

A meeting of the Madison Area Technical College District Board was held on March 6, 2024, in a hybrid format at the Truax 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: Donald Dantzler (Chair), Melanie Lichtfeld (Secretary), Christopher Canty, Randy Guttenberg, Arlyn Halvorson, Shana Lewis, and Joe Maldonado.

Also present: Jack E. Daniels, President; Jon Anderson, Legal Counsel; Rose Buschhaus, Vice-President of Human Resources/Chief Human Resources Officer; Tim Casper, Executive Vice-President of Student Services, Beth Giles, Interim Provost; Damira Grady, Vice-President of Culture and Climate, Sylvia Ramirez, Executive Vice President, Finance & Administration/Chief Operating Officer; and Mark Thomas, Executive Vice President of Institutional Policy, Strategy/Chief of Staff.

Others present: Mackenzie Carstens, Student Liaison; Jovhany Michaud, Student Senate President; and Kristin Rolling, Recording Secretary.

Call to Order ^I

The meeting was duly noticed and called to order at 5:45 p.m. by Mr. Dantzler. Mr. Anderson stated that appropriate notices had been given and the meeting was in compliance with the open meetings law.

Routine Business Matters ^{II}

Approval of Meeting Minutes ^{II A}

There was a motion by Mr. Maldonado, seconded by Ms. Lichtfeld, to approve the meeting minutes of February 7, 2024, as submitted. Motion carried.

Public Comments ^{II B}

There were no public comments.

New Business III**Public Comments** III A

There were no public comments.

Communications III B**Board Chair's Report** III B 1**Future Meeting & Event Schedule** III B 1 a

Mr. Dantzler reminded Trustees of upcoming meetings and events.

Recommendations for District Boards Association Officers III B 1 b

Mr. Dantzler announced that there were several officer positions available for the District Boards Association. While Mr. Dantzler stated that the incumbents for the positions were seeking another term, he also asked if any Madison College trustees were interested in officer positions with the Association. No trustees expressed an interest in pursuing an officer position.

Student Liaison Report III B 2

Mr. Carstens reported that it is an active time of year on campus, with student clubs preparing for the end of the semester.

Student Senate Report III B 3

Mr. Michaud reported that Student Senate representatives participated in the Wisconsin Student Government Legislative Summit at the state Capitol and met with several legislators.

College/Campus Announcements III B 4

Dr. Thomas reported that the Marketing and Communications areas received several awards for their work in 2023 - three Gold Education Digital Marketing Awards, three awards from the local WAVE awards for the Never Alone campaign; two AVA Digital Awards; one from the Paragon Awards; and three American Advertising Awards from the local Madison

chapter of that organization. Several staff recently attended the annual conference for Community Colleges for International Development, an opportunity to continue to create partnerships for international recruitment and study abroad opportunities.

Ms. Buschhaus reported that representatives from the Wisconsin Technical College System (WTCS) office will visit the Truax campus to conduct a civil rights audit. This audit is completed every 8 years and is specific to compliance with EEO, ADA, the Clery Act and Title IX. They will meet with staff, students, and members of the human resources team. Madison College received a \$5,000 grant from WTCS to support title IX training. Bargaining for base wage increases with local 243 begins later this week.

Dr. Ramirez provided a status update of the construction projects recently approved. Remodeled space for the Surgical Technology program is complete and being used by students. A remodel of the simulation spaces in the Health Education building is underway and expected to be in use by Fall 2024. A remodeling project for the Construction and Remodeling program is using part of the underutilized North Building at the Truax campus be in use in Spring 2025. The final project I wanted to update you on this evening is the Community and Industry Education Center, which is relocating from the Early Learning Campus at Truax to Commercial Avenue. This relocation will allow us to expand the Early Learning Campus at Truax to serve more student-parents with childcare needs. The Community and Industry Education Center remodel is currently underway at the Commercial Avenue Campus with a planned completion at the end of this Spring term.

