

A meeting of the Madison Area Technical College District Board was held on July 12, 2021 in a hybrid format. Members of the public were given an opportunity to attend the meeting in person or virtually through a phone line published as part of the notice.

Board members present: Frances Huntley-Cooper (Chair), Joseph Hasler (Vice-Chair), Elton Crim (Secretary), Shiva Bidar-Sielaff (Treasurer), Arlyn Halvorson, Melanie Lichtfeld, Ananda Mirilli, 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 Affairs & Institutional Effectiveness; 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: Laurie Grigg, Chief Financial Officer & Controller; Zong Her, Director of Institutional Research & Effectiveness; Donna Hutcherson, Student Liaison; Bobby Johnson, HE Consulting; Kyla Mallory, HE Consulting; Ali Zarrinnam, Vice-President of Strategic Enrollment Management; 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 Ms. Huntley-Cooper.

### **Organizational Meeting** <sup>II</sup>

#### **Affirmation of Oath of Office for Newly Appointed and Reappointed Board Members** <sup>II A</sup>

Mr. Anderson stated that the oath of office had been administered to Ms. Bidar-Sielaff, Mr. Guttenberg, and Mr. Halvorson for their new three-year terms to the District Board of Trustees. The oral oath being ceremonial was dispensed with.

**Election of FY2021-22 District Board Officers** <sup>II B</sup>

Ms. Huntley-Cooper reported that Ms. Lichtfeld was nominated for the position of Board Secretary, and had accepted the nomination, during the Board Development meeting that afternoon. The full slate of officers being presented for consideration is:

Board Chair:	Dr. Elton Crim
Board Vice-Chair:	Ms. Frances Huntley-Cooper
Board Secretary:	Ms. Lichtfeld
Board Treasurer:	Ms. Shiva Bidar-Sielaff

**There was a motion by Mr. Halvorson, seconded by Mr. Polzer, to accept the FY2021-22 slate of officers as recommended by the Ad Hoc Nominations Committee, and the addition of Ms. Lichtfeld as Board Secretary. Motion carried.**

**Dr. Crim being elected Chair took the gavel from Ms. Huntley-Cooper.**

**Appointment of Representatives to the Wisconsin Technical College District Boards Association Board of Directors and Standing Committees** <sup>II C</sup>

Dr. Crim reviewed a request from the Wisconsin Technical College District Boards Association for representatives to their Board of Directors and standing committees. All trustees currently serving stated they will continue in their current roles:

Board of Directors:	Mr. Hasler
Awards Committee:	Ms. Lichtfeld
Bylaws, Policies, & Procedures:	Dr. Crim
External Partnerships:	Ms. Mirilli
Internal Best Practices:	Dr. Crim & Mr. Polzer

**FY2021-22 Board Meeting Schedule** <sup>II D</sup>

Dr. Crim reported that a decision is needed on the Board meeting schedule for FY2021-22 and asked for a motion to continue the previous year's schedule of meetings on the first Wednesday of each month.

**There was a motion by Ms. Huntley-Cooper, seconded by Mr. Polzer, to set the Board meeting schedule as the first Wednesday of each month. Motion carried.**

**Routine Business Matters** III**Approval of Meeting Minutes** III A

There was a motion by Mr. Polzer, seconded by Ms. Lichtfeld, to approve the meeting minutes of June 2, 2021, as submitted. Motion carried.

**New Business** IV**Communications** IV A**Board Chair's Report** IV A1**Future Meeting & Event Schedule** IV A 1 a

Dr. Crim reported that the Board will continue to meet in a hybrid format for both August and September. The format for meetings after September will be decided at a later time.

**Student Liaison Report** IV A 2

Ms. Hutcherson stated that she is looking forward to the upcoming year in her new roles at Student Liaison.

**College/Campus Announcements** IV A 3

Ms. Ahedo reported that the Goodman South Campus continues to host *Smart Start*, *Smarter Finish*. Sessions that help students complete a program and financial aid application, prepare for and take a placement test if needed, receive career exploration information, and information about remote learning and technology. Over the last several weeks, these sessions have been held in-person rather than virtually. Centro Hispano Nursing Assistant students and Finance Caminos student, programs offered through partnerships with Madison College, students will celebrate graduations.

Dr. Bakken reported that all attempts are being made to accommodate students based on course success trends, student demand and preferences. Recent actions include opening extensive capacity for in-person seats, hybrid and in-person, in existing courses and shifting offerings from

hybrid to more in-person options including diesel, construction and remodeling, automotive tech, ag mechanics, photography and interior design. Data continues to indicate the optimum level of the fast growing delivery mode of hybrid, which combines the best of in-person instruction and remote options and convenience with the opportunity to set varying meeting patterns depending on the needs of the course. The optimal delivery mode mix of the future is yet unknown and it will continue to present itself as student behavior and success metrics coming out of this pandemic begin to settle. For the 2020-21 academic year, the Writing Center celebrated over 5,700 visits made by nearly 2,200 individual students. Writing Center Live, synchronous remote service was instituted as an emergency measure in Spring, 2020 but was such a success for students, it will continue. Hospitality and Tourism program director and instructor Lynea Lavoy's podcast "The Pineapple Sessions" is rated among the top hospitality podcasts of 2021 by Welp Magazine. Dr. Lavoy's podcast focuses on hospitality, leadership and education. English faculty Kevin Piper was one of our two selections for sabbatical this upcoming year. As part of his yearlong project on antiracism and teaching indigenous literature, he has been accepted as the MATC Fellow at UW Madison's Institute for Research in the Humanities. The Spring 2021 Honors competition saw First Place going to nursing student, Emeline Rudarmel, who created escape rooms for nursing students to apply knowledge learned in pharmacology. She also submitted a research paper on the gamification of nursing curriculum.

