

A meeting of the Madison Area Technical College District Board was held on December 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), Shiva Bidar-Sielaff (Treasurer), Arlyn Halvorson, Joseph Hasler, 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: Keyimani Alford, Dean of Student Access & Success; Jessica Archiquette, Student Liaison, Sean Green, Student Senate President; Laurie Grigg, Chief Financial Officer and Controller; Sylvia Ramirez, Vice-President for Administration; Shauna Rasmussen, Dean of Early College and Workforce Strategy; Kristin Uttech, Chief Marketing Officer; Bryan Woodhouse, Vice-President for Corporate & Regional Affairs; and Luciana Reichel, Recording Secretary.

Call to Order ^I

The meeting was duly noticed and called to order at 5:37 p.m. by Dr. Crim.

Routine Business Matters ^{II}

Approval of Meeting Minutes ^{II A}

There was a motion by Ms. Huntley-Cooper, seconded by Ms. Lichtfeld, to approve the meeting minutes of November 3, 2021, as submitted. Motion carried.

Public Comments II B

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 reviewed the events listed on the agenda, including the in-person mid-year commencement on Thursday, December 16, 2021

College/Campus Announcements III A 3

Ms. Ahedo reported that Goodman South Campus hosted the Mexican Consulate in November. In conjunction with the visit, the campus also hosted an immigration resource fair, free legal clinic lawyer consultations, and a public health vaccination clinic. The campus also hosted a financial aid application and literacy night for Spanish speaking families, co-hosted with Centro Hispano. Goodman South Campus plans is to host similar events for other underrepresented students and their families throughout this year.

Dr. Bakken reported that Academic Affairs recently hired three deans and one associate dean, with one associate dean position still in the final stages of the hiring process. The new Dean, School of Academic Advancement will be Dr. Leslie Petty; the new Dean, School of Trades and Technology will be Dr. Yojana Sharma; the new Dean, School of Human and Protective Services is Jessica Cioci; and the new Associate Dean, School of Business and Applied Arts is Melissa Pérez. The next academic plan, with a focus on a two-year recovery window is in final draft form with priorities including post-Covid program and course mix across the District including both high demand programs and programs of promise; K-12 engagement

and credential attainment for high school students; advancing STEM programming, access and student success; and cultivating and expanding the college's commitment to academic technology and online learning. The college recently signed a new 2+2 transfer agreement with UW-Platteville for graduates of the Construction and Remodeling Technical Diploma to transfer directly into the Bachelor of Science in Construction Management and renewed a unique agreement with UW-Platteville that allows Platteville students pursuing a degree in chemistry to take the Madison College Biotech Intensive Postbaccalaureate Certificate in their last semester to graduate with a double credential. Several new WTCS statewide agreements, all with a 2+2 element, have been signed in the past few months focusing on early childhood, teacher education and nursing. Cabinetmaking and Millwork instructor Patrick Molzahn published a new edition to his textbook, *Modern Cabinetmaking*, which is now the most widely used textbook among woodworking educators nationwide. The Veterinary Technician program was ranked fourth nationally by EduMed for excellence in quality and value in online programming. In the Eastern Region, the college received over 400 responses from a social media survey in Fort Atkinson to determine top community interests for continuing education offerings. The Fort Atkinson campus added a reflection room and mother's room. The campus partnered with Bedrock Health Centers on a job fair. In the Northern Region, the 2021 Aspire Award winner, Melanie Platt, a graduate of the Reedsburg ADN program, was announced by the Workforce Development Board of South-Central Wisconsin. The Reedsburg and Portage campuses hosted College Goal Nights in November, with students and families from nine school districts attending. These events are hosted nationwide and provide free information and assistance to families who need to complete the Free Application for Federal Student Aid (FAFSA). The Sauk County Board of Supervisors allotted \$100,000 in ARPA funding towards a new Sauk County Training Center, potentially

housed within an existing space at Sysco Foods. The initial charter language states the mission as “the development of a trade skills training program in conjunction with MATC for Huber inmates and other residents of the county looking for options for entering the workforce.”

Dr. Casper reported that headcount enrollments are up 289; and FTE are up 47. Urban Forestry student Jaeden Festge was awarded Operation Fresh Start's 2021 Participant of the Year Award. He is working at Dane County Parks as a Restoration Specialist and is on track to complete his associate degree in Fall 2022. After collaborating with program deans and leads, the marketing department will begin a phased, strategic approach to program marketing. This campaign will promote Information Technology, Business, Health Sciences, Liberal Arts Transfer, and Industry Trades. The Volunteer Center hosted an awareness and support event at Goodman South Campus to focus on the experiences of runaway, homeless, and at-risk youth with a presentation from Briarpatch Youth Services. After the presentation, employees and students made care kits for Madison's homeless youth. A recent donation drive restocked campus pantries. The Volunteer Center is also coordinating the upcoming Santa's Wish List program to support student families and their children during holiday season. Each semester, Phi Theta Kappa (PTK) Honor Society recently recognized 18 faculty and 5 staff with a Golden Apple Award. The Veteran's Resource Services recently celebrated student veterans and their families with a Happy Veterans Day message and gallery tribute. Channel 3000 showcased how Madison College helped honor local veterans with a ceremony led by the school's Native American Student Association. The ceremony was about recognizing veterans in a way that built on a long tradition of honoring warriors and showcased native culture. The Transfer Center hosted a variety of activities for students of color to focus on helping them envision themselves as a successful transfer student at a four-year institution. As part of the continued support for

Madison College students and Mental Health Awareness, Madison College’s Peer Health Educators team and counselor John Boyne recently streamed the documentary “It’s Real: College Students and Mental Health” and then facilitated a discussion about the film.

