

A meeting of the Madison Area Technical College District Board was held on September 1, 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, 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; Zong Her, Director of Institutional Research & Effectiveness Donna Hutcherson, Student Liaison; Cody White, Manager of Capital Planning and Sustainability; and Kristin Rolling, Recording Secretary.

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

The meeting was duly noticed and called to order at 5:31 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 A1**Future Meeting & Event Schedule** III A 1 a

Dr. Crim reported that he attended the recent Madison College Foundation Board meeting. 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. Dr. Crim recognized Mr. Hasler who reported that he attended the most recent meeting of the District Board's Association.

**Student Liaison Report** III A 2

Ms. Hutcherson reported that racial equity, diversity, inclusion and student homelessness are her priorities this year as a student leader.

**College/Campus Announcements** III A 3

Ms. Ahedo reported that Goodman South Campus welcomed a new class of Early College STEM Academy students. English language learners and early childhood education students are also on campus. The campus continues to engage students and provide the type of class formats they need. The campus is partnering with the Latino academy of workforce development to offer a bilingual class on blueprint reading. This skill is critical in manufacturing, construction, architectural, or apprenticeship work.

Dr. Bakken reported that the college continues to advance its transfer partnership strategy with WTCS partners. Building on the agreements with Fox Valley Technical College and Northcentral Technical College, agreement with Lakeshore Technical College and Northeast Wisconsin Technical College that will give more students around Wisconsin opportunities for

transfer to a four-year institution. 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. In the Northern Region, Madison College partnered with Las Milpas and the Baraboo Area Chamber of Commerce alongside 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 for the regionals. In the Eastern Region, both campuses are coordinating with local health agencies to offer Covid-19 vaccine clinics, expanding instruction options for ESL students, and offering new welding courses to address workforce shortages.

Dr. Casper provided an enrollment update for the Fall 2021 semester. The new student website was launched, as well as a texting campaign for prospective students. The Tuition Refund Policy was redesigned to be more equitable. Madison College continues its activities in the first year of the Achieving the Dream participation.

Dr. Thomas reported that after two years of interrupted athletics, 155 student-athletes and 29 coaches will be participating in athletics this academic year. The Athletics administration, led by Steve Hauser, have been in constant discussion over conference and region COVID response protocols, and establishing responses and systems to ensure our student athletes are remaining safe and in compliance with localized requirements so that they can participate. Dr. Thomas provided an update on construction projects in the fitness center and Athletics areas; the Ingenuity Center; Interior Design, Architectural Technology, and Civil Engineering spaces; and

the Fort Atkinson Metal Fabrication lab. There have been no changes to COVID protocols in the last month, but communication to students and staff continue to remind them of the protocols.

Ms. Nuñez reported on activities related to one of the statements in the Madison College Equity and Inclusion Plan that employee demographics will reflect student demographics. Members of the Human Resources team, along with the Office of Equity and Inclusion have reviewed all aspects of the hiring process, from position description development through onboarding and retention strategies.

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

Dr. Daniels reported that the college recently hosted a picnic for employees ahead of the start of the fall semester. Approximately 275 employees, along with Mr. Polzer, attended the picnic. Madison College will host the Wisconsin Technical College System Board on September 14 and 15.

Dr. Daniels introduced Ms. Her, who presented EMSI data related to economic impact of Madison College on the district.

Dr. Daniels introduced Mr. White, who presented information related to the Madison College three-year facilities plan.

### **Action Items** III B

#### **Three-Year Facilities Plan** III B 1

Dr. Thomas reported that Annually, all Wisconsin Technical College System (WTCS) districts are required to prepare and submit a Three-Year Facilities Plan to the Wisconsin

Technical College System State Board. The plan must be approved by the District Board and submitted to the WTCS.

**There was a motion by Mr. Guttenberg, seconded by Mr. Hasler, to approve the Madison College's Three-Year Facilities Plan dated September 2021 for submission to the Wisconsin Technical College System. Motion carried.**

**Investment Policy Update** <sup>III B 2</sup>

Dr. Thomas reported that Regulation #209 authorizes the CFO/Controller and the Executive Vice President of Finance and Administration to develop and maintain an investment procedure. The college is requesting an update to the procedure that will allow the college to invest in a new product is called WISC ETD or Extended Term Duration Series.

**There was a motion by Mr. Polzer, seconded by Mr. Hasler, to approve the update to the investment procedure to allow the District to invest in the new WISC ETD product. Motion carried.**

**Capital Projects Borrowing** <sup>III B 3</sup>

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

Dr. Thomas 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. Hasler, seconded by Mr. Guttenberg, to adopt the Resolution Authorizing The Issuance Of Not To Exceed \$3,500,000 General Obligation Promissory Notes, Series 2021-22D; 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 2021-22C** <sup>III B 3 b</sup>

Dr. Thomas 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 Mr. Polzer, seconded by Mr. Guttenberg, to adopt the Resolution Establishing Parameters for the Sale of Not to Exceed \$3,500,000 General Obligation Promissory Notes, Series 2021-22D. Motion carried.**

**Consent Agenda** <sup>III B 4</sup>

**General fund monthly financial report as of July 31, 2021** <sup>III B 4 a</sup>

**Request for proposals/request for bids/sole sources** <sup>III B 4 b</sup>

**Contracts for services for June 2021** <sup>III B 4 c</sup>

**Supplier payments greater than or equal to \$2,500 and schedule of checks issued for the period July 16, 2021 through August 15, 2021** <sup>III B 4 d</sup>

**Employment of personnel** <sup>III B 4 e</sup>

**Resignations and separations** <sup>III B 4 f</sup>

**Retirements** <sup>III B 4 g</sup>

**There was a motion by Ms. Huntley-Cooper, seconded by Mr. Polzer, to approve Consent Agenda items III.B.4.a. through g. 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 7:07 p.m.

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Melanie Lichtfeld, Secretary