



**BOARD OF DIRECTORS MEETING**  
February 2021

**Monday, February 15, 2021**  
Virtually via Microsoft Teams and  
Mid-State Wisconsin Rapids Campus  
500 32<sup>nd</sup> Street North, Wisconsin Rapids

4:30 p.m. – Committee-of-the-Whole; Virtually and Room L133-134 (page 21)

4:40 p.m. – Monthly Board Meeting; Virtually and Room L133-134 (page 3)

***Mission:*** Mid-State Technical College transforms lives through the power of teaching and learning.

***Vision:*** Mid-State Technical College is the educational provider of first choice for its communities.

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## DISTRICT BOARD OF DIRECTORS

**Monday, February 15, 2021**

**4:40 p.m.**

Virtually via Microsoft Teams and  
Mid-State Wisconsin Rapids Campus Room L133-134  
500 32<sup>nd</sup> Street North, Wisconsin Rapids

## AGENDA

**A. CALL TO ORDER – ROBERT BEAVER**

**B. ROLL CALL**

**C. OPEN MEETING CERTIFICATION – ROBERT BEAVER**

*This February 15, 2021 meeting of the Mid-State Technical College District Board of Directors, and all other meetings of the Board and/or its committees, is open to the public in compliance with State Statutes. Notice of this meeting has been sent to news media and designated persons in an attempt to make the citizens of the Mid-State Technical College District aware of the place, time and agenda of the meeting.*

**D. OPEN FORUM – ROBERT BEAVER**

*The open forum is at the option of the Board Chairperson and ground rules have been established to ensure the orderly conduct of business. This is a meeting of the District Board open to the public and not a public hearing. Persons who wish to address the District Board may make a statement as long as it pertains to a specific agenda item. Individuals should not expect to engage in discussion with the members of the District Board. The District Board Chairperson may or may not respond to statements made.*

*Ground rules regarding public comment on Board agenda item(s):*

- 1. Public comments must pertain to an agenda item.*
- 2. No person may speak more than once to an issue or for a period longer than three to five minutes.*
- 3. No more than three people may be heard to one side of an issue.*
- 4. The District Board reserves the right to limit the total amount of time during which public comments will be heard at any given meeting.*
- 5. The Board Chairperson reserves the right to stop unprofessional discussion or discussion targeted toward a specific individual. Deviation from these parameters may occur upon the consent of the majority of the Board.*

**E. ACTION ON JANUARY 18, 2021 BOARD MEETING MINUTES (Exhibit A)**

**F. ACTION ON CONSENT AGENDA**

- 1. Payment of Bills and Payroll (Exhibit B)**

*District bills for January 2021 total \$897,212.48 of which \$602,154.38 represents operational expenditures and \$295,058.10 represents capital expenditures. Payroll disbursements for January totaled \$1,300,590.48 plus \$9,590.14 for travel and miscellaneous reimbursements, and*

*\$641,029.89 in fringe benefits, for a total payroll disbursement of \$1,951,210.51. Administration recommends approval of the payment of these obligations totaling \$2,848,422.99.*

2. Contracted Service Agreements (Exhibit C)

*The District has entered into six contracted service agreements totaling \$31,119.98. The individual contracts are available for review upon request. Administration recommends approval of these contracts.*

3. Procurements for Goods and Services (Exhibit D)

*Procurements for Goods and Services fall into two groups: 1) procurements that require prior Board approval and 2) procurements approved by Administration but listed as information for the Board. Expertise regarding the purpose and specifications for procurements are generally unique to individual departments. Therefore, please notify the Business Office before the meeting if there are any questions. A response will be provided or arrangements for the subject-matter expert to be present will be made. There are no procurements which require board approval.*

**G. CHAIRPERSON'S REPORT – ROBERT BEAVER**

1. Meeting attendance
2. WTC District Boards Association
3. Association of Community College Trustees (ACCT) Legislative Summit
4. Next meeting date

**H. FOUNDATION REPORT – JILL STECKBAUER**

**I. PRESIDENT'S REPORT – SHELLY MONDEIK**

1. Campus Activities
2. Community Involvement
3. WTCS Updates
4. WTCS Presidents Association Activities

**J. COMMITTEE REPORTS**

1. Finance & Infrastructure Committee – Charles Spargo
  - a. Review of Consent Agenda Items
  - b. Treasurer's Report (Exhibit E)
  - c. Wisconsin Rapids Culinary Remodel Project – A resolution (Exhibit F) for the Wisconsin Rapids Culinary Project will be presented and reviewed. Approval will be sought.
  - d. Informational Item
    1. Finance Implications for Topics in Other Committees  
*Often topics directed by the other two committees may have fiscal or financial implications that would be of interest or concern by the Finance & Infrastructure Committee. The purpose of this agenda item is to identify when administration has*

*information available and also to enable committee members to raise any finance related questions. Other information can be gathered upon request. Any necessary action will be incorporated into the action reported by the originating committee.*

