CALL TO ORDER
Chair Pierpont called the meeting to order at 5:01 p.m. in the University Transfer Center Fireside Room 102 at Nicolet College on the Lake Julia Campus in Rhinelander, Wisconsin.

ROLL CALL
Board members present: Bob Egan (via conference call, excused himself at 6:22 pm), David Hintz, Amy Jacobs, Kim Odekirk, Deanna Pierpont, Thomas Umlauf, and Ron Zimmerman

Board members absent: Jeaninne Bruguier, Marcie Metropulos

Also present: President Burmaster, Ken Duesing, Dan Groleau, William Hill, Sandy Kinney, Chris Kolasa, Chuck Komp, Brigitte Kumbier, Roxanne Lutgen, Greg Miljevich, Rose Prunty, Terry Rutlin, Heather Schallock, Ron Skallerud, Kenneth Urban, John Van De Loo, and Pete Vanney

Recorder: Anne Bonack
Notice of the meeting was provided to the media and posted.

APPROVAL OF AGENDA

HINTZ MADE A MOTION, SECONDED BY UMLAUF TO APPROVE THE AGENDA AS DISTRIBUTED. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

ROUTINE ITEMS
1. Public Input.
   None

CONSENT AGENDA
2. Action on Minutes of the Regular Meeting – 9/17/13
3. Ratification of Business, Industry, and Government Contracts
4. Ratification of ADVANCE, and High School Equivalency Diploma Contracts
5. Status of College Accounts, Operational Cost, Recap of Expenses and Approval of Bills Payable

   JACOBS MADE A MOTION, SECONDED BY ODEKIRK THAT THE NICOLET COLLEGE BOARD OF TRUSTEES APPROVE THE CONSENT AGENDA, ITEMS 2, 3, 4, AND 5. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

REGULAR AGENDA
6. Action on 2013 – 2014 Mill Rate. Director of Accounting and Business Services Van De Loo stated the Nicolet College District equalized valuation dropped by 3.11%, compared to the projected budgeted
decrease of 4%. This is the fifth consecutive year Nicolet has seen a decrease in valuations. Since 2009, Nicolet College District equalized valuations have decreased a total of 2.66 billion dollars. The total mill rate for the 2013-2014 fiscal year is 1.26456, which is slightly lower than the 1.27000 projection presented at the June Board meeting. Questions from the Board were addressed by Van De Loo.

JACOBS MADE A MOTION, SECONDED BY ZIMMERMAN THAT THE NICOLET COLLEGE BOARD SECRETARY BE DIRECTED TO INFORM THE TOWNS/CITIES IN THE NICOLET AREA TECHNICAL COLLEGE DISTRICT THAT THE 2013-2014 MILL RATE FOR THE GENERAL OPERATIONS OF THE DISTRICT BE ESTABLISHED AT $1.09639 PER $1,000 OF EQUALIZED VALUATION, AND THE MILL RATE FOR THE DEBT RETIREMENT THROUGH THE DEBT SERVICE FUND BE ESTABLISHED AT $0.16817 PER $1,000 OF EQUALIZED VALUATION, WITH THE TOTAL LEVY BEING ASSESSED AT A RATE OF $1.26456 PER $1,000 OF EQUALIZED VALUATION. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

7. **Modification of the 2012 – 2013 Budget.** Director of Accounting and Business Services Van De Loo asked the Board to approve the budget modification which reflects a small adjustment to reclassify the budgeted revenues and expenditures related to additional grants, equipment, and financial aid awards. Questions from the Board were addressed by Van De Loo.

JACOBS MADE A MOTION, SECONDED BY HINTZ THAT THE NICOLET COLLEGE BOARD OF TRUSTEES APPROVE MODIFICATION OF THE 2012-2013 BUDGET TO REFLECT ADJUSTMENTS TO THE BUDGETED REVENUES AND EXPENDITURES RELATED TO ADDITIONAL GRANTS, EQUIPMENT, AND FEDERAL STUDENT AID. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

8. **Designation of Assistant Directors.** President Burmaster asked the Board of Trustees to approve the routine designation of Assistant District Directors. The positions are considered public officials who are required to file the Statement of Economic Interest to the Government Accountability Board on an annual basis. Questions from the Board were addressed by Burmaster.

