

**NICOLET AREA TECHNICAL COLLEGE DISTRICT BOARD**  
**Minutes of the Regular Meeting**  
**Tuesday, March 15, 2011**

**CALL TO ORDER**

Chairman Martini called the meeting to order at 5:00 PM in the University Transfer Center Fireside Room on the Lake Julia Campus of Nicolet College in Rhinelander, Wisconsin.

**ROLL CALL**

Board members present: Gene Carlson, Amy Jacobs, Bob Martini, Marcie Metropulos, Richard Peters, Betsy Reach, Thomas Umlauf until 5:45 pm and Ron Zimmerman

Board members absent: Jeaninne Bruguier

Also present: Elizabeth Burmaster, Karen Barr, Sandy Bishop, Anne Bonack, Dan Groleau, Julie Johnson, Chuck Komp, Beth Kost, David Kast, Jeff Labs, Steve Laskowski, Roxanne Lutgen, Brigitte Parsons, Rose Prunty, Ron Skallerud, Kenneth Urban, John Van De Loo and Kyle Rogers of Northwoods River News

Notice of the meeting was posted and provided to the media.

**APPROVAL OF AGENDA**

JACOBS MADE A MOTION, SECONDED BY PETERS, TO APPROVE THE AGENDA.

MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

**ROUTINE ITEMS**

1. **Public Input**  
None.

**CONSENT AGENDA**

2. **Action on Minutes of the Regular Meeting 2/15/11**
3. **Ratification of High School Equivalency Diploma Contracts**
4. **Status of College Accounts, Recap of Expenses, Operational Cost, Action on Bills Payable**
5. **Ratification of Business, Industry, and Government Contracts**

JACOBS MADE A MOTION, SECONDED BY PETERS, THAT THE NICOLET COLLEGE BOARD APPROVE THE CONSENT AGENDA, ITEMS 2, 3, 4, and 5.

MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

## **REGULAR AGENDA**

6. Vice President Urban presented an overview of the Architectural Technology Program Proposal to the board seeking approval to submit the document to the Wisconsin Technical College System Office (WTCS). Urban explained this is the fourth phase in the five-step WTCS new program development process. The new program focuses on the principles of residential design with an emphasis on sustainable building practices. Urban noted the new program would complement existing programs which would result in fiscal and improved retention through possible laddering and new career pathways and would use software, computers, facilities and equipment that the college currently owns.

PETERS MADE A MOTION, SECONDED BY UMLAUF THAT THE NICOLET COLLEGE BOARD OF TRUSTEES APPROVE THE SUBMISSION OF THE PROGRAM PROPOSAL DOCUMENT FOR THE ARCHITECTURAL TECHNOLOGY PROGRAM TO THE WISCONSIN TECHNICAL COLLEGE SYSTEM OFFICE FOR CONSIDERATION. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

## 7. **Contract Training Increase**

Ron Skallerud, Executive Director of Workforce/Economic Development, Campus Safety and Security presented a proposed fee schedule for 2011-2012 for 38.14 contracts and asked for approval to adjust rates.

JACOBS MADE A MOTION, SECONDED BY REACH THAT IN RELATION TO 38.14 CONTRACT TRAINING AND TECHNICAL ASSISTANCE THE NICOLET COLLEGE BOARD OF TRUSTEES ACT TO:

- INCREASE THE IN-DISTRICT HOURLY RATE FROM \$135 TO \$140
- INCREASE THE OUT-OF-DISTRICT HOURLY RATE FROM \$135 TO \$140 (PLUS TRAVEL RELATED EXPENSES AS PER CURRENT GUIDELINES); IN CASES OF OUT-OF-STATE CONTRACTS WHERE THIS HOURLY RATE IS INSUFFICIENT TO RECOVER FULL COSTS, THE CLIENT WILL BE CHARGED ADDITIONAL FEES TO INSURE FULL COST RECOVERY
- INCREASE THE OUT-OF-DISTRICT TRANSIT HOURLY RATE FROM \$95 TO \$100
- INCREASE THE PUBLIC PROTECTIVE SERVICES HOURLY RATE (EMS, FIRE DEPARTMENT AND LAW ENFORCEMENT TRAINING) FROM \$100 TO \$105
- INCREASE THE ADULT BASIC EDUCATION HOURLY RATE FROM \$70 TO \$75
- INCREASE THE TESTING SERVICES HOURLY RATE FROM \$55 TO \$60