2. Academic & Student Services Committee – Betty Bruski Mallek

a. Informational Items

1. Faculty & Part-Time Faculty In-Services – Dr. Deb Stencil

*In January 2021, the Mid-State Education Services Team provided virtual interactive professional development at Faculty In-Service and Part-Time Faculty In-Service. Assessment of student learning was a major focus of these in-service days. An overview will be provided.*

3. Human Resources & External Relations Committee – Justin Hoerter

a. Board Travel Policy (Exhibit G) – Dr. Karen Brzezinski

*A recommendation to incorporate travel into board policies will be discussed.*

b. Informational Items

1. Training Partner Update – Dr. Bobbi Damrow

*A new in-district Fast Forward Training Grant was awarded to Wysocki Family of Companies. Mid-State Technical College has been named as their training partner and training details will be shared.*

**K. COMMITTEE-OF-THE-WHOLE (Exhibit H)**

1. Mid-Year Dashboard – Dr. Shelly Mondeik

**L. DISCUSSION & ACTION**

1. Liberal Arts Update – Dr. Deb Stencil & Suzanne Rathe

*In 2017, Mid-State launched a shared program agreement with Nicolet College to offer the Associate of Arts and Associate of Science Liberal Arts program. Program details and enrollment trends will be shared.*

**M. ADJOURNMENT**

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

Wisconsin Rapids Campus	January 18, 2021
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**A. CALL TO ORDER – Robert Beaver**

The meeting was called to order at 5:00 p.m.

**B. ROLL CALL**

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

**EXCUSED:** Craig Gerlach and Gordon Schalow

**OTHERS:** Rick Anderson (via Teams), Steve Bakos (via Teams), Greg Bruckbauer (via Teams), Dr. Karen Brzezinski (via Teams), Dr. Bobbi Damrow (via Teams), Robert Finn (via Teams), Trevor Howard (via Teams), Dr. Colleen Kane (via Teams), Dr. Mandy Lang (via Teams), Dr. Alex Lendved (via Teams), JB Moody (via Teams), Brad Russell (via Teams), Matt Schneider (via Teams), Dr. Deb Stencil (via Teams), Angie Susa, Mike Vilcinskis and Mike Wiza (via Teams)

**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. Spargo, seconded by Mr. Hoerter, upon a voice vote, unanimously approved minutes from the board meeting held December 21, 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 December 2020 were presented in Exhibit B. These bills totaled \$1,511,677.49 of which \$629,359.42 represents operational expenditures and \$954,957.20 represents capital expenditures. The district's payroll for the month of December totaled \$2,078,547.66 plus \$11,758.38 for travel and miscellaneous reimbursements and \$925,401.72 in fringe benefits. The district's bills and payroll totaled \$4,527,385.25.
2. Entered into the following contracted service agreements:

<u>Agreement #</u>	<u>Contracted Service:</u>	<u>Amount</u>
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146641	Confined Space Awareness	\$ 950.00
146642	EMT Basic Refresher Course	\$ 3,600.00
146643	Nursing Skills Refresher	\$ 1,490.00
146644	Heartsaver First Aid/CPR	\$ 5,990.00
146645	Law Enforcement Supervision Law Seminar	\$ 95.00

3. Approved the following procurement(s) for goods and services:  
There were no items requiring approval.

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

1. Board members were welcomed to the meeting. Mr. Gerlach and Mr. Schalow asked to be excused.
2. A statement in honor of Dr. Martin Luther King, Jr. Day was read, and a moment of silence observed.
3. Winter Boards Association meeting was held virtually on January 15, 2021. Board members participating commented on the sessions attended. Ms. Bruski Mallek provided an association update related to future meeting schedule.
4. The 2021 Board Appointment Process has begun. Those board members seeking reappointment are to work with Ms. Susa to submit necessary documentation for committee consideration.
5. Future meeting dates (times unless otherwise announced):  
**MONTHLY MEETING** Committee-of-the-Whole - 4:30 p.m.  
Monday, February 15, 2021 Board Meeting – following Committee  
Wisconsin Rapids Campus and  
Virtually via Microsoft Teams

**H. PRESIDENT'S REPORT** – Dr. Shelly Mondeik

1. Dr. Mondeik provided a campus update which included: spring semester start up highlights, preparing for spring HLC visit, opening of the Healthcare Simulation Center, COVID considerations, Mid-State branding with the cougar and cafeteria services update.
2. Dr. Mondeik highlighted WTCS updates and Presidents Association activities. A new president has begun at Waukesha County Technical College and three WTCS presidents (Nicolet, Chippewa Valley and Northcentral) have announced their retirement.

**I. COMMITTEE REPORTS**

1. FINANCE & INFRASTRUCTURE COMMITTEE – Charles Spargo
  - a. TREASURER'S REPORT: No questions resulted from review of the Treasurer's Report.
  - b. FY20-21 REVENUE AND EXPENSE FORECAST: A review of current year revenue and expenditures was provided.

