

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

Marshfield Campus	November 21, 2022
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**A. CALL TO ORDER** – Richard Merdan  
The meeting was called to order at 5:35 p.m.

**ROLL CALL**

**PRESENT:** Betty Bruski Mallek, Richard Merdan, Lynnea Miller (via phone), Charles Spargo, Are Vang (via phone), and Dr. Shelly Mondeik

**EXCUSED:** Kristin Crass, Justin Feltz, and Gordon Schalow

**OTHERS:** Brian Anderson, Craig Bernstein, Greg Bruckbauer, Dr. Karen Brzezinski, Dr. Bobbi Damrow, Dr. Beth Ellie, William Fahey, Dr. Mandy Lang, Dr. Alex Lendved, Brad Russell, Dr. Chris Severson, Dr. Deb Stencil, Angie Susa, Brenda Swan, and Mike Vilcinkas

**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. MODIFY AGENDA** – Richard Merdan  
To best utilize time as it related to action items, board members calling in and guests who traveled to participate, a modification of the agenda was recommended.

Motion by Mr. Spargo, seconded by Ms. Bruski Mallek, upon a voice vote, approved modification of the agenda order as announced by Mr. Merdan.

**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. Bruski Mallek, upon a voice vote, approved minutes from the board meeting held October 17, 2022 as presented.

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

1. The district’s bills for the month of October 2022 were presented in Exhibit B. These bills totaled \$1,046,078.48 of which \$895,474.48 represents operational expenditures and \$150,6040.00 represents capital expenditures. The district’s payroll for the month of October totaled \$1,556,274.92 plus \$16,819.72 for travel and miscellaneous reimbursements and \$629,953.39 in fringe benefits. The district’s bills and payroll totaled \$3,249,126.51.

2. Entered into the following contracted service agreements:

<u>Agreement #</u>	<u>Contracted Service:</u>	<u>Amount</u>
146866	Welding Safety	\$ 480.00
146867	Confined Space Rescue	\$ 1,295.00
146868	Phlebotomy Confirmatory Draw Initial	\$ 9,650.00
146869	Forklift Training / Certification	\$ 1,620.91
146870	Handling Difficult Customers Skills	\$ 525.00
146871	Standardized Field Sobriety Testing	\$ 360.00

146872	Nursing Assistant	\$ 9,950.00
146873	BLS Renewal	\$ 2,400.00
146875	HS FA/CPR Skill Test for Online Course	\$ 975.00
146876	Radar Operator Training	\$ 240.00

3. Approved the following procurement(s) for goods and services:  
Amount                      Company                                      College Division/Dept.  
 No procurements required Board action.

4. District Board Approval of Hires and Resignations of Contracted Staff:
- Resignations
    - Ed Crownhart (effective June 30, 2023) – Retiring
    - Brandon Hageman (effective December 31, 2022)
    - Susan Strautmann (effective September 27, 2022)

**G. COMMITTEE REPORTS**

1. FINANCE & INFRASTRUCTURE COMMITTEE – Charles Spargo in place of Gordon Schalow
- a. TREASURER’S REPORT: Following discussion, no questions or concerns were presented.
  - b. FY22 AUDITED FINANCIAL STATEMENTS: A representative from Wipfli LLP provided an overview of the Audit. A clean opinion was presented. The Finance & Infrastructure Committee reviewed the statements in detail earlier in the evening.  
  
 Motion by Mr. Spargo, seconded by Ms. Bruski Mallek upon a roll call vote, approved the FY22 Audited Financial Statements as presented.
  - c. FINANCE IMPLICATIONS FOR TOPICS IN OTHER COMMITTEES: No topics discussed.
2. ACADEMIC & STUDENT SERVICES COMMITTEE – Betty Bruski Mallek
- a. ACADEMIC PROGRAMMING: Action to approve the following changes related to academic programming was requested.  
  
 Program Suspension – Carpentry Apprentice (ABC): due to low enrollment and ability for students to be served by another technical college  
  
 Motion by Ms. Bruski Mallek, seconded by Mr. Spargo, upon a voice vote, approved the Carpentry Apprentice (ABC) program suspension.  
  
 Program Suspension – Metering Technician Apprentice: approved in 2006 along with hiring of faculty; faculty has since moved to NWTC district and students are served through that technical college  
  
 Motion by Ms. Bruski Mallek, seconded by Mr. Spargo, upon a voice vote, approved the Metering Technician Apprentice program suspension.
  - b. NOVEMBER 21, 2022 FACULTY TEACHING AND LEARNING DAY: Professional development and planning day for faculty held virtually. Six focused workshops centered on the theme: Make One Thing Better Day. Over 90 faculty participated.
  - c. COHORT DEFAULT RATE: Highlights of Mid-State’s cohort default rate, group of federal student loan borrowers who enter re-payment within the fiscal year, were provided. The

current rate of 3.3% is down from 10.4% last year. COVID payment pause impacted this rate decrease.

