

A meeting of the Madison Area Technical College District Board was held on October 6, 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: Elton Crim (Chair), Frances Huntley-Cooper (Vice-Chair), Melanie Lichtfeld (Secretary), Randy Guttenberg, Arlyn Halvorson, Joseph Hasler, Ananda Mirilli, and Christopher Polzer.

Also present: Jack E. Daniels, President; Jon Anderson, Legal Counsel; 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: Sean Green, Student Senate President; Laurie Grigg, Chief Financial Officer and Controller; Luciana Reichel, Administrative Assistant to the President; Randy Way, Associate Dean of School of Engineering, Science and Math; and Kristin Rolling, Recording Secretary.

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

The meeting was duly noticed and called to order at 5:35 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. Guttenberg, seconded by Ms. Huntley-Cooper, to approve the meeting minutes of August 4, 2021, as submitted. Motion carried.**

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

Mr. Green shared a report on the current and upcoming activities of the Student Senate.

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

Dr. Crim reported that the Board will continue to meet in a hybrid format through December 2021. The format for meetings after December will be decided at a later time.

**Student Liaison Report** III A 2

There was no student liaison report.

**College/Campus Announcements** III A 3

Ms. Ahedo reported that Goodman South Campus has created spaces on campus where faculty who are teaching in person may have an appropriate space to conduct a synchronous online class if they are scheduled in that way. Some in-person community support services are now being offered at the campus, including the Rape Crisis Center and the Legal Clinic. The campus is working with the Wisconsin Department of Human Services to begin to offer services for BadgerCare, Foodshare, and childcare subsidies registration.

Dr. Bakken reported that Madison College is currently working with Lakeland Technical College and Northeast Wisconsin Technical College to give their students a clear path to transfer via the Madison College transfer. Other new transfer agreements are being developed in the areas of nursing and early childhood and a new opportunity for Madison College biotechnology graduates to transfer to University of Maryland Global campus to complete a Bachelor of Science in biotechnology. The Respiratory Therapy program recently received the Distinguished RRT Credentialing success award from the Commission on Accreditation for Respiratory Care (CoARC). The central criteria for this award is that 90% of the program graduates succeed at the

high cut score on the National Board Respiratory Care (NBRC) exam and then successfully pass the Clinical Simulation Exam to earn the Registered Respiratory Therapist credentials and maintain that over a three year time period. As part of recent organizational changes, the regional campus directors for both the North and East region report up to the Provost's Office via Bryan Woodhouse, Vice President of Regional and Corporate Affairs. Information from the regions will now be included in the Provost's report to the Board. In the Northern region, summer camps for nursing, EMS, and welding and fabrication camps served 75 middle school students in Portage and Reedsburg. A community garden was built at the Reedsburg campus Reedsburg high school students. The gardens are rented out and half the produce is now going directly to the local food pantry. Madison College partnered with Las Milpas, the Baraboo Area Chamber of Commerce and the Latino Chamber of Commerce to host a Lunch and Learn in Baraboo that highlighted the college's initiatives to support the Latino population, specifically the new ESL Career Pathways grant. In the Eastern region, both the Fort Atkinson and Watertown campuses are coordinating with local health agencies to offer Covid-19 vaccine clinics, expanding instruction options for ESL students, and offering new continuing education welding courses to address workforce shortages.

Dr. Casper reported that in September the college received its official Cohort Default Rate, the percentage of a school's borrowers who enter repayment on certain loans during a particular federal fiscal year, and it is 6.5%, the lowest in Madison College history. Rachel Becker, a Madison College librarian, was selected among hundreds of applicants as an elite leadership fellow in an intensive year-long program of the Scholarly Publishing and Academic Resources Coalition (SPARC). Dr. Keyimani Alford, Dean of Student Access & Success

announced that since Spring 2020, Madison College has provided over \$19 million in support to students, with \$15.3 million in student emergency grants and \$4 million debt forgiveness grants.

