

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

Wisconsin Rapids Campus	April 21, 2025
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A. CALL TO ORDER – Richard Merdan

The meeting was called to order at 5:23 p.m.

B. ROLL CALL

PRESENT: Shawn Becker, Betty Bruski Mallek, Kim Johnson, Richard Merdan, Ron Rasmussen, Charles Spargo, Are Vang, Terry Whitmore, and Dr. Shelly Mondeik

EXCUSED: Ryan Zietlow

OTHERS: Dr. Karen Brzezinski, Micki Dirks-Luebbe, Jackie Esselman, Cathy Drewa, Logan Hamman, Andrea Johnson, Carrie Kasubaski, Sarah King, Dr. Mandy Lang, Brad Martinson, Brad Russell, Dr. Chris Severson, Jon Steele, Angie Susa, Janel Swoboda, and Devin Wachuta

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 Ms. Johnson, upon a voice vote, approved minutes from the board meeting held March 17, 2025.

F. CONSENT AGENDA

Motion by Mr. Spargo, seconded by Mr. Rasmussen, upon a roll call vote, unanimously approved the following consent agenda items:

1. The district's bills for the month of March 2025 were presented. These bills totaled \$1,064,053.49 of which \$769,043.91 represents operational expenditures and \$295,009.58 represents capital expenditures. The district's payroll for the month of March totaled \$1,758,505.36 plus \$16,037.93 for travel and miscellaneous reimbursements and \$662,160.06 in fringe benefits. The district's bills and payroll totaled \$3,500,756.84.

2. Entered into the following contracted service agreements totaling \$49,651.69:

<u>Agreement #</u>	<u>Contracted Service:</u>	<u>Amount</u>
147272	OSHA 30 for Construction	\$ 4,200.00
147273	CDL Entry Level Driver Training	\$ 5,500.00
147276	Confined Space Rescue	\$ 638.00
147277	Forklift Operator Training	\$ 2,620.00
147278	Heartsaver CPR AED	\$ 650.00
147279	Heartsaver CPR AED	\$ 2,600.00
147280	Blook Bourne Pathogen	\$ 1,100.00
147281	DiSC Facilitation	\$ 2,500.00
147282	Heartsaver FA CPR AED	\$ 1,750.00
147283	Fall Protection Training	\$ 1,920.00
147284	Fall Protection Training	\$ 1,630.00
147285	Excel Training	\$ 4,400.00
147286	Crane Rigging Train-the-Trainer	\$ 3,440.00
147287	Career Professionalism	\$ 1,200.00
147288	Manufacturing Practices	\$ 6,285.71
147289	Nursing Assistant	\$ 9,217.98

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

There are no procurements requiring Board Approval

4. District Board Approval of Hires and Resignations of Contracted Staff:
Hire – Amber Sanders (effective April 19, 2025); Instructor, Surgical Technology

G. CHAIRPERSON'S REPORT – Richard Merdan

1. Mr. Zietlow asked to be excused this evening.
2. The 2025 Board Appointment Process was completed. Mr. Spargo and Mr. Zietlow were both reappointed to serve three-year terms. Ms. Vang announced she would not be seeking reappointment to the Mid-State Board. The College will initiate a second Board Appointment Process to seek candidates for an Employee member.
3. The District Boards Association held a Board meeting April 11 following the Ambassador Banquet in Wisconsin Dells. Those that attended provided comments. A DBA Board meeting is scheduled for May 16 and will focus on budget.
4. 2025 ACCT Leadership Congress will be held October 22-25 in New Orleans. This year's program focus is "Reimagining Community College: Innovation for a Changing World". Those interested in attending should connect with Ms. Susa to make arrangements.
5. The Spring Board Advance will be held Monday, May 19 prior to the Board meeting. The Advance will begin at noon.
6. Future meeting dates (times unless otherwise announced):

MONTHLY MEETING	Committee-of-the-Whole: 5:00 p.m.
Monday, May 19, 2025	Board Meeting: Following Committee-of-the-Whole
Wisconsin Rapids Campus	

H. PRESIDENT'S REPORT – Dr. Shelly Mondeik

1. Dr. Mondeik highlighted campus activities. Activities included preparations for the Higher Learning Commission (HLC) visit next week, highlights of the HLC Annual Conference, Strategic Plan roll out, Phi Theta Kappa Induction activities and preparation for Spring Graduation.
2. Dr. Mondeik highlighted recent community involvement including Central Wisconsin Days, Heart of Wisconsin Legislative Breakfast, Adams Chamber annual meeting and dinner and the Marshfield Area CEO Network.
3. Legislative conversation continues at the Presidents Association and WTCS levels and Madison College named their new president.

I. COMMITTEE REPORTS

1. FINANCE & INFRASTRUCTURE COMMITTEE –Charles Spargo
 - a. TREASURER'S REPORT FOR FY25: Reviewed with the Board. No questions or concerns arose.
 - b. FY26 CAPITAL BUDGET: Following a special meeting held earlier in the evening and review by the Finance & Infrastructure Committee, a request to approve the proposed FY26 Capital Budget was made. The budget includes investment in technology and software, remodeling and expansion to the Adams Campus along with an Oral Health Lab and associated remodel at the Wisconsin Rapids Campus. Equipment to support learning was also highlighted.

Motion by Ms. Bruski Mallek, seconded by Mr. Spargo, upon a roll call vote, unanimously approved the FY26 Capital Budget as presented.

- c. FY25 BUDGET AMENDMENT: The presented amendments reflect the current budget document and the year-to-date budget notifications addressed in the Treasurer's Report each month.

