



BOARD OF DIRECTORS MEETING

May 21, 2018

Wisconsin Rapids Campus
Room L133-134



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MID-STATE DISTRICT BOARD OF DIRECTORS

WISCONSIN RAPIDS CAMPUS

MAY 21, 2018

AGENDA: DISTRICT BOARD MEETING

PLACE: Room L133-134
Mid-State Wisconsin Rapids Campus
500 32nd Street North

DATE: Monday, May 21, 2018

TIME: 5:20 p.m.

A. Meeting called to order by Chairperson Justin Hoerter

B. Roll Call

C. Meeting Notice Certification

This May 21, 2018, meeting of the Mid-State Technical College Board, and all other meetings of the Board and/or its committees, is open to the public in compliance with State Statutes. Notice of this meeting has been sent to the news media and designated persons in an attempt to make citizens of the Mid-State Technical College district aware of the place, time and agenda of the meeting.

D. Closed Session

The Board will convene to closed session immediately following the open session to discuss performance evaluation data of personnel. This closed session is being held in compliance with Chapter 19, Subchapter 19.85(c)(g) of the Wisconsin Statutes. The Board may or may not reconvene to open session and may take action on items discussed in closed session.

E. Open Forum

The open forum is at the option of the Board Chairperson and ground rules may be established in order to ensure the orderly conduct of business. Please keep in mind that this is a meeting of the District Board open to the public and not a public hearing.

Persons who wish to address the District Board may make a statement as long as it pertains to a specific agenda item. Individuals should not expect

to engage in discussion with the members of the District Board. The District Board Chairperson may or may not respond to statements made.

Ground rules regarding public comment on Board agenda item(s): 1. Public comments must pertain to an agenda item. 2. No person may speak more than once to an issue or for a period longer than three to five minutes. 3. No more than three people may be heard to one side of an issue. 4. The District Board reserves the right to limit the total amount of time during which public comments will be heard at any given meeting. 5. The Board Chairperson reserves the right to stop unprofessional discussion or discussion targeted toward a specific individual. Deviation from these parameters may occur upon the consent of the majority of the Board.

F. Approval of Minutes – April 16, 2018 Regular Meeting

G. Consent Agenda

1. PAYMENT OF BILLS AND PAYROLL

District bills for April 2018 are contained in Exhibit B. These bills total \$946,252.06 of which \$501,534.02 represents operational expenditures and \$444,718.04 represents capital expenditures.

The District's regular payrolls were issued on April 13 and 27. Payroll disbursements for the month of April totaled \$1,334,442.36 plus \$12,580.69 for travel and miscellaneous reimbursements, and \$624,375.89 in fringe benefits, for a total payroll disbursement of \$1,971,398.94.

Administration recommends approval of the payment of these obligations totaling \$2,917,651.00.

2. CONTRACTED SERVICES AGREEMENTS

The District has entered into six contracted service agreements totaling \$8,878.50. A summary of these agreements is contained in Exhibit D. The individual contracts will be available for review at the meeting. Administration recommends approval of these contracts.

3. PROCUREMENTS FOR GOODS AND SERVICES

Exhibit E contains procurements which fall into two groups: 1) procurements that require prior Board approval and 2) procurements approved by Administration but listed as information for the Board.

Expertise regarding the purpose and specifications for procurements are generally unique to individual departments. Therefore, please notify the Business Office before the meeting if there are any questions. We will provide a response or arrange for a subject-matter expert to be present.

There are no procurements which will require prior Board approval.

H. Reports and Recommendations

1. Chairperson's Report

- Attendance
- WTC District Boards Association Activities
- National Activities
- Next Meeting Date

2. Mid-State Foundation Liaison Report

3. President's Report

- Campus Activities / Community Activities
- System Updates
- WTCS Presidents Association Activities

4. Committee Reports

a. Finance & Audit Committee

1. Review Consent Agenda Items
2. Treasurer's Report
3. FY17-18 Budget Amendment
4. Information Items
5. Committee-of-the-Whole Meeting

b. Academic & Human Resources Committee

1. Review Consent Agenda Items
2. Advisory Committee Approval
3. Information Items
4. Committee-of-the-Whole Meeting

c. Facilities & External Relations Committee

1. Review Consent Agenda Items
2. Information Items
3. Committee-of-the-Whole Meeting

d. Committee-of-the-Whole

1. Resolution to Publish Budget Summary and Notice of
Public Hearing

- I. Discussion and Action Items
 - 1. Student Ambassador
 - 2. Skills USA

- J. Adjournment

MID-STATE TECHNICAL COLLEGE

OFFICIAL PROCEEDINGS

Wisconsin Rapids Campus

April 16, 2018

I. ROLL CALL

Board Chairperson Justin Hoerter called the meeting to order at 5:10 p.m.

Roll call was as follows:

PRESENT: Robert Beaver, Betty Bruski Mallek, Kristin Crass, Dr. William Greb, Justin Hoerter, Lynneia Miller, Peggy Ose, Charles Spargo, and Dr. Shelly Mondeik

EXCUSED: Richard Merdan

OTHERS: Dr. Karen Brzezinski, Dr. Bobbi Damrow, Beth Ellie, Robb Fish, Dr. Mandy Lang, Ray McLemore, Matt Schneider, Dr. Deb Stencil, Kolina Stieber, Don Wagner, and Angie Susa

II. MEETING NOTICE CERTIFICATION AND CLOSED SESSION

Mr. Hoerter verified the meeting notice, which stated that this meeting of the Mid-State Technical College District Board was announced to the public in an attempt to keep the citizens of the district aware of the date, time and place of the meeting.

Mr. Hoerter announced the Board would not convene to closed session this evening.

III. OPEN FORUM

Mr. Hoerter opened the meeting for comments from the audience.

Mid-State Machine Tool Instructor Don Wagner thanked the Board of Directors and Administration for their support throughout this 23 year career. Mr. Wagner will retire following this academic year.

IV. APPROVAL OF MINUTES

Motion by Ms. Bruski Mallek, seconded by Mr. Beaver, upon a voice vote, unanimously approved minutes from the board meeting held March 19, 2018 as presented.

V. CONSENT AGENDA

Motion by Mr. Spargo, seconded by Ms. Miller, upon a roll call vote, unanimously approved the following consent agenda items:

1. The district's bills for the month of March 2018 were presented in Exhibit B. These bills totaled \$990,108.16 of which \$634,877.53 represents operational expenditures and \$355,230.63 represents capital expenditures.

