

# District Board Regular Meeting Tuesday, February 8, 2022

**Western Technical College Administrative Center  
111 Seventh Street N, Room 408 – La Crosse, WI  
VIRTUAL MEETING VIA ZOOM  
Connection Details Sent within Meeting Invitation  
District Board Members and College Staff Participating Via Zoom**

District  
Board  
Members:

Lance Bagstad  
Andrew Bosshard  
Majel Hein

Kevin Hennessey  
Angie Lawrence  
Ed Lukasek

Ken Peterson  
Dennis Treu

**District Board Meeting – Open Session**

**1:00pm**

**District Board Meeting – Closed Session**

*The Board will convene into closed session for the purpose of discussing potential contract non-renewals and reductions under the provisions of Wisconsin Statutes, Sec. 19.85 (1)(c). The Board will convene into closed session, pursuant to s. 19.85(1)(c)(e), Wis. Stats. for the purpose of discussing the President's Evaluation. No action.*

**District Board Meeting – Open Session**

**Immediately Following Closed Session**

**\*\* If there are any questions relative to a specific agenda item, please feel free to direct them to [struppi@westerntc.edu](mailto:struppi@westerntc.edu) \*\***

**Public Notice (see calendar below)**

Members of the District Board may be in attendance at the following meetings/events:

- WI Technical College District Boards Associations
- WTCS State Board Meetings

\*No Western Technical College business will be conducted during these meetings/events.\*

## *Planning Ahead ... 2022*

| DATE                 | EVENT  | LOCATION                   |
|----------------------|--|----------------------------|
| February 8, 2022     | District Board Meeting (2 <sup>nd</sup> Tuesday)   | TBD                        |
| February 14-27, 2022 | Achieve the Dream 2022 Virtual Conference          | Virtual                    |
| March 15, 2022       | District Board Meeting                             | TBD                        |
| March 15-16, 2022    | WTCS Board Meeting                                 | Blackhawk – Janesville     |
| April 1-5, 2022      | Higher Learning Commission Annual Conference       | Chicago, IL                |
| April 19, 2022       | District Board Meeting   Advance Session - Noon    | Ashley Furniture - Arcadia |
| April 22, 2022       | Classes End  |                            |
| April 23, 2022       | Commencement                                       |                            |
| April 26, 2022       | District Board Annual Budget Meeting – 9:00am-Noon | TBD                        |
| April 28-30, 2022    | District Boards Association Spring Meeting         | Milwaukee- MATC            |
| May 9, 2022          | Classes Begin                                      |                            |
| May 10, 2022         | District Board Meeting (2 <sup>nd</sup> Tuesday)   | TBD                        |
| May 17, 2022         | WTCS Board Meeting – 9am                           | WTCS Office - Madison      |
| June 21, 2022        | District Board Meeting                             | TBD                        |

Western Technical College  
**District Board Goal**

Incorporate Experience 2025 and related student success and employee engagement priorities into all board meetings:

- a. Strategies include:
  - i. Adapt District Board agendas to incorporate benchmarks, progress, and completion data related to Experience 2025 and the seven strategic goals
  - ii. Consider the four Strategic Directions in all decision-making
  - iii. Communicate college events and level of priority to District Board members
  - iv. Foster greater levels of employee engagement and recognition through resolutions of commendation, targeted visits, and visual management tours
  - v. Check, adjust, and revise the District Board monthly calendar to allow for agility
  - vi. Adjust monthly agenda to allow for adequate time to fully cover agenda items
- b. Lead measures include:
  - i. President's goals are achieved in the timeframe set forth in the strategic plan
  - ii. Each District Board meeting highlights the Strategic Directions for Experience 2025 and student success
  - iii. 25% of District Board meetings and advances are held in places that allow for engagement with Western employees and student learning spaces
  - iv. Approval of annual calendar
  - v. District Board members express satisfaction with time allotted for agenda items through a Plus/Delta document each month

Approved October 16, 2018

# 2022-23 WIG: Attract and Retain Students and Co-Workers



**DISTRICT BOARD MONTHLY PLANNING CALENDAR**

June 18, 2020

| January  | February  | March (Location Change)   |
|--|---|---|
| <ul style="list-style-type: none"> <li>• <b>First Choice Service (2025)</b> <ul style="list-style-type: none"> <li>○ Includes data updates, project plans, and recognition if appropriate.</li> </ul> </li> <li>• Sustainability Update</li> </ul>   | <ul style="list-style-type: none"> <li>• Enrollment Update</li> <li>• Non-Renewals Proposal (closed-as-needed)</li> <li>• Annual Planning Cycle Review</li> <li>• Annual RLC Update</li> <li>• <b>Program &amp; Service Highlights</b> (Begin first program highlight)</li> </ul>   | <ul style="list-style-type: none"> <li>• <b>Equity, Inclusion &amp; Support (2025)</b> <ul style="list-style-type: none"> <li>○ Includes data updates, project plans, and recognition if appropriate.</li> </ul> </li> <li>• Program Development Approval (optional)</li> <li>• Health   Other Benefits</li> <li>• ATD Update   ICAT Results</li> <li>• Annual District Board Appointment</li> <li>• Legislative Update as needed</li> <li>• Student Government Update</li> </ul> <p><b>Issue Papers:</b></p> <ul style="list-style-type: none"> <li>• <i>Private Sector Review IP</i></li> </ul> |
| April – 2 Separate Meetings  | May (Remote Location) – 2 <sup>nd</sup> Tuesday   | June  |
| <ul style="list-style-type: none"> <li>• Foundation Plan   Update</li> <li>• Non-Renewals (closed-as needed)</li> <li>• Grant Updates</li> <li>• Workforce &amp; Job Market update (<i>Was Hot Jobs &amp; Program Mix</i>)</li> </ul>  | <ul style="list-style-type: none"> <li>• Enrollment Update</li> <li>• Student Government Update   Ambassador</li> <li>• 3-Year Facility Plan Discussion</li> </ul> <p><b>Issue Papers:</b></p> <ul style="list-style-type: none"> <li>• <i>Salary Adjustments IP</i></li> <li>• <i>Bargaining Agreement IP</i></li> <li>• <i>Non-Renewal IP (as needed)</i></li> <li>• <i>Fees &amp; Rates IP</i></li> <li>• <i>District Boards Association Annual Fees IP</i></li> </ul> | <ul style="list-style-type: none"> <li>• Public Hearing – Budget</li> <li>• HLC Update (as needed)</li> <li>• President Contract Review (closed)</li> <li>• District Boards Association Visit   Update (spring visit)</li> </ul> <p><b>Issue Papers:</b></p> <ul style="list-style-type: none"> <li>• <i>Board Approval of Budget IP</i></li> <li>• <i>3-year Facility Plan IP</i></li> <li>• <i>Out of State Tuition Remission/Waivers IP</i></li> </ul>   |
| <p>2<sup>nd</sup> Meeting - April - Annual Special Budget Meeting</p>  | <p><b>NOTE: BOARD Advance Day – No evening dinner</b></p>   |   |
| <ul style="list-style-type: none"> <li>• Held in Sparta</li> <li>• 4<sup>th</sup> Tuesday</li> <li>• Full budget review</li> </ul>   |   |   |
| July 2 <sup>nd</sup> Monday  | August  | September   |
| <ul style="list-style-type: none"> <li>• Recognize WLDI Grads</li> <li>• Annual Organizational Meeting Actions</li> <li>• <b>Program &amp; Service Highlights</b></li> <li>• President Shares Identified Goals</li> </ul> <p><b>Issue Papers:</b></p> <ul style="list-style-type: none"> <li>• <i>Annual Organizational IPs</i></li> </ul> |   | <ul style="list-style-type: none"> <li>• <b>Workforce/Community Engagement</b> <ul style="list-style-type: none"> <li>○ Includes data updates, project plans, and recognition if appropriate.</li> </ul> </li> <li>• Enrollment Update</li> <li>• Tax Levy Discussion</li> <li>• College Day Update</li> </ul>  |

**Western Technical College**  
**DISTRICT BOARD MONTHLY PLANNING CALENDAR**

June 18, 2020

| October (Remote Location)   | November  | December  |
|---|---|---|
| <ul style="list-style-type: none"> <li>• <b>Key Results Update</b> (Student Success Metrics) (2025)</li> <li>• Grant Updates</li> <li>• Legislative Affairs Update</li> <li>• BIS Update (financial report)</li> <li>• Review Previous Fiscal Year's Operating Financial Results</li> </ul> <p>NOTE: Regional Luncheons held at campuses</p> <p><b>Issue Papers:</b></p> <ul style="list-style-type: none"> <li>• <i>Annual Review of Procurements Report</i></li> <li>• <i>Tax Levy IP</i></li> <li>• <i>Resolution Designating Positions as Assistant, Associate, or Deputy District Director for the Purpose of Wisconsin's Code of Ethics for Public Officials and Employees IP</i></li> <li>• <i>Annual Budget Modifications IP</i></li> </ul> | <ul style="list-style-type: none"> <li>• <b>Employee Engagement (2025)</b> <ul style="list-style-type: none"> <li>○ Includes data updates, project plans, and recognition if appropriate.</li> </ul> </li> <li>• College Audit</li> <li>• Enterprise Update</li> <li>• Capital Borrowing Discussion</li> <li>• <b>Program &amp; Service Highlights</b></li> </ul> <p><b>NOTE: BOARD Advance Day – No evening dinner</b></p> | <ul style="list-style-type: none"> <li>• <b>Annual Experience (2025) Review [beginning 2020]</b> – (WIGS, Data, Adjustments, Progress, and Priorities)</li> <li>• Annual Enrollment Management</li> <li>• Review ACCT Trip</li> <li>• RLC Community Panel Update</li> </ul> <p><b>Issue Papers:</b></p> <ul style="list-style-type: none"> <li>• <i>Capital Borrowing IP</i></li> </ul> |

\*Annually the college **will review** Noel Levitz (SSI) and/or CCSSE data with the board at the appropriate time. These surveys are completed bi-annually.

