

A meeting of the Madison Area Technical College District Board was held on April 9, 2025, in a hybrid format. 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 D. Dantzler, Jr. (Chair), Shiva Bidar-Sielaff (Vice-Chair), Melanie Lichtfeld (Secretary), Dan Bullock (Treasurer), Shana Lewis, Ann McNeary, Tonya Olson, and Korbey White.

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

Others present: Renee Anhalt, Librarian; Tina Rettler-Pagel, Instructional Design Consultant; Cody White, Budget Director; Darcy Willis, Associate Dean of the School of Health Sciences; Ali Zarrinnam, Vice-President of Institutional Effectiveness; and Kristin Rolling, Recording Secretary.

Call to Order ^I

The meeting was duly noticed and called to order at 5:31 p.m. by Mr. Dantzler. Mr. Anderson confirmed that appropriate notices had been given and the meeting was being held in compliance with the open meetings law.

Routine Business Matters ^{II}

Approval of Meeting Minutes ^{II A}

There was a motion by Ms. Lewis and a second by Ms. McNeary to approve the meeting minutes of March 5, 2025, 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}

Mr. Dantzler reported that the presidential search forums concluded last week. Employees, students and community members submitted feedback about each candidate that trustees will review as they deliberate about selecting the next Madison College president.

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

Mr. Dantzler reminded Trustees of upcoming meetings and events.

Student Liaison Report ^{III A 2}

Ms. Zeng reported that she conducted a student survey, asking them for their top concerns as Madison College students, in preparation for the Legislative Summit. Common themes were parking, improvements to priority enrollment, increased number of merit-based scholarships, and more late evening hours to access services. She is currently participating in a project related to housing advocacy, including more student voices in the selection of a new rental web platform, rete reduction, and partnerships with rental support services.

Student Senate Report ^{III A 3}

Mr. Brito reported that 50 applications were submitted by student interested in serving on Student Senate, with 42 of them moving forward to the election. Election results will be announced next week. Student Senate was nominated as the student club of the year.

College/Campus Announcements III A 4

Dr. Giles reported that digital literacy in Academic Affairs faculty includes introducing students to digital tools and resources that will best prepare them to be successful in the workforce or when they transfer to a four-year institution. Some examples include digital design programs for architecture students, health sciences simulation mannequins, and digital diagnostic tools in automotive programs.

Ms. Ahedo reported several student clubs and activities have been recognized for their work, including the Clarion student newspaper, Phi Theta Kappa (PTK) and SkillsUSA. The Early College and Workforce Strategy team were selected as a high performing dual credit program by Columbia University's Teacher College's College Community Research Center. The Disability Resources Services team recently hosted their annual Find Your Future event for high school students with disabilities. Twelve students participated in an alternative spring break in Portage, Reedsburg, and Baraboo. Their work included building ramps at the homes of veterans with disabilities. The college recently signed an agreement with the United Negro College Fund to increase the transfer opportunities available to students as they pursue bachelor's degrees with historically Black colleges and universities (HBCUs). Marty Crabbs, in his twelfth year as PTK advisor, has received the 2025 Continued Excellence Award for Advisors. Baseball coach Mike Davenport was recognized with a NJCAA Coaches Legacy Award with eligibility based on winning more than 1,000 games during his junior college coaching career. Drs. Keyimani Alford and Nicole Soulier were both recognized at the Council for the Study of Community Colleges conference. Dr. Alford received the Community College Professional Award and Dr. Soulier received the Richard M. Romano Dissertation of the Year Award.

Dr. Ramirez reported that the college recently implemented a new Student Account Retention policy, which was developed by the IT Council within our Shared Governance system. It states that student email accounts will be deactivated after 12 months of non-enrollment. As a result of the policy, we closed several hundred thousand active accounts, significantly reducing the attack surface that can be used by cyber criminals. During the pandemic, the college launched the Technology Access Program, an effort expand access for students to internet service and laptops. Approximately 2,300 hotspots are available to loan and so far this calendar year, almost 1,400 laptops have been checked out.

Dr. Grady reported that the college recently hosted the THRIVE Conference—*Together for Higher Retention, Inclusion, Voice, and Engagement*. There were more than 130 attendees, participating in sessions that celebrated growth, resilience, and inclusivity across campuses and created space for underrepresented faculty, staff, and students to be seen, heard, and supported.

