

**MID-STATE TECHNICAL COLLEGE**  
**DISTRICT BOARD MEETING MINUTES**

Wisconsin Rapids Campus

July 13, 2020

**A. CALL TO ORDER** – Robert Beaver

The meeting was called to order at 3:42 p.m.

**B. ROLL CALL**

PRESENT: Robert Beaver (via Teams), Betty Bruski Mallek (via Teams), Justin Hoerter (via Teams), Richard Merdan, Lynneia Miller (via Teams), Charles Spargo (via Teams) and Dr. Shelly Mondeik

EXCUSED: Kristin Crass, Craig Gerlach and Gordon Schalow

OTHERS: Dr. Bobbi Damrow (via Teams), Robb Fish, Travis Gansch, Dr. Mandy Lang (via Teams), Brad Russell (via Teams), Matt Schneider (via Teams), Dr. Deb Stencil (via Teams), and Angie Susa

**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 Mr. Merdan, seconded by Ms. Bruski Mallek, upon a voice vote, unanimously approved minutes from the board meeting held June 15, 2020 as presented.

**F. CONSENT AGENDA**

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

1. The district's bills for the month of June 2020 were presented in Exhibit B. These bills totaled \$576,439.60 of which \$414,776.13 represents operational expenditures and \$161,663.47 represents capital expenditures. The district's payroll for the month of June totaled \$1,415,786.46 plus \$8,351.69 for travel and miscellaneous reimbursements and \$642,320.26 in fringe benefits. The district's bills and payroll totaled \$2,642,898.01.
2. Entered into the following contracted service agreements:

<u>Agreement #</u>	<u>Contracted Service:</u>	<u>Amount</u>
146587	Technical Assistance – Website Development	\$ 444.69
146588	UGotClass Contract – Project Management	\$ 247.50
146589	Train the Trainer	\$ 2,557.18

146521	FY20 Dual Credit Courses – Almond	\$ 10,883.00
146522	FY20 Dual Credit Courses – Amherst	\$ 81,328.50
146523	FY20 Dual Credit Courses – Wisconsin Rapids	\$ 254,699.00
146524	FY20 Dual Credit Courses – Marshfield	\$ 154,920.00
146525	FY20 Dual Credit Courses – Nekoosa	\$ 39,740.50
146526	FY20 Dual Credit Courses – Plainfield	\$ 17,236.50
146527	FY20 Dual Credit Courses – Stevens Point	\$ 182,390.50
146528	FY20 Dual Credit Courses – Pittsville	\$ 32,945.00
146529	FY20 Dual Credit Courses – Adams	\$ 11,956.50
146530	FY20 Dual Credit Courses – Port Edwards	\$ 5,433.00
146531	FY20 Dual Credit Courses – Marshfield	\$ 3,384.00
146532	FY20 Dual Credit Courses – Tomahawk	\$ 2,115.00
146533	FY20 Dual Credit Courses – Auburndale	\$ 59,140.50
146534	FY20 Dual Credit Courses – Granton	\$ 8,988.00

3. Approved the following procurement(s) for goods and services:  
 There were no procurements which required approval.
4. District Board Approval of Hires and Resignations of Contracted Staff:
  - Autumn Laabs (effective August 13, 2020 – resignation)
  - Nancy Dupee (hired July 6, 2020) – Instructor, Surgical Technologist
  - Nicholas Goldberg (hired July 20, 2020) – Instructor, Respiratory Therapy
  - Teri Raatz (hired July 6, 2020) – Instructor, Agribusiness
  - Craig Buttke (hired July 20, 2020) – Instructor, Renewable Energy, HVAC, and Construction Trades

**G. CHAIRPERSON’S REPORT** – Robert Beaver

1. Board members were welcomed to the meeting. Ms. Crass, Mr. Gerlach and Mr. Schalow were excused.
2. Summer Boards Association meeting has been moved to a virtual format on July 24. Those interested in attending should notify Ms. Susa. Board members interested in participating from campus may do so.
3. ACCT Leadership Congress will be held September 30 – October 3, 2020 in Chicago. Early registration is open. Board members will not to travel out-of-state unless necessary in agreement with travel restrictions placed within the college.
4. Board Policy review will begin in August.
5. Future meeting dates (times unless otherwise announced):
 

<b>MONTHLY MEETING</b>	Committee-of-the-Whole – 5:00 p.m.
Monday, August 17, 2020	Board Meeting – 5:20 p.m.
Microsoft Teams Meeting	
 <b>MONTHLY MEETING</b>	 Committee Meetings – 4:15 p.m.
Monday, September 21, 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

1. Mid-State has implemented Phase 3 of reopening. Additional in-person classes will be running along with additional employees reporting back to campus.
2. Board members were invited to the Sunrise Pointe Industrial Revitalization Project Launch in Stevens Point where Mid-State will be recognized.
3. WTCS Presidents Association continues work related to COVID, social equality, grants, and the state budget.

