

Wisconsin Indianhead Technical College  
Board Proceedings  
September 19, 2016

The regular meeting of the Wisconsin Indianhead Technical College Board was held on Monday, September 19, 2016, at 8:30 a.m., at the WITC-Administrative Office, located at 505 Pine Ridge Drive, Shell Lake, WI 54871.

**CALL TO ORDER/ROLL CALL/DETERMINATION OF QUORUM**

Vice Chairperson, Troy Lambert, called the meeting to order at 8:30 a.m. with the following Board members present: James Beistle, Janelle Gruetzmacher, Lorraine C. Laberee, Troy Lambert, Dave Minor, Agnes Ring, and Josh Robinson. *Chris Fitzgerald and Brett Gerber provided notice that they would not be in attendance at this meeting.*

The following WITC employees in attendance during the meeting were: Steve Decker, Kim Olson, Cher Vink, and John Will. Jennifer Kunselman and Susan Yohnk Lockwood were also in attendance for a portion of the meeting. Representative Quinn was present during a portion of this meeting.

**OPEN MEETING**

Kim Olson, Executive Assistant to the President and Board, read the following open-meeting statement: "The September 19, 2016, meeting of the Wisconsin Indianhead Technical College Board, and all other meetings of this Board, are open to the public and in compliance with state statutes. Notice of the meeting was sent to the press on September 15, 2016, in an attempt to make the general public of Wisconsin aware of the time, place, and agenda of the meeting."

Agnes Ring moved, seconded by Lori Laberee, to authorize and approve Dave Minor as interim Board Secretary to sign College documents at this meeting in the absence of Board Secretary Gerber. Upon a unanimous vote of all members present, motion carried.

**APPROVAL OF AGENDA**

Vice Chair Lambert reserved the right to modify the order of the agenda to accommodate persons making presentations, live or via technology. An amended agenda was provided and had been properly noticed with the newspaper of record prior to the meeting.

Lori Laberee moved, seconded by Josh Robinson, to approve the amended agenda. Upon a unanimous vote of all members present, motion carried.

**AUDIENCE RECOGNITION ANNOUNCEMENT**

Time was reserved for Vice Chair Lambert to recognize people in the audience if needed. The Audience Recognition Board policy (II.M.) was included in the Board book as a reference.

**BOARD ORGANIZATION**

1. Oath of Office: Janelle Gruetzmacher and Dave Minor  
The Oath of Office was administered by Board Officer, James Beistle, to newly appointed Board member Janelle Gruetzmacher and reappointed Board member Dave Minor by having them read the Oath of Office statement at the meeting. The Oath of Office statements were signed and notarized by James Beistle to be filed with the District Board Secretary.
2. Appointment to WTC District Boards Association Standing Committees  
Time was reserved for new Board member, Janelle Gruetzmacher, to determine which WTC District Boards Association (DBA) committee to serve on. The current list of WITC Board representatives serving on Wisconsin Technical College (WTC) District Boards Association

standing committees as of July 2016 was provided. A description of each committee was also provided. WITC Board members may volunteer to serve on a committee of interest. Due to some changes that are being made to the District Board committees, it was recommended that Ms. Gruetzmacher not be assigned to a committee at this time.

### EXECUTIVE SESSION

Vice Chairperson, Troy Lambert, requested a motion for the Board to convene into executive session under the provisions of Wisconsin Statutes §19.85(1)(c)(f) for the purpose of considering Employment, Promotion, Compensation, and Performance Evaluations.

James Beistle moved, seconded by Agnes Ring, to convene into executive session in accordance with Wisconsin Statutes §19.85(1)(c)(f) for the purpose noted in the preceding paragraph. Vice Chair Lambert announced the motion. Upon a roll-call vote, all members present voted yes; motion carried (7-0).

