



**BOARD OF DIRECTORS MEETING**  
July 2023

**Monday, July 10, 2023**  
Mid-State Wisconsin Rapids Campus  
500 32<sup>nd</sup> Street North, Wisconsin Rapids

**3:00 p.m.** – Finance & Infrastructure Committee Meeting; Room A223 (page 12)  
**3:00 p.m.** – Academic & Student Services Committee Meeting; Room A112 (page 22)  
**3:00 p.m.** – Human Resources & External Relations Committee; Room A203 (page 24)  
**3:30 p.m.** – **Committee-of-the-Whole**; Room L133-134 (page 26)  
**Immediately Following Committee-of-the-Whole – Board Meeting**; Room L133-134 (page 3)

***Mission:** Mid-State Technical College transforms lives through the power of teaching and learning.*  
***Vision:** Mid-State Technical College is the educational provider of first choice for its communities.*

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## DISTRICT BOARD OF DIRECTORS

**Monday, July 10, 2023**

**Immediately Following Committee-of-the-Whole**

**Mid-State Wisconsin Rapids Campus Room L133-134**

**500 32<sup>nd</sup> Street North, Wisconsin Rapids**

## AGENDA

### A. CALL TO ORDER – RICHARD MERDAN

### B. ROLL CALL

### C. OPEN MEETING CERTIFICATION – RICHARD MERDAN

*This July 10, 2023, meeting of the Mid-State Technical College District Board of Directors, and all other meetings of the Board and/or its committees, is open to the public in compliance with State Statutes. Notice of this meeting has been sent to news media and designated persons in an attempt to make the citizens of the Mid-State Technical College District aware of the place, time and agenda of the meeting.*

### D. OPEN FORUM – RICHARD MERDAN

*The open forum is at the option of the Board Chairperson and ground rules have been established to ensure the orderly conduct of business. This is a meeting of the District Board open to the public and not a public hearing. Persons who wish to address the District Board may make a statement as long as it pertains to a specific agenda item. Individuals should not expect to engage in discussion with the members of the District Board. The District Board Chairperson may or may not respond to statements made.*

*Ground rules regarding public comment on Board agenda item(s):*

- 1. Public comments must pertain to an agenda item.*
- 2. No person may speak more than once to an issue or for a period longer than three to five minutes.*
- 3. No more than three people may be heard to one side of an issue.*
- 4. The District Board reserves the right to limit the total amount of time during which public comments will be heard at any given meeting.*
- 5. The Board Chairperson reserves the right to stop unprofessional discussion or discussion targeted toward a specific individual. Deviation from these parameters may occur upon the consent of the majority of the Board.*

### E. ACTION ON JUNE 19, 2023 BOARD MEETING MINUTES (Exhibit A)

### F. ACTION ON CONSENT AGENDA

- Payment of Bills and Payroll (Exhibit D)  
*District bills for June 2023 total \$1,980,057.84 of which \$850,375.95 represents operational expenditures and \$1,399,681.89 represents capital expenditures. Payroll disbursements for June totaled \$1,512,631.60 plus \$21,181.61 for travel and miscellaneous reimbursements, and \$627,493.74 in fringe benefits, for a total payroll disbursement of \$2,161,306.95. Administration recommends approval of the payment of these obligations totaling \$4,141,364.79.*

- Contracted Service Agreements (Exhibit E)  
*The District has entered into seven contracted service agreements totaling \$33,570. The individual contracts are available for review upon request. Administration recommends approval of these contracts.*
- Procurements for Goods and Services (Exhibit F)  
*Procurements for Goods and Services fall into two groups: 1) procurements that require prior Board approval and 2) procurements approved by Administration but listed as information for the Board. Expertise regarding the purpose and specifications for procurements are generally unique to individual departments. Therefore, please notify the Business Office before the meeting if there are any questions. A response will be provided or arrangements for the subject-matter expert to be present will be made. There are no procurements which require Board approval.*
- District Board Approval of Hires and Resignations of Contracted Staff (Exhibit J)  
*Approval of hires and resignations of contracted staff per State Statute 118.22(2) is requested.*

**G. CHAIRPERSON'S REPORT – RICHARD MERDAN**

1. Meeting attendance
2. WTC District Boards Association
3. ACCT Leadership Congress
4. Next meeting date

**H. PRESIDENT'S REPORT – DR. SHELLY MONDEIK**

- Campus Activities
- Community Involvement
- WTCS Updates
- WTCS Presidents Association Activities

**I. COMMITTEE REPORTS**

- Finance & Infrastructure Committee – Gordon Schalow
  - a. Review of Consent Agenda Items
  - b. Treasurer's Report
  - c. Informational Items
    1. Anthology ERP Project
    2. Outcomes Based Funding
    3. Finance Implications for Topics in Other Committees
- Academic & Student Services Committee – Are Vang
  - a. Review of Consent Agenda Items
  - b. Academic Programming
  - c. Informational Items
    1. Summer Enrollment

- Human Resources & External Relations Committee – Richard Merdan
  - a. Review of Consent Agenda Items
  - b. Informational Items
    - 1. Anthology Implementation
    - 2. AMETA Update
    - 3. Grant Success

**J. COMMITTEE-OF-THE-WHOLE – RICHARD MERDAN**

- Board Officers
- Board Committee Assignments
- Meeting Structure and Delivery Format
- Textbook Affordability

**K. DISCUSSION & ACTION – RICHARD MERDAN**

*No Discussion & Action will be held this month.*

**L. ADJOURNMENT – RICHARD MERDAN**

**MID-STATE TECHNICAL COLLEGE  
DISTRICT BOARD PUBLIC HEARING MINUTES**

Wisconsin Rapids Campus	June 20, 2023
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- A. CALL TO ORDER** – In Place of Chairperson Richard Merdan, Betty Bruski Mallek  
The Public Hearing was called to order at 5:02 p.m.
- B. ROLL CALL**  
**PRESENT:** Betty Bruski Mallek, Lynneia Miller (via Teams at 5:04 p.m.), Gordon Schalow, Charles Spargo, Are Vang, Terry Whitmore and Dr. Shelly Mondeik  
  
**EXCUSED:** Richard Merdan  
  
**OTHERS:** Greg Bruckbauer, Dr. Karen Brzezinski, Sheila Cover, Dr. Bobbi Damrow, Micki Dirks-Luebbe, Dr. Beth Ellie (via Teams) Logan Hamman, Dr. Mandy Lang, Brad Russell, Dr. Chris Severson, and Angie Susa
- C. OPEN MEETING CERTIFICATION** – Betty Bruski Mallek  
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. PUBLIC HEARING** – Betty Bruski Mallek
- E. PRESENTATION OF THE DISTRICT BUDGET** – Greg Bruckbauer  
Mr. Bruckbauer presented the FY24 budget in summary to the Board of Directors and meeting guests.
- F. PUBLIC TESTIMONY**  
No one wished to provide testimony.
- G. ADJOURNMENT** – Betty Bruski Mallek  
The Public Hearing adjourned at 5:11 p.m. (Motion by Mr. Spargo; Seconded by Mr. Schalow)

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

Wisconsin Rapids Campus	June 20, 2023
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- A. CALL TO ORDER** – In Place of Chairperson Richard Merdan, Betty Bruski Mallek  
The meeting was called to order at 5:30 p.m.
- B. ROLL CALL**  
**PRESENT:** Betty Bruski Mallek, Lynneia Miller (via Teams at 5:04 p.m.), Gordon Schalow, Charles Spargo, Are Vang, Terry Whitmore and Dr. Shelly Mondeik  
  
**EXCUSED:** Richard Merdan  
  
**OTHERS:** Greg Bruckbauer, Dr. Karen Brzezinski, Sheila Cover, Dr. Bobbi Damrow, Micki Dirks-Luebbe, Dr. Beth Ellie (via Teams) Logan Hamman, Dr. Mandy Lang, Brad Russell, Dr. Chris Severson, and Angie Susa
- C. OPEN MEETING CERTIFICATION** – Betty Bruski Mallek  
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** – Betty Bruski Mallek

The meeting was opened for comments from the audience. No one wished to address the Board.