Dr. Thomas reported Dane County extended its mask mandate, so the college is continuing with that requirement. There is not guidance on what a Federal vaccine mandate would mean for public institutions of higher education, and the college will continue to monitor those developments. The fall Athletics seasons are well underway, soccer, volleyball and golf have been in competition, and all the other sports have been or will shortly be beginning training for their upcoming seasons. All athletes and coaches must either be vaccinated or show proof of a negative COVID 19 PCR test on a weekly basis in order to participate in any competitions, practices, trainings, or meetings. The college has engaged with about 16 community partners to expand the college's wi-fi network by installing the hardware for access points at locations such as schools and some local non-profits to expand connectivity. Capital projects continue at Truax, Commercial Avenue, and regional campuses.

Ms. Nuñez reported that, as part of Hispanic Heritage Month in September, the college hosted a conversation with Maria Hinojosa, an award-winning journalist, author, and activist. Throughout October, Land Acknowledgements will be unveiled at each campus as part of Indigenous People's Day celebrations. In the coming months, Madison College will host a Hmong New Year celebration, transgender advocate Bambi Salcedo, and a clubhouse with Shakil Choudhury the author of Deep Diversity.

Ms. Buschhaus reported that Human Resources has partnered with the Dean of Students office to offer a variety of programming and activities to enhance awareness during Domestic Violence Awareness Month. Open enrollment for all college health insurance plans runs from

October 1-15. The college will flu shot clinics this month on all Madison College campuses through October 18. The flu shot clinics are open to all employees and their families.

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

Dr. Daniels reported that the college and Local 243, representing staff and full-time faculty had reached an impasse in negotiations, meaning that the contract impasse would be resolved by the college President. Dr. Daniels stated that the last offer made by the administration at the bargaining table would be implemented. This means that staff will receive a 1.23% increase to their base pay, retroactive to July 1, 2021. This is in addition to the 0.77% that was previously announced. Those at the maximum of the salary range will receive lump sum payment. Full-time faculty will receive a 1.23% increase, also in addition to the 0.77%, effective at the beginning of their contract year. Those at the maximum of the salary range will receive lump sum payment.

Dr. Daniels thanked Nicole Sandoval for her leadership in partnering with the Ho-Chunk Nation to collect donations for the Afghan refugees who were recently placed in Wisconsin.

Dr. Daniels announced that the Combined Charitable Campaign began this week and the campaign exceeded last year's record of first day donations by collecting \$26,000. The campaign's goal for this year is \$100,000.

Dr. Daniels introduced Dr. Casper to provide a Fall 2021 Enrollment update. Dr. Casper's report included information related to summer and fall enrollments, including demographic information and trends, as well as funding related to tuition and state funding.

**Action Items** III B**Amending the original long term ground lease with Drury Southwest, Inc. for redevelopment of the Downtown Education Center (DTEC) site** III B 1

Dr. Thomas reported that on January 3, 2018 the Madison College Board authorized the College to enter into a long-term land lease with Drury Southwest, Inc. (“Drury”). A lease was negotiated and approved by the Wisconsin Technical College System Board on May 8, 2018. Drury halted their project in Spring 2020 due to the pandemic and asked the college to renegotiate the terms of the original ground lease. A year of direct negotiations between the parties’ attorneys did not yield agreement, so the college and Drury agreed to a mediation process. This mediation process did yield an agreement to amend the ground lease.

**There was a motion by Mr. Guttenberg, seconded by Mr. Polzer, to:**

- **Authorize staff to execute the amended terms of the ground lease and related documents concerning the Downtown property and to take such other actions as are prudent and necessary to move the project forward.**
- **Authorize staff to submit the amended terms of the ground lease to the Wisconsin Technical College System Board (WTCSB) for approval.**

**Motion carried.**

**Fiscal Year 2021-22 Tax Levy** III B 2

Dr. Thomas reported that to meet budget requirements, the college needs to generate a tax levy for operations of \$44,623,181. In addition, the District would be required to make subsequent budget adjustments for FY 2021-22, as is typical practice.

To meet budget requirements, the college needs to generate a debt service tax levy of \$35,397,904, a debt service mill rate of 0.35687. This is a decrease of \$46,904 over the initial FY2021 22 debt service budget.