Vice Chairperson, Troy Lambert, called the executive session to order at 8:34 a.m. with the following Board members present: James Beistle, Janelle Gruetzmacher, Lorraine C. Laberee, Troy Lambert, Dave Minor, Agnes Ring, and Josh Robinson. *Chris Fitzgerald and Brett Gerber provided notice that they would not be in attendance at this meeting.*

The following WITC employees in attendance during executive session were: Steve Decker, Kim Olson, Cher Vink, and John Will.

#### Approval of the August 15, 2016, Executive Meeting Minutes

Lori Laberee moved, seconded by Agnes Ring, to approve the executive meeting minutes as printed. Upon a unanimous vote of all members present, motion carried.

Lori Laberee moved, seconded by James Beistle, to adjourn the Executive Session and reconvene back into the regular Board meeting. Upon a roll-call vote, all members present voted yes; motion carried (7-0) and the executive session adjourned at 9:33 a.m.

### OPEN SESSION RECONVENED

#### MEETING MINUTES

##### 1. Approval of the August 15, 2016, Regular Meeting Minutes

Lori Laberee moved, seconded by James Beistle, to approve the meeting minutes as printed. Upon a unanimous vote of all members present, motion carried. The signed contract listings from the August meeting were attached to the official minutes.

#### CONSENT AGENDA

Vice Chairperson Lambert asked if there were any items to be pulled off the Consent Agenda and acted on separately; however, there were none.

Josh Robinson moved, seconded by Dave Minor, to approve the Consent Agenda. Upon a roll-call vote, all members present voted yes; motion carried (7-0).

##### 1. Personnel:

- A. **New Hire:** Bart Gosnell, Broadband Instructor; Faculty; annual salary \$52,923, Rice Lake; effective July 1, 2016.
- B. **New Hire:** Chelsea Kilmer, Conference Center Technician; Support and Technical Personnel; \$15.85/hour, Shell Lake; effective August 1, 2016.
- C. **New Hire:** Eric Lockwood, Project Manager for Continuing Education; Manager; annual salary \$66,860; New Richmond; effective October 1, 2016. *Note: Mr. Lockwood is currently the Career Advising Specialist at the New Richmond Campus.*

- D. **Resignation:** Mary Hansen, Human Resources Coordinator, Shell Lake; effective June 30, 2017.
- E. **Resignation:** Eric Lockwood, Career Advising Specialist; New Richmond; effective September 30, 2016. *Note: Mr. Lockwood is moving to the position of Project Manager for Continuing Education.*
- F. **Resignation:** Lynda Rassbach, General Studies – Mathematics Instructor; Rice Lake; effective January 17, 2017. *NOTE: Administration recommends waiving the six-month notification requirement.*
- G. **Resignation:** Lisa Reed, Human Resources Specialist; Shell Lake; effective October 6, 2016.

*President Will noted that there were a total of 55 years of service from those who resigned (retired/leaving the College); Ms. Hansen served 36 years, Ms. Rassbach served 16 years, and Ms. Reed served 3 years. The Board expressed its appreciation for this service to the College.*

- 2. Contracts  
The contract listing was approved (see attached list).
- 3. Financial/Cash Position Report  
The College's Financial and Cash Position Report, as of August 31, 2016, was approved.
- 4. Approval of Bills  
Expenditures and revenue from the budget, covering check numbers 219614 through 220161 and electronic transfer payments totaling \$8,034,199.13 were approved.
- 5. Bids/Purchases
  - A. **Remodeling Change Order – Superior:** The Board gave approval of Change Order 4 by LHB Architects in the total amount of \$74,307 for project #150485 at the Superior Campus. The change order included architectural, mechanical, and electrical. A financial summary was also included for the Board's review.
  - B. **Remodeling Change Order – New Richmond:** The Board gave approval of Change Order 4 by LHB Architects in the total amount of \$62,353 for project #150495 at the New Richmond Campus. The change order included electrical revisions, additional painting prep, acoustical tile changes, and flooring changes. A financial summary was also included for the Board's review.

