

MID-STATE TECHNICAL COLLEGE

OFFICIAL PROCEEDINGS

Wisconsin Rapids Campus

February 18, 2019

I. ROLL CALL

Board Chairperson Justin Hoerter called the meeting to order at 5:16 p.m.

Roll call was as follows:

PRESENT: Robert Beaver, Betty Bruski Mallek, Kristin Crass, Craig Gerlach, Justin Hoerter, Richard Merdan, Lynneia Miller, Gordon Schalow, and Dr. Shelly Mondeik

EXCUSED: Charles Spargo

OTHERS: Dr. Bobbi Damrow, Beth Ellie, Jackie Esselman, Robb Fish, Dr. Mandy Lang, Ray McLemore, Suzanne Rathe, Brad Russell, Matt Schneider, Amber Stancher, Dr. Deb Stencil, Kolina Stieber, Angie Susa

II. MEETING NOTICE CERTIFICATION

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.

III. OPEN FORUM

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

IV. APPROVAL OF MINUTES

Motion by Mr. Beaver, seconded by Ms. Bruski Mallek, upon a voice vote, unanimously approved minutes from the board meeting held January 21, 2019 as presented.

V. CONSENT AGENDA

Motion by Ms. Bruski Mallek, seconded by Ms. Crass, upon a roll call vote, unanimously approved the following consent agenda items:

1. The district's bills for the month of January 2019 were presented in Exhibit B. These bills totaled \$813,514.33 of which \$655,635.07 represents operational expenditures and \$157,879.26 represents capital expenditures.

The district's payroll for the month of January totaled \$1,290,056.87 plus \$27,328.34 for travel and miscellaneous reimbursements and \$624,995.59 in fringe benefits. The district's bills and payroll totaled \$2,755,895.13.

2. Entered into the following contracted service agreements:

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<u>Agreement #</u>	<u>Contracted Service:</u>	<u>Amount</u>
146482	EMR Refresher	\$ 475.00
146483	Professionalism in the Workplace	\$ 2,232.00
146484	Medical Terminology	\$ 4,938.69
146485	Heartsaver CPR/AED/First Aid Skills Test	\$ 1,072.50
146486	Heartsaver CPR/AED Adult/Child	\$ 616.00

3. Approved the following 2018 procurement for goods and services:

<u>Amount</u>	<u>Vendor</u>	<u>Department</u>
\$216,013.86	Henricksen	Facilities

VI. CHAIRPERSON'S REPORT

1. Mr. Hoerter welcomed everyone to the meeting. Mr. Spargo asked to be excused.
2. In honor of the passing of past Mid-State President Dr. Melvin Schneeberg, Mr. Hoerter announced the meeting was being dedicated to him. Dr. Mondeik read a portion of his obituary highlighting his life and work. A moment of silence was held for Dr. Schneeberg.
3. Mr. Hoerter reported the ACCT Legislative Summit was held February 10-13 in Washington, D.C. Ms. Bruski Mallek, Mr. Merdan, Dr. Mondeik and Dr. Damrow attended. Capital visits were conducted. Attendees commented on sessions attended and Dr. Mondeik shared photos from visits.
4. Mr. Hoerter announced the Spring Boards Association meeting will be held April 11-13 in Fond du Lac. The meeting will include an in-service on Student Services and annual meeting elections. Anyone interested in attended should contact Ms. Susa for arrangements.
5. Mr. Hoerter announced the Spring Board Advance will be held on Thursday, May 9. Additional details along with a draft agenda will be shared in March. Suggestions for topics should be forwarded to Dr. Mondeik or Ms. Susa.
6. The next Mid-State Board of Directors meeting will be held on Monday, March 18 at the Adams 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 Liaison Betty Bruski Mallek reported the Employee Giving Campaign "Be a Super Hero in the Lives of our Students" was held during February.
2. Ms. Bruski Mallek noted the following upcoming Foundation events:
 - June 11, 2019 – Summer Golf Outing at Lake Arrowhead
 - June 11, 18, 25, – Free Tuition Tuesdays at Wisconsin Rapids Rafters
 - July 2, 23 and 30, 2019 – Free Tuition Tuesdays at Wisconsin Rapids Rafters
 - August 7, 2019 – Sand Valley Golf Outing
 - September 6, 2019 – Trap Shoot Event
 - September 12, 2019 – Scholarship Reception

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3. Ms. Bruski Mallek announced the high school application window opened January 7, 2019 and closes February 22, 2019. Also, the spring application window for an August 2019 start is May 6 – June 21, 2019.

VIII. PRESIDENT'S REPORT

1. Dr. Mondeik highlighted recent on campus events including; a growth in Winterim of 40%, student housing collaboration with UW-Stevens Point, K-12 partners holding their in-service on campus, hosting WTCS grant writers and staff for their annual meeting, and naming Mid-State's new Marshfield Campus Dean Alex Lendved.

2. Dr. Mondeik announced external events for which Mid-State participated; community chamber events, Crystal Apple Award Committee and a Stevens Point Area Rotary presentation.