The district's payroll for the month of March totaled \$2,066,118.56 plus \$21,363.06 for travel and miscellaneous reimbursements and \$714,549.69 in fringe benefits. The district's bills and payroll totaled \$3,792,139.47.

OFFICIAL PROCEEDINGS

April 16, 2018

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2. Entered into the following contracted service agreements:

<u>Agreement #</u>	<u>Contracted Service:</u>	<u>Amount</u>
146426	Excel – Beginning	\$ 1,990.00
146427	Heartsaver CPR/AED Adult/Child	\$ 753.75
146428	Heartsaver First Aid	\$ 477.75
146429	Correction Officer Recertification	\$ 2,006.00

3. Approved the following 2017 procurement for goods and services:

<u>Amount</u>	<u>Vendor</u>	<u>Department</u>
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No procurements require Board approval this month.

VI. CHAIRPERSON’S REPORT

1. Mr. Hoerter welcomed Board members to the meeting and announced Mr. Merdan asked to be excused.

2. Mr. Hoerter announced the Spring Boards Association meeting was held April 12-14 in Richland Center. Ms. Bruski Mallek, Mr. Merdan, Ms. Miller, Ms. Ose and Dr. Mondeik attended. Participants highlighted learning sessions and topics of interest. The Board requested additional information related to how Mid-State serves veteran students. Ms. Bruski Mallek announced Boards Association dues will increase 2% in the coming year. The annual planning meeting will be held August 24-25; Ms. Bruski Mallek plans to attend. The next meeting will be held July 12-14 in Green Bay.

3. Mr. Beaver reported the Spring Board Advance was held Wednesday, April 4 in Stevens Point. Board members commented on the informative and engaging agenda.

4. The next Mid-State Board of Directors meeting will be held on Monday, May 21 at the Wisconsin Rapids Campus. Committee meetings will be held at 4:15 p.m., Committee-of-the-Whole will begin at 5:00 and the regular meeting will begin at 5:20 p.m., unless otherwise announced.

VII. FOUNDATION BOARD LIAISON REPORT

1. Foundation and Alumni Liaison Betty Bruski Mallek announced 24 of 95 high school scholarship applications will receive an award. This represents ten high school and one home schooled students for a total of \$34,000.00 New and continuing student scholarship applications are due June 29, 2018.

2. Ms. Bruski Mallek reported the Foundation Strategic Plan is progressing. All committees have met and are finalizing action steps to be approved at a future meeting. The Foundation Strategic Plan parallels the timeline of Mid-State’s Vision 2020.

3. Ms. Bruski Mallek announced upcoming Foundation Events:

- 31st Annual Golf Outing – Tuesday, June 12, 2018 at SentryWorld
- 2018 Trapshoot Event – Friday, September 7, 2018 in Rome
- Fall Scholarship Reception – Thursday, September 13 at Wisconsin Rapids Campus
- Fall Golf Outing – Tuesday, September 18, 2018 at Sand Valley

VIII. PRESIDENT’S REPORT

OFFICIAL PROCEEDINGS

April 16, 2018

Page 3

1. Dr. Mondeik reported Mid-State staff and students participated in Central Wisconsin Days in Madison. Dr. Mondeik served on a panel regarding meeting workforce needs.
2. Dr. Mondeik recently provided a welcome to over 175 attendees at the annual Mid-State Farm Club Farm Tour Day. Thank you to the many attendees and support from the agriculture community.
3. Dr. Mondeik reported the Board Appointment Committee met March 29. A recommendation to reappoint Ms. Miller and Dr. Greb will be made to the WTCS Board along with a recommendation to appoint Gordon Schalow to a three-year term on the Mid-State Board beginning July 1, 2018. State Board approval will be sought in May.

IX. FINANCE & AUDIT COMMITTEE

1. Finance & Audit Committee Chairperson Charles Spargo reported the committee reviewed its Consent Agenda items and had no questions.
2. Mr. Spargo reviewed the Treasurer's Report. There were no questions or concerns.
3. The following items were presented for informational purposes only:
 - a. FY18 YEAR-END PROJECTION – Mr. Spargo provided a year-end projection as of March 31. The college will likely experience unspent revenue as compared to the budget. A budgeted use of fund equity will be less than originally anticipated.
 - b. ANTICIPATED CAPITAL PROJECTS AND FINANCING FOR FY19 – Mr. Spargo reported the college has identified \$5.4M in capital projects for FY19. Unused borrowing and the issuance of General Obligation Notes in FY19 was discussed.
 - c. ANTICIPATED GRANT FUNDING FOR FY19 – Mr. Spargo reported the college currently lags in grants compared to FY18. Strengthening and improving the application process will be a focus moving into FY19.
 - d. SPECIAL FY19 BUDGET MEETING – Mr. Spargo reminded all board members of the Special Budget Meeting being held on May 2 at the Wisconsin Rapids Campus. The meeting will begin at 4:00 p.m. in room A112. All board members are invited to attend.
 - e. FINANCE IMPLICATIONS FOR TOPICS IN OTHER COMMITTEES – No topics were discussed.

X. ACADEMIC & HUMAN RESOURCES COMMITTEE

1. Academic & Human Resources Committee Chairperson Lynnea Miller reported the committee reviewed had no consent agenda items this month.
2. ARBORIST APPRENTICESHIP PROGRAM – Following a district and employer scan, Mid-State is exploring implementation of an Arborist Apprenticeship Program. The program would be one of two in the state and would utilize a hybrid delivery mode to provide students necessary competencies. Mid-State is targeting a fall 2018 start date for 15-28 students at zero cost to the college. Partnerships with area employers have been established. This is a unique program for Mid-State and provides opportunity for expansion and future partnerships.

Motion by Ms. Bruski Mallek, seconded by Mr. Spargo, upon a voice vote, unanimously approved the Arborist Apprenticeship Program.

3. The following items were presented for informational purposes only:
 - a. **ADVISORY COMMITTEES** – Ms. Miller reported the committee discussed improvement of the current Advisory Committee approval process. The committee reviewed the current process, several options for a future process and discussed criteria for approval of committee members if the Board no longer reviews full applications. Criteria for approval will be shared at the May meeting and approval of a new process will be sought.
 - b. **MID-STATE NAMEED ONE OF HEALTHIEST** – Ms. Miller reported Mid-State received recognition as one the “Healthiest Companies in America” by Interactive Health, a national provider known for its preventive health programs. Mid-State is one of 184 companies across the country recognized this year.

XI. FACILITIES & EXTERNAL RELATIONS COMMITTEE

1. Facilities & External Relations Committee Chairperson Robert Beaver reported that the committee had no Consent Agenda items.