#### **OTHER ITEMS REQUIRING BOARD ACTION**

- 1. Announcements and/or Action from Executive Session  
There were no Executive Session announcements from the Vice Chair.
- 2. Approval of Resolution 17-01, Approval to Recommend and Communicate Modifications to Employee Benefits  
Resolution 17-01 was provided (see attached) for the Board's review. Administration requested Board approval to modify and communicate changes to specified post-retirement welfare benefits with the understanding that the changes would not be effective until a reasonable period of time is made available to impacted employees to make retirement decisions.

Dave Minor moved, seconded by Lori Laberee, to approve Resolution 17-01, Approval to recommend and communicate modifications to employee benefits as presented. Upon a roll-call vote, all members present voted yes; motion carried (7-0).

3. Annual Review and Approval of Board ENDS Policy (I.)

Time was reserved for the Board's annual review of the Global ENDS statement. There were no recommended changes from administration.

Dave Minor moved, seconded by Josh Robinson, to approve the Board ENDS Policy as presented. Upon a unanimous vote of all members present, motion carried.

4. Annual Review and Approval of Board's Governance Process Policies (II. A. and II.C. - II.M.)  
Time was reserved for the Board's annual review of the following Governance Process Policies:

- A. Governing Philosophy (II. A.)
- B. Board Responsibility (II. C.)
- C. Board Member's Role (II. D.)
- D. Board Officers (II.E.)
- E. Board Committees (II. F.)
- F. Board Policy Creation (II. G.)
- G. College Budget Process (II. H.)

*Administration requested approval of recommended changes to this policy.*

- H. Board Members' Code of Conduct (II. I.)
- I. Annual Board Monitoring Schedule (II. J.)
- J. Internet Access for Board Members (II. K.)
- K. Tuition for Board Members (II. L.)
- L. Audience Recognition (II. M.)

*It was noted that Policy II. B. is reviewed by the Board in March.*

Lori Laberee moved, seconded by Agnes Ring, to eliminate policy II.K. (Internet Access for Board Members). Upon a unanimous vote of all members present, motion carried.

Dave Minor moved, seconded by Lori Laberee, to approve the remaining Board Governance Process Policies as presented, including the revisions to policy II.H. (College Budget Process). Upon a unanimous vote of all members present, motion carried.

5. Approval of Injection Mold Set-Up (Plastic) Apprentice Program

Administration requested Board approval for submission of the New Apprentice Program Implementation paperwork for the Injection Mold Set-Up (Plastic) Apprentice program. This program will be offered at the WITC-New Richmond Campus as part of a newly formed partnership between area injection mold-making companies, the DWD Bureau of Apprenticeship Standards, and WITC. Implementation of the program is scheduled for January 2017.

Agnes Ring moved, seconded by James Beistle, to approve the Injection Mold Set-Up (Plastic) Apprentice Program as presented. Upon a unanimous vote of all members present, motion carried.

*The Vice Chair recessed the meeting at 9:45 a.m. and reconvened the meeting at 9:50 a.m.*

## **INFORMATION REPORTS**

1. Annual Enrollment/Full-Time Equivalency (FTE) Information Report

The 2016-2017 year-to-date FTE report was provided for the Board's review to include data by degree level and College division as well as detailed FTE data for General Studies and student demographic data. The data presented was part of the College Effectiveness Measures in the areas of Student FTE and Retention. A PowerPoint was also provided.

Jennifer Kunselman, Research and Data Coordinator, presented the report. Susan Yohnk Lockwood, Vice President of Institutional Effectiveness, was present during this report. Time was reserved for questions and answers. Ms. Kunselman will provide the Board with the data that was requested during the meeting.

Dave Minor moved, seconded by Lori Laberee, to accept the Annual Enrollment/Full-Time Equivalency (FTE) Information Report as it related to the interpretation of the ENDS statement and the WITC College Effectiveness Measures for the President's annual evaluation. Upon a unanimous vote of all members present, motion carried.

## **CORRESPONDENCE AND INFORMATION**

### **1. Meeting Information Sharing**

Time was reserved for Board members to report on any meetings they attended.