\*Program Highlights / Students: This will be an attempt to have 2-3 programs per year share about their program to the board. This will intentionally move across sectors over time. Students will present with their faculty.

| Process   Timeline for President Evaluation   | Timeline                             | Responsible                  |
|---|--------------------------------------|------------------------------|
| President to complete status report of his/her individual goals. To be shared with Board prior to evaluation going out or simultaneously. | February 28                          | President                    |
| Distribute President evaluation tool to Board for their completion and President for his/her self-assessment.                             | March 1                              | Human Resources              |
| Compile results and summary document to share with Board and President.   | March 31                             | Human Resources              |
| Review and discussion of results  | April Board Meeting (Closed Session) | Board, Human Resources       |
| Meeting with President  | May                                  | Board Chair, President       |
| Review/Update Evaluation Criteria   | May                                  | Human Resources, Board Chair |
| Summary Materials to be filed in HR   | June                                 | Human Resources              |
| Develop individual goals to be included for the next review period  | June                                 | President, Board Chair       |
| Provide Final Evaluation tool to Board and President  | July 1                               | Human Resources              |

## **District Board Commitments**

Revised August 2020

1. We will follow the communication flow for board-president-staff interactions set forth by the president.
2. We will embrace the college mission, vision, values, practices, and culture fully as the board's own.
3. We will work with the president and leadership team to assess and shape college goals, results and measures. This will be led by the president and leadership team with board support, partnership, and endorsement.
4. We will review all policies that are older than 2015.
5. We will commit to the tenets of the college's culture of accountability.
6. We will express opinions at the table with respect and clarity to everyone present at the table and all parties speaking. In the end, we stand with one unified voice.
7. We will lead by focusing on the present and future in order to achieve student, college, and community success.
8. We will work with the president to define the data necessary to make informed and educated decisions.
9. We commit to a college-wide view at all times as we serve the entire region.

### **District Board Equity Commitment**

Events around our nation remind us yet again of the work that remains to create a more just and equitable society. As a Board, we acknowledge the hurt, frustration, and anger felt by countless Americans, especially Americans of color. We hurt with those who are hurting, and we stand, in particular, with black members of our communities during this difficult time. At Western Technical College, we pledge to lean into our College values of diversity, integrity, teamwork, and respect. As a Board, we are committed to our advocacy for and support of Western's strategic goals to increase the enrollment of students of color and to eliminate achievement gaps among black, Hispanic, and indigenous students. We acknowledge structural racism and systemic poverty contribute to these gaps, and we pledge to continue to support programs and policies that ensure access to higher education for all students. We embrace the imperative to learn from experiences, history, cultures, values, beliefs, and views different from our own and to lead with empathy and compassion. Change starts with each of us, and we pledge to hold ourselves and each other accountable in this critically important work.





**Western Technical College District Board Meeting**

**TUESDAY, February 8, 2022**  
**AGENDA**

| Topic | Attachment | Action |
|-------|------------|--------|
|-------|------------|--------|

**Call to Order**

X

The February 8, 2022 meeting of the Western Technical College District Board, and all other meetings of this Board, are open to the public and in compliance with state statutes. Notice of the meeting has been sent to the press in an attempt to make the general public of Wisconsin aware of the time, place and agenda of the meeting.

**Mission:** Western Technical College provides relevant, high-quality education in a collaborative and sustainable environment that changes the lives of students and grows our communities.

**Resolution of Commendation**

- Julie (Jo) Duff, Application Associate, Student Service & Engagement ..... Page 11 X

**Presentations**

- Inform: La Crosse Medical Health Science Consortium – Wade Hackbarth | Catherine Kolkmeier | Kevin Dean
- Program Service Highlight – Interior Design – Kat Linaker | Mike Poellinger | Jennifer Stangl
- Inform: Annual Planning Cycle Review – Tracy Dryden
- Inform: COVID Update – Tracy Dryden | Shelley McNeely | Brooke Bahr | Kevin Dean | Jackie Kettner-Sieber

**Policy Subcommittee Update – Majel Hein**

**TIFs and TIDs [New Information Only]**

**Items to be Removed from Consent Agenda**

**Approve: Consent Agenda**

- Minutes
  - A. January 11, 2022 District Board Regular Meeting ..... Page 12 X
  - B. January 24, 2022 Policy Subcommittee Meeting ..... Page 13 X
- Financial Reports – December
  - A. General Revenue/Expense Report (December) ..... Page 14 X
  - B. Department Budget Summary (December) ..... Page 15 X
  - C. Auxiliary Services Report (December) ..... Page 17 X
  - D. Capital Projects Reports (January) ..... Page 21 X
- Policy Revisions | **Second Reading**
  - A. F0103 Awarding of Contract ..... Page 24 X
- Policy Revisions | **First Reading**
  - A. A0101 Western Technical College Board Name and Legal Status ..... Page 25 X
  - B. A0114 District Board Meetings | A0114p Procedure for District Board Meetings .. Page 25 X
  - C. A0206 Emergency Closing ..... Page 28 X
- Policy Discontinuance | **First Reading**
  - A. A0107 Board Members' Obligation and Attendance ..... Page 29 X
  - B. A0115 Board Meeting Preparation ..... Page 30 X
- Project Submission and Acceptance 2022-23
  - A. WTCS – State Grants Funds ..... Page 31 X

| Topic | Attachment | Action |
|-------|------------|--------|
|-------|------------|--------|

- Personnel (*Information Only*)
  - A. Promotions/Transfers/Appointments
    - 1. Mitch Berry, Student Inclusion Specialist, Student Service & Engagement Page 32
  - B. Resignations
    - 1. Brian Shockey, Custodian, Finance & Operations ..... Page 33
    - 2. Gregory Steele, Instructor-IT Web & Software Developer, Academic Affairs ..... Page 33
    - 3. Ann Brice, Instructor-IT Web & Software Developer, Academic Affairs..... Page 33
  - C. Retirements
    - 1. Paul Weibel, Fire & Law Enforcement Technician, Academic Affairs..... Page 33
    - 2. Scott Finn, CRM & GP System Administrator, Finance & Operations ..... Page 33
    - 3. Shelly Wetzsteon, Instructor-Marketing, Academic Affairs ..... Page 33
    - 4. Tom Strom, Instructor-Financial Services, Academic Affairs ..... Page 33
    - 5. Joan Miksis, Associate Dean-Health & Public Safety, Academic Affairs ..... Page 33

**Monthly Approvals**

- Approve: Adopt the Resolution Authorizing the Issuance and Establishing Parameters for the Sale of \$1,500,000 Taxable General Obligation Promissory Notes, Series 2022B, of Western Technical College District, Wisconsin..... Page 34 ROLL CALL

**President Report**

- Community and Media Connections
- Current Priorities
- Bill – Free Speech Status – Amy Thornton | Rande Daykin | Shelley McNeely
- Legislative Update – Rande Daykin
- Sparta Open House – June 2022
- K12 Breakfast Update – Amy Thornton

**District Board Chairperson Report**

- Board Business | Updates
- Board Events
- Plus Delta Feedback

**Other Business**

**Closed Session | Break**

*The Board will convene into closed session for the purpose of discussing potential contract non-renewals and reductions under the provisions of Wisconsin Statutes, Sec. 19.85 (1)(c). The Board will convene into closed session, pursuant to s. 19.85(1)(c)(e), Wis. Stats. for the purpose of discussing the President’s Evaluation. No action.*

**Adjournment**..... X



# Western Technical College

## *Resolution of Commendation to* **Jo Duff**

*Whereas*, Jo Duff, Application Associate in the Enrollment Services Division, will retire from Western Technical College on March 4, 2022, after completing 15+ years of loyal and dedicated service to the students, staff, and the District Board of the Western Technical College District; and

*Whereas*, Jo is a hard-working, dedicated team player, always willing to go above and beyond to help Western students and co-workers; and

*Whereas*, she is a detail-oriented and knowledgeable employee, often helping her co-workers answer complex enrollment questions or concerns; and

*Whereas*, Jo has a unique and strong bond with many of her co-workers, many of whom she calls her friends – and is always willing to help and listen; and

*Whereas*, she has a great sense of humor, with a quick wit and sharp tongue that makes everyone laugh; and

*Whereas*, her kindness, friendship, and dedication to her job will be missed; therefore be it

*Resolved*, that the Board of the Western Technical College District hereby expresses its appreciation and gives a special commendation to Jo Duff for her years of service and her commitment to excellence; and be it

*Resolved*, that the Western Technical College District Board, Administration, Faculty, Staff, and Students all wish Jo many happy and satisfying years in her retirement.

**Western  
Technical College**

Roger Stanford, PhD, President/District Director

Ken Peterson, Interim Chair

Adopted, approved, and recorded by the Western Technical College District Board on February 8, 2022.

**WESTERN TECHNICAL COLLEGE DISTRICT BOARD**  
**Minutes of Regular Meeting**  
**January 11, 2022**

Mr. Ken Peterson, District Board Interim Chair, called the regular meeting of the Board of Western Technical College District to order at 1:00pm on Tuesday, January 11, 2022 at the Western Technical College Administrative Center, 111 Seventh Street North, La Crosse, WI. Board members present via zoom: Lance Bagstad, Majel Hein, Kevin Hennessey, Angie Lawrence, Ed Lukasek, Ken Peterson, Andrew Bosshard, Dennis Treu and Roger Stanford, President.

Notice of the meeting was posted publicly on Friday, January 7, 2022 at 1:40pm with the agenda being distributed to interested persons, sent to the District's official newspaper (The La Crosse Tribune), and distributed to other news media throughout the District in compliance with Wisconsin Statutes, Sections 19.81 through 19.98.

Others present: Wade Hackbarth, Janice Strupp, Amy Thornton, Rande Daykin, Kat Linaker, John Heath, Shelley McNeely, Ann Brandau-Hynek, Joan Pierce, Julie Lemon, Casey Meehan, Mike Swenson, Dillon Mader, AJ Clauss, Kari Reyburn, Mike Caretta (Western employees)

Presentations provided: Sustainability update, case management | mental Health, IT/SIS updates and investments, enrollment and COVID19 updates

Motion Bagstad, second Lawrence that the Western Technical College District Board approve the following consent items as presented: A. Minutes – December 21, 2021 District Board Regular Meeting; B. Financial Reports – December – 1. Schedule of Payments; 2. Vendors Over \$2500; 3. Capital Projects Reports; C. Policy Revisions | Second Reading – 1. C0106 Employee Success; 2. F0400 Tobacco Free Environment; D. Policy Revisions | First Reading – 1. F0103 Awarding of Contract; E. Project Submission and Acceptance – 1. Federal Emergency Management Administration (FEMA) Funds: Assistance to Firefighters 2022; 2. WTCS Office – System-wide Leadership Grants: Support to Afghan Allies Project; 3. WTCS State Apprenticeship Expansion 2020 – Direct Instruction Support Registered Apprenticeship and Certified Pre-Apprenticeship. Votes: Ayes, 8, Opposed, 0. Abstention to Vendors over \$2500, 1. Motion carried.

Relative to TIFs and TIDs, Mr. Hennessey advised the City of West Salem will be expanding one in the near future.