3. Dr. Mondeik reported the Executive Leadership Team has begun work on the 2019-2020 budget. Included in the budget will be a realignment in Student Services and Academics. The potential of a tuition increase as well as grant submission outcomes will be available in March.

4. Dr. Mondeik announced a record-breaking six closures for Mid-State in January and February related to Wisconsin weather. The college works with students to ensure course competencies are met.

5. Dr. Mondeik reported the Presidents Association met in January to discuss budget advocacy. Governor Evers has invited WTCS Presidents to the Governor's Mansion for conversation. The Governor's budget will be released February 28.

6. Dr. Mondeik announced she was selected to receive the 2019 Phi Theta Kappa Paragon Presidents Award. She was nominated by faculty for the award. The award is presented to new presidents that show support of student success.

IX. FINANCE & AUDIT COMMITTEE

1. In place of Finance & Audit Committee Chairperson Charles Spargo, Kristin Crass reported the committee reviewed its Consent Agenda items and had no questions.

2. Ms. Crass provided an overview of the Treasurer's Report which the Committee previously discussed in detail. Any/all questions were addressed in committee or during the full Board meeting.

3. The following items were presented for informational purposes only:

a. SPECIAL FY20 BUDGET PRESENTATION FOR THE FINANCE & AUDIT COMMITTEE – Ms. Crass reported Vice President of Finance & Facilities Robb Fish discussed potential dates to present the college's proposed FY20 budget. This meeting is typically held in early May. Once confirmed, the date will be shared with the full board.

b. 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 had no consent agenda items this month.
2. The following items were presented for informational purposes only:
 - a. WINTERIM HIGHLIGHTS – Ms. Miller reported Vice President of Academics Dr. Deb Stencil provided an overview of Mid-State’s recent Winterim. Highlights include: enrollment increased 40%, every school held courses, the college served more students than last Winterim and positive feedback was received from students and faculty.
 - b. ADVISORY COMMITTEE MEMBERSHIP REVIEW – Ms. Miller reported the committee reviewed advisory committee appointments for the School of Advanced Manufacturing and Engineering and the School of Transportation, Agriculture, Natural Resources and Construction. Committees will focus on recruiting membership from throughout the Mid-State District, including additional efforts in the Adams community.

XI. FACILITIES & EXTERNAL RELATIONS COMMITTEE

1. Facilities & External Relations Committee Chairperson Robert Beaver reported that the committee had no Consent Agenda items.
2. The following items were presented for informational purposes only:
 - a. ENROLLMENT REPORT – Mr. Beaver reported Vice President of Student Services & Enrollment Management Dr. Mandy Lang provided an FTE update. Compared to last year, Mid-State enrollment is flat. Headcount is up 1.7%. The committee reviewed enrollment data by school and program.
 - b. DUAL CREDIT FACULTY QUALIFICATIONS – Mr. Beaver reported that Mid-State is reviewing dual credit faculty qualifications to meet Higher Learning Commission (HLC) requirements. HLC’s enforcement of dual credit faculty qualifications provides high school faculty until 2022 to come into compliance. A grant from Department of Workforce Development was received to assist high school faculty in obtaining the needed credentials.
 - c. LEGISLATIVE ACTIVITIES/COMMUNITY RELATIONS – Mr. Beaver reported the committee reviewed legislative activities including ACCT, individual legislator meetings, Central Wisconsin Days and a proposed fall Legislative Gathering at Mid-State. In addition, community events including annual chamber events and the housing partnership with UW-Stevens Point were discussed.
 - d. WORKFORCE DEVELOPMENT CONTRACTS & PROPOSALS – Mr. Beaver reported Vice President of Workforce Development & Community Relations Dr. Bobbi Damrow provided a status update of Workforce Development contracts and proposals referenced in Exhibit D.

XII. COMMITTEE-OF-THE-WHOLE

1. DASHBOARD – Vice President of Academics Dr. Deb Stencil and Manager of Institutional Effectiveness & Quality Beth Ellie presented Mid-State’s Mid-Year Dashboard. They highlighted areas

associated with the colleges Key Results and Pillars of Opportunity. Headcount and FTE are on the rise. An updated dashboard will be presented in August including year finals.

XIII. DISCUSSION AND ACTION ITEM

1. SCHOOL OF GENERAL EDUCATION & LEARNING RESOURCES – School of General Education & Learning Resources deans Amber Stancher and Suzanne Rathe highlighted the school including programming, staffing, partnerships and accomplishments.

XIV. CLOSED SESSION

There was no closed session this month.

XV. ADJOURNMENT

There being no further business, the Board meeting adjourned at 6:44 p.m. with a motion by Mr. Beaver, upon a voice vote.

The next meeting of the Mid-State Technical College Board will be on Monday, March 18, 2019 at the Adams 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..

Lynneia Miller, Secretary
Mid-State Technical College Board

Angela R. Susa
Recording Secretary