

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

Wisconsin Rapids Campus	March 20, 2023
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A. CALL TO ORDER – Richard Merdan
The meeting was called to order at 5:19 p.m.

B. ROLL CALL
PRESENT: Betty Bruski Mallek, Justin Feltz, Richard Merdan, Gordon Schalow, Charles Spargo (via Teams), Terry Whitmore and Dr. Shelly Mondeik (via Teams)

EXCUSED: Lynneia Miller and Are Vang

OTHERS: Michael Anderson, Greg Bruckbauer, Dr. Karen Brzezinski, Bob Cummings, Dr. Bobbi Damrow, Mihai Dumitrescu-Mihaly, Travis Gansch, Kevin Hamm, Logan Hamman, Craig Herzberg, Shelly Higgins, Dr. Mandy Lang, Filip Lelis, Shane Neumann, Brad Russell, Chris Slaby, Dr. Deb Stencil, Angie Susa, and Ryan Ulbrich

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. Whitmore, seconded by Mr. Spargo, upon a voice vote, approved minutes from the board meeting held February 20, 2023 as presented.

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

1. The district’s bills for the month of February 2023 were presented in Exhibit B. These bills totaled \$1,178,624.33 of which \$1,084,270.70 represents operational expenditures and \$94,353.63 represents capital expenditures. The district’s payroll for the month of February totaled \$1,490,712 plus \$18,643.39 for travel and miscellaneous reimbursements and \$633,504.51 in fringe benefits. The district’s bills and payroll totaled \$3,321,484.23.

2. Entered into the following contracted service agreements:

<u>Agreement #</u>	<u>Contracted Service:</u>	<u>Amount</u>
146917	4-H Project Discovery Day	\$ 320.00
146918	Career Exploration – Foster Day	\$ 699.00
146919	Heartsaver First Aid/CPR	\$ 640.00
146920	Phlebotomy Confirmatory Draw Initial	\$ 12,500.00
146921	Conflict Management	\$ 545.00
146922	Emergency Services Training	\$5,500.00
146923	BLS-Basic Life Support Provider	\$ 640.00
146924	Confined Space Rescue	\$ 1,200.00
146925	Heartsaver CPR AED	\$ 900.00
146926	Heartsaver First Aid/CPR	\$ 6,150.00

3. Approved the following procurement(s) for goods and services:
- | <u>Amount</u> | <u>Company</u> | <u>College Division/Dept.</u> |
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No procurements to approve at this time.

G. CHAIRPERSON'S REPORT – Richard Merdan

1. Ms. Miller and Ms. Vang asked to be excused. Effective February 21, Kristin Crass announced her resignation from the Mid-State Board. Appreciation was expressed for the many positive contributions and years of service Ms. Crass committed to Mid-State.
2. The Spring Boards Association meeting will be held April 20-22 at Gateway Technical College in Kenosha. Ms. Bruski Mallek, Mr. Merdan and Mr. Spargo plan to attend. Anyone interested in attending should contact Ms. Susa to make arrangements.
3. ACCT Leadership Congress will be held October 9-12 in Nevada. Theme is “Building a Legacy – Uplifting Students and Transforming Communities”. Anyone interested in attending should contact Ms. Susa to make arrangements.
5. Discussion was held around a Spring Board Advance. The Board will host an Advance later in the year when vacant positions are filled.
4. Future meeting dates (times unless otherwise announced):

MONTHLY MEETING Monday, April 17, 2023 Adams Campus	Committee-of-the-Whole: 5:00 p.m. Board Meeting: Following Committee-of-the-Whole
MONTHLY MEETING Monday, May 15, 2023 Wisconsin Rapids Campus	Committee-of-the-Whole: 5:00 p.m. Board Meeting: Following Committee-of-the-Whole

H. PRESIDENT'S REPORT – Richard Merdan provided on Dr. Mondeik's behalf

1. Campus activities since the February Board meeting were highlighted. Activities included hosting the Regional DWD Winning with Wisconsin event, Spring Program Showcase, and annual Ag Farm Tour.
2. Position changes were also highlighted, including transition of Mid-State's Executive Dean Dr. Chris Severson to Vice President of Academics and Micki Dirks-Luebbe acting as Interim Director of Mid-State Foundation.
3. The WTCS Board met last week along with the Presidents Association. The WTCS Board approved a 1.9% tuition increase and WTCS grants for next year. The Presidents Association meeting consisted of committee and special assignment updates.

