committees too.

Late December: HLC documents from regional restructuring teams sent to UW System; there were a few *back-and-forths* with minor clarification questions as UW System gathered all the documents into an ordered submission.



Mid-January: Lake Winnebago Region holds its first joint faculty and department gathering. Faculty from all three campuses had an opportunity to meet and discuss issues within their own academic departments. I am still interested in hearing more about any particular problems that are of concern within your whole academic department.

Late January: First meeting of functional group leaders. At the meeting, which was attended by Governance Working Group Co-Chair, Ane Carriveau and Culture and Identify Chair, Laurie Krasin, we had an opportunity to discuss emerging issues that need to be tackled. As an example, the recent statement in regards to the status of students and degrees after 1st July 2018 was that “As of July 1, 2018, the accreditation of the UW Colleges will transition to the four year institution. Students at UW Colleges branch campuses will become students at the four year institution on July 1, 2018. The student identity for students at the branch campus will transition to become a student at the four year institution.” This has profound influences on financial aid, registrar functions, Student Information Systems (these are some UW System level Functional Groups are being put together...)

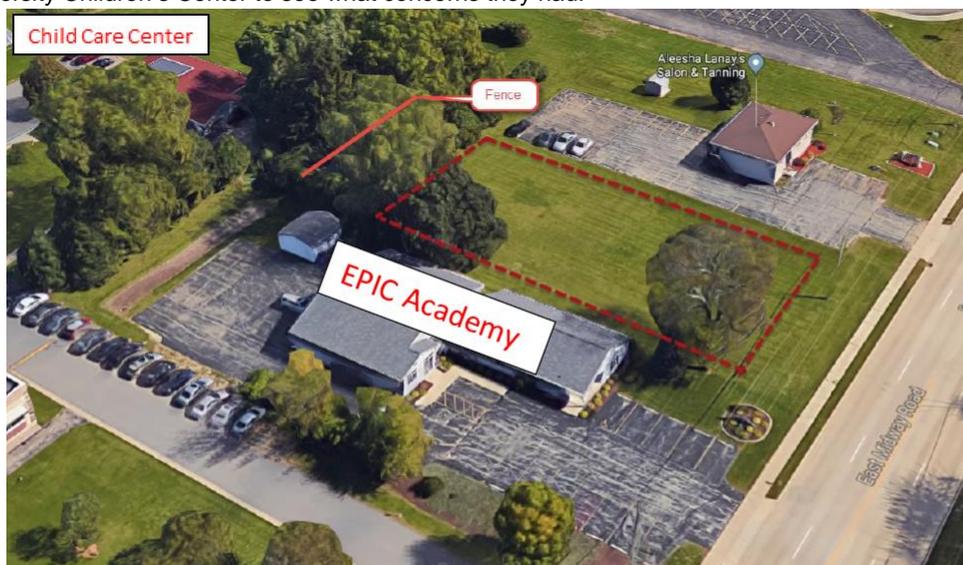
Chancellor’s Advisory Group: Chancellor Leavitt has been working with both campuses to identify people to sit on an Advisory Group to the Restructuring. This group will be composed a mixture of alumni, students and elected officials. Representing UWFox will be current UWFox Valley Foundation President and distinguished alumna, Beth Davis, Thomas Nelson, Don Merkes, Keith Summers, UWFox alum and UWO MBA graduate (also serves on the UWO MBA Advisory Board). This group first meets on 20th February.

Recruiting Distribution: Each restructuring team was provided with a share (for Lake Winnebago Region, \$75,000) of one time cash to be used to support enrollments (recruitment) for the region, specifically aimed at the UWFox and UW-Fond du Lac campuses. Carla Rabe (Regional Associate Dean for Student Affairs) has been meeting regularly with UWO VC Student Affairs, Cheryl Green, to develop a plan to immediately begin support of recruitment. There was also a particular emphasis at the Steering Committee Meeting on the summer heavy admissions at the UW Colleges (July/August) and the support needed for the College Resource Counselors of the UW Colleges in conjunction with the 4 year campuses through that period

Restructuring Media Opportunities: Over the next month, Chancellor Leavitt and I have worked with our respective communications directors to set up several different media (magazine, newspaper, radio, TV) interviews and presentations about our restructuring. Partly this is to provide updates to audiences who may not get to hear details about this on a regular basis, and also, in my mind, to continue to get our “open for business” message to students, prospective students and those who influence the decisions of those coming to college. I will let you know more about them next month.

I have recently participated in updates with the Morning Rotary in Fond du Lac and the East Central Wisconsin Regional Planning Commission (a group of 35 commissioners including County Executives from NE Wisconsin).

3. **Former Sylvan Building:** Last month I reported that the building at 1524 Midway Road was now in use jointly by Neenah and Menasha School Districts. My recent communication with Director of Facilities, David Elliott, indicated that they would like to utilize exterior space for their use (see picture). Thus, with the possible approval of the Trustees, UWFox could enter into a MOU for them to use the space (not hold it permanently), and assume liability. We have checked with the University Children’s Center to see what concerns they had.



Respectfully submitted,

Martin D. Rudd

02/08/2018

10) **Future Agenda Items:**

- A. Brick veneer
- B. Roof repair

11) **Schedule next meeting:** March 12, 2018, 11:00 a.m., in Room 1706.

Congratulations to Ane Carriveau for her recent Kaplan Award.

12) Trustee Sturn moved to adjourn the meeting and seconded by Trustee Snider. No additional discussion, motion carried 4-0.
Meeting adjourned at 12:15 pm

Respectfully submitted,

Renee Anderson