

**FOX VALLEY TECHNICAL COLLEGE DISTRICT**  
**Board Meeting Minutes — June 16, 2020**

**CALL TO ORDER**

The Fox Valley Technical College District Board held its regular meeting on Tuesday, June 16, 2020, as a virtual meeting with access for the public to call in. Chair Patricia Van Ryzin called the meeting to order at 4:03 p.m.

**Roll Call**

Board members present were: Tammie DeVooght Blaney, Francisco Henriquez, Stephen Kohler, Justin Krueger, Charles Spoehr, Jr., Chris VanderHeyden, John Weyenberg, Patricia Van Ryzin; Absent: Dawn Rosicky

Others present included: FVTC President: Dr. Susan May; Administrators: Dr. Chris Matheny, Deb Gorman, Troy Kohl, Amy Van Straten; FVTC Staff: Becky Boulanger, Barb Kieffer, Dr. Therese Nemec, Dr. Kim Olson, Andrea Oman, Andy Rinke, Faith Schiedermayer, Dave Wuestenberg; Recorder: Sarah Bingham

**PUBLIC COMMENT**

Chair Van Ryzin opened the meeting for public comments from the audience. There were no public comments.

**REVIEW AND APPROVAL OF AGENDA**

A motion was made by Trustee Kohler to approve the agenda for the June 16, 2020, meeting as presented. Upon voice vote, the motion carried unanimously.

**ACTION ON MINUTES**

A motion was made by Trustee Spoehr to approve the minutes of the May 19, 2020, Regular Board meeting. Upon voice vote, the motion carried unanimously.

**REPORTS**

***President's Report***

Dr. May sought Trustee feedback on this spring's virtual commencement from those participating. Dr. Chris Matheny provided an update on the summer term and Deb Gorman shared information on the planning being done by HR to support employee's return to the workplace in the coming months.

**PUBLIC HEARING: 2020-21 BUDGET**

At 4:30 p.m., it was declared by Chairperson Van Ryzin that the Board recess to conduct the public hearing on the proposed 2020-21 budget. Amy Van Straten, Vice President for Finance/CFO, presented a high level overview of the proposed budget and process for its development. With no one attending from the public, the Board meeting resumed at 4:49 p.m.

**POLICIES/ISSUES**

***Resolution Authorizing Adoption of the 2020-21 Budget***

A motion was made by Trustee DeVooght Blaney to adopt the resolution authorizing adoption of the 2020-21 budget. [RES 20/06-01] Upon roll call vote, the motion carried unanimously with 8 Ayes: Trustees DeVooght Blaney, Henriquez, Kohler, Krueger, Spoehr, VanderHeyden, Weyenberg, and Van Ryzin. 1 Absent: Trustee Rosicky.

***Associate in Applied Science Proposal Concept Review – Technology and Pre-Engineering Education***

A motion was made by Trustee Weyenberg to approve the Technology and Pre-Engineering Education Associate in Applied Science program "Concept Review" authorizing administration to forward the occupational program proposal to the Wisconsin Technical College System for state board approval. Upon voice vote, the motion carried unanimously.

***Associate in Applied Science Proposal Concept Review – Master Aesthetician***

A motion was made by Trustee Krueger to approve the Master Aesthetician Associate in Applied Science program "Concept Review" authorizing administration to forward the occupational program proposal to the Wisconsin Technical College System for state board approval. Upon voice vote, the motion carried unanimously.

**MONITORING**

***Preliminary 2019-20 Progress Report on College Annual Objectives and Strategic Plan Scorecard***

Dr. Chris Matheny reviewed the preliminary progress reports on the College's annual objectives and strategic plan for 2019-20. Final reports will be provided in September.

**CONSENT AGENDA**

***Motion – Approve Consent Agenda***

Following review, a motion was made by Trustee Kohler to approve the following Consent Agenda items. Upon roll call vote, the motion carried with 8 Ayes: Trustees DeVooght Blaney, Henriquez, Kohler, Krueger, Spoehr, VanderHeyden, Weyenberg, and Van Ryzin. 1 Absent: Trustee Rosicky.

***a. Instructional Services***

- Contract Training & Technical Assistance – Monthly Activity Summary
- Grant Proposals Submitted in May 2020
- New Academic Programs Under Development
- Remission of Out-of-State Tuition – Academic Year 2019-20

***b. Human Resources***

- Personnel Report

***c. Finance & Facilities***

- Budget Variance Analysis
- Expenditures > \$2,500 for Month of May
- 2019-20 Budget Amendments – Consolidated Topics
- WTC District Boards Association 2020-21 Fee Assessment
- IFB #21014 PSTC Splashboard Prop Re-siding
- IFB #21015 Computer Lab Remodel – T112

**BOARD BUSINESS/REPORTS**

***Ad Hoc Nominating Committee Report – Proposed Board Officers for 2020-21***

Committee Chair Tammie DeVooght Blaney thanked committee members Dawn Rosicky and John Weyenberg and reported on the Ad Hoc Nomination Committee's proposal for the Board officers for 2020-21. The proposed slate includes: Chair, Patricia Van Ryzin; Vice Chair, John Weyenberg; Secretary, Chris VanderHeyden; and Treasurer, Dawn Rosicky. The election of officers will take place at the July 13, 2020, organizational meeting.

***President/CEO Evaluation Timeline, Materials, and Process for Written Feedback***

Board members were provided with documents for the President's evaluation and asked by Chair Van Ryzin to review the information. Thomas Rylko of Gallagher will be emailing a survey to Trustees to complete and submit online.

**ADJOURN**

There being no further business to come before the District Board, Chair Van Ryzin declared that the meeting was adjourned. The time was 5:28 p.m.

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Chris L. VanderHeyden, Board Secretary