

A meeting of the Madison Area Technical College District Board was held on July 10, 2023, in a hybrid format at the Truax Campus. Members of the public were given an opportunity to attend in person or virtually through a phone line published as part of the notice.

Board members present: Shiva Bidar-Sielaff, Daniel Bullock, Christopher Canty, Donald Dantzler, Arlyn Halvorson, Shana Lewis, Melanie Lichtfeld, and Joe Maldonado.

Also present: Jack E. Daniels, President; Jon Anderson, Legal Counsel; Rosemary Buschhaus, Vice-President of Human Resources/Chief Human Resources Officer; Beth Giles-Klinkner, Interim Provost; Damira Grady, Vice-President of Climate and Culture, Sylvia Ramirez, Executive Vice-President of Finance & Administration/Chief Operating Officer; Mark Thomas, Executive Vice-President of Institutional Policy & Strategy/Chief of Staff.

Others present: Mackenzie Carstens, Student Liaison; Cory Chrisinger, Chief Information Officer, Jovhany Michaud, Student Senate President, Marsha Tweedy, Vice-President of Health Education; and Kristin Rolling, Recording Secretary.

Call to Order ^I

The meeting was duly noticed and called to order at 5:30 p.m. by Mr. Dantzler.

Organizational Meeting ^{II}

Affirmation of Oath of Office for Newly Appointed and Reappointed Board Members ^{II A}

Mr. Anderson administered the ceremonial oath of office to Mr. Canty, Ms. Lewis, and Mr. Maldonado for their three-year terms to the District Board of Trustees. Each of the new trustees had already subscribed and sworn their official written oaths.

Announcement of FY2023-24 District Board Officers ^{II B}

Mr. Dantzler announced that District Board Officers were elected at the Board's 4:30 p.m. meeting. Mr. Anderson provided the results of the election: Mr. Dantzler, Chair; Ms. Bidar-Sielaff, Vice-Chair, Ms. Lichtfeld, Secretary; Mr. Bullock, Treasurer.

Appointment of Representatives to the Wisconsin Technical College District Boards Association Board of Directors and Standing Committees ^{II C}

Ms. Bidar-Sielaff agreed to represent Madison College on the District Board's Association External Partnerships Committee.

FY2021-22 Board Meeting Schedule ^{II D}

There was consensus to continue the previous year's schedule of meetings on the first Wednesday of each month.

Routine Business Matters ^{III}**Approval of Meeting Minutes** ^{III A}

There was a motion by Ms. Bidar-Sielaff, seconded by Mr. Bullock, to approve the meeting minutes of June 7, 2023, as submitted. Motion carried.

Public Comments ^{III B}

There were no public comments.

New Business ^{IV}**Communications** ^{IV A}**Board Chair's Report** ^{IV A 1}

Mr. Dantzler thanked his fellow Trustees for the opportunity to serve as Board Chair for the upcoming fiscal year.

Future Meeting & Event Schedule ^{IV A 1 a}

Mr. Dantzler reminded Trustees about upcoming meetings and college events.

Student Liaison Report ^{IV A 2}

Mr. Carstens reported that his goals as Student Liaison for the upcoming academic year are to ensure that Madison College remains an affordable option, that the college is a safe and welcoming place for all students, and improving the community perception of Madison College.

Student Senate Report ^{IV A 3}

Mr. Michaud reported that student senators and officers recently met to discuss their goals and interests in serving the college. Student Senate officers are also working to better serve students at regional campuses.

College/Campus Announcements ^{IV A 4}

Dr. Giles-Klinkner reported that the Early College STEM Academy recently partnered with Realta under the group's community outreach and workforce development grant to fund students in the STEM Academy, beyond the number of students that a district would currently fund. The college was recently awarded an Increase Diversity Education Abroad for US Students (IDEAS) grant from the US Department of Education. The funding will be used to encourage students to participate in African study abroad, including a new short-term study abroad program in Kenya that will launch in May 2024. It will also involve high impact engagement and transformative learning support before, during, and after program participation. Fifteen high school students recently participated in a Youth Nursing Camp at the Reedsburg Campus. The Portage Campus recently partnered with the Manufacturing Alliance of Columbia, Sauk, and Marquette counties to offer a summer camp that provides youth a look into the world of manufacturing and its career pathways.