Under the President's Report, members were encouraged to watch the College Day video. Western has several items for approval during the January WTCS Board meeting. April 2022 meeting will be held at Ashley Furniture in Arcadia. Western was awarded a grant by the WTCS to assist afghan allies at Fort McCoy.

During the District Board Chairperson report, Mr. Peterson advised he will serve as interim Board Chairperson until July 2022. DBA meeting will be hybrid this month. March district board meeting will be scheduled according to pandemic numbers.

3:22pm: District Board break

3:30pm: District Board participated in an Advance session, "An Exploration of Privilege" presented by AJ Clauss and Dillon Mader.

Majel Hein, District Board Secretary

## Western Policy Committee Minutes

January 24, 2022

### 11:00 A.M. Virtual Meeting

Committee Attendees: Majel Hein, Angie Lawrence, Lance Bagstad

Staff Attendees: Jill Grennan

Purpose of the meeting was to review various College policies. The group reviewed the following College policies/procedures:

- A0101 – Western Technical College, Board Name and Legal Status
- A0107 – Board Members’ Obligation and Attendance
- A0114 – District Board Meetings
  - A0114p – Procedures for District Board Meetings
- A0115 – Board Meeting Preparation
- A0206 Emergency Closing

All policies discussed have had verbiage changes.

- A0101 – Western Technical College, Board Name and Legal Status had minor revisions. Policy will move to the February board meeting.
- A0107 – Board Members’ Obligation and Attendance was recommended to discontinue and combine in A0114 District Board Meetings. Policy will move to the February board meeting.
- A0114 – District Board Meetings had revisions. It was recommended to combine language from A0107. Policy will move to the February board meeting.
  - A0114p – Procedures for District Board Meetings had revisions. It was recommended to discontinue A0115 Board Meeting Preparation policy due to similar language and combine into A0114p. Procedure will move to the February board meeting.
- A0115 – Board Meeting Preparation was recommended to discontinue and combine language into A0114p. Policy will move to the February board meeting.
- A0206 Emergency Closing had minor revisions. Policy will move to the February board meeting.

The next meeting is scheduled for February 28. There was no other business discussed.

Meeting was adjourned at 12:05 p.m.

Respectfully,



Jill Grennan



**Western Technical College**  
**General Fund/Special Revenue Funds**  
**For the Six Months Ending Friday, December 31, 2021**

|                                   | <u>Budget</u><br><u>2022</u> | <u>Encumbrances</u><br><u>2022</u> | <u>Current Month</u><br><u>December</u> | <u>YTD</u><br><u>2022</u> | <u>% of YTD</u><br><u>to Budget</u> |
|-----------------------------------|------------------------------|------------------------------------|---|---------------------------|-------------------------------------|
| <b>Revenue</b>                    |                              |                                    |   |                           |                                     |
| Local Taxes                       | 13,005,000                   |                                    | 3,146                                   | 3,146                     | 0.02%                               |
| State Sources                     | 23,271,301                   |                                    | 48,972                                  | 5,480,926                 | 23.55%                              |
| Program Fees                      | 11,178,000                   |                                    | 1,058,993                               | 10,944,277                | 97.91%                              |
| Material Fees                     | 412,000                      |                                    | 34,405                                  | 414,587                   | 100.63%                             |
| Other Student Fees                | 914,900                      |                                    | 83,529                                  | 682,620                   | 74.61%                              |
| Institutional Sources             | 3,655,200                    |                                    | 2,313,396                               | 2,664,032                 | 72.88%                              |
| Federal Sources                   | 1,053,904                    |                                    | 733,069                                 | 1,935,441                 | 183.64%                             |
| <b>Total Revenues</b>             | <b><u>53,490,305</u></b>     |                                    | <b><u>4,275,510</u></b>                 | <b><u>22,125,029</u></b>  | <b><u>41.36%</u></b>                |
| <b>Expenditures</b>               |                              |                                    |   |                           |                                     |
| Instructional                     | 33,283,450                   | 44,977                             | 4,692,498                               | 17,350,505                | 52.13%                              |
| Instructional Resources           | 1,193,942                    |                                    | 90,473                                  | 599,495                   | 50.21%                              |
| Student Services                  | 6,328,910                    |                                    | 486,615                                 | 3,628,468                 | 57.33%                              |
| General Institutional             | 9,647,250                    | 820,261                            | 1,326,020                               | 6,964,691                 | 72.19%                              |
| Physical Plant                    | 4,353,216                    | 158,979                            | 260,166                                 | 2,005,543                 | 46.07%                              |
| <b>Total Expenditures</b>         | <b><u>54,806,768</u></b>     | <b><u>1,024,218</u></b>            | <b><u>6,855,772</u></b>                 | <b><u>30,548,701</u></b>  | <b><u>55.74%</u></b>                |
| <b>Net Revenue (Expenditures)</b> | <b><u>(1,316,463)</u></b>    | <b><u>(1,024,218)</u></b>          | <b><u>(2,580,261)</u></b>               | <b><u>(8,423,672)</u></b> |                                     |

**Western Technical College  
Department Summary Report  
For the Six Months Ending Friday, December 31, 2021**

| <u>Department</u>   | <u>Budget</u>        | <u>Encumbrances</u> | <u>Actual</u>        | <u>Balance</u>       | <u>% Used</u> |
|---|----------------------|---------------------|----------------------|----------------------|---------------|
| <b><u>District Board/President</u></b>                        |                      |                     |                      |                      |               |
| 100 - District Board - Stanford, Roger                        | \$58,000.00          |                     | \$39,525.09          | \$18,474.91          | 68.15%        |
| 150 - President - Stanford, Roger                             | 585,373.00           |                     | 278,388.22           | 306,984.78           | 47.56%        |
| 170 - Foundation and Alumni - Swenson, Mike                   | 480,787.00           | 859.26              | 233,889.03           | 246,038.71           | 48.83%        |
| 273 - Institutional Effectiveness - Dryden, Tracy             | 538,225.00           |                     | 282,710.63           | 255,514.37           | 52.53%        |
| 275 - Institutional Research - Shane, Brianne                 | 332,032.00           | 10,500.00           | 126,878.65           | 194,653.35           | 41.38%        |
| <b>Total District Board/President</b>                         | <b>1,994,417.00</b>  | <b>11,359.26</b>    | <b>961,391.62</b>    | <b>1,021,666.12</b>  | <b>48.77%</b> |
| <b><u>Academic Affairs</u></b>                                |                      |                     |                      |                      |               |
| 200 - Academics - Linaker, Kat                                | 358,060.00           |                     | 144,795.35           | 213,264.65           | 40.44%        |
| 210 - Business Division - Brown, Gary                         | 4,741,497.00         |                     | 2,295,999.56         | 2,445,497.44         | 48.42%        |
| 220 - Integrated Technologies Division - Gamer, Josh          | 5,344,103.00         | 4,461.00            | 2,493,095.55         | 2,846,546.45         | 46.73%        |
| 240 - Health and Public Safety Division - Dean, Kevin         | 950,472.00           |                     | 450,458.03           | 500,013.97           | 47.39%        |
| 241 - Nursing - Miller, Chaudette                             | 2,685,472.00         |                     | 1,363,801.81         | 1,321,670.19         | 50.78%        |
| 242 - Allied Health - Jobe, Dean                              | 1,225,658.00         | 1,006.00            | 598,678.91           | 625,973.09           | 48.93%        |
| 243 - Public Safety Services - Dean, Kevin                    | 1,599,727.00         | 7,520.00            | 794,363.17           | 797,843.83           | 50.13%        |
| 244 - Health Education - Miksis, Joan                         | 1,814,048.00         |                     | 843,788.91           | 970,259.09           | 46.51%        |
| 250 - General Studies - Gillette, John                        | 4,833,046.00         |                     | 2,280,092.10         | 2,552,953.90         | 47.18%        |
| 251 - Learning Commons - Moffler-Daykin, Kirsten              | 419,637.00           |                     | 211,200.98           | 208,436.02           | 50.33%        |
| 270 - Academic Excellence & Development - Linaker, Kat        | 663,152.00           |                     | 266,917.19           | 396,234.81           | 40.25%        |
| 310 - Learner Support and Transition - Church-Hoffman, Mandy  | 2,929,199.00         |                     | 1,345,571.02         | 1,583,627.98         | 45.94%        |
| <b>Total Instructional</b>                                    | <b>27,564,071.00</b> | <b>12,987.00</b>    | <b>13,088,762.58</b> | <b>14,462,321.42</b> | <b>47.53%</b> |
| <b><u>Student Services and Engagement</u></b>                 |                      |                     |                      |                      |               |
| 279 - Regional Learning Centers-Operations - Thornton, Amy    | 668,339.00           |                     | 283,123.65           | 385,215.35           | 42.36%        |
| 300 - Student Development and Success - Thornton, Amy         | 306,899.00           |                     | 144,353.67           | 162,545.33           | 47.04%        |
| 314 - Enrollment Services - Hether, Deb                       | 881,746.00           |                     | 386,562.07           | 495,183.93           | 43.84%        |
| 331 - Counseling and Disability Services - BrandauHynek, Ann  | 541,134.00           |                     | 259,212.89           | 281,921.11           | 47.90%        |
| 335 - Advising and Career Services - Kelsey, Barb             | 1,080,798.00         |                     | 564,436.90           | 516,361.10           | 52.22%        |
| 336 - Veteran Services - Helgeson, Jackie                     | 287,375.00           |                     | 133,589.54           | 153,785.46           | 46.49%        |
| 341 - Security/Student Development - McNeeley, Shelley        | 661,042.00           |                     | 333,285.91           | 327,756.09           | 50.42%        |
| 351 - K-12 Partnerships - Mezera, Isaac                       | 219,721.00           |                     | 92,572.30            | 127,148.70           | 42.13%        |
| 352 - Financial Aid - Grandall, Jerolyn                       | 486,409.00           |                     | 258,005.80           | 228,403.20           | 53.04%        |
| 355 - Registrar/SIS - Peterson, Sandy                         | 343,588.00           |                     | 169,977.08           | 173,610.92           | 49.47%        |
| 410 - Marketing & Communications - Lemon, Julie               | 1,280,432.00         | 413,956.62          | 511,046.19           | 355,429.19           | 72.24%        |
| 430 - Grants and Legislative Affairs - Daykin, Rande          | 387,189.00           |                     | 179,637.07           | 207,551.93           | 46.40%        |
| 440 - Outreach & Admissions - Locy, Caitlin                   | 667,335.00           |                     | 349,613.62           | 317,721.38           | 52.39%        |
| 445 - Community Engagement & Equity/Inclusion - Reyburn, Kari | 375,105.00           |                     | 158,066.53           | 217,038.47           | 42.14%        |
| <b>Total Student Services and Engagement</b>                  | <b>8,187,112.00</b>  | <b>413,956.62</b>   | <b>3,823,483.22</b>  | <b>3,949,672.16</b>  | <b>51.76%</b> |

