

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

Stevens Point Campus	February 20, 2023
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A. CALL TO ORDER – Kristin Crass

The meeting was called to order at 5:19 p.m.

B. ROLL CALL

PRESENT: Betty Bruski Mallek, Kristin Crass, Justin Feltz (via Teams), Richard Merdan, Gordon Schalow, Charles Spargo (via Teams), Are Vang, Terry Whitmore and Dr. Shelly Mondeik

EXCUSED: Lynneia Miller

OTHERS: Greg Bruckbauer, Dr. Karen Brzezinski, Dr. Bobbi Damrow, Micki Dirks-Luebbe, Dr. Beth Ellie, Logan Hamman, Dr. Mandy Lang, Benjamin Nusz, Brad Russell, Amber Stancher, Dr. Deb Stencil, Angie Susa, and Kimberly Valenza

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 Ms. Bruski Mallek, seconded by Ms. Vang, upon a voice vote, approved minutes from the board meeting held January 16, 2023 as presented.

F. CONSENT AGENDA

Motion by Mr. Whitmore, seconded by Mr. Schalow, upon a roll call vote (Feltz – Yes, Merdan – Yes, Schalow – Yes, Spargo – Yes, Vang – Yes, Whitmore – Yes, Bruski Mallek – Yes, Crass – Yes), approved the following consent agenda items:

1. The district's bills for the month of January 2023 were presented in Exhibit B. These bills totaled \$817,261.83 of which \$606,672.26 represents operational expenditures and \$210,589.57 represents capital expenditures. The district's payroll for the month of January totaled \$1,447,179.33 plus \$13,126.82 for travel and miscellaneous reimbursements and \$863,279.25 in fringe benefits. The district's bills and payroll totaled \$3,140,847.23.

2. Entered into the following contracted service agreements:

<u>Agreement #</u>	<u>Contracted Service:</u>	<u>Amount</u>
146901	Intro to Turning Machines	\$ 9,090.90
146902	Safety, measurement and Layout	\$ 4,545.45
146903	CNC Lathes Set Up and Operation	\$ 9,090.90
146904	Conflict Resolution	\$ 1,090.00
146905	Rigging & Lifting Train-the-Trainer	\$ 3,995.00
146906	ACLS Provider Renewal	\$ 1,290.00
146907	Heartsaver First Aid/CPR	\$ 990.00
146908	BLS Renewal	\$ 5,450.00
146909	Customer Service	\$ 950.00
146910	Leadership & Talent Development Training	\$ 10,690.00
146911	Security Officer Firearms Training	\$ 100.00
146912	Strategic Planning Assistance	\$ 1,200.00
146913	Customer Service Training	\$ 400.00
146914	Print Reading for Welding	\$ 5,166.00

146915	Gas Tungsten Arc Welding: Introduction	\$ 10,334.00
146916	Hazwoper Refresher	\$ 8,760.00

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

<u>Amount</u>	<u>Company</u>	<u>College Division/Dept.</u>
\$ 369,173.26	Heartland Business Systems, LLC	IT Department

G. CHAIRPERSON'S REPORT – Kristin Crass

- Ms. Miller asked to be excused. Mr. Feltz and Mr. Spargo joined virtually via Teams.
- In an effort to best inform Board members of upcoming events as well as assist in arrangements being made, a Board of Directors Event Schedule was provided. Responses regarding involvement were requested.
- The annual Board Appointment process is underway. Application period opened February 16 and closes March 6. The appointment meeting is scheduled for March 22, 2023.
- ACCT National Legislative Summit was held February 5-8 in Washington, D.C. Ms. Bruski Mallek and Mr. Spargo attended. Highlights of sessions attended and legislative visits were provided.
- The Spring Boards Association meeting will be held in Kenosha, April 20-22, 2023. In-Service topic will be Governance for Accountability. Those interested in attending should indicate so on the Board of Directors Event Schedule.

District Boards Association elections will occur during the Spring Meeting. As a Board, the following action was taken related to the Boards Association:

Motion by Ms. Crass, seconded by Mr. Merdan, upon a voice vote, approved Betty Bruski Mallek and Charles Spargo as potential Boards Association Officer representation on behalf of Mid-State Technical College.

Motion by Mr. Merdan, seconded by Mr. Schalow, upon a voice vote, approved Betty Bruski Mallek and Mid-State Delegate to the District Boards Association.