#### **A. Annual WTC District Boards Association Planning Meeting Update**

James Beistle and Lori Laberee attended the annual WTC District Boards Association (DBA) Planning meeting on August 26-27, 2016, in Madison, WI. President Will attended the meeting on Friday evening to give a Presidents' Association update. It was noted that the District Board Committees are being reviewed. The results of the workshop are being compiled and will be provided to the DBA Board of Directors for adoption at the October meeting.

*The Vice Chair moved to the Legislative Update at 11 a.m.*

### **2. Travel Sign Up**

#### **A. Board Events Schedule**

Time was reserved for the Board to update administration on their plans for upcoming Board events. A copy of the *Board Events Schedule* was routed during the meeting for Board members to update by recording their plans to attend (or not attend) the meetings and events listed on the form; or, to contact the Executive Assistant as soon as plans are confirmed. Vice Chair Lambert requested that the Board report any changes on the *Board Events Schedule* to Ms. Olson. Links to state and national Board meetings and events were included in the Board book.

#### **B. Appointment of ACCT Voting Delegate and Alternate for October Leadership Congress**

Time was reserved for the Board Vice Chair to appoint a voting delegate and alternate for the ACCT Leadership Congress in October. WITC has one voting delegate and thus is entitled to one vote. Dave Minor moved, seconded by Agnes, to nominate James Beistle as the voting delegate. Agnes Ring moved, seconded by Dave Minor, to nominate Lori Laberee as the alternate delegate.

### **3. Monitoring Schedule Review and Updates**

#### **A. Monitoring Schedule**

Time was reserved to review and update the *Board Monitoring Schedule* as needed. There were no changes recommended by Administration.

#### **B. Board Forward Meeting Planning**

The Board Forward meeting is scheduled to take place on Monday, November 21, 2016, following the regular Board meeting, at the WITC-Administrative Office in Shell Lake. President Will asked Board members for topics they would like covered at the November Board Forward meeting, but there were none. President Will noted that we are in the second year of the Strategic Plan and recommended that he go over initiatives with the Board. In addition, he would like to go through the next Strategic Planning process. The

Board Forward meeting will be scheduled for 1-2 hours. Ms. Gruetzmacher is unable to attend both of the November meetings; however, President Will plans to meet with Ms. Gruetzmacher sometime after the Board Forward meeting to go over the material.

4. President's Updates:

Time was reserved for President Will to provide an update on the following items:

A. **Student Updates and News**

This is a placeholder for student updates and College news items:

1) Speaking of Education with Craig Fowler

The Wisconsin State Telecommunications Association, a key partner to our broadband program, approached broadband technologies instructors with an idea to develop a training program for their members' employees. The result is a three-tier, online program that we will be offering WSTA's members later this year. WSTA also approached a national association partner about the project, which means WITC may offer this training nationwide, the first of its kind offered through WITC. A *Rice Lake Chronotype* article was provided.

2) WITC and OSHA Renew Alliance to Keep Workers Safe

The renewed alliance between WITC and OSHA will provide information, guidance and access to training resources to employers and workers within the WITC district. The alliance continues the joint effort to develop effective training programs for local industry, provide safety seminars and talks, and share information on occupational safety and health laws. The alliance was first signed November 3, 2009, and the renewed agreement remains in effect for five years. A *KDAL* reference was provided.

3) New Machining Class Debuts at WITC this Fall

WITC-New Richmond introduces a part-time option this fall in its new entry level machining program. The new program, which is financial aid eligible, meets twice a week in the evening, plus four Saturdays, allows students to maintain their current lifestyle. Instruction is held in the WITC machining labs, which offer timely equipment of the trade, experienced instructors and curriculum that meets the industry standard and current needs. A *Baldwin Bulletin* article was provided.

4) New Richmond Board of Education Approves New Course as Part of Healthcare Pathway

Similar to the Welding Dual Enrollment Academy already in place, WITC and the New Richmond High School developed a healthcare pathway. A medical terminology Dual Enrollment Academy will begin the second semester of the upcoming school year. The course will be dual credit, earning the students credit at the high school as well as at WITC. The credits would only be for WITC. A *New Richmond News* article was provided.