2. Mr. Beaver reported the committee reviewed bid results for the Wisconsin Rapids Campus Second Floor Roof Replacement Project. Three bids ranged from \$170,995 to \$271,000. Two bids were competitively priced and within the projects budgeted amount.

Motion by Mr. Beaver, seconded by Ms. Bruski Mallek, upon a roll call vote, unanimously approved bid award to Oshkosh Industrial for the Wisconsin Rapids Campus Second Floor Roof Replacement Project in the amount of \$170,995 reflecting the rejection of alternate 1 and the acceptance of the voluntary secondary alternates.

3. Mr. Beaver reported the committee reviewed bid results for the IT Networking Phase 2 Project. Six bids were received with a \$388,934 mean. Bids received were within the budgeted amount for the project and were competitively bid.

Motion by Dr. Greb, seconded by Mr. Spargo, upon a roll call vote, with Mr. Beaver and Ms. Bruski Mallek voting no, approved bid award to Altmann Construction in the total amount of \$353,500.

3. The following items were presented for informational purposes only:
 - a. **WINTERIM** – Mr. Beaver reported on completion of the winterim 2018 term. 30.8 FTEs were generated from the condensed winter session. Data on number of courses, completion rate, student demographics and student life activities was shared. Of the 325 students served, 122 were new to Mid-State. The college will continue to grow efforts in the coming year.
 - b. **CENTRAL WISCONSIN DAYS** – Mr. Beaver reported a Mid-State delegation of two faculty, five students, and staff, including Dr. Mondeik and Dr. Damrow attended Central Wisconsin Days in Madison. The group visited six legislators. Centery and the Heart of Wisconsin Chamber partnered to facilitate the event.

XII. COMMITTEE-OF-THE-WHOLE

1. EMPLOYEE COMPENSATION – Mr. Hoerter reported the Board was provided information in March from various sources relative to providing college employees with a salary increase for the next fiscal year. With updated budget information and comparative data, the board discussed a 2.25% wage increase for all employees.

Motion by Mr. Beaver, seconded by Ms. Ose, upon a roll call vote, unanimously approved 2.25% wage increase for all regular college employees.

XIII. DISCUSSION AND ACTION ITEM

1. PHI THETA KAPPA – Mid-State recently formed a Phi Theta Kappa (PTK) chapter. Club Advisors Jill Quinn and Jon Steele along with student officers Jose Antonio Perez, Quinn Speich, Dwayne Corry and Angie Kolb provided additional information about PTK and discussed efforts of the chapter at Mid-State. Formed in August of 2017, Mid-State’s chapter currently has 112 members.

XIV. ADJOURNMENT

The next meeting of the Mid-State Technical College Board will be on Monday, May 21, 2018 at the Wisconsin Rapids Campus. Committees will meet at 4:15 p.m., unless otherwise announced, Committee-of-the-Whole will meet at 5:00 p.m. and the regular meeting will begin at 5:20 p.m..

There being no action or further business, the Board meeting adjourned at 6:08 p.m. with a motion by Mr. Beaver, upon a voice vote.

Peggy Ose, Secretary
Mid-State Technical College Board

Angela R. Susa
Recording Secretary

H. REPORTS AND RECOMMENDATIONS

WISCONSIN RAPIDS CAMPUS

MAY 21, 2018

1. Chairperson's Report
2. Mid-State Foundation Report
3. President's Report
(Partially contained in Exhibit A)
4. Committee Reports
 - a. Finance & Audit Committee
 - b. Academic & Human Resources Committee
 - c. Facilities & External Relations Committee
 - d. Committee-of-the-Whole

FINANCE & AUDIT

WISCONSIN RAPIDS CAMPUS

MAY 21, 2018

AGENDA: FINANCE & AUDIT COMMITTEE

PLACE: District Conference Room
Mid-State Wisconsin Rapids Campus
500 32nd Street North

DATE: Monday, May 21, 2018

TIME: 4:00 p.m.

A. Meeting called to order by Chairperson Charles Spargo

B. Call to Order

C. Meeting Notice Certification

This May 21, 2018, meeting of the Finance & Audit Committee, and all other meetings of the Board or its committees, is open to the public in compliance with State Statutes. Notice of this meeting has been sent to news media and designated persons in an attempt to make the citizens of the Mid-State Technical College district aware of the place, time and agenda of the meeting.

D. Routine Business

1. REVIEW OF CONSENT AGENDA ITEMS

a. PAYMENT OF BILLS (Exhibit B)

Each month a list of disbursements is provided to the Board to demonstrate statutory compliance. All processed disbursements are released immediately on a pre-approval basis in accordance with Mid-State's "Release of District Checks" policy. Purchases of goods (supplies, materials and equipment) and services exceeding \$50,000 and facility construction and remodeling projects exceeding \$25,000 require prior Board approval. Two detailed lists are provided in different review formats. Board members may forward inquiries regarding specific transactions to the Business

Services Office prior to the meeting. These disbursement lists identify the nature of our transactions and the vendors we are conducting business with. The Board also provides oversight, another layer of control against internal acts of embezzlement or fraud.

b. CONTRACTED SERVICES AGREEMENTS (Exhibit D)

Each month a list of contracted service agreements is provided to the Board to demonstrate statutory compliance. They are presented after the agreement is executed but generally before services are rendered. In compliance with WTCS Policy, pricing is established at a level above full cost recovery in accordance with a system-wide policy. Exceptions are allowed and are authorized by the District Board and are noted in the list when they exist. Pertinent information for each contract is also included. Contracts generally fall into two categories – customized instruction and technical assistance. Our customer base extends to businesses, industries, not-for-profit organizations and government units. An annual post-fiscal report is generated by the WTCS Office and is shared with the Board.

c. PROCUREMENTS FOR GOODS AND SERVICES (Exhibit E)

Each month a list of procurements is provided to the Board to demonstrate statutory compliance and adherence to WTCS guidelines and procedures. They are presented in two groups – less than \$50,000 and equal to or greater than \$50,000. Purchases of goods (supplies, materials and equipment) and services greater than \$50,000 require prior Board approval unless an exception is allowed by WTCS policy.

A lower Board approval limit of \$25,000 exists for facility construction and remodeling. However, project specifics are generally discussed beforehand in the Facilities & External Relations Committee. Project specifics include feasibility, educational needs, specifications and other project related decisions. Therefore, approval of related procurements and bids will usually be listed in the committee agenda. However, the Committee may choose to place formal approval of the project procurements on the Consent Agenda. This procedure will also apply to project oversight occurring in the Academic

Affairs & Human Resources Committee and the Finance & Audit Committee.