Dr. Grady reported that the Office of Community Impact, in partnership with the Overture Center and the UW-Madison Nelson Institute of Environmental Studies, will host a free screening on April 23rd about the Bad River Tribe. The movie focuses on the rights and

challenges faced by the Bad River Band of Lake Superior Chippewa. Paso a Paso, or Step by Step, an event hosted by Madison College, brought together 50 Latino families, and is designed to illuminate the pathway to academic and career success for Madison College's Spanish speaking students. The college deployed an employee survey in February and will close next week. Also next week, the college will send invitations to various employee groups inviting them to participate in focus groups. The Mitby Theater recently hosted a play, *The Meeting*, presented by the Nobleman Theatre Troupe from Milwaukee. The event featured a talkback panel with community leaders. Dr. Grady's office hosted a Family Fun Night to celebrate Black History Month, featuring a Soul Food Dinner. Madison College's First- Bring A Child to Work Day will take place later this month. The goal of this event is to engage families and inspire the next generation by sharing the excitement of our college. A committee under the Office of Workplace Culture, Creating Space, hosted a gathering that brought over 40 faculty and staff from across the college. The event provided an opportunity for faculty, administrative staff, and support personnel to break down silos and build meaningful connections beyond their professional roles.

Dr. Casper that one a Madison College student, Patricio Tinoco, was selected as one of eight DREAM Scholars through Achieving the Dream (ATD). He was selected from among 300 ATD partner colleges. The scholarship will provide him with financial assistance to help him achieve his personal and educational goals. As a Dream Scholar, he attended the ATD DREAM Conference in Orlando last month with 16 faculty, staff, and managers from the college. At the conference, he shared his story with the 1,000+ conference attendees, who shared how impressed they were with Patricio. Fall course registration for continuing students begins this month, and in April for new students. Our goal is to have students who are attending college for the first time in college meet for a 1:1 appointment with an academic advisor. This would replace the small

group advising and registration sessions for students by program or school. The appointments will be provided to students registering for classes from April through July. New students registering after July will be supported through our existing Term Start Operations, which connects students to various professionals and services to support them with registering for courses for the first time at Madison College.

Dr. Giles reported that Madison College students and faculty participated at this year's Nurses Day at the State Capitol. In addition to meeting with their State assembly and Senate representatives to share issues of interest for Wisconsin nurses. Fourth semester clinical students had an opportunity to work alongside med flight to see and experience the operations. More than 760 students are participating in 20 different apprenticeship programs.

President's Report III B 5

International Travel III B 5 a

Dr. Daniels informed the Board of recently 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 a review of health and safety conditions.

Shared that Achieving the Dream conference attendees were moved by the story that was shared by Madison College student and Dream Scholar Patricio Tinoco.

Action Items III C

Single Issue Audit III C 1

Dr. Ramirez reported that in November, a representative from Clifton Larson Allen, LLP (CLA), the district's external auditor, presented the draft FY2022-23 audit report including an unmodified audit opinion on the financial statements. The representative reported that it was a

clean audit with no adjustments or non-compliance issues identified. The review of the Single Audit had not been completed at that time. It is now complete and there was one finding for the single audit in the Student Financial Aid Cluster of programs for the FY2022-23 fiscal year. The finding relates to enrollment certifications that are due to the US Department of Education. All institutions are required to certify enrollment information for students under the Pell Grant and Direct Loan programs to the National Student Loan Data System (NSLDS) at a minimum of every 60 days. The District failed to certify enrollment within the required reporting window. This impacted 3 of the 40 students selected for testing. During the fiscal year the District transitioned the reporting groups utilized for reporting enrollment for students through the National Student Clearinghouse (NSC) to NSLDS. During this transition, some new program codes were not recognized in the submissions as they were not in existence in the prior reporting program. This caused error reports that were unfortunately resolved outside the 60-day required reporting window. For some additional context on this front, the auditors have seen a significant increase in findings reported related to NSC and NSLDS reporting this year. The situation that resulted in the finding has been addressed and should not be repeated.

There was a motion by Mr. Maldonado, seconded by Mr. Canty, to accept the June 30, 2023, Single Audit report. Motion carried.

Consent Agenda III C 2

General fund monthly financial report as of January 31, 2024 III C 2 a

Requests for proposals/request for bids/sole sources III C 2 b

Supplier payments greater than or equal to \$2,500 and schedule of checks issued for the period January 16, 2024 through February 15, 2024

III C 2 c

38.14 contracts for January 2024 III C 2 d

Employment of personnel III C 2 e

Resignations and separations III C 2 f

Retirements III C 2 g

There was a motion by Mr. Canty, seconded by Ms. Lewis, to approve Consent Agenda items III.C.2.a. through g. Motion carried.

Adjournment v

There was a motion by Mr. Maldonado, seconded by Mr. Halvorson, to adjourn the meeting. Motion carried.

The meeting adjourned at 6:31 p.m.

Melanie Lichtfeld, Secretary