Dr. Thomas reported that the college is continuing to monitor the ever-evolving COVID situation in our communities with the health and safety of our college community always considered first, and that the mask mandate at Madison College facilities has been extended through Dr. Martin Luther King, Jr., holiday weekend. Some larger remodel or construction projects are continuing, including: the relocation of Continuing Education and Business and Industry, Entrepreneur Center staff workspaces to the Truax campus; remodel of the simulation lab at Goodman South Campus; a remodel of the Fort Atkinson metal fabrication space; expansion and redesign of nursing spaces at Watertown; moving biotechnology to Health Education Building; moving the Electronics Engineering Technology (EET) and STEM Center into new space in Ingenuity Center; moving Information Technology to the main building at Truax; expansion and remodel of the fitness center, locker rooms, and athletics offices; new restrooms near D1630; and expansion and remodel of the Truax administration building

Ms. Nuñez reported that her office collaborated with the Fashion Marketing faculty to host the Embrace Fashion Show. Alok Menon, a gender non-conforming writer, performer, and public speaker, joined the event and also spoke on campus about their life and work.

President’s Report III A 4

Dr. Daniels reported that the college will participate in the Achieving the Dream virtual conference in February 2022. The Association for Community College Trustees will host its annual Legislative Summit in Washington DC, also in February. The Madison College Mid-Year Commencement will be held in-person at the Alliant Energy Center on December 16.

Monitoring Report - Enrollment III A 4 a

Dr. Daniels introduced Dr. Casper to provide a monitoring Report related to enrollment. Dr. Alford, Ms. Rasmussen, Ms. Uttech, and Mr. Woodhouse also participated in the presentation. The group shared information related to K-12 Engagements, the Department of Corrections and Second Chance Pell, Continuing Education Course Alignment, Marketing Continuing Education, and the role of personas and influencers in marketing.

Student Liaison Report III A 2

Ms. Archiquette indicated that she did not have a report.

Action Items III B

FY2020-21 Annual Comprehensive Financial Report III B 1

Dr. Thomas reported that on November 3, 2021 a representative from Clifton Larson Allen, LLP (CLA), the district's external auditor, presented the draft FY2020-21 audit report including an unqualified audit opinion on the financial statements. The representative reported that it was a clean audit with no adjustments or non-compliance issues identified.

There was a motion by Mr. Halvorson, seconded by Ms. Lichtfeld, to accept the June 30, 2021 Annual Comprehensive Financial Report including the Single Audit. Motion carried.

Fiscal Year 2021-22 Budget Amendment III B 2

Ms. Ramirez reported that the Fiscal Year 2021-22 budget was approved by the District Board on June 2, 2021. In accordance with State Statute 65.90(5)(a) and the Wisconsin Administrative Code TCS 7.05(7), and to adhere to the District Board's policy, budget amendments for FY2021-22 were presented.

There was a motion by Ms. Huntley-Cooper, seconded by Ms. Lichtfeld, to approve the budget modifications for FY 2021-22. Motion carried unanimously meeting the voting requirement of two-thirds approval by members of the board.

Proposed FY 2022-23 Capital Projects ^{III B 3}

Ms. Ramirez reported that as part of the capital projects planning process, several projects have been identified for funding. The projects are included in the Three-Year Facilities Plan approved by the Madison College Board on September 1, 2021:

Watertown – Nursing Addition

Construction for this project would take place in spring/summer/fall 2022, and the estimated project cost is \$1,500,000.

Watertown – Simulation Remodel

Construction for this project would take place in spring/summer/fall 2022, and the estimated project cost is \$1,500,000.

Fort Atkinson – Advanced Manufacturing/Metal Fabrication Remodel

The construction for this project would take place in spring/summer 2022, and the estimated project cost is \$500,000.

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

There was a motion by Mr. Hasler, seconded by Mr. Halvorson, to:

- 1. Approve the above 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 of each project to the Wisconsin Technical College System for Board approval.**

Motion carried.

Capital Projects Borrowing ^{III B 4}

Resolution Authorizing the Issuance of Not to Exceed \$3,500,000 General Obligation Promissory Notes, Series 2021-22G and Resolution Establishing the Parameters For the Sale of Not to Exceed \$3,500,000 General Obligation Promissory Notes, Series 2021-22F ^{III B 4 a and III B 4 b}

Ms. Grigg reported that the attached resolution for General Obligation Promissory Notes Series 2021-22G 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.

Ms. Grigg reported that the second resolution establishes the parameters for 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 pay Series 2021-22G. 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%. The Board combined the two Resolutions into one Motion.

There was a motion by 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 2021-22G. and to adopt the Resolution Establishing Parameters for the Sale of Not to Exceed \$3,500,000 General Obligation Promissory Notes, Series 2021-22G. Motion carried.

Consent Agenda III B 5

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

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

Supplier payments greater than or equal to \$2,500 and schedule of checks issued for the period October 16, 2021 through November 15, 2021 III B 5 c

Employment of personnel III B 5 d

Resignations and separations III B 5 e

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

Adjournment ^v

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

The meeting adjourned at 7:22 p.m.

Melanie Lichtfeld, Secretary