All procurements are the responsibility of the respective budget manager. The Purchasing Department owns the processes, provides advice and support and ensures that compliance is maintained. Budget managers have the primary role of planning and grouping when discounts can be obtained, determining needs and specifications and having an adequate budget allocation. Capital projects and annual allocations are tracked from which an end-of-year report is generated. Most districts finance their annual capital expenditures by issuing General Obligation Debt.

2. TREASURER'S REPORT (Exhibit C)

The Chair of the Finance & Audit Committee / Treasurer will walk through and highlight each report in the Board packet. The intent of sharing this information on a monthly basis is to give the Board assurance that administration is: 1) monitoring and managing the resources allotted and allocated annually and is doing so in accordance with budget and fiscal policy, and 2) maintaining a healthy financial condition and position in accordance with WTCS requirements and the Higher Learning Commission (Higher Education Accreditation Authority) expectations. Balanced budgets and growth in net assets are key ingredients for continued sustainability and financial viability.

3. FY17-18 BUDGET AMENDMENT (Exhibit F)

Exhibit F contains a resolution for amending the FY17-18 budget. These amendments reflect the current budget document and the year-to-date budget modifications addressed in the Treasurer's Report each month. These amendments reflect changes to the General, Special Revenue – Operational, Capital Projects, Debt Service, and Internal Service Funds. Specifically, they include updates for adjustments to salary and wage budgets, federal and state grants, increased contracted service agreements, carry-over funding for capital projects, budget transfers between capital projects, adjustments to capital projects, increased debt issuance costs and payments, and health insurance expense. Board action approving the resolution in Exhibit F is requested.

4. INFORMATION ITEMS

The following items are being presented for informational purposes only:

a. FINANCE IMPLICATIONS FOR TOPICS IN OTHER COMMITTEES

Often topics directed by the other two committees may have fiscal or financial implications that would be of interest or concern by the Finance & Audit Committee. The purpose of this agenda item is to identify when administration has information available and also to enable committee members to raise any finance related questions. Naturally, being informed of the question prior to the meeting will ensure the availability of pertinent information. Any necessary action will be incorporated into the action reported by the originating committee.

5. COMMITTEE-OF-THE-WHOLE MEETING

E. ADJOURNMENT

ACADEMIC & HUMAN RESOURCES

WISCONSIN RAPIDS CAMPUS

MAY 21, 2018

AGENDA: ACADEMIC & HUMAN RESOURCES COMMITTEE

PLACE: Room A113
Mid-State Wisconsin Rapids Campus
500 32nd Street North

DATE: Monday, May 21, 2018

TIME: 4:15 p.m.

- A. Committee meeting called to order by Chairperson Lynneia Miller
- B. Call to Order
- C. Meeting Notice Certification

This May 21, 2018, meeting of the Academic & Human Resources Committee, and all other meetings of the Board or its committees, is open to the public in compliance with State Statutes. Notice of this meeting has been sent to news media and designated persons in an attempt to make the citizens of the Mid-State Technical College district aware of the place, time and agenda of the meeting.

D. Routine Business

1. REVIEW CONSENT AGENDA ITEMS

There are no Consent Agenda items this month.

2. ADVISORY COMMITTEE APPROVAL

The committee has previously discussed continuous improvement of the Advisory Committee approval process. President Dr. Shelly Mondeik will present options data and request approval of a process.

3. INFORMATION ITEMS

The following items are presented for informational purposes only:

a. WLDI

Mid-State employees have participated in the Wisconsin Leadership Development Institute (WLDI), whose programming is designed to enhance leadership skills within the WTCS, since its inception in 1995. Dr. Mondeik will provide an update of Mid-States current participation and future consideration.

4. COMMITTEE-OF-THE-WHOLE MEETING

E. ADJOURNMENT

FACILITIES & EXTERNAL RELATIONS

WISCONSIN RAPIDS CAMPUS

MAY 21, 2018

AGENDA: FACILITIES & EXTERNAL RELATIONS COMMITTEE

PLACE: Room L133-134
Mid-State Wisconsin Rapids Campus
500 32nd Street North

DATE: Monday, May 21, 2018

TIME: 4:15 p.m.

A. Meeting called to order by Chairperson Robert Beaver

B. Call to Order

C. Meeting Notice Certification

This May 21, 2018, meeting of the Facilities & External Relations Committee, and all other meetings of the Board or its committees, is open to the public in compliance with State Statutes. Notice of this meeting has been sent to news media and designated persons in an attempt to make the citizens of the Mid-State Technical College district aware of the place, time and agenda of the meeting.

D. Routine Business

1. REVIEW CONSENT AGENDA ITEMS

There are no Consent Agenda items this month.

2. INFORMATION ITEMS

The following items are being presented for informational purposes only:

a. WTCS FACILITIES MEETING RECAP

Each year facilities directors throughout the sixteen WTCS districts come together for a spring and fall face-to-face meeting. This year, Mid-State Technical College hosted the spring meeting at its Wisconsin Rapids Campus. Director of

Facilities & Procurement Matthew Schneider will provide a summary of that event.

b. INCOMING/OUTGOING FTES

A summary of the FY17 incoming/outgoing FTEs for Mid-State, which was compiled from data provided by the WTCS Office, will be presented by Vice President of Student Services Dr. Mandy Lang. An overview of the FTEs created and the number of students attending technical colleges outside their 'home' district will be discussed.

c. WORKFORCE ADVANCEMENT TRAINING GRANT UPDATE

Vice President of Workforce & Economic Development Dr. Bobbi Damrow will provide an update of the 2017-2018 WTCS turn-back grant opportunities secured and the 2018-2019 grants submitted.

3. COMMITTEE-OF-THE-WHOLE MEETING

E. ADJOURNMENT

COMMITTEE-OF-THE-WHOLE

WISCONSIN RAPIDS CAMPUS

MAY 21, 2018

AGENDA: COMMITTEE-OF-THE-WHOLE

PLACE: Room L133-134
Mid-State Wisconsin Rapids Campus
500 32nd Street North

DATE: Monday, May 21, 2018

TIME: 5:00 p.m.

A. Meeting called to order by Chairperson Justin Hoerter

B. Meeting Notice Certification

This May 21, 2018, meeting of the Committee-of-the-Whole, and all other meetings of the Board or its committees, is open to the public in compliance with State Statutes. Notice of this meeting has been sent to news media and designated persons in an attempt to make the citizens of the Mid-State Technical College district aware of the place, time and agenda of the meeting.