**E. APPROVAL OF MINUTES**

Motion by Mr. Schalow, seconded by Mr. Spargo, upon a voice vote, approved minutes from the board meeting held May 15, 2023 as presented.

**F. CONSENT AGENDA**

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

1. The district’s bills for the month of May 2023 were presented in Exhibit B. These bills totaled \$1,086,525.86 of which \$517,224.84 represents operational expenditures and \$569,301.02 represents capital expenditures. The district’s payroll for the month of May totaled \$1,575,093.81 plus \$21,882.41 for travel and miscellaneous reimbursements and \$631,289.86 in fringe benefits. The district’s bills and payroll totaled \$3,314,791.94.

2. Entered into the following contracted service agreements:

<u>Agreement #</u>	<u>Contracted Service:</u>	<u>Amount</u>
146952	Blood Draw Refresher	\$ 649.00
146953	Lifting and Rigging	\$ 2,790.00
146954	Mobile Crane Safety	\$ 2,500.00
146955	Improving Communication Skills	\$ 1,090.00
146956	Excel Training – Intermediate Apps	\$ 7,262.82
146957	Medication Assistant	\$ 3,000.00
146958	Forklift Train the Trainer	\$ 2,480.00

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.

4. District Board Approval of Hires and Resignations of Contracted Staff:

- Josie Stoflet (effective June 30, 2023) – resignation
- Lauren Ebbecke (effective June 30, 2023) – resignation
- Grace Irwin-Bates (effective July 1, 2023) – Instructor, Nursing Assistant
- Thomas Ekstrand (effective July 1, 2023) – Instructor, Medical Assistant
- Kayla Johnson (effective July 1, 2023) – Instructor, Medical Assistant
- Roxanne Wetterau (effective July 1, 2023) – Instructor, Communication
- Lisa Massen (effective July 1, 2023) – Instructor, Nursing

**G. CHAIRPERSON'S REPORT** – Betty Bruski Mallek

1. Mr. Merdan asked to be excused. Ms. Miller joined via Teams.
2. The Summer Boards Association meeting will e held July 20-22 at Fox Valley Technical College and Hilton Paper Valley Hotel. Anyone interested in attending should contact Ms. Susa to make proper arrangements.
3. ACCT Leadership Congress will be held October 9-12 in Nevada. Theme is “Building a Legacy – Uplifting Students and Transforming Communities”. Ms. Bruski Mallek and Mr. Merdan plan to attend. Those interested in attending should contact Ms. Susa to make arrangements.
4. Mid-State’s Board Appointment Meeting was held last week. Ryan Zietlow of the Stevens Point YMCA was appointed to fulfil the interim two-year term in the Employer position. He is expected to be seated

in July or August. Another appointment process will be initiated in search of an Elected Official member.

5. Future meeting dates (times unless otherwise announced):
- |                                                                              |                                                                                                    |
|------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------|
| <b>MONTHLY MEETING</b><br>Monday, July 10, 2023<br>Wisconsin Rapids Campus   | <b>Committee-of-the-Whole:</b> 3:30 p.m.<br><b>Board Meeting:</b> Following Committee-of-the-Whole |
| <b>MONTHLY MEETING</b><br>Monday, August 21, 2023<br>Wisconsin Rapids Campus | <b>Committee-of-the-Whole:</b> 5:00 p.m.<br><b>Board Meeting:</b> Following Committee-of-the-Whole |

**H. FOUNDATION REPORT** – Dr. Karen Brzezinski & Micki Dirks-Luebbe

1. Ms. Micki Dirks-Luebbe was announced as the interim Foundation Director. An update on staffing and Foundation structure was provided.
2. Foundation Golf Event initial results and feedback were shared.
3. An Employee Alumni event will be held this week and will focus on Alumni Association feedback.

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

1. Dr. Mondeik introduced new Vice President of Academics Dr. Chris Severson. She also highlighted the Executive Leadership Team Retreat for the Board.
2. Community activities were highlighted. Activities included hosting the Wisconsin Rapids Rafters and community in a Rafters and Cuts for Kids event. Over 200 participated with 90 receiving free haircuts.
3. The WTCS Presidents Association held their annual Strategic Planning session on June 8. Presidents Association has been focusing efforts on recent legislation that would greatly alter technical colleges funding.

**J. COMMITTEE REPORTS**

1. FINANCE & INFRASTRUCTURE COMMITTEE – Gordon Schalow
  - a. TREASURER'S REPORT: Following discussion, no questions or concerns were presented.
  - b. FY24 BUDGET RESOLUTION: Presentation of the FY24 Budget was made. The Public Hearing was held prior to this meeting. Budget details were presented during a special meeting held May 3 and again presented to the full Board on May 15.

Motion by Mr. Schalow, seconded by Mr. Spargo, upon a roll call vote (Schalow – Yes, Spargo – Yes, Vang – Yes, Whitmore – Yes, Miller – Yes, Bruski Mallek – Yes), approved the resolution contained below, as presented.

WHEREAS, Mid-State Technical College prepared a budget for the fiscal year 2024, necessary to provide educational services to the citizens, industries and communities within the College's boundaries; and

WHEREAS, the outstanding indebtedness of the College, as of July 1, 2023, consists of \$24,475,000 in promissory notes and \$2,890,000 in general obligation bonds;

WHEREAS, the anticipated revenues for the FY24 budget consist of \$14,140,022 from Local Government, \$19,273,786 from State Aids, \$7,338,661 from Student Fees, \$9,226,671 from Institutional Sources, and \$7,512,583 from the Federal Government; and



WHEREAS, other funding sources for the FY24 budget consist of \$6,000,000 in proceeds from long-term debt; and

WHEREAS, the estimated retained earnings and fund balances as of July 1, 2023, consist of \$10,957,540 in the General Fund, \$106,099 in the Special Revenue Fund - Aidable, \$6,093,784 in the Special Revenue Fund - Non-Aidable, \$1,191,933 in the Capital Projects Fund, \$965,863 in the Debt Service Fund, \$879,130 in the Enterprise Fund, and \$2,943,652 in the Internal Service Fund;

NOW, THEREFORE, BE IT RESOLVED by the Mid-State Technical College Board to approve the appropriations for the FY24 budget consisting of the following fund types and functions:

In the General Fund - \$19,803,458 for Instruction, \$1,140,818 for Instructional Resources, \$4,560,520 for Student Services, \$6,159,863 for General Institutional, and \$2,219,487 for Physical Plant;

In the Special Revenue Fund - Aidable - \$1,086,330 for Instruction, and \$1,485 for Physical Plant;

In the Special Revenue Fund - Non-Aidable - \$8,273,204 for Student Services and \$291,903 for General Institutional;

In the Capital Projects Fund - \$1,074,529 for Instruction, \$512,613 for Instructional Resources, \$195,000 for Student Services, \$3,053,665 for General Institutional, and \$1,665,548 for Physical Plant;

In the Debt Service Fund - \$7,180,530 for Physical Plant;

In the Enterprise Fund - \$1,283,626 for Auxiliary Services; and,

In the Internal Service Fund - \$5,991,149 for Auxiliary Services.

