



July 3, 2023

## MEETING NOTICE

**NOTICE IS HEREBY GIVEN** that the Madison Area Technical College District Board will meet in executive session at 4:30 p.m. on Monday, July 10, 2023, at 1701 Wright Street, Room AB132, in a hybrid format to consider employment, promotion, compensation or performance evaluation data as authorized in Section 19.85 (1) (c), Wis. Stats., and for the purpose of receiving an update on strategy, and terms and conditions, concerning negotiation of the acquisition of real estate as authorized by Section 19.85 (1) (e) Wis. Stats. The meeting will begin and end in open session. Members of the public can monitor the open portion of this meeting, both before and after the executive session, by dialing (608) 620-8501 and entering Conference ID 667 524 636# when prompted.

**NOTICE IS FURTHER HEREBY GIVEN** that immediately following executive session, and anticipated no earlier than 4:45 p.m., the Madison Area Technical College District Board will meet in open session, at 1701 Wright Street, Room AB132, in a hybrid format for board development activities and to elect officers for FY2-23-2024. Members of the public can monitor the open portion of this meeting, both before and after the executive session, by dialing (608) 620-8501 and entering Conference ID 667 524 636# when prompted.

**NOTICE IS FURTHER HEREBY GIVEN** that the Madison Area Technical College District Board will meet at 5:30 p.m. at 1701 Wright Street, Room D1630B/C, in a hybrid format, to consider the items below. Members of the public can monitor the meeting by dialing 608) 620-8501 and entering Conference Code 551 807 066# when prompted.

### I. CALL TO ORDER

- A. Compliance with Open Meeting Law

### II. ORGANIZATIONAL MEETING

- A. Affirmation of Oath of Office for Newly Appointed and Reappointed Board Members **(Page 3)**
- C. Appointment of Representatives to Wisconsin Technical College District Boards Association Board of Directors and Standing Committees **(Pages 4-8)**
- D. FY2023-24 Board Meeting Schedule **(Page 9)**

### III. ROUTINE BUSINESS MATTERS

- A. Approval of June 7, 2023, Meeting Minutes **(Pages 10-23)**
- B. Public Comments

## IV. NEW BUSINESS

### A. Communications

1. Board Chair's Report
  - a. Future Meeting & Event Schedule
2. Student Liaison Report – Mackenzie Carstens
3. Student Senate Report – Jovhany Michaud
4. College/Campus Announcements
5. President's Report
  - a. International Travel (**Page 24**)

### B. Action Items

1. New Program Approval – Respiratory Therapy Apprenticeship (**Page 25**)
2. New Program Approval – Optometric Technician Apprenticeship (**Page 26**)
3. FY2023-2024 Legal Services – Additional Firm (**Page 27**)
4. Consent Agenda
  - a. General fund financial report as of May 31, 2023 (**Pages 28-30**)
  - b. Supplier payments greater than or equal to \$2,500 and schedule of checks issued for the period May 16, 2023, through June 15, 2023 (**Pages 31-37**)
  - c. Request for Proposals/Request for Bids Sole Sources (**Page 38**)
  - d. Contracts for services May 2023 (**Page 39**)
  - e. Employment of personnel (**Page 40-41**)
  - f. Resignations and Separations (**Page 42**)
  - g. Retirements (**Page 43**)

## V. CALENDAR OF EVENTS

### **Association of Community College Trustees**

Leadership Congress – Las Vegas Nevada; October 9-12, 2023

### **Wisconsin Technical College District Boards Association**

July 20-22, 2023; Fox Valley Technical College, Appleton

## VI. ADJOURN

cc: News Media  
Madison College Board  
Legal Counsel  
Administrative Staff  
Full-Time Faculty/ESP Local 243  
Part-Time Faculty

## ORAL OATH OF OFFICE

I, \_\_\_\_\_, swear that I will support the Constitution of the United States and the Constitution of the State of Wisconsin, and will faithfully and impartially discharge the duties of the office of Madison Area Technical College District Board Member to the best of my ability.

So help me God.

Source: Section 19.01(1m), Wisconsin Statutes

## MADISON AREA TECHNICAL COLLEGE

- DATE:** July 10, 2023
- TOPIC:** Appointment of Representatives to Wisconsin Technical College District Boards Association Board of Directors and Standing Committees
- ISSUE:** The Wisconsin Technical College District Boards Association has requested that each district appoint or confirm representatives to the association's board of directors and standing committees at their July 12, 2023, organizational meeting.
- Standing Committees  
The District Boards Association encourages that there be at least one district representative on each of the four committees: External Partnerships; Internal Best Practices; Bylaws, Policies, and Procedures; and Awards.
- A description of each committee is attached.
- ACTION:** The Board Chair is responsible for appointing Madison College District Board members to the District Boards Association's board of directors and standing committees.



June 20, 2023

To: District Board Chairs and College Presidents

From: Layla Merrifield, DBA Executive Director

Re: Request for Board Organizational Meeting Appointments to District Boards Association Positions:

- Board of Directors (certain districts)
- Standing Committees (all districts)

---

On behalf of the District Boards Association, we ask that you please include the following appointments as part of your July 2023 district board organizational meeting agenda:

**DBA Board of Directors**

Board of Director seats are staggered 2-year terms and association officers automatically serve as their district's delegate to the board. The following (odd-numbered except for FVTC) districts are requested to select a member to be seated on the association's Board of Directors effective July 22, 2023, for a **two-year term**:

- Blackhawk
- Fox Valley
- Lakeshore
- Milwaukee
- Northeast Wisconsin
- Northwood

The remaining districts **DO NOT** need to select a member for the Board of Directors at this time:

- Chippewa Valley (Erin Greenawald, At-Large Elect)
- Gateway (Bill Duncan, Vice President-Elect)
- Madison College
- Mid-State (Betty Bruski Mallek, Past President)
- Moraine Park
- Nicolet
- Northcentral (Paul Proulx, Secretary/Treasurer-Elect)
- Southwest Wisconsin (Chuck Bolstad, DBA President-Elect)

- Waukesha County
- Western

Each college can have only one representative on the DBA Board of Directors.

Each district board uses its own process to select its representative to the board, except that District Boards Association officers automatically serve as their college's representative. There is no limit on the number of terms that may be served. A new member also may be appointed at mid-term, at the district board's discretion. New Association Board of Director members will be seated at the Association's summer meeting in Appleton on July 22nd.

**Standing Committee Membership**

**All districts** are requested to assign new or continuing members to the Association's standing committees, at your board's discretion. A description document outlining the standing committees is enclosed.

A response sheet is included. ***Please email this information to Diane Handrick following your organizational meeting ([dhandrick@districtboards.org](mailto:dhandrick@districtboards.org)).***

As always, thank you for your assistance.

cc: Assistants to the College Presidents and Boards  
2022-23 Association Board of Directors

# DBA Committee Descriptions 2023-2024

## **Board of Directors**

Each district board is asked to designate one trustee to represent the college on the DBA Board of Directors. The Board meets at the four Association quarterly meetings (hybrid- virtual or in-person) and for one Annual Planning Meeting, usually held in late August in Madison. The Board sets policy for the Association, has final approval of all bylaws, policy and procedures manual changes, determines the annual Association budget, approves compensation for staff, and is the governing and oversight board for the Executive Director.

*Board of Directors Delegate Commitment:* It is important that we have full representation from all colleges at the board meetings. Board of Directors Delegates are asked to attend all Association Board Meetings either in-person or virtually.

## **External Partnerships Committee**

This committee meets during quarterly meetings (hybrid—virtual or in-person) and works to explore innovative partnerships, external challenges, and emerging opportunities for collaboration, while building understanding and strengthening relationships between trustees and local, state, and national leaders. In collaboration with the host college, the committee meets with strategic partners that include but are not limited to:

- K-12 leaders
- Employer-partners
- Chamber officials
- County board members
- Presidents Association
- Higher education leaders
- Association of Community College Trustees
- Community and Faith-Based Organizations
- Other stakeholders and partners

Led by two trustee co-chairs with support from staff, this committee also generates programming input for Association staff to develop for in-service sessions.

*Each district board is asked to appoint one to four trustees to serve on the External Partnerships Committee.*

## **Internal Best Practices Committee**

This committee meets during quarterly meetings (hybrid—virtual or in-person) to share and discuss best practices internal to the technical college system on topics of interest to the members. Past topics appropriate for this committee include:

- Board and Association best practices around new member orientation;
- “Boardmanship,” or how to be effective at the board table, legal and ethical parameters, and other skillsets for trustees;
- Human resources and employee compensation best practices;
- Student services best practices (mental health, veterans services);
- Instructional services best practices (career pathways, credit for prior learning, Promise programs); and
- Other emerging trends and topics

Led by the co-chairs, the Internal Best Practices Committee also generates programming input, suggesting topics for Association staff to develop for in-service sessions.

*Each district board is asked to appoint one to four members to serve as part of the Internal Best Practices Committee.*

### **Bylaws, Policies and Procedures Committee**

The Bylaws, Policies and Procedures Committee, as set forth in Article IX of the Bylaws, reviews the Association's Bylaws, Policies and Procedures Manual and recommends changes to the Board of Directors where appropriate.

The Committee has additional specific assignments:

- At the Board of Directors' request, develop a select list of major issues on which the Board of Directors may request member consideration.
- At the request of the Board of Directors, committee chair, or an individual member district board of the Association, review a proposed resolution or proposed change in the bylaws, policies or procedures for the purpose of recommending whether the proposed language will accomplish the desired effect, and/or whether the proposed change would require amendment of any other portion of the corporate bylaws, policies, or procedures.