C. INFORMATION ITEM:

1. RESOLUTION TO PUBLISH BUDGET SUMMARY AND NOTICE OF PUBLIC HEARING

During a special meeting held on May 2, 2018, Administration presented details of the proposed FY19 budget to the Finance and Audit Committee. The committee affirmed administration's proposal and directed administration to present it in summary during the May board meeting.

Mid-State Vice President of Finance & Facilities Robb Fish will provide a summary of budget changes and highlights. A narrative and other budget documents that were shared during the special budget meeting will be mailed separately prior to the regular meeting. Exhibit G contains a recommended resolution authorizing administration to publish a budget summary and notice of a public hearing. Clarification of the starting time for the June 18 Public Hearing will be necessary. Following committee report-out, Board action approving the Resolution in Exhibit G will be requested.

D. ADJOURNMENT

I. DISCUSSION & ACTION ITEM(S)

WISCONSIN RAPIDS CAMPUS

MAY 21, 2018

1. STUDENT AMBASSADOR

Dakota Lockhart, Nursing student, has been named Mid-State Technical College 2018 District Student Ambassador. Mr. Lockhart will share his perspective as a student and experience attending the WTCS State Ambassador Conference in Madison.

2. SKILLS USA

Skills USA is a partnership of students, teachers, and industry working together to ensure America has a skilled workforce. The annual Skills USA state competition was recently held in Madison. Mid-State Machine Tool Instructor and Skills USA Advisor Mike Berry received the Wisconsin State Advisor of the Year award. Mr. Berry and student participants will share their experiences from the competition.

J. ADJOURNMENT

EXHIBITS A – G

PRESIDENT'S REPORT
MAY 21, 2018

1. Dare to be Different photo project is a project that brought together three nontraditional occupation (NTO) students Samantha Gurzynski-Auto Technician, Daniela Olivares-Welding and Samantha Ristau-Urban Forestry Technician, to document their personal experience with Mid-State through guided photography. These photos reflect their own personal identity, future hopes and dreams, uncertainties, and what Mid-State means to them. Student Support Coordinator Deb McDonald, Academic Advisor Kay Grundhoffer and Publication and Design Specialist Angie Morgan facilitated this project. The Dare to be Different reception was held May 7. The photo project will be on display until January 2019.
2. The Central Wisconsin Job Fair was held Wednesday, April 4, in the Mid-State Technical College Wisconsin Rapids Campus gymnasium. There were 70 employer booths, and approximately 200 job seekers in attendance at the spring job fair. Of the 37 employers that returned their post-fair survey, 25 indicated they would interview or hire one of the job seekers they met with that day. The Central Wisconsin Job Fair is a collaborative effort between Mid-State and Wisconsin Rapids Job Center.
3. During the Week of May 7, the Mid-State community was treated to many events to wrap up the semester. There was coffee, granola bars, mystery bags, and a “farmer’s market” complete with make-your-own salsa and a basil seed kit to take home. Along with these events, we celebrated the end of another great semester with a cookout at each campus. Over 450 people district-wide enjoyed burgers, brats and most importantly a chance to come together and hang out. Again this year, we were lucky enough to have beautiful weather for each picnic.
4. My travel between now and mid-June will include:
 - Weekly Rotary Meetings – Wisconsin Rapids
 - Part-Time Faculty Meetings – District Wide
 - WTCS Foundation Professional Development – Wausau
 - Higher Education Partnership Meeting – Stevens Point
 - Presidents Association Annual Planning – Wisconsin Dells
 - Mid-State Foundation Golf Event – Stevens Point

FY 2017-18 Budget Modifications Made In The Month of April 2018

<u>Project #</u>	<u>Grant Title or Description</u>	<u>Type</u>	<u>Reason for Budget Change</u>	<u>Revenue Change</u>	<u>Expense Change</u>	<u>Fund Balance Change</u>	<u>Notes</u>
Fund 1 - General Fund Budget Modifications							
141188	Youth Apprenticeship Grant	State	Adjust award to actual	(6,615.00)	(6,300.00)	(315.00)	1
141348	Motorcycle Grant	State	Adjust award to actual	2,852.00	11,408.00	(8,556.00)	2
	Testing fees for surgical technician		Adjust budget to actual	4,397.00	4,397.00	-	
Fund 3 - Capital Projects Fund Budget Modifications							
Total Budget Changes For The Month							
				634.00	9,505.00	(8,871.00)	
Notes: Budget modifications are out of balance for April due to the following:							
1 Grant allows for indirect expenses.							
2 Grant is not reimbursed at 100%.							



Budgeted Revenues, Expenditures and Changes in Fund Equity Current Budget for Fiscal Year 2018 as of April 30, 2018

	General Operations & Grants		Customized Instruction & Tech Asst		Student Financial Assistance & Activity		Capital Projects		Annual Debt Service		Enterprise Units		Internal Sales, Media Services & Self-funded Insurances		Percentage of Total Current	
	Fund 1	Fund 2	Fund 7	Fund 3	Fund 4	Fund 5	Fund 6	Fund 6	Total Current Budget	Total Current Budget	Original Budget	Original Budget				
Local Government	6,591,192	-	-	-	4,768,332	-	-	-	-	-	-	-	-	11,359,524	11,359,524	22.8%
Student Fees	7,704,433	82,500	329,456	-	-	-	-	-	-	-	-	-	-	8,116,389	8,116,389	16.3%
State Aid & Grants	14,925,663	-	-	224,228	-	-	-	-	-	-	-	-	-	15,149,891	15,149,891	30.4%
Institutional	308,293	1,073,000	695,130	38,529	125,500	1,255,124	5,118,200	-	-	-	-	-	-	8,613,776	8,613,776	17.3%
Federal	865,527	-	5,666,300	34,784	-	-	-	-	-	-	-	-	-	6,566,611	6,566,611	13.2%
Total Revenues	30,395,108	1,155,500	6,690,886	297,541	4,893,832	1,255,124	5,118,200	5,118,200	49,806,191	49,806,191	49,806,191	49,806,191	100.0%			