Dr. Casper reported that both virtual and in-person student support services will be available as the fall semester approaches. FTE enrollment is about 10% below the same time last year, with head count down about 3%. Zong Her, director, and Marie Andrae, senior business intelligence/development coordinator, both Institutional Research and Effectiveness staff, were selected to participate in the 2021-2022 Strategic Data Project for Postsecondary Career and

Technical Education Fellowship at the Center for Education Policy Research at Harvard University. Student Ricardo Marroquin was recently featured in the Wisconsin State Journal's "Know Your Madisonian" segment. He drives the Madison Public Library's Dream Bus to community centers, jails and other places.

Dr. Thomas reported that the college has made several health and safety adjustments: the electronic COVID screening app is no longer required; there are not limited entry points, rooms have returned to pre-pandemic capacities, six-foot physical distancing requirement is not being enforced; and masks continue to be recommended, but are no longer required. Travel in the Fall in the United States for students and employees for learning-related, teaching, and business-related opportunities will be allowed. Travel outside of Wisconsin, in the United States needs the appropriate Cabinet member's approval, and international travel in the Fall will not be allowed but tentative planning for international travel in Spring 2022 and beyond is occurring. Starting August 16, the college will begin hosting events for community and other external organizations at all facilities beginning. The college is not requiring vaccines for students or staff but has joined the White House's College Vaccination Challenge. As part of the College Vaccine Challenge the college will host on-campus pop-up vaccination clinics at our Truax, Goodman South, and regional campuses when students begin attending back-to-school activities, such as our Wolfpack Welcome days in mid-to-late August. Esports athlete, Kaden Crockett was the repeat NJCAA Grand Champion in Super Smash Brothers. Both the baseball and softball teams were regional champions, and both participated in their respective NJCAA D-2 World Series. The Women's Soccer and Men's Golf teams both were regional runners-up. Madison College student-athletes excelled in academics in the 2020-2021 academic year is unprecedented with more than half of student-athletes receiving the N4C Academic All-Conference recognition

for having a 3.0 or greater GPA. Thirty-seven student athletes, almost a third, received the NJCAA Academic Awards for getting a 3.6 or higher cumulative GPA for the year.

Ms. Buschhaus reported that the Employee Manual was recently updated and includes a new remote work policy and a more flexible paid time off donation process.

### **President's Report** III B 4

Dr. Daniels reported that he recently sent a message to all Madison College employees, indicating the college's commitment to the important role that critical and difficult conversations in achieving its mission, exposing students to different perspectives, including critical race theory.

### **Emsi Labor Market Data** III B 4 a

Dr. Daniels introduced Dr. Casper, Ms. Her, along with Emsi representatives Ms. Mallory and Mr. Johnson, to share the results of a recent economic impact study. The report included information about the economic impact of Madison College throughout the district and the surrounding area.

### **Action Items** IV B

### **Disposition of College Property** IV B 1

Dr. Thomas reported that S. 38.14(2)(bm), Wis. Stats., allows the District Board, with approval from the WTCS system president, to sell college property that is no longer needed by the district.. Only those items identified as being at the end of their useful life for the college will be considered for sale. The attached procedure updates the process for clarity, allowing sales of laptops to students, and allowing sales of surplus equipment to public K-12 and higher education partners.

**There was a motion by Ms. Huntley-Cooper, seconded by Mr. Polzer, to approve the attached procedures related to the Disposition of College Property and to Approve submission of the procedures to the WTCS system president for approval. Motion carried.**

**Capital Projects Borrowing** <sup>IV B 2</sup>

**Resolution Authorizing the Issuance of Not to Exceed \$3,500,000 General Obligation Promissory Notes, Series 2021-22B** <sup>IV B 2 a</sup>

Ms. Grigg reported that the attached resolution is the authorization to begin this process and totals \$3,500,000, including \$1,500,000 for building remodeling and improvement projects, 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 Mr. Halvorson, seconded by Ms. Huntley-Cooper, to adopt the Resolution Authorizing The Issuance Of Not To Exceed \$3,500,000 General Obligation Promissory Notes, Series 2021-22B; And Setting The Sale Therefor. Motion carried.**

**Resolution Establishing the Parameters For the Sale of Not to Exceed \$3,500,000 General Obligation Promissory Notes, Series 2021-22B** <sup>IV B 2 b</sup>

Ms. Grigg reported that the Madison Area Technical College District Board previously approved authorizing the sale of \$3,500,000 of General Obligation Promissory Notes. 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 (\$2,000,000), and for the purpose of paying the cost of building remodeling and improvement projects (\$1,500,000). 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 3.5%.

**There was a motion Mr. Hasler, seconded by Ms. Lichtfeld to, to adopt the Resolution Establishing Parameters for the Sale of Not to Exceed \$3,500,000 General Obligation Promissory Notes, Series 2021-22B. Motion carried.**

**Consent Agenda** <sup>IV B 3</sup>

**General fund financial report as of May 31, 2021** <sup>IV B 3 a</sup>

**Supplier payments greater than or equal to \$2,500 and schedule of checks issued for the period May 16, 2021 through June 15, 2021** <sup>IV B 3 b</sup>

**Contracts for services for May 2021** <sup>IV B 3 c</sup>

**Employment of personnel** <sup>IV B 3 d</sup>

**Resignations and separations** <sup>IV B 3 e</sup>

**Retirements** <sup>IV B 3 f</sup>

**There was a motion by Ms. Huntley-Cooper, seconded by Mr. Hasler, to approve Consent Agenda items IV.B.3.a. through f. Motion carried**

**Adjournment** <sup>v</sup>

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

The meeting adjourned at 6:40 p.m.

---

Melanie Lichtfeld, Secretary