



BOARD OF DIRECTORS MEETING
April 2022

Monday, April 18, 2022
Mid-State Wisconsin Rapids Campus
500 32nd Street North, Wisconsin Rapids

- 4:00 p.m.** – Finance & Infrastructure Committee Meeting; Room A223 (page 12)
4:15 p.m. – Academic & Student Services Committee Meeting; Room A112 (page 16)
4:30 p.m. – Human Resources & External Relations Committee Meeting; Room A203 (page 19)
5:00 p.m. – **Board Meeting; 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, April 18, 2022

5:00 p.m.

Mid-State Wisconsin Rapids Campus Room L133-134
500 32nd Street North, Wisconsin Rapids

AGENDA

A. CALL TO ORDER – RICHARD MERDAN

B. ROLL CALL

C. OPEN MEETING CERTIFICATION – RICHARD MERDAN

This April 18, 2022, 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 – RICHARD MERDAN

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 MARCH 21, 2022 BOARD MEETING MINUTES (Exhibit A)

F. ACTION ON CONSENT AGENDA

1. Payment of Bills and Payroll (Exhibit B)

District bills for March 2022 total \$756,022.03 of which \$704,899.90 represents operational expenditures and \$51,122.13 represents capital expenditures. Payroll disbursements for March totaled \$1,467,938.95 plus \$11,345.36 for travel and miscellaneous reimbursements, and \$629,284.93 in fringe benefits, for a total payroll disbursement of \$2,108,569.24. Administration recommends approval of the payment of these obligations totaling \$2,864,591.27.

2. Contracted Service Agreements (Exhibit J)
The District has entered into six contracted service agreements totaling \$25,424. The individual contracts are available for review upon request. Administration recommends approval of these contracts.
3. Procurements for Goods and Services (Exhibit K)
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.
4. District Board Approval of Hires and Resignations of Contracted Staff (Exhibit O)
Approval of hires and resignation of contracted staff per State Statute 118.22(2) is requested.

G. CHAIRPERSON'S REPORT – RICHARD MERDAN

1. Meeting attendance
2. WTC District Boards Association
3. ACCT Leadership Congress
4. Next meeting date

H. PRESIDENT'S REPORT – DR. SHELLY MONDEIK

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

I. COMMITTEE REPORTS

1. Finance & Infrastructure Committee – Charles Spargo
 - a. Review of Consent Agenda Items
 - b. Treasurer's Report (Exhibit L)
 - c. FY2021-2022 Budget Amendment (Exhibit M)
 - d. Adams Single Site Designation (Exhibit N)
 - e. Informational Items
 1. Course Registration Update
 2. Higher Education Emergency Relief Fund
 3. FY2021-2022 Revenue and Expense Forecast
 4. Special FY23 Budget Meeting
 5. Finance Implications for Topics in Other Committees
2. Academic & Student Services Committee – Betty Bruski Mallek
 - a. Review of Consent Agenda Items

- b. Informational Items
 - 1. Outreach and Student Successes
 - 2. Graduate Placement

- 3. Human Resources & External Relations Committee – Richard Merdan
 - a. Review of Consent Agenda Items
 - b. Informational Items
 - 1. Employee Engagement Events

J. COMMITTEE-OF-THE-WHOLE – RICHARD MERDAN

- 1. No Committee-of-the-Whole meeting was held this month.

K. DISCUSSION & ACTION – RICHARD MERDAN

- 1. AMETA and EDA Visit – Dr. Bobbi Damrow
An update on the AMETA Center Campaign, including interior and exterior renderings and timeline will be provided. Additionally, a recap of the April 11, 2022 EDA visit by Assistant Secretary of Commerce will be shared.

L. ADJOURNMENT – RICHARD MERDAN

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

Wisconsin Rapids Campus	March 21, 2022
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A. CALL TO ORDER – Kristin Crass

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

B. ROLL CALL

PRESENT: Betty Bruski Mallek, Kristin Crass, Richard Merdan, Gordon Schalow, Charles Spargo (via phone) and Dr. Shelly Mondeik

EXCUSED: Craig Gerlach, Lynneia Miller and Are Vang

OTHERS: Greg Bruckbauer, Dr. Karen Brzezinski, Dr. Bobbi Damrow, Micki Dirks-Luebbe, John Eric Hoffmann, Dr. Mandy Lang, Brad Russell, Dr. Deb Stencil, Angie Susa, and Mike Vilcinskas

C. OPEN MEETING CERTIFICATION – Kristin Crass

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 – Kristin Crass

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 Mr. Schalow, upon a voice vote, unanimously approved minutes from the board meeting held February 28, 2022.

F. CONSENT AGENDA

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

1. The district's bills for the month of February 2022 were presented in Exhibit B. These bills totaled \$2,524,349.14 of which \$2,435,441.01 represents operational expenditures and \$88,908.10 represents capital expenditures. The district's payroll for the month of February totaled \$1,462,210.29 plus \$14,024.70 for travel and miscellaneous reimbursements and \$638,705.18 in fringe benefits. The district's bills and payroll totaled \$4,639,289.31.

2. Entered into the following contracted service agreements:

<u>Agreement #</u>	<u>Contracted Service:</u>	<u>Amount</u>
146763	Heavy Equipment Maintenance	\$ 4,498.59
146764	Diesel Maintenance	\$ 6,240.00
146765	Industrial Safety – Forklift Training	\$ 645.00
146766	Standard Field Sobriety Training	\$ 2,800.00
146767	Heartsaver First Aid/CPR	\$ 1,990.00
146768	HAZWOPER Refresher	\$ 4,360.00
146769	Confined Space Rescue	\$ 2,190.00
146770	Excel Training	\$ 2,195.00
146771	Forklift Certification	\$ 325.00

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

<u>Amount</u>	<u>Company</u>	<u>College Division/Dept.</u>
No procurements required Board action.		
4. District Board Approval of Hires and Resignations of Contracted Staff:
 - Megan Sokolowski (effective June 30, 2022) – retirement
 - Joseph Sroda (effective June 30, 2022) – retirement