As the debt service mill rate for FY2020-21 was 0.36865, the recommendation reflects a decrease in the debt service of 0.01178 mills or 3.20%. This reflects the debt service related to the 2010 referendum and the District's capital plan implementation.

The combined operational and debt service mill rate for FY2020-21 was 0.86410. The combined FY2021-22 mill rate, as recommended for operations and debt service, is 0.80676. The combined levy amount is \$80,021,085.

**There was a motion by Mr. Polzer, seconded by Mr. Halvorson, to authorize a property tax levy for FY2021-22 of \$80,021,085 on the full value of the taxable property of the district for the purpose of operating and maintaining the schools of the district and for the payment of debt. The levy for operations shall be \$44,623,181, and the levy for debt service shall be \$35,397,904. Motion carried.**

**District Purchases over \$50,000** III B 3

The Wisconsin Administrative Code [TCS 6.05 (2) (h)] requires an annual review of purchases "...to determine if a more competitive procurement process should be used in succeeding years." The review is to be based upon a report "containing transaction detail grouped by similar goods, supplies and services". Procurement has reviewed this detailed report for district purchases made in the 2019-20 fiscal year and brings forward this review for the Board's acceptance. For the year, the district had purchases in excess of \$50,000 from a total of 153 suppliers, totaling \$82,189,187. Procurement will continue to lead efforts throughout the year to ensure compliance with Purchasing policies and will emphasize the need for a competitive process to be used whenever feasible.

**There was a motion by Ms. Huntley-Cooper, seconded by Mr. Guttenberg, to approve the District Purchases over \$50,000 Review for FY 2019-2020. Motion carried.**

**Capital Projects Borrowing** III B 4

**Resolution Authorizing the Issuance of Not to Exceed \$3,500,000 General Obligation Promissory Notes, Series 2021-22E** III B 4 a

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.

**Resolution Establishing the Parameters For the Sale of Not to Exceed \$3,500,000 General Obligation Promissory Notes, Series 2021-22E** III B 4 b

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 3.0%.

**There was a motion Ms. Huntley-Cooper, seconded by Mr. Polzer, to adopt the Resolution Authorizing The Issuance Of Not To Exceed \$3,500,000 General Obligation Promissory Notes, Series 2021-22E; And Setting The Sale Therefor, and to adopt the Resolution Establishing Parameters for the Sale of Not to Exceed \$3,500,000 General Obligation Promissory Notes, Series 2021-22E. Motion carried.**

**New Program Approval: Facilities Maintenance Apprenticeship** III B 5

Dr. Way reported that the Industrial Mechanic-Facilities Technical Diploma was launched in Fall 2021. The creation of this credential attracted the interest of employers who wanted to develop the same skillset in their employees, but through the Apprenticeship model. This request pursues the repackaging of existing classes from the Industrial Mechanic-Facilities



Technical Diploma into the Facilities Maintenance Apprenticeship. This curriculum will arm students with the skills they need to serve as a facility's first level of technical support, as well as preparing them to manage maintenance activities for safety and efficiency. The program will offer students and employers additional options to complete the program in a format that best meets their needs. It represents a clear opportunity for growth and will serve the objectives of district employers.

**There was a motion Mr. Hasler, seconded by Mr. Polzer, to approve the new Facilities Maintenance Apprenticeship. Motion carried.**

**Consent Agenda** III B 5

**General fund monthly financial report as of August 31, 2021** III B 5 a

**Request for proposals/request for bids/sole sources** III B 5 b

**Contracts for services for August 2021** III B 5 c

**Supplier payments greater than or equal to \$2,500 and schedule of checks issued for the period August 16, 2021 through September 15, 2021**

III B 5 d

**Code of Ethics** III B 5 e

**Employment of personnel** III B 5 f

**Resignations and separations** III B 5 g

**Retirements** III B 5 h

**There was a motion by Ms. Huntley-Cooper, seconded by Mr. Halvorson, to approve Consent Agenda items III.B.5.a. through h. Motion carried**

**Adjournment** V

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

The meeting adjourned at 6:56 p.m.

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Melanie Lichtfeld, Secretary