### **Awards Committee**

The Awards Committee has responsibility for rating and identifying:

- Board Member of the Year;
- Technical Education Champion (TECh) Award recipients;
- Media Award recipients;
- Distinguished Alumni of the Year.

This committee conducts their work over e-mail/electronically, outside of the quarterly meetings. Each district board is asked to select one trustee to serve on the committee who will review and rate nominations for the Association awards program on behalf of their college.

The Committee determines, selects the recipients of, and delivers the Association's annual awards via the following process:

Association staff announce the nomination period for each award. At the end of the nomination period, the Association provides the Awards Committee with a slate of nominees eligible for the award, and with corresponding nomination materials. The Awards Committee selects award recipients by rating colleges' nominees against a set rubric of criteria for each award. Association staff then tabulate the scores and announce the winner. Whenever possible, awards are presented at the next quarterly meeting of the Association.

*Awards Committee Commitment:* The DBA requests ratings from each college for awards. Awards Committee members read nominations for each award (one award each quarter) and submit a rating for each nomination. Members have about two weeks to complete this activity. During the rating process, members read or view 8-10 nominations for an award and rate each award on 4 or 5 rating criteria. Members are allowed to split this responsibility with another board member.



**MADISON AREA TECHNICAL COLLEGE**

**DATE:** July 13, 2022

**TOPIC:** FY2023-24 Board Meeting Schedule

**ISSUE:** In FY 2022-23, the Madison College District Board conducted their business meeting on the first Wednesday of each month. Alternate days and/or weeks have occasionally been scheduled to accommodate the board and president's schedules.

Business meetings conducted on the first Wednesday of the month have begun at 5:30 p.m. However, board members routinely arrive at 4:30 p.m. to participate in board development activities.

**ACTION:** Review the current board meeting schedule and establish a meeting schedule for FY2023-24.

A meeting of the Madison Area Technical College District Board was held on June 7, 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: Elton Crim (Chair), Frances Huntley-Cooper (Vice-Chair), Melanie Lichtfeld (Secretary), Shiva Bidar-Sielaff (Treasurer), Donald Dantzler, Randy Guttenberg, Arlyn Halvorson, and Chris Polzer.

Also present: Jack E. Daniels, President; Jon Anderson, Legal Counsel; Turina Bakken, Provost; Tim Casper, Executive Vice-President of Student Affairs & Institutional Effectiveness; Damira Grady, Vice-President for Equity, Inclusion, and Community Engagement, and Sylvia Ramirez, Vice-President for Administration.

Others present: Stephanie Beckman, Adult Basic Education Instructor; Kesha Bozeman, Marketing Director; Fred Brechlin, Planning and Construction Management Director; Susan Burke Custer, Student Liaison; David LeClair, Manager of Career and Employment Services; Wayne McMillen, Student; Jovhany Michaud, Student Senate President; Wilfried Tapsoba, Marsha Tweedy, Executive Dean of Health Education; Student Senate Past President; Bryan Woodhouse, Vice-President of Corporate and Regional Affairs; Fritz Woodruff, Student; and Kristin Rolling, Recording Secretary.

### **Call to Order** <sup>I</sup>

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

### **Routine Business Matters** <sup>II</sup>

#### **Approval of Meeting Minutes** <sup>II A</sup>

**There was a motion by Mr. Polzer, seconded by Mr. Guttenberg, to approve the meeting minutes of May 3, 2023, as submitted. Motion carried.**

**Public Comments** <sup>II B</sup>

There were no public comments.

**New Business** <sup>III</sup>**Information Items** <sup>III A</sup>**English 1 ALP Research Poster Presentation** <sup>III A 1</sup>

Dr. Beckman introduced students Mr. Woodruff and Mr. McMillen to present their research project findings in related to barriers for students to transition from Academic Advancement courses to degree credit courses. Their presentation included information on their research methodology, survey participation and results, and their recommendations.

**Student Senate Presentation: FY2022-23 Accomplishments & Current****Initiatives** <sup>III A 2</sup>

Mr. Tapsoba and Mr. Michaud shared information related to Student Senate accomplishments and events over the last academic year and their focus areas for the upcoming year, including transportation, engagement with Goodman South campus and the regional campuses, and a senate position specifically related to diversity, equity, inclusion, accessibility, and belonging.

**Communications** <sup>III B 1</sup>**Board Chair's Report** <sup>III B 1</sup>

Dr. Crim thanked the Board and Madison College for the opportunity to serve with his fellow Trustees.

**Future Meeting & Event Schedule** <sup>III B 1 a</sup>

Dr. Crim reminded Trustees about upcoming meetings and college events.

**Student Senate Report** III B 2

Mr. Michaud reported that last week the Student Senate met with students to gather their interests related to how the Student Senate can best serve students.

**Student Liaison Report** III B 3

Ms. Burke Custer thanked the Board for the opportunities for learning and growth that were made available to her as the student liaison.

**College/Campus Announcements** III B 4

Ms. Ahedo thanked the School of Academic Advancement, Dr. Leslie Petty, Dr. Beckman, Mr. Woodruff and Mr. McMillen for their work and their presentation. More than 350 students graduated from the college's GED/HSED programming, with more than 200 students and their families attending the graduation ceremony in May. Ms. Ahedo expressed her gratitude to the exiting Trustees for their service.

Dr. Bakken reported that \$10,000 in cash prizes were awarded to the finalists at the May competition for the Madison College Challenge. The high school pitch competition was also held in May and awarded \$3,500 in cash prizes to 13 finalists. In Dental Hygiene, Madison College students had a 100% pass rate on the clinical licensing exam administered by the Central Regional Dental Testing Service. Eighty-three new nurses were pinned at 4 pinning ceremonies held throughout the district this spring. The Fort Atkinson campus hosted the first Metal Mania event in May, with more than 400 community members attending. The event featured six teams competing to create a metal sculpture from donated scrap metal. The Reedsburg campus hosted the 2nd Annual Celebrate a Nurse in May, raising \$9,000 dollars raised for the Reedsburg Nursing Scholarship. Reedsburg also hosted more than 200 Webb Middle School students to learn about nursing and science careers. The Portage campus partnered with CESA5 to host a

Youth Apprenticeship Day signing ceremony for high school students entering the trades. Dr. Bakken thanked the Trustees for their service to Madison College.

Dr. Casper thanked Dr. Crim, Mr. Polzer, and Ms. Huntley Cooper for their leadership on the District Board. Almost 700 students participated in the spring commencement. Two Madison College students, Honorine Wendyam Ilboudo and Todala Kendrix Mone, received the prestigious Jack Kent Cooke Foundation Transfer Scholarship. The baseball team finished their season with a record of 44-12. Nine players were awarded with post-season recognition and Coach Mike Davenport was named coach of the year for both the conference and the region. Four softball players received post-season recognition. The legislature's Joint Committee on Finance took action on the budget late last month. The committee approved new funding for the WTCS to be distributed via general aid formula. This includes \$3 million more in FY24 and \$6.3 million more in FY25 creating a new base level of funding of \$109.6 million. WTCS estimates this is about a \$386,000 increase in FY24 and \$784,000 in FY25 for Madison College.

Ms. Buschhaus reported that Madison College hosted the WI-CUPA HR chapter conference in May at the Truax main building. CUPA is the college and university professional association for human resources. More than 100 Wisconsin human resources professionals from, including WTCS schools, UW Systems schools, and private colleges attended. The conference hosted a service project to support children of the Early Learning Campus (ELC) with attendees making tie-blankets that will be donated to the ELC and will be distributed, as needed, to children.

Dr. Grady reported that her office and the Creating Spaces Committee recently hosted a social event for Madison College affinity groups. The college hosted this spring's African Association of Madison's Black African Graduate Celebration. Seventeen Madison College staff

and administrators attended the National Conference on Race and Ethnicity in Higher Education (NCORE) earlier this month. Dr. Jimmy Cheffen, Climate and Culture Program Coordinator, was selected to provide a poster presentation on his work related to navigationalists at the conference.

Dr. Ramirez thanked the Events team for their work in supporting multiple, large college events during the spring semester. Since March 2020, the college has managed federal COVID relief funds from various sources, with the vast majority spent supporting student needs through emergency aid and writing off debt they owed to the college due to the pandemic. The college will close out those funds as of June 30, 2023, with final reporting later in the year. Dr. Ramirez thanked the outgoing Board members, Ms. Burke Custer, and Mr. Tapsoba for their commitment to Madison College. She also thanked Dr. Bakken, who will retire later in June, for her impact on the college.

### **President's Report** III B 5

Dr. Daniels introduced Ms. Bozeman, the college's new Director of Marketing.

### **International Travel** III B 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.

Dr. Daniels thanked Dr. Crim, Ms. Huntley-Cooper, Mr. Polzer, Ms. Burke Custer and Mr. Tapsoba for their service to Madison College. He also thanked Dr. Bakken for her 25 years of leadership at the college.

**Monitoring Report - Employment** III B 5 b

Dr. Daniels introduced Dr. Casper, Dr. Bakken, Dr. Tweedy, Mr. Woodhouse and Mr. LeClair to provide a monitoring report. They shared information on graduate employment and earnings; aligning college programming with high demand occupations; and preparing students for employment.

**Action Items** III C

**Fiscal Year 2023-24 Budget Approval** III C 1

Dr. Ramirez reported that the Fiscal Year 2023-24 budget was developed by staff and on April 5, 2023, the full board received a presentation on the budget and approved taking it to a public hearing. On April 15, 2023, the proposed FY2023-24 budget was published in the Wisconsin State Journal. A public hearing on the proposed budget took place on May 3, 2023.

