

A meeting of the Madison Area Technical College District Board was held on January 7, 2026, 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: Shiva Bidar-Sielaff (Chair), Melanie Lichtfeld (Secretary), Dan Bullock (Treasurer), Chris Canty, Shana Lewis, Ann McNeary, Tonya Olson, and Korbey White.

Also present: Jon Anderson, Legal Counsel; Jennifer Berne, President; Tim Casper, Executive Vice-President, Student Affairs; Mel Charbonneau, Vice-President, Marketing and Communications; Beth Giles, Provost; Sylvia Ramirez, Executive Vice-President, Finance & Administration; and Mark Thomas, Executive Vice-President, Policy and Strategy.

Others present: Laurie Grigg, Chief Financial Officer/Controller; Hasan Hashmi, Board Student Liaison; Anita Mazvimavi, Administrative Assistant to the President; Lisa Smith, Vice-President, Institutional Effectiveness; Jose Villarreal, Student Senate President; and Kristin Rolling, Recording Secretary.

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

The meeting was duly noticed and called to order at 5:30 p.m. by Ms. Bidar Sielaff. 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** <sup>II</sup>

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

**There was a motion by Mr. White, second by Ms. McNeary, to approve the meeting minutes of December 3, 2025, as submitted. Motion carried.**

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

There were no public comments.

**New Business** **III****Communications** **III A****Board Chair's Report** **III A 1****Future Meeting & Event Schedule** **III A 1 a**

Ms. Bidar-Sielaff reminded trustees of upcoming meetings and events.

**Student Liaison Report** **III A 2**

Mr. Hashmi reported that he will be visiting Northcentral Technical College with other students as part of a meeting of the Wisconsin Student Government Association.

**Student Senate Report** **III A 3**

Mr. Villarreal reported that three new senators have joined Student Senate, bringing the total to 18 active members on Senate. New Senate marketing items reach students in more creative ways, as well as expand marketing opportunities. A large delegation of Student Senate representatives will also attend the WSG meeting at NCTC. The first Senate General Assembly meeting for the spring term will take place later this month.

**College/Campus Announcements** **III A 4**

Dr. Ramirez highlighted the sustainability features of the Trux North building, including glass overhead doors that provide natural light and reduce lighting demand, occupancy sensors, roof insulation that exceeds code requirements a heat pump/heat recovery chiller, bike infrastructure, EV charging stations, carpooling spots, low temperature hot water, low flow toilets and sinks, and bioretention basins.

Ms. Charbonneau shared the results of two surveys. From the WTCS statewide survey, two-thirds of Wisconsin residents report a favorable opinion of technical colleges, and more than three-quarters believe the state benefits from the education technical colleges provide. The

results of the Madison College brand survey, reinforce the statewide findings and reflect a strong, positive view of Madison College's value and impact.

**International Travel** **III A 5**

Dr. Thomas reported on upcoming international travel for faculty and staff.

**President's Report** **III A 6**

Dr. Berne reminded trustees that the college is focused on credential completion and will report to the Board on students who complete a degree or credential they initially sought, students who complete a related degree or credential, and students who complete an Madison College credential.

Dr. Berne introduced Ms. Smith to share the analysis of Madison College current completion data.

**Action Items** **III B**

**Fiscal Year 2024-2025 Single Audit** **III B 1**

Dr. Ramirez reported that on November 5, 2025, a representative from Clifton Larson Allen, LLP (CLA), the district's external auditor, presented the draft FY2024-25 audit report including an unmodified audit opinion on the financial statements. At that time, the review of the Single Audit was not yet complete. There was a finding in the Single Audit for award period July 1, 2024 to June 30, 2025. It was a significant deficiency in internal control over compliance. Institutions are required to report enrollment information, as prescribed by the Secretary of Education under the Pell grant and the Direct load program via the NSLDS. During testing, the auditors noted 3 of 60 students selected for testing did not have the correct enrollment status reported to NSLDS. There are no questioned costs. The District has designed and implemented controls over the review of report parameters and enrollment reporting to

ensure financial aid software is properly calculating enrollment based on enrolled credits at the District.

**There was a motion by Mr. Bullock, seconded by Ms. McNeary, to accept the June 30, 2025 Single Audit report. Motion carried.**

**Proposed FY2025-2026 Capital Remodel Projects** III B 2

Dr. Ramirez reported that as part of the capital projects planning process, several remodeling projects have been identified for funding. The projects are included in the Three-Year Facilities Plan approved by the Madison College Board on August 6, 2025.

Truax Campus - E Wing Restrooms Upgrade: reconfigure the area to meet current restroom standards by creating six new single occupancy restrooms. The estimated project cost is \$250,000.

Truax Campus - Rooms E3830A&B Remodel: the project includes two adjacent classrooms with an operable wall between. The operable wall will be replaced with a new insulated drywall partition to reduce sound transfer between the classrooms. Other improvements include new flooring, ceilings, wall paint, improved lighting, and upgraded mechanical systems reflecting current college standards. The estimated project cost is \$100,000.

Capital equipment, including technology, instructional equipment, and furniture are not part of the construction estimates. Sufficient funds are available for these costs within the College's capital budget. Each project will meet the Americans with Disability Act (ADA) standards.

**There was a motion by Mr. Bullock, seconded by Ms. Lichtfeld, to:**

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

**Motion carried.**

**Capital Projects Borrowing** <sup>III B 3</sup>

**Resolution Authorizing the Issuance of Not to Exceed \$5,000,000 General Obligation Promissory Notes, Series 2025-26F** <sup>III B 3 a</sup> and **Resolution Establishing the Parameters For the Sale of Not to Exceed \$5,000,000 General Obligation Promissory Notes, Series 2025-26F** <sup>III B 3 b</sup>

Ms. Grigg reported that the attached resolution is the authorization to begin the borrowing process and totals \$5,000,000, including \$1,500,000 for new construction, and \$3,500,000 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 (\$3,500,000), and for the purpose of paying for new construction (\$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. Lichtfeld, to adopt the Resolution Authorizing the Issuance of Not to Exceed \$5,000,000 General Obligation Promissory Notes, Series 2025-26F; and to adopt the Resolution Establishing Parameters for the Sale of Not to Exceed \$5,000,000 General Obligation Promissory Notes, Series 2025-26F. Motion carried.**

**Consent Agenda** <sup>III B 4</sup>

**General fund monthly financial report as of November 30, 2025** <sup>III B 4 a</sup>

**Supplier payments greater than or equal to \$2,500 and schedule of checks issued for the period November 16, 2025 through November 15, 2025** <sup>III B 4 b</sup>

**38.14 service contracts October 2025** <sup>III B 4 c</sup>

**Employment of personnel** <sup>III B 4 d</sup>

**There was a motion by Mr. Bullock, seconded by Mr. White, to approve Consent Agenda items III.B.4.a. through h. Motion carried.**

**Adjournment** <sup>IV</sup>

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

The meeting adjourned at 6:32 p.m.

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Melanie Lichtfeld, Secretary