

1 **UWWC BOARD OF COMMISSIONERS**

2
3 UWWC, Room 303
4 West Bend, Wisconsin

January 16, 2014
2:00 p.m.

5
6 **Present:** Kenneth Brandt, John Bulawa, Roger Kist, Paul Price, Amy Reuteman, Paul Ustruck,
7 and Marilyn Merten (Alternate). **Excused:** Brenda Jaszewski.

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9 Also present: Assistant Dean Dan Anhalt, UWWC Maintenance Supervisor Jon Etta, and Chief
10 Deputy County Clerk Linda Doro.

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12 Chairperson Ustruck called the meeting to order and read the Affidavit of Posting.

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14 **MINUTES**

15 Moved by Mr. Brandt, seconded by Mr. Kist to approve the November 1, 2013, minutes as
16 presented. Motion carried.

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18 **MASTER PLANNING/SPACE UTILIZATION**

19 *Appearance: David Stroik and David Drews, Zimmerman Architectural Studios, Inc.*

20 The Board discussed the vision and priorities for the Campus and presented ideas for the
21 Master Plan.

22
23 **REQUEST TO NON-LAPSE 2013 UWWC FACILITIES FUNDS TO 2014**

24 Moved by Mr. Brandt, seconded by Mr. Kist to approve the non-lapse of the County/City 2013
25 UWWC Facilities funds in an amount not to exceed \$7,700, for the Campus Master Plan to 2014,
26 and forward to the Finance Committee. Motion carried.

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28 **2013 FACILITIES MANAGEMENT BUDGET BALANCE REVIEW**

29 Mr. Etta presented an update on the 2013 accounts, repair expenses over \$500, and 2013 projects
30 budget. As of December 31, 2013, there is a balance of \$11,679 in the UWWC operating budget,
31 however, it is noted in the report that not all the accounts have been charged 100% as of January
32 16, 2014.

33
34 **UWWC MAINTENANCE SUPERVISOR PROJECTS UPDATE**

35 Mr. Etta reported the Performance Contract is still ongoing. There have been some challenges
36 with the Metasys controls system. Due to so many add-ons to the system, the units were not
37 developed to communicate with each other, which they are now correcting, so this portion of the
38 project is taking longer than was anticipated.

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40 **UPDATE ON THE CAMPUS**

41 Dr. Price reported the University of Wisconsin Board of Regents has selected UW Colleges and
42 Extension Chancellor Ray Cross to be the next president of the UW System. Dr. Price reported
43 base budget cuts will affect personnel and the outcome will be known by February 15, 2014.
44 Enrollment this spring is running at 98% compared to last spring. Dr. Price distributed the UW
45 Regents and University of Wisconsin Colleges Facilities Naming Policies to the Board.

1 **NEXT TENTATIVE MEETING DATE**

2 The UWWC Board of Commissioners will tentatively meet sometime during the first week of
3 March.

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5 **ADJOURNMENT**

6 Moved by Mr. Brandt, seconded by Ms. Reuteman to adjourn at 3:25 p.m. Motion carried.

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Brenda J. Jaszewski

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Secretary, UWWC Board of Commissioners

UW-WC Administrative Policy 014

UW-Washington County Naming Policy

August 1, 2013

Explanation or Rationale: To quote the Regents' policy, "the Board recognizes that from time to time there may be a desire to name or dedicate some facilities or portions of the university's buildings or grounds after a person." Given this desire to honor a person or persons, the campus needs a consistent policy to explain how and why the UW-Washington County Campus would name part of our facility or other items. In addition, we need a policy for naming of programs, scholarships or other items that do not involve the facilities or the grounds.

