

A meeting of the Madison Area Technical College District Board was held on April 7, 2021 in a virtual format. Members of the public were given an opportunity to attend the meeting virtually through a phone line published as part of the notice.

Board members present: Shiva Bidar-Sielaff, Elton Crim, Randy Guttenberg, Joseph Hasler, Frances Huntley-Cooper, Melanie Lichtfeld, and Christopher Polzer.

Also present: Jack E. Daniels, President; Jon Anderson, Legal Counsel; Valentina Ahedo, Dean of Goodman South Campus; Turina Bakken, Provost; Rosemary Buschhaus, Vice-President of Human Resources & Chief Human Resources Officer; Tim Casper, Executive Vice-President of Student Success & Institutional Learning and Effectiveness; James Falco, Associate Vice-President of Regional Campuses; Lucía Nuñez, Vice-President of Equity, Inclusion and Community Engagement; and Mark Thomas, Executive Vice-President for Finance and Administration & Chief Operating Officer.

Others present: Brittany Campbell, Student Liaison; Sean Green, Student Senate President; Laurie Grigg, Chief Financial Officer & Controller; Ben Monty, Director of Budget; Sylvia Ramirez, Vice-President of Administration; Brian Shah, Budget and Policy Analyst; Randy Way, Associate Dean of Applied Technology; Cody White, Senior Budget and Policy Analyst; and Kristin Rolling, Recording Secretary.

Call to Order ^I

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

Routine Business Matters ^{II}

Approval of Meeting Minutes ^{II}

The minutes were approved as presented.

New Business III**Communications** III A**Board Chair's Report** III A 1**Future Meeting & Event Schedule** III A 1 a

Ms. Huntley-Cooper reported that the Board will meet virtually through at least June 2021. The Board will discuss future meeting formats at their June 2021 meeting.

Student Liaison Report III A 2

Ms. Campbell reported that student leaders and college staff are developing interactive elements for the May virtual commencement. Virtual student success events and watch parties will be held in the coming weeks. Ms. Campbell introduced Mr. Green to provide an update on the Student Senate. Mr. Green reported that the all but one Student Senate seat was filled as a result of the most recent elections. He will continue to serve as the Senate President.

College/Campus Announcements III A 3

Mr. Falco reported that the Portage campus is preparing to host a scaled down version of the Fun with Torches summer welding camp in July. The Portage and Reedsburg campuses will work with the Workforce Development Board of South-Central Wisconsin to host drive through job fair in the parking lots of the two campuses. Linda Nellen, the Portage Campus operations manager, is working with the new education director of the Columbia County Correctional Institution to continue development of programming at that facility. The new principal of Portage High School also met with Ms. Nellen and is interested in expanding Madison College programming for his high school students.

Ms. Ahedo reported that Goodman South Campus is serving voters as a polling place. Governor Evers and State Representative Sheila Stubbs toured the campus earlier in the week.

As part of the Combined Charitable Campaign, the campus will be a drop-off location for food items and personal hygiene products for the student food pantry.

Dr. Bakken reported that all Madison College academic areas have more on-campus learning options as compared to the Summer of 2020, however the emphasis remains on high quality, engaging remote offerings, which would be common for a typical summer term. The initial academic course planning strategy for Fall 2021 mirrored Fall 2020. That plan was amended in February to reflect the changing health conditions and respond to lessons learned about student success, access and the faculty experience over the prior four terms. In the first weeks of March, hundreds of sections were amended to include in-person components and courses are trending toward a more equitable mix of fully in-person, hybrid and innovative remote delivery. Compared to the Fall 2020 ratio of 70 percent fully remote, 25 percent hybrid and five percent in-person, Fall 2021 will likely be 60 percent online, online-live or classroom live; and 40 percent hybrid and in-person. Individual schools, based on student needs and course requirements, can vary widely in their mix of remote and in-person offerings. In the first quarter of 2021, CETL facilitated 43 different formal training experiences for almost 550 faculty. Their projections for this year 2021 include 175 different training opportunities with a faculty participation number of close to 2,000. At the Phi Theta Kappa in March, 34 faculty and staff were recognized by PTK students for a Golden Apple Award, recognizing their outstanding service and commitment to students.