BE IT FURTHER RESOLVED that the approval includes any modifications to the FY24 budget resulting from public input during the Public Hearing, and formally endorsed by the board.

BE IT FURTHER RESOLVED that this FY24 budget be submitted, as approved, to the Wisconsin Technical College System Board prior to July 1, 2023, as required by State Statutes 38.12(5m).

- c. MID-STATE THREE-YEAR FACILITIES PLAN REVIEW: Annually, each WTCS District is required to prepare and submit a Three-Year Facilities Plan to the WTCS Board. The plan was presented and discussed.

Motion by Mr. Spargo, seconded by Mr. Whitmore, upon a voice vote, approved the Mid-State Technical College Three-Year Facilities Plan as presented.

- d. RESOLUTION AUTHORIZING ACQUISITION OF IT NETWORKING EQUIPMENT AND EXECUTION OF LEASE-PURCHASE DOCUMENTS: During the FY24 Special Capital Budget meeting held on March 20, 2023, administration presented a request for IT Networking Equipment. With project approval, financing is now being requested. Details were shared and discussed.

Motion by Mr. Schalow, seconded by Mr. Spargo, upon a roll call vote (Vang - Yes, Whitmore - Yes, Miller - Yes, Schalow - Yes, Spargo - Yes, Bruski Mallek - Yes), approved the following Resolution Authorizing The Acquisition Of IT Networking Equipment and Execution of Lease-Purchase Documents contained below.

WHEREAS, The Mid-State Technical College District (the “Lessee”) has previously entered into a Master Tax-Exempt Lease/Purchase Agreement dated August 30, 2017 (the “Master Agreement”) with Key Government Finance, Inc. (the “Lessor”); and

WHEREAS, the Lessee presently wishes to acquire certain items of personal property (the “Equipment”) from Lessor under the terms set forth in Property Schedule No. 2003407934 to the Master Agreement (the “Property Schedule”); and

WHEREAS, the Equipment is essential for the Lessee to perform its governmental functions.

NOW, THEREFORE, BE IT RESOLVED BY THE DISTRICT BOARD AS FOLLOWS:

Section 1. It is hereby found and determined that the acquisition of the Equipment under the terms and conditions presented to this meeting and incorporated in the Property Schedule as in the best interests of Lessee.

Section 2. The acquisition of the Equipment under the terms set forth in the Master Agreement and the Property Schedule are approved. Lessee intends to continue the Property Schedule and pay all rental payments thereunder.

Section 3. The Vice President, Information Technology of Lessee (the “Representative”) and the District President (the “President”), or either of them, shall be and each hereby is authorized to execute, acknowledge and deliver the Property Schedule and related forms providing for the acquisition of the Equipment from the Lessor under the terms of the Property Schedule, and to include such changes, insertions and omissions thereto, as shall be approved by the Representative and/or the President executing the same, the execution and delivery of the Property Schedule and/or such related forms being conclusive evidence of such approval.

Section 4. The Representative and the President, or either of them, hereby is, authorized and directed to execute and deliver any and all papers, instruments, opinions, certificates, affidavits and other documents and to do or cause to be done any and all other acts and things necessary or proper for carrying out this resolution and the Property Schedule.

Section 5. Pursuant to Section 265(b) of the Internal Revenue Code of 1986, as amended (the “Code”), Lessee hereby specifically designates the Property Schedule as a “qualified tax-exempt obligation” for purposes of Section 265(b)(3) of the Code.

Section 6. This Resolution shall be effective immediately upon its approval and adoption.

- e. BOND RATING UPDATE: An update on Mid-State’s Bond Rating by Moody’s Investor Services was provided. Mid-State remains at a Aa1 rating.
  - f. FINANCE IMPLICATIONS FOR TOPICS IN OTHER COMMITTEES: No topics discussed.
2. ACADEMIC & STUDENT SERVICES COMMITTEE – Are Vang
- a. MEAT CUTTING AND BUTCHERY CERTIFICATE COMPLETERS: Highlights of Mid-State’s first Meat Cutting and Butchery Certificate program completers were provided. Funding was provided by the Department of Agriculture, Trade and Consumer Protection and the Wisconsin Technical College System and through collaboration with Auburndale High School. This graduating co-hort was the first in the state.
  - b. K-12 AND UNIVERSITY PARTNER MEETING: Information about the 2023 K-12 and University Partner Meeting was shared. The event was focused on celebrating partnerships and providing information about how Mid-State fits in the student pathway.

3. HUMAN RESOURCES & EXTERNAL RELATIONS COMMITTEE
  - a. RETIREE RECEPTION: The annual Retiree Reception was held in a luncheon and social format for retirees. Approximately 50 attended.
  - b. AMETA UPDATE: An update on Mid-State's AMETA project was provided. The final beam was placed this afternoon following a topping off ceremony and signatures by donors.

**K. COMMITTEE-OF-THE-WHOLE** – Betty Bruski Mallek

1. HLC ACCREDITATION SUSTAINABILITY PLAN UPDATE: A presentation on Mid-State's HLC Accreditation Sustainability Plan was made. The plan includes four areas of focus – multi-location site visit, educating faculty and staff, monitoring and sustaining assessment and Strategic Plan and hosting program accreditation site visits.

**L. DISCUSSION & ACTION**

1. OPPORTUNITY DEVELOPMENT CENTER (ODC) GRADUATION: Mid-State welcomed Adults with Disabilities in collaboration with ODC to the Stevens Point Campus for classes. A celebration of the students success was held at a graduation ceremony on May 19.

**M. CLOSED SESSION** – Betty Bruski Mallek

The Board will entertain a motion to convene to closed session, under Section 19.85(1)(c), Wisconsin Statutes, for the following purpose:

- To discuss the President's Evaluation

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.

Motion by Mr. Spargo, seconded by Mr. Whitmore, upon a roll call vote, unanimously approved convening in closed session at 6:38 p.m. as announced by Ms. Bruski Mallek

Motion by Mr. Spargo, seconded by Mr. Schalow, upon a roll call vote, unanimously approved reconvening in open session at 7:32 p.m.

Ms. Bruski Mallek announced that Closed Session was held and focused on Dr. Mondeik's evaluation. No action was taken as a result of Closed Session.

**N. ADJOURNMENT** – Betty Bruski Mallek

There being no further action or business of the Board, the meeting adjourned at 7:33 p.m. with a motion by Mr. Spargo, seconded by Mr. Schalow, upon a voice vote.

