

1 **UWWC BOARD OF COMMISSIONERS**

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3 UWWC, Room 101
4 West Bend, Wisconsin

January 25, 2007
1:30 p.m.

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6 **Present:** David N. Radermacher, Barbara Barringer, Richard L. Bertram, Ralph R. Hensel, Brenda
7 Jaszewski, Dean David Nixon, and Michael Schlotfeldt.

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9 Also present: County Board Chair Thomas J. Sackett, Administrative Coordinator Doug Johnson,
10 Assistant Dean Cathi Dziedzic, Facility Manager David Loomans, and UWWC Maintenance Supervisor
11 Bruce Edwards.

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13 Chairman Radermacher called the meeting to order and read the Affidavit of Posting.

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15 **MINUTES**

16 Moved by Mr. Bertram, seconded by Ms. Barringer to approve the minutes of October 12, 2006.
17 Motion carried.

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19 **FACILITY MANAGEMENT PROJECTS REPORT**

20 Mr. Loomans reported on the following projects:

21 **Storefront Door Replacement** – project to be bid in late spring.

22 **Window Replacements** – will be included in bid with the above project.

23 **Transfer Switch Replacement for Backup Generator** – project to be bid late spring or early summer.

24 **Drinking Fountain Replacements (4)** – project to be done in-house during summer break.

25 **Roofing Replacement & Repairs** – waiting for plan & specification costs from Facility Engineering,
26 who will be making a site visit next week. The project is scheduled for early to mid summer work.

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28 Moved by Mr. Hensel, seconded by Mr. Bertram to accept the Facility Management Projects report.
29 Motion carried.

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31 **UWWC MAINTENANCE SUPERVISOR PROJECTS REPORT**

32 Mr. Edwards reported a new Custodial Services Supervisor has been hired and UWWC is in the process
33 of filling the open custodian position. Over the winter break, approximately 90% of the hallways and
34 common areas were buffed, and all classrooms and the remaining portions of the school were thoroughly
35 cleaned. Approximately 25% of the cafeteria table glides were replaced. Numerous ballasts were
36 changed. Library shelving was added. The replacement of old cove base continues, as well as
37 replacement of stained ceiling tiles throughout the school.

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39 Moved by Mr. Bertram, seconded by Mr. Schlotfeldt to accept the UWWC Maintenance Supervisor
40 Projects report. Motion carried.

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42 **UPDATE ON BUDGET**

43 Mr. Loomans stated the current remaining balance in the UWWC 2006 budget is \$63,809.60. Of this,
44 \$50,000 will be non-lapsed to 2007 for the roofing project, leaving a final total of \$13,809.60. Ms.
45 Barringer reported the City's policy is to carry over non-used UWWC budget funds to be used on
46 UWWC capital projects in future years.

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48 Moved by Mr. Bertram, seconded by Ms. Barringer to accept the update on the 2006 budget report.
49 Motion carried.

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UNIVERSITY PROGRAM REPORT**Second Semester Enrollment**

Dean Nixon reported the current head count is 873 and of these 655 are full-time equivalents, which is down approximately 100 from fall. Final enrollment figures will be available next week. Classes are now offered during the winter break. An Adult Student Initiative pilot program will be offered, which would provide some core courses in an evening format on an accelerated basis (7 weeks).

Strength-Quest Program

Ms. Martha Nelson, Assistant Dean for Student Services was unable to give a report today. Dean Nixon gave a brief overview of the program, stating the purpose is to assess personality strengths to help determine the majors suited for students.

Survey Regarding Program Research and Implementation on Third Floor Expansion

Dean Nixon discussed the results of the survey of firms that employ engineers in Washington, Ozaukee, and Sheboygan counties to determine if they would support and send their employees to obtain a four-year Engineering degree at the UWWC campus. The results of the survey indicated interest for 206 individuals. Yesterday, UW-Platteville indicated support of this proposed program. In March, Dean Nixon will be meeting with the business community in these counties to help determine the structure of the proposed program. The Engineering degree would be from UW-Platteville, with staff from Platteville teaching the Engineering courses here at UWWC. To implement this program, the shelled space on the third floor would need to be remodeled. At this time, there is no estimate of the cost for remodeling; however, Dean Nixon is confident some private funds would be available and tentatively has set a target of \$600,000 or more in private funding.

The project would begin in 2008 or 2009, depending upon the funding. Dean Nixon indicated the next step would be to obtain some preliminary costs. Mr. Johnson reminded the Board that the County's Capital Plan does not include funds for this project. Departments will be required to submit requests for future proposed capital projects by the end of April. Ms. Barringer stated the City's approved five-year capital projects plan does not include this project.

The Board discussed the need to obtain preliminary cost estimates in order to determine the feasibility of moving forward. Mr. Johnson suggested carrying over the unused \$13,809.60 from the 2006 budget to obtain these cost estimates. The Board had no objections to utilizing the remaining 2006 funds for this purpose.

Ideas for Reporting on the University's Activities at the Next Meeting

The next agenda items will include the Strength-Quest Program and the third floor remodeling project.

Moved by Mr. Bertram, seconded by Mr. Schlotfeldt to approve the University Program report given by Dean Nixon. Motion carried.

NEXT MEETING

The next meeting is scheduled for Thursday, February 15, 2007, at 1:45 p.m. at the University.

ADJOURNMENT

Moved by Mr. Bertram, seconded by Mr. Schlotfeldt to adjourn at 2:30 p.m. Motion carried.