**Western Technical College**  
**Department Summary Report**  
For the Six Months Ending Friday, December 31, 2021

| <u>Department</u>                                       | <u>Budget</u>               | <u>Encumbrances</u>        | <u>Actual</u>               | <u>Balance</u>               | <u>% Used</u>           |
|---|-----------------------------|----------------------------|-----------------------------|------------------------------|-------------------------|
| <b><u>Finance and Operations</u></b>                    |                             |                            |                             |                              |                         |
| 179 - Regional Development - Martin, Angie              | 169,600.00                  |                            | 86,208.56                   | 83,391.44                    | 50.83%                  |
| 280 - Business and Industry Services - Martin, Angie    | 3,242,800.00                | 688.00                     | 2,682,537.33                | 559,574.67                   | 82.74%                  |
| 500 - Finance and Operations Admin - Hackbarth, Wade    | 350,634.00                  |                            | 165,355.11                  | 185,278.89                   | 47.16%                  |
| 502 - Lunda Center - Murphy, Dan                        | 251,000.00                  |                            | 120,429.80                  | 130,570.20                   | 47.98%                  |
| 504 - Sustainability-Development - Meehan, Casey        | 130,384.00                  |                            | 61,715.50                   | 68,668.50                    | 47.33%                  |
| 510 - Business Services - Otto, De Anne                 | 347,873.00                  |                            | 161,967.62                  | 185,905.38                   | 46.56%                  |
| 515 - Cashier's Office - Vonderohe, Marsha              | 502,910.00                  | 369.50                     | 213,772.26                  | 288,768.24                   | 42.58%                  |
| 520 - Information Services - Pierce, Joan               | 3,125,322.00                | 72,900.21                  | 1,719,878.55                | 1,332,543.24                 | 57.36%                  |
| 530 - Human Resources - Heath, John                     | 923,027.00                  |                            | 439,828.18                  | 483,198.82                   | 47.65%                  |
| 535 - Professional Development - Kettner-Sieber, Jackie | 320,681.00                  |                            | 141,745.97                  | 178,935.03                   | 44.20%                  |
| 536 - Wellness Program - Monroe, Ryan                   | 40,268.00                   |                            | 12,754.28                   | 27,513.72                    | 31.67%                  |
| 540 - Physical Plant - McHenry, Jay                     | 769,891.00                  | 9,804.17                   | 375,193.36                  | 384,893.47                   | 50.01%                  |
| 541 - Facilities Operations - Haun, Brian               | 1,765,506.00                | 24,065.05                  | 713,477.37                  | 1,027,963.58                 | 41.78%                  |
| 545 - Custodial Services - Dahl, Julie                  | 2,203,340.00                | 43,746.00                  | 930,514.34                  | 1,229,079.66                 | 44.22%                  |
| 550 - Controller - Heit, Christina                      | 1,449,748.00                | 91,564.08                  | 864,959.89                  | 493,224.03                   | 65.98%                  |
| <b>Total Finance and Operations</b>                     | <b><u>15,592,984.00</u></b> | <b><u>243,137.01</u></b>   | <b><u>8,690,338.12</u></b>  | <b><u>6,659,508.87</u></b>   | <b><u>57.29%</u></b>    |
| <b><u>Budget Freezes and Other Expenses</u></b>         |                             |                            |                             |                              |                         |
| 551 - Budget Freezes - Heit, Christina                  | (800,000.00)                |                            |                             | (800,000.00)                 | 0.00%                   |
| 550 - COVID-19 Expenses - Hackbarth, Wade               | 54,281.00                   | 276,975.90                 | 1,360,796.61                | (1,583,491.51)               | 3017.21%                |
| 552 - Reserve Fund Balance - Hackbarth, Wade            |                             | 45,000.00                  | 486,986.38                  | (531,986.38)                 | 0.00%                   |
| <b>Total Budget Freezes and Other Expenses</b>          | <b><u>(745,719.00)</u></b>  | <b><u>321,975.90</u></b>   | <b><u>1,847,782.99</u></b>  | <b><u>(2,915,477.89)</u></b> | <b><u>(290.96%)</u></b> |
| <b><u>Federal Grants</u></b>                            |                             |                            |                             |                              |                         |
| 700 - Federal Grants - Various                          | 1,716,543.00                |                            | 926,316.97                  | 790,226.03                   | 53.96%                  |
| <b>Total Federal Grants</b>                             | <b><u>1,716,543.00</u></b>  |                            | <b><u>926,316.97</u></b>    | <b><u>790,226.03</u></b>     | <b><u>53.96%</u></b>    |
| <b><u>State and Private Grants</u></b>                  |                             |                            |                             |                              |                         |
| 800-999 - State and Private Grants - Various            | 497,360.00                  | 20,802.12                  | 186,407.77                  | 290,150.11                   | 41.66%                  |
| <b>Total State and Private Grants</b>                   | <b><u>497,360.00</u></b>    | <b><u>20,802.12</u></b>    | <b><u>186,407.77</u></b>    | <b><u>290,150.11</u></b>     | <b><u>41.66%</u></b>    |
| <b>Total</b>  | <b><u>54,806,768.00</u></b> | <b><u>1,024,217.91</u></b> | <b><u>29,524,483.27</u></b> | <b><u>24,258,066.82</u></b>  | <b><u>55.74%</u></b>    |



**Western Technical College**  
**Enterprise Fund Board Report**  
For the Six Months Ending Friday, December 31, 2021

|                                      | <u>Fiscal Year</u><br><u>2019</u> | <u>Fiscal Year</u><br><u>2020</u> | <u>Fiscal Year</u><br><u>2021</u> | <u>YTD Prior Yr</u><br><u>2021</u> | <u>Fiscal Yr-YTD</u><br><u>2022</u> | <u>Budget</u><br><u>2022</u> |
|--------------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|------------------------------------|-------------------------------------|------------------------------|
| <b>ENTERPRISE TOTAL</b>              |                                   |                                   |                                   |                                    |                                     |                              |
| <b>Total Revenue</b>                 | <u>\$4,324,249</u>                | <u>\$4,153,135</u>                | <u>\$4,511,414</u>                | <u>\$1,459,402</u>                 | <u>\$2,111,602</u>                  | <u>\$3,777,300</u>           |
| <b>Expenses</b>                      |                                   |                                   |                                   |                                    |                                     |                              |
| Salaries                             | \$917,085                         | \$934,994                         | \$689,323                         | \$354,559                          | \$449,311                           | \$912,899                    |
| Fringe Benefits                      | \$307,140                         | \$331,284                         | \$294,640                         | \$146,778                          | \$153,816                           | \$310,151                    |
| Cost of Goods Sold                   | \$1,928,201                       | \$1,657,222                       | \$1,435,961                       | \$808,365                          | \$868,018                           | \$1,664,200                  |
| Other                                | \$1,474,987                       | \$1,368,270                       | \$1,314,610                       | \$617,977                          | \$648,430                           | \$1,382,250                  |
| <b>Total Expenses</b>                | <u>\$4,627,413</u>                | <u>\$4,291,770</u>                | <u>\$3,734,533</u>                | <u>\$1,927,679</u>                 | <u>\$2,119,575</u>                  | <u>\$4,269,500</u>           |
| <b>Enterprise Profit/(Loss)</b>      | <u><b>(\$303,165)</b></u>         | <u><b>(\$138,635)</b></u>         | <u><b>\$776,881</b></u>           | <u><b>(\$468,277)</b></u>          | <u><b>(\$7,973)</b></u>             | <u><b>(\$492,200)</b></u>    |
| <b>CAMPUS SHOP</b>                   |                                   |                                   |                                   |                                    |                                     |                              |
| <b>Revenue</b>                       |                                   |                                   |                                   |                                    |                                     |                              |
| Book Sales                           | \$1,574,509                       | \$1,388,353                       | \$1,194,328                       | \$741,330                          | \$703,949                           | \$1,301,000                  |
| Supply Sales                         | \$244,714                         | \$227,578                         | \$179,493                         | \$113,833                          | \$150,396                           | \$200,000                    |
| Resale Receipts                      | \$4,819                           | \$3,609                           | \$910                             | \$181                              | \$652                               | \$3,000                      |
| Emergency Relief Funds-Institutio... | \$0                               | \$0                               | \$682,342                         | \$0                                | \$81,903                            | \$0                          |
| <b>Total Revenue</b>                 | <u>\$1,824,042</u>                | <u>\$1,619,539</u>                | <u>\$2,057,074</u>                | <u>\$855,343</u>                   | <u>\$936,901</u>                    | <u>\$1,504,000</u>           |
| <b>Expenses</b>                      |                                   |                                   |                                   |                                    |                                     |                              |
| Salaries                             | \$222,093                         | \$230,454                         | \$207,222                         | \$114,305                          | \$101,754                           | \$196,868                    |
| Fringe Benefits                      | \$73,235                          | \$74,558                          | \$70,072                          | \$36,445                           | \$33,411                            | \$66,232                     |
| Cost of Goods Sold                   | \$1,483,414                       | \$1,288,248                       | \$1,225,591                       | \$689,406                          | \$678,897                           | \$1,228,000                  |
| Other                                | \$99,428                          | \$63,955                          | \$76,149                          | \$50,124                           | \$42,187                            | \$64,900                     |
| <b>Total Expenses</b>                | <u>\$1,878,170</u>                | <u>\$1,657,214</u>                | <u>\$1,579,034</u>                | <u>\$890,279</u>                   | <u>\$856,248</u>                    | <u>\$1,556,000</u>           |
| <b>Profit/(Loss)</b>                 | <u><b>(\$54,128)</b></u>          | <u><b>(\$37,675)</b></u>          | <u><b>\$478,040</b></u>           | <u><b>(\$34,936)</b></u>           | <u><b>\$80,653</b></u>              | <u><b>(\$52,000)</b></u>     |

