

A meeting of the Madison Area Technical College District Board was held on July 11, 2022, in a hybrid format. Members of the public were given an opportunity to attend 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), Daniel Bullock, Donald Dantzler, 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; Damira Grady, Vice-President for 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 and Success; Stephanie Belmas, Director of the Center for International Education; Geoff Bradshaw, Associate Vice-President of Intercultural Education; Susan Custer, Student Liaison; Ramon Ortiz, Dean of the School of Business and Applied Arts; Sylvia Ramirez, Vice-President of Administration; Wilfried Tapsoba, Student Senate President; and Kristin Rolling, Recording Secretary.

Call to Order ^I

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

Organizational Meeting ^{II}

Oath of Office for Newly Appointed and Reappointed Board Members ^{II A}

Mr. Anderson administered the oath of office to Mr. Bullock, Mr. Dantzler, and Ms. Lichtfeld for their three-year terms to the District Board of Trustees.

Election of FY2021-22 District Board Officers ^{II B}

Dr. Crim asked Mr. Anderson to manage the process established by the Board for the election of Board officers. Mr. Anderson reviewed the process that will be used for electing officers, which included nominations from the floor and a Board vote on each nomination.

Ms. Bidar-Sielaff nominated Dr. Crim for Board Chair and he accepted the nomination.

Mr. Anderson called for additional nominations three times. There were none.

There was a motion by Mr. Polzer, seconded by Ms. Lichtfeld, to elect Dr. Crim as Board Chair. Motion carried.

Ms. Bidar-Sielaff nominated Ms. Huntley-Cooper for Board Vice-Chair and she accepted the nomination. Mr. Anderson called for additional nominations three times. There were none.

There was a motion by Mr. Polzer, seconded by Ms. Lichtfeld, to elect Ms. Huntley-Cooper as Board Vice-Chair. Motion carried.

Dr. Crim nominated Ms. Lichtfeld for Board Secretary and she accepted the nomination.

Mr. Anderson called for additional nominations three times. There were none.

There was a motion by Mr. Dantzer, seconded by Ms. Bidar-Sielaff, to elect Ms. Lichtfeld as Board Secretary. Motion carried.

Dr. Crim nominated Ms. Bidar-Sielaff for Board Treasurer and she accepted the nomination. Mr. Anderson called for additional nominations three times. There were none.

There was a motion by Mr. Polzer, seconded by Ms. Lichtfeld, to elect Ms. Bidar-Sielaff as Board Treasurer. Motion carried.

Appointment of Representatives to the Wisconsin Technical College District Boards Association Board of Directors and Standing Committees ^{II C}

Dr. Crim stated that he would represent Madison College on the Executive Committee of the District Boards Association.

FY2021-22 Board Meeting Schedule ^{II D}

Dr. Crim reported that a decision is needed on the Board meeting schedule for FY2022-23. There was consensus to continue the previous year's schedule of meetings on the first Wednesday of each month.

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 1, 2022, as submitted. Motion carried.

Public Comments ^{III B}

There were no public comments.

New Business ^{IV}

Communications ^{IV A}

Board Chair's Report ^{IV A 1}

Future Meeting & Event Schedule ^{IV A 1 a}

Dr. Crim reminded trustees about upcoming Board meetings and also encouraged Trustees to attend the Association of Community College Trustees Leadership Congress in October.

Student Liaison Report ^{IV A 2}

Ms. Custer introduced herself to the Board, stating that she is looking forward to the upcoming year.

Student Senate Report ^{IV A 3}

Mr. Tapsoba reported that summer training for student senators continues. Two officer positions have been filled.

College/Campus Announcements IV A 4

Ms. Ahedo reported that Goodman South has started its boots on the ground marketing by attending community events with the recruitment office and the community engagement team. Smart Start sessions are scheduled for the summer including an expansion to the Northern Region. Members of the Childcare Roadmap Team hosted an early childhood education provider resource fair at Goodman South Campus. Over 70 people, many of them bilingual or Spanish-language dominant, met with over 25 organizations, childcare centers, or college staff to get answers on regulatory questions, and scholarship opportunities. The Wisconsin Department of Children and Families and WIWG provide scholarships and free training for those seeking to enter the early childhood education profession, helping to address the childcare shortage.