	General Operations & Grants		Customized Instruction & Tech Asst		Student Financial Assistance & Activity		Capital Projects		Annual Debt Service		Enterprise Units		Internal Sales, Media Services & Self-funded Insurances		Percentage of Total Current	
	Fund 1	Fund 2	Fund 7	Fund 3	Fund 4	Fund 5	Fund 6	Fund 6	Total Current Budget	Total Current Budget	Original Budget	Original Budget				
Salaries and Wages	17,541,103	256,010	241,988	-	-	186,357	32,379	-	-	-	-	-	-	18,257,837	18,257,837	30.3%
Benefits	7,731,545	50,889	289,493	-	-	74,616	24,813	-	-	-	-	-	-	8,171,356	8,171,356	13.5%
Current Expenditures	5,961,094	844,821	165,253	-	-	149,656	1,106,635	-	-	-	-	-	-	8,227,459	8,227,459	13.6%
Student Financial Aid & Activities	-	-	6,029,900	-	-	-	-	-	-	-	-	-	-	6,029,900	6,029,900	10.0%
Resale	-	-	-	-	-	887,000	3,905,500	-	-	-	-	-	-	4,792,500	4,792,500	7.9%
Capital Outlay	2,200	-	-	9,719,631	-	-	-	-	-	-	-	-	-	9,721,831	9,721,831	16.1%
Debt Retirement	-	-	-	-	5,153,410	-	-	-	-	-	-	-	-	5,153,410	5,153,410	8.5%
Total Expenditures	31,235,942	1,151,720	6,726,634	9,719,631	5,153,410	1,297,629	5,069,327	5,069,327	60,354,293	60,354,293	59,530,329	59,530,329	100.0%			
% of Expenditures by Fund	51.8%	1.9%	11.1%	16.1%	8.5%	2.2%	8.4%	8.4%	100.0%	100.0%						

Changes in Fund Equity	
Actual Fund Equity as of 6/30/17	21,278,648
Current Revenue over Expenses	(10,412,619)
Other Sources and Uses:	
Proceeds from Debt	8,950,000
Interfund Transfers In	155,000
Interfund Transfers Out	(155,000)
Repayment of Debt	-
Budgeted Ending Fund Equity	19,816,029

Budgeted Ending Fund Equity	
General Operations & Grants	10,397,743
Customized Instruction & Tech Asst	564,626
Student Financial Assistance & Activity	4,985,192
Capital Projects	178,884
Annual Debt Service	308,267
Enterprise Units	1,331,008
Internal Sales, Media Services & Self-funded Insurances	968,855
Total	18,734,574



**Accrued Revenues, Expenditures and Changes in Fund Equity
Current Actuals for the Fiscal Year 2018**
as of April 30, 2018

	General Operations & Grants		Customized Instruction & Tech Asst		Student Financial Assistance & Activity		Capital Projects		Annual Debt Service		Enterprise Units		Internal Sales, Media Services & Self-funded Insurances		Total Current Budget	% of Actual to Budget
	Fund 1	Fund 2	Fund 3	Fund 4	Fund 5	Fund 6	Fund 7	Fund 8	Fund 9	Fund 10	Fund 11	Fund 12	Fund 13			
Local Government	6,638,436	-	-	4,891,598	-	-	-	-	-	-	-	-	-	-	11,359,524	101.5%
Student Fees	6,602,630	7,365	-	-	305,476	-	-	-	-	-	-	-	-	-	8,116,389	85.2%
Slate Aid & Grants	14,024,821	-	-	-	173,369	-	-	-	-	-	-	-	-	-	15,149,891	93.7%
Institutional	228,206	40,052	60,441	222,916	638,766	60,441	1,033,656	4,566,748	-	-	-	-	-	-	8,613,776	78.8%
Federal	690,318	-	34,784	-	4,153,249	-	-	-	-	-	-	-	-	-	6,566,611	74.3%
Total Revenues	28,184,412	47,418	288,594	5,114,514	5,097,492	268,594	1,033,656	4,566,748	5,114,514	1,033,656	4,566,748	44,312,834	49,806,191	89.0%		
% of Budget Recognized	92.7%	4.1%	90.3%	104.5%	76.2%	90.3%	82.4%	89.2%	104.5%	82.4%	89.2%	89.0%				

	General Operations & Grants		Customized Instruction & Tech Asst		Student Financial Assistance & Activity		Capital Projects		Annual Debt Service		Enterprise Units		Internal Sales, Media Services & Self-funded Insurances		Total Current Budget	% of Actual to Budget
	Fund 1	Fund 2	Fund 3	Fund 4	Fund 5	Fund 6	Fund 7	Fund 8	Fund 9	Fund 10	Fund 11	Fund 12	Fund 13			
Salaries and Wages	13,802,964	76,586	-	-	144,725	-	-	-	-	-	135,589	27,033	-	-	14,186,897	77.7%
Benefits	6,191,422	26,723	-	-	30,991	-	-	-	-	-	38,463	20,214	-	-	8,171,366	77.2%
Current Expenditures	4,096,981	12,956	4,320	-	73,040	4,320	-	-	-	-	72,752	956,072	-	-	8,227,459	63.4%
Student Financial Aid & Activities	-	-	-	-	4,466,117	-	-	-	-	-	860,189	-	-	-	6,029,900	74.1%
Resale	-	-	-	-	-	-	-	-	-	-	-	-	-	4,051,332	84.5%	
Capital Outlay	26	-	-	-	-	-	-	-	-	-	-	-	-	9,721,831	39.7%	
Debt Retirement	-	-	-	5,148,725	-	-	-	-	-	-	-	-	-	5,148,725	99.9%	
Total Expenditures	24,091,393	116,265	3,863,518	5,148,725	4,714,873	3,863,518	1,106,992	4,194,463	5,148,725	1,106,992	4,194,463	43,236,230	60,354,293	71.6%		
% of Budget Expended	77.1%	10.1%	39.7%	99.9%	70.1%	39.7%	85.3%	82.7%	99.9%	85.3%	82.7%	71.6%				

Changes in Fund Equity

Actual Fund Equity as of 6/30/17	11,153,577	560,846	4,985,940	567,845	1,493,513	919,982	20,332,676	20,332,676
Current Revenue over Expenses	4,093,019	(68,847)	382,619	(34,211)	(73,336)	372,285	1,076,604	(10,548,102)
Other Sources and Uses:								
Proceeds from Debt	-	-	5,350,000	-	-	-	5,350,000	8,950,000
Interfund Transfers In	115,000	-	-	-	-	-	115,000	270,000
Interfund Transfers Out	(115,000)	-	-	-	-	-	(115,000)	(270,000)
Repayment of Debt	-	-	-	-	-	-	-	-
Accrued YTD Fund Equity	15,246,596	491,998	5,368,559	533,634	1,420,176	1,292,267	26,759,280	18,734,574