**There was a motion Ms. Bidar-Sielaff, seconded by Mr. Dantzler, to adopt the resolution approving the Fiscal Year 2023-24 budget. Motion carried unanimously (8-0).**

**Reimbursement Resolution for Projects to be Financed with Tax-Exempt**

**Obligations** III C 2

Dr. Ramirez reported that the approved FY2023-24 budget includes the capital projects budget with an associated authorized borrows totaling \$35,000,000. These borrows will occur throughout the fiscal year. The attached reimbursement resolution authorizes the District to provide interim financing to cover the costs of the expenditures that will be incurred prior to the issuance of the obligations in FY2023-24.

**There was a motion by Mr. Guttenberg, seconded by Mr. Halvorson, to adopt the Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing. Motion carried.**

**FY2023-24 Legal Services** III C 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. Annual letters of engagement were received by Husch Blackwell LLP for legal services related to general issues, human resources, labor, and employment; and from Quarles & Brady LLP for bond counsel and related matters, real estate, leasing, development, and property management and related matters.

**There was a motion by Mr. Polzer, seconded by Ms. Lichtfeld, to authorize staff to execute two (2) Letters of Engagement from the firms listed above specific to the noted practice areas for FY2023-2024. Motion carried.**

**Proposed FY2023-2024 Capital Remodel Projects** III C 5

Mr. Brechlin reported that, as part of the capital project planning process, the following remodeling projects have been identified for funding. The Construction & Remodeling program projects below were initially planned and approved at the Commercial Avenue Campus. The projects will be redesigned and rebid at the Truax Campus, North Storage Building.

**Truax – Site Improvements North Storage Building (west side)**

The existing parking area west of the North Storage Building at the Truax Campus will be reworked to improve pedestrian access to the North Storage Building. The project includes a new pedestrian walk to the Truax D-wing entrance and a material storage area for the Construction & Remodeling program. The estimated project cost is \$1,500,000

**Truax Campus – North Storage Building – Create Mechanical Room**

The existing building was designed as a cold storage warehouse and lacks mechanical, electrical, and plumbing systems. To enable future occupancy in the building, a new room with these



systems will be created to meet occupancy and energy codes. The estimated project cost is \$1,500,000.

#### Truax Campus – North Storage Building – Replace Roof

The existing northwest roof is supported by an interior rack system. The rack system spacing limits the functionality of the space. Approximately 10,000 square feet of the roof and associated supporting rack system including the adjacent exterior wall will be replaced with traditional columns, bar joists, and insulated roof and walls to meet current energy codes. The new column spacing will open the space and offer better space utilization. The new roof structure will accommodate a future solar panel system. The estimated project cost is \$1,500,000.

#### Truax Campus - North Storage Building – Exterior Wall & Roof Improvement

This project will replace the west facing existing exterior wall to meet current energy codes and College exterior design standards. The new exterior wall will be a mix of brick, insulated glass, and insulated metal panels. The adjacent roof above the future faculty office area will be improved with added insulation. The estimated project cost is \$1,500,000.

#### Truax Campus – North Storage Building - Construction & Remodeling Program

##### Two Workshops

This 13,800 square foot project will create two new workshop to be used for many purposes, including to demonstrate roof framing and introduce installation methods for roof shingles, windows and doors, soffits and fascia, exterior trim, and siding. Additionally, building science topics of insulation, drainage planes and greener building techniques utilize the workshops. These two adjacent workshops will have a large overhead door between which can be opened to allow the workshops to work as one room as needed to meet course objectives. Each of the workshops includes an adjacent connected secure storage room for tools and equipment. The estimated project cost is \$1,500,000.

#### Truax Campus – North Storage Building - Construction & Remodeling Program

##### Two Classrooms and Computer Lab

This 7,500 square foot project will create two classrooms and a computer lab. Each 24-person classroom and the 20-person computer lab include an adjacent storage room for tools and other equipment. Student collaboration spaces will be created in the corridors adjacent to the new classrooms and computer lab. The estimated project cost is \$1,500,000.

#### Truax Campus – North Storage Building - Construction & Remodeling Program

##### Faculty Offices and Student Collaboration Area

This 4,000 square foot project will create new faculty offices, shared conference room adjacent to the faculty offices, open student meeting space with kitchenette, vending area in the corridor and new restrooms. Two of the four restrooms include a shower. This project also includes a new prominent entrance façade and vestibule adjacent to the parking lot that is clear for internal and external stakeholders. The estimated project cost is \$1,500,000.

Truax Campus – North Storage Building - Construction & Remodeling Program  
Lab

This 8,300 square foot project will create a new lab space at the west side of the building. This lab is used to introduce the identification, safe use, and care of hand and portable power tools. Lab work includes smaller/entry level projects such as constructing of sawhorses focusing on safety and proper techniques. In addition, this lab hosts the OSHA workplace safety programming. The lab includes a large overhead door to the exterior and an adjacent connected secure storage room for tools and equipment. The estimated project cost is \$1,500,000.

All projects will have electronic door access control, improved lighting, and upgraded mechanical, electrical, and plumbing systems reflecting Madison College current standards.

Capital equipment, including technology, instructional equipment, and furniture, are not part of the construction estimates. Each project will meet the Americans with Disability Act (ADA) standards.

**There was a motion by Mr. Halvorson, seconded by Ms. Lichtfeld, to:**

- 1. Approve the above construction projects.**
- 2. Authorize staff to prepare construction drawings and specifications and to send the above projects out for competitive bids.**
- 3. Authorize staff to submit a request for approval for each project to the Wisconsin Technical College System for Board approval.**
- 4. Authorize staff to amend the 3 Year Facilities Plan to reflect the change in project location for the Construction & Remodel Program from Commercial Avenue Building B to the Truax Campus, North Storage Building.**

**Motion carried.**

**Capital Projects Borrowing III C 5**

**Resolution Authorizing the Issuance of Not to Exceed \$10,000,000 General Obligation Promissory Notes, Series 2023-24A, and Resolution Establishing the Parameters For the Sale of Not to Exceed \$10,000,000 General Obligation Promissory Notes, Series 2023-24A III C 5 a and III C 3 b**

Ms. Grigg presented two resolutions for consideration by the Board. The attached resolution is the authorization to begin this process and totals \$10,000,000, including \$1,500,000 for building remodel and improvements, and \$8,500,000 for the cost of acquisition of movable equipment and technology. Once the borrowing is authorized, the resolution is published as public notice per Section 67.12(12)(e)5 of the Wisconsin Statutes. Bids are then received. The

second resolution is the issuance of the notes is for the public purpose of the acquisition of movable equipment and technology costing \$5,000 or more per unit or set (\$8,500,000) and paying (\$1,500,000) for the purpose of building remodeling and improvement projects. The resolution limits the delegation of authority by stating that the General Obligation Promissory Notes may not be issued unless the True Interest Cost is equal to or less than 5.00%. The Board combined the two Resolutions into one motion for action.

**There was a motion by Mr. Guttenberg, seconded by Ms. Lichtfeld to adopt the Resolution Authorizing the Issuance of Not To Exceed \$10,000,000 General Obligation Promissory Notes, Series 2023-24A and to adopt the Resolution Establishing Parameters for the Sale of Not to Exceed \$10,000,000 General Obligation Promissory Notes, Series 2023-24A. Motion carried.**

**Recognition of Dr. Elton J. Crim, Jr.** III C 6

Ms. Lichtfeld read a resolution recognizing Dr. Crim into the record:

WHEREAS, Dr. Elton J. Crim, Jr., has served as a member of the Madison Area Technical College District Board from July 1, 2017 to June 30, 2023, and

WHEREAS, as an Additional Member of the Board he brought valuable experience as a citizen of Fitchburg, and

WHEREAS, as a higher education professor, he advanced the interests of students and their educational needs, and

WHEREAS, he has served with dedication and distinction as Secretary, Vice-Chair, and Chair of the Madison Area Technical College District Board

WHEREAS, he has been an enthusiastic participant at many Madison Area Technical College events recognizing the accomplishments of students, faculty and staff, and

WHEREAS, he has contributed at the national level by attending conferences of the Association of Community College Trustees, and

WHEREAS, he has been a highly visible participant at the state level, attending meetings of the Wisconsin Technical College District Boards Association, and

WHEREAS, he has guarded without compromise the fiduciary responsibilities of the District Board, and

WHEREAS, he has supported the mission of the District by always showing concern and sensitivity for the welfare of students and staff and an interest in providing the citizens of the Madison Area Technical College District with the best possible community, technical and adult education opportunities.

NOW, THEREFORE, BE IT RESOLVED that the Madison Area Technical College District Board expresses gratitude on behalf of the citizens of the District for his support and contributions, and

BE IT FURTHER RESOLVED that this expression be acknowledged in the official minutes of this District Board and a copy be made and presented to Dr. Elton J. Crim, Jr.