B. **Upcoming Events Schedule**

Time was reserved for President Will to share event information.

- On October 12, WITC-Superior will host the Manufacturers Revealed event, tying it into a ribbon cutting event for the projects we are doing at the campus. Businesses will be brought into the campus to have a celebration of what is going on in manufacturing. Dave Minor will represent the Superior Chamber and the WITC Board at this event.
- On November 5, WITC-Ashland will be hosting "Harvest to Holiday Vendor and Craft Fair", sponsored by our WITC Foundation.

- On September 29, the Rice Lake Chamber will be honoring WITC-Rice Lake instructor, Barb Malom, with the Contributor to Education Award, at their annual dinner/banquet that is held at the Elks Club. Chris Fitzgerald will be the keynote speaker.

**C. Recruiting Events Calendar**

President Will shared planned on-campus recruitment activities for the current school year as well as attendance results from similar activities last year. The information did not include contacts made through outreach activities at middle schools and high schools. We will be able to tie these events to outcomes when we get into the development of our CRM system.

**D. Fall Enrollment Report**

The fall enrollment report was reviewed by President Will. This item will be a standing agenda item until further notice.

**E. WITC Inservice Update**

Time was reserved for an update on the WITC inservice on August 25, 2016. The inservice PowerPoint and agenda were provided for the Board's information.

**F. Facts at a Glance Brochure**

A revised Facts at a Glance brochure was provided as a resource for the Board at the meeting.

**G. Senator Tammy Baldwin Meeting Update**

President Will was asked to be the moderator for a panel that was meeting at the ICAA where US Senator Tammy Baldwin wanted to hear from people about their experiences and associated challenges with employment in rural WI, as well as transitional jobs programs - what works and what doesn't, rural poverty, and how a bill might help address long-term poverty issues. The Senator provided those in attendance with information about legislation she introduced titled "A Stronger Way Act".

**5. Legislative Updates**

Time was reserved for legislative updates from the following:

**A. Representative Quinn**

President Will thanked Representative Quinn for the proclamation that was presented at WITC-Rice Lake's 75<sup>th</sup> Anniversary celebration on September 17, 2016. The legislative study committee on the shortage of Fire and EMS in our area was discussed. Time was reserved for questions and answers.

*Vice Chair Lambert moved back to Travel Sign up under Correspondence and Information.*

**6. Capital Equipment Purchases**

**A. Plasma Cutting Table - New Richmond:** A purchase was made of a CNC Plasma Cutting Table in the total amount of \$42,340 from Mississippi Welders of Hudson, WI, under Quote Q16-42000-NR-002. The table is for the Welding Program at the New Richmond Campus.

**B. Simulation Manikins - Campuswide:** A purchase was made of Simulation Manikins in the total amount of \$62,318 from WorldPoint of Wheeling, IL, under Request for Proposal # 16-54300-CW-SIMMANN. The simulation manikins are for the Nursing Program at the Ashland, New Richmond, Rice Lake, and Superior Campuses.

- C. **Furniture – New Richmond:** A purchase was made of classroom tables and chairs in the total amount of \$42,678 from Systems Furniture of De Pere, WI, under the Department of Administration Contract # 505ENT-M15-OFFURNITUR-00. The tables and chairs are for the New Richmond Campus.

#### **ESTABLISH BOARD AGENDA ITEMS FOR FUTURE MEETINGS**

1. Review Meeting Dates, Locations, and Start Times

Time was reserved for the Board to confirm its plans for the meeting scheduled on Monday, October 17, 2016, beginning 8:30 a.m., at the WITC-Ashland Campus. The Board meeting schedule was provided for the Board's information.

2. Review/Add Agenda Items

Time was reserved for the Board to add or review agenda items for the next Board meeting. Board agenda items for the meeting on Monday, October 17, 2016, were listed on the Board's Monitoring Schedule. Additional agenda items for this meeting were discussed, to include sharing the WITC-Rice Lake 75<sup>th</sup> Anniversary Proclamation with the Board.