Dr. Bakken reported that of the college's nearly 2800 courses posted so far for the fall, nearly 70% of all courses are either in person or hybrid and about 30% are fully remote, either OnLine Live or asynchronous online. The School of Nursing has the highest percent of on-campus learning, with 86% of their courses with face-to-face learning, followed by the School of Technologies and Trades with a 73% of their courses with face-to-face learning. The college monitors fill rates and enrollment patterns and makes adjustments to meet student needs related to both access and success. In the past quarter, the college has added new credentials in high demand areas and implemented suspensions and discontinuations in non-needed or outdated credentials. The college completed the final accreditation step and approval for the Practical Nursing program from the State Board of Nursing and the FANUC designation for the Electromechanical Technology and robotics programming, one of only eight sites in the country designated as such. The League for Innovation in Community Colleges has recognized Madison College's Innovation of the Year 2022—Virtual Reality in HVAC instruction. By replicating a

manifold gauge in virtual reality, HVAC students can learn how to operate it safely prior to using it in a lab, where toxic gasses can be expelled if done incorrectly. Madison College was recently awarded almost to \$900,000 in state Workforce Advancement and Training grants to advance innovation and workforce opportunities in Bilingual Early Childcare Diploma and Special Needs Inclusion Credential Accelerated Dental Assistant Technical Diploma for Incumbent Workers Critical Needs in Healthcare – Pandemic Recovery; Ophthalmic Assistant Training; Leadership and Organizational Effectiveness for Hospitality; Manufacturing Skills; and Quality Certification and Lean Six Sigma. These grants each include a partnership with least one employer, and are geared to upskilling and retraining for incumbent workers, who complete full credit programming while on the job. Madison College recently completed its Adult Education and Family Literacy Act (AEFLA) program review conducted by the Wisconsin Technical College System (WTCS) Office. Madison College was noted for best practices and exceptional outcomes. From the regional campuses, four “lunch and learns” were held at the Watertown campus centering around nursing, EMT/EMS, Business and Liberal Arts Transfer programs, plus a listening session for the Latino community to explore deeper partnerships. This fall, a new credit-based Welding Certificate will be offered at the Portage Enterprise Center, building on recent successes with the welding camps and bootcamps. In partnership with the Reedsburg Area Medical Center Foundation, the Reedsburg Campus is the first of the college’s seven locations to have a dedicated, fully outfitted, mother’s room, complete with a state of the art, hygienic, closed circuit/multi-user breast pump.

Dr. Casper reported that beginning in FY2021, the pandemic enrollments at Madison College, and community colleges across the nation, declined precipitously. Changes in the college’s course offerings, changes in K-12 education, changes in the economy, combined with

general concern about health, impacted this decline. Last year, the college began regular examinations of data compared to not just prior year, but prior two years so we could understand progress or regression from pre-pandemic time. He noted that it is still early in the enrollment cycle and there is typically a surge in enrollments beginning late July through early August. There have been increases in new and continuing students, as well as male students and students of color. Student Affairs continues to focus on improving the experience of all of our current and prospective students. Those efforts include Achieving the Dream; improving aspects new student experience; creating a more personal experience for students; helping students meet their basic needs like food, housing and mental health; evolving support for populations of promise, with a focus on supporting African American and Latino males; advancing practices related to granting credit to students for prior learning; co-lead efforts to review academic policies related to academic forgiveness; advance process improvement projects that will automate aspects of the work of students and staff; and assess students' perceptions of the quality of student services and how they rate the importance of various student services. The Phi Theta Kappa Society recently earned a College Project Hallmark Award for their Mental Health MATTERS Awareness Campaign. It was selected from more than 400 entries to be included as 1 of 16 articles in the 2022 edition of *Change Makers: Phi Theta Kappa Journal of Student Leadership*. Beginning July 1, Madison College began offering an online counseling platform for students, in addition to the in-person and virtual services currently available through Counseling Services. The college has partnered with BetterMynd to offer private, online therapy sessions from a diverse network of licensed mental health counselors, as well as group workshops. BetterMynd is specifically for college students and typically students can schedule an appointment within just a couple days, if not sooner. Services are offered in the evening and on weekends.