G. CHAIRPERSON'S REPORT – Kristin Crass

1. Board members were welcomed to the meeting. Mr. Gerlach, Ms. Miller and Ms. Vang asked to be excused.
2. The spring Boards Association meeting will be held April 28-30 in Milwaukee. In-Service will focus on accreditation. Those interested in attending should contact Ms. Susa to make arrangements.
3. ACCT Leadership Congress will be held October 26-29 in New York. Those interested in attending should contact Ms. Susa prior to May 31.
4. A Spring Board Advance will be held for District Board and Foundation Board members on Wednesday, April 20 at the Wisconsin Rapids Campus beginning at 8:00 a.m.
5. Future meeting dates (times unless otherwise announced):

MONTHLY MEETING Monday, April 18, 2022 Wisconsin Rapids Campus	Committee-of-the-Whole: 5:00 p.m. Board Meeting: following Committee-of-the-Whole
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H. PRESIDENT'S REPORT – Dr. Shelly Mondeik

1. Dr. Mondeik highlighted recent campus events and activities including an upcoming visit from the Department of Commerce Assistant Secretary to discuss the Build Back Better/EDA Grant submission.
2. Dr. Mondeik highlighted recent successes of Mid-State's Phi Theta Kappa Chapter and members. The Honors in Action Project received 1st place, while the College Project received 4th place and 3rd overall in Wisconsin. Mid-State Advisors Jon Steele and Jill Quinn received the Best Advisor Team award and a student member received the Distinguished Member award. The PTK REACH Award was provided to the Mid-State PTK Chapter.
3. Mid-State Board Appointment was conducted. Serving a one-year interim term will be Justin Feltz. Returning to their positions will be Charles Spargo, Kristin Crass and Are Vang.
4. Dr. Mondeik reported the WTCS Board met last week where approval was provided for Mid-State's AMETA project. Next meeting the WTCS Board will consider single site designation for our Adams Campus and final AMETA project approval will be sought in July.

I. COMMITTEE REPORTS

1. FINANCE & INFRASTRUCTURE COMMITTEE – Gordon Schalow
 - a. TREASURER'S REPORT: No questions or concerns resulted from review of the Treasurer's Report.

- b. FY23 CAPITAL BUDGET: Following a special meeting held earlier in the evening, as well as review by the Finance & Infrastructure Committee, a presentation was made regarding the FY23 capital budget.

Motion by Mr. Spargo, seconded by Mr. Merdan, upon a roll call vote, unanimously approved the FY23 capital budget as presented.

- c. DEVICE CUSTOMIZATION: Following review during the special budget meeting, as well as review by the Finance & Infrastructure Committee, a brief overview of the Device Customization project was provided along with a financing plan.

Motion by Ms. Bruski Mallek, seconded by Mr. Spargo, upon a roll call vote, unanimously approved the following Resolution Authorizing Acquisition of Equipment and Execution of Lease-Purchase Documents:

WHEREAS, the Mid-State Technical College District (the has previously entered into a Master Tax-Exempt Lease/Purchase Agreement dated August 30, 2017 (the Master Agreement) with Key Government Finance, Inc. (the "Lessor"); and

WHEREAS, the Lessee presently wishes to acquire certain items of personal property (the "Equipment") from Lessor under the terms set forth in Property Schedule No. 2002873557 to the Master Agreement (the Property Schedule); and

WHEREAS, the Equipment is essential for the Lessee to perform its governmental functions.

NOW, THEREFORE, BE IT RESOLVED BY THE DISTRICT BOARD AS FOLLOWS:

Section 1. It is hereby found and determined that the acquisition of the Equipment under the terms and conditions presented to this meeting and incorporated in the property Schedule are in the best interests of Lessee.

Section 2. The acquisition of the Equipment under the terms set forth in the Master Agreement and the Property Schedule are approved. Lessee intends to continue the Property Schedule and to pay all rental payments thereunder.

Section 3. The Vice President, Information Technology of Lessee (the "Representative") and the District President (the "President"), or either of them, shall be and each hereby is authorized to execute, acknowledge and deliver the Property Schedule and related forms providing for the acquisition of the Equipment from the Lessor under the terms of the Property Schedule, and to include such changes, insertions and omissions thereto, as shall be approved by the Representative and/or the President executing the same, the execution and delivery of the Property Schedule and/or such related forms being conclusive evidence of such approval.

Section 4. The Representative and the President, or either of them, hereby is, authorized and directed to execute and deliver any and all papers, instruments, opinions, certificates, affidavits and other documents and to do or cause to be done any and all other acts and things necessary or proper for carrying out this resolution and the Property Schedule.

Section 5. Pursuant to Section 265(b) of the Internal Revenue Code of 1986, as amended (the "Code") Lessee hereby specifically designates the Property Schedule as a "qualified tax-exempt obligation" for purposes of Section 265(b)(3) of the Code.

Section 6. This Resolution shall be effective immediately upon its approval and adoption.

- d. ERP ASSESSMENT: An update was provided regarding Mid-State's Enterprise Resource Planning Software. The college reviewed proposals from four vendors and has advanced two proposals. ELT will review and advance a recommendation to the board at a future meeting.
 - e. FINANCE IMPLICATIONS FOR TOPICS IN OTHER COMMITTEES: No topics discussed.
2. ACADEMIC & STUDENT SERVICES COMMITTEE – Betty Bruski Mallek
- a. FACULTY SUPPORT: The committee reviewed opportunities for faculty professional development as well as Faculty In-Service.
 - b. WINTERIM AND ENROLLMENT: A review of Winterim was provided. Student count was 415 compared to 362 last year. Spring semester enrollment is currently down – new offerings are available in multiple formats, including short-term certificates.
3. HUMAN RESOURCES & EXTERNAL RELATIONS COMMITTEE – Richard Merdan
- a. WORK FROM HOME PROGRAM: A review of the College's Work From Home program was completed. This practice will be provided to employees following our COVID transitions.
 - b. UNITED WAY: Highlights of the College-Wide United Way Campaign were shared. Activities and outcomes were shared.

J. COMMITTEE-OF-THE-WHOLE

- 1. No Committee-of-the-Whole meeting was held.

K. DISCUSSION & ACTION

- 1. GRANT AWARDS: An overview of FY23 grants awarded to Mid-State was presented. Outcomes of competitive grant awards were shared. Overall, Mid-State's competitive grant awards increased over last year.

