

A meeting of the Madison Area Technical College District Board was held on August 7, 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: Melanie Lichtfeld (Secretary), Daniel Bullock (Treasurer), Christopher Canty, Shana Lewis, Ann McNeary, Tonya Olson, and Korbey White.

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, 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: Angel Avila, Student Senator; Ruiqi Zeng, District Board Student Liaison; and Kristin Rolling, Recording Secretary.

### **Call to Order** <sup>I</sup>

The meeting was duly noticed and called to order at 5:32 p.m. by Ms. Lichtfeld, who stated that if no one objects, as an officer of the Board in the absence of the Chair and Vice-Chair, I will chair this meeting. There was no objection. Mr. Anderson confirmed that appropriate notices had been given and the meeting was in compliance with the open meetings law.

### **Routine Business Matters** <sup>II</sup>

#### **Approval of Meeting Minutes** <sup>II A</sup>

**There was a motion by Ms. McNeary, seconded by Ms. Lewis, to approve the meeting minutes of July 8, 2024, as submitted. Motion carried.**

**Public Comments** <sup>II B</sup>

There were no public comments.

**New Business** <sup>III</sup>**Communications** <sup>III A</sup>**Oath of Office for Newly Appointed and Reappointed Board Members** <sup>III A 1</sup>

Mr. Anderson administered the ceremonial oral oath of office to Ms. McNeary, Ms. Olson, and Mr. White for their terms on the District Board of Trustees. Each of the new trustees had already subscribed and sworn their official written oaths.

**Board Chair's Report** <sup>III A 2</sup>

There was no Board Chair report.

**Future Meeting & Event Schedule** <sup>III A 2 a</sup>

Ms. Lichtfeld reminded Trustees of upcoming meetings and events.

**Student Liaison Report** <sup>III A 3</sup>

Ms. Zeng introduced herself to the Board, stating that she decided to pursue the District Board Liaison position so that she could learn more about students and help the college meet students' needs.

**Student Senate Report** <sup>III A 4</sup>

On behalf of Mr. Brito, Mr. Avila reported that the Student Senate is working with Dr. Casper on the issue of students serving on hiring committees. Mr. Brito recently met with Dr. Daniels to discuss issues of importance to students.

**College/Campus Announcements** <sup>III A 5</sup>

Dr. Giles reported that Director of the Domestic Policy Council Neera Tanden and National Cyber Director Harry Coker, Jr. showcased federal investments at Madison College that

will establish pathways to cybersecurity jobs. The Reedsburg Campus ran three full sections of the Certified Nursing Assistance courses this summer. The campus will be highlighted in a new commissioned film being created that focuses on economic development drivers in Sauk County. The Mini-Manufacturing World initiative at the Portage Campus has been nominated for a Community Engagement Award through the Rural Community College Alliance. The Watertown campus is offering its first ESL module class this fall. The Fort Atkinson Campus held its first Girls in Welding program and a new Metal Fabrication Camp was also introduced in addition to two other traditional camps.

Dr. Casper reported that multiple efforts are underway to support both early planning students as they enroll, and prepare for the upcoming semester, new students and continuing students. The consent agenda includes approval of a vendor who will support the implementation of the Workday Student Information System.

Dr. Ramirez reported that in spring 2020, Madison College launched a Technology Access Program (TAP) that loans laptops and hotspots to students who do not have access to a device or home internet to effectively complete college. The program began as a response to the COVID lockdown and has become a critical part of student support. Beginning this fall, the college will implement two enhancements to the program - a new distribution center on the second floor in the Truax main building and add 300 new entry-level laptops specifically intended for students in the English as a Second Language programs have been added to the technology pool.

Ms. Buschhaus reported that Madison College hosted the Annual Compliance Collaborative Symposium in July. The Symposium was attended by WTCS and UW system

compliance and human resources professionals. Topics included Title VI, Title VII, ADA/504 and the Clery Act.

Dr. Thomas reported that the college had the opportunity to join Governor Evers and Senator Baldwin, plus some of the other Wisconsin Biohealth Tech Hub project partners in a press conference in July. Next steps include hiring project staff and establishing an operational plan to execute the items committed to in the grant application. At \$12.5 million, it is the largest grant the college has ever received, and the project will run over the next 5 years.

**President's Report** III A 6

**International Travel** III A 6 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.

**International Student Out-of-State 2023-24 Tuition Remission** III A 6 b

Dr. Daniels introduced Dr. Thomas 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 2023-24.

**Action Items** III B**Capital Projects Borrowing** II B 1**Resolution Authorizing the Issuance of Not to Exceed \$3,000,000 General Obligation Promissory Notes, Series 2024-25C** II B a **and** **Resolution Establishing the Parameters For the Sale of Not to Exceed \$3,000,000 General Obligation Promissory Notes, Series 2024-25C** III B b

Dr. Ramirez reported that the attached resolution is the authorization to begin the borrowing process and totals \$3,000,000, including \$820,000 for building remodel and improvements, \$680,000 for the cost of sitework, and \$1,500,000 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 (\$1,500,000), and for the purpose of paying the cost of building remodeling and improvement projects (\$820,000), and for the purpose of paying the cost of sitework (\$680,000). 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 Ms. Lewis, seconded by Ms. Lewis, to adopt the Resolution Authorizing the Issuance of Not to Exceed \$3,000,000 General Obligation Promissory Notes, Series 2024-25C and to adopt the Resolution Establishing Parameters for the Sale of Not to Exceed \$3,000,000 General Obligation Promissory Notes, Series 2024-25C. Motion carried.**

**Consent Agenda** III B 2**Quarterly Investment report** III B 2 a**Quarterly financial metrics** III B 2 b**Supplier payments greater than or equal to \$2,500 and schedule of checks issued for the period June 16, 2024 through July 15, 2024** III B 2 c**Requests for proposals/request for bids/sole sources** III B 2 d

**Contracts for services June 2024** III B 2 e

**Employment of personnel** III B 2 f

**Resignations and separations** III B 2 g

**Retirements** III B 2 h

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

**Adjournment** v

**There was a motion by Mr. Canty, seconded by Ms. McNeary, to adjourn the meeting. Motion carried.**

The meeting adjourned at 6:41 p.m.

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Melanie Lichtfeld, Secretary