Dr. Casper reported that Madison College received several awards during the recent virtual PTK regional conference. The Madison College chapter was recognized as a Five-Star Chapter and was recognized with the "Spirit Award" for their continued use of social media and outreach during a time when the region was unable to gather. The chapter also received the

Outstanding Officer Team award and officers Ana Rodovalho and Talita Maciel received second and third place Individual Officer Awards, respectively. The chapter received first place recognition for their Honors in Action Research Project and third place recognition for their Rent Right College Project. Advisor Marty Crabbs was recognized with a Distinguished Chapter Advisor Award. The chapter was awarded second place as the Most Distinguished Chapter in the State of Wisconsin. The chapter will now compete internationally and award recipients will be announced at the Virtual International Convention in April. PTK International Honor Society announced the scholarship recipients from the State of Wisconsin and both students are from Madison College. Brittany Campbell, Occupational Therapy student, was selected as the New Century Scholar for the State of Wisconsin - Workforce Pathway. This scholarship is for graduates who will be entering the workforce for the Fall of 2021. Ana Paula Rodovalho Fernandes Moreira, Liberal Arts Transfer student was selected as the New Century Scholar for the State of Wisconsin - Transfer Pathway. This scholarship is for students who intend to transfer for the Fall of 2021. New Century Scholars are selected based on their academic accomplishments, leadership, activities, and how they extend their intellectual talents beyond the classroom. Madison College teen entrepreneur Nabil Hamdan was featured nationally on the TODAY Show. He is the founder of The World of Bamboo, which uses bamboo as a plastic alternative to fight plastic pollution. Nabil has been attending Madison College full-time through the Early College STEM program since his junior year of high school. In 2019, Hamdan became the youngest person to ever become a member of the Latino Chamber of Commerce of Dane County. The marketing team has its fall marketing campaign, including direct mail, outbound email campaigns, texting, social direct messaging, social media, personalized direct messages, retargeting and direct-to-voicemail messaging.

Ms. Nuñez reported that Madison College will participate in a national Day of Understanding: Real Dialogue for Real Change on April 13, along with over 200 companies around the country. CEO Action for Diversity & Inclusion sponsors the activities of the event. It is the largest CEO-driven commitment to advance diversity and inclusion within the workplace with over 500 signatories across the country. Madison Area Technical College is one of the few colleges. The Office of Equity and Inclusion will host the Counterpoint Series of Speakers, featuring a diverse line-up of speakers who will share their perspectives. Madison College will host several virtual events during Native American Week. The WTCS Affinity Groups speaker series will begin this week.

Dr. Thomas reported that as the health situation evolves, Madison College will move through various phases of opening, determined by public health orders, vaccination rates, and, positive test rates. The college does not currently have plans to require vaccinations as a condition of access for employees or students.

Ms. Buschhaus reported that Madison College is recognizing Sexual Assault Awareness Month in April with a variety of activities and information campaigns.

President's Report III A 4

Dr. Daniels reported that administrators whose salary is below the maximum amount for their range, along with part-time senior and advanced instructors, on the college payroll as of July 1, 2020, will receive a 0.5% adjustment to their base wage retroactive to that date. Local 243 was presented a similar base-wage increase and the college is awaiting finalization of a tentative agreement with the union. Organizational changes in Academic Affairs, Student Affairs, Equity and Inclusion, Institutional Effectiveness, Administrative Services, and the President's Office were announced.

Action Items III B

New Program Approval-Foundation in Engineering & Technology Less Than One-Year Technical Diploma III B 1

Mr. Way reported that the proposed new credential aims to enhance the experience of students who enter Madison College through the Exploratory Path option. This credential assembles courses that are aligned with a growing list of diplomas, degrees, and transfer agreements while simultaneously offering students experiences that are authentic to the aligned programs, and the careers to which they lead. The proposed program capitalizes on an existing body of classes, resulting in the need for no new courses or sections. The advisory committee unanimously endorsed the creation of the new credential.

There was a motion by Mr. Hasler, seconded by Mr. Guttenberg, to approve the new Foundations in Engineering & Technology Less Than One-Year Technical Diploma. Motion carried.