President's Report III A 5

Dr. Casper reported that the consent agenda contains an item related to the Student Activities Board bylaws. The SAB proposed changes to its bylaws focused on budget planning, budget management, and some more technical changes. Last month the college hosted the WTCS State Board meeting where UW Health was presented with the WTCS Futuremaker Partner Award for, recognizing their work with Madison College to create a nursing apprenticeship program. State budget public hearings are being held this month by the Joint Committee on Finance. Fiscal Year 2026 funding continues at the Fiscal Year 2025 funding level until a new budget is passed. The college continues to monitor policy announcements and directives from Washington to assess what, if any, changes need to be made to policies and practices. The college continues to develop plans for supporting any student who may have their visa status

revoked by the federal government. Earlier today, the college learned that one of our students has had their visa status revoked and the college is contact with the student and will seek to support them to our fullest extent.

International Travel III A 5 a

Dr. Casper 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.

Combined Charitable Campaign III A 5 b

The Combined Charitable Campaign raised over \$65,000 to our college students and area communities. The last several years these efforts have been led by Jennifer Zarrinnam, in the Provost's Office, and Jennie May with Institutional Effectiveness. During their tenure as campaign co-chairs the campaigns have raised just under \$500,000, primarily from college employees.

Monitoring Report – Vision 2030 Commitment 4 III A 5 c

Dr. Casper introduced Mr. Zarrinnam, Ms. Anhalt, and Ms. Rettler-Pagel to share a report on Vision 2030 Commitment 4, with a focus on the digital literacy component of the commitment. They shared information about the work of the new Digital Literacy Steering Team in defining digital literacy for Madison College, the development of a digital literacy framework, the development of an operational team to move the work forward, and the metrics that will be used to determine success.

Action Items III B**Fiscal Year 2025-26 Proposed Budget** III B 1

Mr. White provided an update on the Madison College Fiscal Year 2025-26 proposed budget. He shared information related to the college's budget development process and priorities, budget projections, revenue and expenditure assumptions, the tax levy, capital projects borrowing, and the next steps in the budget approval process.

There was a motion Mr. White and a second by Ms. McNeary to approve taking the proposed Fiscal Year 2025-26 budget to public hearing and establish the date, time, and place for the public hearing as May 7, 2025, at 5:30 pm. The hearing will be held in room D1630B/C of the Madison Area Technical Campus, 1701 Wright Street, Madison. Motion carried unanimously.

New Program Approval III B 2

Ms. Willis reported that the School of Health Sciences seeks approval of the Medical Assistant Apprenticeship to address the growing demand for medical assistants and meet industry needs. The curriculum that includes coursework and clinical hours, leading to eligibility to sit for the national certification exam upon program completion which is the same as our traditional program. Apprenticeship wages and tuition support from partnering employers will further enhance accessibility and affordability for participants. Due to growth and replacement, there are projected to be about 400 Medical Assistant jobs open per year in our district, with an expected growth in the field of about 5% in our district between 2025 and 2030.

There was a motion by Ms. Lewis, seconded by Ms. McNeary, to approve the new Medical Assistant Apprenticeship Program. Motion carried.

Capital Projects Borrowing III B 3

Resolution Authorizing the Issuance of Not to Exceed \$3,000,000 General Obligation Promissory Notes, Series 2024-25J III B 3 a **and Resolution Establishing the Parameters For the Sale of Not to Exceed \$3,000,000 General Obligation Promissory Notes, Series 2024-25J** III B 3 b

Ms. Grigg reported that the attached resolution is the authorization to begin the borrowing process and totals \$3,000,000, including \$1,500,000 for building remodel and improvements, 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 (\$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. Bullock, seconded by Ms. Lewis, to adopt the Resolution Authorizing the Issuance of Not to Exceed \$3,000,000 General Obligation Promissory Notes, Series 2024-25J. Motion carried.

There was a motion by Mr. Bullock, seconded by Ms. McNeary, to adopt the Resolution Establishing Parameters for the Sale of Not to Exceed \$3,000,000 General Obligation Promissory Notes, Series 2024-25J. Motion carried.

Consent Agenda III B 4

Student Activity Board Bylaws III B 4 a

General fund monthly financial report as of February 28, 2025 III B 4 b

Supplier payments greater than or equal to \$2,500 and schedule of checks issued for the period February 16, 2025 through March 15, 2025
III B 4 c

38.14 contracts for services February 2025 III B 4 d

Request for proposals/request for bids/sole sources III B 4 e

Employment of personnel III B 4 f

Resignations and separations III B 4 g

There was a motion by Ms. McNeary, seconded by Mr. White, to approve Consent Agenda items III.B.4.a. through g. Motion carried.

Adjournment ^v

There was a motion by Ms. Lewis, seconded by Ms. Bullock, to adjourn the meeting. Motion carried.

The meeting adjourned at 7:18 p.m.

Melanie Lichtfeld, Secretary