*Note: Board members may add additional items to next month's Board agenda by contacting the Chair before Thursday, September 29, 2016. This request does not obligate the Chair to include these items on the agenda. The Chair will notify administration of agenda items before the Board book is prepared and copied.*

#### **MEETING EVALUATION**

**PLUS +/DELTA ^**

- + Good job Vice Chair
- + Good information sharing
- ^ None

James Beistle moved, seconded by Lori Laberee, to adjourn the meeting at 11:33 a.m.

Respectfully submitted



Interim Board Secretary

ko

*Note: A Board luncheon followed the meeting and a Board member orientation followed the luncheon; however, no action was taken.*

8/31/2016  
2:28:43  
PM

Wisconsin Indianhead Technical College  
Contract Estimated Full Cost Report

Fiscal Year:  
2017

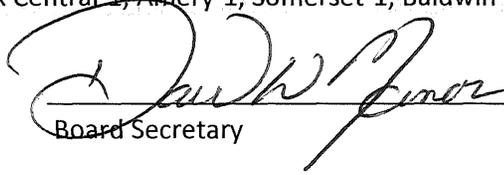
The Board is requested to ratify the President's action in entering into a contractual arrangement with the following agencies:

State Designated Indirect Cost Factors:  
On Campus = 34.9% Off Campus = 34.9%

Contract Number	Service Recipient	Location	On/Off	*----- ESTIMATED -----*					Difference +/-	
				Contract Revenue	Est.Salary/ Fringe Cost	+	Indirect	=		Full Cost
224	Northcentral Technical College	Northcentral Technical College	Off	30,488.00	24,390.00		4,729.00		29,119.00	1,369.00
	Plumbing Apprenticeship; Tom Bembnister will teach one section of plumbing apprenticeship courses.									
361	Barron Police Department	Barron County Public Range; Arland, WI	Off	385.00	308.00		108.00		416.00	(31.00)
	Patrol Weapons, Handgun, Patrol Rifle Training									
362	Spirit Mt Ski Patrol	WITC Superior	On	4,394.00	-		-		-	4,394.00
	EXCHANGE OF SERVICES CONTRACT-Spirit Mtn Ski Patrol members will receive safety training.									
363	Washburn County Sheriff	Spooner gun range	Off	385.00	308.00		108.00		416.00	(31.00)
	Patrol Weapons Training - Handgun, Rifle, Shotgun. DOJ Handgun Qualification for Sheriffs department									
364	Action Battery Wholesalers, Inc.	Action Battery Wholesalers, Inc. 484 County Road VV Somerset , WI 54025-7220	Off	980.00	754.00		263.00		1,017.00	(37.00)
	Arc Flash refresher training will be provided to 12 employees of Action Battery Wholesalers, Inc.									
365	Christian Community Homes	Christian Community Homes - Hudson	Off	656.00	314.00		68.00		382.00	275.00
	Provide CBRF Fire safety class to employees.									