Source Documents

[UWCAP #54: Policy on Facilities Naming](#)

[Regent Policy 19-14: Naming or Dedicating of University Facilities](#)

Policy

1. Role of the UW-WC Board of Commissioners

- a. To enable UW-Washington County (UW-WC) to respond quickly and confidentially to opportunities, the UW-WC Board of Commissioners (BOC) may authorize the Campus Dean and CEO (Dean), in consultation with the proper bodies, to make such naming decisions that involve some portion of the grounds or anything less than an entire, separate building.
- b. In the event that an individual or individuals wish to name an entire building, the Campus Dean must recommend approval according to the process detailed below. Then the BOC must recommend approval. Last, the Chancellor must approve the request.

2. Reasons for naming

- a. Exemplary service or contributions to the campus or community
- b. Exemplary philanthropic contributions to the campus

3. Eligibility for Naming

a. Source of names

- i. Individuals
- ii. Groups
- iii. Organizations

b. Items and areas specifically designated for naming

- i. Buildings or substantial parts of buildings (wings, rooms, laboratories) or other locations on campus such as roadways, gardens, or ponds
- ii. Special venues, teaching, recreational, service, or other facilities
- iii. Programs of study, research, and teaching
- iv. Programs of service or recreation
- v. Lectureships, special lecture series, awards for excellence in teaching, research, or performance of other academic responsibilities
- vi. Fellowships, scholarships, or awards
- vii. Endowed chairs, professorships
- viii. Library collections of books or other materials
- ix. Collections of works of art
- x. Awards for co-curricular achievement

c. Items not yet included

- i. The list above should not be construed to limit future naming possibilities other than those already limited by institutional and system policy as described below.
- ii. Should the Dean see fit to adopt names for entities not listed in this policy, the following nomination and approval process will still apply.

d. Items specifically forbidden for naming

- i. The campus grounds and buildings as a whole will remain the “University of Wisconsin – Washington County” and may not be named after another person or persons.
- ii. The Dean, Chancellor, or Regents may restrict other items.

4. Nomination and Approval

a. Nomination

- i. Any group or individual may make a nomination to the Dean.
- ii. Groups or individuals contemplating a nomination should consult with the Dean prior to discussing the matter with the nominee.
- iii. Individuals negotiating in the interest of the University must advise potential nominees that the acceptance of any naming proposal is conditional upon approval by the Dean, or, in some cases, Regent policy may place responsibility with the Board of Commissioners and the Chancellor.
- iv. All naming opportunities must remain consistent with Regent and UW Colleges policies.

b. Approval

i. Upon nomination, the Dean is responsible for presenting a proposal that includes:

1. The names involved,
2. The items to be named or renamed, and
3. The conditions under which the campus will name an item.

ii. Consultation

1. The Dean will bring all proposals that involve gifts to the Foundation to the WCCF Board for consultation and approval.
2. The Dean will bring all proposals that directly involve the campus or its programs to the Campus Steering committee for consultation.
3. Where possible the Dean will respect all requests for confidentiality.

iii. Final Approval

1. In instances involving any portion of the building or of the campus lands, the Dean will make the final decision on whether to recommend the naming opportunity to the Board of Commissioners. The Board of Commissioners makes the final decision on approval in this case.
2. In instances involving a gift to the Foundation, the Dean and the Foundation must both agree to the naming proposal before the proposal advances.
3. In all other instances, the Dean has final approval.

iv. Other requirements

1. UW-WC shall follow the same procedure as outlined above when there is a recommendation to discontinue, change, or transfer a name.
2. Naming is subject to completion of conditions defined in the approved proposal.
3. The campus will make the final determination of the proper design and size of any signs to maintain consistency with existing campus signs and design.

5. Name Changes

- a. Whenever a named entity undergoes significant modification or renovation, naming rights revert to the campus to change or renew.
- b. Should the property revert to the holder of the lease, naming rights would be void.
- c. The approval process of renaming or renewing a name is the same as the original approval process.

6. Records

- a. At the appropriate time, the Dean shall communicate naming opportunities to the UW-WC BOC and other appropriate entities.
- b. The campus will maintain a current inventory of named items.

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