Dr. Thomas reported there are no changes to COVID protocols and the college continues to monitor health conditions. The college completed its first year's work on Achieving the Dream by submitting the Action Plan just about a week ago. In Athletics, 49% (61 out of 125) of spring student-athletes received NJCAA Academic All-Conference awards, earning a 3.0 or higher in 12 or more credits in the spring term. In addition, 23% of student-athletes (29) received NJCAA Academic All-American awards (3.6 cumulative GPA in 24 or more credits in the 2021-22 academic year). Men's Baseball finished second in the nation with a 49-11 record. It is the most wins by a WolfPack team coached by Mike Davenport, who has now had 11 seasons with 40 or more victories. Coach Mike has led the college to 11 NJCAA Division II Baseball World Series appearances. The Information Technology Program remodel will be completed in two phases, with phase one on track for completion for Fall 2022. The rest of the project will be completed over winter break and will open for Spring 2023. The parking lot renovation at Truax will also be completed for the start of fall semester. The Center for International Education and the Entrepreneurship Center remodels will both be ready for staff to move in early August. At Fort Atkinson, the Metal Fabrication classroom remodel will be complete for Fall 2022. At our Watertown, the Nursing Addition & Simulation Remodel is on schedule to be complete at winter break and open for Spring 2023. There are several maintenance projects at the Commercial Avenue Campus, including a roof replacement on the south half of B Building replacing two boilers for the heating system in B Building, replacing the north parking lot between buildings A & B, and the installation B Cycle stations at the A Building main entrance. The Administration Building remodel and addition will begin in late September and the Strategic Integrations & Initiatives Offices will be renovated next summer. The Mitby Theater will be remodeled, starting Summer 2023, to update the theater to provide flexibility in stage configurations and space use,

with the theater entrance being relocated to the gateway area. This will allow the Dean of Students offices near the main Gateway entrance, so their offices will be visually prominent and provide ease of access to students.

Ms. Buschhaus reported that Human Resources will complete the conversion of all paper employee records into an electronic format. The college is also configuring Workday to allow for the electronic submission, approval and housing of flexible work arrangements, including remote work. Currently, submissions and tracking are done manually. The Talent Acquisition team has partnered with marketing to strengthen the Human Resources brand through a redesign of the website for prospective candidates. The new website will contain videos featuring current employees and what they like the most about working at the college. There will also be a digital advertising campaign that utilize social media and improve the application process. The Employee Learning and Organizational Development team will kick off the first full Employee of Color Mentoring Program cohort and new manager training will roll out this fiscal year, as well as the performance success program. Compensation, Benefits and Employee Wellness will continue to work with health insurance carriers and the Employee Assistance Program to provide employees with support for their overall wellbeing.

President's Report IV A 5

Local 243 AFT (Faculty / Staff) – Base Wage Adjustments IV A 5 a

Dr. Daniels reported the American Federation of Teachers Local 243 and the college have been in negotiations since early May. At the June 9, 2022, bargaining meeting it was agreed that further negotiations would not result in any progress beyond offers on the table. A letter was sent to Local 243 leadership advising of the College position that the parties were at impasse and requesting confirmation. Local 243 did not respond by the date stipulated, resulting in an

impasse. As a result, the college has determined and will implement the following consistent with the offer last made by the College at the bargaining table:

For Staff

- All represented PSRP staff whose current pay rate is below the maximum for the range of their position will receive a 4.7% increase to base wages.
- All PSRP employees whose current pay rate is equal to or above the maximum for the range of their position will receive a 4.7% one-time, lump-sum payment based on their full-time equivalent (FTE).
- Ranges for staff pay were adjusted as of July 1, sooner than the January 2023 effective date originally planned. This earlier effective date was a request of Local 243 and was agreed upon to honor and recognize the important contributions staff members make.

For Full-Time Faculty

- A total of 4.7% will flow through the faculty compensation model formula:
 - All full-time faculty on the college payroll as of July 1, 2022, whose current pay rate is below the maximum pay will receive a 4.3% increase to base wages.
 - All full-time faculty whose pay rate is equal to or above the maximum pay will receive a 4.3% one-time, lump-sum payment based on their full-time equivalent (FTE).
 - The remainder of .4% will flow through the full-time compensation formula for growth within the level salary adjustments. The base wage increase, plus additional funding based on growth within level will result in full-time faculty receiving between 4.3% and 9+% depending on where they are in the compensation model.

- Effective July 1, 2022, the maximum range for full-time faculty will increase from \$109,589 to \$110,589.:

International Student Out-Of-State Tuition Remission ^{IV A 5 b}

Dr. Daniels introduced Dr. Bradshaw and Ms. Belmas to present a report related to international student out-of-state tuition remission and the Center for International Education (CIE). The report included the number of students affected by the tuition remission as well as the total amount of out-of-state tuition that was waived in Academic Year 2021-22, as well as details about the new staffing structure in CIE, the changes that were made in CIE to address COVID challenges, and recent and future CIE programming.

COVID Relief Funding Update ^{IV A 5 c}

Dr. Daniels introduced Dr. Alford and Ms. Ramirez to provide an update on COVID relief funding. The report included details about funding sources, the amount used for direct relief to students and the amount used for institutional support, and student debt forgiveness.