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Lynneia Miller, Secretary

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Angela R. Susa

## FINANCE & INFRASTRUCTURE COMMITTEE

Monday, July 10, 2023

3:00 p.m.

Mid-State Wisconsin Rapids Campus Room A223

500 32<sup>nd</sup> Street North, Wisconsin Rapids

### AGENDA

**A. CALL TO ORDER – GORDON SCHALOW**

**B. OPEN MEETING CERTIFICATION – GORDON SCHALOW**

*This July 10, 2023 meeting of the Mid-State Technical College District Board of Directors, and all other meetings of the Board and/or its committees, is open to the public in compliance with State Statutes. Notice of this meeting has been sent to news media and designated persons in an attempt to make the citizens of the Mid-State Technical College District aware of the place, time and agenda of the meeting.*

**C. ACTION ON JUNE 19, 2023 COMMITTEE MEETING MINUTES (Exhibit C) – GORDON SCHALOW**

**D. REVIEW OF CONSENT AGENDA ITEMS – GREG BRUCKBAUER**

1. Payment of Bills and Payroll (Exhibit D)

*Each month a list of disbursements is provided to the Board to demonstrate statutory compliance. All processed disbursements are released immediately on a pre-approval basis in accordance with Mid-State's "Release of District Checks" policy. Purchases of goods (supplies, materials and equipment) and services exceeding \$50,000 and facility construction and remodeling projects exceeding \$25,000 require prior Board approval.*

2. Contracted Service Agreements (Exhibit E)

*Each month a list of contracted service agreements is provided to the Board to demonstrate statutory compliance. In compliance with WTCS Policy, pricing is established at a level above full cost recovery in accordance with a system-wide policy. Exceptions are allowed and are authorized by the District Board and are noted in the list when they exist.*

3. Procurements for Goods and Services (Exhibit F)

*Each month a list of procurements is provided to the Board to demonstrate statutory compliance and adherence to WTCS guidelines and procedures. They are presented in two groups – less than \$50,000 and equal to or greater than \$50,000. Purchases of goods (supplies, materials and equipment) and services greater than \$50,000 require prior Board approval unless an exception is allowed by WTCS policy.*

**E. TREASURER'S REPORT – GREG BRUCKBAUER**

*Due to the timing of the meeting and year end closing activities, the month-end financial reports will not be available.*

**F. INFORMATIONAL ITEMS**

1. Anthology ERP Project – Brad Russell  
*An update on the College’s Anthology ERP Project will be provided.*
2. Outcomes Based Funding – Greg Bruckbauer  
*An update on Outcomes Based Funding will be provided.*
3. Finance Implications for Topics in Other Committees  
*Often topics directed by the other two committees have fiscal or financial implications that would be of interest or concern by the Finance & Infrastructure Committee. The purpose of this agenda item is to enable committee members to raise any finance related questions. Any necessary action will be incorporated into the action reported by the originating committee.*

**G. ADJOURNMENT – GORDON SCHALOW**

**MID-STATE TECHNICAL COLLEGE  
FINANCE AND INFRASTRUCTURE COMMITTEE MEETING MINUTES**

Wisconsin Rapids Campus	June 19, 2023
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**A. CALL TO ORDER** – Gordon Schalow

The meeting was called to order at 4:15 p.m.

**ROLL CALL**

PRESENT: Gordon Schalow and Charles Spargo

OTHERS: Greg Bruckbauer, Dr. Shelly Mondeik, Brad Russell, and Matt Schneider

**B. OPEN MEETING CERTIFICATION** – Gordon Schalow

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. APPROVAL OF COMMITTEE MINUTES (MAY 15, 2023 MEETING)** – Gordon Schalow

Motion by Mr. Spargo, seconded by Mr. Schalow, upon a voice vote, approved the minutes as presented.

**D. REVIEW OF CONSENT AGENDA ITEMS** – Greg Bruckbauer

Consent Agenda items were reviewed. No action was taken.

**E. TREASURER'S REPORT** – Greg Bruckbauer

Treasurer's Report was provided and reviewed. No action was taken.

**F. FY24 BUDGET RESOLUTION** – Greg Bruckbauer

The FY24 Budget Resolution was reviewed and discussed. This is following presentation of details to the Finance & Infrastructure Committee during a special meeting, presentation to the Board of Directors during their May meeting and in advance of the Public Hearing to be held this evening.

**G. MID-STATE THREE-YEAR FACILITIES PLAN REVIEW** – Greg Bruckbauer

Mid-State's Three-Year Facilities Plan was shared. Discussion was held. No action was taken.

**H. CONSIDERATION AND POSSIBLE ACTION ON A RESOLUTION AUTHORIZING THE ACQUISITION OF IT NETWORKING EQUIPMENT AND EXECUTION OF LEASE-PURCHASE DOCUMENTS** – Brad Russell

The purchase of IT networking equipment was approved during the March meeting. Additional information was shared regarding equipment financing. Discussion was held. No action was taken.

**I. INFORMATIONAL ITEMS** – Gordon Schalow

1. BOND RATING UPDATE: Information regarding Mid-State's Bond rating by Moody's Investor Services was provided. No action was taken.
2. FINANCE IMPLICATIONS FOR TOPICS IN OTHER COMMITTEES: No topics were discussed.

**J. ADJOURNMENT** – Gordon Schalow

There being no further action or business, the meeting adjourned at 5:51 p.m. with a motion by Mr. Spargo, seconded by Mr. Schalow, upon a voice vote.