- INCREASE THE “LEARN-THROUGH-BURN” FLAT FEE FROM \$750 TO \$800
- INCREASE THE PER STUDENT FLAT FEE FOR WISCONSIN EMERGENCY MANAGEMENT TECHNICIAN TRAINING FROM \$450 TO \$475 (PLUS, IF APPLICABLE, OUT-OF-DISTRICT TRAVEL RELATED EXPENSES AS PER CURRENT GUIDELINES)
- THE NICOLET COLLEGE PRESIDENT OR DESIGNEE IS AUTHORIZED TO MAKE 38.14 CONTRACT PRICING EXCEPTIONS

FEE INCREASES TO BECOME EFFECTIVE JUNE 1, 2011 FOR INSTRUCTIONAL CONTRACTS AND JULY 1, 2011 FOR TECHNICAL ASSISTANCE CONTRACTS.

MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

**8. Nicolet College 2011-12 Budget Preparation**

President Burmaster reported on progress in preparation of the 2011-2012 Nicolet College budget and the impact of current state budget proposals.

**9. Other Informational Items of the President/Board Members**

- Ron Skallerud, Executive Director of Workforce/Economic Development, Campus Safety and Security noted that board members received in their packet the list of S.38.14(3) contracts delivered at less than full cost recovery. There were no questions from board members.
- President Burmaster stated that Nicolet College was successful in its submission to the Department of Public Instruction (DPI) for funding to implement three Science, Technology, Engineering and Math (STEM) related precollege academies for freshman and sophomore high school students in 2011/2012. The academies will focus on Environmental Science, Health Occupations and Engineering. The grant is contingent upon funding from the 2011-12 state budget for the Department of Public Instruction.
- President Burmaster thanked Gene Carlson for his many years of service on the Nicolet College Board and his dedication to Nicolet College.

**CLOSED SESSION**

**10. Closed Session**

PETERS MADE A MOTION, SECONDED BY REACH, THAT IN ACCORDANCE WITH WISCONSIN STATUTE 19.85(1) (c) THE BOARD MEET IN EXECUTIVE SESSION TO REVIEW PRESIDENT BURMASTER’S PERFORMANCE APPRAISAL. ROLL CALL VOTE: CARLSON – AYE, JACOBS – AYE,

PETERS – AYE, MARTINI – AYE, METROPULOS – AYE, REACH – AYE,  
ZIMMERMAN – AYE. MOTION CARRIED UNANIMOUSLY ON A ROLL CALL  
VOTE.

## **OPEN SESSION**

### **Reconvene Open Session**

REACH MADE A MOTION, SECONDED BY JACOBS, THAT THE NICOLET  
COLLEGE BOARD RECONVENE INTO OPEN SESSION IN ACCORDANCE  
WITH WIS. STATS. SECTION 19.85(2). ROLL CALL VOTE: CARLSON – AYE,  
JACOBS – AYE, PETERS – AYE, MARTINI – AYE, METROPULOS – AYE,  
REACH – AYE, ZIMMERMAN – AYE. MOTION CARRIED UNANIMOUSLY ON  
A ROLL CALL VOTE.

### **10. Report of Closed Session**

Chairman Martini reported that President Burmaster had a successful  
Performance Appraisal. The board was complimentary of the President  
Burmaster's performance regarding the review of progress for cost savings and  
effectiveness.

## **ADJOURNMENT**

REACH MADE A MOTION, SECONDED BY ZIMMERMAN, TO ADJOURN THE  
MEETING. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

Elizabeth Reach, Secretary

Recorded: Anne Bonack