L. CLOSED SESSION – Kristin Crass

The Board will entertain a motion to convene in closed session, pursuant to s.19.85(1)(e) and (f), Wisconsin Statutes, which allow for deliberating when conducting other specified public business, whenever competitive or bargaining reasons require a closed session; and considering financial, medical, social or personal histories of specific persons, which if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories, to discuss a policy on naming of college facilities or property and naming of buildings and spaces. The Board may take action in closed session. Following closed session, the Board will entertain a motion to reconvene in open session and will then take any further action that is necessary and appropriate. The Board will thereafter entertain a motion to adjourn the meeting.

Motion by Ms. Bruski Mallek, seconded by Mr. Merdan, upon a roll call vote, unanimously approved convening to closed session at 6:24 p.m. as announced by Ms. Crass.

Motion by Mr. Merdan, seconded by Ms. Bruski Mallek, upon a roll call vote, unanimously approved reconvening in open session at 6:52 p.m.

The Board met in closed session to discuss consideration of naming college buildings, rooms or facilities.

Motion by Ms. Crass, seconded by Ms. Bruski Mallek, upon a voice vote, unanimously approved Board Policy: Naming of College Facilities or Property; along with the two recommendations brought forward to be announced at a later date.

M. ADJOURNMENT – Kristin Crass

There being no further action or business of the Board, the meeting adjourned at 6:53 p.m. with a motion by Mr. Merdan, upon a voice vote.

Lynneia Miller, Secretary
Mid-State Technical College Board

Angela R. Susa
Recording Secretary

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Exhibit B previously distributed.**

FINANCE & INFRASTRUCTURE COMMITTEE

Monday, April 18, 2022

4:00 p.m.

Mid-State Wisconsin Rapids Campus Room A223
500 32nd Street North, Wisconsin Rapids

AGENDA

A. CALL TO ORDER – CHARLES SPARGO

B. OPEN MEETING CERTIFICATION – CHARLES SPARGO

This April 18, 2022 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. ACTION ON MARCH 21, 2022 COMMITTEE MEETING MINUTES (Exhibit D)

D. ACTION ON MARCH 21, 2022 SPECIAL COMMITTEE MEETING MINUTES (Exhibit E)

E. REVIEW OF CONSENT AGENDA ITEMS – GREG BRUCKBAUER

1. Payment of Bills and Payroll (Exhibit B)

Each month a list of disbursements is provided to the Board to demonstrate statutory compliance. All processed disbursements are released immediately on a pre-approval basis in accordance with Mid-State's "Release of District Checks" policy. Purchases of goods (supplies, materials and equipment) and services exceeding \$50,000 and facility construction and remodeling projects exceeding \$25,000 require prior Board approval.

2. Contracted Service Agreements (Exhibit J)

Each month a list of contracted service agreements is provided to the Board to demonstrate statutory compliance. In compliance with WTCS Policy, pricing is established at a level above full cost recovery in accordance with a system-wide policy. Exceptions are allowed and are authorized by the District Board and are noted in the list when they exist.

3. Procurements for Goods and Services (Exhibit K)

Each month a list of procurements is provided to the Board to demonstrate statutory compliance and adherence to WTCS guidelines and procedures. They are presented in two groups – less than \$50,000 and equal to or greater than \$50,000. Purchases of goods (supplies, materials and equipment) and services greater than \$50,000 require prior Board approval unless an exception is allowed by WTCS policy.

F. TREASURER'S REPORT – GREG BRUCKBAUER

Each financial report (Exhibit L) will be highlighted. The intent of sharing this information on a monthly basis is to give the Board assurance that administration is: 1) monitoring and managing the resources allotted

and allocated annually and is doing so in accordance with budget and fiscal policy, and 2) maintaining a healthy financial condition and position in accordance with WTCS requirements and Higher Learning Commission expectations.

G. FY 2021-2022 BUDGET AMENDMENT – GREG BRUCKBAUER

Exhibit M contains a resolution for amending the FY2021-2022 budget. These amendments reflect the current budget document and the year-to-date budget modifications addressed in the Treasurer's Report each month. These amendments reflect changes to all funds as necessary. The Exhibit includes the specific details of these amendments. Board action approving the resolution in the exhibit is requested.

H. ADAMS SINGLE SITE DESIGNATION – GREG BRUCKBAUER

Information concerning the Adams Campus location request to be named as a WTCS single site will be presented. Board action approving the resolution in Exhibit N is requested.

I. INFORMATIONAL ITEMS

1. Course Registration Update – Brad Russell
An update on the Course Registration project that went live March 28, 2022 will be provided.
2. Higher Education Emergency Relief Fund (HEERF) – Greg Bruckbauer
An update on the extension of HEERF funding will be provided.
3. FY2021-2022 Revenue and Expense Forecast – Greg Bruckbauer
An end-of-year forecast for the current fiscal year versus budget will be provided.
4. Special FY23 Budget Meeting – Greg Bruckbauer
Details of Administration's FY23 budget proposal will be presented by the College's Executive Leadership Team and Finance personnel. This special budget meeting will be held on Wednesday, May 4 at 4:00 p.m. Budget materials will be distributed during the May special meeting. All members of the Board are invited. This budget will then be presented to the full Board during its regular May meeting on May 16. Formal budget adoption will occur in June following a noticed/published Public Hearing.
5. Finance Implications for Topics in Other Committees
Often topics directed by the other two committees 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 enable committee members to raise any finance related questions. Any necessary action will be incorporated into the action reported by the originating committee.

J. ADJOURNMENT

MID-STATE TECHNICAL COLLEGE

FINANCE AND INFRASTRUCTURE COMMITTEE MEETING MINUTES

Wisconsin Rapids Campus

March 21, 2022

A. CALL TO ORDER – Gordon Schalow

The meeting was called to order at 4:02 p.m.

ROLL CALL

PRESENT: Kristin Crass, Gordon Schalow and Charles Spargo (via phone)

OTHERS: Greg Bruckbauer, Dr. Shelly Mondeik, and Brad Russell

B. OPEN MEETING CERTIFICATION – Gordon Schalow

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.

C. APPROVAL OF COMMITTEE MINUTES (FEBRUARY 28, 2022 MEETING) – Gordon Schalow

Motion by Ms. Crass, seconded by Mr. Schalow, upon a voice vote with Mr. Spargo abstaining, unanimously approved the minutes as presented.