\_\_\_\_\_  
Lynneia Miller, Secretary  
Mid-State Technical College Board

\_\_\_\_\_  
Angela R. Susa  
Recording Secretary

Paid Invoice Listing June 1 - June 22, 2023

Account	Descr	Name	Sum Amount	Notes
1501	Prepaid Expenses	CENTURY PLAZA 1 D/B/A PATHOS PROPERTIES	1,750.00	
2102	Accounts Payable-Other	MID-STATE TECHNICAL COLLEGE FOUNDATION	300.00	
2107	Accounts Payable-Bookstore	DIGICOPY INC	6,336.76	
2131	UWSP Pass Through Room Board	UNIVERSITY OF WISCONSIN-STEVENS POINT	4,436.30	
4256	WI Higher Education Grants	GRANT LOAN REFUND MONITOR	3,504.00	
5201	Travel - Meeting Expenses	US BANK-PCARD	15,161.61	
5203	Mileage	BRIAN D LITZA	117.90	
5203	Mileage	DEPT OF ADMINISTRATION	73.22	
5204	Meals	BRIAN D LITZA	28.00	
5204	Meals	FOX VALLEY TECHNICAL COLLEGE	335.75	
5204	Meals	US BANK-PCARD	701.29	
5205	Lodging	US BANK-PCARD	2,478.31	
5210	Staff Development Expense	MID-STATE TECHNICAL COLLEGE	1,600.00	
5210	Staff Development Expense	NORTHCENTRAL TECHNICAL COLLEGE	300.00	
5210	Staff Development Expense	US BANK-PCARD	3,446.07	
5212	Tuition Reimbursement	AMERICAN COLLEGE OF EDUCATION, INC.	825.00	
5212	Tuition Reimbursement	MID-STATE TECHNICAL COLLEGE	20.44	
5213	Dues_Memberships_Subscriptions	HEARTLAND BUSINESS SYSTEMS	173.03	
5213	Dues_Memberships_Subscriptions	HIGHER LEARNING COMMISSION	1,025.00	
5213	Dues_Memberships_Subscriptions	US BANK-PCARD	2,686.18	
5213	Dues_Memberships_Subscriptions	WOOD COUNTY HEALTH DEPARTMENT	695.00	
5230	Instructional Supplies	AIRGAS USA LLC	238.21	
5230	Instructional Supplies	GRAINGER INC	240.00	
5230	Instructional Supplies	KRYSTAL KLEER ICE SCULPTURES, LLC	220.00	
5230	Instructional Supplies	MISSISSIPPI WELDERS SUPPLY CO., INC	1,805.75	
5230	Instructional Supplies	MSC INDUSTRIAL SUPPLY INC	1,260.00	
5230	Instructional Supplies	US BANK-PCARD	19,481.49	
5230	Instructional Supplies	UW PROVISION COMPANY, INC.	157.50	
5231	Noninstructional Supplies	BOYS & GIRLS CLUB OF PORTAGE COUNTY INC	1,571.47	WIG Payment
5231	Noninstructional Supplies	COUNCIL ON ACCREDITATION-TWO-YR COLLEGES	150.00	
5231	Noninstructional Supplies	COUNTRY SPORTS INC	34.99	
5231	Noninstructional Supplies	DONAHUE SUPER SPORTS INC	244.99	
5231	Noninstructional Supplies	FASTSIGNS 629	1,204.55	
5231	Noninstructional Supplies	HEINZEN PRINTING INC	372.00	
5231	Noninstructional Supplies	HUBER, GARRETT	80.00	
5231	Noninstructional Supplies	INSIGHT FS	2,722.55	
5231	Noninstructional Supplies	MELODY GARDENS	79.90	
5231	Noninstructional Supplies	NASSCO, INC.	3,771.47	
5231	Noninstructional Supplies	NATIONAL COUNCIL FOR MENTAL WELLBEING	167.65	
5231	Noninstructional Supplies	PEDIATRIC EMERGENCY STANDARDS, INC.	255.00	
5231	Noninstructional Supplies	PLOVER YOGA	40.00	
5231	Noninstructional Supplies	STERLING WATER INC	36.75	
5231	Noninstructional Supplies	STOCOR PORTABLE STORAGE LLC	13,915.00	
5231	Noninstructional Supplies	Source Technologies	397.00	
5231	Noninstructional Supplies	US BANK-PCARD	26,847.18	Multiple Charges
5232	Minor Equipment	E O JOHNSON INC	10,039.00	
5232	Minor Equipment	SOUNDWORKS SYSTEMS INC	5,388.00	
5232	Minor Equipment	US BANK-PCARD	6,423.30	
5234	Postage	US BANK-PCARD	3,243.32	
5271	Advertising_Promotions	ADAMS-FRIENDSHIP TIMES REPORTER	388.88	
5271	Advertising_Promotions	MADA EMB & SCREEN PRINTING	414.00	
5271	Advertising_Promotions	MEDIAWORKS WI LLC	9,681.10	
5271	Advertising_Promotions	MELODY GARDENS	159.80	
5271	Advertising_Promotions	MISSION WISCONSIN, LLC	4,268.47	WIG Payment
5271	Advertising_Promotions	QUALITY PLUS PRINTING	570.00	
5271	Advertising_Promotions	TOMORROW RIVER SCHOOL DISTRICT	10,000.00	
5271	Advertising_Promotions	US BANK-PCARD	5,526.92	
5281	Repairs	RED POWER DIESEL SERVICE, INC	6,886.51	
5281	Repairs	US BANK-PCARD	2,880.42	
5283	Building Repair	TWEET/GAROT MECHANICAL INC	749.30	
5283	Building Repair	US BANK-PCARD	216.56	
5284	Grounds Repair	PREMIER POND SERVICES INC	450.00	
5284	Grounds Repair	US BANK-PCARD	159.73	
5301	Professional Academic Contract	ADAMS-FRIENDSHIP AREA SCHOOL DISTRICT	51,008.22	At risk intruotional services. Will be receiving this amount back from Adams-Friendship.
5301	Professional Academic Contract	CHIPPEWA VALLEY TECHNICAL COLLEGE	16,665.48	

Paid Invoice Listing June 1 - June 22, 2023

Account	Descr	Name	Sum Amount	Notes
5351	Other Contracts and Services	ASCENSION WI EMPLOYER SOLUTION	1,526.00	
5351	Other Contracts and Services	ASSUMPTION CATHOLIC SCHOOLS	1,014.78	
5351	Other Contracts and Services	BETTERMYND, INC.	12,000.00	
5351	Other Contracts and Services	BRIAN D LITZA	530.00	
5351	Other Contracts and Services	CAP SERVICES INC	50.73	WIG Payment
5351	Other Contracts and Services	CARLSON DETTMANN CONSULTING	550.00	
5351	Other Contracts and Services	CENTERGY INC	21,354.36	WIG Payment
5351	Other Contracts and Services	CENTRAL WISCONSIN SPRINKLERS LLC	130.00	
5351	Other Contracts and Services	EXPRESS EMPLOYMENT PROFESSIONALS	4,406.40	
5351	Other Contracts and Services	GROUNDS DETAIL SERVICE LLC	10,336.83	
5351	Other Contracts and Services	HIRERIGHT LLC	863.75	
5351	Other Contracts and Services	HealthCheck360	1,279.98	
5351	Other Contracts and Services	INTEGRITY FIRE PROTECTION INC	320.00	
5351	Other Contracts and Services	LAKESHORE TECHNICAL COLLEGE	24,824.18	
5351	Other Contracts and Services	LINCOLN HIGH SCHOOL	200.00	
5351	Other Contracts and Services	MARSHFIELD HIGH SCHOOL	300.00	
5351	Other Contracts and Services	NEKOOSA SCHOOL DISTRICT	300.00	
5351	Other Contracts and Services	PACELLI CATHOLIC SCHOOLS	3,044.34	
5351	Other Contracts and Services	PER MAR SECURITY SERVICES	242.25	
5351	Other Contracts and Services	PITTSVILLE PUBLIC DISTRICT SCHOOL	5,073.90	
5351	Other Contracts and Services	PRECISION CLEANING SPECIALISTS LLC	2,100.00	
5351	Other Contracts and Services	PROPERTY WORKS LLC	75.00	
5351	Other Contracts and Services	QUALITY DOOR & HARDWARE INC	2,101.59	
5351	Other Contracts and Services	ROYAL BOTANICAL GARDENS	140.00	
5351	Other Contracts and Services	SHRED IT	66.00	
5351	Other Contracts and Services	SPECTRUM BUSINESS	16,759.07	
5351	Other Contracts and Services	STAFFWORKS GROUP	7,418.38	
5351	Other Contracts and Services	STERICYCLE INC	458.64	
5351	Other Contracts and Services	STEVENS POINT AREA SCHOOL DISTRICT	26,962.11	Youth Apprenticeship Stipend
5351	Other Contracts and Services	STOCOR PORTABLE STORAGE LLC	1,105.00	
5351	Other Contracts and Services	SUMMIT FIRE PROTECTION, CO.	220.00	
5351	Other Contracts and Services	THE LANDSCAPERS LLC	136.74	
5351	Other Contracts and Services	TOMORROW RIVER SCHOOL DISTRICT	6,596.07	
5351	Other Contracts and Services	TOTAL ENERGY SYSTEMS LLC	2,187.54	
5351	Other Contracts and Services	TRUGREEN	3,993.75	
5351	Other Contracts and Services	US BANK-PCARD	8,500.23	
5351	Other Contracts and Services	US OMNI & TSACG COMPLIANCE SERVICES, INC	95.88	
5351	Other Contracts and Services	VILLAGE HIVE BAKERY & LOCAL FOODS COLL	372.00	
5351	Other Contracts and Services	WI COLLEGE LEARNING CENTER ASSOC. INC.	648.50	
5351	Other Contracts and Services	WI DEPT OF JUSTICE	180.00	
5351	Other Contracts and Services	WI DEPT OF NATURAL RESOURCES	400.00	
5351	Other Contracts and Services	WI RAPIDS PUBLIC SCHOOLS	15,729.09	
5351	Other Contracts and Services	WNA SERVICES CO	107.00	
5351	Other Contracts and Services	WILS	3,542.18	
5352	Maintenance Contracts	BAUERNFEIND BUSINESS TECHNOLOGIES INC	1,800.06	
5353	Professional Fees	Boardman & Clark LLP	1,530.00	
5353	Professional Fees	WISCONSIN MEDIA	950.43	
5357	Software maint annual agreemen	INSIGHT PUBLIC SECTOR INC	4,240.98	
5357	Software maint annual agreemen	MISSION WISCONSIN, LLC	17,370.00	WIG Payment
5357	Software maint annual agreemen	ORACLE OF AMERICA INC	4,980.00	
5357	Software maint annual agreemen	US BANK-PCARD	414.47	
5357	Software maint annual agreemen	ZUMASYS, INC.	27,396.93	Two invoices. One invoice for \$27,348.75 is the annual invoice for bookstore POS system.
5452	Electricity Expense	ALLIANT ENERGY/WP&L	1,368.86	
5452	Electricity Expense	MARSHFIELD UTILITIES	3,050.01	
5452	Electricity Expense	WI PUBLIC SERVICE CORP	5,064.62	
5453	Sewer_Water	MARSHFIELD UTILITIES	597.82	
5454	Heat	BLUE EDGE ENERGY LLC	523.76	
5454	Heat	WI PUBLIC SERVICE CORP	452.17	
5455	Telephone	CONCORD TECHNOLOGIES	100.09	
5455	Telephone	FRONTIER NORTH INC	3,206.24	
5455	Telephone	HEARTLAND BUSINESS SYSTEMS	617.50	
5455	Telephone	SOLARUS	2,505.48	
5455	Telephone	US CELLULAR	1,962.47	