I. COMMITTEE REPORTS

1. FINANCE & INFRASTRUCTURE COMMITTEE – Gordon Schalow
 - a. TREASURER'S REPORT: Following discussion, no questions or concerns were presented.
 - b. FY24 CAPITAL BUDGET: The Committee met earlier in the day for a special meeting to review and discuss the capital budget. A tentative financing plan was presented. A Special Meeting to review the proposed Operational Budget will be held May 3 at 3:00 p.m.

Motion by Mr. Spargo, seconded by Ms. Bruski Mallek, upon a roll call vote (Spargo – Yes, Whitmore – Yes, Bruski Mallek – Yes, Feltz – Yes, Schalow – Yes, Merdan – Yes), approved the FY24 capital budget as presented.

c. FINANCE IMPLICATIONS FOR TOPICS IN OTHER COMMITTEES: No topics discussed.

2. ACADEMIC & STUDENT SERVICES COMMITTEE – In place of Are Vang, Betty Bruski Mallek
- a. ACADEMIC PROGRAMMING: Committee reviewed details surrounding requests by administration to make changes to academic programming.

Farm Business & Production management Technical Diploma – no students currently in program; program option has been added to support industry through continuing education; Advisory Committee supports discontinuance.

Motion by Ms. Bruski Mallek, seconded by Mr. Whitmore, upon a roll call vote (Whitmore – Yes, Bruski Mallek – Yes, Feltz – Yes, Schalow – Yes, Spargo – Yes, Merdan – Yes,) approved suspension of the Farm Business & Production management Technical Diploma Program.

Dental Assistant Technical Diploma – need has been demonstrated through employer surveys; a cohort based program will be offered at a business partner facility in Marshfield; eight full-time students will complete the program in six months, with two cohorts planned each year.

Motion by Ms. Bruski Mallek, seconded by Mr. Schalow, upon a roll call vote (Bruski Mallek – Yes, Feltz – Yes, Schalow – Yes, Spargo – Yes, Whitmore – Yes, Merdan – Yes), granted concept approval of the Dental Assistant Technical Diploma program.

- b. STUDENT ACTIVITY FEE: Each Technical College District Board sets the percentage of tuition designated as Student Activity Fee. As discussed last month, an increase was recommended by Mid-State’s Student Leadership Board as well as Administration.

Motion by Ms. Bruski Mallek, seconded by Mr. Whitmore, upon a roll call vote (Feltz – Yes, Schalow – Yes, Spargo – Yes, Whitmore – Yes, Bruski Mallek – Yes, and Merdan – Yes) approved a 6.5% increase in FY24 (70 cents) and a 7% increase in FY25 (73 cents).

- c. WINTERIM REPORT: A recap of Winterim was provided. Student head count increased over last year and course completion was up. 57 classes were held.

3. HUMAN RESOURCES & EXTERNAL RELATIONS COMMITTEE – Richard Merdan
- a. AFFIRMATIVE ACTION: Work on Mid-State’s five year plan was highlighted. An overview of population statistics was also shared.
- b. MID-STATE AWARDS: Mid-State will implement “The Gritty’s” a new employee recognition award presentation. Award categories were highlighted. Nominations will be solicited in April.
- c. MARCH 17 LEGISLATIVE EVENT: Mid-State partnered with the Heart of Wisconsin Chamber for the Legislative Event. Senator Patrick Testin, Representative Nancy VanderMeer and Representative Scot Krug met with Mid-State personnel to discuss legislative priorities.

1. AMETA UPDATE: An update was provided on Mid-State's AMETA project. Summary included project progression, equipment needs, funding and timeline.

K. DISCUSSION & ACTION

1. INFORMATION TECHNOLOGY DEPARTMENT INTRODUCTIONS: Brad Russell, Vice President of Information Technology, provided introduction of the Information Technology (IT) team and offered an overview of the role and function of each area within IT.

L. ADJOURNMENT – Richard Merdan

There being no further action or business of the Board, the meeting adjourned at 6:05 p.m. with a motion by Mr. Schalow, seconded by Mr. Feltz, upon a voice vote.

Lynneia Miller, Secretary
Mid-State Technical College Board

Angela R. Susa
Recording Secretary