

## UW-RICHLAND COMMITTEE

December 8, 2014

The UW-Richland Committee met on Monday, December 8, 2014, 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, Carol Clausius, Dave Turk and Lewis Van Vliet.

Others present included: Victor Vlasak, County Clerk; Dr. Patrick Glenn Hagen, Campus Executive Officer and Dean; Tom Waalkens, Building and Grounds Superintendent; and Angie Arneson, Food Services Supervisor.

Committee Chairman Bellman called the meeting to order.

The 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 Brewer, second by Clausius that the agenda be approved. Motion carried.

Motion by Van Vliet, second by Turk that the printed copies of the minutes for the November 10<sup>th</sup> meeting be approved. Motion carried.

Dean Hagen made the following report:

- The front page of the November 23<sup>rd</sup> Wisconsin State Journal featured the UW-Richland's international education program. During the 2014 fall semester the campus hosted 52 international students from 20 different countries and territories.
- It is anticipated that the \$300,000 Honeywell Project to replace lighting in the gymnasium will go forward in February. The project must first go to the Board of Regents and then on to the Governor for signature. The project would be completed the summer of 2015.
- Final exams will be taking place.
- In December the campus was awarded a \$10,000 Undergraduate Research and Discovery Grant by the University of Wisconsin System to enhance undergraduate research opportunities campus wide.
- The hiring of a new tenure-track ecologist has been approved. This will provide an opportunity to build a program in natural resources management and to utilize the campus farm for undergraduate research.
- The UW-Platteville Academic Council needs to give approval to some changes so that students from the technical college with applied associates' degrees can come to the UW-Richland to complete their Bachelor of Applied Arts and Sciences Degrees.
- The Joan Woodman Orton McCollum Foundation has announced that it would support the creation of a Writing Center in the Miller Memorial Library. A \$15,000 grant was awarded to build office space and purchase computers.
- The Dean has signed the Memorandum of Understanding that was received from Marianne Stanek, H&HS Public Health Manager, for use of the gym in the case of a mass fatality incident.

Arneson reported that notification was received from Southwest CAP – Head Start that the Boscobel Head Start location will no longer require food service. Head Start was advised to find a food vendor closer to the Boscobel site to insure compliance with temperature requirements. A letter of appreciation was received regarding the Meal Service preparation and executing of the Passages' Fall

Bounty Dinner. Campus Food Service accounts receivables total \$1,246.50. Available cash as of November 30<sup>th</sup> is \$53,501.78.

Waalkens reported on the permitting process to add rip rap to both sides of the south side of the east bridge. There will be no cost for securing the permit. A notice will be posted on the DNR web site for thirty days giving notice of the intent to add the rip rap. A notice was placed in the November 20<sup>th</sup> Richland Observer. There is a period for soliciting public input. Notice of the project must be given to upstream and downstream property owners requesting their input. The permitting process will be complete by mid December. Gary Manning Excavating and Trucking has been contacted to add the rip rap.

Waalkens reported that the student who fell through the ceiling in the Coppertop Theatre is doing fine. The ceiling tile has been replaced in that vestibule. Staff from the Central Office of Safety and Risk Management inspected the facility and made recommendations. Some of the lighting will be relocated in the theater so students can access the lights from the theater and not have to use the catwalk.

Waalkens presented the following Buildings and Grounds Superintendent's Report:

- An additional handrail to the Coppertop Theatre catwalk was installed using materials purchased from Walsh's Ace Hardware.
- The roof drain on the east end of Melvill Hall was replaced. A new heat tape was purchased from Walsh's Ace Hardware and installed.
- Hall Ceilings replaced the ceiling in the south Coppertop Theatre vestibule where the drama department worker fell through.
- Electrical conduit was purchased from Viking Electric for the Coppertop Theatre catwalk area.
- The quarterly inspection of the Coppertop Theatre sprinkling system was conducted by H.J. Pertzborn. The system was found to be in good working order.
- A new system control pressure gauge was purchased from Johnson Controls for the Student Center boiler room.
- Simplex Tyco was called to check out and make repairs to the alarm system for the west side of Melvill Hall. The problem was found to be a broken wire.
- The water infiltration problem on the west entrance to the Student Center building has been cured.
- Cement on the southeast entrance to the Science building is starting to heave and crack.

The Committee reviewed invoices from the month totaling \$1,653.49. Included is the \$580 invoice from Hall Ceilings for the ceiling repairs in the south Coppertop Theatre vestibule. Motion by Van Vliet, second by Turk to approve payment of the invoices from the Outlay budget. Motion carried. Copies of the Outlay budget were distributed. It was noted that the 2015 operating budget for \$55,000 has been approved.

No further information was available regarding the Classroom Building remodeling or maintenance and infrastructure needs.

Motion by Turk, second by Brewer to adjourn. Motion carried. The meeting adjourned at 1:36 p.m.

Victor V. Vlasak, Richland County Clerk