

## **UW-RICHLAND COMMITTEE**

December 12, 2016

The UW-Richland Committee met on Monday, December 12, 2016, at 1:00 p.m. in the Dean's Conference Room, located in Melvill Hall, 1200 Highway 14 West, Richland Center, Wisconsin.

Committee members present included: Bob Bellman, Marty Brewer, James Huffman and Dave Turk. Carol Clausius was absent.

Others present included: Victor Vlasak, County Clerk; Dr. Charles E. Clark, Regional Executive Officer and Dean of the Southwest Region; Dr. Tracy White, Regional Associate Dean for Academic Affairs and UW-Richland Campus Administrator; Brian Zobel, Regional Director of Facilities Planning and Management for the Southwest Region; John Carter, Campus HVAC Specialist; and Angie Arneson, Food Services Supervisor.

Chairman Bellman called the meeting to order.

The County Clerk verified that the meeting had been properly noticed. Copies of the agenda were sent by either mail or email to all UW-Richland Committee members, a copy was faxed to The Richland Observer, a copy was emailed to WRCO and a copy was posted on the Courthouse Bulletin Board and County web site.

Motion by Turk, second by Huffman that the agenda be approved. Motion carried.

Motion by Brewer, second by Huffman that the minutes for the November 14th meeting be approved. Motion carried.

Dr. Clark reported now that the semester is nearly ended, the focus is on enrollment for the spring semester. All three campuses are a bit behind last year at this time regarding enrollment for continuing students. The month has been quiet. Dr. Clark has been making presentations to service clubs.

Dr. White reported on end of the semester student study days and finals. UW-Richland spring enrollment is at 99% compared to the same time last year and fall applications are at 100% compared to the same time last year. Dr. White distributed literature on the run-hide-fight staff training that was reported on at the last meeting. The student government association also coordinated a week of safety awareness. Dr. White reported that a contingent from Uching China toured the campus. The tour was used to help them understand the campus' ability to meet student needs because of the small student to faculty ratio and the expertise of the faculty. The International Student Coordinator for the campus will be leaving at the end of January. The recruiting process for the position has started. The master planning review was held last month. The group generally agreed that the Master Plan, as it currently exists, still illustrates the needs of the campus at this time. Dr. White noted that the Plan captured the way the community feels about the campus and how the community wants the campus to exist in the community.

Arneson reported on events the Food Service has been involved in. Tomah schools had 45 students visit the campus. The ugly sweater event was attended by 218 people. This even was coordinated through Richland FIT. The Richland Hospital held a Leadership Workshop for 45 people. The Workshop is held four time a year at the campus. Agrace will be coming up in January. Arneson reported that the person currently in the night cook position may be leaving due to health reasons. That position will then need to be advertised.

Chairman Bellman reported that he has talked with Corporation Counsel Southwick regarding the Pepsi contract. Motion by Brewer, second by Huffman to accept the five year contract with Pepsi. Motion carried.

Zobel gave an update on the Honeywell Energy Efficiency Project. Not much has changed since last month because December 27<sup>th</sup> was set as the date when they will start with the controls work. In addition to the science area, they are going to work on the gym so that there can be an internet connection for the controls in both buildings. Honeywell was able to get the additional hardware for the light pole to address the shadowing areas on Symons Drive that were found in the night walk.

The maintenance staff will be renovating the men's locker room with the donated lockers. The wallpaper on the two hallways in the Student Center is falling off. Removal of the old wallpaper will be done a section at a time and then the walls will be painted. Carter attended a chain saw operator class in West Bend on December 1<sup>st</sup> and is now certified to use a chain saw on the campus. Due to some accidents state-wide, the UW colleges had put a moratorium on using chain saws until staff could be certified. Outside contractors will also be utilized if needed. An updated was provided on the search to fill the vacant grounds worker position. Four individuals were interviewed. A status report on the 2016 budget was provided.

The collegium, which that is a self governing group made up of faculty and staff, asked for an update on the Melvill Hall roof leaks. Copies of Zobel's report to the collegium were given to Committee members.

Carter reported that lawn mowing continued until the 2<sup>nd</sup> or 3<sup>rd</sup> of December and then switched to snow removal. The lawn care equipment is being readied for spring and put away. The men's locker room project will be completed over the holiday break.

Brian Wontor, Residential Roofing, has been on campus three times in the last month to patch leaks. No new leaks have been found. The new plan is to use a water hose to see if the location of other leaks can be isolated.

Zoebel reported that Russ Mohns, Project Engineer from Specialty Engineering Group, spent the day with Zoebel and Carter on the roof of the Wallace Student Center. The report has not been completed. Discussed was the installation of barrier bars. Drainage will also need to be addressed at entrance to the cafeteria.

Dr. Clark reported that the Master Plan was affirmed. The remodeling of the classroom building would take care of about 15% of the total deferred campus maintenance called for in the Plan. Deferred campus maintenance costs total 4.8 million. The estimated cost of the classroom remodeling project is \$600,000. Dr. White reported that a classroom utilization analysis is being conducted. Brewer noted that a lot of the space in the Classroom building is not being utilized because of the size of the rooms.

Zoebel reviewed the monthly invoices totaling \$1,073.21. Motion by Turk, second by Huffman to approve payment of the invoices from the Outlay budget. Motion carried.

Motion by Brewer, second by Huffman to adjourn. Motion carried. The meeting adjourned at 1:39 p.m.

Victor V. Vlasak  
Richland County Clerk