

MID-STATE TECHNICAL COLLEGE
DISTRICT BOARD MEETING MINUTES

Wisconsin Rapids Campus

April 20, 2020

A. CALL TO ORDER – Robert Beaver

The meeting was called to order at 5:01 p.m.

B. ROLL CALL

PRESENT: Robert Beaver (participated via phone), Betty Bruski Mallek (participated via phone), Kristin Crass (participated via phone), Justin Hoerter (participated via phone), Richard Merdan (participated via phone), Lynneia Miller (participated via phone), Gordon Schalow (participated via phone), Charles Spargo (participated via phone) and Dr. Shelly Mondeik

EXCUSED: Craig Gerlach

OTHERS: Dr. Karen Brzezinski, Dr. Bobbi Damrow, Robb Fish, Dr. Mandy Lang, Brad Russell, Matt Schneider, Dr. Deb Stencil, Angie Susa, Mike Vilcinskas, and Bill Wanta

C. OPEN MEETING CERTIFICATION – Robert Beaver

The meeting notice was verified; stating 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.

D. OPEN FORUM – Robert Beaver

The meeting was opened for comments from the audience. No one wished to address the Board.

E. APPROVAL OF MINUTES

Motion by Ms. Bruski Mallek, seconded by Mr. Hoerter, upon a voice vote, unanimously approved minutes from the board meeting held March 16, 2020 as presented.

F. CONSENT AGENDA

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

1. The district's bills for the month of March 2020 were presented in Exhibit B. These bills totaled \$789,706.00 of which \$611,181.23 represents operational expenditures and \$178,524.77 represents capital expenditures. The district's payroll for the month of March totaled \$1,439,355.84 plus \$19,192.48 for travel and miscellaneous reimbursements and \$651,682.95 in fringe benefits. The district's bills and payroll totaled \$2,899,937.27.
2. Entered into the following contracted service agreements:

<u>Agreement #</u>	<u>Contracted Service:</u>	<u>Amount</u>
146578	Basic Life Support	\$ 850.00
146579	Nursing Assistant	\$ 8,050.00

146580	Technical Drawing Interpretation	\$ 3,216.09
146581	Introduction to Milling Machines	\$ 8,576..25
146582	CNC Mills Set Up and Operation	\$ 5,717.50
146583	Computer Basics	\$ 538.75

3. Approved the following procurement(s) for goods and services:

<u>Amount</u>	<u>Vendor</u>	<u>Department</u>
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There were no procurements which required Board approval

G. CHAIRPERSON’S REPORT – Robert Beaver

- Board members were welcomed to the meeting. Mr. Gerlach asked to be excused.
- ACCT Leadership Congress will be held September 30 – October 3, 2020 in Chicago. Early registration is open. Anyone interested in attending should contact Ms. Susa to confirm travel plans by June 15.
- A Wisconsin Technical College Insurance Trust meeting was held March 31. Discussion entered on coverage for use of college’s personal protective equipment by outside agencies during the COVID-19 pandemic.
- The Wisconsin Technical College District Boards Association (DBA) Board of Directors met in place of the Spring Boards Association meeting. The FY21 budget increase was approved.
- Spring Board Advance was postponed. A survey of dates for Fall 2020 will be completed. The Advance will provide a joint professional development opportunity for District Board and Foundation Board members.
- Future meeting dates (times unless otherwise announced):

MONTHLY MEETING	Committee Meetings – 4:15 p.m.
Monday, May 18, 2020	Committee-of-the-Whole – 5:00 p.m.
Wisconsin Rapids Campus	Board Meeting – 5:20 p.m.
MONTHLY MEETING	Committee Meetings – 4:15 p.m.
Monday, June 15 2020	Committee-of-the-Whole – 5:00 p.m.
Wisconsin Rapids Campus	Board Meeting – 5:20 p.m.

H. PRESIDENT’S REPORT – Dr. Shelly Mondeik

- Mid-State has operated in a virtual environment since March 30, 2020. Courses continue along with employee work. Security system installment also continues.
- The Simulation Center project is currently on hold due to COVID-19 and contractors being unable to be on site. Occupancy is set at January 2021 at the earliest.
- Dr. Mondeik will begin serving as President of the Presidents Association for the upcoming 2020-2021 year in June.