Paid Invoice Listing June 1 - June 22, 2023

Account	Descr	Name	Sum Amount	Notes
5456	Garbage Pickup	ADAMS COUNTY SOLID WASTE	43.00	
5456	Garbage Pickup	HARTER'S FOX VALLEY DISPOSAL	1,904.06	
5501	Student Activity_Club Expense	AAMA	225.00	
5501	Student Activity_Club Expense	MID-STATE TECHNICAL COLLEGE	500.00	
5501	Student Activity_Club Expense	SkillsUSA WI	1,500.00	
5501	Student Activity_Club Expense	US BANK-PCARD	7,614.02	
5650	Graduation Expense	BRICKHOUSE SCHOOL SERVICES	180.46	
5650	Graduation Expense	BROCK, MELISSA	1,600.00	
5650	Graduation Expense	OUTBACK RANCH, INC	6,562.50	
5650	Graduation Expense	US BANK-PCARD	190.63	
5654	Project Participant Cost	US BANK-PCARD	183.75	
5655	Sub Recip Wage and Fringe Pays	BOYS & GIRLS CLUB OF PORTAGE COUNTY INC	8,654.37	WIG Payment
5655	Sub Recip Wage and Fringe Pays	CAP SERVICES INC	1,464.73	WIG Payment
5662	Indirect Expense	CAP SERVICES INC	151.55	WIG Payment
5668	Veterans Cert & Program Exp.	US BANK-PCARD	24.38	
5699	Other Expenditures	US BANK-PCARD	2,615.08	
5701	Books Resale	REDSHELF, INC	5,019.35	
5701	Books Resale	US BANK-PCARD	361.36	
5702	Resale Expense	ADVANCE AUTO PARTS	75.67	
5702	Resale Expense	MADA EMB & SCREEN PRINTING	854.05	
5702	Resale Expense	O'REILLY AUTOMOTIVE INC	90.99	
5702	Resale Expense	US BANK-PCARD	1,345.13	
5706	Internal Sales	US BANK-PCARD	4,371.41	
5707	Freight	PARTNERSHIP, LLC	343.36	
5708	Outgoing Freight	FEDEX	547.66	
5715	Freight Online Sales	US BANK-PCARD	14.57	
5821	Building and Fixtures	DAIGLE BROTHERS INC	468,667.30	Two invoices for AMETA Center construction. Trade pack 4 - Structural and Miscellaneous Steel.
5821	Building and Fixtures	EPPSTEIN UHEN ARCHITECTS, INC.	10,025.26	
5821	Building and Fixtures	GREGARE TILE, INC.	17,100.00	
5821	Building and Fixtures	HJ MARTIN AND SON INC	475.00	
5821	Building and Fixtures	J. H. FINDORFF & SON INC	100,581.06	AMETA Center - Construction Management Fees
5821	Building and Fixtures	LEWIS CONSTRUCTION, INC	286,383.20	Two invoices for AMETA Center construction. Trade pack 1 - Concrete
5821	Building and Fixtures	RJ RASMUSSEN PLUMBING & HEATING, INC	69,732.59	AMETA Center Construction. Trade pack 25 - Plumbing.
5821	Building and Fixtures	US BANK-PCARD	6,494.88	
5831	Building Remodeling and Improv	EPPSTEIN UHEN ARCHITECTS, INC.	2,058.00	
5831	Building Remodeling and Improv	PIEPER ELECTRIC, INC.	1,553.00	
5841	Furniture and Equipment	COMMUNICATIONS-CABLING-NETWORKING	945.40	
5841	Furniture and Equipment	US BANK-PCARD	3,444.89	
5842	Computers and Comp Software	BRILLIANT MARKETING AND CONSULTING, LLC	387,775.40	4 invoices. All invoices pertain to the AMETA Center.
5842	Computers and Comp Software	CDW GOVERNMENT INC	7,905.97	
5842	Computers and Comp Software	PARAGON DEVELOPMENT SYSTEMS INC	13,389.50	
5842	Computers and Comp Software	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	9,240.00	
5843	Noncapitalized Expenditures	DAKOTA ELECTRIC SERVICE INC	3,755.65	
5843	Noncapitalized Expenditures	LAKESHORE TECHNICAL COLLEGE	500.00	
5843	Noncapitalized Expenditures	STRATFORD SIGN COMPANY LLC	3,384.00	
5843	Noncapitalized Expenditures	US BANK-PCARD	6,270.79	
		Total	\$ 1,968,899.45	
2105	Refund Clearing	Total Financial Aid/Student Refunds	11,158.39	
		Total Payments for June 2023	\$ 1,980,057.84	
		Capital	1,399,681.89	
		Operational	580,375.95	