Motion by Mr. Merdan, seconded by Ms. Bruski Mallek, with Ms. Crass abstaining, approved nomination of Chuck Bolstead for Association President and William Duncan for Association Secretary/Treasurer.

Actions of the Mid-State Board will be forwarded to the District Boards Association for consideration during their April meeting.

- Future meeting dates (times unless otherwise announced):

MONTHLY MEETING Monday, March 20, 2023 Wisconsin Rapids Campus	Committee-of-the-Whole: 5:00 p.m. Board Meeting: Following Committee-of-the-Whole
MONTHLY MEETING Monday, April 17, 2023 Adams Campus	Committee-of-the-Whole: 5:00 p.m. Board Meeting: Following Committee-of-the-Whole

H. PRESIDENT'S REPORT – Dr. Shelly Mondeik

- Dr. Mondeik offered appreciation to Stevens Point Campus Dean Benjamin Nusz for hosting the Board of Directors for the meeting.

2. Dr. Mondeik highlighted various college and community activities recently occurring, including: accreditation visits for college accreditation and program accreditations, student recognition events and hosting Senator Patrick Testing as part of his “On The Job” Series.
3. Dr. Mondeik highlighted the WTCS State Budget ask along with Presidents Association activities.

I. COMMITTEE REPORTS

1. FINANCE & INFRASTRUCTURE COMMITTEE – Gordon Schalow
 - a. TREASURER’S REPORT: Following discussion, no questions or concerns were presented.
 - b. FY22 MID-STATE TECHNICAL COLLEGE FOUNDATION AUDIT: The Committee reviewed the Mid-State Technical College Foundation audit per Memorandum of Understanding. To assist with internal controls, Mid-State’s Business Services Office will assist with accounting functions for the Foundation.
 - c. ANTHOLOGY PROJECT UPDATE: Progress on Mid-State’s Enterprise Resource Planning software, Anthology, was highlighted. Discovery days and detailed student sessions have been held. Target Fall 2024 for completion.
 - d. FINANCE IMPLICATIONS FOR TOPICS IN OTHER COMMITTEES: No topics discussed.

3. ACADEMIC & STUDENT SERVICES COMMITTEE – Are Vang

- a. ACADEMIC PROGRAMMING: Committee reviewed details surrounding requests by administration to make changes to academic programming.

Pharmacy Services Management Associate Degree Program Suspension – shared program with Lakeshore Technical College; college both agree to suspension. Last enrolled student was in 2018.

Motion by Ms. Bruski Mallek, seconded by Mr. Merdan, upon a roll call vote (Merdan – Yes, Schalow – Yes, Spargo – Yes, Vang – Yes, Whitmore – Yes, Bruski Mallek – Yes, Feltz – Yes, Crass – Yes), approved suspension of the Pharmacy Services Management Associate Degree Program.

Pharmacy Technician Embedded Technical Diploma Program Suspension – embedded in previously suspended program. Shared with Lakeshore Technical College, with no enrollments since Fall 2021.

Motion by Ms. Bruski Mallek, seconded by Mr. Schalow, upon a roll call vote (Schalow – Yes, Spargo – Yes, Vang – Yes, Whitmore – Yes, Bruski Mallek – Yes, Feltz – Yes, Merdan – Yes, Crass – Yes), approved suspension of the Pharmacy Technician Embedded Technical Diploma Program.

Utility Tree Trimmer Embedded Technical Diploma Program Approval – the 16 credit embedded technical diploma is unique to WTCS colleges and projects 2.6% jobs increase by 2027. The Mid-State Arborist Advisory Committee approved addition of the program to start in Fall 2023.

Motion by Ms. Bruski Mallek, seconded by Mr. Whitmore, upon a roll vote, (Spargo – Yes, Vang – Yes, Whitmore – Yes, Bruski Mallek – Yes, Feltz – Yes, Merdan – Yes, Schalow – Yes, Crass – Yes), approved the Utility Tree Trimmer Embedded Technical Diploma Program.

- b. STUDENT ACTIVITY FEE: Each Technical College District Board sets the percentage of tuition designated as Student Activity Fee. Currently, the College is looking to increase the

fee from 6% to 6.5%. Mid-State's Student Leadership Board is currently reviewing and a recommendation will be brought to the District Board in March.

