

UW-RICHLAND COMMITTEE

November 9, 2015

The UW-Richland Committee met on Monday, November 9, 2015, 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; Dundee McNair, Assistant Campus Dean for Administrative and Financial Services; 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 Van Vliet, second by Clausius that the agenda be approved. Motion carried.

Motion by Clausius, second by Brewer that the minutes for the October 12th meeting be approved. The minutes state that the Dean reported that the full time equivalent student count is 282. Dean Hagen noted that with the high school students taking courses at the campus, the FTE is 322. Motion carried.

Dean Hagen reported that it is safety week on campus with different activities taking place each day. McNair reported on the annual night safety walk. This year the walk included checks inside buildings and also Campus View. Dean Hagen distributed copies of an article he wrote for The Richland Observer regarding campus safety. The possible changing of the law to allow concealed carry on campus was discussed. Copies of a Capital Times article were distributed regarding measures being taken at UW Madison and system to help prepare for a situation where there is an active shooter. Charles Clark, new Regional Executive Officer and Dean, met with Dean Hagen and Chairman Bellman last week. A listing of personnel changes to the Richland Campus was distributed to Committee members. The Honeywell ESG Wisconsin Performance Contract of \$546,000 to improve the energy efficiency of the campus is anticipated to be on the Board of Regents agenda in December. A video, updated in 2013, from the UW Madison Police Department of best practices they have learned from these mass shooter scenarios was presented. The Richland Campus Administrator will be Tracy White.

Arneson presented the October Food Services financial report. The average daily ticket price from the register is \$5.75. When they swipe their card the average is \$6.10. \$2,100 in revenue came from sales on the swipe machine. A meeting was held with the people at the Viola nutrition site. 38 people signed the petition. 5 people showed up for the meeting. Numbers are climbing at the meal site.

A report on the cost of nutrition meals was distributed. Marianne Stanek, Public Health Manager, has been informed that the price of the nutrition meals needs to be increased. Arneson reported meeting with a nutritionist and a chef from the Greater Wisconsin Agency on Agency Resources to discuss the nutritional value and calorie requirements for the meals. The average cost of a meal with dessert is \$3.35. Without the desert, the meal cost would be \$3.25. Stanek will be taking the price issue to the Health and Human Services Board. Arneson emphasized the importance of the Nutrition program to the Meal Service.

Arneson reported that Badger Amusement is now in charge of the pool tables. Chairman Bellman will take the contract to Corporation Counsel Southwick for review. Arneson explained the importance of the Continuing Education programs to the Meal Service.

Waalkens reported on campus maintenance and repair projects. The concrete work is almost complete for the summer. The cement work in front of the library is done and the backfill is complete. Seeding will take place in the spring. The first pour of the cement work on the north side of classroom building is complete. Once it cures, a second pour will abut up to that and extend to the north. It will be tapered to the north so the water will not run toward the building. A drain and sump pit with a rock base was installed with the first pour to act as a basin to collect the water. There is a removable lid on pvc pipe extending to the collection basin into which a sump pump can be placed to pump the water. The final pour will be late this week. The other updated primary control on the burner for the gymnasium boiler is in and operational. The obsolete controllers are gone. The new controls are current and factory supported. Two new electric assist door operators are in place. One was on the southeast entrance to the science building and the other was on the south main entrance to the classroom building.

Monthly invoices total \$127.55 were reviewed. Motion by Turk, second by Van Vliet to approve payment of the invoices from the Outlay budget. Motion carried.

There was nothing new to report regarding the Classroom Building Remodeling. McNaire reported that when the text book rental ended, students had earmarked remaining funds to help in the classroom building remodel. There is now \$113,000 setting in that account. In order to free up those funds, the students will need to vote two years in the row to un-restrict that money to allow for its use in other areas since no progress is being made in the remodeling.

Waalkens reported that McNair and he will be meeting with the maintenance staff to put together a plan going forward to cover the gap between Waalken's departure and a decision regarding the regional director. In the short term staff will be reporting to McNair.

The next meeting is scheduled for December 14th.

McNair distributed copies of the Outlay report.

Motion by Turk, second by Clausius to adjourn. Motion carried. The meeting adjourned at 1:52 p.m.

Victor V. Vlasak, Richland County Clerk