

A meeting of the Madison Area Technical College District Board was held on June 5, 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), Shiva Bidar-Sielaff (Vice-Chair), Christopher Canty, Randy Guttenberg, Arlyn Halvorson, and Shana Lewis.

Also present: Jack E. Daniels, President; Jon Anderson, Legal Counsel; Tim Casper, Executive Vice-President of Student Services, Beth Giles, 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: Kai Brito, Student Senate President; Mackenzie Carstens, Student Liaison; Khady Dia, Interim Budget Director; Jovhany Michaud, Past Student Senate President; Kevin Mirus, Dean of the School of Engineering, Science and Math; and Kristin Rolling, Recording Secretary.

Call to Order ^I

The meeting was duly noticed and called to order at 5:33 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 Ms. Lewis, seconded by Ms. Bidar-Sielaff, to approve the meeting minutes of May 1, 2024, as submitted. Motion carried.

Public Comments ^{II B}

There were no public comments.

New Business III**Information Items** III A**Student Senate Presentation: FY2024-25 Accomplishments & Current****Initiatives** III A 1

Mr. Michaud and Mr. Brito shared information related to Student Senate accomplishments and events over the last academic year and the Student Senate's three-year plan goals, which are: campus sustainability operation; Goodman South Campus and regional campus outreach and advocacy; and alumni relations.

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.

Student Liaison Report III B 2

Mr. Carstens thanked the Board and the college for the opportunities that the student liaison position offered, stating that he believes he stepped outside of his comfort zone during his tenure which has made him a better leader.

Student Senate Report III B 3

Mr. Brito reported that the Student Senate is beginning to appoint members to committees, councils, and coordinator positions, with legislative work starting in mid-July. He will be serving on the Presidential Search Committee. Student Senate will discuss opportunities for students to sit on hiring committees for advisor positions within Student Life.

College/Campus Announcements III B 4

Dr. Giles reported that summer enrollment is up, and her office is analyzing student enrollment patterns and demographics to make sure the college is offering the right mix of classes and modalities that meet student needs. The deans have begun the work of incorporating the Vision 20230 commitments into their unit plans.

Dr. Casper reported on the success of students at various spring competitions including: SkillsUSA, Business Professionals of America, Men's Baseball, and Women's Softball. The college will likely have a vendor recommendation for an engagement partner to support that implementation of the new student information system for Board review at the July Board.

Dr. Grady reported that several multicultural graduations were held in the Madison area in May including the 18th Annual All City American Indian and Alaska Native Graduation, the Latinx Community Graduation, and the Black/African Graduate Celebration. The college recently participated in the Hmong Community Picnic in Sun Prairie.

Dr. Ramirez reported the Student Parent Support Team implemented a few additions to graduation in recognition of student-parents. This started with the December graduation and was refined for the spring ceremony. The additions include a student-parent pin, activities for kids to help them stay busy during the ceremony, and a dedicated photographer to take free, professional photos of student-families. This summer will be the third year that Finance and Administration is conducting a student intern program. Each of the paid interns has a summer project, participate in several lunch and learns, attend a Board meeting, and are invited to a networking breakfast with potential employers.

Dr. Thomas reported that the Reedsburg Celebrate a Nurse 5K raised more than \$10,000 for Reedsburg nursing scholarships. The Fort Atkinson campus recently held its Metal Mania

welding competition This year's event sponsor Alter Scrap Metal, that provides the metal materials for the competition and the food, also announced a \$1000 scholarship for a Fort Atkinson Metal Fabrication student. At the Portage campus 13 firefighters from Portage Fire, Baraboo, Rio, and Poynette participated in a training to become EMTs through a grant that covered the entire cost of the training. Over 40 nurses were pinned in May at the regional campuses in both the Licensed Practical Nurse program and Associate Degree Nursing program.

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.

Vision 2030 Update III B 5 b

Dr. Thomas provided an update on Vision 20230 including a summary of the work that was done to gather the input that was used to draft the six college commitment statements and what the next steps will be, including Board engagement with the process.

