

Minutes – APPROVED

The Trustees of the University of Wisconsin Oshkosh-Fox Cities Campus

Monday June 27, 2022 1:00 p.m.

1478 Midway Road, Menasha

Trustees Present: Steve Binder (WC), Yvonne Monfils (OC), John Cuff (OC – alternative), Tom Swan (WC),
Chris Croat (OC)

Others Present: Martin Rudd, JoAnn Rife, Tricia Frank, Paul Farrell, Amanda Doperalski, Craig Moser,
Tracy Schwartz, Pam Massey (recorder),

1. The meeting was called to order by Martin Rudd 1:01pm. Welcome and Introductions of the new Board of Trustees.
2. There were no public comments on agenda items.
3. Martin Rudd gave an informal orientation of how the trustees has traditionally worked and run the committee. The past Trustee president was from Winnebago County, typically the incoming president would be from Outagamie County.
4. Election of Chair and Vice Chair of the Board of Trustees. Binder nominated Monfils as President of Board of Trustees for a 2-year term. Nomination accepted by Monfils and approved 4-0-0 for approval. Swan nominates Binder for Vice Chair. Nomination accepted and approved 4-0-0 for approval.
5. Approval of March 28, 2022 minutes. Trustee Binder motion to approve, Trustee Monfils second. 2-0-2 (Binder and Monfils are only two Trustees able to vote as they were present at this meeting.)
6. Updates from Counties since March 2022:
 - Winnebago County: Tom Borchart is the alternate; there are more than a dozen new county board members following the April elections, therefore information will need to be presented regarding all campus projects to new WC county members. Trustee Binder went through the process of presentation and approval that Winnebago County has typically followed. JoAnn Rife stated that 2022 projects have been trying to get presented to the county board since January but have continued to be pushed back. They are currently on the July County Board agenda.
 - Outagamie County: 11 of the 36 supervisors are new; new Finance Director and Corporation Counsel. Presentations will be needed for the new county supervisors regarding campus projects. Review of the MOU between the Board of Regents and Counties; should it be revisited to reflect the current UWO

structure? Enrollment: state population is declining, which includes youth and high school, thus leading to lower university enrollments. The county wants to look at the data pre-Covid and then post-Covid to see where the enrollment numbers are at. Discussion regarding purchase of the appraisal building; is it needed? Look at the state facilities plan for universities; would this building fit into plans? Food Service and Student Development Center project: good data is needed to inform the supervisors of the rationale and needs behind the renovation.

- Rudd responded that the Board of Regents may set some policies for the state, but the Chancellor sets the the University's direction.
- Rife response: anything that falls out of the building is the responsibility of the State of Wisconsin (UWO and Board of Regents). Anything that stays in place is the county's responsibility. Ongoing operational budget and project requests go through counties. Staff and personnel are handled by the state/university. (Fixtures, furniture and equipment is being requested in the capital budget through the university.)
- Rudd will find and distribute the MOU from 1970 for the board to review and note changes that have occurred.
- "Build a story" of the university and what options are available for the student development center renovation?

Desire to involve county members earlier and more often.

7. Presentation and discussion of bills [*Tracy Schwartz*] He receives the invoices for the day-to-day repairs and equipment, he submits them to be paid. His report is a summary of the monthly bills. This meeting his report includes the past 3 months since the trustees have not met during this time. No questions regarding the invoices.
8. New Business and Standing Reports 2022 Operational Budget Update and YTD Spending [*JoAnn Rife*] We are at about 28% of spending of total operational budget as of June 1, 2022. Many small projects are still out, so the invoicing is not put through yet. Snow removal is under 50% so we are in good standing for the fall at this point. Winnebago county is the fiscal agent for this budget. Small capital projects should be right at or below budget.
 - 2021 and 2022 Projects: Status of 2021 CIP and small capital projects. Status of approvals, rollovers and process [*JoAnn Rife*]
 - a. 2020: Children's Center project is still under construction so remains open.
 - b. 2021: Nature center updates – decision to operationally fund studies to be done with DNR. Fume Hood replacement: facilities committee approved; county approved the design portion. If additional funds are needed, will go to OC. More information is being obtained regarding the project determining needs and costs.
 - 2021 and 2022 Projects: Status of budget and capital approval and project bids.

