

(APPROVED)

MINUTES OF THE UNIVERSITY COMMISSION MEETING OF
September 20, 2012

Chair Rozar called the meeting to order at 5:00 p.m. and declared a quorum.

Present: Machon, Feirer, Earll, Rozar, Stuhr, Breu, Meyer and Feddick.

Absent: Pliml.

Also present: Koziczowski, Commission Bookkeeper, Waalkens, Building & Grounds Superintendent, and Michelle Boernke, Assistant Dean for Administrative and Financial Services.

There were no public comments.

Motion (Feirer/Breu) to receive and place on file the minutes of the May 17, 2012 meeting. Motion carried. (Minutes on file.)

After reviewing the revised Arboretum Advisory Committee plan document, Commission members restated their support of the concept and asked the Dean to convey the Commission's request for a financial report along with the annual report.

Motion (Machon/Breu) to receive and place on file the statement of accounts. Motion carried. (Statement of accounts on file.)

Motion (Feirer/Earll) to receive and place on file the list of bills. Motion carried. (List of bills on file.)

Motion (Breu/Machon) to receive and place on file the Building & Grounds Superintendent. Motion carried. (Report on file.) Waalkens presented his fall trail maintenance plan. The Dean will serve as liaison between the Commission, Advisory committee and campus personnel.

Dean Stuhr & Chair Rozar introduced Boernke to Commission members. Boernke reported on the 2012 HVAC Project which had not been initiated due to an increase in the project cost. The County has approved the following plan and the City will be make its decision in October. The revised budget would carry over the \$316,000 to 2013 and to reallocate the \$86,000 from the gym floor replacement to the 2013 HVAC project. Total 2013 HVAC budget would then be \$402,000. The remaining 2013 capital improvement projects total \$238,000. Total facility enhance budget request

for 2013 is \$640,000. Boernke will revise the 5-year Capital Improvement Budget request and resubmit it.

Following discussion, motion (Breu/Feddick) to approve the Commission's 2013 Operating and Facility Enhancement Budgets as amended. Motion carried. (Budgets on file.)

Dean Stuhr reported on promotions, new staff and faculty (Adam, Birkholz, Ernest, and Corluy). She also announced the resignation of Vicki Tracey, Foundation Coordinator; the search for a half-time mental health advisor and new food service. She also reported that the Foundation has been working on preparing the RFP/RFQ for student housing with the assistance of Harold Wolfgram and Steve Wildeck. When the RFP is complete, the Commission will ask the City and County to each pass a resolution deeding the land and building to the University Foundation. Lastly, the Dean announced a mock visit on Monday in preparation for the upcoming HLC accreditation.

Dean Stuhr expressed concern with the current campus fire alarm system, noting that while it announces emergencies, it does not call for community fire fighting. Also, should an emergency occur on a weekend, there would be no one to report it. The Dean was asked to communicate with other UW Colleges campus to see what systems they utilize, and to report back to the Commission.

Next meeting is November 15, 2012 at 5:00 p.m.

Motion (Breu) to adjourn. The meeting adjourned at 6:10 p.m.

Minutes taken for Mike Feirer, Secretary, by Marcie Kozickowski, Commission Bookkeeper.