

Minutes-Subject to Approval
December 16, 2019
University of Wisconsin Fox Valley Board of Trustees
1478 Midway Road, Room 1706

Trustees Present: Joy Hagen (OC), Mike Thomas (OC), Mike Brunn (WC), Tom Snider (WC)

Others Present: Pam Massey, William Hansen (Student), Ane Carriveau, Chuck Hermes, Joann Rife, Renee Anderson, Craig Moser (OC Deputy Director, Dept. & Board Relations)

1. The meeting was called to order by board chair, Joy Hagen, at 1:00 p.m.
2. **Public comments on agenda items.** There were none.
3. **Approval of November 18, 2019 minutes.** A motion was made to approve the minutes of the November 18th meeting by Trustee Thomas. Seconded by Trustee Brunn. Motion carried.
4. **Presentation and discussion of bills [Chuck Hermes].** There was a late revision to pages 2 & 3 of the bills included in the original handout. Revisions were noted in a single page addendum handout. Legacy Communication invoice from page 2, was corrected from \$34.48 to \$1722 which also affected page 2 and grand totals. There was no additional discussion on bills presented.
5. **New Business**
 - a) **2019 Budget Update [Chuck Hermes].** Considering that \$36.8K and \$8K expenses had not yet been encumbered, everything is right on budget to date.
 - b) **2020 Planning: CIP, Operational (incl. small capital) and current state of approvals and timelines [JoAnn Rife].** Overall 2020 CIP was approved by both counties. Winnebago Co approved 2019 deferral of roofing repairs to 2020.
 - c) **Safety Walk.** Specifics items noted were: trimming trees by the daycare center, exterior lighting by door 46M not working, 46E entrance light cover, and cedar trees need to be trimmed in the back of building. JoAnn provided positive comment regarding the lighting around the exterior of the campus.
6. **Old Business**
 - a) **Condition report for campus [Chuck].** Chuck will encourage the contractors to plow more, and salt less. New Facilities Repair Worker, Nicholas Kerr, starts today and it was noted that he has a strong background in electronics. Trevor Tanner will begin as groundskeeper on January 7th. Martin noted that Trevor is a graduate of the Thrive program and is the 1st graduate of Thrive to be hired full-time at the UW-Fox Cities campus. Interviews are underway at FDL for the B&G Supt. Position. Chuck was able to get approval to shift monies around which will enable the Barlow AC and the Student Union HVAC projects to be completed. Joann noted that signage will change in the next 1-2 month.
7. **Facilities Use Fee Planning follow-up [Joy].** Martin has been involved in recent implementation planning meetings with UWO staff to talk about the spring-only parking fee. The current stickers that are issued are tracked, not-perfectly, but will be a good start for tracking existing parking permit holders. For spring-only, a DMV-like sticker will be issued to those that have paid for spring semester parking and will adhere to the current 2019-20 FOX parking passes. New UWO stickers will be issued for Fall 2020 similar to UWO style stickers. FOX is currently a cash-less campus, thus a completed form will be required to accompany online payment on the website. The permit will then be mailed to the user's home address. Barlow/Weis currently has visitor parking spaces designated for their guests. Those will continue to be provided using "visitor" parking permits and will have a limited time expiration. The Communication Arts Center (CAC) is LEED certified and so low emission vehicle spaces

must continue to be available and campus will issue visitor permits accordingly. The existing faculty & staff parking spaces will go away. Several of those spaces will be designated as drop-off/pick-up for the Children's Center. If specific faculty/staff parking is moved to a new designation, new signage would be needed. No permits will be required on campus after 4 pm or on weekends. A CSO from UWO PD will come to campus 1-2 times per week but with heavier policing initially in February. If no date sticker is present, it will be assumed that the permit is not current. Warnings will be issued appropriately. There was discussion on whether the BoT should still pursue the process to add permit cost to student Seg Fees. It was noted that the spring semester will generate less fees in general than in fall. Processes will be reevaluated in fall.

8. **Report from the Assistant Chancellor for Access Campuses.** Approval of an international student recruitment contract with Kings International. As a result of an increase in these enrollments, there may be a need to move to the 3rd phase of the Fox Village student housing building project. The UWO Budget Summit resulted in monies coming to UWO from UWC and how those monies will be delegated. There are plans to increase the current UWO access campus (associate degree) online course offerings. This will help fill a growing need for many students. Students have been overwhelmed by the number of emails received and many are not applicable to our access campus students. There is work underway to reduce these emails. Martin asked what the Trustees would like to be seen in future reports. Trustee Brunn asked to see information about transferability of courses within majors. Martin will invite someone to come and address this question.
9. **Future Agenda Items.** Joy would like to discuss facility use at a future meeting. Martin will bring the campus special events coordinator to talk further. Also, add campus master planning discussion.
10. **Schedule next meeting.** January 27th will be the next meeting.
11. **Adjournment.** Motion to adjourn by Trustee Snider. Seconded by Trustee Brunn. Meeting adjourned at 1:50 PM.

Respectfully submitted,
Renee Anderson