- c. BUDGET DEVELOPMENT CALENDAR FOR FISCAL YEAR 2021-22 (FY22): The board reviewed the FY22 budget development timeline. Special meetings will be held for review of the capital budget (March, 2021) and operational budget (May, 2021).
  - d. MANAGED DETECTION AND RESPONSE SOLUTION: A review of the Managed Detection and Response (MDR) solution that the college purchased and implemented following the September incident was provided. In addition, data related to activity the solution has detected was provided.
  - e. FINANCE IMPLICATIONS FOR TOPICS IN OTHER COMMITTEES: No topics discussed.
2. ACADEMIC & STUDENT SERVICES COMMITTEE – Betty Bruski Mallek
- a. ADVISORY COMMITTEES: A review of Advisory Committees in the School of Advanced Manufacturing and Engineering and the School of Transportation, Agriculture, Natural Resources and Construction was completed. Recruitment continues to provide district wide representation.
  - b. COHORT DEFAULT RATE: The College’s latest student cohort default rates from the Department of Education were shared. These include loan borrowers who have entered repayment in 2017 and are behind 270 days. Mid-State will continue to monitor rates.
3. HUMAN RESOURCES & EXTERNAL RELATIONS COMMITTEE – Justin Hoerter
- a. LEGAL EXPENSES UPDATE: A review of FY19-20 legal expenses was provided. Going forward, Mid-State Administration will provide an update to the board as necessary related to legal expenses.
  - b. DISTRICT DISLOCATED WORKERS: Work of Mid-State’s Rapid Response Team, Mid-State and three district companies to support dislocated workers was provided.

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

- 1. DISTRICT BOARDS ASSOCIATION UPDATE: Wisconsin Technical College District Boards Association Executive Director Layla Merrifield provided an update on association activities and legislative advocacy. Information pertaining to ACCT Legislative Summit was shared.
- 2. WISCONSIN RAPIDS CAMPUS FACILITY RENOVATION: Information was shared related to renovation on the Wisconsin Rapids Campus to support programming in the Culinary Arts field. The space will incorporate classrooms, storage, kitchen, café, and additional space needed for programming. In addition, consideration is being given to an outdoor learning space. Student Life will be included in Phase 2 of the project.

**K. DISCUSSION & ACTION**

- 1. FIRE TRAINING-DISTRICT WIDE: A presentation was made describing a Mid-State fire training partnership opportunity with the City of Marshfield and the City of Stevens Point. Representatives from Mid-State and each Fire Department discussed benefits and opportunities of partnering.



**M. ADJOURNMENT** – Robert Beaver

There being no further action or business of the Board, the meeting adjourned at 6:26 p.m. with a motion by Ms. Bruski Mallek, seconded by Mr. Hoerter, upon a roll call vote.

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Lynneia Miller, Secretary  
Mid-State Technical College Board

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Angela R. Susa  
Recording Secretary

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Exhibit B previously distributed under separate cover.**

## January Contracted Service Agreements Meeting on February 15, 2021

Contract Number	Location of Business/Agency	Industry Type	Type of Service	Hours of Instructions	Estimated Number Served	Contract Amount
146646	Wisconsin Rapids	Private K-12 School	Intro To AutoCAD	36	9	4,419.79
146647	Bancroft	Business & Industry	Employee Development Training Plan	76	10	20,228.00
146648	Stevens Point	Business & Industry	Security Officer Firearms Training	2	4	60.00
146649	Stratford	Business & Industry	HS FA/CPR Skill Test	2	10	1,245.00
146650	Marshfield	Business & Industry	BLS-Basic Life Support Provider	3	72	4,690.00
146651	Marshfield	K-12 School District	HS FA/CPR Skill Test	2	4	477.19
					<b>Total:</b>	<b>\$31,119.98</b>

## January Contract Training Proposals For Informational Purposes

Monthly Contract Training Proposal Recap - January 2021						
Proposal #	Bill to City	Industry Type	Type of Service	Proposal Amount	Current Status	
195	Wisconsin Rapids	Education	AutoCAD Course - Spring 2021	\$4,300.00	Accepted	
196	Marshfield	Education	FA/CPR/AED - Spring 2021	\$590.00	Accepted	
197	Stevens Point	Business and Industry	Forklift Train the Trainer	\$1,990.00	Presented	
198	Stevens Point	Business and Industry	CPR Training	\$750.00	Presented	
199	Marshfield	Business and Industry	BLS Training 2021	\$5,650.00	Presented	
200	Oshkosh	Business and Industry	First Aid/CPR/AED/BBP	\$2,495.00	Presented	
201	Wisconsin Rapids	Business and Industry	Lifting/Rigging - Spring 2021	\$6,800.00	Presented	
202	Wisconsin Rapids	Business and Industry	Mobile Crane Training	\$6,250.00	Presented	
203	Nekoosa	Business and Industry	Forklift Certification - Feb. Training	\$440.00	Presented	
<b>TOTAL</b>				<b>\$29,265.00</b>		

