

**MID-STATE TECHNICAL COLLEGE**

**OFFICIAL PROCEEDINGS**

Adams County Center

March 19, 2018

**I. ROLL CALL**

In place of Board Chairperson Justin Hoerter, Robert Beaver called the meeting to order at 5:11 p.m.

Roll call was as follows:

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

EXCUSED: Justin Hoerter

OTHERS: Craig Bernstein, Dr. Karen Brzezinski, Maggie Coackley, Dr. Bobbi Damrow, Robb Fish, Laurie Inda, Dr. Mandy Lang, Ray McLemore, Matt Schneider, Kolina Stieber, Jeannie Suralski, and Angie Susa

**II. MEETING NOTICE CERTIFICATION AND CLOSED SESSION**

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

**III. OPEN FORUM**

Mr. Beaver opened the meeting for comments from the audience. No one wished to address the Board.

**IV. APPROVAL OF MINUTES**

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

**V. CONSENT AGENDA**

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

1. The district's bills for the month of February 2018 were presented in Exhibit B. These bills totaled \$2,187,930.91 of which \$1,855,694.50 represents operational expenditures and \$332,236.41 represents capital expenditures.

The district's payroll for the month of February totaled \$1,338,010.66 plus \$9,457.03 for travel and miscellaneous reimbursements and \$616,530.73 in fringe benefits. The district's bills and payroll totaled \$4,151,929.33.

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2. Entered into the following contracted service agreements:

<u>Agreement #</u>	<u>Contracted Service:</u>	<u>Amount</u>
146407	Fire Training Topics	\$ 2,140.00
146422	Heartsaver First Aid	\$ 3,380.00
146423	Basic Life Support for Healthcare Prov. CPR	\$ 1,200.00
146424	Hazard Recognition	\$ 580.00
146425	Heartsaver CPR/AED Adult/Child	\$ 569.50

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

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

**VI. CHAIRPERSON'S REPORT**

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

2. Mr. Beaver announced the Spring Boards Association meeting will be held April 12-14 in Richland Center. A meeting announcement was placed at board member seats. Anyone interested in attending the meeting should contact Ms. Susa to ensure proper arrangements are made.

3. Mr. Beaver announced the District Boards Association Nominations Committee requested assistance in identifying District Board members interested in serving as an Association Officer for the 2018-19 year. Mid-State would like to nominate Betty Bruski Mallek for the Secretary/Treasurer position. Ms. Susa will submit nomination documentation to the Association Office for consideration.

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4. Mr. Beaver announced the Spring Board Advance will be held Wednesday, April 4 in Stevens Point. A draft agenda was shared and feedback should be supplied to Dr. Mondeik or Ms. Susa.

5. The next Mid-State Board of Directors meeting will be held on Monday, April 16 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 high school scholarship applications are currently being reviewed.

2. Ms. Bruski Mallek reported the annual Employee Giving Campaign ended February 28, 2018. This campaign was the most successful in its 15 year history. \$25,619.14 was raised, exceeding the \$25,000 goal. Campaign participation grew by 8% and total dollars raised grew by 25%.

3. Ms. Bruski Mallek announced upcoming Foundation Events:

- 31<sup>st</sup> 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**

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1. Dr. Mondeik reported that she has been out and about in the Marshfield community meeting business/community partners. Thanks to Campus Dean Brenda Dillenburg for arranging two days of visits.
2. Dr. Mondeik reported Mid-State hosted three district high school employee groups for professional development opportunities as a result of visits to high schools late last year. Mid-State continues to invite our K-12 partners to campus.
3. Dr. Mondeik announced Mid-State held its first Campus Advisory Meeting in Marshfield. Over 17 community members participated along with Board member Lynneia Miller. The meeting focused on gathering feedback about what Mid-State is doing well and opportunities for enhancement. The Stevens Point Campus Advisory Meeting was also held with over 30 community members participating. Dr. Mondeik provided highlights of the feedback received. Meetings in Adams and Wisconsin Rapids are forthcoming.
4. Dr. Mondeik announced Mid-State hosted National Ag Day on March 15 at the Wisconsin Rapids Campus. Thank you to Board members Dr. William Greb and Richard Merdan for attending. The event was well received and represented a broad perspective of agriculture throughout the Mid-State District. Department of Agriculture Secretary Sheila Harsdorf, WTCS President Dr. Morna Foy, WTCS Board Member Becky Levzow along with various legislators, WTCS staff, agriculture partners, community members, and college staff attended.
5. Dr. Mondeik reported Mid-State Phi Theta Kappa Advisors Jill Quinn and Jon Steele were recently recognized with the Advisor Spirit Award for their work with Phi Theta Kappa. Thank you to these individuals as well as Student Life Coordinator Natasha Miller for their outstanding work.
6. Dr. Mondeik stated the Board Appointment Committee will meet March 29 to consider appointments of three individuals to the Mid-State Board. Lynneia Miller and Dr. William Greb are seeking reappointment.
7. Dr. Mondeik reported she will attend the WTCS Board Meeting, Presidents Association Meeting and Central Wisconsin Days happening later this week in southern Wisconsin.