**Recognition of Frances M. Huntley-Cooper** III C 7

Dr. Crim read a resolution recognizing Ms. Huntley-Cooper into the record:

WHEREAS, Frances M. Huntley-Cooper., she has served as a member of the Madison Area Technical College District Board from July 1, 2014 to June 30, 2023, and

WHEREAS, as an Additional Member of the Board she brought valuable experience as a community leader, and

WHEREAS, she has served with dedication and distinction as Secretary, Vice Chair and Chair of the Madison Area Technical College District Board, and

WHEREAS, she has been an enthusiastic participant at many Madison Area Technical College events recognizing the accomplishments of students, faculty and staff, and

WHEREAS, she worked tirelessly to ensure the success of the College's Goodman South Campus, participating in the unanimous Board of Trustees decision to support the construction of the campus on Madison's South side, and advocating for the College's role in transforming the region by bringing educational opportunities to the traditionally underserved residents in that community, and

WHEREAS, she has contributed at the national level by attending conferences of the Association of Community College Trustees, and

WHEREAS, she has guarded without compromise the fiduciary responsibilities of the District Board, and

WHEREAS, she has supported the mission of the District by always showing concern and sensitivity for the welfare of students and staff and an interest in providing the citizens of the Madison Area Technical College District with the best possible community, technical and adult education opportunities.

NOW, THEREFORE, BE IT RESOLVED that the Madison Area Technical College District Board expresses gratitude on behalf of the citizens of the District for his support and contributions, and

BE IT FURTHER RESOLVED that this expression be acknowledged in the official minutes of this District Board and a copy be made and presented to Frances M. Huntley-Cooper.

**Recognition of Christopher J. Polzer** III C 8

Dr. Crim read a resolution recognizing Mr. Polzer into the record:

WHEREAS, Christopher J. Polzer has served as a member of the Madison Area Technical College District Board from July 1, 2020 to June 30, 2023, and

WHEREAS, as an Elected Official Member of the Board he brought valuable experience as a Columbia County Supervisor, and

WHEREAS, as a resident of Poynette, he offered insight to the needs of students in the district's rural counties, and

WHEREAS, as a higher education professor, he advanced the interests of students and their educational needs, and

WHEREAS, he has guarded without compromise the fiduciary responsibilities of the District Board, and

WHEREAS, he has been an enthusiastic participant at many Madison Area Technical College events recognizing the accomplishments of students, faculty and staff, and

WHEREAS, he has contributed at the national level by attending conferences of the Association of Community College Trustees, and

WHEREAS, he has supported the mission of the District by always showing concern and sensitivity for the welfare of students and staff and an interest in providing the citizens of the Madison Area Technical College District with the best possible community, technical and adult education opportunities.

NOW, THEREFORE, BE IT RESOLVED that the Madison Area Technical College District Board expresses gratitude on behalf of the citizens of the District for his support and contributions, and

BE IT FURTHER RESOLVED that this expression be acknowledged in the official minutes of this District Board and a copy be made and presented to Christopher J. Polzer.

**Recognition of Dr. Turina Bakken** III C 9

Dr. Crim read a resolution recognizing Dr. Bakken into the record:

WHEREAS, Dr. Turina Bakken has served Madison Area Technical College with distinction for twenty-five years, and

WHEREAS, she currently serves as the Provost and Executive Vice-President of Academic Affairs, previously having served as a faculty member, program director, associate dean, dean, associate vice-president, and vice-provost, and

WHEREAS, in those roles, she has provided student-focused leadership in designing an academic portfolio that meets the needs and interests of students, building inclusive learning communities, and preparing students for success on the job and in their communities, and

WHEREAS, she has also developed strong relationships with business and community organizations positioning the college as a critical partner in workforce and economic development activities throughout the Madison College District, and

WHEREAS, her leadership is further evidenced by her many awards and recognitions, including the college's Distinguished Teacher of the Year award in 2006, Outstanding Employee Award in 2010, the Dr. Idahlyne Karre Exemplary Leadership Award in 2016 from the national Chair Academy in 2016, the 2023 Eagle Management Leadership Award from the Wisconsin Technical College System, and an honorary Phi Theta Kappa Honor Society induction in 2023, and

WHEREAS, she has supported the mission of the District by always showing concern and sensitivity for the welfare of students and staff and an interest in providing the citizens of the Madison Area Technical College District with the best possible community, technical, and adult education opportunities.

NOW, THEREFORE, BE IT RESOLVED that the Madison Area Technical College District Board expresses gratitude on behalf of the citizens of the District for her support and contributions, and

BE IT FURTHER RESOLVED that this expression be acknowledged in the official minutes of this District Board and a copy be made and presented to Dr. Turina Bakken.

**Recognition of Susan Burke Custer** III C 10

Dr. Crim presented a card and gift to Ms. Custer, thanking her for her service to the District Board and to Madison College.

**Recognition of Wendpanga Wilfried Tapsoba** III C 11

Dr. Crim presented a card and gift to Mr. Tapsoba, thanking him for his service to the District Board and to Madison College.

**Consent Agenda** III C 12

**General fund monthly financial report as of April 30, 2023** III C 12 a

**Requests for proposals/request for bids/sole sources** III C 12 b

**38.14 Contracts for services April 2023** III C 12 c

**Supplier payments greater than or equal to \$2,500 and schedule of checks issued for the period April 16, 2023 through May 15, 2023** III C 12 d

**Employment of personnel** III C 12 e

**Resignations and separations** III C 12 f

**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** V

**There was a motion by Ms. Huntley-Cooper, seconded by Ms. Lichtfeld, to adjourn the meeting. Motion carried.**

The meeting adjourned at 8:23 p.m.

---

Melanie Lichtfeld, Secretary

Madison Area Technical College

Topic: International Travel Authorizations (Information Only District Board Report)

Date of Madison College District Board Meeting: July, 10, 2023

*The following international travel requests have been authorized. All of the requests for international travel listed below conform with all procedural and administrative rules as outlined in Madison College District International Travel Policies.*

<u>Name of Program/Trip</u>	<u>Traveler Name(s)</u>	<u>Destination Country and City</u>	<u>Dates of Travel</u>	<u>Description/Purpose of Travel and Benefit to District</u>	<u>Dollar Amount</u>
ZBC Denmark Faculty Exchange	Peter Dettmer Andy Kurth Suzanne Daly	Denmark	8/5-8/12/2023	Madison College’s international partner, Zealand Business College (ZBC) in Denmark has received a grant from the Danish Ministry of Education to promote faculty and staff peer-to-peer exchange that will support cooperation initiatives between both institutions. The grant will support a delegation of 18 ZBC faculty and staff to visit Madison in October 2023 and will partially support costs of Madison College employees to travel to Denmark as well. This reciprocal exchange is designed to support collaboration in STEM, Health, Foods, and online learning.	\$4,429 per person
Costa Rican Recruitment Travel	Noel Miranda	Costa Rica	8/31-9/1/2023	Noel Miranda, International Marketing, Recruitment and Communications Coordinator, will lead international recruitment efforts in Costa Rica and explore sites for prospective study abroad. Recruitment activities will include recruitment fairs, high school visits, and meetings with Education USA and other marketing/recruitment firms. Miranda will also visit prospective study abroad locations for Spanish Language immersion and meet with other international education service providers.	\$2,855



## MADISON AREA TECHNICAL COLLEGE

DATE: July 10, 2023

TOPIC: New Program Approval – Respiratory Therapy Apprenticeship

ISSUE: The School of Health Sciences seeks approval for the creation of the Respiratory Therapy Apprenticeship. This credential satisfies the completion of the full two-year Respiratory Therapy Associates Degree requirements, which has been approved by CoARC accreditation and aligns with several 4-year transfer agreements. It was developed in response to a request made by our industry partner, UW-Health with the support of the Bureau of Apprenticeship. The current need stems from UW-Health and other industry partners experiencing Respiratory Therapist shortages in the healthcare field.

Data provided by the Lightcast labor market data reflects 11.6% growth in occupations aligned with this apprenticeship over the next decade in the Madison College region. The industry projections anticipate 535 annual openings in the field within the Madison College district over the next 10 years.

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. This effort simply makes it possible for employers and employees to engage in an apprenticeship contract in partnership with Madison College. Through efforts made over the last several years to align apprenticeship and degree credit coursework, it is possible for students to transition between the apprenticeship and the associated academic programs, offering flexibility and opportunities for ongoing education.

The program plan calls for students to accrue 70 credits and 1926 hours of paid related instruction over the course of 3 years.

Approval of this proposal offers the possibility of expanding the College's service to employers and students in the region by use of unoccupied seats in existing classes at no cost. The proposal proceeds with the full approval of the Dean of the School of Health Sciences, and the Provost.

ACTION: Approve the new Respiratory Therapy Apprenticeship.

## **MADISON AREA TECHNICAL COLLEGE**

**DATE:** July 10, 2023

**TOPIC:** New Program Approval –Optometric Technician Apprenticeship

**ISSUE:** The School of Health Sciences seeks approval for the creation of the Optometric Technician Apprenticeship. This credential allows for the completion of the full one-year Optometric Technician Technical Diploma requirements, it was developed in response to a request made by our industry partner, SSM Health with the support of the Bureau of Apprenticeship. The current need stems from SSM Health and other industry partners experiencing Optometric Technician shortages in the healthcare field.

Data provided by the Lightcast labor market data reflects 4% growth in occupations aligned with this apprenticeship over the next decade in the Madison College region. The industry projections anticipate 297 annual openings in the field within the Madison College district over the next 10 years.

The apprenticeship will encompass the bulk of the Madison College Optometric Technician 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. This effort simply makes it possible for employers and employees to engage in an apprenticeship contract in partnership with Madison College. Through efforts made over the last several years to align apprenticeship and degree credit coursework, it is possible for students to transition between the apprenticeship and the associated academic programs including Ophthalmology Assistant Program, while offering flexibility and opportunities for ongoing education.

The program plan calls for students to accrue 18 credits and 433 hours of paid related instruction over the course of 1-year.

Approval of this proposal offers the possibility of expanding the College’s service to employers and students in the region by use of unoccupied seats in existing classes at no cost. The proposal proceeds with the full approval of the Dean of the School of Health Sciences, and the Provost.