**FINANCE & INFRASTRUCTURE COMMITTEE**  
**Procurement of Goods and Services**  
**February 15, 2021 Board Meeting**

<b>PROCUREMENTS REQUIRING BOARD ACTION</b>	<b><u>AMOUNT</u></b>	<b><u>PROCUREMENT METHOD</u></b>
<b><u>NONE</u></b>		
❖ <b>Subtotal for Procurements Requiring Board Action</b>	<b><u>\$ 0.00</u></b>	

<b>PROCUREMENTS NOT REQUIRING BOARD ACTION</b>	<b><u>AMOUNT</u></b>	<b><u>PROCUREMENT METHOD</u></b>
<b><u>NONE</u></b>		
❖ <b>Subtotal for Procurements Not Requiring Board Action</b>	<b><u>\$ 0.00</u></b>	

<b>PROCUREMENTS APPROVED DURING BUDGETING PROCESS NOT REQUIRING BOARD ACTION</b>	<b><u>AMOUNT</u></b>	<b><u>PROCUREMENT METHOD</u></b>
<b><u>WR CAMPUS – REMODEL – FACILITIES</u></b>		
Eagle Construction, Wisconsin Rapids, WI	\$ 171,928.00	Bid
<b><u>WR CAMPUS – IT SERVICES – IT DEPARTMENT</u></b>		
Smart IS International, Oshkosh, WI	\$ 47,650.00	RFP
<b><u>WR CAMPUS – IT EQUIPMENT – SCHOOL OF BUSINESS &amp; TECHNOLOGY</u></b>		
Troxell Communications LLC, Germantown, WI	\$ 26,739.98	State Contract
❖ <b>Subtotal for Budgeted Procurements</b>	<b><u>\$ 246,317.98</u></b>	

<b>MANDATORY PROCUREMENTS - NOT REQUIRING BOARD ACTION</b>	<b><u>AMOUNT</u></b>	<b><u>PROCUREMENT METHOD</u></b>
<b><u>WR CAMPUS – WTCS FISCAL AGENT – DISTRICT</u> WTCS Foundation Inc., Madison, WI</b>	<b>\$ 160,000.00</b>	<b>Mandatory</b>
<b><u>WR CAMPUS – CONTRACTS &amp; SERVICES – DISTRICT</u> UWSP, Stevens Point, WI</b>	<b>\$ 44,990.00</b>	<b>Mandatory</b>
<b><u>WR CAMPUS – CONTRACTS &amp; SERVICES – DISTRICT</u> Lakeshore Technical College, Cleveland, WI</b>	<b>\$ 28,928.54</b>	<b>Mandatory</b>
<b>Subtotal for Mandatory Procurements</b>	<b><u>\$ 233,918.54</u></b>	

**GRAND TOTAL** **\$ 480,236.52**

## **PROCUREMENT & SELECTION METHODS DEFINED**

Mid-State Technical College and the Wisconsin Technical College System have purchasing policies. The purchasing method applied meets those policies.

**BID** – A public notice is published in the local newspaper. Potential bidders are notified of the publication based on industry knowledge and past projects. Interested bidders can request plans and specifications to be used for bid preparation. The lowest fixed-price bid is accepted from a responsible bidder meeting specifications.

**QUOTE** – Quotes are solicited from three or more vendors (if available). The lowest quote meeting specifications is selected.

**REQUEST FOR PROPOSAL (RFP)** – A competitive selection process was completed to select the vendor for the purchase. Award was based on criteria that may include price and other critical criteria such as service, experience, references etc. Criteria is weighted and scored by evaluators. Agreements for services can extend for multiple years.

**COOP (Cooperative) Purchase** – A competitive procurement method was utilized to select the vendor and the contract was approved by another WTCS district. (Includes NJPA – National Joint Powers Alliance, WSCA – Western States Contract Alliance, National IPA – National Intergovernmental Purchasing Alliance and others)

**STATE CONTRACT** – A state agency such as the Department of Administration or UW system processed a bid or RFP and awarded the products and/or services to this vendor. Mid-State reserves the right to negotiate a lower price directly with the vendor.

**CONSORTIUM CONTRACT** – The WTCS Purchasing Consortium has completed a competitive selection process by RFP or Bid. Mid-State is able to participate without fulfilling a college-directed process.

**SOLE SOURCE** – The item meets the requirements listed in the Financial & Administrative Manual for Sole Source procurements.

**MANDATORY** – Mid-State is required to pay for the service or membership to provide day to day operations such as utilities, leases, insurance, mandatory membership dues, etc.