Action Items III C

Fiscal Year 2024-25 Budget Approval III C 1

Dr. Ramirez reported that the Fiscal Year 2024-25 budget was developed by staff and on April 3, 2024, the full board received a presentation on the budget and approved taking it to a

public hearing. On April 15, 2024, the proposed FY2024-25 budget was published in the Wisconsin State Journal. A public hearing on the proposed budget took place on May 1, 2024.

There was a motion Ms. Lewis, seconded by Ms. Bidar-Sielaff, to adopt the resolution approving the Fiscal Year 2024-25 budget. Motion carried unanimously (6-0).

Reimbursement Resolution for Projects to be Financed with Tax-Exempt Obligations ^{III C 2}

Dr. Ramirez reported that the approved FY2024-25 budget includes the capital projects budget with an associated authorized borrows totaling \$30,500,000. These borrows will occur throughout the fiscal year. The attached reimbursement resolution authorizes the District to provide interim financing to cover the costs of the expenditures that will be incurred prior to the issuance of the obligations in FY2024-25.

There was a motion by Mr. Guttenberg, seconded by Mr. Halvorson, to adopt the Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing. Motion carried.

New Program Approval – IT-Cyber Compliance Specialist ^{III C 3}

Dr. Mirus reported that There is a significant and growing need for IT professionals with experience in cybersecurity governance, compliance, and risk management within the Madison College district. While this emerging field does not have its own labor market projections yet, many IT-Cyber Compliance Specialist jobs fall under the broader Information Security Analyst career field that is expected to see solid growth over the next five years. In response to this demand, the proposed IT-Cyber Compliance Specialist program will offer students a unique opportunity for in-depth training in cybersecurity governance, compliance, and risk assessment skills. Madison College plans to utilize grant dollars to hire new faculty while also leveraging the talent of current IT faculty to teach the core program courses. This program will accept 20

students into the program each Fall term. The IT-Cyber Compliance Specialist associate degree program represents a clear opportunity for growth and will meet the needs of district employers.

There was a motion Mr. Guttenberg, seconded by Ms. Lewis, to approve the new IT-Cyber Compliance Specialist Program. Motion carried.

FY2024-2025 Legal Services ^{III C 4}

Dr. Ramirez reported that The Wisconsin Technical College System (WTCS) allows for an exception from the typical procurement processes for legal services. Per the WTCS Financial and Accounting Manual, “procurement of outside legal counsel...may be obtained either by use of the RFP process on a regular basis or through an annual letter of engagement.” When the technical college districts develop annual letters of engagement with their outside legal counsel, they must describe the types of services to be provided and the rates the district will be charged. Annual letters of engagement were received by Husch Blackwell LLP for legal services related to general issues, human resources, labor, and employment; and from Quarles & Brady LLP for bond counsel and related matters, real estate, leasing, development, and property management and related matters.

There was a motion by Ms. Lewis, seconded by Mr. Halvorson, to authorize staff to execute two (2) Letters of Engagement from the firms listed above specific to the noted practice areas for FY2024-2025. Motion carried.

Capital Projects Borrowing ^{III C 5}

Resolution Authorizing the Issuance of Not to Exceed \$3,500,000 General Obligation Promissory Notes, Series 2024-25A ^{III C 5a} **and Resolution Establishing the Parameters For the Sale of Not to Exceed \$3,500,000 General Obligation Promissory Notes, Series 2023-2G** ^{III C 5 b}

Ms. Grigg reported that the attached resolution is the authorization to begin the borrowing process and totals \$3,500,000, including \$1,500,000 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 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 5.00%.

There was a motion by Mr. Guttenberg, seconded by Ms. Lewis, to adopt the Resolution Authorizing the Issuance of Not to Exceed \$3,500,000 General Obligation Promissory Notes, Series 2024-25A. Motion carried.

There was a motion by Ms. Lewis, 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 2024-25A. Motion carried.