**ACTION:** Approve the new Optometric Technician Apprenticeship.

**MADISON AREA TECHNICAL COLLEGE**

**DATE:** July 10, 2023

**TOPIC:** FY2023-2024 Legal Services – Additional Firm

**ISSUE:** 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.

In 2022, the College solicited Requests for Proposals (RFP) for all its legal practice areas. As a result, a five-year contract was awarded to two firms for these services. With the variety of legal expertise required by the College, two additional firms who did not participate in RFP23-001 were also identified as service providers for FY2023-2024 for additional specific legal services (Husch Blackwell LLP and Quarles & Brady LLP). Their annual letters of engagement were authorized at the June 2023 Board meeting.

As a result of a pre-existing relationship with our cyber security insurance provider, we are entering into one additional annual letter of engagement with the following firm:

<u>Legal Firm</u>	<u>Practice Area(s)</u>
McDonald Hopkins LLC	Cyber security

Administrative staff of the College has reviewed the documents and service rates and recommend approving this letter of engagement for the practice area specified. If during the fiscal year legal services are deemed necessary for areas that do not fall within the scope of the above identified practice areas, new letters of engagement will be developed and brought to the District Board for authorization. In addition, the college may use services from counsel selected via the RFP process.

Funds for legal services are available in the FY2023-2024 General Fund budget as well as various capital budgets as may be relevant to legal work for capital projects.

**ACTION:** Authorize staff to execute a Letters of Engagement from the firm listed above specific to the noted practice areas for FY2023-2024.

## MADISON AREA TECHNICAL COLLEGE

**DATE:** July 10, 2023

**TOPIC:** General Fund Financial Report as of May 31, 2023

**ISSUE:** Review current year to date revenues and expenditures in the general fund. The current fiscal year's general fund revenues are 99.03% of the current budget. This compares to 98.38% during the prior fiscal year.

- Local Sources (Tax Levy) recognizes 100% of our annual tax levy as revenue, even though a portion will be collected in the next fiscal year. Also included are the revenues from dissolved TIDs, taxes from DNR lands, and net refunds for personal property. Tax Levy revenues to date are 99.11% of budget, compared to 100.00% last year.
- State Sources includes general state aid, performance-based funding and property tax relief aid. Also included are inter-district tuition supplement, state incentive grants, exempt computer state aid, aid in lieu of property taxes, and the WI GI bill remission aid. The State Aid revenues received to date are 97.73% of budget, compared to 97.03% last year.
- Program and Material Fees revenues represent the fees for summer school, and the first and second semesters of the current school year. The program fee revenues to date are 99.99% of budget, compared to 100.43% last year. The material fee revenues are 100.29% of budget, compared to 101.58% last year.
- Other Student Fees include graduation, nonresident tuition, Group Dynamics and community service classes. Revenues to date are 93.82% of the amount budgeted. Last year, revenues to date were 101.81%. Overall, Student Fees grew \$276K compared to prior year. The budget % is lower due to timing of various fees as we approach the end of the school year.
- Institutional Sources include interest income, rental and royalty income, along with miscellaneous revenues. The revenues to date are 149.74% of the budget. Last year's revenues were 85.84% of the budget. The budget % increase is primarily interest income, rental income and miscellaneous revenue.
- Federal Sources consist of cost reimbursements on federal grants and administration for student financial assistance. Current year revenues are 124.92% of the budget, compared to 77.95% last year. The increased budget % relates to the indirect cost billings.

The functional expenditure classifications are defined by NACUBO's Financial Accounting and Reporting Manual for Higher Education. The current fiscal year expenditures are 90.86% of budget as compares to 91.42% for the prior fiscal year.

- Instructional includes expenditures for all activities that are part of the College's instructional programs. Current year Instruction expenditures are 89.74% of budget, compared to 89.83% last year.
- Instructional Resources includes all expenditures incurred to provide support for instruction, such as library and academic administration and support. This year's Instructional Resources expenditures are 90.37% of the budget, versus 92.35% last year.
- Student Services includes expenditures incurred for admissions, registrar, and other activities that contribute to students' emotional and physical well-being, such as counseling, student aid administration, and intercollegiate athletics. Student Services expenditures are 85.25% of the current year's budget, compared to 92.30% last year. Overall, spending is up \$1.2M from last year but still below budget, primarily from salaries/benefits and professional contracts.
- General Institutional includes expenditures for centralized activities that manage planning for the entire institution, such as the President's Office, human resources, and financial operations. General Institutional expenditures equal 95.43% of budget, compared to 95.25% last year.
- Physical Plant includes expenditures for the administration, supervision, maintenance, and protection of the institution's physical plant. This includes items such as janitorial services, care of grounds, maintenance and operation of buildings and security. Physical Plant expenditures equal 103.82% of budget, compared to 98.86% last year.
- Public Service includes expenditures for activities established for non-instructional services, such as the athletic director's office. The current year's expenditures are 90.25% of budget, compared to 102.67% last year. Budget % is down primarily from salaries/benefits.
  
- Accept report and place on file.

GENERAL FUND  
FOR THE MONTH ENDED MAY 2023

**STATEMENT OF REVENUE - ESTIMATED AND ACTUAL**

	+Budgeted Revenue	Actual Revenue Current Month	Actual Revenue Year to Date	Balance To Be Earned	Actuals to Budget % Earned Year to Date	*Actuals to Budget % Earned Prior Year
Local Sources (Tax Levy)	\$ 43,670,000	\$ 31,444	\$ 43,283,015	\$ 386,985	99.11%	100.00%
State Sources (State Aid)	\$ 80,794,000	\$ 402,421	\$ 78,956,917	\$ 1,837,083	97.73%	97.03%
Program Fees	\$ 31,635,100	\$ (3,538)	\$ 31,631,243	\$ 3,857	99.99%	100.43%
Material Fees	\$ 1,031,700	\$ 1,304	\$ 1,034,651	\$ (2,951)	100.29%	101.58%
Other Student Fees	\$ 1,058,700	\$ 18,228	\$ 993,302	\$ 65,398	93.82%	101.81%
Institutional Sources	\$ 2,034,100	\$ 278,650	\$ 3,045,925	\$ (1,011,825)	149.74%	85.84%
Federal Sources	\$ 528,100	\$ -	\$ 659,718	\$ (131,618)	124.92%	77.95%
Other Sources (Transfers In)	\$ 605,300	\$ -	\$ 187,747	\$ 417,553	0.00%	0.00%
<b>Total Revenues</b>	<b>\$ 161,357,000</b>	<b>\$ 728,509</b>	<b>\$ 159,792,519</b>	<b>\$ 1,564,481</b>	<b>99.03%</b>	<b>98.38%</b>

**STATEMENT OF EXPENDITURES AND ENCUMBRANCES COMPARED WITH AUTHORIZATIONS**

	+Budgeted Expenditures	Year to Date Expenditures	Encumbrances	Budget Balance	Actuals to Budget % Used Year to Date	*Actuals to Budget % Used Prior Year to Date
Instructional	\$ 109,873,000	\$ 97,776,628	\$ 821,535	\$ 11,274,837	89.74%	89.83%
Instructional Resources	\$ 3,203,000	\$ 2,870,686	\$ 23,888	\$ 308,426	90.37%	92.35%
Student Services	\$ 18,194,000	\$ 15,358,508	\$ 152,402	\$ 2,683,090	85.25%	92.30%
General Institutional	\$ 18,503,000	\$ 16,796,747	\$ 859,806	\$ 846,447	95.43%	95.25%
Physical Plant	\$ 10,966,000	\$ 10,665,489	\$ 719,475	\$ (418,964)	103.82%	98.86%
Public Service	\$ 618,000	\$ 546,438	\$ 11,292	\$ 60,270	90.25%	102.67%
<b>Total Expenditures</b>	<b>\$ 161,357,000</b>	<b>\$ 144,014,496</b>	<b>\$ 2,588,398</b>	<b>\$ 14,754,106</b>	<b>90.86%</b>	<b>91.42%</b>