FY 2020-21 Budget Modifications Made in the Month of January 2021						
Project #	Grant Title or Description	Type	Reason for Budget Change	Budgeted Revenue Change	Budgeted Expense Change	Budgeted Fund Balance Change
<b>Fund 1 - General Fund Budget Modifications</b>						
	141421 Legacy Foundation/Aspius Simulation Center	Private	Establish capital budget line	(7,662.00)	(7,662.00)	-
	141661 Plumbing Apprenticeship	State	Establish budgets	15,000.00	15,000.00	-
	141711 Systemwide Apprenticeship Curricula	State	Establish budgets	27,300.00	26,000.00	1,300.00
	Vacation liability budgets		Original budget omitted from original FY21 budget load		20,000.00	(20,000.00)
	Grade/class progression for instructor		Increase personnel budgets to actual		2,177.00	(2,177.00)
						-
<b>Fund 2 - Special Revenue Fund Budget Modifications</b>						
	Position upgrades from Manager to Director, Assistant to Coordinator		Increase personnel budgets to actual		9,920.00	(9,920.00)
						-
<b>Fund 3 - Capital Projects Fund Budget Modifications</b>						
	141421 Legacy Foundation/Aspius Simulation Center	Private	Establish capital budget line	7,662.00	7,662.00	-
						-
<b>Fund 4 - Debt Service Fund Budget Modifications</b>						
						-
<b>Total Budget Changes For The Month</b>						
				42,300.00	73,097.00	(30,797.00)
<b>Notes:</b>						
1	Budget modifications are out of balance for January due to the following:					
2	Entries offset between funds-budget moved from major to minor equipment within Grant					
3	Establish budgets for grant funds received					
4	Personnel budgets adjusted to actual					
	Increased budgets to allow for annual posting of vacation liability					



## Budgeted Revenues, Expenditures and Changes in Fund Equity Current Budget for Fiscal Year 2021 as of January 31, 2021

	General Operations & Grants		Customized Instruction & Tech Asst		Student Financial Assistance & Activity		Capital Projects		Annual Debt Service		Enterprise Units		Internal Sales, Media Services & Self-funded Insurances		Percentage of Total Current Budget			
	Fund 1	Fund 2	Fund 3	Fund 4	Fund 5	Fund 6	Fund 7	Fund 8	Fund 9	Fund 10	Fund 11	Fund 12	Fund 13	Fund 14	Fund 15	Fund 16		
Local Government	7,279,154	-	-	6,999,330	-	-	-	-	-	-	-	-	-	-	-	-	14,278,484	27.2%
Student Fees	7,054,611	51,765	-	-	-	387,200	-	-	-	-	-	-	-	-	-	-	7,493,576	14.3%
State Aid & Grants	15,574,808	-	-	-	-	-	1,745	-	-	-	-	-	-	-	-	-	15,576,553	29.7%
Institutional	672,605	766,775	-	(175,895)	-	685,400	50,012	-	-	-	-	1,180,143	-	-	-	6,191,200	9,370,240	17.9%
Federal	541,531	809,389	-	-	-	4,390,000	-	-	-	-	-	-	-	-	-	-	5,740,920	10.9%
<b>Total Revenues</b>	<b>31,122,709</b>	<b>1,627,929</b>	<b>51,757</b>	<b>6,823,435</b>	<b>1,180,143</b>	<b>5,462,600</b>	<b>51,757</b>	<b>5,537,932</b>	<b>7,007,374</b>	<b>1,289,491</b>	<b>5,755,500</b>	<b>1,278,910</b>	<b>2,277,647</b>	<b>58,414,755</b>	<b>52,459,773</b>	<b>100.0%</b>	<b>51,107,209</b>	

	General Operations & Grants		Customized Instruction & Tech Asst		Student Financial Assistance & Activity		Capital Projects		Annual Debt Service		Enterprise Units		Internal Sales, Media Services & Self-funded Insurances		Percentage of Total Current Budget			
	Fund 1	Fund 2	Fund 3	Fund 4	Fund 5	Fund 6	Fund 7	Fund 8	Fund 9	Fund 10	Fund 11	Fund 12	Fund 13	Fund 14	Fund 15	Fund 16		
Salaries and Wages	17,322,752	254,934	-	-	253,470	-	345,517	-	-	-	-	-	-	-	-	-	18,176,673	31.1%
Benefits	7,707,058	61,021	-	-	70,301	-	301,992	-	-	-	-	-	-	-	-	-	8,140,372	13.9%
Current Expenditures	6,225,084	1,629,756	-	-	110,649	-	240,926	-	-	-	-	1,117,700	-	-	-	-	9,324,115	16.0%
Student Financial Aid & Activities	-	-	-	-	-	-	4,735,418	-	-	-	-	-	-	-	-	-	4,735,418	8.1%
Resale	-	-	-	-	855,071	-	-	-	-	-	-	-	-	-	-	-	5,492,871	9.4%
Capital Outlay	-	-	-	-	-	-	5,637,932	-	-	-	-	-	-	-	-	-	5,637,932	9.5%
Debt Retirement	-	-	-	7,007,374	-	-	-	-	-	-	-	-	-	-	-	-	7,007,374	12.0%
<b>Total Expenditures</b>	<b>31,254,894</b>	<b>1,945,711</b>	<b>5,637,932</b>	<b>7,007,374</b>	<b>1,289,491</b>	<b>5,623,853</b>	<b>5,637,932</b>	<b>7,007,374</b>	<b>12.0%</b>	<b>2.2%</b>	<b>9.9%</b>	<b>100.0%</b>	<b>58,414,755</b>	<b>56,588,781</b>	<b>100.0%</b>	<b>56,588,781</b>		