Fiscal Year 2021-2022 Student Help Pay Rate III B 2

Dr. Thomas reported that the administration analyzed the current hourly rate of pay for student help and Federal Work Study against similar occupations using the Dane County and statewide data available from WisConomy, Wisconsin's Economic and Labor Market Information System as well as from other higher education institutions. Based on the analysis, the college recommends raising the hourly wage rate from \$11.50 to a range with a minimum of \$12.50 per hour and a maximum of \$13.50 and a one dollar (\$1.00) per hour shift differential. All changes would apply to the student help and Federal Work Study pay rate. The administration's intent is to raise the base student pay rate to \$15.00 per hour in FY2022-2023.

There was a motion by Dr. Crim, seconded by Mr. Polzer, to approve raising the hourly wage rate from \$11.50 to a range with a minimum of \$12.50 per hour and a maximum of \$13.50 and a one dollar (\$1.00) per hour shift differential for hours worked consistent with other non-exempt college employees for student help and Federal Work Study for Fiscal Year 2021–2022.. Motion carried.

Proposed FY2021-22 Capital Remodel Project ^{III B 3}

Dr. Thomas reported that This project is the first of three projects to relocate the Instructional Technology program from the Health Education Building, third floor, to the Truax main campus on the first floor, in the D and E sections. This 6,601 square foot remodel project includes significant improvements to the corridor floors, walls, and ceilings, improved lighting, and upgraded mechanical systems reflecting current college standards. The estimated project cost is \$1,500,000. The construction for this project would start January 2022 with project completion in August, in time for the start of the fall 2022 academic year.

There was a motion by Ms. Bidar-Sielaff, seconded by Dr. Crim, to:

- 1. Approve the above remodel project.**
- 2. Authorize staff to prepare construction drawings & specifications and to send the above project out for competitive bids.**
- 3. Authorize staff to submit a request for approval to the Wisconsin Technical College System for Board approval.**

Motion carried.

Fiscal Year 2021-22 Proposed Budget ^{III B 4}

Ms. Ramirez reported that if approved by the District Board, a budget public hearing will be conducted on May 5, 2021, followed by final Board approval of the budget on June 2, 2021.

There was a motion by Mr. Polzer, seconded by Dr. Crim, to approve taking the proposed Fiscal Year 2021-22 budget to public hearing and establish the date, time, and place for the public hearing as May 5, 2021, at 5:30 pm. The hearing will be held remotely, and members of the public can participate by dialing (608) 620-8501 and entering Conference ID 149 813 983# when prompted. Motion carried.

Capital Projects Borrowing III B 2

Resolution Authorizing the Issuance of Not to Exceed \$3,500,000 General Obligation Promissory Notes, Series 2020-21J III B 5 a

Ms. Grigg reported that the resolution is the authorization to begin the process to borrow for capital projects and totals \$3,500,000, including \$1,500,000 for building remodeling and improvement, and \$2,000,000 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.

There was a motion by Mr. Hasler, seconded by Mr. Guttenberg, to adopt the Resolution Authorizing the Issuance of Not to Exceed \$3,500,000 General Obligation Promissory Notes, Series 2020-21J. Motion carried.

Resolution Establishing the Parameters For the Sale of Not to Exceed \$3,500,000 General Obligation Promissory Notes, Series 2020-21J III B 5 b

Ms. Grigg reported that 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 3.0%.

There was a motion by Mr. Guttenberg, seconded by Mr. Hasler to adopt the resolution Authorizing the Parameters to Award the Sale of \$3,500,000 General Obligation Promissory Notes, Series 2020-21J. Motion carried.

Consent Agenda III B 6

General fund financial report as of February, 28 2021 III B 6 a

Requests for proposals/request for bids/sole sources III B 6 b

Supplier payments greater than or equal to \$2,500 and schedule of checks issued for the period February 16, 2021 through March 15, 2021
III B 6 c

38.14 contracts for February 2021 III B 6 d

Employment of personnel III B 6 e

There was a motion by Mr. Hasler, seconded by Mr. Polzer, to approve Consent Agenda items III.B.6.a. through e. Motion carried

Adjournment ^v

There was a motion by Mr. Polzer, seconded by Ms. Bidar-Sielaff, to adjourn the meeting. Motion carried.

The meeting adjourned at 7:09 p.m.

Elton J. Crim, Jr., Secretary