

Minutes-Approved
UWO Fox Cities Board of Trustees
December 28, 2020 1:00 p.m.

Trustees Present: Tom Snider (WC-Chair), Steve Binder (WC), Mike Brunn (WC-Alt), Jerry Iverson (OC), Mike Thomas (OC-Alt)

Others Present: JoAnn Rife, Tracy Schwartz, Martin Rudd, Craig Moser, Ane Carriveau, Paul Farrell, Pam Massey. Provost John Koker (guest), Renee Anderson

1. The meeting was called to order at 1:00 pm by chair, Tom Snider.
2. Public comment on agenda items. There were none.
3. Approval of November 30, 2020 minutes. Following a friendly typographical amendment, there was a motion by Steve Binder to accept the minutes as presented. Seconded by Jerry Iverson. Motion passed.
4. Update on Academic Planning for Access Campuses through Gray's Associates [Provost Koker]. A brief pre-COVID history was provided. In Summer 2019 all UW System campuses were asked to have an updated academic plan that would incorporate the access campuses. The UWO academic plan was last updated in 2016. Gray's Associates was brought in as a consultant to this process. They use market research program evaluation software to gauge results in four areas: (demand, employability, competitive intensity, economic considerations. They did separate reviews based on a 100-mile and 200-mile radius. Only undergraduate majors' programs that lead to bachelor's degrees were evaluated. Also, under discussion are what new programs can be offered. The college deans will evaluate what programs can be *grown, sustained, fixed* or least likely *stopped*. Suggestions will be solicited from faculty & staff. The plan developed will be for the next 3-5 years. UWO Engineering Technology degree is an example of a degree that was born out of market research involving local employers. Several new master's degree programs were just approved by the Board of Regents and came out of a need in the food service industry. Provost Koker's goal is to develop 4-6 strategic actions recommended by the end of this spring. The plan would be a living document that gets shared to the public and comments would be welcomed. Grays Associates is under contract for one year. The Executive MBA (EMBA) program works with leaders in the fields and runs out of a leased building in Appleton. A building adjacent to the UWO, Fox Cities campus is under consideration as a permanent site for this program and other similar professional development programming. Any follow up questions of the board for Provost Koker should be routed through Renee Anderson.
5. Presentation and discussion of bills [Tracy Schwartz]. There were no questions following presentations of the December bills.
6. New Business and Standing Reports
 - a. Equipment Process [Steve/Tom]. Tom Snider & Steve Binder are going to continue to work through a new process and will provide a more thorough update in the future.
 - b. Parking Lot [Steve/Tom]. JoAnn has received the Winnebago County document describing the process for their budgeting Craig Moser has created a memo to JoAnn

- describing the capital budget process, so all three parties (UWO, Winnebago and Outagamie Counties) have a better understanding.
- c. 2019-20 Operational Budget Update and YTD Spending [*JoAnn Rife*]. JoAnn provided a general fund budget snapshot. No questions arose from the board.
 - d. 2020 Projects: Status of 2020 CIP and small capital projects. Status of approvals and process [*JoAnn Rife*]. The carryover of funding will be requested for the University Children's Center addition; Fire Alarm System upgrades; and Food Service & Union feasibility, design, and engineering. The Library ceiling tile & frame repair funding will also be requested for carryover. The Roof Top Unit Repairs have been completed.
 - e. 2021 Projects: Status of budget and capital approval [*JoAnn Rife*]. Nature Center & Science Rm fume hood replacement will be moving forward to both counties. They will begin an acquisition process for the 1428 Midway Rd building. The card access system will no longer be proprietary, and so the vendor may change. All Small Capital Outlay Projects are all slated for completion over the summer.
 - f. Condition Report for Campus [*Tracy Schwartz*]. General housecleaning and interior wall painting continue. Ducts and carpets will be cleaned during the winter break.
7. Report from the Assistant Chancellor for Access Campuses [*Martin Rudd*]. The COVID relief bill was passed so we may receive more funding for student testing. Culver Center will reopen in January for community testing. Albee may receive more funding for testing as well. We have a standing invitation to attend the County (land and property) committee meetings. Will Hansen has resigned as President of the SFA. Jihae Choi will fill the role as SFA representative to the BoT for the remainder of the spring semester. Martin welcomes suggestions for topics for future BoT meetings. Jerry suggested another enrollment update this spring. Martin suggests that occur in February as spring enrollment will be captured by that meeting.
 8. Future Agenda Items. None for January, but as suggested above have Aggie Hanni provide an enrollment update at the February meeting.
 9. Schedule next meeting via Blackboard Collaborate. January 25th agreed upon for the next meeting. (This meeting was later changed to Wednesday January 20, 2021 at 1pm)
 10. Adjournment. A motion to adjourn was made by Steve Binder. Seconded by Mike Brunn. Meeting adjourned at 2:10 pm.

Respectfully submitted,
Renee Anderson