3. HUMAN RESOURCES & EXTERNAL RELATIONS COMMITTEE
  - a. No meeting was held.

**H. CLOSED SESSION** – Richard Merdan

The Board entertained a motion to convene to closed session, pursuant to s. 19.85(1)(e) and (g) Wisconsin Statutes, for the purpose of discussing, considering, and potentially acting upon items related to construction contracting for the AMETA Center. 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 Mr. Spargo, seconded by Ms. Bruski Mallek, upon a roll call vote, approved the closed session beginning at 5:56 p.m., as announced by Mr. Merdan.

**I. RECONVENE TO OPEN SESSION** – Richard Merdan

The Board reconvened in open session at 6:28 p.m. on a motion from Mr. Spargo, seconded by Ms. Bruski Mallek, upon a roll call vote.

As a result of closed session, Mr. Merdan announced that in order to ensure compliance with regulatory requirements, the District will be rebidding the work of the AMETA Center project. The District is working with its construction manager to advance the work of the project in an efficient and expeditious manner.

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

1. Ms. Crass, Mr. Feltz and Mr. Schalow asked to be excused. Appreciation was expressed to Ms. Miller and Ms. Vang for joining the meeting by phone.
2. The Winter Boards Association meeting and Legislative Seminar will be held January 11-13 in Madison. Legislative leaders will provided updates and briefing on issues affecting technical colleges along with budget priorities will be presented. Capital visits will be held. Contact Ms. Susa if you are interested in attending.
3. ACCT Leadership Congress was held October 26-29 in New York. Ms. Bruski Mallek and Mr. Merdan attended. Comments on sessions, including Mid-State's presentation were made.
4. ACCT National Legislative Summit will be held February 5-8 in Washington, D.C. Anyone interested in attending should contact Ms. Susa to discuss arrangements.
5. Mid-State's graduation ceremony will be held Saturday, December 10 at 1:30 p.m. Mr. Spargo will provide the Board Address. Ms. Bruski Mallek also plans to attend.
6. Mid-State's Fall Board Advance will be held November 30. Feedback on the draft agenda was sought.
7. Future meeting dates (times unless otherwise announced):  
**BOARD ADVANCE**  
Wednesday, November 30, 2022  
Wisconsin Rapids Campus

**MONTHLY MEETING**  
Monday, December 19, 2022  
Wisconsin Rapids Campus

**Committee-of-the-Whole:** 5:00 p.m.  
**Board Meeting:** Following Committee-  
of-the-Whole

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

1. Dr. Mondeik provided an update on recent campus activities including the announcement of Mid-State's new Vice President of Academics Dr. Chris Severson. The college wrapped up the annual United Way Campaign and Phi Theta Kappa Meet and Greet. Mid-State's COVID Team announced the college reached the low or medium transmission goal and will relax protocol as appropriate. For the second year in a row, no plan changes or health/dental insurance increases for employees.
2. Mid-State's recent community involvement includes the holiday parade in Stevens Point, hosting the CWIMA November Board meeting and Dr. Mondeik being a speaker for the leadership series in Stevens Point.
3. During the November 15-16 WTCS Board meeting, Nekoosa Superintendent Terry Whitmore was appointed to the Mid-State Board.
4. The WTCS Presidents Association met November 16. Budget and legislative activities were discussed. Administrative changes in the WTCS were also shared.

**L. COMMITTEE-OF-THE-WHOLE** – Richard Merdan

1. MARSHFIELD CAMPUS UPDATES: Highlights of recent activities and events at the Marshfield Campus and in the community were presented.
2. HLC AND PROGRAM ACCREDITATION UPDATES: An update on Higher Learning Commission (HLC) and program accreditation activities were presented.

**M. DISCUSSION & ACTION**

1. WORKFORCE AND ECONOMIC DEVELOPMENT ANNUAL REPORT: The annual presentation of Mid-State's Division of Workforce & Economic Development Division was provided.

**N. ADJOURNMENT** – Richard Merdan

There being no further action or business of the Board, the meeting adjourned at 7:20 p.m. with a motion by Mr. Spargo, seconded by Ms. Bruski Mallek, upon a voice vote.

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Lynneia Miller, Secretary  
Mid-State Technical College Board

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Angela R. Susa  
Recording Secretary