

## **UW-RICHLAND COMMITTEE**

December 10, 2018

The UW-Richland Committee met on Monday, December 10, 2018, at 1:15 p.m., in the Dean's Conference Room, located in Melvill Hall, 1200 Highway 14 West, Richland Center, Wisconsin.

Committee members present included: Linda Gentes, Jim Huffman, Chad Cosgrove, Shaun Murphy-Lopez and Melissa Luck.

Others present included: Victor Vlasak, County Clerk; Brandon Fetterly, Interim Campus Dean; John Carter, HVAC Specialist; Angie Arneson, Food Services Supervisor.

Committee Chair Gentes 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 Cosgrove, second by Luck that the agenda be approved. Motion carried.

Motion by Luck, second by Huffman that the printed copies of the November 12th meeting be approved. Motion carried.

Dean Fetterly reported on events for the past month. November 19<sup>th</sup> the new sign was dedicated. The cost of the sign came from UW systems signage funding. Other campus signage will be updated in the future to reflect the new logo. The China delegation event took place on November 27<sup>th</sup>. The Undergraduate Research Symposium was held on campus November 30<sup>th</sup> where students doing research on campus had a chance to present their work. There will be another Symposium in the spring. John Christensen is the new Branch Campus Communications Manager. Dean Fetterly was in Madison for a Higher Learning Commission Accreditation visit answering questions about curriculum and budget planning. UW system is planning to film videos for the next budgeting process. The video at the Richland campus took place the morning of this meeting. Interviews for the Director of Facilities position will happen after the holidays. Campus Deans will make the final decision on the candidate for the position. Curriculum planning for the fall is continuing. Students will apply to Platteville. The last day of final exams is December 21st.

Arneson presented the November Food Service Financial Report. Revenues for the month total \$16,974.18. Accounts receivables total \$2,702.06. The cash balance as of October 31<sup>st</sup> is \$22,300.68. Arneson reported on campus events that the Meal Service provided food for.

The renewal of the contract for the Nutrition Program was discussed. Arneson reviewed the time and food products costs for the Nutrition meals. Motion by Huffman, second by Murphy for approval of the Nutrition contract at \$3.50 per meal. Motion carried.

The sidewalk assessment was discussed. Carter recommended that no action be taken on the plan recommendations until more is known about the proposed connection building between the Symons Complex and the gymnasium.

Carter presented the following November/December maintenance report:

- The pilot assembly on the Science building boiler was replaced by Johnson Controls. The photo eye for boiler number two is on order.
- The Science building large boiler pump number two was rebuilt and replaced.
- Mowing equipment is being repaired.
- Preseason snow removal equipment maintenance has started.
- Two weather events required cleanup.
- Unit heaters in the gymnasium are being repaired.
- Miscellaneous items were disposed of through the Wisconsin Surplus Auction.
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Carter reviewed the invoices for November/December. The invoice from Chitwood's Electric Repair in the amount of \$883.86 is for the repair of the Science building boiler pump. The invoice in the amount of \$691.76 from Kraemer Air Filter Corporation is for building air filters. Motion by Cosgrove, second by Huffman for approval to pay the invoices totaling \$1,907.76 from the Outlay budget. Motion carried.

Copies of the Outlay budget were distributed to Committee members.

Motion by Luck, second by Huffman to adjourn. Motion carried. The meeting adjourned at 1:58 p.m.

Victor V. Vlasak  
Richland County Clerk