+FY22-23 Modified Budget, 5/3/23

\*Prior Year Budget %'s are computed from Final Budget for FY21-22

**Madison College Supplier Payments Greater Than or Equal to \$2,500.00**  
**5/16/2023 through 6/15/2023**

<b>Supplier</b>	<b>Total Spend</b>
QUARTZ HEALTH BENEFIT PLANS CORPORATION	\$ 626,495.48
APPLE INC	\$ 621,096.00
GROUP HEALTH COOPERATIVE OF SOUTH CENTRAL WISCONSIN	\$ 578,183.45
DEAN HEALTH PLAN	\$ 487,039.82
CDW GOVERNMENT	\$ 382,896.40
BAUER BUILDERS INC	\$ 350,965.45
MIDAMERICA ADMINISTRATIVE AND RETIREMENT SOLUTIONS INC	\$ 307,560.00
KW2	\$ 306,452.15
HONORLOCK INC	\$ 253,333.33
VANGUARD STORAGE AND RECOVERY LLC	\$ 217,913.28
SHI INTERNATIONAL CORP	\$ 206,072.27
JOE DANIELS CONSTRUCTION CO INC	\$ 153,245.24
MARS SOLUTIONS GROUP	\$ 153,238.75
MADISON GAS AND ELECTRIC CO	\$ 114,541.97
SMART SOLUTIONS INC	\$ 100,108.00
THE LAWN CARE PROFESSIONALS	\$ 83,715.02
SYNERGY CONSORTIUM SERVICES LLC	\$ 79,147.79
AMAZON.COM LLC	\$ 77,489.60
BEACON HILL STAFFING GROUP LLC	\$ 74,775.00
SYSCO BARABOO LLC	\$ 66,187.85
COLLEGENET INC	\$ 65,937.98
CLEAN POWER LLC	\$ 64,808.66
CHANDRA TECHNOLOGIES INC	\$ 57,636.00
EMPLOYEE BENEFITS CORPORATION	\$ 57,275.79
FORWARD ELECTRIC INC	\$ 50,852.00
SANTA CLARITA COMMUNITY COLLEGE DISTRICT	\$ 49,310.64
METRO TRANSIT MADISON	\$ 47,452.85
MINNESOTA LIFE INSURANCE COMPANY	\$ 45,714.89
TEKSYSTEMS INC	\$ 45,125.00
DUET RESOURCE GROUP INC	\$ 42,172.64
EWALD MOTORS OF OCONOMOWOC LLC	\$ 41,153.50
MADISON COLLEGE FOUNDATION	\$ 41,126.37
BWBR	\$ 40,423.08
CITY OF MADISON	\$ 40,105.50
THYSSE	\$ 35,255.54
UNITED STATES POSTAL SERVICE	\$ 35,000.00
US CELLULAR	\$ 34,862.23
GLOBAL INDUSTRIAL	\$ 34,806.00
VANGUARD COMPUTERS INC	\$ 32,345.24
TEAMSOF INC	\$ 31,000.00
INSIGHT PUBLIC SECTOR INC	\$ 29,456.49
JH HASSINGER INC	\$ 28,814.17
MASTERS BUILDING SOLUTIONS INC	\$ 27,410.00
4IMPRINT INC	\$ 26,831.01
HUELIFE LLC	\$ 26,383.00
GRAINGER INDUSTRIAL SUPPLY	\$ 26,197.00
HUSCH BLACKWELL LLP	\$ 25,781.40
HEARTLAND BUSINESS SYSTEMS LLC	\$ 25,712.72
IMPROVYZE	\$ 25,470.00
LINDE GAS AND EQUIPMENT INC	\$ 23,083.11
PROSPECT INFOSYSTEM INC	\$ 23,040.00
FILTRATION CONCEPTS INC	\$ 22,473.30

<b>Supplier</b>	<b>Total Spend</b>
LAMERS BUS LINES INC	\$ 22,106.52
PARAGON DEVELOPMENT SYSTEMS INC	\$ 21,013.00
A STEP ABOVE DANCE AND MUSIC ACADEMY LLC	\$ 18,926.20
PLANET TECHNOLOGY LLC	\$ 18,328.00
IDI LLC	\$ 17,500.00
PEPSI COLA MADISON	\$ 17,191.50
SAN A CARE INC	\$ 16,671.56
DELL MARKETING LP	\$ 16,604.45
T ROWE PRICE	\$ 16,558.30
PARKLAND COLLEGE	\$ 16,500.00
GALE FORCE EDUCATION	\$ 16,350.00
GIDEON TAYLOR CONSULTING LLC	\$ 15,000.00
PEARSON ENGINEERING LLC	\$ 14,951.00
R E GOLDEN PRODUCE CO INC	\$ 14,903.27
GLo BEST WESTERN	\$ 14,649.25
JH FINDORFF AND SON INC	\$ 14,439.00
OAK HALL CAP AND GOWN	\$ 14,249.92
STAPLES BUSINESS ADVANTAGE	\$ 13,620.36
MARIANNA INDUSTRIES INC	\$ 13,541.00
PLUNKETT RAYSICH ARCHITECTS LLP	\$ 13,272.54
WIN TECHNOLOGY	\$ 13,126.00
TRANE US INC	\$ 12,857.12
HENRY SCHEIN EMS DIVISION	\$ 12,556.57
NACADA THE GLOBAL COMMUNITY FOR ACADEMIC ADVISING INC	\$ 12,165.00
UW HEALTH	\$ 12,075.16
SCOTT WILLIAM LIDDICOAT	\$ 12,037.50
XEROX CORP	\$ 11,861.81
AT&T	\$ 11,606.01
STRANG INC	\$ 11,578.35
WIEDENBECK INC	\$ 11,349.69
MSC INDUSTRIAL SUPPLY CO INC	\$ 11,310.88
ATMOSPHERE COMMERCIAL INTERIORS LLC	\$ 10,976.92
V SOFT CONSULTING GROUP INC	\$ 10,550.40
COTTAGE GROVE GOLF DEVELOPMENT CO LLC	\$ 10,471.33
PROVEN POWER INC	\$ 10,153.10
POCKET NURSE	\$ 10,144.02
FISHER SCIENTIFIC COMPANY LLC	\$ 9,844.66
THE PROMO AGENCY	\$ 9,582.50
AUTO PAINT AND SUPPLY CO INC	\$ 9,431.58
TOTAL WATER TREATMENT SYSTEMS INC	\$ 9,258.76
SCHILLING SUPPLY COMPANY	\$ 9,139.38
MEDLINE INDUSTRIES INC	\$ 8,957.84
CAMERA CORNER CONNECTING POINT	\$ 8,947.00
MASS MUTUAL FINANCIAL GROUP	\$ 8,939.00
RAPSODO INC	\$ 8,800.00
365 NATION	\$ 8,531.25
SUPERIOR VISION INSURANCE PLAN OF WISCONSIN INC	\$ 8,502.38
LA CROSSE GRAPHICS INC	\$ 8,435.66
ADVANCED HEALTH AND SAFETY LLC	\$ 8,199.00
AE BUSINESS SOLUTIONS	\$ 8,181.92
DIMENSION IV MADISON LLC	\$ 8,065.00
MID WEST FAMILY MARKETING INC	\$ 7,625.00
DANE COUNTY REGIONAL AIRPORT	\$ 7,490.81
MCGRAW HILL LLC	\$ 7,394.00



<b>Supplier</b>	<b>Total Spend</b>
KEY COMMERCIAL REAL ESTATE LLC	\$ 7,380.00
EDUSIGHT CREATIVE LLC	\$ 7,352.50
MBS TEXTBOOK EXCHANGE LLC	\$ 7,068.75
KLEIN DICKERT MILWAUKEE INC	\$ 6,940.00
THE NORTH AMERICAN BOARD OF CERTIFIED ENERGY PRACTITIONERS INC	\$ 6,839.67
EMMONS BUSINESS INTERIORS	\$ 6,744.65
MID STATE EQUIPMENT INC	\$ 6,731.23
EAC PRODUCT DEVELOPMENT SOLUTIONS	\$ 6,710.00
WINDSTREAM	\$ 6,650.94
EICHSTEDT ATHLETIC AND COMMUNICATIONS CONSULTING LLC	\$ 6,576.00
UNITED MAILING SERVICES INC	\$ 6,523.32
CONSTELLATION NEWENERGY GAS DIVISION LLC	\$ 6,496.73
CHAMPIONSHIP AWARDS	\$ 6,431.30
DIVERSIFIED COMMUNICATIONS	\$ 6,380.00
MEFFERT OIL COMPANY INC	\$ 6,359.90
SUNPLUS DATA GROUP INC	\$ 6,350.00
BLACKBOARD INC	\$ 6,250.00
MILLIMAN INC	\$ 6,250.00
BADGER SPORTING GOODS CO INC	\$ 6,248.00
PARCHMENT LLC	\$ 6,205.00
GFL ENVIRONMENTAL	\$ 6,182.03
MCKESSON MEDICAL SURGICAL GOVERNMENT SOLUTIONS LLC	\$ 6,167.02
MIDLAND PAPER COMPANY	\$ 6,160.00
ALTE STORE	\$ 6,138.41
FEDEX	\$ 6,101.67
STERIS CORPORATION	\$ 6,037.50
CITY OF PORTAGE	\$ 5,982.68
VWR INTERNATIONAL LLC	\$ 5,979.12
CINTAS CORPORATION	\$ 5,905.20
PERKINELMER INFORMATICS INC	\$ 5,850.00
AGILYSYS NV LLC	\$ 5,770.41
METROPOLITAN LIFE INSURANCE CO	\$ 5,696.30
LAERDAL MEDICAL CORP	\$ 5,657.55
ONENECK IT SOLUTIONS LLC	\$ 5,620.00
CANAMAC PRODUCTIONS	\$ 5,600.00
GOODHEART WILLCOX PUBLISHER	\$ 5,472.62
PEARSON EDUCATION INC	\$ 5,459.48
KESSENICHS LTD	\$ 5,210.22
JAMIE FLANIGAN	\$ 5,157.50
BADGER WELDING SUPPLIES INC	\$ 5,124.63
AIRGAS USA LLC	\$ 5,046.77
KEYENCE CORP OF AMERICA	\$ 5,031.00
MINDBUSINESS LLC	\$ 5,000.00
ASSOCIATION OF TITLE IX ADMINISTRATORS	\$ 4,999.00
SIGNELEMENTS	\$ 4,907.10
CREATION ENGINE INC	\$ 4,886.00
JX TRUCK CENTER MADISON	\$ 4,822.70
NORTHLAND DOOR SYSTEMS INC	\$ 4,747.00
ABE FOUHY	\$ 4,725.00
ENDEAVOR HARDWOODS INC	\$ 4,710.19
OK FINE PRODUCTIONS	\$ 4,690.00
CENTRAL CAROLINA COMMUNITY COLLEGE	\$ 4,683.38
WILD BEARIES	\$ 4,617.84