D. REVIEW OF CONSENT AGENDA ITEMS – Gordon Schalow

Consent Agenda items were reviewed. No action was taken.

E. TREASURER'S REPORT – Greg Bruckbauer

Financial Reports were shared and discussed. No action taken.

F. FY23 CAPITAL BUDGET – Greg Bruckbauer

An update on Mid-State's FY23 capital budget was provided. No action was taken.

G. DEVICE CUSTOMIZATION – Greg Bruckbauer

The device customization project financing plan was reviewed. No action was taken.

H. ERP ASSESSMENT – Brad Russell

A status update on the ERP Assessment was provided. No action was taken.

I. ADJOURNMENT – Gordon Schalow

There being no further action or business, the meeting adjourned at 4:37 p.m. with a motion by Ms. Crass, seconded by Mr. Schalow, upon a voice vote.

Lynneia Miller, Secretary
Mid-State Technical College Board

Angela R. Susa
Recording Secretary

MID-STATE TECHNICAL COLLEGE

FINANCE AND INFRASTRUCTURE COMMITTEE SPECIAL MEETING MINUTES

Wisconsin Rapids Campus

March 21, 2022

A. CALL TO ORDER – Gordon Schalow

The meeting was called to order at 3:01 p.m.

ROLL CALL

PRESENT: Betty Bruski Mallek, Kristin Crass, Gordon Schalow and Charles Spargo (via phone)

OTHERS: Dr. Karen Brzezinski, Dr. Bobbi Damrow, Greg Bruckbauer, Dr. Mandy Lang, Dr. Shelly Mondeik, Brad Russell, Dr. Deb Stencil, and Angie Susa

B. OPEN MEETING CERTIFICATION – Gordon Schalow

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.

C. FY23 CAPITAL BUDGET PRESENTATION – Executive Leadership Team

Mid-State's proposed FY23 Capital Budget was presented. Presentation to the full board will occur during the regular meeting on March 21, 2022.

I. ADJOURNMENT – Gordon Schalow

There being no further action or business, the meeting adjourned at 3:58 p.m. with a motion by Mr. Schalow, seconded by Ms. Crass, upon a voice vote.

Lynneia Miller, Secretary
Mid-State Technical College Board

Angela R. Susa
Recording Secretary

ACADEMIC & STUDENT SERVICES COMMITTEE

Monday, April 18, 2022

4:15 p.m.

Mid-State Wisconsin Rapids Campus Room A112
500 32nd Street North, Wisconsin Rapids

AGENDA

A. CALL TO ORDER – BETTY BRUSKI MALLEK

B. OPEN MEETING CERTIFICATION – BETTY BRUSKI MALLEK

This April 18, 2022 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. APPROVAL OF COMMITTEE MINUTES (MARCH 21, 2022 MEETING) (Exhibit G) – BETTY BRUSKI MALLEK

D. REVIEW OF CONSENT AGENDA ITEMS – BETTY BRUSKI MALLEK

E. INFORMATIONAL ITEMS

1. Outreach and Student Successes – Dr. Deb Stencil
Several outreach events and student accomplishments will be highlighted.
2. Graduate Placement – Dr. Mandy Lang
Highlights of the most recent graduate placement data will be shared.

F. ADJOURNMENT

MID-STATE TECHNICAL COLLEGE

ACADEMIC & STUDENT SERVICES COMMITTEE MEETING MINUTES

Wisconsin Rapids Campus

March 21, 2022

A. CALL TO ORDER – Betty Bruski Mallek

The meeting was called to order at 4:15 p.m.

ROLL CALL

PRESENT: Betty Bruski Mallek

OTHERS: Dr. Mandy Lang and Dr. Deb Stencil

B. OPEN MEETING CERTIFICATION – Betty Bruski Mallek

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.

C. APPROVAL OF COMMITTEE MINUTES (FEBRUARY 28, 2022 MEETING) – Betty Bruski Mallek

Motion by Ms. Bruski Mallek, upon a voice vote, unanimously approved the minutes as presented.

D. REVIEW OF CONSENT AGENDA ITEMS – Betty Bruski Mallek**E. FACULTY SUPPORT** – Dr. Deb Stencil

Information regarding onboard and professional development offered to faculty were reviewed. No action was taken.

F. WINTERIM AND ENROLLMENT – Dr. Mandy Lang

Information regarding Mid-State's Winterim classes and Spring enrollment were shared. No action was taken.

G. ADJOURNMENT –

There being no further action or business, the meeting adjourned at 4:31 p.m. with a motion by Ms. Bruski Mallek, upon a voice vote.

Lynneia Miller, Secretary
Mid-State Technical College Board

Angela R. Susa
Recording Secretary

HUMAN RESOURCES & EXTERNAL RELATIONS COMMITTEE

Monday, April 18, 2022

4:30 p.m.

Mid-State Wisconsin Rapids Campus Room A203
500 32nd Street North, Wisconsin Rapids

AGENDA

A. CALL TO ORDER – RICHARD MERDAN

B. OPEN MEETING CERTIFICATION – RICHARD MERDAN

This April 18, 2022 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. ACTION ON MARCH 21, 2022 COMMITTEE MEETING MINUTES (Exhibit I)

D. REVIEW OF CONSENT AGENDA ITEMS – RICHARD MERDAN

1. Hires and Resignations of Contracted Employees

E. INFORMATIONAL ITEMS

1. Employee Engagement Events – Dr. Karen Brzezinski
Recent and upcoming employee engagement events will be shared.

F. ADJOURNMENT

MID-STATE TECHNICAL COLLEGE

HUMAN RESOURCES AND EXTERNAL RELATIONS COMMITTEE MEETING MINUTES

Wisconsin Rapids Campus	March 21, 2022
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A. CALL TO ORDER – Richard Merdan

The meeting was called to order at 4:15 p.m.

ROLL CALL

PRESENT: Richard Merdan

OTHERS: Dr. Karen Brzezinski and Dr. Bobbi Damrow

B. OPEN MEETING CERTIFICATION – Richard Merdan

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.

C. APPROVAL OF COMMITTEE MINUTES (February 28, 2022 MEETING) – Richard Merdan

Motion by Mr. Merdan, upon a voice vote, unanimously approved the minutes as presented.

