

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

Adams Campus

April 17, 2023

**A. CALL TO ORDER** – Richard Merdan

The meeting was called to order at 5:25 p.m.

**B. ROLL CALL**

PRESENT: Betty Bruski Mallek, Richard Merdan, Gordon Schalow, Charles Spargo, Are Vang, Terry Whitmore and Dr. Shelly Mondeik

EXCUSED: Lynneia Miller

OTHERS: Greg Bruckbauer, Dr. Karen Brzezinski, Dr. Bobbi Damrow, Logan Hamman, Laurie Inda, Dr. Mandy Lang, Brad Russell, Dr. Deb Stencil, and Angie Susa

**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 Ms. Bruski Mallek, seconded by Mr. Spargo, upon a voice vote, approved minutes from the board meeting held March 20, 2023 as presented.

**F. CONSENT AGENDA**

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

1. The district's bills for the month of March 2023 were presented in Exhibit B. These bills totaled \$1,326,037.77 of which \$1,055,961.44 represents operational expenditures and \$270,076.33 represents capital expenditures. The district's payroll for the month of March totaled \$1,521,171.13 plus \$16,458.23 for travel and miscellaneous reimbursements and \$633,504.51 in fringe benefits. The district's bills and payroll totaled \$3,492,024.64.

2. Entered into the following contracted service agreements:

<u>Agreement #</u>	<u>Contracted Service:</u>	<u>Amount</u>
146928	Heartsaver First Aid/CPR	\$ 770.00
146930	Farm Tour	\$ 770.00
146932	Career Professionalism	\$ 1,200.00
146933	Central WI Farm Profitability	\$ 150.00
146934	DEI Applied	\$ 5,000.00
146935	Forklift Training – Train-the-Trainer	\$ 4,400.00
146936	Emergency Medical Responder	\$ 9,700.00
146937	Fall Protection Training	\$ 1,590.00
146938	Workplace Professionalism	\$ 400.00
146939	Train the Trainer	\$ 2,800.00
146940	Heartsaver First Aid/CPR	\$ 690.00
146941	Print Reading for Welding	\$ 9,620.33
146942	Gas Tunsten Arc Welding: Introduction	\$ 16,820.65

3. Approved the following procurement(s) for goods and services:
- | <u>Amount</u> | <u>Company</u> | <u>College Division/Dept.</u> |
|---------------|----------------|-------------------------------|
|---------------|----------------|-------------------------------|

No procurements to approve at this time.

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

1. Ms. Miller asked to be excused. Effective April 11, Justin Feltz announced his resignation from the Mid-State Board. Appreciation was expressed for his service.
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.
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.
4. Mid-State’s Spring Commencement will be held Saturday, May 13. Mr. Merdan and Ms. Bruski Mallek plan to participate.
5. Future meeting dates (times unless otherwise announced):

<b>MONTHLY MEETING</b> Monday, May 15, 2023 Wisconsin Rapids Campus	<b>Committee-of-the-Whole:</b> 5:00 p.m. <b>Board Meeting:</b> Following Committee-of-the-Whole
<b>MONTHLY MEETING</b> Monday, June 19, 2023 Wisconsin Rapids Campus	<b>Public Hearing:</b> 5:00 p.m. <b>Committee-of-the-Whole:</b> Following Public Hearing <b>Board Meeting:</b> Following Committee-of-the-Whole

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

1. Campus activities were highlighted. Activities included hosting the WTCS DEI Committee, moving dirt at the AMETA Center location and an upcoming Special Budget Meeting. The annual Board Appointment meeting was held on March 22 – Betty Bruski Mallek and Richard Merdan were appointed to three-year terms.
2. There was no WTCS Board or Presidents Association meeting scheduled to provide an update on.

**I. COMMITTEE REPORTS**

1. FINANCE & INFRASTRUCTURE COMMITTEE – Gordon Schalow
  - a. TREASURER'S REPORT: Following discussion, no questions or concerns were presented.
  - b. FY23 BUDGET AMENDMENT: The Committee met earlier in the evening to review proposed amendments. Changes in grants, COVID relief, financial aid and AMETA were highlighted.

Motion by Mr. Spargo, seconded by Ms. Bruski Mallek, upon a roll call vote (Schalow – Yes, Spargo – Yes, Vang – Yes, Whitmore – Yes, Bruski Mallek – Yes, Merdan – Yes), approved the FY23 Budget Amendment below, as presented.

