

APPROVED Minutes –June 11, 2018, 11.00am, Room 1706 (1478 Midway Road, Menasha)
University of Wisconsin-Fox Valley Board of Trustees

Trustees Present: Joy Hagen, Tom Snider, Mike Thomas

Others Present: Martin Rudd, Kevin Newhouse, Ane Carriveau, Renee Anderson

Absent: Steve Binder

1. **Call to Order.** Chair Hagen called to meeting to order at 11:00 AM.
2. **Public comment on agenda items.** None
3. **Introduction of Regional Director of Facilities and Plant Management, Kevin Newhouse.** Martin introduced Kevin Newhouse, as the new Director of Facilities and Plant Maintenance. UWO did the search and the position reports to Chuck Hermes, Director of Facilities at UW Oshkosh. Kevin manages the budgets, staff, county activities, and project planning & management. He will be the primary interface with the counties. Mike Thomas introduced himself as the board replacement for Kevin Sturn of Outagamie County. He is the County Supervisor of District #20. The new representative from Winnebago County, Steven Binder, is replacing George Scherck, but was unable to attend today's meeting. Alternates for Winnebago County are Karen Powers and Michael Brunn. Alternate for Outagamie County is Lee Hammen.
4. **Approval of minutes from 9 April, 2018.** Trustee Snider made a motion to approve the minutes of April 9, 2018. Seconded by Trustee Thomas. Motion carried.
5. **Presentation and discussion of April and May bills.** The large May bill for \$7.2K from Immel Excavating was due to a water main break.
6. **New Business**
 - a) **Food Service in 2017-18.** FOX Food Service is closed this week and they did not respond to their invitation to attend today's meeting. This item deferred to July's Meeting. They will be asked to comment on how the space is working and how business in general is going.
 - b) **Board Reorg in May.** The April county elections brought change to the Board of Trustees. Mike Thomas replaces Kevin Sturn and Steven Binder replaces George Scherck. Alternates are currently being put into place.
 - a) **Chair/Vice-Chair Election.** Trustee Hagen has been on the Board of Trustees for 6 years and has served as chair for as many years. Trustee Thomas motioned to retain Trustee Hagen as chair for the next term. Seconded by Martin Rudd. Motion carried. Trustee Hagen motioned for Trustee Snider to serve as vice-chair. Seconded by Trustee Thomas. Motion passed.
 - b) **Roofing Maintenance.** A full roof assessment of all buildings was completed by Jamar Company. The report provided an overall grade of B+ with a small area receiving a C grade. Kevin will put together a report on the latter area of concern. The current lack of a preventative maintenance (PM) for the roof provides concern. There is currently no employee, with HVAC knowledge, who can provide boiler servicing. This will be a future agenda item to have more detailed information provided by Kevin. For the most part, the campus does not have PM plans in place for other high-ticket amenities. Martin stated that a facilities inventory was started but, when restructuring was announced, this effort was put on hold. Kevin has assured the board that he will begin tracking data again to help get a PM program underway.
 - c) **Student Opinion Survey Results.** This survey was driven by the need to review the food service/student union area, but covers all campus facilities and was extended to all faculty and staff as well as students. The board did a quick review of the results. Areas receiving low satisfaction ratings were; parking lots, food service, and library facilities. The board will complete a review of whether specific capital items are supported by state or county funds, at a future meeting. Any safety concerns will be reviewed during the annual "Safety Walk" due to occur in November. Lack of dedicated student clubs space drew concern. SGA would like a bigger office as well. Martin suggested a tour of this space prior to a future board meeting with all board members, including alternates. The Student Union area is 30 years old with the Food Service area being original to the campus.

7. Old Business

- a) **Library Exterior-brick veneer.** Kevin is very pleased with the progress thus far. Shrubbery was removed and will not be replaced. Landscape stone will complete those areas.
 - b) **Science wing boiler project.** We are upgrading from steam to hot water, which will eliminate the need for chemicals. Crews started dismantling the old units. The ROI on boilers is expected to be much greater than on other improvements.
8. **Report from the Regional Executive Officer and Dean.**

Regional Dean's Report to Board of Trustees June 2018

Here are some updates from the Regional Dean's Office covering the time since our last (April) meeting:

1. **Restructuring Updates:** The process of UW System restructuring is moving along well; you may have heard that this month represents a milestone in that a decision on the accreditation of the new institutions is expected from the Higher Learning Commission, HLC, towards the end of the month. The most recent UW System Board of Regents Meeting last month heard an update on progress too. As a specific example, later this week, the Chief Business Officers and UW System personnel are meeting in Fond du Lac to discuss what is expected to be the "first transition" to the receiving institutions, and that is of facilities management (and planning). We believe that soon after 1st July, UW Oshkosh will be able to assume some direct control over that operation. In 2018-19, we will be operating under a Memorandum of Understanding that was signed between the UW Colleges (who continue to provide services for students and operational activities) and [in our case] UW Oshkosh, who will use those services offered by current UW Colleges employees. Most recently, a *memorial* decision was made by the Board of Regents to transfer tenure and rank of faculty (approximately 50 for UW-Fox and UW-Fond du Lac) from the UW Colleges (academic department) to their new homes within UW Oshkosh. Late last month, administrative staff from the College of Letters and Science (by far our biggest "receiving" college) met with the faculty at both campuses for lunch and a discussion of how things operate.

From a project management perspective, our three campuses have deep involvement in several aspects of the restructuring project, which continues over the summer with workgroups still meeting. Later this week, I will be in Madison for our UW System Steering Committee meeting from which decisions come.

As an example, late last week, UW System announced that there is no application fee for students to apply for, and be admitted to the campuses of the UW colleges for Fall 2018.

<https://www.wisconsin.edu/news/archive/president-cross-announces-application-fees-waived-for-uw-colleges-applicants-day-1-news-summary/>

2. **Building Updates:** I will ask our brand new Regional Supervisor for Facilities, Kevin Newhouse, to provide an update to the Trustees on the two projects that are now (thankfully) underway at UW-Fox Valley. Kevin will also be in contact with the staffs of the counties for regular meetings and our County Executive can expect to see him and I during the summer as we talk about budget planning.
3. **Updates on UW-Fox Valley Foundation:** There has been an on-going and significant change to the UW-Fox Valley Foundation. Last May, we lost Diane Abraham, the full time executive director of the foundation. Since then, the volunteer board has worked with amazing skill and dedication to transition all of the scholarship process and funding, with the approval of donors, to the Community Foundation of the Fox Valley Region. With this now essentially complete, a much smaller (and new) board will be taking over on 1st July 2018, operating under a new MOU with UW Oshkosh. They have some unrestricted assets with which to work but the CFFVR will be interfacing with the campus directly on scholarships. Former Trustee Chair, Dick Gosse will serve as the president of the UW-Fox Valley Foundation. We will wait to hear how they plan to proceed.
4. **Personnel Transitions:** Wendy Eagon, longtime director of the University Children's Center has announced her retirement in September. We are currently undertaking a wide search for the new full time director of this fine facility on campus. We expect that to conclude in July.

You may also have read that last week, after a long illness, we learned that Dr. Joanne Kluessendorf, Director of the Weis Earth Science Museum had passed away. Her visitation is tonight. In the next few weeks, and in consultation with the family, we will initiate a search for her replacement. She has been the only director that the museum has had since its development 17 years ago.

5. **ACT Program Updates:** In partnership with UW Oshkosh for about a decade now, we have run a program called ACT (Alternate Careers in Teaching), which is a DPI approved licensure program for degree holders in math and science to become credentialed high school teachers. The program has nearly 100 completers to date. Most recently, you will have learned that Wisconsin has both a shortage of TechEd teachers and that teaching has been less attractive as a possible career (at least through enrollments at teacher training college programs). The ACT program has developed, and had approved, alternate pathways for potential teachers in 11 other disciplines now, thereby creating a widened portfolio for qualified teachers. Early signs, after the first year of the new process, indicate an increased number of applicants to the program.

Respectfully submitted,
Martin D. Rudd
06/11/18

9. **Future Agenda Items.** Have Dick Gosse (UW-Fox Valley Foundation President from 1st July 2018) come and present at a future meeting. For next month add:
 - a) Roofing maintenance
 - b) HVAC
 - c) Student Opinion Survey; Move to action plan.
 - i Student Union-cafeteria
 - ii Early indication of capital needs. Martin will provide information on how we prioritize upcoming projects.
 - d) CIP
 - e) MOU for ground use of Epic academy.
10. **Schedule next meeting.** July 9, 2018. Schedule a separate date/time for a facilities tour to also include alternate Trustees.
11. **Adjournment.** Trustee Snider made a motion to adjourn. Seconded by Trustee Thomas. Meeting adjourned at 12:22 PM.

Respectfully submitted,

Renee Anderson