D. REVIEW OF CONSENT AGENDA ITEMS – Richard Merdan**E. WORK FROM HOME PROGRAM – Dr. Karen Brzezinski**

An update on Mid-State's new Work From Home Program was provided. No action was taken.

F. ADJOURNMENT – Richard Merdan

There being no further action or business, the meeting adjourned at 4:40 p.m. with a motion by Mr. Merdan, upon a voice vote.

Lynneia Miller, Secretary
Mid-State Technical College Board

Angela R. Susa
Recording Secretary

March Accepted Contract Service Agreements Meeting on April 18, 2022

Contract Number	Location of Business/Agency	Industry Type	Type of Service	Hours of Instructions	Estimated Number Served	Contract Amount
146772	Wausau	Business and Industry	Caring for Your Plants	1	50	950.00
146773	Wausau	Business and Industry	Geocaching Basics	2	25	950.00
146774	Plover	Business and Industry	Electrical Circuits 2	72	16	17,699.00
146775	Wisconsin Rapids	Public Educational Institution- Postsecondary	Intro to Surveying	8	12	2,385.00
146776	Stratford	Public Educational Institution- Postsecondary	Fundamental Electricity and Safety	8	24	1,290.00
146777	Stevens Point	Private Educational Institution	Admin Pro Updates	4	20	400.00
146778	Wisconsin Rapids	Public Educational Institution- Postsecondary	Career Exploration - Foster Day	4	80	1,750.00
Total:						\$25,424.00

March Contract Training Proposals For Informational Purposes

Monthly Contract Training Proposal Recap - March 2022						
Proposal #	Bill to City	Industry Type	Type of Service	Proposal Amount	Current Status	
337	Wisconsin Rapids	Government	Forklift Training	\$640.00	Presented	
338	Stevens Point,	Government	2022 Metal Mania - Safety, Measurement and Layout	\$3,180.00	Presented	
339	Stevens Point,	Business and Industry	2022 Metal Mania - Intro to Milling Machines	\$5,124.00	Presented	
340	Stevens Point,	Business and Industry	2022 Metal Mania - CNC Mills	\$5,124.00	Presented	
341	Wisconsin Rapids	Education	Intro to Surveying	\$2,385.00	Accepted	
342	Madison	Business and Industry	Blood Draw Training for 2022-2023	\$19,300.00	Presented	
343	Marshfield	Business and Industry	Supervisory Training	\$6,590.00	Presented	
344	Stevens Point	Business and Industry	De-escalation and Situational Awareness	\$5,800.00	Presented	
345	Nekoosa	Business and Industry	Industrial Emergency Response and CPR Training	\$5,360.00	Presented	
346	Wisconsin Rapids	Business and Industry	Millwright Training	\$30,945.00	Presented	
347	Plover	Business and Industry	Basic Life Support (BLS) Training	\$2,400.00	Accepted	
TOTAL				\$86,848.00		

FINANCE & INFRASTRUCTURE COMMITTEE
Procurement of Goods and Services
April 18, 2022 Board Meeting

	<u>Amount</u>	<u>Procurement Method</u>
<u>Procurements Requiring Board Action</u>		
<u>None</u>		
Subtotal for Procurements Requiring Board Action	\$0.00	
<u>Procurements Not Requiring Board Action</u>		
Student Services UWSP Housing - Stevens Point, WI	35,687.48	Sole Source
Subtotal for Procurements Not Requiring Board Action	\$35,687.48	
<u>Procurements Approved in Budget Process Not Requiring Board Action</u>		
Student Services Salesforce Software - LINGK (Danville, CA)	33,000.00	RFP
Salesforce Software - Foundation Partners, LLC (Edina, MN)	53,462.50	RFP
District Room Scheduling Software - CollegeNet, Inc (Portland, OR)	44,941.65	State Contact
Subtotal for Procurements Approved in Budget Process Not Requiring Board Action	\$131,404.15	
<u>Mandatory Procurements Not Requiring Board Action</u>		
<u>None</u>		
Subtotal for Mandatory Procurements	\$0.00	
<u>Emergency Procurements</u>		
<u>None</u>		
Subtotal for Emergency Procurements	\$0.00	
Grand Total	\$167,091.63	

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 2022 Budget Notifications Made in the Month of March 2022						
Project #	Grant Title or Description	Type	Reason for Budget Change	Budgeted Revenue Change	Budgeted Expense Change	Budgeted Fund Balance Change
Fund 1 - General Fund Budget Notifications						
	141212 Health and Wellness Promotion	Private	Establish budgets	3,280.00	3,280.00	-
Fund 2 - Special Revenue Non-Aidable Fund Budget Notifications						
	140194 CARES Institutional	Federal	Increase COVID related budgets to actuals	105,014.00	105,014.00	-
Fund 3 - Capital Projects Fund Budget Notifications						
Fund 4 - Debt Service Fund Budget Notifications						
Fund 7 - Special Revenue Non-Aidable Fund Budget Notifications						
Total Budget Changes For The Month				108,294.00	108,294.00	-



Mid-State Technical College
Budgeted Revenues, Expenditures and Changes in Fund Equity
Current Budget for Fiscal Year 2022
as of March 31, 2022

	General Operations & Grants		Customized Instruction & Tech Asst		Special Rev Non-Aidable Fund		Capital Projects		Annual Debt Service		Enterprise Units		Internal Sales, Media Services & Self-funded Insurances		Percentage of Total Current Budget	Original 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	6,790,876	-	-	6,996,969	-	-	-	-	-	-	-	-	-	-	23.9%	14,201,579
Student Fees	6,587,185	42,400	-	383,210	-	-	-	-	-	-	-	-	-	-	12.1%	7,006,365
State Aid & Grants	16,948,161	-	-	-	130,000	-	-	-	-	-	-	-	-	-	29.5%	15,535,157
Institutional	710,335	770,000	-	677,900	30,000	-	-	-	76,000	-	1,157,786	6,530,637	-	-	17.2%	9,639,323
Federal	723,607	1,996,626	-	7,247,000	10,000	-	-	-	-	-	-	-	-	-	17.3%	5,642,563
Total Revenues	31,760,164	2,809,026	170,000	7,072,969	1,157,786	6,530,637	57,808,692	100.0%								52,024,987