JACOBS MADE A MOTION, SECONDED BY EGAN THAT THE NICOLET COLLEGE BOARD OF TRUSTEES, FOR PURPOSES OF THE WISCONSIN CODE OF ETHICS FOR PUBLIC OFFICIALS AND EMPLOYEES, SEC. 19.41 THROUGH 19.59, STATS., DESIGNATE THE FOLLOWING POSITIONS ASSISTANT DISTRICT DIRECTORS AND INDICATE ITS UNDERSTANDING THAT THE CURRENT OCCUPANTS OF THOSE POSITIONS AND THE SUCCESSORS TO THOSE POSITIONS ARE STATE PUBLIC OFFICIALS TO WHOM THE WISCONSIN CODE OF ETHICS APPLIES:

1. ROXANNE LUTGEN, VICE PRESIDENT OF FINANCE AND COLLEGE OPERATIONS
2. KENNETH URBAN, VICE PRESIDENT OF TEACHING, LEARNING AND STUDENT SUCCESS

MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.
9. **Other Informational Items of the President/Board Members.**

- **Automotive Program Overview** - Automotive Instructors Ken Duesing and Chris Kolasa introduced themselves and provided an overview of the Automotive Program. Duesing and Kolasa explained the Nicolet Automotive Program is accredited every five years by the National Automotive Technicians Education Foundation (NATEF). NATEF examines the structure, resources, and quality of training programs to ensure they properly meet industry standards. Questions and comments from the Board were addressed by Duesing, Kolasa, and Dean Kumbier.

- **Student Profile** – Automotive student William Hill explained he is in his second year of the Automotive Program. Hill shared coming from a small town, he appreciates the college community atmosphere at Nicolet. One of his deciding factors to attend Nicolet was the quality of the automotive shop and updated equipment. Hill credits his great instructors, the friendly and helpful staff, and the scholarships he has been awarded for his success in the program. Hill is currently working part-time at a local dealership while attending Nicolet.

- **Report of Vendors with Whom the College Does More Than $50,000 Annually** – Vice President Lutgen provided information on the one vendor, not awarded through state contracts or competitive selection, with whom the College expended more than $50,000 during the fiscal year ending June 30, 2013. Lutgen explained the one vendor resulted from the Wisconsin Covenant grant which specified a single source brand of mechanical training equipment to be used.

- **Foundation Report** – Foundation Executive Director Schallock shared photos and a news story from the “Run to Remember” event on September 21, in honor of Kory Dahlvig. Over 160 runners and walkers participated, raising $7,000 for scholarships to be awarded in Dahlvig’s name. Schallock also commented on “A Day for Nicolet” which is the Foundation’s largest fundraiser. The event will occur throughout the Nicolet District from October 23 – 25 to raise money for student scholarships.

- **Update on Program Advisory Committees** – Vice President Urban distributed a list of all Program Advisory Committee members to the Board. Urban explained Nicolet has 27 Advisory Committees with over 300 individuals participating. The Advisory Committees advise instructors on skills currently needed in the workforce, which directly links Nicolet to the local businesses and industries. Questions from the Board were addressed by Urban.

- **UW-Madison Reverse Transfer Agreement** – Vice President Urban commented on the newly signed Reverse Transfer Agreement with UW-Madison. Urban explained the agreement gives students who transfer to UW-Madison before completing all of the requirements for a two-year associate degree a way to finish their Nicolet associate degree, while attending UW-Madison.

**STATEMENT OF UNDERSTANDING**

**PUBLIC INPUT**

None

**ADJOURNMENT**

JACOBS MADE A MOTION, SECONDED BY HINTZ, TO ADJOURN THE MEETING AT 6:33 PM. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.