WHEREAS, the FY23 budget was adopted by the Mid-State Technical College (Mid-State) Board on June 20, 2022 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 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 FY23 budgetary revisions:

FUND	FUNCTION RESOURCE	APPROPRIATION CHANGE	MODIFIED APPROPRIATION
General	Instruction	4,579,858	23,356,812
General	Instructional Resources	78,591	1,154,253
General	Student Services	313,123	4,713,211
General	General Institutional	279,229	6,073,293
General	Physical Plant	2,400	2,311,799
Special Revenue - Operational	Instruction	(1,485)	962,668
Special Revenue - Operational	Student Services	0	162,980
Special Revenue - Operational	General Institutional	325,480	325,480
Special Revenue - Operational	Physical Plant	1,485	84,651
Capital Projects	Instruction	141,173	1,249,437
Capital Projects	Instructional Resources	(63,199)	141,801
Capital Projects	Student Services	0	515,500
Capital Projects	General Institutional	110,181	6,016,501
Capital Projects	Physical Plant	976,505	2,011,421
Debt Service	Physical Plant	0	7,174,874
Enterprise	Auxiliary Services	0	1,187,841
Internal Services	Auxiliary Services	0	6,035,200
Special Revenue - Non- Aidable	Student Services	2,708	8,208,785

Special Revenue - Non- Aidable	General Institutional	0	290,150
Total Appropriations	Operating Expenditures	\$6,746,049	\$71,976,657

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

BE IT FURTHER RESOLVED that the FY23 amended budget be used as the official comparison to the proposed FY24 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. FY23 REVENUE AND EXPENSE FORECAST: Tuition and FTE continue to be monitored for revenue. Expenditures are expected to be under budget.
  - d. ANTICIPATED FY24 GRANT FUNDING: Grant funding was reviewed. Mid-State is likely to receive an amount greater than last year. Appreciation for grant work was expressed.
  - e. SPECIAL FY24 BUDGET MEETING: The meeting has been scheduled for May 3, 2023 at 3:00 p.m. All Board members are invited to attend.
  - f. 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.  
  
Early Childhood Assistant Teacher Embedded Technical Diploma – pathway opportunity for students interested in Early Childhood Education to complete in one year; an overview of childcare agency survey was provided; no additional operating dollars needed; target Fall 2023 start; Advisory Committee supports.  
  
Motion by Mr. Spargo, seconded by Mr. Whitmore, upon a roll call vote (Spargo – Yes, Vang – Yes, Whitmore – Yes, Bruski Mallek – Yes, Schalow – Yes, Merdan – Yes.), approved the Early Childhood Assistant Teacher Embedded Technical Diploma.
  - b. GRADUATE PLACEMENT: 2021-22 graduate data was reviewed. Highlights of salary data was provided along with satisfaction and reasons for attending Mid-State.
3. HUMAN RESOURCES & EXTERNAL RELATIONS COMMITTEE – Richard Merdan
- a. EMPLOYEE BENEFITS FOR RECRUITMENT AND RETENTION: Highlights of Mid-State’s health benefits available to employees were provided along with uses for recruitment and retention.

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- b. CENTRAL WISCONSIN DAYS: Central Wisconsin Days was held April 5. Mid-State participated and provided testimony related to childcare.
- c. AMETA UPDATE: Mid-State’s AMETA Project site work is underway. Interior planning continues.

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

1. FEEDBACK UPDATE: Dr. Mondeik provided the Board with information focused on feedback received through Employee One-on-One Sessions, Regional Advisory Committee meetings and College Conversations.

**K. DISCUSSION & ACTION**

1. ADAMS CAMPUS UPDATES: A campus and community update was provided by Adams Campus Dean Laurie Inda. Highlights included 10 year agreement with Adams Fire for training partnership, increase in FTE, increased K-12 transition rate and participation in community events.
2. WTCS ASSESSMENT CONFERENCE PREVIEW: Mid-State will provide four presentations at the WTCS Assessment Conference on April 19, 2023. Highlights of Mid-State's four presentations were provided.

**L. ADJOURNMENT** – Richard Merdan

There being no further action or business of the Board, the meeting adjourned at 6:38 p.m. with a motion by Mr. Whitmore, seconded by Ms. Vang, 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