### **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. TUITION AND STATE BOARD ITEMS – Mr. Spargo indicated an anticipated 1.5% tuition increase will be presented to the WTCS Board for approval later this week. Mid-State has built 1.5% into their FY19 budget proposal.
  - b. FINANCE IMPLICATIONS FOR TOPICS IN OTHER COMMITTEES – No topics were discussed.

### **X. ACADEMIC & HUMAN RESOURCES COMMITTEE**

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1. Academic & Human Resources Committee Chairperson Lynneia Miller reported the committee reviewed had no consent agenda items this month.
2. The following items were presented for informational purposes only:
  - a. ADAMS COUNTY CENTER – Ms. Miller reported Mid-State is exploring designation of the Adams Center as an additional campus location with the Higher Learning Commission (HLC). Doing so would allow the college to offer full degree and diploma programs in Adams. Designation as an additional campus location would remove barriers for students in the Adams community, allow the college to offer financially aidable programs and position the college for a rapid response to industry needs in the future.
  - b. ADVISORY COMMITTEES – Ms. Miller reported the committee discussed the current Advisory Committee approval process as well as recommendations for future processes. Discussion regarding Vice President approval, documentation, and annual report to the Board was had. The Board will determine a suitable new process during the April Board meeting.

**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 a request for international travel. For the 14<sup>th</sup> year, Mid-State plans to participate in the international student/faculty exchange with Max Eyth Schule in Hessen, Germany. Mid-State Instructor April Hartjes would escort six students participating in the educational exchange. Early June travel is expected for the ten day trip.

Motion by Dr. Greb, seconded by Ms. Bruski Mallek, upon a roll call vote, unanimously approved international travel to Hessen, Germany as part of the student/faculty exchange for Mid-State Instructor April Hartjes.

3. The following items were presented for informational purposes only:
  - a. COLLEGE FACILITY STANDARDS – Mr. Beaver reported the committee reviewed college facilities standards including flooring, wall coverings, ceiling and lights, exterior surfaces, bathrooms and furniture. Standardization is occurring as needed or in planned phases throughout the District. A master grounds plan is also underway.

**XII. COMMITTEE-OF-THE-WHOLE**

1. EMPLOYEE COMPENSATION – Mr. Beaver reported the college budget is being prepared and consideration is being given to a salary increase for employees. Human Resources Leadership from throughout the WTCS will meet later this week and comparative data from all 16 colleges will be shared. This information will be brought back for consideration during the April Board meeting. CPI is currently 2.13%.

**XIII. DISCUSSION AND ACTION ITEM**

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1. ADAMS COUNTY CENTER UPDATE – Adams County Center Manager Laurie Inda provided information about learning activities at the Adams County Center and throughout the community as well as provided a community update.
2. CONTRACT TRAINING UPDATE – Vice President of Workforce and Economic Development Dr. Bobbi Damrow provided a snapshot of the work the Division of Workforce and Economic Development has been completing. Workforce Development Manager Craig Bernstein highlighted his efforts in workforce training and advancement.

**XIV. ADJOURNMENT**

The next meeting of the Mid-State Technical College Board will be on Monday, April 16, 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 6:21 p.m. with a motion by Ms. Bruski Mallek, seconded by Ms. Crass, upon a voice vote.

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Peggy Ose, Secretary  
Mid-State Technical College Board

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Angela R. Susa  
Recording Secretary Official