**Western Technical College**  
**Enterprise Fund Board Report**  
For the Six Months Ending Friday, December 31, 2021

|                                      | <u>Fiscal Year</u><br><u>2019</u> | <u>Fiscal Year</u><br><u>2020</u> | <u>Fiscal Year</u><br><u>2021</u> | <u>YTD Prior Yr</u><br><u>2021</u> | <u>Fiscal Yr-YTD</u><br><u>2022</u> | <u>Budget</u><br><u>2022</u> |
|--------------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|------------------------------------|-------------------------------------|------------------------------|
| <b>UNION MARKET</b>                  |                                   |                                   |                                   |                                    |                                     |                              |
| <b>Revenue</b>                       |                                   |                                   |                                   |                                    |                                     |                              |
| Union Market Sales                   | \$416,900                         | \$318,702                         | \$69,219                          | \$30,054                           | \$156,545                           | \$385,000                    |
| Meal Plan-Residence Hall Sales       | \$212,011                         | \$147,754                         | \$72,493                          | \$45,879                           | \$93,496                            | \$180,000                    |
| Coleman Cafe Sales                   | \$36,688                          | \$33,216                          | \$0                               | \$0                                | \$0                                 | \$27,500                     |
| Catering/Other                       | \$263,394                         | \$189,989                         | \$7,926                           | \$380                              | \$37,214                            | \$193,300                    |
| Coronavirus Relief Fund-WI DOA       | \$0                               | \$19,957                          | \$12,011                          | \$12,011                           | \$0                                 | \$0                          |
| Emergency Relief Funds-Institutio... | \$0                               | \$203,053                         | \$768,806                         | \$13,466                           | \$90,665                            | \$0                          |
| <b>Total Revenue</b>                 | <b>\$928,993</b>                  | <b>\$912,671</b>                  | <b>\$930,454</b>                  | <b>\$101,789</b>                   | <b>\$377,921</b>                    | <b>\$785,800</b>             |
| <b>Expenses</b>                      |                                   |                                   |                                   |                                    |                                     |                              |
| Salaries                             | \$498,034                         | \$508,585                         | \$321,786                         | \$159,405                          | \$247,608                           | \$517,793                    |
| Fringe Benefits                      | \$158,912                         | \$168,314                         | \$145,643                         | \$70,747                           | \$81,246                            | \$166,207                    |
| Cost of Goods Sold                   | \$414,860                         | \$336,515                         | \$92,790                          | \$31,864                           | \$158,629                           | \$385,000                    |
| Other                                | \$90,262                          | \$78,543                          | \$30,505                          | \$18,255                           | \$35,048                            | \$84,800                     |
| <b>Total Expenses</b>                | <b>\$1,162,068</b>                | <b>\$1,091,958</b>                | <b>\$590,724</b>                  | <b>\$280,272</b>                   | <b>\$522,531</b>                    | <b>\$1,153,800</b>           |
| <b>Profit/(Loss)</b>                 | <b>(\$233,075)</b>                | <b>(\$179,286)</b>                | <b>\$339,730</b>                  | <b>(\$178,483)</b>                 | <b>(\$144,610)</b>                  | <b>(\$368,000)</b>           |
| <hr/>                                |                                   |                                   |                                   |                                    |                                     |                              |
| <b>DAY CARE CENTER</b>               |                                   |                                   |                                   |                                    |                                     |                              |
| <b>Revenue</b>                       |                                   |                                   |                                   |                                    |                                     |                              |
| Facilities Rental Income             | \$45,063                          | \$46,415                          | \$47,807                          | \$23,903                           | \$23,903                            | \$48,000                     |
| Miscellaneous Revenue                | \$3,106                           | \$3,135                           | \$319                             | \$208                              | \$159                               | \$1,000                      |
| <b>Total Revenue</b>                 | <b>\$48,169</b>                   | <b>\$49,550</b>                   | <b>\$48,126</b>                   | <b>\$24,111</b>                    | <b>\$24,063</b>                     | <b>\$49,000</b>              |
| <b>Expenses</b>                      |                                   |                                   |                                   |                                    |                                     |                              |
| Other Expenditures                   | \$20,415                          | \$14,827                          | \$19,525                          | \$6,803                            | \$15,962                            | \$24,000                     |
| <b>Total Expenses</b>                | <b>\$20,415</b>                   | <b>\$14,827</b>                   | <b>\$19,525</b>                   | <b>\$6,803</b>                     | <b>\$15,962</b>                     | <b>\$24,000</b>              |
| <b>Profit/(Loss)</b>                 | <b>\$27,754</b>                   | <b>\$34,724</b>                   | <b>\$28,601</b>                   | <b>\$17,308</b>                    | <b>\$8,101</b>                      | <b>\$25,000</b>              |

**Western Technical College**  
**Enterprise Fund Board Report**  
For the Six Months Ending Friday, December 31, 2021

|                                      | <u>Fiscal Year</u><br><u>2019</u> | <u>Fiscal Year</u><br><u>2020</u> | <u>Fiscal Year</u><br><u>2021</u> | <u>YTD Prior Yr</u><br><u>2021</u> | <u>Fiscal Yr-YTD</u><br><u>2022</u> | <u>Budget</u><br><u>2022</u> |
|--------------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|------------------------------------|-------------------------------------|------------------------------|
| <b>WELLNESS CENTER</b>               |                                   |                                   |                                   |                                    |                                     |                              |
| <b>Revenue</b>                       |                                   |                                   |                                   |                                    |                                     |                              |
| Memberships Fees                     | \$21,822                          | \$22,269                          | \$502                             | (\$363)                            | \$3,399                             | \$18,000                     |
| Student Govt/Other Revenue           | \$165,784                         | \$166,998                         | \$157,540                         | \$78,176                           | \$86,351                            | \$161,100                    |
| Emergency Relief Funds-Institutio... | \$0                               | \$0                               | \$64,807                          | \$33,532                           | \$3,754                             | \$0                          |
| <b>Total Revenue</b>                 | <b>\$187,607</b>                  | <b>\$189,267</b>                  | <b>\$222,849</b>                  | <b>\$111,345</b>                   | <b>\$93,503</b>                     | <b>\$179,100</b>             |
| <b>Expenses</b>                      |                                   |                                   |                                   |                                    |                                     |                              |
| Salaries                             | \$93,473                          | \$105,088                         | \$77,396                          | \$39,808                           | \$54,265                            | \$101,513                    |
| Fringe Benefits                      | \$28,955                          | \$52,888                          | \$44,440                          | \$22,554                           | \$22,245                            | \$44,337                     |
| Other                                | \$28,504                          | \$17,758                          | \$50,532                          | \$2,188                            | \$14,661                            | \$23,250                     |
| <b>Total Expenses</b>                | <b>\$150,932</b>                  | <b>\$175,735</b>                  | <b>\$172,368</b>                  | <b>\$64,550</b>                    | <b>\$91,171</b>                     | <b>\$169,100</b>             |
| <b>Profit/(Loss)</b>                 | <b>\$36,675</b>                   | <b>\$13,532</b>                   | <b>\$50,481</b>                   | <b>\$46,795</b>                    | <b>\$2,332</b>                      | <b>\$10,000</b>              |
| <b>PC RESALE</b>                     |                                   |                                   |                                   |                                    |                                     |                              |
| <b>Revenue</b>                       |                                   |                                   |                                   |                                    |                                     |                              |
| Resale Receipts                      | \$124,977                         | \$124,917                         | \$225,840                         | \$139,823                          | \$85,226                            | \$119,400                    |
| Emergency Relief Funds-Institutio... | \$0                               | \$0                               | \$4,385                           | \$0                                | \$526                               | \$0                          |
| <b>Total Revenue</b>                 | <b>\$124,977</b>                  | <b>\$124,917</b>                  | <b>\$230,225</b>                  | <b>\$139,823</b>                   | <b>\$85,753</b>                     | <b>\$119,400</b>             |
| <b>Expenses</b>                      |                                   |                                   |                                   |                                    |                                     |                              |
| Salaries                             | \$53,135                          | \$37,188                          | \$36,290                          | \$17,877                           | \$18,643                            | \$37,287                     |
| Fringe Benefits                      | \$29,575                          | \$18,721                          | \$18,053                          | \$8,908                            | \$8,876                             | \$17,813                     |
| Purchases for Resale                 | \$29,927                          | \$32,459                          | \$117,580                         | \$87,094                           | \$30,493                            | \$51,200                     |
| Other Expenses                       | \$16,430                          | \$11,997                          | \$16,408                          | \$6,075                            | \$3,446                             | \$13,100                     |
| <b>Total Expenses</b>                | <b>\$129,068</b>                  | <b>\$100,366</b>                  | <b>\$188,331</b>                  | <b>\$119,954</b>                   | <b>\$61,459</b>                     | <b>\$119,400</b>             |
| <b>Profit/(Loss)</b>                 | <b>(\$4,090)</b>                  | <b>\$24,551</b>                   | <b>\$41,893</b>                   | <b>\$19,869</b>                    | <b>\$24,294</b>                     | <b>\$0</b>                   |

**Western Technical College**  
**Enterprise Fund Board Report**  
For the Six Months Ending Friday, December 31, 2021

|                                      | <u>Fiscal Year</u><br><u>2019</u> | <u>Fiscal Year</u><br><u>2020</u> | <u>Fiscal Year</u><br><u>2021</u> | <u>YTD Prior Yr</u><br><u>2021</u> | <u>Fiscal Yr-YTD</u><br><u>2022</u> | <u>Budget</u><br><u>2022</u> |
|--------------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|------------------------------------|-------------------------------------|------------------------------|
| <b>VENDING</b>                       |                                   |                                   |                                   |                                    |                                     |                              |
| <b>Revenue</b>                       |                                   |                                   |                                   |                                    |                                     |                              |
| Commissions                          | \$30,167                          | \$22,395                          | \$6,025                           | \$2,568                            | \$3,886                             | \$21,000                     |
| Emergency Relief Funds-Institutio... | \$0                               | \$0                               | \$18,857                          | \$0                                | \$2,263                             | \$0                          |
| <b>Total Revenue</b>                 | <b>\$30,167</b>                   | <b>\$22,395</b>                   | <b>\$24,882</b>                   | <b>\$2,568</b>                     | <b>\$6,150</b>                      | <b>\$21,000</b>              |
| <b>Expenses</b>                      |                                   |                                   |                                   |                                    |                                     |                              |
| Vending Expenses                     | \$30,739                          | \$25,850                          | \$11,488                          | \$5,795                            | \$13,378                            | \$35,000                     |
| Vending-Student Use                  | \$9,000                           | \$4,096                           | \$200                             | \$0                                | \$0                                 | \$10,000                     |
| <b>Total Expenses</b>                | <b>\$39,739</b>                   | <b>\$29,947</b>                   | <b>\$11,688</b>                   | <b>\$5,795</b>                     | <b>\$13,378</b>                     | <b>\$45,000</b>              |
| <b>Profit/(Loss)</b>                 | <b>(\$9,573)</b>                  | <b>(\$7,552)</b>                  | <b>\$13,194</b>                   | <b>(\$3,227)</b>                   | <b>(\$7,228)</b>                    | <b>(\$24,000)</b>            |

