

FOX VALLEY CAREER CENTER
BOARD OF DIRECTORS' MEETING **MINUTES**
WEDNESDAY, SEPTEMBER 4, 2019
8:30 A.M.

A. CALL TO ORDER

Dr. Leden called the meeting to order at 8:31 am.

B. ROLL CALL

Five member present, Mr. Veit is absent

C. ESTABLISHMENT OF QUORUM

5 of 6 present – quorum is established

D. APPROVAL OF AGENDA

Dr. Mutchler/ Dr. Leden Passed 5-0

E. PUBLIC COMMENT

Matt Linden (Parent) – *Questions about frequency and location of FVCC Board Meetings*

Monica Linden (Parent) – *Question regarding rumors that FVCC will be closed due to falling enrollment*

F. CONSENT AGENDA--RECOMMENDED MOTION

Dr. Mutchler/ Dr. Stirn Passed 5-0

- 1. Approval of Minutes—May 1, 2019**
- 2. Final FY19 CTEI Flow through Payment**
- 3. Approval of final FY19 Donations**

Director informed Board that FVCC transferred donated Honda vehicles to West Aurora's auto program

G. OLD BUSINESS

Dr. Stirn/ Dr. Leden Passed 5-0

- 1. 2018-19 Final Budget, Tuition Payment & Refund Report**
- 2. 2019-20 Budget -- Recommended Motion**

**Director briefly discussed FY19 refunds and refund timetable.
Director highlighted changes in budget since May approval of tentative budget.
Focus on salary and overload variations. Dr. Hichens asked for clarification of overload payments as FVCC has not had not paid overloads for similar classes in the past.**

H. NEW BUSINESS

- 1. 2019-2020 Program Enrollment**
- 2. Strategic Plan Concept and Timeline**
 - **September – Board approves Strategic Plan concept**
 - **October – Board discusses plan details**
 - **November – Board approves Strategic Plan**

Director discussed current enrollment as compared to enrollment at this time last year. Lower enrollment numbers drive up the per pupil tuition costs when students are dropped later in the spring or summer. Director noted that this year there are 100 fewer students than last year. This is an 18% drop versus our normal 8 % annual drop.

Director discussed a S.W.O.T. analysis of FVCC conducted over the summer. He focused his thoughts on the opportunities and the threats to FVCC in light of falling enrollments. The director identified concerns about scheduling and travel time, initial tuition costs, and the desire to increase student opportunities to earn certificates and licenses as areas to focus on when developing a strategic plan. There was insufficient time to look at the draft plan in detail. The Board approved a motion made by Dr. Stirn to hold a meeting on October 2, 2019 prior to the next Mid-Valley Executive Advisory Board meeting for the sole purpose of discussing the strategic plan.

I. 19-20 FVCC MEETING DATES - 8:30 am at Mades

Dr. Stirn/ Dr. Hichens Passed 5-0

Wednesday, September 4, 2019 – 8:30 am
Wednesday, October 2, 2019 –8:00 – 9:00 am (Motion approved)
Wednesday, November 6, 2019 – 8:30 am
Wednesday, March 4, 2020 – 8:30 am
Wednesday, May 6, 2020 – 8:30 am

J. Other

Director noted a number of news articles included in the packet related to CTE. He singled out an article on Central's new Vet Tech program. The director also invited the Board to attend the Oct. 18, 2019 C.E.O. conference and the November 7, 2019 Open House 50th Anniversary celebration.

K. ADJOURNMENT

Dr. Pearson/Dr. Hichens Passed 5-0

Dr. Leden closed the meeting at 9:06 am.