	General Operations & Grants		Customized Instruction & Tech Asst		Special Rev Non-Aidable Fund		Capital Projects		Annual Debt Service		Enterprise Units		Internal Sales, Media Services & Self-funded Insurances		Percentage of Total Current Budget	Original 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			
Salaries and Wages	17,861,171	239,347	-	283,989	-	-	-	-	-	-	260,086	-	-	-	28.1%	18,476,556
Benefits	8,154,643	68,491	-	307,884	-	-	-	-	-	-	68,301	-	-	-	13.0%	8,715,371
Current Expenditures	6,603,846	1,745,252	-	100,250	-	-	-	-	-	-	1,111,149	1,109,700	-	-	14.6%	7,649,459
Student Financial Aid & Activities	-	-	-	7,619,837	-	-	-	-	-	-	-	-	-	-	11.5%	4,741,537
Resale	-	-	-	-	-	-	-	-	-	-	814,158	5,351,800	-	-	9.3%	6,165,958
Capital Outlay	-	-	-	-	4,355,458	-	-	-	-	-	-	4,355,458	-	-	6.6%	5,067,945
Debt Retirement	-	-	-	-	-	-	-	11,268,065	-	-	-	-	-	-	17.0%	6,723,465
Total Expenditures	32,619,660	2,053,090	4,355,458	11,268,065	1,253,694	6,461,500	66,323,427	100.0%								57,540,291
% of Expenditures by Fund	49.2%	3.1%	6.6%	17.0%	1.9%	9.7%	100.0%									

Changes in Fund Equity

Budgeted Fund Equity as of 6/30/21																	
Current Revenue over Expenses	10,159,594	61,295	718,802	623,752	1,278,910	2,277,647	22,448,476										
Other Sources and Uses:	(859,496)	755,936	(4,185,458)	(4,195,096)	(95,908)	69,137	(5,515,304)										
Proceeds from Debt	-	-	5,000,000	4,125,000	-	-	9,125,000										
Interfund Transfers In	860,000	-	-	-	-	-	860,000										
Interfund Transfers Out	-	(697,076)	-	-	(120,000)	-	(1,117,076)										
Repayment of Debt	-	-	-	-	-	-	-										
Budgets moved between fiscal years	-	-	(857,985)	-	-	-	(857,985)										
Budgeted Ending Fund Equity	10,160,098	120,155	675,359	553,656	1,063,002	2,346,784	21,943,680										21,933,172



Accrued Revenues, Expenditures and Changes in Fund Equity Current Actuals for the Fiscal Year 2022

as of March 31, 2022

YTD

75.0%

	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		% 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	Fund 14	
Local Government	6,916,168	-	-	6,996,969	-	-	-	-	-	-	-	-	-	-	100.9%
Student Fees	6,247,538	40,395	-	-	-	-	340,162	-	-	-	-	-	-	-	94.5%
State Aid & Grants	15,500,281	-	-	-	-	-	709,105	-	-	-	-	-	-	-	94.9%
Institutional	518,139	196,627	40,416	263,414	1,017,087	4,638,144	117,430	-	-	-	-	-	-	-	68.2%
Federal	319,686	1,847,895	-	-	-	-	7,978,232	-	-	-	-	-	-	-	101.7%
Total Revenues	29,501,812	2,084,917	40,416	7,260,383	1,017,087	4,638,144	9,144,930	40,416	7,260,383	1,017,087	4,638,144	1,017,087	4,638,144	53,687,688	92.9%
% of Budget Recognized															
	92.9%	74.2%	110.1%	102.6%	87.8%	71.0%	110.1%	23.8%	102.6%	87.8%	71.0%	87.8%	71.0%	92.9%	

	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		% 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	Fund 14	
Salaries and Wages	13,283,085	376,688	-	-	-	-	168,096	-	-	-	-	-	-	-	75.1%
Benefits	5,913,537	117,325	-	-	-	-	40,097	-	-	-	-	-	-	-	71.2%
Current Expenditures	4,230,923	1,680,641	-	-	-	-	77,593	-	-	-	-	-	-	-	71.1%
Student Financial Aid & Activities	-	-	-	-	-	-	9,158,116	-	-	-	-	-	-	-	120.2%
Resale	-	-	-	-	-	-	-	-	-	-	-	-	-	-	68.9%
Capital Outlay	-	-	-	-	-	-	-	2,917,423	-	-	-	-	-	-	67.0%
Debt Retirement	-	-	-	-	-	-	-	-	11,268,042	-	-	-	-	-	100.0%
Total Expenditures	23,427,545	2,174,654	2,917,423	11,268,042	1,092,374	4,267,607	9,443,903	2,917,423	11,268,042	1,092,374	4,267,607	1,092,374	4,267,607	66,323,427	82.3%
% of Budget Expended															
	71.8%	105.9%	113.6%	100.0%	87.1%	66.0%	113.6%	67.0%	100.0%	87.1%	66.0%	87.1%	66.0%	82.3%	

Changes in Fund Equity

Actual Fund Equity as of 6/30/21															
Current Revenue over Expenses	10,556,027	85,603	8,065,215	643,413	1,099,528	2,759,696	8,065,215	(91,635)	643,413	1,099,528	2,759,696	1,099,528	2,759,696	22,448,476	
Other Sources and Uses:	6,074,267	(89,738)	(298,973)	(4,007,659)	(75,287)	370,536	(2,877,006)	(2,877,006)	(4,007,659)	(75,287)	370,536	(75,287)	370,536	(8,514,735)	
Proceeds from Debt	-	-	-	4,125,000	-	-	5,000,000	-	4,125,000	-	-	-	-	9,125,000	
Interfund Transfers In	475,087	136,029	-	-	85,960	-	-	-	-	85,960	-	-	-	860,000	
Interfund Transfers Out	-	(697,076)	-	-	-	-	-	-	-	-	-	-	-	(1,117,076)	
Repayment of Debt	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Accrued YTD Fund Equity	17,105,381	(565,181)	7,766,241	760,754	1,110,201	3,130,232	2,031,359	2,031,359	760,754	1,110,201	3,130,232	1,110,201	3,130,232	22,801,665	