## June Accepted Contract Service Agreements Meeting on July 10, 2023

Contract Number	Location of Business/Agency	Industry Type	Type of Service	Hours of Instructions	Estimated Number Served	Contract Amount
146959	Stevens Point	Business and Industry	Heartsaver CPR AED	4	7	\$595.00
146960	Wisconsin Rapids	Business and Industry	Essential Concepts for Health and Wellness/Group Fitness	108	6	\$7,500.00
146961	Wisconsin Rapids	Business and Industry	Lifting and Rigging	4	24	\$4,790.00
146962	Wisconsin Rapids	Business and Industry	Mobile Crane Safety	6	7	\$2,250.00
146963	Stevens Point	Public Educational Institutions (K-12) - s. 38.14(3)	Pyramid Model Training	24	12	\$3,660.00
146964	Wisconsin Rapids	Business and Industry	Safety Consulting	125		\$14,375.00
146965	Marshfield	Community Based Organizations (e.g., churches, foundations, unions, non-profits)	Grant Writing	2		\$400.00
					<b>Total:</b>	<b>\$33,570.00</b>

## June Contract Training Proposals For Informational Purposes

Monthly Contract Training Proposal Recap - June 2023						
Proposal #	Bill to City	Industry Type	Type of Service	Proposal Amount	Current Status	
586	Wisconsin Rapids	Business and Industry	CPR/First Aid	\$1,400.00	Presented	
584	Stevens Point	Community Based Organizations	Power of Play	\$690.00	Accepted	
579	Adams	Business and Industry	NFPA 70E Awareness Training	\$14,900.00	Presented	
578	Wisconsin Rapids	Business and Industry	Mobile Crane Training - Fall 2023	\$2,250.00	Accepted	
577	Wisconsin Rapids	Business and Industry	Lifting and Rigging - Fall 2023	\$4,790.00	Accepted	
576	Nekoosa	Business and Industry	First Aid - CPR - AED Training	\$2,190.00	Presented	
575	Stevens Point	Business and Industry	Emergency Medical Responder Training	\$37,500.00	Presented	
572	Stevens Point	Education	Pyramid Model Training - Fall 2023	\$3,300.00	Accepted	
<b>TOTAL</b>				<b>\$67,020.00</b>		

**FINANCE & INFRASTRUCTURE COMMITTEE**  
**Procurement of Goods and Services**  
**July 10, 2023 Board Meeting**

	<u>Amount</u>	<u>Procurement Method</u>
<b><u>Procurements Requiring Board Action</u></b>		
<u>None</u>		
<b>Subtotal for Procurements Requiring Board Action</b>	<b>\$0.00</b>	
<b><u>Procurements Not Requiring Board Action</u></b>		
Bookstore		
Software POS system - Zumasy's, Inc (San Clemente, CA)	27,396.93	Quote
<b>Subtotal for Procurements Not Requiring Board Action</b>	<b>\$27,396.93</b>	
<b><u>Procurements Approved in Budget Process Not Requiring Board Action</u></b>		
AMETA Center		
AMETA Construction Management fees - J. H. Findorff & Sons Inc. (Madison, WI)	100,581.06	RFP
Structural steel - Daigle Brothers, Inc (Tomahawk, WI)	468,667.30	Bid
Concrete work - Lewis Construction, Inc (Schofield, WI)	286,383.20	Bid
Plumbing work - RJ Rasmussen Plumbing, Inc (Plover, WI)	69,732.59	Bid
IT Department		
AMETA - Brilliant Marketing and Consulting (Appleton, WI)	387,775.40	RFP
<b>Subtotal for Procurements Approved in Budget Process Not Requiring Board Action</b>	<b>\$1,313,139.55</b>	
<b><u>Mandatory Procurements Not Requiring Board Action</u></b>		
Adams Campus		
Adams-Friendship area school district	51,008.22	Mandatory
Student Services		
Stevens Point area school district	26,962.11	Mandatory
<b>Subtotal for Mandatory Procurements</b>	<b>\$77,970.33</b>	

**FINANCE & INFRASTRUCTURE COMMITTEE**  
**Procurement of Goods and Services**  
**July 10, 2023 Board Meeting**

	<u>Amount</u>	<u>Procurement Method</u>
<b><u>Emergency Procurements</u></b>		
<u>None</u>		
<b>Subtotal for Emergency Procurements</b>	<u><b>\$0.00</b></u>	
<b>Grand Total</b>	<u><u><b>\$1,418,506.81</b></u></u>	

**Mid-State Technical College and the Wisconsin Technical College System have purchasing policies. The purchasing method applied meets those policies.**

**BID** – A public notice is published in the local newspaper. Potential bidders are notified of the publication based on industry knowledge and past projects. Interested bidders can request plans and specifications to be used for bid preparation. The lowest fixed-price bid is accepted from a responsible bidder meeting specifications.

**QUOTE** – Quotes are solicited from three or more vendors (if available). The lowest quote meeting specifications is selected.

**REQUEST FOR PROPOSAL (RFP)** – A competitive selection process was completed to select the vendor for the purchase. Award was based on criteria that may include price and other critical criteria such as service, experience, references etc. Criteria is weighted and scored by evaluators. Agreements for services can extend for multiple years.

**COOP (Cooperative) Purchase** – A competitive procurement method was utilized to select the vendor and the contract was approved by another WTCS district. (Includes NJPA – National Joint Powers Alliance, WSCA – Western States Contract Alliance, National IPA – National Intergovernmental Purchasing Alliance and others)

**STATE CONTRACT** – A state agency such as the Department of Administration or UW system processed a bid or RFP and awarded the products and/or services to this vendor. Mid-State reserves the right to negotiate a lower price directly with the vendor.

**CONSORTIUM CONTRACT** – The WTCS Purchasing Consortium has completed a competitive selection process by RFP or Bid. Mid-State is able to participate without fulfilling a college-directed process.

**SOLE SOURCE** – The item meets the requirements listed in the Financial & Administrative Manual for Sole Source procurements.

**MANDATORY** – Mid-State is required to pay for the service or membership to provide day to day operations such as utilities, leases, insurance, mandatory membership dues, etc.

## ACADEMIC & STUDENT SERVICES COMMITTEE

**Monday, July 10, 2023**

**3:00 p.m.**

Mid-State Wisconsin Rapids Campus Room A112  
500 32<sup>nd</sup> Street North, Wisconsin Rapids

## AGENDA

**A. CALL TO ORDER – ARE VANG**

**B. OPEN MEETING CERTIFICATION – ARE VANG**

*This July 10, 2023 meeting of the Mid-State Technical College District Board of Directors, and all other meetings of the Board and/or its committees, is open to the public in compliance with State Statutes. Notice of this meeting has been sent to news media and designated persons in an attempt to make the citizens of the Mid-State Technical College District aware of the place, time and agenda of the meeting.*

**C. APPROVAL OF COMMITTEE MINUTES (JUNE 19, 2023 MEETING) (Exhibit H) – ARE VANG**

**D. REVIEW OF CONSENT AGENDA ITEMS – ARE VANG**

**E. ACADEMIC PROGRAMMING – DR. CHRIS SEVERSON**

*The College will seek Board approval to take the following actions related to academic programming:*

- *Program Approval – Dental Assistant Technical Diploma*

**F. INFORMATIONAL ITEMS**

1. Summer Enrollment – Dr. Mandy Lang  
*Information about summer enrollment will be shared.*

**G. ADJOURNMENT**

**MID-STATE TECHNICAL COLLEGE  
ACADEMIC AND STUDENT SERVICES COMMITTEE MEETING MINUTES**

Wisconsin Rapids Campus	June 19, 2023
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**A. CALL TO ORDER** – Are Vang

The meeting was called to order at 4:16 p.m.