**I. COMMITTEE REPORTS**

1. FINANCE & INFRASTRUCTURE COMMITTEE – Charles Spargo
  - a. TREASURER’S REPORT: Due to timing of the meeting and year-end closing activities, the month-end financial report will be provided in August.
  - b. THREE-YEAR FACILITIES PLAN: Mid-State’s Three-Year Facilities Plan was presented to and reviewed by the Board.

Motion by Mr. Spargo, seconded by Ms. Miller, upon a roll call vote, unanimously approved the FY21-FY23 Facilities Plan.
  - c. WILM: An update on WILM 2.0 was provided including history, need for WILM 2.0, and ongoing evaluation.
  - d. FINANCE IMPLICATIONS FOR TOPICS IN OTHER COMMITTEES: No topics discussed.
2. ACADEMIC & STUDENT SERVICES COMMITTEE – Betty Bruski Mallek
  - a. GRADUATION: May 2020 graduation was postponed due to COVID-19. Following a student survey, Spring 2020 graduation will be celebrated with a separate ceremony on December 13, 2020.
  - b. K-12 ADMINISTRATOR PARTNER MEETING: The annual K-12 Administrator Partner meeting was held virtually and saw the highest participation to date. Meeting content was positively received.
3. HUMAN RESOURCES & EXTERNAL RELATIONS COMMITTEE – Justin Hoerter
  - a. EXPERIENCE CHOICE – SUMMER CAMPAIGN: A summer marketing campaign “Experience Choice” was hosted to aid enrollment. An overview of the campaign was provided.

**J. COMMITTEE-OF-THE-WHOLE**

1. COLLEGE MASCOT: An update on the college mascot was presented. The Mid-State Cougar has reemerged as the college’s mascot.

2. OFFICER/COMMITTEE ASSIGNMENTS AND BOARDS ASSOCIATION ASSIGNMENTS: Board members will serve on the following committees for the 2020-2021 year. Board members also discussed service to the District Boards Association and Ms. Susa will submit that information to the Association for consideration.

Finance & Infrastructure Committee:

- Charles Spargo – Chair
- Lynneia Miller
- Richard Merdan

Academic & Student Services Committee:

- Betty Bruski Mallek – Chair
- Kristin Crass
- Craig Gerlach

Human Resources & External Relations Committee:

- Justin Hoerter – Chair
- Robert Beaver
- Gordon Schalow

**K. DISCUSSION & ACTION** – Dr. Shelly Mondeik

1. ELECTION OF OFFICIERS: State Statutes require all Wisconsin technical colleges meet on the second Monday of July for an annual organizational meeting. Appointed Board members are seated, officers are elected and committee assignments are made.

Mr. Beaver called for nominations for Chairperson. Ms. Bruski Mallek nominated Robert Beaver for Chairperson, seconded by Mr. Spargo. Mr. Beaver called three times for other nominations. Hearing none, Ms. Bruski Mallek moved that nominations be closed and a unanimous ballot be cast for Robert Beaver, seconded by Mr. Spargo, and unanimous upon a roll call vote.

Mr. Beaver called for nominations for Vice Chairperson. Mr. Spargo nominated Kristin Crass for Vice Chairperson, seconded by Ms. Bruski Mallek. Mr. Beaver called three times for other nominations. Hearing none, Ms. Bruski Mallek moved that nominations be closed and a unanimous ballot be cast for Kristin Crass, seconded by Mr. Hoerter, and unanimous upon a roll call vote.

Mr. Beaver called for nominations for Secretary. Mr. Spargo nominated Lynneia Miller for Secretary, seconded by Ms. Bruski Mallek. Mr. Beaver called three times for other nominations. Hearing none, Ms. Bruski Mallek moved that nominations be closed and a unanimous ballot be cast for Lynneia Miller, seconded by Mr. Spargo, and unanimous upon a roll call vote.

Mr. Beaver called for nominations for Treasurer. Ms. Bruski Mallek nominated Charles Spargo for Treasurer, seconded by Ms. Miller. Mr. Beaver called three times for other nominations. Hearing none, Ms. Bruski Mallek moved that nominations be closed and a unanimous ballot be cast for Charles Spargo, seconded by Mr. Hoerter, and unanimous upon a roll call vote.

2020 – 2021 Mid-State Technical College District Board Officers: Chairperson – Robert Beaver; Vice Chairperson – Kristin Crass; Secretary – Lynneia Miller; and Treasurer – Charles Spargo.

**M. ADJOURNMENT** – Robert Beaver

There being no further action or business of the Board, the meeting adjourned at 4:36 p.m. with a motion by Mr. Merdan, seconded by Ms. Bruski Mallek, upon a voice vote.

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Lynneia Miller, Secretary  
Mid-State Technical College Board

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Angela R. Susa  
Recording Secretary