

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.

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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

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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 Lynneia 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