|                                      |                    |                    |                    |                    |                  |                    |
|--------------------------------------|--------------------|--------------------|--------------------|--------------------|------------------|--------------------|
| <b>RESIDENCE HALL</b>                |                    |                    |                    |                    |                  |                    |
| <b>Revenue</b>                       |                    |                    |                    |                    |                  |                    |
| Commissions                          | \$1,818            | \$1,533            | \$287              | \$116              | \$416            | \$2,000            |
| Dorm Rent Receipts                   | \$1,043,666        | \$916,509          | \$380,561          | \$220,000          | \$471,150        | \$997,100          |
| Dorm Rent - Breaks                   | \$19,050           | \$1,315            | \$1,050            | \$850              | \$9,036          | \$5,000            |
| Dorm Rent Forfeiture/Damage          | \$18,869           | \$13,100           | \$3,323            | \$2,823            | \$4,840          | \$7,500            |
| Cost Reimbursements                  | \$28,807           | \$26,303           | (\$290)            | (\$290)            | \$24,930         | \$28,000           |
| Housing Application Fees             | \$7,650            | \$8,550            | \$4,250            | (\$2,050)          | \$3,500          | \$10,000           |
| Emergency Relief Funds-Institutio... | \$0                | \$153,797          | \$593,271          | \$1,810            | \$70,994         | \$50,000           |
| Gifts & Grants-DMI Covid-19 Res...   | \$0                | \$50,000           | \$11,775           | \$11,775           | \$0              | \$0                |
| Miscellaneous Revenue                | \$39,744           | \$48,269           | \$2,778            | (\$10,879)         | \$251            | \$15,000           |
| <b>Total Revenue</b>                 | <b>\$1,159,604</b> | <b>\$1,219,377</b> | <b>\$997,005</b>   | <b>\$224,156</b>   | <b>\$585,118</b> | <b>\$1,114,600</b> |
| <b>Expenses</b>                      |                    |                    |                    |                    |                  |                    |
| Salaries                             | \$50,349           | \$53,678           | \$46,628           | \$23,165           | \$27,041         | \$59,438           |
| Fringe Benefits                      | \$15,700           | \$17,210           | \$16,454           | \$8,123            | \$8,038          | \$15,562           |
| Noninstr Dup/Prnt/Graphics           | \$1,300            | \$1,323            | \$525              | \$437              | \$407            | \$2,000            |
| General Expense                      | \$27,204           | \$12,710           | \$6,387            | \$3,184            | \$3,472          | \$20,000           |
| Other Contracts and Services         | \$50,358           | \$62,412           | \$52,190           | \$16,220           | \$11,403         | \$38,000           |
| Interest Expense                     | \$579,300          | \$570,941          | \$560,557          | \$276,413          | \$270,865        | \$549,100          |
| Utilities                            | \$90,359           | \$84,499           | \$75,584           | \$27,125           | \$26,008         | \$86,500           |
| Depreciation Expense                 | \$401,631          | \$393,004          | \$393,370          | \$196,350          | \$201,696        | \$403,400          |
| Other Expenditures                   | \$18,995           | \$14,377           | \$9,597            | \$3,207            | \$4,095          | \$16,600           |
| <b>Total Expenses</b>                | <b>\$1,235,197</b> | <b>\$1,210,153</b> | <b>\$1,161,292</b> | <b>\$554,223</b>   | <b>\$553,026</b> | <b>\$1,190,600</b> |
| <b>Profit/(Loss)</b>                 | <b>(\$75,593)</b>  | <b>\$9,224</b>     | <b>(\$164,287)</b> | <b>(\$330,067)</b> | <b>\$32,092</b>  | <b>(\$76,000)</b>  |

|                              |                 |                 |                   |                  |                  |                  |
|------------------------------|-----------------|-----------------|-------------------|------------------|------------------|------------------|
| <b>TOMAH JOB CENTER</b>      |                 |                 |                   |                  |                  |                  |
| <b>Revenue</b>               |                 |                 |                   |                  |                  |                  |
| Facilities Rental Income     | \$20,691        | \$15,419        | \$799             | \$266            | \$2,195          | \$4,400          |
| <b>Total Revenue</b>         | <b>\$20,691</b> | <b>\$15,419</b> | <b>\$799</b>      | <b>\$266</b>     | <b>\$2,195</b>   | <b>\$4,400</b>   |
| <b>Expenses</b>              |                 |                 |                   |                  |                  |                  |
| Other Contracts and Services | \$253           | \$0             | \$0               | \$0              | \$0              | \$0              |
| Depreciation Expense         | \$11,571        | \$11,571        | \$11,571          | \$5,802          | \$5,802          | \$11,600         |
| <b>Total Expenses</b>        | <b>\$11,824</b> | <b>\$11,571</b> | <b>\$11,571</b>   | <b>\$5,802</b>   | <b>\$5,802</b>   | <b>\$11,600</b>  |
| <b>Profit/(Loss)</b>         | <b>\$8,866</b>  | <b>\$3,847</b>  | <b>(\$10,772)</b> | <b>(\$5,536)</b> | <b>(\$3,607)</b> | <b>(\$7,200)</b> |

**Western Technical College**  
**Capital Projects Report-FY22 Completed Projects**  
**as of 01/31/2022**

| Project # | Project Name   | Actual Amount Borrowed | Amount Transferred / Revenue Received | Total Revenue for Project | Total Cost of Project | Date Closed |
|-----------|--|------------------------|---------------------------------------|---------------------------|-----------------------|-------------|
|           | <b>Remodeling &amp; Site Improvements</b>                          |                        |                                       |                           |                       |             |
| C20230    | Apprenticeship Center-HVAC Upgrade                                 | 600,000.00             | (257,497.75)                          | 342,502.25                | 342,502.25            | 08/31/2021  |
| C20350    | Cleary Courtyard Upgrade   | 425,000.00             | (3,142.31)                            | 421,857.69                | 421,857.69            | 08/31/2021  |
| C21005    | Sparta Old Firing Range-Lead Abatement                             | 100,000.00             | (3,173.45)                            | 96,826.55                 | 96,826.55             | 08/31/2021  |
| C21530    | Coleman HVAC System  | -                      | 40,906.24                             | 40,906.24                 | 40,906.24             | 08/31/2021  |
| C21540    | Kumm Center Roof   | -                      | 502,457.61                            | 502,457.61                | 502,457.61            | 01/31/2022  |
| C21600    | Admin Center-Landscaping   | 55,000.00              | (6,412.08)                            | 48,587.92                 | 48,587.92             | 11/30/2021  |
| C22450    | Mauston-Masonry  | -                      | 30,572.54                             | 30,572.54                 | 30,572.54             | 01/31/2022  |
| C99210    | Minor Projects-FY21  | 60,000.00              | (37,318.91)                           | 22,681.09                 | 22,681.09             | 09/30/2021  |
| C99215    | Exterior Signage-FY21  | -                      | 105,854.87                            | 105,854.87                | 105,854.87            | 09/30/2021  |
|           | <b>Total Remodeling &amp; Site Improvements Completed Projects</b> | <b>1,240,000.00</b>    | <b>372,246.76</b>                     | <b>1,612,246.76</b>       | <b>1,612,246.76</b>   |             |
|           | <b>Equipment &amp; Furnishings</b>                                 |                        |                                       |                           |                       |             |
| C20270    | Apprenticeship Center-Equipment/Furnishings                        | 880,000.00             | 15,829.92                             | 895,829.92                | 895,829.92            | 10/31/2021  |
| C21400    | Lunda Center-AV Equipment  | 50,000.00              | (2,662.77)                            | 47,337.23                 | 47,337.23             | 01/31/2022  |
| C21420    | General Studies Relocations  | -                      | 39,100.84                             | 39,100.84                 | 39,100.84             | 01/31/2022  |
| C99211    | Minor Furnishings & Equipment-FY21                                 | 50,000.00              | (50,000.00)                           | -                         | -                     | 08/31/2021  |
| C99214    | Security Equipment-FY21  | -                      | 2,060.31                              | 2,060.31                  | 2,060.31              | 09/30/2021  |
|           | <b>Total Equipment &amp; Furnishings Completed Projects</b>        | <b>980,000.00</b>      | <b>4,328.30</b>                       | <b>984,328.30</b>         | <b>984,328.30</b>     |             |
|           | <b>Total Completed Projects in FY22</b>                            | <b>2,220,000.00</b>    | <b>376,575.06</b>                     | <b>2,596,575.06</b>       | <b>2,596,575.06</b>   |             |