**Mid-State Technical College
Combined Balance Sheet - All Fund Types and Account Groups
April 30, 2018**

With Comparative Total for April 30, 2017

Mid-State Technical College
May 2, 2018 at 9:15 AM

	Governmental Fund Types				Proprietary Fund Types			Fiduciary Fund Type	
	General	Special Operational	Capital Projects	Debt Service	Enterprise	Internal Service	Special Rev	Memorandum only	
								2017-18	2016-17
Cash	\$ 14,592,005	\$ -	\$ 2,454,625	\$ 13,426	\$ 1,570	\$ 816,317	\$ 4,809	\$ 17,882,752	\$ 20,333,466
Investments	-	-	-	-	-	-	-	5,174,945	4,756,985
Receivables:									
Property taxes	3,234,557	-	-	213,186	-	-	-	3,447,743	3,371,300
Accounts receivable	2,348,102	13,833	126	-	28,749	-	101,131	2,491,941	1,263,245
Due from other funds	(1,975,036)	478,341	10,993	307,021	586,619	410,134	181,929	1	(1)
Inventories - at cost	-	-	-	-	328,549	-	-	328,549	409,070
Prepaid Assets	16,585	-	-	-	-	-	-	16,585	33,170
Other Current Assets	-	-	-	-	-	-	-	-	-
Fixed assets - at cost, less accumulated depreciation, where applicable	-	-	-	-	481,269	65,855	-	547,124	565,448
General Long Term Debt	-	-	-	-	-	-	-	-	-
All Other Noncurrent Assets	-	-	-	-	-	-	-	-	166,000
TOTAL ASSETS AND OTHER DEBITS	\$ 18,216,213	\$ 492,174	\$ 2,465,744	\$ 533,633	\$ 1,426,756	\$ 1,292,306	\$ 5,462,814	\$ 29,889,640	\$ 30,898,683

LIABILITIES, FUND EQUITY AND OTHER CREDITS

Liabilities	Governmental Fund Types				Proprietary Fund Types			Fiduciary Fund Type	
	General	Special Operational	Capital Projects	Debt Service	Enterprise	Internal Service	Special Rev	Non-Aidable	Memorandum only
Accounts Payable	\$ 145,611	\$ -	\$ 58,262	\$ -	\$ (2,222)	\$ 38	\$ 9,432	\$ 211,121	\$ 356,750
Accrued Liabilities:									
Wages	-	-	-	-	-	-	-	-	-
Employee related payables	222,545	-	-	-	-	-	-	222,545	430,269
Vacation	767,347	-	-	-	8,320	-	2,693	778,360	838,742
Other current liabilities	8,214	-	-	-	481	-	-	8,695	9,121
Due to other funds	-	-	-	-	-	-	-	-	166,000
Deferred Revenues	1,825,900	175	1,431	-	-	-	82,130	1,909,636	358,515
Def Compensation Liability	-	-	-	-	-	-	-	-	-
General Long Term Debt Group	-	-	-	-	-	-	-	-	-
TOTAL LIABILITIES	2,969,617	175	59,693	-	6,579	38	94,255	3,130,357	2,159,397

Fund equity and other credits

Retained Earnings	-	-	-	-	1,492,409	189,633	-	1,682,042	1,908,077
Res for Prepaid Expenditures	131,412	527	-	-	1,103	-	-	133,042	204,813
Res for Self-Insurance	-	-	-	-	-	730,348	-	730,348	420,200
Res for Student Organizations	-	-	-	-	-	-	96,220	96,220	71,898
Res for Post-Employ Benefits	482,274	-	-	-	-	-	4,889,720	5,371,994	5,091,002
Reserve for Capital Projects	-	-	553,807	-	-	-	-	553,807	368,376
Reserve for Cap Proj - Motorcycle	-	-	97,167	-	-	-	-	97,167	97,114
Reserve for Debt Service	-	-	-	567,845	-	-	-	567,845	887,360
Designated for Operations	8,427,364	109,679	-	-	-	-	-	8,537,043	7,032,779
Des for State Aid Fluctuations	383,216	-	-	-	-	-	-	383,216	383,216
Des for Subsequent Year	1,729,311	450,640	-	-	-	-	-	2,179,951	4,227,695
TOTAL FUND EQUITY AND OTHER CREDITS	11,153,577	560,846	650,974	567,845	1,493,512	919,981	4,985,940	20,332,675	20,892,530

Year-to-date excess revenues(expenditures)

	4,093,019	(68,847)	1,755,077	(34,212)	(73,335)	372,287	382,619	6,426,608	8,046,756
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TOTAL LIABILITIES, FUND EQUITY AND OTHER CREDITS

\$ 18,216,213	\$ 492,174	\$ 2,465,744	\$ 533,633	\$ 1,426,756	\$ 1,292,306	\$ 5,462,814	\$ 29,889,640	\$ 30,898,683
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April Contracted Service Agreements Meeting on May 21, 2018

Contract Number	Location of Business/Agency	Type of Service	Hours of Instructions	Estimated Number Served	Contract Amount
146430	Wisconsin Rapids	Heartsaver CPR/AED Adult/Child	5	9	569.50
146431	Nekoosa	Heartsaver CPR/AED Adult	5	24	1,245.00
146432	Nekoosa	Heartsaver First Aid/CPR/AED	5	14	1,030.00
146433	Marshfield	Heartcode BLS CPR - Skills Test	12	32	1,749.00
146434	Wisconsin Rapids	Active Shooter	4	20	1,995.00
146435	Marshfield	Heartsaver First Aid/CPR/AED	18	27	2,290.00
				Total:	\$8,878.50

April Contract Training Proposals For Informational Purposes

Proposal Number	Location of Business/Agency	Type of Service	Proposal Amount
P18-2057	Wisconsin Rapids	Phlebotomy	7,931.00
P18-2057	Stevens Point	Microsoft Office	500.00
P18-2058	Wisconsin Rapids	CPR-Adult/Child/Infant	570.00
P18-2059	Stevens Point	Employment Assessments	550.00
P18-2062	Marshfield	BLS Skills Review	1,749.00
P18-2063	Stevens Point	Skills Review	990.00
P18-2064	Marshfield	Stainless Steel Welding	14,475.00
P18-2065	Wisconsin Rapids	STM & ESTD Assessments	50,000.00
P18-2067	Marshfield	CPR-First Aid	2,290.00
P18-2068	Stevens Point	CPR-First Aid	4,490.00
P18-2069	Marshfield	Conflict Management	4,490.00
P18-2070	Marshfield	CPR/FA	1,850.00
WATG - State '18-19	Marshfield	Expanding NA/MA Capacity	34,076.00
P18-2061 - WATG Employer	Marshfield	Expanding NA/MA Capacity	22,230.00
WATG - State '18-19	District Wide	Creating Multi-Level Workforce Solutions	78,506.00
P18-2060 - WATG Employer	Wisconsin Rapids	Creating Multi-Level Workforce Solutions	3,890.00
WATG-Employer	District Wide	Creating Multi-Level Workforce Solutions	38,400.00
WATG-State '17-18	District Wide	Construction Fundamentals	5,792.00
P18-2066 - Employer WATG	Wisconsin Rapids	Construction Fundamentals	4,100.00
WATG-State '17-18	Stevens Point	Maintenance Tech Skills Update	10,075.00
WATG- Employer	Stevens Point	Maintenance Tech Skills Update	8,111.00
WATG - State '18-19	Stevens Point	Maintenance Tech Skills Update	68,998.00
WATG - Employer	Stevens Point	Maintenance Technician Skills Update	52,101.00
		TOTAL	\$ 416,164.00

