

UW-BARABOO / SAUK COUNTY CAMPUS COMMISSION MINUTES

UW-Baraboo/Sauk County Campus, Executive Dining Room

Baraboo, Wisconsin

Thursday, January 21, 2016

Members present: Phil Wedekind, Tom Geimer, Tom Kolb, Cheryl Giese, Andrea Lombard, Brentt Michalek, Scott VonAsten

Members Absent: None

Others Present: Regional Dean Charles Clark, David Armstrong, Mike Conner, Mike Palm, Ed Geick, Marty Krueger, Dundee McNair, Jim Nelson Todd Liebman

Certification of compliance with the open meeting law and Approval of Agenda – **Motion to amend the agenda by Kolb seconded by Lombard, to have the Deans' Reports moved up on the agenda.**

Motion carried. Motion by Kolb second by Geimer to adopt the agenda. Motion carried.

Approval of Minute of Previous Meeting - **Motion by Kolb second by Geimer to approve the minutes of the prior meeting. Motion carried.**

Public Comment - **None**

Communications - **None**

Consideration of Science Facility Change Orders. **No new report. There was discussion on work still needed to be completed. Minor issues at this point. Consensus was to leave this on the agenda for the next couple of months.**

Facilities and Maintenance Report(s) -

- a. Discussion on garage door. **Conner distributed information on the engineering of the new garage door, cost would be between \$2,500 to \$2,600. Decision was made not to proceed.**
- b. Discussion on window bids. Conner detailed the bid sheet on the window replacement. Five bids were received. Lombard made a motion second by Giese to accept the bid by Glacier Glass for \$29,141 if Glacier Glass withdraws its bid the next lowest bid will be selected. Motion passed with all in favor.
- c. Discussion on Carpet for Library. Motion made by Geimer Seconded by Kolb to keep uniform color and type throughout the campus. Connor will go out for bid with this as a requirement.
- d. Discussion on 7 year Maintenance Plan. Will address further detail later on agenda.
- e. Discussion regarding dedication of science building. McNair and Clark stated that the dedication would come soon. They would like this to coincide with the 50 year anniversary of the campus.

Conner went on to present the campus commission bills and detailed the list in the amount of \$7,383.28.

Financial Report and approval of Vouchers - **Giese presented the report and vouchers. Giese stated that she has bills in the amount of \$798.36 and \$21,065.00. Motion by VonAsten seconded by Kolb to pay the bills totaling \$29,246.64. Motion carried with all in favor.**

Campus administrator's Report - **Dundee McNair, Associate Dean, detailed the current progress with the staff restructuring. There is quite a bit of restructuring included the creation of new positions. They are also preparing for the spring students.**

Dean's Report - Charles Clark, Regional Dean, enrollment is at 466 and this is at 96% of full enrollment. The fall enrollments are currently ahead of last year. He would like to see the Bachelor's degree program continue to grow. The campus's throughout the state are still in the hiring process as identified in McNair's report. Clark identified that even with the significant administrative changes there has been little to no effect on the students. Questions were asked about the new facilities director, this person will be part time and responsible for the ongoing maintenance of this campus on a part time basis, as he/she will be shared with the other three campuses. Questions were asked about outsourcing the custodial services, discussion on this suggestion is on hold. Questions were asked about the degrees available on campus. Dean Clark detailed the degrees.

Discussion and possible action on forming a maintenance committee - The discussion on this topic was thorough. It was agreed that this was a good idea, however discussion and a decision will be postponed until next month's meeting, as we are waiting to see who the facilities director will be. Motion to postpone decision until February was made by Lombard seconded by VonAsten. Motion passed with all in favor.

Discussion and possible action on establishing a parking fee- Rock Campus began to charge parking fees at \$20 per semester, as they currently do not have enough parking. For this campus we will need to consider that the parking lot is costly to upgrade. We should look at an analysis of other campuses, consider all the special events on campus, should look at an engineering design for parking, who will be responsible for patrolling the parking and writing tickets, and if there going to be a gate and/or booth. VonAsten, Geimer, Lombard, and Michalek, all stressed concerns about charging on the campus. Geimer moved to postpone Kolb seconded for two months and will revisit this issue in March, Motion carried all in favor.

Update and discussion on Student Housing- Lombard – At the January 6, 2016 meeting they identified a new property manager at the Villas. At the next meeting in February the lighting options will be discussed.

Set next date and time – February 18, 2016, 8:00 a.m.

At 9:20 a motion was made by Wedekind, second by Kolb to adjourn. Motion carried all in favor.

Respectfully submitted;

Brentt P. Michalek; Interim Administrative Coordinator