- c. NEW DEAN OF ENROLLMENT STRATEGY: Kim Valenza, Mid-State's Dean of Enrollment Strategy was introduced to the Committee. Ms. Valenza leads enrollment strategy, registrar, financial aid and student accounts at the college.
4. HUMAN RESOURCES & EXTERNAL RELATIONS COMMITTEE – Terry Whitmore
 - a. SECURITY UPDATE: Mid-State's Security Directors joined the committee to highlight safety and security at all campus locations. They highlighted the Student Security Force.
 - b. WINNING WITH WISCONSIN WORKFORCE FORUM: Northcentral Wisconsin Workforce Development Boards Winning with Wisconsin Workforce Forum will be hosted at Mid-State's Wisconsin Rapids Campus.
 - c. SUMMER STUDENT PROGRAMMING: Summer course offerings available to area students were highlighted, including Metal Mania and Welding.

J. COMMITTEE-OF-THE-WHOLE – Kristin Crass

1. 2022-2023 MID-YEAR COLLEGE DASHBOARD: Presentation of Mid-State's Mid-Year Dashboard was made. Headcount is up 20% from last year. Mid-State continues to be flexible and offer solutions.

K. DISCUSSION & ACTION

1. STEVENS POINT CAMPUS UPDATES: Highlights of Stevens Point Campus and Community happenings were provided. Upcoming events at the Stevens Point Campus were also shared along with Adult Education opportunities for those involved in the justice system.

L. CLOSED SESSION

The Board will entertain a motion to convene to closed session, under Sections 19.85(1)(c), (e), (f), and (g), Wisconsin Statutes, for the following purposes:

- To consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (to discuss performance of the College President)
- To deliberate or negotiate the purchase of public properties, the investing of public funds, or conduction other specified public business, whenever competitive or bargaining reasons require a closed session (to discuss possible leasing of property; to discuss possible litigation and strategy regarding tax dispute).

Following closes session, the Board will entertain a motion to reconvene in open session and will then take any further action that is necessary and appropriate.

At 6:32 p.m., motion by Ms. Bruski Mallek, seconded by Mr. Merdan, upon a roll call vote (Vang – Yes, Whitmore – Yes, Bruski Mallek – Yes, Feltz – Yes, Merdan – Yes, Schalow – Yes, Spargo – Yes, Crass – Yes), approved convening in closed session as announced by Ms. Crass.

At 7:10 p.m., motion by Mr. Merdan, seconded by Mr. Whitmore, upon a roll call vote (Whitmore – Yes, Bruski Mallek – Yes, Feltz – Yes, Merdan – Yes, Schalow – Yes, Spargo – Yes, Vang – Yes, Crass – Yes), approved reconvening in open session to take the following action:

The Board conducted Dr. Mondeik's mid-year evaluation and continue to be pleased with process the college is making toward its Strategic Directions and goals as well as Dr. Mondeik's performance.

Following discussion in closed session, motion by Ms. Crass, seconded by Mr. Schalow, upon a roll call vote (Bruski Mallek – Yes, Feltz – Yes, Merdan – Yes, Schalow – Yes, Spargo – Yes, Vang – Yes, Whitmore – Yes, Crass – Yes, approved leasing property at 1619 N. Central Avenue, Marshfield, for a two-year period.

Based on information shared during closed session regarding possible litigation, motion by Ms. Crass, seconded by Ms. Bruski Mallek, upon a roll call vote (Feltz – Yes, Merdan – Yes, Schalow – Yes, Spargo – Yes, Vang – Yes, Whitmore – Yes, Bruski Mallek – Yes, Crass – Yes), approve contribution to the City of Wisconsin Rapids for costs associated with hiring Attorney Amy Seibel and a valuation consultant for purposes of litigation before the Tax Appeals Commission regarding objections by NewPage and its successors for tax assessments on several parcels. This contribution would be pro-rated based upon our District's share of taxes received on the various parcels and will be for preliminary research, evaluation, and counsel.

M. ADJOURNMENT – Kristin Crass

There being no further action or business of the Board, the meeting adjourned at 7:14 p.m. with a motion by Mr. Whitmore, seconded by Mr. Schalow, upon a voice vote.

Lynneia Miller, Secretary
Mid-State Technical College Board

Angela R. Susa
Recording Secretary