Recognition of Randy Guttenberg III C 6

Mr. Dantzler read a resolution into the record, recognizing Mr. Guttenberg:

WHEREAS, Randy S. Guttenberg, has served as a member of the Madison Area Technical College District Board from July 1, 2014 to June 30, 2024, and

WHEREAS, he has served with dedication and distinction as the Chair of the Nominating Committee, and

WHEREAS, as the School District Administrator Member of the Board and a lifelong educator, he has advanced the interests of students and their educational needs, and

WHEREAS, he worked tirelessly to ensure the success of the College's Goodman South Campus, participating in the unanimous Board of Trustees decision to support the construction of the campus on Madison's South side, and advocating for the College's role in transforming the region by bringing educational opportunities to the traditionally underserved residents in that community, and

WHEREAS, he has been an enthusiastic participant at many Madison Area Technical College events recognizing the accomplishments of students, faculty, and staff, and

WHEREAS, he has guarded without compromise the fiduciary responsibilities of the District Board, and

WHEREAS, he has supported the mission of the District by always showing concern and sensitivity for the welfare of students and staff and an interest in providing the citizens of the Madison Area Technical College District with the best possible community, technical and adult education opportunities.

NOW, THEREFORE, BE IT RESOLVED that the Madison Area Technical College District Board expresses gratitude on behalf of the citizens of the District for his support and contributions, and

BE IT FURTHER RESOLVED that this expression be acknowledged in the official minutes of this District Board and a copy be made and presented to Randy S. Guttenberg.

Recognition of Arlyn Halvorson III C 7

Mr. Dantzler read a resolution into the record, recognizing Mr. Halvorson:

WHEREAS, Arlyn R. Halvorson, has served as a member of the Madison Area Technical College District Board from July 1, 2012 to June 30, 2024, and

WHEREAS, he has served with dedication and distinction as Secretary, Treasurer, and Vice-Chair of the Madison Area Technical College District Board, and

WHEREAS, as an Employee Member of the Board he brought valuable experience as a Dane County employee, and

WHEREAS, he worked tirelessly to ensure the success of the College's Goodman South Campus, participating in the unanimous Board of Trustees decision to support the construction of the campus on Madison's South side, and advocating for the College's role in transforming the region by bringing educational opportunities to the traditionally underserved residents in that community, and

WHEREAS, he has been an enthusiastic participant at many Madison Area Technical College events recognizing the accomplishments of students, faculty, and staff, and

WHEREAS, he has guarded without compromise the fiduciary responsibilities of the District Board, and

WHEREAS, he has supported the mission of the District by always showing concern and sensitivity for the welfare of students and staff and an interest in providing the citizens of the Madison Area Technical College District with the best possible community, technical and adult education opportunities.

NOW, THEREFORE, BE IT RESOLVED that the Madison Area Technical College District Board expresses gratitude on behalf of the citizens of the District for his support and contributions, and

BE IT FURTHER RESOLVED that this expression be acknowledged in the official minutes of this District Board and a copy be made and presented to Arlyn R. Halvorson.

Recognition of Mackenzie Carstens III C 8

Mr. Dantzler presented a card and gift to Mr. Carstens, thanking him for his service to the District Board and to Madison College.

Recognition of Jovhany Michaud III C 9

Mr. Dantzler expressed gratitude for Mr. Michaud's service to the District Board and to Madison College.

Consent Agenda III C 10

General fund monthly financial report as of April 30, 2024 III C 10 a

Requests for proposals/request for bids/sole sources III C 10 b

38.14 contracts for April 2024 III C 10 c

Supplier payments greater than or equal to \$2,500 and schedule of checks issued for the period April 16, 2024 through May 15, 2024 III C 10 d

Employment of personnel III C 10 e

Resignations and separations III C 10 f

Retirements III C 10 g

There was a motion by Ms. Bidar-Sielaff, seconded by Ms. Lewis, to approve Consent Agenda items III.C.10.a. through g. Motion carried.

Adjournment V

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

The meeting adjourned at 7:04 p.m.

Melanie Lichtfeld, Secretary