

A meeting of the Madison Area Technical College District Board was held on November 2, 2022, in a hybrid format at the Fort Atkinson Campus. Members of the public were given an opportunity to attend 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), Donald Dantzler, Randy Guttenberg, Arlyn Halvorson, 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 Sylvia Ramirez, Vice-President for Administration.

Others present: Susan Burke Custer, Student Liaison; Maria McClellan, Eastern Region Director; Barb Meyer, Director of Compensation, Benefits & Employee Wellness; Wilfried Tapsoba, Student Senate President; Cody White, Manager of Capital Planning and Sustainability; Bryan Woodhouse, Vice-President of Corporate & Regional Affairs; and Kristin Rolling, Recording Secretary.

Call to Order ^I

The meeting was duly noticed and called to order at 5:33 p.m. by Dr. Crim.

Routine Business Matters ^{II}

Approval of Meeting Minutes ^{II A}

There was a motion by Mr. Dantzler, seconded by Mr. Halvorson, to approve the meeting minutes of October 5, 2022, as submitted. Motion carried.

Public Comments II B

There were no public comments.

New Business III**Communications** III A**Board Chair's Report** III A 1

Dr. Crim reported that several Trustees attended the Association of Community College Trustees (ACCT) Leadership Congress in October. Dr. Crim, Mr. Dantzler, Mr. Polzer, and Ms. Burke Custer shared their take aways from the conference.

Future Meeting & Event Schedule III A 1 a

Dr. Crim reminded Trustees of the Madison College Mid-Year Commencement on December 15.

Student Liaison Report III A 2

Ms. Burke Custer did not have a report beyond her report related to the ACCT Leadership Congress, included as part of the Board Chair's Report.

Student Senate Report III A 3

Mr. Tapsoba reported that the Student Senate hosted, in October, their first Town Hall for the current academic year..

College/Campus Announcements III A 4

Ms. Ahedo reported that she recently presented about the Goodman South Campus at recent conference of the Society for College and University Planning. The title of the presentation was *Investing in Communities for a Transformative Future*. Goodman South Campus will host an Immigration Resource Fair later this month.

Dr. Bakken reported that three nursing faculty - Loise Kiore, Amy Broihahn, and Nikki Lamberty - were awarded financial support through Wisconsin Nurse Educator funding to pursue advanced degrees. The Portage Achievement Academy, an alternative high school in the Portage School District, has begun using the Madison College Portage Campus one day a month. Student will receive presentations on programs, pathways, and financial opportunities through scholarships and FAFSA. Next summer, the Manufacturing Alliance of Sauk, Columbia, and Marquette counties will sponsor a new youth "Manufacturing World" intensive three-day summer camp option on the Portage campus. In Reedsburg, the first \$2000 Nursing scholarship, made possible through funds raised by the now annual Celebrate a Nurse 5k event, will be awarded. The first recipient will be chosen by event sponsors St. Clare Hospital and Reedsburg Nursing Alumni. Dr. Bakken introduced Mr. Woodhouse and Ms. McClellan to share regional strategies and details related to the Fort Atkinson campus. Mr. Woodhouse shared that each regional campus has been designated as a center of excellence: Fort Atkinson, Metal Fabrication and Welding; Watertown, Nursing and Healthcare; Portage, Manufacturing and Apprenticeship; and Reedsburg, Nursing and Healthcare. Ms. McClellan shared information about the new campus managers in the Eastern Region: Matthew Young in Fort Atkinson and Jeremy Belanger in Watertown. Watertown is currently offering six English as a Second Language sessions and all are at capacity. The Eastern Region is exploring options for expanding ESL programming to the Watertown campus.

Dr. Casper reported that Channel 27 talked to students at the Truax Campus to find out why they are choosing careers in the trades rather than attending a four-year university. The Clarion, the Madison College student newspaper, received four Pacemaker honors and seven Best of Show Awards at the Associated Collegiate Press National College Media Convention

held in Washington D.C. in October. In addition, the group was honored for being one of the Top 100 Pacemaker winners since the inception of the award. The four Pacemaker recognitions went to Kaleia Lawrence, Ivan Becerril-Gutierrez, Steven Andriantsiratahina and the podcast team of Claudia Fuss and Asime Ibraimi. Additional awards for Madison College students include:

- Second place in two-year college broadcast news for a newscast created by editor Lillian Coppelman and managing editor Kelly Feng.
- Fifth-place best of show award in two-year college websites and seventh place in two-year college newspapers.
- Graphic designer Valenzia Cina earned a seventh-place best of show award for page design.
- A radio advertisement produced by Mary Joan Nastri and Alperen Bakirci promoting the WolfPack Wisdom Channel's Monster Mania Contest placed seventh in the best of show advertising competition.
- The Real Nonsense podcast produced by Fuss and Ibraimi was again recognized in the best of show competition, earning a ninth-place award.
- In the Literary Arts Magazine category, the Yahara Journal earned a third-place best of show for two-year colleges.

