

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

Wisconsin Rapids Campus	April 18, 2022
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**A. CALL TO ORDER** – Richard Merdan

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

**B. ROLL CALL**

**PRESENT:** Betty Bruski Mallek, Craig Gerlach, Richard Merdan, Lynneia Miller, Gordon Schalow, Charles Spargo, Are Vang, and Dr. Shelly Mondeik

**EXCUSED:** Kristin Crass

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

**C. 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.

**D. OPEN FORUM** – Richard Merdan

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 Ms. Miller, upon a voice vote, unanimously approved minutes from the board meeting held March 21, 2022.

**F. CONSENT AGENDA**

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

1. The district's bills for the month of March 2022 were presented in Exhibit B. These bills totaled \$756,022.03 of which \$704,899.90 represents operational expenditures and \$51,122.13 represents capital expenditures. The district's payroll for the month of March totaled \$1,467,938.95 plus \$11,345.36 for travel and miscellaneous reimbursements and \$629,284.93 in fringe benefits. The district's bills and payroll totaled \$2,864,591.27.

2. Entered into the following contracted service agreements:

<u>Agreement #</u>	<u>Contracted Service:</u>	<u>Amount</u>
146772	Caring for Your Plants	\$ 950.00
146773	Geocaching Basics	\$ 950.00
146774	Electrical Circuits 2	\$ 17,699.00
146775	Intro to Surveying	\$ 2,385.00
146776	Fundamental Electricity and Safety	\$ 1,290.00
146777	Admin Pro Updates	\$ 400.00
146778	Career Exploration – Foster Day	\$ 1,750.00

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:
  - Craig Buttke (effective June 30, 2022) – retirement
  - Ryan Petrouske (effective July 1, 2022) – Instructor, Culinary Arts

**G. CHAIRPERSON'S REPORT** – Richard Merdan

1. Board members were welcomed to the meeting. Ms. Crass asked to be excused.
2. The Spring Boards Association meeting will be held April 28-30 in Milwaukee. In-Service will focus on accreditation. Ms. Bruski Mallek and Dr. Mondeik plan to attend.
3. The District Boards Association sought officer nominations for the 2022-2023 year. Ms. Bruski Mallek is interested in serving a second term as Chairperson. The Nominating Committee will meet in April and Ms. Miller will participate.

Motion by Ms. Vang, seconded by Mr. Spargo, upon a voice vote, unanimously approved nomination of Betty Bruski Mallek for District Boards Association Chairperson.

4. ACCT Leadership Congress will be held October 26-29 in New York. Those interested in attending should contact Ms. Susa prior to May 31.
5. The 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.
6. Future meeting dates (times unless otherwise announced):

<b>MONTHLY MEETING</b>	<b>Committee-of-the-Whole:</b> 5:00 p.m.
Monday, May 16, 2022	<b>Board Meeting:</b> following Committee-
Wisconsin Rapids Campus	of-the-Whole

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

1. Dr. Mondeik highlighted Mid-State's participation in the Higher Learning Commission Annual Conference, including, presentation on Strategic Planning. Five attended on Mid-State's behalf.
2. Recently approved by the UW Board of Regents was a request for Liberal Studies by seven WTCS colleges. Mid-State will begin offering Liberal Studies transfer programming.
3. Mid-State, in partnership with the Wisconsin Paper Council, hosted U.S. Assistant Secretary of Commerce for Economic Development Alejandra Y. Castillo for roundtable discussion. This comes after the coalition was notified of being one of 60 finalists nationwide to reach the second round of grant consideration.
4. Dr. Mondeik reported AMETA meetings continue, conversation with Wood County Sheriffs Department officials was underway to discuss partnership as they build a new facility and the Stevens Point Community Foundation held a session focused on education that Dr. Mondeik and UWSP Chancellor Gibson participated in.
5. The WTCS Board and Presidents Association will meet in May in Madison.

**I. COMMITTEE REPORTS**

1. FINANCE & INFRASTRUCTURE COMMITTEE – Charles Spargo

- a. TREASURER’S REPORT: No questions or concerns resulted from review of the Treasurer’s Report.
- b. FY2021-2022 Budget Amendment: A summary of all budget modifications for the year are contained in the resolution for consideration. Amendments were reviewed by the committee and highlighted for the Board.

Motion by Mr. Spargo, seconded by Ms. Bruski Mallek, upon a roll call vote, unanimously approved the following Notice of 2021-22 Budget Amendment as presented:

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.

- c. ADAMS SINGLE SITE DESIGNATION: Mid-State’s Adams Campus received approval from the Higher Learning Commission to become an additional location, consistent with the additional location designations for the Marshfield and Stevens Point Campuses. This designation provide the ability for full academic program offerings at the Adams Campus. This would allow separation from the Wisconsin Rapids Campus and funding to be allocated as such. Administration requests approval of the following resolution requesting WTCS Board approval of Single Site Designation.

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

- d. COURSE REGISTRATION UPDATE: An update to Mid-State's course registration options allows for continuing education and non-program course takers to register online without the manual entry or payment collection process by college staff. This IT project recently went live. The system will continue to be evaluated.
  - e. HIGHER EDUCATION EMERGENCY RELIEF FUND (HEERF): Mid-State received approximately \$12 million of total funding from HEERF. Direct student support was highlighted. An extension for spending was granted to June 2023. With a remaining \$2 million to spend, Mid-State will continue to work toward recovery from COVID.
  - f. FY2021-2022 REVENUE AND EXPENSE FORECAST: Revenues and expenditures were highlighted. Currently, the college is above revenue projections and below expenditure budget.
  - g. SPECIAL FY23 BUDGET MEETING: The Special Operational Budget Meeting will be held May 4 at 4:00 p.m. in Wisconsin Rapids. All Board members are invited to attend. Approval of the budget will be sought in June following a Public Hearing.
  - h. FINANCE IMPLICATIONS FOR TOPICS IN OTHER COMMITTEES: No topics discussed.
2. ACADEMIC & STUDENT SERVICES COMMITTEE – Betty Bruski Mallek
    - a. OUTREACH AND STUDENT SUCCESSES: The committee reviewed recent college outreach activities and student successes that have impacted recruitment and retention. Outreach activities include hosting regional FFA Career Development Competition and College and Career Fair. Current student successes include: five state winners in the Business Professionals of America competition, ten podium finishes in the Skills USA competition and 98.2% pass rate for 2021 nursing graduates on their NCLEX exam.
    - b. GRADUATE PLACEMENT: 2021 data shows strong graduate placement in alignment with WTCS statistics. Survey results found an increase in salary among graduates and a 90% satisfaction for education received.
3. HUMAN RESOURCES & EXTERNAL RELATIONS COMMITTEE – Richard Merdan
    - a. EMPLOYEE ENGAGEMENT EVENTS: Mid-State recently deployed the Mind-Set Employee Survey. Results will be available to the Board in May. In addition, planning is underway for a Retiree Luncheon on campus as well as Mid-State Night at the Rafters (game and picnic).

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

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

**K. DISCUSSION & ACTION**

1. AMETA AND EDA VISIT: An update on Mid-State's Advanced Manufacturing, Engineering Technology and Apprenticeship Center project was provided. Updated renderings and

sponsorship list were shared. In addition, additional highlights of U.S. Assistant Secretary of Commerce for Economic Development Alejandra Y. Castillo's visit to Mid-State were provided.

**L. ADJOURNMENT** – Richard Merdan

There being no further action or business of the Board, the meeting adjourned at 6:14 p.m. with a motion by Ms. Bruski Mallek, seconded by Mr. Schalow, 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