Motion by Mr. Spargo, seconded by Mr. Whitmore, upon a roll call vote, unanimously approved the following Notice of FY25 Budget Amendment:

WHEREAS, the FY25 budget was adopted by the Mid-State Technical College (Mid-State) Board on June 17, 2024 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 Capital Projects budget was adjusted to accommodate the reallocation of budgets within departments and functions, to reflect current year project estimates, and to modify and add grants; and

NOW, THEREFORE, BE IT RESOLVED by the Mid-State Technical College Board to approve the following FY25 budgetary revisions:

FUND	FUNCTION RESOURCE	APPROPRIATION CHANGE	MODIFIED APPROPRIATION
General	Instruction	\$2,513,145	\$22,903,308
General	Instructional Resources	193	1,041,138
General	Student Services	88,379	4,995,124
General	General Institutional	3,000	6,730,559
General	Physical Plant	0	2,248,664
Special Revenue – Aidable	Instruction	0	1,771,223
Special Revenue – Aidable	Physical Plant	0	2,630
Capital Projects	Instruction	2,008,118	4,480,794
Capital Projects	Instructional Resources	7,093	72,589
Capital Projects	Student Services	0	674,000
Capital Projects	General Institutional	0	1,800,293
Capital Projects	Physical Plant	1,917,076	5,000,486
Debt Service	Institutional	0	1,274,881
Debt Service	Physical Plant	0	7,222,726
Enterprise	Auxiliary Services	0	1,184,633
Internal Services	Auxiliary Services	0	504,821
Special Revenue – Non-Aidable	Instruction	0	475,000
Special Revenue – Non-Aidable	Student Services	0	8,370,912
Special Revenue – Non-Aidable	General Institutional	0	301,710
Total Appropriations	Operating Expenditures	\$6,537,004	\$71,055,491

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

BE IT FURTHER RESOLVED that the FY25 amended budget be used as the official comparison to the proposed FY26 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.

- d. BID #841 – ORAL HEALTH REMODEL AT THE WISCONSIN RAPIDS CAMPUS: Bid results for Oral Health Remodel project at the Wisconsin Rapids Campus were presented. Results from four bidders were highlighted.

Motion by Mr. Spargo, seconded by Mr. Whitmore, upon a roll call vote, unanimously approved the following Resolution For Awarding of Bid #841 Oral Health Remodel at the Wisconsin Rapids Campus:

WHEREAS, the college has need to remodel at the Wisconsin Rapids Campus to accommodate a new Oral Health area; and

WHEREAS, there is a need for facilities to instruct Dental Hygiene and Dental Assistant; and

WHEREAS, the bids for #841 were submitted, documented, opened, recorded, and scored in accordance with College and WTCS policies, and

BE IT RESOLVED that the Mid-State Technical College Board affirms the awarding of Bid #841 to Ascent Construction and in the amount of \$1,175,900, commencing on April 22, 2025, as recommended to the Board by Administration, as set forth in the schedules attached hereto.

BE IT FURTHER RESOLVED that the Mid-State Technical College Board approved the funding in the FY2025 capital budget.

- e. SPECIAL FY26 BUDGET MEETING: The committee confirmed a date for presentation of the FY26 Budget in detail to the Finance & Infrastructure Committee. Wednesday, May 14, 2025 at 2:30 p.m. presentation will be made.
- f. FINANCE IMPLICATIONS FOR TOPICS IN OTHER COMMITTEES: No topics discussed.

2. ACADEMIC & STUDENT SERVICES COMMITTEE –Shawn Becker

- a. GLOBAL EDUCATION: The committee reviewed upcoming opportunities for students to study abroad or experience other educational travel.

Motion by Mr. Becker, seconded by Mr. Spago, upon a roll call vote, unanimously approved international travel as part of the Global Education programming to London in May 2026 and Germany in June 2026.

- b. TCS10 – ADMISSION WAITLIST SPECIAL CIRCUMSTANCES: Information related to State Statute TCS10 and program admission priorities was shared. This focuses on access and waitlists. Approval allows for consideration of special circumstances admission.

Motion by Mr. Becker, seconded by Ms. Bruski Mallek, upon a roll call vote, unanimously approved TCS10 – Admission Waitlist Special Circumstances at Mid-State Technical College.

- c. MID-STATE ON CENTRAL: Highlights of continued engagement at Mid-State on Central were shared. Co-location of services with the North Central Wisconsin Workforce Development Board Job Center was also shared.

3. HUMAN RESOURCES & EXTERNAL RELATIONS – Richard Merdan
 - a. HUMAN RESOURCES AND PAYROLL: An introduction of Human Resources and Payroll staff was provided. Duties and responsibilities were also highlighted.
 - b. 2025 SUMMER CAMPS AT MID-STATE: The college has a number of summer camp opportunities and life-long learning events happening this summer. Those were highlighted for the Board.
4. COMMITTEE-OF-THE-WHOLE – Richard Merdan
 - a. CULINARY ARTS: The Board was provided an overview of the Culinary Arts program at Mid-State. Program updates, student experiences, continuing education engagement, use of the Gourmet Café and other community engagement opportunities were highlighted.
 - b. ANTHOLOGY ENTERPRISE RESOURCE PLANNING: An Anthology ERP project implementation status update was provided. Human Resources Go-Live is scheduled for May 5.

J. DISCUSSION & ACTION

1. GRANT OUTCOMES: An update on the General Purpose Revenue State Grant outcomes for this year was provided. Comparisons to previous years as well as an overview of what was funded and what wasn't was also provided.

K. ADJOURNMENT – Richard Merdan

There being no further action or business of the Board, the meeting adjourned at 6:46 p.m. with a motion by Ms. Vang, seconded by Mr. Spargo, upon a voice vote.

Betty Bruski Mallek, Secretary

Angela R. Susa, Recording Secretary