Dr. Grady reported that her office recently hosted an *In Community* dinner and she shared some of the feedback that was gathered from a survey that was conducted as part of the event.

She shared comments from a small business owner, a student, a community member, and an instructor.

Dr. Ramirez reported that Madison College is engaged with Generation Hope, a national non-profit committed to supporting student parents. The Madison College project with them is called FamilyU, a two-year technical assistance program that is designed to enable the college to better serve students who are also parents. To help the college center the student voice, a student parent fellow has been selected and onboarded.

President's Report IV A 5

Dr. Daniels welcomed Mr. Canty, Ms. Lewis and Mr. Maldonado to the Board, as well as Mr. Carstens and Mr. Michaud. He also outlined several recent organizational changes, including Dr. Thomas becoming the Chief of Staff, changing Dr. Grady's title to Vice-President of Climate and Culture, and naming Dr. Tweedy as the Vice-President of Health Education. Dr. Casper will provide an update on changes in Student Services when he returns.

International Travel IV A 5 a

Dr. Daniels informed the Board of recently approved international travel activities that will provide staff professional development and student exchange and recruitment opportunities. The presented activities have been conditionally approved and final decisions will be made for each activity based on current health conditions.

Cyber Event IV A 5 b

Dr. Daniels introduced Mr. Chrisinger to share information related to a data breach at the National Student Clearinghouse (NSC). He shared information related to the timeline of events to date as well as the actions being taken by the college to address the event.

Action Items ^{IV B}**New Program Approval – Respiratory Therapy Apprenticeship** ^{IV B 1}

Dr. Tweedy shared that the apprenticeship will encompass the Madison College Accredited Respiratory Therapy program in its entirety. The existing courses will be mapped in an apprenticeship format, students will register into existing course sections with traditional program students and there are no new costs anticipated. The program was developed in response to a request by UW-Health.

There was a motion by Mr. Maldonado, seconded by Ms. Lewis, to approve the new Respiratory Therapy Apprenticeship. Ms. Bidar-Sielaff recused herself from the vote. Motion carried.

New Program Approval – Ophthalmic Assistant Apprenticeship ^{IV B 2}

Dr. Tweedy reported that the apprenticeship will encompass the bulk of the Madison College Ophthalmic Assistant program with the option to complete the credential. The existing courses will be mapped in an apprenticeship format, students will register into existing course sections with traditional program students and there are no new costs anticipated. The program was developed in response to a request from SSM Health.

There was a motion by Mr. Canty, seconded by Mr. Bullock, to approve the new Ophthalmic Assistant Apprenticeship. Motion carried.

FY2023-2024 Legal Services – Additional Firm ^{IV B 3}

Dr. Ramirez reported that The Wisconsin Technical College System (WTCS) allows for an exception from the typical procurement processes for legal services. Per the WTCS Financial and Accounting Manual, “procurement of outside legal counsel...may be obtained either by use of the RFP process on a regular basis or through an annual letter of engagement.” When the technical college districts develop annual letters of engagement with their outside legal counsel, they must describe the types of services to be provided and the rates the district will be charged.

As a result of a pre-existing relationship with our cyber security insurance provider, the college will enter into an annual letter of engagement with McDonald Hopkins LLC for privacy related matters.

There was a motion by Mr. Maldonado, seconded by Ms. Lewis, to authorize staff to execute a Letters of Engagement from the firm listed above specific to the noted practice area for FY2023-2024. Motion carried.

Consent Agenda ^{IV B 4}

General fund monthly financial report as of May 31, 2023 ^{IV B 4 a}

Supplier payments greater than or equal to \$2,500 and schedule of checks issued for the period May 16, 2023 through June 15, 2023 ^{IV B 4 b}

Requests for proposals/request for bids/sole sources ^{IV B 4 c}

38.14 Contracts for services May 2023 ^{IV B 4 d}

Employment of personnel ^{IV B 4 e}

Resignations and separations ^{IV B 4 f}

Retirements ^{IV B 4 g}

There was a motion by Mr. Polzer, seconded by Ms. Huntley-Cooper, to approve Consent Agenda items III.C.12.a. through f. Motion carried

Adjournment ^{VI}

There was a motion by Mr. Canty, seconded by Mr. Halvorson, to adjourn the meeting. Motion carried.

The meeting adjourned at 6:22 p.m.

Melanie Lichtfeld, Secretary