- a. 2021: Talks with Small Business Development Center and Center for Entrepreneurship ongoing to determine interest of running a program in the appraisal building. An appraisal needs to be completed; who covers the cost for this? The last board meeting members approved a motion to have an appraisal done on the property. WC has not authorized any funding for this appraisal, OC has previously done this. [*JoAnn Rife*]
 Rudd: will ask Dan Brosman to present the small business program that could be utilized in the appraisal building to the current Board of Trustees at an upcoming meeting.
 Science Wing exterior wall: feasibility study completed, waiting to get on 2023 budget.
 - o 2022: Barlow Planetarium updates project will be presented to both county boards.
 - b. Condition Report for Campus [*Tracy Schwartz*] Bollards installed outside the gas meter by the back shed. Safety walk is due this fall, a night-time date to walk the campus and review any possible safety needs. The B&G crew is in the middle of summer maintenance, cleaning carpets and floors, painting of vacated offices. Campus is receiving UWO Nursing Education building refurbished furniture. Every spring new trees are planted to replace diseased trees.
9. Old Business
- a. Status of appraisal for 1428 Midway Road: Tom Swan pulled some research on the current occupants of the building. Accurate Appraisals is the assessor, Archivist Real Estate is a tenant. Is there an internal transfer of the business that wasn't reported as a sale of the building? Martin Rudd's communication with them has just been that the building is still for sale.
 - b. Appraisal fee – Tom Swan is stating that \$3000 for an appraisal may be on the low side. May be able to get a sufficient appraisal under the \$5000 limit but bids could be anywhere from \$3000-\$8000 for a quality report.
 - c. Student Development Center: Paul Farrell stated the OC board is looking for more data to support the scope of the final project, specifically due to the number of new county supervisors. Enrollment projections; longer trends for enrollment; what is the county's responsibility? Is it mainly used for catering? Is it mainly for Fox Cities students? Who will the facility really be serving? How do similar "commuter schools" utilize upgraded food services on campuses? Will this renovation and food service really contribute to students coming to and remaining on campus to utilize these facilities? Martin Rudd will get the feasibility study and different plan options to the Trustees.
 Amanda Doperalski will get a survey to students at the beginning of the fall semester to ask them basic questions regarding what they may want in a new cafeteria and student development center and how much they would use the facilities. She will get results to the Trustees by the end of September.

Outagamie County board would like to pause the process to get more data before moving forward with the RFP. Winnebago County has already approved the money for the project and are ready to continue moving forward with the project process. Outagamie County will provide questions to Martin Rudd by July 1 regarding supportive data to demonstrate alignment with need.

10. Report from the Assistant Chancellor for Access Campuses [Martin Rudd] Each Trustee is provided a folder with campus information, our degree AAS, info book – general information about the campus. What do the Trustees want to learn more about the campus? College of Business is moving the eMBA program from the Marathon Center building in Appleton to Oshkosh campus. Professional program will be moved to the Fox Cities campus. Three classrooms in the 1300-wing will be refurbished for this use. The university is seeing many students “swirling” between multiple campuses; we do have students from the Oshkosh and Fond du Lac campuses taking classes on the Fox Cities campus. This past spring, more than 360 students accessed classes on another campus or through an alternative mode. UWO⁺ is the new UWO Online program, which provides 6 full degree programs including the AAS degree.
11. Future Agenda Items
 - a. Invitation to Chancellor Leavitt to attend in late summer / fall
12. Schedule next meeting July 25, 1.00pm for a little longer time, allowing new members to get up to speed. Traditionally meetings have been one hour in length.
13. Motion to adjourn by Monfils, second by Binder. Adjournment at 3:25pm.