### Changes in Fund Equity

Budgeted Fund Equity as of 6/30/20	20,875,281																	
Current Revenue over Expenses	9,872,121	256,967	636,124	396,310	1,278,910	6,157,202	636,124	396,310	(183,939)	(109,348)	435,700	2,277,647	20,875,281	20,875,281	(5,954,982)			
Other Sources and Uses:	(132,185)	(317,782)	(5,486,175)	(183,939)	(109,348)	(161,253)	(5,486,175)	(183,939)	(109,348)	(109,348)	435,700	2,277,647	(5,954,982)	(5,954,982)				
Proceeds from Debt	-	-	-	-	-	-	1,000,000	-	-	-	-	-	1,000,000	1,000,000				
Interfund Transfers In	120,000	-	-	-	-	-	-	-	-	-	-	-	120,000	120,000				
Interfund Transfers Out	-	-	-	-	(120,000)	-	-	-	-	(120,000)	-	-	(120,000)	(120,000)				
Repayment of Debt	-	-	-	-	-	-	-	-	-	-	-	-	-	-				
Fund equity adjustment due to funding date	-	-	-	-	-	-	4,500,000	-	-	-	-	-	4,500,000	4,500,000				
<b>Budgeted Ending Fund Equity</b>	<b>9,859,936</b>	<b>(60,815)</b>	<b>649,949</b>	<b>212,371</b>	<b>1,049,562</b>	<b>5,995,949</b>	<b>649,949</b>	<b>212,371</b>	<b>12.0%</b>	<b>2.2%</b>	<b>9.9%</b>	<b>100.0%</b>	<b>20,420,299</b>	<b>20,893,709</b>	<b>20,893,709</b>			

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## Accrued Revenues, Expenditures and Changes in Fund Equity Current Actuals for the Fiscal Year 2021 as of January 31, 2021

	General Operations & Grants		Customized Instruction & Tech Asst		Student Financial Assistance & Activity		Capital Projects		Annual Debt Service		Enterprise Units		Internal Sales, Media Services & Self-funded Insurances		Total YTD All Funds	Total Current Budget	% of Actual to Budget
	Fund 1	Fund 2	Fund 3	Fund 4	Fund 5	Fund 6	Fund 7	Fund 8	Fund 9	Fund 10	Fund 11	Fund 12	Fund 13				
Local Government	7,355,084	-	-	6,604,220	-	-	-	-	-	-	-	-	-	-	13,959,304	14,278,484	97.8%
Student Fees	6,443,889	23,971	-	-	349,879	-	-	-	-	-	-	-	-	-	6,817,738	7,493,576	91.0%
State Aid & Grants	3,339,504	-	-	-	-	-	-	-	-	-	-	-	-	-	3,339,504	15,576,553	21.4%
Institutional	491,784	133,457	1,300,535	64,191	1,300,535	25,486	792,826	3,428,814	6,237,093	9,370,240	66.6%						
Federal	204,412	305,878	1,748,758	-	-	-	-	-	-	-	-	-	-	-	2,259,048	5,740,920	39.3%
<b>Total Revenues</b>	<b>17,834,673</b>	<b>463,306</b>	<b>3,399,172</b>	<b>6,668,411</b>	<b>3,399,172</b>	<b>25,486</b>	<b>792,826</b>	<b>3,428,814</b>	<b>6,668,411</b>	<b>677,726</b>	<b>55.4%</b>	<b>62.2%</b>	<b>2,976,800</b>	<b>52,459,773</b>	<b>62.2%</b>		
	<b>57.3%</b>	<b>28.5%</b>	<b>62.2%</b>	<b>97.7%</b>	<b>62.2%</b>	<b>49.2%</b>	<b>67.2%</b>	<b>55.4%</b>	<b>97.7%</b>	<b>62.2%</b>	<b>62.2%</b>	<b>62.2%</b>	<b>51.7%</b>	<b>49.4%</b>			

<u>Expenditures</u>		% of Budget Recognized	
Salaries and Wages	10,201,392	250,882	137,455
Benefits	4,728,197	63,650	29,614
Current Expenditures	2,927,622	711,153	137,298
Student Financial Aid & Activities	-	-	1,946,065
Resale	-	-	-
Capital Outlay	-	-	3,631,564
Debt Retirement	-	-	444,713
<b>Total Expenditures</b>	<b>17,857,211</b>	<b>1,025,684</b>	<b>2,250,431</b>
	<b>57.1%</b>	<b>52.7%</b>	<b>40.0%</b>