I. COMMITTEE REPORTS

1. FINANCE & INFRASTRUCTURE COMMITTEE – Richard Merdan
 - a. APPROVAL OF COMMITTEE MINUTES (March 16, 2020): Motion by Ms. Miller, seconded by Mr. Merdan, upon a voice vote, unanimously approved the March 16, 2020 Finance & Infrastructure Committee minutes as presented.
 - b. TREASURER’S REPORT: Reviewed and discussed college financial data.
 - c. ACCESSIBILITY IMPROVEMENTS AT WISCONSIN RAPIDS CAMPUS: Mr. Schneider presented bid results for student accessibility improvements at the Wisconsin Rapids Campus as determined by the WTCS review.

Motion by Ms. Bruski Mallek, seconded by Mr. Hoerter, upon a roll call vote, unanimously awarded Bid #792, Accessibility Improvements at Wisconsin Rapids Campus, to Eagle Construction for \$38,500.
 - d. ACCESSIBILITY IMPROVEMENTS AT MARSHFIELD CAMPUS: Mr. Schneider presented bid results for student accessibility improvements at the Marshfield Campus as determined by the WTCS review.

Motion by Mr. Spargo, seconded by Ms. Bruski Mallek, upon a roll call vote, unanimously awarded Bid #791, Accessibility Improvements at Marshfield Campus, to Huotari for \$63,800.
 - e. ANTICIPATED GRANT FUNDING FOR FY21: Grants were received in mid-March. Mid-State received \$1.8 million.
 - f. SPECIAL FY21 BUDGET MEETING: A special meeting to present the FY21 budget will be held Friday, May 8, 2020 at 2:00 p.m. in Wisconsin Rapids and via audio conferencing technology.
 - g. FINANCE IMPLICATIONS FOR TOPICS IN OTHER COMMITTEES: No topics discussed.
2. ACADEMIC & STUDENT SERVICES COMMITTEE – Betty Bruski Mallek
 - a. APPROVAL OF COMMITTEE MINUTES (March 16, 2020): Motion by Ms. Bruski Mallek, upon a voice vote, unanimously approved the March 16, 2020 Academic & Student Services Committee minutes as presented.
 - b. MINDFULNESS PROJECT FOR STUDENT SUCCESS: Mid-State piloted a mindfulness project to improve student success. The pilot, held over the fall semester, consisted of 11 courses and 176 students on the Stevens Point Campus. Notable improvements were observed and a positive experience was reported by students.
 - c. VIRTUAL STUDENT LIFE: Mid-State Student Life recently created a new way for students to virtually engage with each other and the college. Positive student engagement has been seen.
3. HUMAN RESOURCES & EXTERNAL RELATIONS COMMITTEE – Bob Beaver

- a. APPROVAL OF COMMITTEE MINUTES (March 16, 2020): Motion by Mr. Schalow, seconded by Mr. Beaver, upon a voice vote, unanimously approved the March 16, 2020 Human Resources & External Relations Committee minutes as presented.
- b. SECURITY SYSTEM INSTALLATION: Security system installation is currently underway. The multi-year project began at the Wisconsin Rapids Campus and moved throughout all locations. The project is on track for projected completion.
- c. CONTRACT TRAINING STRATEGY AND GRANT APPLICATIONS: March and April contract training is on hold; cancellations haven't occurred at this point. Mid-State remains in contact with companies and will reschedule when appropriate to do so. Work for FY21 grant opportunities is underway.
- d. WORKFORCE DEVELOPMENT CONTRACTS AND PROPOSALS: Highlighted workforce contract with Committee.

J. DISCUSSION & ACTION – Dr. Shelly Mondeik

1. COVID-19 UPDATE: Dr. Mondeik highlighted Mid-State's response to and ongoing monitoring of COVID-19.

K. ADJOURNMENT – Robert Beaver

There being no further action or business of the Board, the meeting adjourned at 6:17 p.m. with a motion by Ms. Bruski Mallek, seconded by Mr. Hoerter, upon a voice vote.

Lynneia Miller, Secretary
Mid-State Technical College Board

Angela R. Susa
Recording Secretary