Advisor Doug Kirchberg was honored as an inaugural recipient of the ACP Pioneer Award.

Sarah Blaskey, a former Madison College journalism student and 2010 Clarion Managing Editor, is currently working for the Miami Herald as an investigative journalist. Last May, the Miami Herald, along with Sarah, won the Pulitzer Prize for breaking news reporting on the Surfside Tower collapse. The prize was awarded to about 40 different journalists in the newsroom. Men's Soccer won their second conference title and first since 2016. Freshman forward Gabe Voung broke the single season record for goals (24) and total points (52). Voung also received Region 4 Division III Player of the Year honors. Women's Soccer won their sixth consecutive conference title. They claimed #1 seed in Region 4 Tournament and won their second consecutive Region 4 championship, their fourth in six years. Sophomore Lexi Kulow was named Region 4 Player of the Year. Women's Volleyball freshman Gabby Hack became sixth player in program history

with at least nine blocks in a single match. Over 2,000 students were reached out to and more than 700 students were connected with last month as part of a check-in campaign. Nearly 300 of those students were referred to service units. As part of the college's spring enrollment efforts, engagement with new students who are not in our RISE programs and have not already registered for spring courses is a focus. Enrollment Services and Marketing have partnered to launch a re-enrollment campaign for 4,534 individuals who were once in a program and enrolled at Madison College but stopped attending prior to completion. The Marketing Department and the Technology Services Web Team successfully launched a new current student website in October. The new site focuses on retaining students and simplifying their journey at Madison College. The NCMPR Medallion Awards recognize outstanding achievement in design and communication at community and technical colleges in each of the 7 districts. The regional competition is exclusively awarded to marketing and PR professionals at two-year colleges who demonstrate excellence in creativity. The Marketing and Public Relations team won four NCMPR Medallion Awards:

- Gold Medallion for Single Video Short – "Welcome Home"
- Gold Medallion for Successful Marketing Campaign – Apply your SELF
- Silver Medallion for Website – Prospective Student Website
- Bronze Medallion for Digital Advertising (single or series) – Program Campaign

The regional awards recognize marketing professionals at two-year colleges. Luz del Carmen Arroyo Calderon, the student success manager in Retention Initiatives and Student Engagement (RISE), was named one of Wisconsin's 46 most influential Latino leaders.

Dr. Grady reported that the Office of Equity, Inclusion and Community Relations continues to develop and strengthen relationships across the district. The college's Indigenous People's Day event featured a panel discussion that included 5 students. Her office also hosted an event for Black men, both students and staff.

Ms. Ramirez reported that in July Madison College joined a national cohort through FamilyU, a group that focuses on supporting student parents. The Metal Fabrication construction in Fort Atkinson has been completed, as well as a mother's room at the campus. At the Truax campus, the Center for International Education remodel has been completed, and several other projects at the campus will be completed during winter break.

President's Report III A 5

Dr. Daniels thanked Ms. McClellan and the Fort Atkinson staff for hosting the Board meeting and stated that the new focus on regional centers of excellence gives Madison College more opportunities to connect with communities.

International Travel Authorizations III A 5 a

Dr. Daniels informed the Board of the approved international travel activities that will provide staff professional development and student exchange and recruitment opportunities. The presented activities have been conditionally approved and final decisions will be made for each activity based on current health conditions.

Dr. Daniels introduced Ms. Meyer to provide a review of employee benefits for the 2022 Plan Year. Ms. Meyer shared information related to Madison College Employee benefits, including: employer contributions, health insurance plan design, fringe benefits costs, health insurance carriers and plans for the upcoming year, and information concerning retirement.

Information Items III B

FY2021-22 Preliminary Audit Results III B 1

Shannon Small, Clifton Larson Allen, LLP (CLA), provided an overview of the college's audit process and preliminary results.