<b>Supplier</b>	<b>Total Spend</b>
THE CHANGE COMPANIES INC	\$ 4,615.60
CAROLINA BIOLOGICAL SUPPLY COMPANY	\$ 4,603.43
UNITED WAY OF DANE COUNTY INC	\$ 4,601.38
STERIL KONI USA INC	\$ 4,600.96
RESTORATIVE WAYS LLC	\$ 4,600.00
MARLING HOMEWORKS MARLING DOORS AND HARDWARE	\$ 4,566.01
ARAMARK UNIFORM SERVICES	\$ 4,548.05
HIRING AND STAFF SERVICES INC	\$ 4,526.00
INNOVMETRIC SOFTWARE INC	\$ 4,525.00
ALFA WASSERMANN DIAGNOSTIC TECHNOLOGIES LLC	\$ 4,500.00
WE ENERGIES	\$ 4,448.05
AVANT GARDENING AND LANDSCAPING	\$ 4,437.28
ASCENTIVES INC (Inactive)	\$ 4,408.96
PROEDUCATION SOLUTIONS LLC	\$ 4,401.00
MIDWEST VETERINARY SUPPLY INC	\$ 4,352.89
BJ ELECTRIC SUPPLY	\$ 4,306.40
QUADIENT LEASING USA INC	\$ 4,205.31
NORTH CENTRAL UTILITY OF WISCONSIN LLC	\$ 4,026.66
BLACK GIRL MAGIC EDUCATIONAL SERVICES INC	\$ 4,000.00
SHORTPOINT INC	\$ 3,823.30
B AND H PHOTO VIDEO	\$ 3,812.59
SIDEARM SPORTS LLC	\$ 3,800.00
TDS TELECOM SERVICE LLC	\$ 3,606.75
KELLEY WILLIAMSON COMPANY	\$ 3,552.95
REFQUEST LLC	\$ 3,550.00
AMERICAN HEART ASSOCIATION	\$ 3,549.58
MIDWEST RENEWABLE ENERGY ASSOCIATION	\$ 3,500.74
JOBELEPHANTCOM INC	\$ 3,488.00
INDUSTRIAL LADDER AND SUPPLY INC	\$ 3,415.35
INGRAM PUBLISHER SERVICES LLC	\$ 3,317.96
MCMASTER CARR SUPPLY COMPANY	\$ 3,298.68
PASCO SCIENTIFIC	\$ 3,287.00
PROFESSIONAL LAWN MAINTENANCE	\$ 3,275.00
JBC TOOLS USA INC	\$ 3,266.20
MADISON EMERGENCY PHYSICIANS S C	\$ 3,264.00
LINCOLN LIFE FINANCIAL GROUP	\$ 3,260.00
SNAP ON INDUSTRIAL	\$ 3,246.80
MOTIMATIC PBC	\$ 3,190.00
LAB MIDWEST LLC	\$ 3,150.00
THANKVIEW LLC	\$ 3,049.80
FOSDAL BAKERY LLC	\$ 3,031.50
INDIAN RIVER STATE COLLEGE INCLUDING WQCS	\$ 3,030.00
SEEING THE WORD LLC	\$ 3,030.00
FRANKLIN TEMPLETON RETIREMENT SVCS	\$ 3,000.00
GREATER MADISON CHAMBER OF COMMERCE INC	\$ 3,000.00
JK RENTALS INC	\$ 2,971.00
V MARCHESE INC	\$ 2,926.77
QUADIENT FINANCE USA INC	\$ 2,876.53
MARIPOSA LEARNING CENTER	\$ 2,875.80
DOIG CORPORATION	\$ 2,856.00
KEEPER GOALS	\$ 2,842.00
LKQ CORPORATION	\$ 2,809.75
GO RITWAY TRANSPORTATION GROUP	\$ 2,789.00
REEDSBURG UTILITY COMMISSION	\$ 2,751.70

<b>Supplier</b>	<b>Total Spend</b>
INSIGHT FS	\$ 2,704.37
SUPRANET COMMUNICATIONS INC	\$ 2,700.00
BSN SPORTS LLC	\$ 2,693.96
SHOE BOX LTD	\$ 2,660.00
ELEGANT FOODS LLC	\$ 2,622.92
WERNER ELECTRIC SUPPLY CO	\$ 2,622.14
JOHNSON CONTROLS FIRE PROTECTION LP	\$ 2,599.30
HOTEL ENGINE INC	\$ 2,583.91
REVELATION PR ADVERTISING & SOCIAL MEDIA	\$ 2,570.00
MARLING HOMEWORKS	\$ 2,564.80
SCHOOL HEALTH CORP	\$ 2,557.00
VIKING ELECTRIC SUPPLY INC	\$ 2,548.80
EXCEL UNDERGROUND LLC	\$ 2,547.25
ENGMAN TAYLOR AN MSC COMPANY LLC	\$ 2,542.68
BADGER POPCORN AND CONCESSION SUPPLY CO INC	\$ 2,501.90
CENTER FOR COMMUNITY STEWARDSHIP INC	\$ 2,500.00
WEALTH SPRING INVESTMENTS LLC	\$ 2,500.00
<b>TOTAL</b>	<b>\$ 7,661,407.50</b>

**MADISON AREA TECHNICAL COLLEGE**

**SCHEDULE OF CHECKS ISSUED**

**FOR THE PERIOD 05/16/23 - 06/15/23**

**FISCAL YEAR 2022-2023**

<b>Payment Type</b>	<b>Transaction Numbers</b>	<b>Number Issued</b>	<b>Amount</b>
<b>ACCOUNTS PAYABLE CHECKS</b>			
Prior Period - YTD Checks	346257 - 349676	3,370	\$ 15,276,672.74
May 16, 2023 - June 15, 2023	349677 - 350092	414	\$ 918,774.56
	<b>YTD - Accounts Payable Checks</b>	<b>3,784</b>	<b>\$ 16,195,447.30</b>
<b>ACCOUNTS PAYABLE ACH PAYMENTS</b>			
Prior Period - YTD ACH	905547 - 978018	6,888	\$ 63,459,056.59
May 16, 2023 - June 15, 2023	981023 - 987898	931	\$ 6,426,122.01
	<b>YTD - Accounts Payable ACH</b>	<b>7,819</b>	<b>\$ 69,885,178.60</b>
<b>STUDENT REFUND CHECKS</b>			
Prior Period - YTD Checks	610629 - 620874	9,892	\$ 6,904,829.29
May 16, 2023 - June 15, 2023	620878 - 621238	242	\$ 125,630.23
	<b>YTD - Student Refund Checks</b>	<b>10,134</b>	<b>\$ 7,030,459.52</b>
<b>STUDENT REFUND ACH PAYMENTS</b>			
Prior Period - YTD ACH	E-Refunds	3,448	\$ 3,129,735.02
May 16, 2023 - June 15, 2023	E-Refunds	275	\$ 236,030.10
	<b>YTD - Student Refund ACH</b>	<b>3,723</b>	<b>\$ 3,365,765.12</b>
<b>PAYROLL CHECKS</b>			
Prior Period - YTD Checks	104937 - 105135	179	\$ 57,656.65
May 16, 2023 - June 15, 2023	105136 - 105160	19	\$ 6,317.42
	<b>YTD - Payroll Checks</b>	<b>198</b>	<b>\$ 63,974.07</b>
<b>PAYROLL ACH PAYMENTS</b>			
Prior Period - YTD ACH	902554 - 977959	50,702	\$ 69,030,586.47

May 16, 2023 - June 15, 2023	978019 - 987901	4,226	\$ 5,537,782.81
	<b>YTD - Payroll ACH</b>	<b>54,928</b>	<b>\$ 74,568,369.28</b>
<b>GRAND TOTAL PAYMENTS</b>			<b>\$ 171,109,193.89</b>

**Madison Area Technical College**

**Topic: Request for Proposals / Request for Bids / Sole Sources**

**DATE OF BOARD MEETING - July 10, 2023**

**All of the Requests for Bids (RFB), Requests for Proposals (RFP), and Sole Source Requests (S) listed below conform with all procedural and administrative rules as outlined in Madison College District Purchasing Policies and in the WTCS Financial and Administrative Manual.**

<u>ID</u>	<u>Title</u>	<u>Description</u>	<u>Funding and Term</u>	<u>Vendor</u>	<u>Dollar Amount</u>	<u>Recommended by VP and Director/Dean</u>
RFB23-030	Machine Tool Injection Molding Equipment	The School of Technologies and Trades seeks Board approval for the purchase of one SE100EV-A (direct drive) all-electric injection molding machine, equipped with stock specification equipment and additional requested equipment in the total amount of \$157,470.00 from the prevailing bidder in bid process RFB23-030, Sumitomo (SHI) Demag Plastics Machinery. Funds to support this purchase are fully budgeted in Fund 302. The purchase of this equipment will support instruction in the Machine Tool Technics program, providing students with the most current technology as it relates to plastics injection molding.	Fund 302, Capital Equipment FY23-24	Sumitomo (SHI) Demag Plastics Machinery	\$157,470	Ronald Olson Associate Dean Technologies & Trades & Bryan Woodhouse VP Corporate & Regional Affairs
RFP23-011	Security Management Software	Madison College submitted requests for proposals (RFP) for Public Safety Services' software for incident management, computer aided dispatch, and incident reporting. Omnigo Software submitted the winning bid. The software meets all security and integration requirements and offers the necessary features to produce and distribute the Daily Crime Log and the Annual Security Report such as the ability to search stored data as well as manage all communications (dispatch) and previous/ongoing investigations. This purchase will also continue to serve as a centralized location for all records and improve communication between dispatch and patrol officers.	Fund 100 FY23-24, FY24-25, FY25-26, FY26-27, FY27-28 Contract will be for a five (5) year term with an option of two (2) additional one (1)-year renewals (FY28-29 & FY29-30)	Omnigo Software	FY23-24: \$18,516.00 FY24-25: \$19,441.80 FY25-26: \$20,413.89 FY26-27: \$21,434.50 FY27-28: \$22,506.20 Total: \$102,312.39	Sylvia Ramirez VP of Administration & John Flannery Director Public Safety and Risk Management
RFP23-012	Madison Area Technical College District Rubbish and Compactor Services	Term contract for Rubbish Removal and Compactor Services at the following Madison College Campus sites: Site #4: Portage Campus Site #5: Reedsburg Campus  <i>The previously selected vendor was unable to meet the contract requirements.</i>	Funding will be budgeted for in the Facilities Operational Budget. The initial base term contract is for five (5) years and begins July 1, 2023. The contract may be extended for up to two (2) additional one (1) year periods for a maximum of seven (7) years.	GFL Environmental, Inc.	Base Bid Annual Contract is \$4,680	Sylvia Ramirez VP of Administration & Wes Marquardt Manager Engineering Services