**ROLL CALL**

PRESENT: Betty Bruski Mallek and Are Vang

OTHERS: Dr. Mandy Lang, and Dr. Chris Severson

**B. OPEN MEETING CERTIFICATION** – Are Vang

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. APPROVAL OF COMMITTEE MINUTES (May 15, 2023 Meeting)** – Are Vang

Motion by Ms. Bruski Mallek, seconded by Are Vang, upon a voice vote, approved the minutes as presented.

**D. REVIEW OF CONSENT AGENDA ITEMS** – Are Vang**E. INFORMATIONAL ITEMS**

1. Meat Cutting and Butchery Certificate Completers –Dr. Chris Severson

*An update on Mid-State's Meat Cutting and Butchering Certificate Program completers was provided. No action was taken.*

2. K-12 and University Partner Meeting – Dr. Mandy Lang

*Information about Mid-State's K-12 and University Partner meeting was provided. No action was taken.*

**F. ADJOURNMENT** – Are Vang

There being no further action or business, the meeting adjourned at 4:29 p.m. with a motion by Ms. Bruski Mallek.

\_\_\_\_\_  
Lynneia Miller, Secretary  
Mid-State Technical College Board

\_\_\_\_\_  
Angela R. Susa  
Recording Secretary

## HUMAN RESOURCES & EXTERNAL RELATIONS COMMITTEE

**Monday, June 19, 2023**

**3:00 p.m.**

Mid-State Wisconsin Rapids Campus Room A203  
500 32<sup>nd</sup> Street North, Wisconsin Rapids

### AGENDA

**A. CALL TO ORDER – RICHARD MERDAN**

**B. OPEN MEETING CERTIFICATION – RICHARD MERDAN**

*This July 10, 2023 meeting of the Mid-State Technical College District Board of Directors, and all other meetings of the Board and/or its committees, is open to the public in compliance with State Statutes. Notice of this meeting has been sent to news media and designated persons in an attempt to make the citizens of the Mid-State Technical College District aware of the place, time and agenda of the meeting.*

**C. REVIEW OF CONSENT AGENDA ITEMS – RICHARD MERDAN**

1. District Board Approval of Hires and Resignations of Contracted Staff (Exhibit J)  
*Approval of hires and resignations of contracted staff per State Statute 118.22(2) is requested.*

**D. INFORMATIONAL ITEMS**

1. Anthology Implementation – Dr. Karen Brzezinski  
*An update on Anthology implementation as it relates to Human Resources and Payroll will be provided.*
2. AMETA Update – Dr. Bobbi Damrow  
*An AMETA Center project update related to construction, trademark status, funding source and a national award will be provided.*
3. Grant Success – Dr. Bobbi Damrow  
*New local/regional grant success information supporting Dental Assisting, Fire Technician and AMETA will be provided.*

**E. ADJOURNMENT**



## **Approval of Hires and Resignations of Contracted Employees July 10, 2023**

### **Resignations**

n/a

### **Hires**

- Jeremy Krause (effective July 1, 2023)  
Instructor, Metal Fabrication
  
- Jon Geiger (effective July 1, 2023)  
Instructor, Construction Electrician Apprenticeship
  
- Hollie Van De Loop (effective July 1, 2023)  
Instructor, Cosmetology & Barber Technologist
  
- Gerene Taylor (effective July 1, 2023)  
Instructor, Natural Science

## COMMITTEE-OF-THE-WHOLE

**Monday, July 10, 2023**

**3:30 p.m.**

Mid-State Wisconsin Rapids Campus Room L133-134  
500 32<sup>nd</sup> Street North, Wisconsin Rapids

## AGENDA

**A. CALL TO ORDER – RICHARD MERDAN**

**B. OPEN MEETING CERTIFICATION – RICHARD MERDAN**

*This July 10, 2023 meeting of the Mid-State Technical College District Board of Directors, and all other meetings of the Board and/or its committees, is open to the public in compliance with State Statutes. Notice of this meeting has been sent to news media and designated persons in an attempt to make the citizens of the Mid-State Technical College District aware of the place, time and agenda of the meeting.*

**C. APPROVAL OF COMMITTEE MINUTES (JUNE 19, 2023 Meeting) (Exhibit L) – RICHARD MERDAN**

**D. BOARD OFFICERS – RICHARD MERDAN**

*Discussion will be held regarding Mid-State's Board of Directors officer positions for the 2023-2024 year. Election of officers will be held during the regular meeting.*

**E. BOARD COMMITTEE ASSIGNMENTS – RICHARD MERDAN**

*Discussion around Mid-State Board committee assignments and District Boards Association committee assignments will be held.*

**F. MEETING STRUCTURE AND DELIVERY FORMAT – RICHARD MERDAN**

*The Chairperson will facilitate a conversation around the current meeting structure and delivery format as well as committee meeting structure.*

**G. TEXTBOOK AFFORDABILITY – DR. MANDY LANG**

*The College's plan for improving textbook affordability will be presented to the Board.*

**H. ADJOURNMENT**

**MID-STATE TECHNICAL COLLEGE  
COMMITTEE-OF-THE-WHOLE MEETING MINUTES**

Wisconsin Rapids Campus	June 19, 2023
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- A. CALL TO ORDER** – In place of Richard Merdan, Betty Bruski Mallek  
The meeting was called to order at 5:12 p.m.

**ROLL CALL**

**PRESENT:** Betty Bruski Mallek, Lynneia Miller, Gordon Schalow, Charles Spargo, Are Vang, Terry Whitmore and Dr. Shelly Mondeik

**EXCUSED:** Richard Merdan

**OTHERS:** Greg Bruckbauer, Dr. Karen Brzezinski, Sheila Cover, Dr. Bobbi Damrow, Micki Dirks-Luebbe, Dr. Beth Ellie (via Teams), Logan Hamman, Dr. Mandy Lang, Brad Russell, Dr. Chris Severson, and Angie Susa

- B. OPEN MEETING CERTIFICATION** – Betty Bruski Mallek  
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. APPROVAL OF COMMITTEE MINUTES (April 17, 2023 MEETING)** – Richard Merdan  
Motion by Mr. Spargo, seconded by Mr. Whitmore, upon a voice vote, approved the minutes as presented.

- D. HLC ACCREDITATION SUSTAINABILITY PLAN UPDATE** – Dr. Chris Severson  
An update on Mid-State's HLC Sustainability Plan was provided. Four areas of focus were highlighted. Mid-State's Site Visit is scheduled for April 28-29, 2025 – preparation is underway.

- E. ADJOURNMENT** – Betty Bruski Mallek  
There being no further action or business, the meeting adjourned at 5:30 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