366	Chetek-Weyerhaeuser Area School District	Chetek-Weyerhaeuser school District	Off	1.00	1.00	1.00	2.00	(1.00)
	WITC will provide Driver's Education Theory and Behind-The-Wheel to the students of the Chetek-Weyerhaeuser school district. As part of the contract WITC will collect the tuition of \$105.00 for the Driver's Ed Theory class and \$235.00 for Behind the Wheel from the students.							
367	Prism Plastics	Prism Plastics, Inc 1544 Hwy 65 New Richmond , WI 54017	Off	1,699.00	602.00	157.00	759.00	941.00
	Forklift safety training will be provided to employees of Prism Plastics, Inc.							
368	LCO Headstart	LCO Headstart	Off	414.00	331.00	104.00	434.00	(21.00)
	Provide Pediatric Medic First Aid recert class to employees.							
369	Rice Lake Police Department	Rice Lake Police Department Range	Off	289.00	231.00	81.00	312.00	(23.00)
	Patrol Weapons, Handgun, Rifle Training							
370	LP Corp	WITC New Richmond campus	On	2,905.00	1,442.00	294.00	1,736.00	1,170.00
	Welding Certifications, re-certifications							
371	Clayton High School	Clayton High School	Off	4,320.00	-	-	-	4,320.00
	**Dual Credit Academy....Math 355 dual credit class to Clayton HS students. Construction Essentials pathway. Delivered ITV from Rice Lake							
372	FeraDyne Outdoors, LLC	Feradyne Outdoors LLC	Off	883.00	311.00	109.00	420.00	464.00
	CPR & First Aid Training. Employees of FeraDyne Outdoors LLC will receive American Safety & Health Institute CPR & First Aid instruction. Upon completion, successful participants will receive documentation.							
373	LCO - Birth - 3	LCO School Gymnasium	Off	1,082.00	865.00	257.00	1,122.00	(41.00)
	Provide Heartsaver 1st aid/Adult/Child/Infant CPR & AED to students.							
374	Christian Community Homes	Christian Community Homes - Hudson	Off	1,908.00	943.00	186.00	1,129.00	780.00
	Provide CBRF Medications class to employees.							
375	New Richmond High School	New Richmond High School	Off	16,911.00	-	-	-	16,911.00

Dual Welding Academy. Classes include -Math 373, Success Strategies, Print Reading Welding Trades. Fall and Spring Semester.  
New Richmond High School -9, Ellsworth-2, St. Croix Central-1, Amery-1, Somerset-1, Baldwin-1, Osceola-3.



Board Secretary

9-19-16

Date

\*\*\* End Of Report \*\*\*

\* indicates an amended contract

## Resolution No. 17-01 Approval to Recommend and Communicate Modifications to Employee Benefits

**WHEREAS**, the Board of Trustees (the "Board") of Wisconsin Indianhead Technical College (the "College") has previously established a number of post-retirement welfare benefits ("Retiree Benefits") for certain eligible current and former employees of the College, which have been formally outlined in the College Employee Handbook; and

**WHEREAS**, the College has reserved the right to modify its employee benefit offerings from time to time, and now deems it desirable and appropriate that employee benefit modifications should be considered in the manner determined by the Administration of the College as determined and directed by the President of the College; and

**WHEREAS**, the Board deems it desirable and appropriate that eligible current employees who may consider retirement within a certain specified timeframe have an opportunity to consider the possibility that Retiree Benefits may be modified for retirements occurring after such certain specified timeframe;

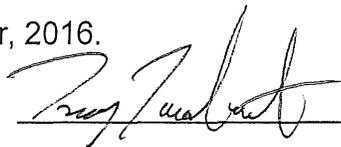
**NOW, THEREFORE, BE IT**

**RESOLVED**, that the Administration is hereby delegated authority by the Board to Consider and Recommend to the Board changes in the College's employee benefit plans, including but not limited to Retiree Benefits;

**FURTHER RESOLVED**, that the Administration communicate as it deems appropriate with the College's employees and any others the Administration deems interested, that employee benefit changes will be considered, recommended, adopted and implemented;

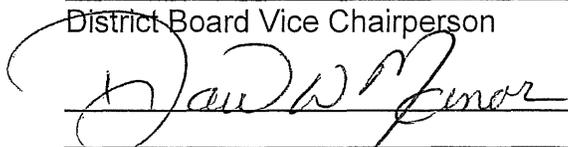
**FURTHER RESOLVED**, that the Administration attempt to recommend, communicate and administer Retiree Benefit changes in the manner it deems appropriate such that retirements of eligible employees occurring before June 30, 2019 will permit such employees to receive Retiree Benefits from the College as such benefits are currently described in the College Employee Handbook, without regard to changes in such benefits that may be implemented thereafter.

Dated this 19th day of September, 2016.



\_\_\_\_\_  
District Board Vice Chairperson

Attest:



\_\_\_\_\_  
District Board Secretary