**ACTION:** Authorize staff to proceed with the purchases listed above with the vendors and terms as specified.

**Note:** RFP = Request for Proposal: Award goes to highest scoring proposer that meets all minimum requirements  
RFB = Request for Bid: Award goes to lowest cost Bidder that meets all minimum requirements  
S = Sole Source: An item or service that is only available from a single source

**Madison Area Technical College District**  
**38.14 Contract Estimated Full Cost Recovery Report**  
**FY 2022-2023 for the period of May 2023**

Contract No	Service Recipient	Type of Service	Service Description	Contract Amount	Estimated Direct Cost	Estimated Direct & Indirect Cost	Profit (or) Loss (A-C)	Rationale for (-) only
2023-0088	Oakwood Lutheran Senior Ministries	1.41	FY23-24 Oakwood Front-line Leadership Development Program	\$ 8,500.00	\$ 5,777.11	\$ 7,075.33	\$ 1,424.67	-
2023-0106	Forward Services Corporation	1.42	BI-FY23 Forward Services CPR/AED/First Aid	\$ 1,350.00	\$ 893.14	\$ 1,104.57	\$ 245.43	-
2023-0107	Madison Area Electrical JATT	2.41	BI-FY23 NECA-IBEW Lab Assistance	\$ 200.00	\$ 51.43	\$ 69.06	\$ 130.94	-
2023-0108	University Health Services	1.42	BI-FY23 University Health Services at the UW Madison - EMR	\$ 9,850.00	\$ 5,759.49	\$ 7,732.69	\$ 2,117.31	-
2023-0109	Forward Service Corporation	1.42	BI-FY23 Forward Service Corp OSHA 10	\$ 2,600.00	\$ 1,339.65	\$ 1,749.28	\$ 850.72	-
2023-0111	Auto Glass Consultants	2.41	BI-FY23 Auto Glass University	\$ 1,600.00	\$ 1,234.41	\$ 1,657.32	\$ (57.32)	Competitive Pricing
2023-0112	Madison Area Electrical JATT	2.41	BI-FY23 NECA-IBEW Class Assistance	\$ 100.00	\$ 51.43	\$ 69.06	\$ 30.94	-
<b>Total</b>				<b>\$ 24,200.00</b>	<b>\$ 15,106.67</b>	<b>\$ 19,457.30</b>	<b>\$ 4,742.70</b>	

**Type of Service:**

- 1.xx Customized Instruction
- 2.xx Technical Assistance
- x.11 Public Education Inst./K-12
- x.15 Multiple Educational
- x.16 Public Education Inst./K-12 - Transcribed Credit
- x.18 Public Education Inst./PS
- x.19 Private Education Inst.
- x.21 WI Local Government Unit
- x.22 Indian Tribal Governments
- x.23 Economic Development Corp
- x.24 County Boards of Supervisors
- x.25 Multiple Local Government Units
- x.31 State of Wisconsin
- x.32 WI Department of Corrections
- x.33 WI Div. of Vocat. Rehab
- x.35 Multiple State Government
- x.41 Business and Industry
- x.42 Community Based Organizations
- x.43 Workplace Education Initiatives
- x.44 WMEP Related Contracts
- x.45 Multiple Business & Industry
- x.46 Adv Manufacturing Solutions
- x.47 Workforce Advancement Training Grants
- x.51 Federal Governments
- x.55 Multiple Federal Governments Units
- x.61 Foreign Governments
- x.62 State Other Than WI
- x.63 Out of State Businesses
- x.65 Multiple Out of State Entities

**THE PRESIDENT RECOMMENDS APPROVAL OF THE EMPLOYMENT OF  
PERSONNEL**

<b>Name</b>	<b>Megan Watt</b>
Title	Learning & Development Coordinator
Start Date	May 22, 2023
Salary	\$88,094.00 annually
Type	Staff - Confidential
PT/FT	Full-time
Location	Truax Campus
Degree	Master's degree - Higher Education and Student Affairs Bachelor's degree - Secondary Science and Mathematics Teaching
License	
Certifications	Strengths Educator by Gallup
Experience	3 years Learning Programs Manager 5+ years Chief Executive Officer

<b>Name</b>	<b>Joel Duensing</b>
Title	Senior Laboratory Coordinator
Start Date	May 28, 2023
Salary	\$29.66 hourly
Type	Staff
PT/FT	Part-time
Location	Truax Campus
Degree	
License	
Certifications	
Experience	2+ years Instructional Support Technician (at Madison College) 1 year Auto Body Technician/Metal Fabricator

<b>Name</b>	<b>Blas Garcia</b>
Title	Custodian
Start Date	May 28, 2023
Salary	\$19.04 hourly
Type	Staff
PT/FT	Full-time
Location	Truax Main Building
Degree	
License	
Certifications	
Experience	1 month Part-time Custodian (at Madison College) 3+ years Line Worker



<b>Name</b>	<b>Kesha Bozeman</b>
Title	Director, Marketing & Public Relations
Start Date	May 30, 2023
Salary	\$125,798.00 annually
Type	Management
PT/FT	Full-time
Location	Truax Campus
Degree	Master's degree – Business Administration with Concentration in Marketing Bachelor's degree – Psychology and Sociology
License	
Certifications	
Experience	5 months Professor 2+ years AVP, Enterprise Marketing

<b>Name</b>	<b>Franco Okello</b>
Title	Lead Custodian
Start Date	June 5, 2023
Salary	\$23.28 hourly
Type	Staff
PT/FT	Full-time
Location	Reedsburg Campus
Degree	Associates Degree- Business Administration
License	
Certifications	School of Administration Discipleship Training School
Experience	4+ years Part-time Lead Custodian (at Madison College) 1+ year Assembly Line Team Member

<b>Name</b>	<b>Ann Ptaschinski</b>
Title	Manager, BSA Finance
Start Date	June 11, 2023
Salary	\$107,093.95 annually
Type	Management
PT/FT	Full-time
Location	Truax Campus
Degree	Bachelor's degree – Business Administration
License	
Certifications	
Experience	7+ years Business Systems Analyst (at Madison College) 6 years Senior Business Systems Analyst - Financial

**THE PRESIDENT RECOMMENDS APPROVAL OF RESIGNATIONS AND SEPARATIONS**

<b>EMPLOYEE</b>	<b>POSITION</b>	<b>EFFECTIVE DATE</b>
Iris Dolgas Nkwayieup Nana	Cook	May 18, 2023
Thomas Ambler	Parking Enforcement Officer	May 31, 2023
Rosalind Dawson	Adult Basic Education Instructor	May 31, 2023
Amanda La Grew	Senior Project & Process Coordinator	May 31, 2023
Jeremy Belanger	Campus Manager	June 1, 2023
Scott Maier	Maintenance Associate	June 1, 2023
Guadalupe Salmeron Ibarra	Recruitment Coordinator	June 8, 2023
Kara Knutson	Medical Laboratory Technician Instructor	June 14, 2023

**THE PRESIDENT RECOMMENDS APPROVAL OF RETIREMENTS**

<b>EMPLOYEE</b>	<b>POSITION</b>	<b>EFFECTIVE DATE</b>	<b>YEARS OF SERVICE</b>
Lisa Cappelli	Associate Degree Nursing Instructor	June 1, 2023	20+ years
Mark Deill	Full-time Instructor	June 1, 2023	17+ years
Judith Emmrich	ESL & Communications Instructor	June 1, 2023	20+ years
John Galligan	English Instructor	June 1, 2023	35+ years
Kimberly Hollman	Department Chair-Business	June 1, 2023	27+ years
Diane Hust	Learning Disability Instructor	June 1, 2023	31 years
Steven Medall	Psychology Instructor	June 1, 2023	35+ years
Sheri Parker	Mathematics Instructor	June 1, 2023	32+ years
Carola Pfortner	Psychology Instructor	June 1, 2023	13 years
Steven Rhyner	Program Director-Photography	June 1, 2023	22+ years
Marty Richards	English Instructor	June 1, 2023	19+ years
Lewis Sheffield	Biology Instructor	June 1, 2023	12+ years
Devon Vanden Heuvel	Program Director-Civil Engineering Technology	June 1, 2023	9+ years
Harlan Vangen	Program Director-Machine Tool Technics	June 1, 2023	35+ years
Michele Henrekin	Asset Management Project Leader	June 3, 2023	22+ years
Ronald Kruse	Lead Custodian	June 3, 2023	8+ years