<u>Changes in Fund Equity</u>		% of Budget Expended	
Actual Fund Equity as of 6/30/20	10,217,624	436,911	6,460,770
Current Revenue over Expenses	(22,538)	(562,378)	1,148,741
Other Sources and Uses:			
Proceeds from Debt	-	-	1,000,000
Interfund Transfers In	-	-	-
Interfund Transfers Out	-	-	-
Repayment of Debt	-	-	-
Fund equity adjustment due to funding date	-	-	-
<b>Accrued YTD Fund Equity</b>	<b>10,195,086</b>	<b>(125,467)</b>	<b>7,609,510</b>
	<b>57.1%</b>	<b>52.7%</b>	<b>40.0%</b>

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Proceeds from Debt	-	-	1,000,000
Interfund Transfers In	-	-	-
Interfund Transfers Out	-	-	-
Repayment of Debt	-	-	-
Fund equity adjustment due to funding date	-	-	-
<b>Accrued YTD Fund Equity</b>	<b>10,195,086</b>	<b>(125,467)</b>	<b>7,609,510</b>
	<b>57.1%</b>	<b>52.7%</b>	<b>40.0%</b>

**Mid State Technical College  
Combined Balance Sheet - All Fund Types and Account Groups  
January 31, 2021**

With comparative totals for January 31, 2020

Mid State Technical College  
Run: February 02, 2021 at 12:15 PM

	Governmental Fund Types				Proprietary Fund Types			Fiduciary	
	General	Special Rev Operational	Capital Projects	Debt Service	Enterprise	Internal Service	Fund Type		
							Special Rev Non-Available	Memorandum only 2019-20	
Cash	\$ 7,036,655	\$ -	\$ 3,035,516	\$ 34,171	\$ 1,570	\$ 2,505,813	\$ 0	\$ 12,613,725	\$ 11,562,821
Investments	-	-	-	-	-	-	7,277,721	7,277,721	6,255,160
Receivables:									
Property taxes	8,709,832	-	-	213,186	-	-	-	8,923,019	8,497,132
Accounts receivable	2,974,140	8,693	3,259	-	184,473	-	147,863	3,318,427	3,331,888
Due from other funds	-	-	-	6,604,906	272,823	439,794	209,414	7,526,937	100
Inventories - at cost	-	-	-	-	420,821	-	-	420,821	519,784
Prepaid Assets	-	-	-	-	-	-	-	-	-
Other Current Assets	-	-	-	-	-	-	-	-	-
Fixed assets - at cost, less accumulated depreciation, where applicable	-	-	-	-	397,316	17,633	-	414,949	451,228
General Long Term Debt	-	-	-	-	-	-	-	-	-
All Other Noncurrent Assets	-	-	-	-	-	-	-	-	-
<b>TOTAL ASSETS AND OTHER DEBITS</b>	<b>\$ 18,720,627</b>	<b>\$ 8,693</b>	<b>\$ 3,035,775</b>	<b>\$ 6,852,264</b>	<b>\$ 1,277,003</b>	<b>\$ 2,963,240</b>	<b>\$ 7,634,997</b>	<b>\$ 40,495,599</b>	<b>\$ 30,618,113</b>

**LIABILITIES, FUND EQUITY AND OTHER CREDITS**

Liabilities									
Accounts Payable	\$ (155,185)	\$ 50,488	\$ 541,081	\$ -	\$ 48,018	\$ -	\$ 12,057	\$ 496,458	\$ 271,694
Accrued Liabilities:									
Wages	-	-	-	-	-	-	-	-	-
Employee related payables	486,115	-	-	-	(0)	-	-	486,115	571,675
Vacation	751,930	4,934	-	10,519	-	-	13,430	780,812	671,590
Other current liabilities	9,669	-	-	481	-	-	-	10,150	9,061
Due to other funds	7,433,013	78,738	15,186	-	-	-	-	7,526,937	-
Deferred Revenues	-	-	-	-	-	-	-	-	-
Def Compensation Liability	-	-	-	-	-	-	-	-	-
General Long Term Debt Group	-	-	-	-	-	-	-	-	-
<b>TOTAL LIABILITIES</b>	<b>8,525,541</b>	<b>134,160</b>	<b>556,267</b>	<b>-</b>	<b>59,017</b>	<b>-</b>	<b>25,487</b>	<b>9,300,472</b>	<b>1,524,020</b>

