

**Approved Minutes – September 14, 2015**  
University of Wisconsin-Fox Valley Board of Trustees

Trustees Present: Tom Widener, Kathy Groat, Tom Snider, Joy Hagen.

Others Present: Winnebago County Supervisor Nancy Barker, Martin Rudd, Jim Eagon, David Staerkel, Thomas Frantz, Juli McGuire, Joe Wager-Smith

1. Chair Widener called the meeting to order at 11:00 a.m.
2. Public comment: None.
3. Trustee Snider requested a correction to the minutes of August 10, 2015, in item 11 as he was not at that meeting. The minutes will be amended to show the motion to adjourn was made by Trustee Barker. Trustee Groat moved and Trustee Hagen seconded approval of minutes for the meeting held August 10, 2015 as amended. The motion was approved unanimously by voice vote.
4. The Trustees reviewed the bill summary dated 09/14/15 totaling \$62,654.07. Trustee Groat moved and Trustee Snider seconded to approve payment of the bills. The motion was approved unanimously by voice vote.
5. The Trustees reviewed the budget expenditure report dated 14-Sep-15. Mr. Eagon indicated that he may request a reallocation from repair and maintenance category to cover any negative balance in building repairs for the year.
6. CIP Items 2016-2020
  - It was reported that the Winnebago County and Outagamie County Executives discussed the proposals for the Student Development/Food Service Facilities and Medical Science/Nursing Lab in the Capital Improvement Projects, and agreed to defer the project start dates to 2018 due to other county projects being planned for the 2016-2018 period. The campus plan will be updated to reflect this information.
  - The Trustees will discuss the CIP again at the next Board of Trustees meeting.
7. No new information was presented on the annual budget plan for 2016. It is expected that there will be committee and/or board action in October.
8. Facilities Condition Report
  - Carpeting in the University Children's Center has outlived its life expectancy and must be replaced now due to wear and safety concerns.
  - Another air conditioning compressor from 1985 is failing. It will be replaced in 2016.
  - In other projects, the electronic security access system work for 2015 is complete. Paint work will be finished today or tomorrow.
9. Energy Conservation Project Update
  - There is one phase remaining to the project which has to do with Variable Air Volume (VAV) Controls which is to start next week. The work will not be disruptive to classes. It will involve sensors to determine when rooms are occupied to reduce energy usage. This work should be done by the end of 2015.
  - Some additional L.E.D. lighting is to be installed. Plumbing work was completed earlier in the month.
10. Dean's Report
  - **Enrollment and Curriculum:** Although we have not arrived at 10<sup>th</sup> day yet, your class rosters should be settling down. I want to thank the staff in Student Affairs who made a huge push in the days immediately before and after the first day, and to all instructors during the same timeframe, for the monumental effort dealing with the cycle of applications, admissions, enrollment and "seat flexibility". It really made a difference as students continued to come to our doors. In terms of total enrollment, we are down a total of about 6.5% compared to this time last year, an amount not entirely unexpected given the Department of Public Instruction's projected data available for the counties from which we recruit and admit students. It means that since Fall 2012, our total number of credit courses taken by students have decreased around 13% (10% overall for UW Colleges). Thus over the summer, the group of Bill B, Kim, Rachel, Carla, Jim and I met regularly (every 2 weeks) to work on curriculum decisions to tweak offerings to more closely match the total number of students we expected (or were seeing). I believe that starting the process earlier in the summer this year kept the number of last minute decisions to a minimum, as we would like it. We are always looking for improvements to the process of

gathering data and estimating enrollments but I am grateful to the team for their unlimited supply of good ideas in making recommendations.

- Revenue from tuition will be down this year as a result of fewer students on campus paying to take fewer classes. One result of that can be that we fall short of meeting our revenue requirements unless we are able to moderate costs. *One way* we have of doing that is to reduce instructional expenses, and that makes fiscal sense at the start of the academic year. It also makes the process for examining the Spring 2016 curriculum somewhat easier, even though it remains a daunting task!
- **Convocation:** The academic year kicked off for the UW Colleges when we hosted the UW Colleges Convocation on 27th August. An archive of the live stream is presented [here](#) and includes a presentation by Chancellor Sandeen on her vision of access and continued student success beyond the restructuring that will be taking place.
- **Institutional Restructuring:** At the last Trustees meeting, I provided an update on the Round 2 budget reduction planning that would be getting underway. Since then, the Chancellor has recommended Round 1 budget reductions that appear to come close to the required \$2.6M applied to that first round. Final reports issued by task forces looking into the current and future structures of the libraries, student affairs, IT (major areas of reduction and consolidation). Current plans present a significantly reduced staffing level in those three areas which will operate as a "Solution Center" (Student Affairs) and as a jointly hosted Library/IT operation that will feature a Center for Academic Success and Engagement (CASE). Those decision have been made and are currently being implemented. In Round 2 decisions, in addition to the regionalization of leadership positions (Regional Executive Officer and Dean / Associate Deans), administrative support, buildings and grounds, continuing education and marketing/communications are all under consideration to complete the \$5M budget reduction.

11. The next meeting of the Trustees is Monday, October 12, 11:00 a.m., in Room 1706.

12. Trustee Snider moved and Trustee Hagen seconded approval to adjourn the meeting. The motion was approved unanimously by voice vote and the meeting was adjourned at 12:58 p.m.

T. Widener, Chair; J. McGuire, Recorder