**Western Technical College**  
**Capital Projects Report-Current Projects**  
**As of 01/31/2022**

| Project Name                                       | Debt Issue    | Actual Amount Borrowed | Amount Transferred  | Proposed Transfers | Future Borrowings/ Donations | Total Revenue       | Actual Expenditures to Date | Total Estimated Future Costs | Total Projected Cost | (Over) / Under      |
|--|---------------|------------------------|---------------------|--------------------|------------------------------|---------------------|-----------------------------|------------------------------|----------------------|---------------------|
| <b>Land and New Construction</b>                   |               |                        |                     |                    |                              |                     |                             |                              |                      |                     |
| La Crosse Property Acquisitions/Footprint-FY17     | 2016C         | 1,000,000.00           | 14,489.11           | (4,134.93)         | -                            | 1,010,354.18        | 1,010,354.18                | -                            | 1,010,354.18         | -                   |
| La Crosse Property Acquisitions/Footprint-FY18     | 2019A/2022A/2 | 440,000.00             | 60,000.00           | 4,134.93           | 270,000.00                   | 774,134.93          | 665,169.11                  | 108,965.82                   | 774,134.93           | -                   |
| Sparta Public Safety Training Ctr-New Construction | 2021B         | 1,500,000.00           | -                   | -                  | -                            | 1,500,000.00        | 1,444,105.04                | 55,894.96                    | 1,500,000.00         | -                   |
| <b>Total Land and New Construction</b>             |               | <b>2,940,000.00</b>    | <b>74,489.11</b>    | <b>-</b>           | <b>270,000.00</b>            | <b>3,284,489.11</b> | <b>3,119,628.33</b>         | <b>164,860.78</b>            | <b>3,284,489.11</b>  | <b>-</b>            |
| <b>Remodeling &amp; Site Improvements</b>          |               |                        |                     |                    |                              |                     |                             |                              |                      |                     |
| Lunda Center-Lighting                              | 2021B         | 100,000.00             | -                   | 9,000.00           | -                            | 109,000.00          | 59,080.53                   | 49,919.47                    | 109,000.00           | -                   |
| Bus Educ Center Basement Remodeling                | 2022A         | -                      | -                   | -                  | 35,000.00                    | 35,000.00           | 8,400.00                    | 26,600.00                    | 35,000.00            | -                   |
| Sparta Public Safety Training Ctr-Remodeling       | 2021C         | 1,500,000.00           | -                   | -                  | -                            | 1,500,000.00        | 1,197,514.96                | 102,485.04                   | 1,300,000.00         | 200,000.00          |
| Sparta Public Safety Training Ctr-HVAC             | 2021B         | 750,000.00             | -                   | -                  | -                            | 750,000.00          | 877,928.56                  | 46,091.45                    | 924,020.01           | (174,020.01)        |
| Sparta Public Safety Training Ctr-Exterior         | 2021A         | 950,000.00             | -                   | -                  | -                            | 950,000.00          | 1,064,821.78                | 53,582.98                    | 1,118,404.76         | (168,404.76)        |
| Sparta Public Safety Training Ctr-Roof             | 2021B         | 500,000.00             | -                   | -                  | -                            | 500,000.00          | 567,217.70                  | 20,782.30                    | 588,000.00           | (88,000.00)         |
| Tomah Parking Lot-Lighting                         | 2021A&2022D   | 75,000.00              | -                   | -                  | 100,000.00                   | 175,000.00          | 1,250.00                    | 173,750.00                   | 175,000.00           | -                   |
| Admin Center-2nd Floor Carpeting                   | N/A           | -                      | 25,000.00           | -                  | -                            | 25,000.00           | 13,771.00                   | 11,229.00                    | 25,000.00            | -                   |
| Business Education Center-Chiller                  | 2021A         | -                      | 519,000.00          | -                  | -                            | 519,000.00          | 98,658.19                   | 420,341.81                   | 519,000.00           | -                   |
| Horticulture Education Ctr-Public Servant Space    | 2022D         | -                      | 20,000.00           | -                  | 130,000.00                   | 150,000.00          | 600.00                      | 149,400.00                   | 150,000.00           | -                   |
| Tomah Elevator                                     | 2022D         | -                      | -                   | -                  | 105,000.00                   | 105,000.00          | -                           | 105,000.00                   | 105,000.00           | -                   |
| Parking Lot D                                      | 2022A         | -                      | -                   | -                  | 500,000.00                   | 500,000.00          | 5,495.00                    | 494,505.00                   | 500,000.00           | -                   |
| Solar Panel Charging Stations                      | 2022A         | -                      | -                   | -                  | 170,000.00                   | 170,000.00          | -                           | 170,000.00                   | 170,000.00           | -                   |
| Lunda Boiler Replacement                           | N/A           | -                      | 100,000.00          | 6,410.83           | -                            | 106,410.83          | 106,410.83                  | -                            | 106,410.83           | -                   |
| Diesel Remodel-North End                           | 2022E         | -                      | -                   | -                  | 1,500,000.00                 | 1,500,000.00        | 117,353.00                  | 1,382,647.00                 | 1,500,000.00         | -                   |
| Admin Center-1st Flr Flooring & Painting           | N/A           | -                      | 50,000.00           | -                  | -                            | 50,000.00           | -                           | 50,000.00                    | 50,000.00            | -                   |
| Minor Projects-FY22                                | 2021B         | 60,000.00              | -                   | -                  | -                            | 60,000.00           | -                           | 60,000.00                    | 60,000.00            | -                   |
| Exterior Signage-FY22                              | 2021B         | 30,000.00              | 60,372.49           | -                  | -                            | 90,372.49           | 26,797.00                   | 63,575.49                    | 90,372.49            | -                   |
| Project Closing Account-Remodeling & Site Improv   | N/A           | -                      | 646,490.04          | (15,410.83)        | -                            | 631,079.21          | -                           | 631,079.21                   | 631,079.21           | -                   |
| <b>Total Remodeling &amp; Site Improvements</b>    |               | <b>3,965,000.00</b>    | <b>1,420,862.53</b> | <b>-</b>           | <b>2,540,000.00</b>          | <b>7,925,862.53</b> | <b>4,145,298.55</b>         | <b>4,010,988.75</b>          | <b>8,156,287.30</b>  | <b>(230,424.77)</b> |

**Western Technical College**  
**Capital Projects Report-Current Projects**  
**As of 01/31/2022**

| Project Name   | Debt Issue | Actual Amount Borrowed | Amount Transferred  | Proposed Transfers | Future Borrowings/ Donations | Total Revenue        | Actual Expenditures to Date | Total Estimated Future Costs | Total Projected Cost | (Over) / Under      |
|--|------------|------------------------|---------------------|--------------------|------------------------------|----------------------|-----------------------------|------------------------------|----------------------|---------------------|
| <b>Equipment Projects</b>  |            |                        |                     |                    |                              |                      |                             |                              |                      |                     |
| <b>Student Success Center-Graphic Designs</b>                        |            |                        |                     |                    |                              |                      |                             |                              |                      |                     |
| 5844-Non-Instructional Equipment                                     | 2019D      | 20,000.00              | -                   | -                  | -                            | 20,000.00            | -                           | 20,000.00                    | 20,000.00            | -                   |
| <b>Total Student Success Ctr-Graphic Designs</b>                     |            | <b>20,000.00</b>       | <b>-</b>            | <b>-</b>           | <b>-</b>                     | <b>20,000.00</b>     | <b>-</b>                    | <b>20,000.00</b>             | <b>20,000.00</b>     | <b>-</b>            |
| <b>BE Basement (IT) Remodel-Furnishings</b>                          |            |                        |                     |                    |                              |                      |                             |                              |                      |                     |
| 5843-Furnishings   | 2022A      | -                      | -                   | -                  | 70,000.00                    | 70,000.00            | -                           | 70,933.65                    | 70,933.65            | (933.65)            |
| <b>Total BE Basement (IT) Remodel-Furnishings</b>                    |            | <b>-</b>               | <b>-</b>            | <b>-</b>           | <b>70,000.00</b>             | <b>70,000.00</b>     | <b>-</b>                    | <b>70,933.65</b>             | <b>70,933.65</b>     | <b>(933.65)</b>     |
| <b>Sparta Public Safety Training Center-Equipment/Furnishings</b>    |            |                        |                     |                    |                              |                      |                             |                              |                      |                     |
| 5842-IT Equipment  | 2021A      | 150,000.00             | 7,000.00            | -                  | -                            | 157,000.00           | 151,427.63                  | 5,572.37                     | 157,000.00           | -                   |
| 5843-Furnishings   | 2021A      | 100,000.00             | -                   | -                  | -                            | 100,000.00           | 89,766.63                   | 49,652.08                    | 139,418.71           | (39,418.71)         |
| 5844-Artwork   | 2021A      | 20,000.00              | -                   | -                  | -                            | 20,000.00            | -                           | 20,000.00                    | 20,000.00            | -                   |
| 5845-Instructional Equipment   | 2021A      | 250,000.00             | -                   | -                  | -                            | 250,000.00           | (1,127.80)                  | 251,127.80                   | 250,000.00           | -                   |
| <b>Total Sparta Public Safety Training Ctr-Equipment/Furnishings</b> |            | <b>520,000.00</b>      | <b>7,000.00</b>     | <b>-</b>           | <b>-</b>                     | <b>527,000.00</b>    | <b>240,066.46</b>           | <b>326,352.25</b>            | <b>566,418.71</b>    | <b>(39,418.71)</b>  |
| <b>Esports Room-Equipment &amp; Furnishings</b>                      |            |                        |                     |                    |                              |                      |                             |                              |                      |                     |
| 5842-IT Equipment  | N/A        | -                      | 25,570.56           | -                  | -                            | 25,570.56            | 25,570.56                   | -                            | 25,570.56            | -                   |
| 5843-Furnishings   | N/A        | -                      | 40,000.00           | -                  | -                            | 40,000.00            | 19,657.70                   | 20,342.30                    | 40,000.00            | -                   |
| <b>Total Esports Room-Equipment &amp; Furnishings</b>                |            | <b>-</b>               | <b>65,570.56</b>    | <b>-</b>           | <b>-</b>                     | <b>65,570.56</b>     | <b>45,228.26</b>            | <b>20,342.30</b>             | <b>65,570.56</b>     | <b>-</b>            |
| <b>Business Education Ctr-Rooms 113/116</b>                          |            |                        |                     |                    |                              |                      |                             |                              |                      |                     |
| 5843-Furnishings   | N/A        | -                      | -                   | 30,000.00          | -                            | 30,000.00            | -                           | 30,000.00                    | 30,000.00            | -                   |
| <b>Total Business Education Ctr-Rooms 113/116</b>                    |            | <b>-</b>               | <b>-</b>            | <b>30,000.00</b>   | <b>-</b>                     | <b>30,000.00</b>     | <b>-</b>                    | <b>30,000.00</b>             | <b>30,000.00</b>     | <b>-</b>            |
| <b>Minor Furnishings &amp; Equipment-FY22</b>                        |            |                        |                     |                    |                              |                      |                             |                              |                      |                     |
| 5842-IT Equipment  | 2021A      | 10,000.00              | -                   | -                  | -                            | 10,000.00            | -                           | 10,000.00                    | 10,000.00            | -                   |
| 5843-Furnishings   | 2021A      | 40,000.00              | -                   | -                  | -                            | 40,000.00            | -                           | 40,000.00                    | 40,000.00            | -                   |
| <b>Total Minor Furnishings &amp; Equipment-FY22</b>                  |            | <b>50,000.00</b>       | <b>-</b>            | <b>-</b>           | <b>-</b>                     | <b>50,000.00</b>     | <b>-</b>                    | <b>50,000.00</b>             | <b>50,000.00</b>     | <b>-</b>            |
| <b>Security Equipment-FY22</b>                                       |            |                        |                     |                    |                              |                      |                             |                              |                      |                     |
| 5842-IT Equipment (Cameras)  | 2021A      | 20,000.00              | 27,974.62           | -                  | -                            | 47,974.62            | 465.57                      | 47,509.05                    | 47,974.62            | -                   |
| 5844-Non-Instructional Equipment (Door Acces                         | 2021A      | 50,000.00              | 52,984.05           | -                  | -                            | 102,984.05           | -                           | 102,984.05                   | 102,984.05           | -                   |
| <b>Total Security Equipment-FY22</b>                                 |            | <b>70,000.00</b>       | <b>80,958.67</b>    | <b>-</b>           | <b>-</b>                     | <b>150,958.67</b>    | <b>465.57</b>               | <b>150,493.10</b>            | <b>150,958.67</b>    | <b>-</b>            |
| <b>Project Closing Account-Equipment</b>                             |            |                        |                     |                    |                              |                      |                             |                              |                      |                     |
| 5842-IT Equipment  | N/A        | -                      | 14,676.29           | -                  | -                            | 14,676.29            | -                           | 14,676.29                    | 14,676.29            | -                   |
| 5843-Furnishings   | N/A        | -                      | 101,609.81          | (30,000.00)        | -                            | 71,609.81            | -                           | 71,609.81                    | 71,609.81            | -                   |
| <b>Project Closing Account-Equipment</b>                             |            | <b>-</b>               | <b>116,286.10</b>   | <b>(30,000.00)</b> | <b>-</b>                     | <b>86,286.10</b>     | <b>-</b>                    | <b>86,286.10</b>             | <b>86,286.10</b>     | <b>-</b>            |
| <b>Total Equipment Projects</b>                                      |            | <b>660,000.00</b>      | <b>269,815.33</b>   | <b>-</b>           | <b>70,000.00</b>             | <b>999,815.33</b>    | <b>285,760.29</b>           | <b>754,407.40</b>            | <b>1,040,167.69</b>  | <b>(40,352.36)</b>  |
| <b>Total All Current Projects</b>                                    |            | <b>7,565,000.00</b>    | <b>1,765,166.97</b> | <b>-</b>           | <b>2,880,000.00</b>          | <b>12,210,166.97</b> | <b>7,550,687.17</b>         | <b>4,930,256.93</b>          | <b>12,480,944.10</b> | <b>(270,777.13)</b> |