Fund equity and other credits									
Retained Earnings	-	-	-	-	1,077,518	181,957	6,716	1,266,191	1,680,021
Res for Prepaid Expenditures	105,512	-	-	25,368	-	-	-	130,879	124,080
Reserve for Self-Insurance	-	-	-	-	-	2,329,269	-	2,329,269	1,658,536
Reserve for Student Gov & Org	-	-	-	-	-	-	104,771	104,771	92,705
Res for Student Fin Assistance	-	-	-	-	-	-	14,218	14,218	9,966
Res for Post-Employ Benefits	-	-	-	-	-	-	6,234,889	6,717,163	6,362,449
Res for Emerg Student Fin Aid	482,274	-	-	-	-	-	100,176	100,176	-
Res for Emergency Relief Funds	-	-	218,144	-	-	-	-	218,144	-
Reserve for Capital Projects	-	-	4,997,377	-	-	-	-	4,997,377	401,271
Res for Cap Proj - Motorcycle	-	-	91,210	-	-	-	-	91,210	85,775
Reserve for Debt Service	-	-	-	628,565	-	-	-	628,565	387,022
Designated for Operations	7,512,276	36,336	-	-	-	-	-	7,548,612	7,569,208
Des for State Aid Fluctuations	383,216	-	-	-	-	-	-	383,216	383,216
Des for Subsequent Year	1,734,346	182,431	-	-	-	-	-	1,916,777	1,957,588
<b>TOTAL FUND EQUITY AND OTHER CREDITS</b>	<b>10,217,624</b>	<b>486,911</b>	<b>5,088,587</b>	<b>628,565</b>	<b>1,102,886</b>	<b>2,511,225</b>	<b>6,460,770</b>	<b>26,446,567</b>	<b>20,711,837</b>

Year-to-date excess revenues(expenditures)

	(22,538)	(562,378)	(2,806,078)	6,223,698	115,100	452,015	1,148,741	4,748,559	8,382,256
<b>TOTAL LIABILITIES, FUND EQUITY AND OTHER CREDITS</b>	<b>\$ 18,720,627</b>	<b>\$ 8,693</b>	<b>\$ 3,035,775</b>	<b>\$ 6,852,264</b>	<b>\$ 1,277,003</b>	<b>\$ 2,963,240</b>	<b>\$ 7,634,997</b>	<b>\$ 40,495,599</b>	<b>\$ 30,618,113</b>

## RESOLUTION FOR THE CULINARY REMODEL PROJECT AT THE WISCONSIN RAPIDS CAMPUS

WHEREAS, we have identified a need for culinary and hospitality programs in the District, and

WHEREAS, we have gained WTCS approval to provide a culinary program; and

WHEREAS, the program requires the facility components to conduct that program,

BE IT RESOLVED that the Mid-State Technical College Board will use \$735,900 of approved budgeted fiscal year 2022 funds to proceed with the Wisconsin Rapids Culinary Remodel.

NOW, THEREFORE, BE IT RESOLVED that the Mid-State Technical College Board approves the construction of an approximately 6,000 square foot remodel project and 7,000 square foot roofing project of the T Building near the existing cafeteria located on the Wisconsin Rapids Campus and requests Wisconsin Technical College System Board approval during their March 2021 meeting.



**Policy Title: BOARD TRAVEL**

Mid-State Technical College District Board members are encouraged to participate in professional development activities designed to promote effectiveness through attendance at state, regional, and national meetings and by utilizing resources available at the College.

Travel, lodging, registration, and other necessary arrangements will be made through the President's Office.

As part of the travel and expense reimbursement process, where applicable, District Board members will refer to and follow the Mid-State Administrative Policy "*Travel and Expense Reimbursement.*"

With prior approval a District Board member may claim meal and registration expenses for his/her spouse when the attendance of the spouse to a banquet, convention, or other social event is required to benefit the College.

The Executive Assistant to the President will review reimbursement requests for compliance and completeness and then process them for payment. Board travel expenses will be charged to the annual Board Budget.

This policy includes board travel and reimbursement for the following events and activities:

- Attending monthly District Board meetings or traveling to the College to conduct college business.
- Attending Wisconsin Technical College District Boards Association meetings.
- Attending national or regional conventions or conferences, whether the Association of Community College Trustees, or other associations.
- Board members who hold state, regional, or national offices in affiliated organizations.
- International travel with prior Board approval and action. Insurance coverage is carried by the college. The Business Services Office should be notified of any approved international travel.
- Any other attendance or travel organized by the President or Board Chairperson on behalf of the College.

**Adopted:**  
**Reviewed:**  
**Revised:**

## COMMITTEE-OF-THE-WHOLE

**Monday, February 15, 2021**

**4:30 p.m.**

Virtually via Microsoft Teams and  
Mid-State Wisconsin Rapids Campus Room L133-134  
500 32<sup>nd</sup> Street North, Wisconsin Rapids

## AGENDA

**A. CALL TO ORDER – ROBERT BEAVER**

**B. OPEN MEETING CERTIFICATION – ROBERT BEAVER**

*This February 15, 2021 meeting of the Mid-State Technical College District Board of Directors, and all other meetings of the Board and/or its committees, is open to the public in compliance with State Statutes. Notice of this meeting has been sent to news media and designated persons in an attempt to make the citizens of the Mid-State Technical College District aware of the place, time and agenda of the meeting.*

**C. MID-YEAR DASHBOARD –DR. SHELLY MONDEIK**

*The 2020-2021 Mid-Year Dashboard will be reviewed.*

**D. ADJOURNMENT**