Action Items ^{IV B}

New Program Approval: Associate Degree Supply Chain Management ^{IV B 1}

Dr. Ortiz reported that the proposed associate degree in supply chain management and the accompanying 1-year embedded supply chain assistant diploma build on an existing body of classes, resulting in the need for the creation of seven new courses specific to the degree. The new courses are anticipated to generate up to 49 FTEs annually, with additional marginal gains in FTEs from currently unoccupied seats in existing courses. The School of Business and Applied Arts will re-purpose an existing faculty vacancy to lead the Supply Chain initiative, resulting in no additional staffing costs to roll out this program. The Ad Hoc Advisory Committee for Supply Chain Management reported challenges in finding qualified candidates for

this type of work. The two-year associate degree in supply chain management will be a clear opportunity for growth and will meet the needs of district employers. This document is presented with full endorsement by Dr. Turina Bakken, Provost; Bryan Woodhouse, Vice-President; Dr. Ramon Ortiz, Dean of the School of Business and Applied Arts; and Kim Hollman, Business Management Faculty.

There was a motion by Ms. Huntley-Cooper, seconded by Mr. Polzer, to approve the 2-year Supply Chain Management Associate Degree and 1-year embedded diploma. Motion carried.

Authorization for Sale of Robotic Paint Cell ^{IV B 2}

Dr. Bakken reported that The School of ESM requests authorization to sell this asset based on the following factors:

- The growing demand for floor space in the Ingenuity Wing, which makes the large footprint of this machine increasingly impractical in limited lab space.
- The costs the College would incur to have the machine moved from its current storage location back to the Truax campus.
- The opportunity to capture the maximum resale value based on the machine's status as a current generation, low hour, good condition piece of equipment.

With the District Board's approval, this proposal will proceed to the WTCS Board for authorization. Contingent on their approval, sale of the machine would proceed through a sealed bid process. The estimated fair market value of the asset is \$125,000.

There was a motion by Mr. Polzer, seconded by Ms. Huntley-Cooper, to approve to seek authorization from the WTCS to proceed with a sealed bid sale of the robotic paint cell. Motion carried.

Resolution Amending the Resolution Adopted June 1, 2022 Establishing Parameters for the Sale of Not to Exceed \$3,500,000 General Obligation Promissory Notes, Series 2022-23A With Respect to True Interest Cost ^{IV B 3}

Dr. Thomas reported the Board previously authorized the sale and set the parameters for General Obligation Promissory Notes Series 2022-23A. Due to market volatility, the college anticipates the need to increase the true interest rate to 6.00% for the next issue in order to be in compliance with our resolution to provide delegation of authority.

There was a motion by Ms. Huntley-Cooper, seconded by Mr. Dantzer, to adopt the Resolution Amending a prior Resolution Adopted on June 1, 2022 Establishing Parameters for the Sale of Not to Exceed \$3,500,000 General Obligation Promissory Notes, Series 2022-23A With Respect to True Interest Cost. Motion carried.

Capital Projects Borrowing ^{IV B 4}

Resolution Authorizing the Issuance of Not to Exceed \$3,500,000 General Obligation Promissory Notes, Series 2022-23B, and Resolution Establishing the Parameters For the Sale of Not to Exceed \$3,500,000 General Obligation Promissory Notes, Series 2022-23B ^{IV B 4 a and IV B 4 b}

Dr. Thomas reported that the attached resolution for General Obligation Promissory Notes Series 2022-23B is the authorization to begin this process and totals \$3,500,000, including \$1,500,00 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. 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 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 6.0%. The Board combined the two Resolutions into one Motion.

There was a motion by Ms. Huntley-Cooper, seconded by Ms. Lichtfeld to adopt the Resolution Authorizing the Issuance Of Not To Exceed \$3,500,000 General Obligation Promissory Notes, Series 2022-23B. and to adopt the Resolution Establishing Parameters for the Sale of Not to Exceed \$3,500,000 General Obligation Promissory Notes, Series 2022-23B. Motion carried.

Consent Agenda ^{IV B 5}

General fund monthly financial report as of May 31, 2022 ^{IV B 5 a}

Supplier payments greater than or equal to \$2,500 and schedule of checks issued for the period May 16, 2022 through June 15, 2022 ^{IV B 5 b}

Request for proposals/request for bids/sole sources ^{IV B 5 c}

38.14 contracts for services May 2021 ^{IV B 5 d}

Employment of personnel ^{IV B 5 e}

Resignations and separations ^{IV B 5 f}

Retirements ^{IV B 5 g}

There was a motion by Mr. Polzer, seconded by Ms. Lichtfeld, to approve Consent Agenda items IV.B.5.a. through g. Motion carried

Adjournment ^v

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

The meeting adjourned at 7:24 p.m.

Melanie Lichtfeld, Secretary