FINANCE & AUDIT COMMITTEE
2018 Procurement of Goods and Services
May 21, 2018

PROCUREMENTS REQUIRING BOARD ACTION	<u>AMOUNT</u>	<u>PROCUREMENT METHOD</u>
None		
❖ Subtotal for Procurements Requiring Board Action	<u>\$ 0</u>	

PROCUREMENTS NOT REQUIRING BOARD ACTION	<u>AMOUNT</u>	<u>PROCUREMENT METHOD</u>
None		
❖ Subtotal for Procurements Not Requiring Board Action	<u>\$ 0</u>	

GRAND TOTAL **\$ 0**

PROCUREMENT & SELECTION METHODS DEFINED-

MSTC and the Wisconsin Technical College System have purchasing policies. The purchasing method applied meets those policies.

BID - A public notice is published in the local newspaper. Potential bidders are notified of the publication based on industry knowledge and past projects. Interested bidders can request plans and specifications to be used for bid preparation. The lowest fixed-price bid is accepted from a responsible bidder meeting specifications.

QUOTE – Written quotes are solicited from three or more vendors (if available). The lowest quote meeting specifications is selected.

REQUEST FOR PROPOSAL (RFP) – A competitive selection process was completed to select the vendor for the purchase. Award was based on criteria that may include price and other critical criteria such as service, experience, references etc. Criteria is weighted and scored by evaluators. Agreements for services can extend for multiple years.

COOP (Cooperative) Purchase – A competitive procurement method was utilized to select the vendor and the contract was approved by the WTCS office for use by the college. (Includes NJPA – National Joint Powers Alliance, WSCA – Western States Contract Alliance, National IPA – National Intergovernmental Purchasing Alliance.

STATE CONTRACT – A state agency such as the Dept. of Administration or UW system processed a bid or RFP and awarded the products and/or services to this vendor. MSTC is able to negotiate a lower price directly with the vendor.

CONSORTIUM CONTRACT – The WTCS Purchasing Consortium has completed a competitive selection process by RFP or Bid MSTC is able to participate without fulfilling a college-directed process.

SOLE SOURCE – The item or service is available from a single source, or after solicitation in a competitive procurement competition is determined to be inadequate, or the purchase is from another governmental body, or cooperative purchasing under S 16.73, Wis. Stats. is utilized, or the federal grantor agency authorizes noncompetitive negotiation, or an advisory committee requires the product brand for training students for local employment, or the product is purchased as used which does not require competitive bidding due to the nature of procurement used.

MANDATORY – MSTC is required to pay for the service or membership to operate.

**NOTICE OF 2017-18
BUDGET AMENDMENT
May 21, 2018**

WHEREAS, the 2017-18 budget was adopted by the Mid-State Technical College (Mid-State) Board on June 19, 2017 and State statute requires the district board to approve any modifications to the original adopted budget; and

WHEREAS, changes to the adopted budget were incorporated into the monthly financial reports and district board's monthly agenda, and were published with the minutes; and

WHEREAS, the General Fund budget was adjusted to accommodate: the addition of or modification of federal or state grants; the redistribution of salaries and wages; new staff hires; the reallocation of expenses within departments and functions; and

WHEREAS, the Special Revenue - Operational Fund budget was adjusted to accommodate: the expansion of continuing education and community enrichment classes; new staff hires; the reallocation of expenses within departments and functions; and

WHEREAS, the Capital Projects budget was adjusted to reallocate capital budgets within departments and functions to facilitate a number of priority purchases; and to reflect current year projects' estimates; and to modify and add private and federal grants; and

WHEREAS, the Debt Service Fund budget was adjusted to accommodate: the payment of debt; and

NOW, THEREFORE, BE IT RESOLVED by the Mid-State Technical College Board to approve the following 2017-18 budgetary revisions:

FUND	FUNCTION RESOURCE	APPROPRIATION CHANGE	MODIFIED APPROPRIATION
General	Instruction	(\$76,721)	\$18,056,642
General	Instructional Resources	\$78,306	\$1,208,327
General	Student Services	\$456,555	\$3,944,302
General	General Institutional	(\$222,907)	\$5,921,585
General	Physical Plant	\$69,211	\$2,105,086
Special Revenue – Operational	Instruction	\$194,420	\$1,147,720
Special Revenue – Operational	Physical Plant	\$4,000	\$4,000
Capital Projects	Instruction	\$43,100	\$5,439,754
Capital Projects	Instructional Resources	(\$6,000)	\$411,507
Capital Projects	General Institutional	\$6,000	\$383,570
Capital Projects	Physical Plant	\$18,000	\$3,341,800
Debt Service	Physical Plant	\$260,000	\$5,153,410

BE IT FURTHER RESOLVED that these budget modifications comply with the district board's policy; and

BE IT FURTHER RESOLVED that the 2017-18 amended budget be used as the official comparison to the proposed 2017-18 budget; and

(Continued)

BE IT FURTHER RESOLVED that these changes are now authorized by a two-thirds (2/3) vote of the entire District Board membership in accordance with Section 65.90(5) of Wisconsin Statutes; and

BE IT FURTHER RESOLVED that administration be directed to place this resolution as Class 1 legal notice in the designated district newspaper as required by Section 65.90(5)(a) of the Wisconsin Statutes.

RESOLUTION TO PUBLISH THE 2018-19 BUDGET

BE IT HEREBY RESOLVED that authority be given to the administration of Mid-State Technical College to publish, at least fifteen days prior to the Public Hearing, the Budget Summary and Notice of Public Hearing for Mid-State Technical College for 2018-19, with an expenditure budget totaling \$55,403,399. The Public Hearing will be held on June 18, 2018, at 5:00 p.m.