Action Items III C**Fiscal Year 2021-22 Budget Adjustments** III C 1

Ms. Ramirez reported that as a part of and following the audit process, it is necessary to reconcile the actual expenditures by fund and function to the budget. It is important to note that these adjustments remain within the levied tax revenue adopted by the Madison Area Technical College Board in October 2021 and associated expenditures approved on June 2, 2021 and modified in December 2021 and May 2022.

These changes must now be approved in accordance with § 65.90, Wis. Stats., and a copy of the approved adjustments must be submitted to the Wisconsin Technical College System.

There was a motion by Mr. Guttenberg, seconded by Ms. Dantzer, to approve the budget adjustments for the FY2021-22 fiscal year. Motion carried unanimously meeting the voting requirement of two-thirds approval by members of the board.

Resolution on District Reserves and Designations III C 2

Ms. Ramirez reported that Wis. Admin. Code TCS 7.05(5) states that the District Board may establish reserves and a segregated portion of fund balances for a specific use and a specific period. The Board is not precluded from increasing or decreasing the amount of the reserves, provided the Board passes a resolution to this effect. The Madison Area Technical College District follows the recommendations and requirements of the Wisconsin Technical College System's Financial Accounting Manual for establishing reserves and designations.

There was a motion by Mr. Guttenberg and a second by Mr. Polzer to approve the Resolution on District Reserves and Designations. Motion carried.

Capital Projects Borrowing III C 3

Resolution Authorizing the Issuance of Not to Exceed \$3,500,000 General Obligation Promissory Notes, Series 2022-23F, and Resolution Establishing the Parameters For the Sale of Not to Exceed \$3,500,000 General Obligation Promissory Notes, Series 2022-23F III C 3 a and III C 3 b

Ms. Ramirez presented two resolutions for consideration by the Board. The first resolution is for General Obligation Promissory Notes Series 2022-23F is the authorization to begin this process and totals \$3,500,000, including \$1,330,000 for new construction, \$170,000 for building remodel and improvements, 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 is a companion to the first and establishes the parameters for the sale of \$3,500,000 of General Obligation Promissory Notes Series 2022-23F. 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), for the purpose of paying for new construction (\$1,330,000) and for the purpose of paying for building remodeling and improvement projects (\$170,000). 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 5.00%. The Board combined the two Resolutions into one motion for action.

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

Proposed FY2023-24 Capital Remodel Projects III C 4

Mr. White reported that as part of the capital projects planning process, the following remodeling projects have been identified for funding. These projects are included in the Three-

Year Facilities Plan approved by the Madison College Board on September 7, 2022. The Student Success Solutions and Cares Title III units recently merged into one team, the Strategic Projects and Initiatives unit, creating a team of seven professionals and up to four student employees. This 1,646 square foot project would relocate staff at the Foundation Centre to the Truax Campus third floor room, Room B3215. This project includes an office for the unit leader, Dean of Strategic Integrations and Initiatives, seven open workstations for six professional staff members, one shared open student workstation, a meeting space to accommodate team meetings and hosted work groups including spaces. The estimated project cost is \$530,000. Construction for the above project would take place spring to fall 2023. Capital equipment, including technology, instructional equipment, and furniture, are not part of the construction estimates. This project will meet the Americans with Disability Act (ADA) standards.

There was a motion by Ms. Huntley-Cooper, seconded by Mr. Polzer to:

- 1. Approve the above construction project.**
- 2. Authorize staff to prepare construction drawings and specifications and to send the above project out for competitive bids.**
- 3. Authorize staff to submit a request for approval for this project to the Wisconsin Technical College System for Board approval.**

Motion carried.

Consent Agenda III C 5

General fund monthly financial report as of September 30, 2022 III C 5 a

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

Quarterly investment report III C 5 c

Quarterly finance dashboard III C 5 d

Contracts for services August 2022 III C 5 e

Supplier payments greater than or equal to \$2,500 and schedule of checks issued for the period September 16, 2022 through October 15, 2022 III C 5 f

Employment of personnel III C 5 g

Resignations and separations III C 5 h

Retirements III C 5 i

There was a motion by Ms. Huntley-Cooper, seconded by Mr. Dantzler, to approve Consent Agenda items III.C.5.a. through i. Motion carried

Adjournment V

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

The meeting adjourned at 7:08 p.m.

Melanie Lichtfeld, Secretary