**Mid State Technical College
Combined Balance Sheet - All Fund Types and Account Groups
March 31, 2022**

With comparative totals for March 31, 2021

	Governmental Fund Types				Proprietary Fund Types			Fiduciary Fund Type	
	General	Special Rev Operational	Capital Projects	Debt Service	Enterprise	Internal Service	Special Rev Non-Aidable	Memorandum only	
								2021-22	2020-21
ASSETS AND OTHER DEBITS									
Cash	\$ 12,601,133	\$ -	\$ 2,058,608	\$ 1,020	\$ 1,550	\$ 3,451,108	\$ -	\$ 18,113,419	\$ 18,690,097
Investments	-	-	-	-	-	-	7,573,974	7,573,974	7,324,801
Receivables:									
Property taxes	4,361,628	-	-	-	-	-	-	4,361,628	4,304,491
Accounts receivable	1,027,421	55,600	(571)	-	126,412	-	150,652	1,359,514	1,598,507
Due from other funds	-	-	-	759,734	139,480	-	61,808	961,022	1,079,047
Inventories - at cost	-	-	-	-	493,401	-	-	493,401	420,821
Prepaid Assets	-	-	-	-	-	-	-	-	-
Other Current Assets	-	-	-	-	-	-	-	-	-
Fixed assets - at cost, less accumulated depreciation, where applicable	-	-	-	-	351,677	(5,235)	-	346,441	414,949
General Long Term Debt	-	-	-	-	-	-	-	-	-
All Other Noncurrent Assets	-	-	-	-	-	-	-	-	-
TOTAL ASSETS AND OTHER DEBITS	\$ 17,990,181	\$ 55,600	\$ 2,058,037	\$ 760,754	\$ 1,112,520	\$ 3,445,873	\$ 7,786,434	\$ 33,209,400	\$ 33,832,712
LIABILITIES, FUND EQUITY AND OTHER CREDITS									
LIABILITIES									
Accounts Payable	\$ 32,186	\$ 19,455	\$ 26,679	\$ -	\$ (3,952)	\$ -	\$ 5,975	\$ 80,343	\$ 215,347
Accrued Liabilities:									
Wages	-	-	-	-	-	-	-	-	-
Employee related payables	211,925	-	-	-	-	-	-	211,925	529,302
Vacation	559,843	6,031	-	-	6,270	-	13,184	585,329	767,040
Other current liabilities	11,658	-	-	-	-	-	-	11,658	12,223
Due to other funds	50,087	595,296	-	-	315,640	-	-	961,023	1,079,047
Deferred Revenues	19,101	-	-	-	-	-	1,033	20,134	260,975
Def Compensation Liability	-	-	-	-	-	-	-	-	-
General Long Term Debt Group	-	-	-	-	-	-	-	-	-
TOTAL LIABILITIES	884,800	620,782	26,679	-	2,319	315,640	20,192	1,870,412	2,863,933
Fund equity and other credits									
Retained Earnings	-	-	-	-	1,099,528	111,809	6,426	1,217,764	1,266,191
Res for Prepaid Expenditures	30,801	-	-	-	-	-	-	30,801	130,879
Reserve for Self-Insurance	-	-	-	-	-	2,647,886	-	2,647,886	2,329,269
Reserve for Student Gov & Org	-	-	-	-	-	-	99,941	99,941	104,771
Res for Student Fin Assistance	-	-	-	-	-	-	121,568	121,568	14,218
Res for Post-Employ Benefits	-	-	-	-	-	-	7,837,280	8,319,553	6,717,163
Res for Emerg Student Fin Aid	482,274	-	-	-	-	-	-	-	100,176
Res for Emergency Relief Funds	-	-	-	-	-	-	-	-	218,144
Reserve for Capital Projects	-	-	(191,314)	-	-	-	-	(191,314)	4,997,377
Res for Cap Proj - Motorcycle	-	-	99,679	-	-	-	-	99,679	91,210
Reserve for Debt Service	-	-	-	643,413	-	-	-	643,413	628,565
Designated for Operations	7,286,986	36,336	-	-	-	-	-	7,323,322	7,548,612
Des for State Aid Fluctuations	443,997	-	-	-	-	-	-	443,997	383,216
Des for Subsequent Year	2,311,970	49,267	-	-	-	-	-	2,361,237	1,916,777
TOTAL FUND EQUITY AND OTHER CREDITS	10,556,027	85,603	(91,635)	643,413	1,099,528	2,759,696	8,065,215	23,117,848	26,446,567
Year-to-date excess revenues(expenditures)	6,549,354	(650,785)	2,122,994	117,341	10,673	370,536	(298,973)	8,221,140	4,522,211
TOTAL LIABILITIES, FUND EQUITY AND OTHER CREDITS	\$ 17,990,181	\$ 55,600	\$ 2,058,037	\$ 760,754	\$ 1,112,520	\$ 3,445,873	\$ 7,786,434	\$ 33,209,400	\$ 33,832,712

**NOTICE OF 2021-22
BUDGET AMENDMENT
April 18, 2022**

WHEREAS, the 2021-22 budget was adopted by the Mid-State Technical College (Mid-State) Board on June 14, 2021 and State statute requires the district board to approve any modifications to the original adopted budget; and

WHEREAS, the General Fund budget was adjusted to accommodate the reallocation of budgets within departments and functions, the addition of or modification of grants and to adjust expense budgets; and

WHEREAS, the Special Revenue - Operational Fund budget was adjusted to accommodate the Institutional COVID relief funding; and

WHEREAS, the Capital Projects budget was adjusted to accommodate the reallocation of capital budgets within departments and functions, to reflect current year project estimates and to modify and add grants; and

WHEREAS, the Debt Service Fund budget was adjusted to accommodate the payment of debt costs; and

WHEREAS, the Special Revenue – Non-Aidable Fund budget was adjusted to accommodate the Student COVID relief funding; and

NOW, THEREFORE, BE IT RESOLVED by the Mid-State Technical College Board to approve the following 2021-22 budgetary revisions:

FUND	FUNCTION RESOURCE	APPROPRIATION CHANGE	MODIFIED APPROPRIATION
General	Instruction	613,936	19,102,404
General	Instructional Resources	(6,621)	1,186,233
General	Student Services	236,114	4,473,426
General	General Institutional	224,706	5,641,996
General	Physical Plant	5,000	2,215,601
Special Revenue – Operational	Instruction	(124,753)	900,786
Special Revenue – Operational	General Institutional	1,150,819	1,150,819
Special Revenue – Operational	Physical Plant	(23,978)	1,485
Capital Projects	Instruction	(315,237)	1,543,086
Capital Projects	Instructional Resources	99,935	206,285
Capital Projects	Student Services	(3,262)	91,818
Capital Projects	General Institutional	(206,080)	825,637
Capital Projects	Physical Plant	(287,843)	1,688,632
Debt Service	Physical Plant	4,544,600	11,268,065
Enterprise	Auxiliary Services	0	1,253,694
Internal Service	Auxiliary Services	0	6,461,500
Special Revenue – Non-Aidable	Student Services	2,875,800	8,022,789
Special Revenue – Non-Aidable	General Institutional	0	289,171
Total Appropriations	Operating Expenditures	\$8,783,136	\$66,323,427

BE IT FURTHER RESOLVED that these budget modifications comply with the district board's policy; and

BE IT FURTHER RESOLVED that the 2021-22 amended budget be used as the official comparison to the proposed 2022-23 budget; and

BE IT FURTHER RESOLVED that these changes are now authorized by a two-thirds (2/3) vote of the entire District Board membership in accordance with Section 65.90(5) of Wisconsin Statutes; and

BE IT FURTHER RESOLVED that administration be directed to place this resolution as Class 1 legal notice in the designated district newspaper as required by Section 65.90(5)(a) of the Wisconsin Statutes.

MID-STATE ADAMS CAMPUS NARRATIVE IN SUPPORT OF SINGLE SITE DESIGNATION

Located at 401 North Main Street in the downtown area of the City of Adams, Wisconsin, the Adams site of Mid-State Technical College is currently comprised of an approximately 9,950 SF building with sidewalk access on the southern, western, and northern portions of the building. A parking lot, consisting of 23 stalls (three of which are Americans with Disabilities Act accessible), is located on the northern portion of the site. The site is bordered by North Main Street to the east, West Park Street to the south, an alley to the west, and a Mid-State-owned parking lot to the north. Approximately 20% of the site is comprised of landscaping grass, various bushes/flowers, and trees.

Instruction at the Mid-State Adams center started in the late 1970s/early 1980s. The site was officially purchased from a local business in 1982. A 3,900 SF expansion was added to the northern portion of the existing building in 1997. Many significant renovations, but no new construction or property expansions, have occurred since 1997.

In 2019 Mid-State Technical College received approval from the Higher Learning Commission for the Adams center to become an additional location of Mid-State Technical College, consistent with the additional location designation of Mid-State's Marshfield and Stevens Point campuses. This designation provides the ability for Mid-State to offer full academic programs at the Adams Campus. Since receiving this designation and renovating classrooms, enrollment at the Adams Campus has grown from 187 unduplicated students in 2017-2018 to 314 unduplicated students in 2020-2021, FTE in the 3-year period increased 246%.

The Adams site is fully staffed providing students with post-secondary, adult education, continuing professional development and enrichment course offerings. Consistent with the other three Mid-State campuses, academic support, advising, counseling, and technology assistance are offered at the campus. Classes and services are offered in-person, through innovative technology (e.g., telepresence, computer conferencing) and online.

Adams County demographics* consist of a population of 20,875, a median household income of \$48,906 (state average \$63,293), person in poverty rate of 12.3% (state average 10.0%), and high school graduate or higher level of education rate of 87.4% (state average 92.6%). According to the Lumina Foundation's Stronger Nation Report** and the WTCS 60-Forward initiative Adams County ranks 72nd of the 72 Wisconsin Counties in terms of post high school attainment of an associate degree or higher with 23% attainment rate for Adams County 25–64-year-old residents holding an associate degree or higher, compared to the State average of 54.7%. Additional program offerings and facility renovations are needed to fully meet the needs of residents from the Adams County community and decoupling the Adams site from the Wisconsin Rapids campus creates the opportunity for needed improvements.

*Source: [United State Census Bureau](#) as of July 1, 2021

**Source: <https://www.luminafoundation.org/stronger-nation/report>

The following academic programs are currently offered at the Adams Campus:

In-Person:

- Accounting Assistant
- Agribusiness- Agronomy Technician
- Construction Trades
- Nursing Assistant

Mixed delivery (e.g., in-person, through technology options, online):

- Accounting
- Business Management
- Entrepreneurship
- Human Resources Assistant
- Leadership Development
- Project Management

Online:

- Accounting
- Accounting Assistant
- Administrative Professional
- Business Management
- Customer Relationship Professional
- Emergency Services Management
- Entrepreneurship
- Health & Wellness Promotion
- Health Information Management
- Hospitality Management
- Human Resources Assistant
- Medical Coder
- Office Support Specialist
- Project Management

RESOLUTION FOR SINGLE SITE DESIGNATION OF THE MID-STATE ADAMS CAMPUS

WHEREAS, the appraised value of the Adams site exceeds the minimum requirement for Single Site designation, and

WHEREAS, the distance to the Adams site from any other Mid-State campus exceeds the minimum requirement for Single Site designation, and

WHEREAS, the Adams site has been recognized by the Higher Learning Commission as an additional location of Mid-State Technical College, and

WHEREAS, the Adams site has potential to impact the significantly trailing post-secondary attainment rate of their residents as compared to other Wisconsin areas through added programming and services, and

WHEREAS, the College foresees the need to decouple the Adams site from the Wisconsin Rapids Campus due to the shared borrowing limitations to make future improvements.

BE IT RESOLVED, that the Mid-State Technical College Board approves of requesting Single Site designation for the Mid-State Adams site.

NOW, THEREFORE, BE IT RESOLVED that the Mid-State Technical College Board requests approval of the Adams Campus designation from the Wisconsin Technical College System Board.

Approval of Hires and Resignations of Contracted Employees April 18, 2022

Resignations

- Craig Buttke (effective June 30, 2022)
Instructor, Renewable Energy, HVAC, and Construction Trades

Hires

- Ryan Petrouske (effective July 1, 2022)
Instructor, Culinary Arts