# F0103 Awarding of Contract

~~The contract for~~ The successful bidder on a construction contract **greater than \$25,000** shall be deemed as having been awarded when ~~the Board has taken action at a regular or a special meeting, and~~ **the district board has properly signed the contract.**

*Revised July 10, 1989*

*Adopted November 28, 1979*

**Reference: [B0500 Procurement](#), [WI State Statute 38.18](#), [WI State Statute 62.15\(1\)](#)**



# A0101 Western Technical College, Board Name and Legal Status

The Western Technical College District is served by the area college officially known as Western Technical College. The district was created on July 1, 1968 by the Wisconsin Technical College System Board, under the authority of the state legislature, as a postsecondary educational system for occupational education below the baccalaureate level. The district includes all or parts of the following counties: Buffalo, Clark, Crawford, Jackson, Juneau, La Crosse, Monroe, Richland, Sauk, Trempealeau, and Vernon. The district constitutes a body corporate which possesses all the usual powers of a corporation for public purposes.

The official name of the ~~Board of Directors of Western Technical College~~ district board shall be the "Western Technical College District Board".

Revised January 16, 2018

Revised April 7, 2006

Reviewed June 15, 2004

Reviewed October 20, 1992

Revised April 12, 1988

Adopted September 26, 1979

Reference: [Wisconsin Statute 38](#)

## A0114 District Board Meetings

All district board meetings shall be conducted pursuant to Wisconsin state statutes. District board members are expected to participate in all meetings. Absences shall be reported to the board chair or president in advance.

~~Pursuant to Wisconsin [Statute 38.08](#), the Board shall hold its annual organizational meeting on the second Monday in July at which time it shall elect, from among its members, a chairperson, vice chairperson, and secretary/treasurer.~~

~~Regular Board meetings shall be held monthly at a date, time and place established at the organizational meeting. The regular meeting may, however, be set at another time or place, or be waived by resolution of the Board at a preceding meeting. Board meetings may be conducted face to face, or through the use of telecom or video conferencing.~~

~~Special meetings may be called at any time by the chairperson and shall be called by the secretary upon written request of three or more members of the Board. The petition may specify the time, date and place of the special meeting. If the time, date and place are not specified in the petition, the chairperson shall call the meeting within ten (10) business days of notification by the secretary. Notice of all special meetings shall follow Wisconsin Statutes [19.4](#) and [19.84](#). Said notice shall indicate the purpose of the special meeting and no other business shall be transacted at the meeting which has not been set forth in the specific call for the meeting.~~

Revised January 16, 2018

Revised February 8, 2005

Revised June 15, 2004

Reviewed November 17, 1992

Revised October 17, 1989

Revised April 12, 1988

Adopted September 26, 1979

Wisconsin Statutes [19](#) and [38](#)

[Reference: A0114p Procedures for District Board Meetings, A0116 Maintenance and Publication of Board Minutes, A0117 Release of Public Records and Property, A0117p Official Notice](#)

## A0114p Procedures for District Board Meetings

### OPEN MEETING COMPLIANCE

The **district board** shall comply with ~~the~~ open meeting regulations as defined in Wisconsin Statutes ~~19.4~~.

### ~~RULES OF ORDER~~

~~Robert's Rules of order govern procedures for all district board meetings.~~

### PLACEMENT OF ITEMS ON THE AGENDA

The **president** shall prepare the agenda for each **board meeting** in consultation with the **board chairperson**. Items of business may be suggested by **board members**, administration, faculty and staff, and patrons of the **district** for inclusion on the agenda. Business items suggested by **those other than board members** ~~the administration, faculty and staff, and patrons of the~~

College shall be submitted, in writing, and received in the office of the president at least seven (7) days before the meeting in order to ensure be considered for inclusion on the written agenda.

### **MATERIAL DISTRIBUTION**

The board members shall be provided supporting documentation regarding the posted agenda items and are encouraged to contact the president or board chair to request additional information that may be deemed necessary.

No items will be considered with less than a 24-hour notice prior to the board meeting, except for emergency items, which can be addressed with a two-hour notice pursuant to state statutes.

### **QUORUM**

~~A majority of the members of the Board shall constitute a quorum for the transaction of business. A two thirds vote of the full Board (six of the nine members) is required for action on financial matters.~~

### **ORDER OF BUSINESS**

~~The chairperson shall call the meeting to order upon the appearance of a quorum. The chairperson will strive to structure the meeting so it is formal enough for orderly procedures but informal enough to be natural and to encourage free discussion and to promote group thinking and action. The order of business shall generally be as follows:~~

1. Call to Order
2. Compliance with Open Meeting Law
3. Public Comment
4. Consent Agenda
5. Financial Reports
6. Resolutions
7. Introduction of New Employees
8. President's Report
9. Board Chair Report
10. College Priorities
11. Action Items
12. Adjourn

### **PUBLIC COMMENT**

Public comment on any agenda item may be presented at the time the item is considered by the board. No person may speak more than once to an issue or for a period of longer than five (5) minutes, ~~except upon the consent of the majority of the Board.~~ No more than three (3) people may be heard to one side of an issue, ~~except upon the consent of the majority of the Board.~~ **The entire public comment period will not exceed one (1) hour.** Members of the public

are required to sign-in and include subject of comment. Secretary will be responsible for monitoring time of public comment.

### **CONSENT AGENDA**

A portion of each regular board meeting agenda shall be designated as the consent agenda. All items within a category of the consent agenda may be acted upon with one motion unless a board member requests separate action on any individual item(s) within a given category.

### **~~METHODS OF OPERATION~~**

~~All actions of the Board shall be taken only at Board meetings called, scheduled, and conducted according to policy and Wisconsin Statutes.~~

Adopted January 16, 2018

Reference Policy: [WI State Statute Chapter 19, Wisconsin State Statute 15.07\(4\), Subchapter V of Chapter 19, Wisconsin State Statute 19.85, A0114 District Board Meetings; 19.84\(3\)](#)

## **A0206 Emergency College Closing**

The district board authorizes the president or designee to close the College when necessary or appropriate. ~~in the event of hazardous weather or other emergencies which present threats to the safety of students, employees, or property.~~

Revised January 16, 2018

Revised September 17, 2013

Revised October 20, 2004

Reviewed December 15, 1992

Revised June 21, 1988

Adopted November 28, 1979

Reference: [F0200p2 Closing or Class Cancellation Due to Winter Weather Procedure](#)

# ~~A0107 Board Members' Obligation and Attendance~~

~~All members of the Board are expected to attend all official meetings of the Board to discuss items presented on the agenda, to suggest other items for consideration prior to publication, and to vote upon motions and resolutions presented. Board members are expected to attend a minimum of 75 percent of all regular monthly and special Board meetings. Special Board meetings are those meetings of the whole Board at which action may legally be taken or will subsequently result in action being legally taken. Absences should be reported to the Board Chairperson or President in advance. In addition, Board members may be requested to serve on Board committees and special task forces. If there is a concern regarding a member's attendance, the Board Chair will meet with the specific member to share the concern and to develop a plan to improve attendance.~~

~~Official decisions of the Board shall be made at duly constituted Board meetings. Individual board members or groups of board members do not have independent authority to speak out or act on behalf of the Board. Board members represent the entire Western Technical College District and should not subordinate the education of students or management of the District to any partisan principle, agenda, group interest, nor personal ambition.~~

~~In addition to the foregoing, board members shall conform to the Code of Ethics (Reference [Policy A0106](#)).~~

~~Revised March 20, 2018~~

~~2nd Reading and Adoption May 15, 2007~~

~~Revised June 15, 2004~~

~~Reviewed November 17, 1992~~

~~Revised April 12, 1988~~

~~Adopted September 26, 1979~~

# ~~A0115 Board Meeting Preparation~~

~~The agenda, supporting materials, and minutes of the previous meeting or meetings, shall be distributed to the Board members as soon as available, prior to the scheduled board meeting.~~

~~The Board members shall be provided supporting documentation regarding the posted agenda items and are encouraged to contact the President or Board Chair to request additional information that may be deemed necessary.~~

~~No items will be considered with less than a 24 hour notice prior to the Board meeting, except for emergency items, which can be addressed with a two hour notice per section 19.84(3).~~

~~Revised October 20, 2020~~

~~Revised December 20, 2016~~

~~Revised February 8, 2005~~

~~Revised June 15, 2004~~

~~Revised April 20, 1999~~

~~Reviewed November 17, 1992~~

~~Revised April 12, 1988~~

~~Adopted September 26, 1979~~

**WESTERN TECHNICAL COLLEGE**

**ISSUE PAPER**

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**Topic:** Project Submission and Acceptance – FY 2022-23  
Wisconsin Technical College System Office – State Grants Funds

**Issue:** The Wisconsin Technical College System has initiated the Request for Proposal (RFP) process for fiscal year 2022-2023 for State Grant funding for Emergency Assistance.

**Project Description:** Emergency Funds for Western Students (Formula) – This project will provide Emergency Assistance Grants for eligible Pell recipients experiencing unforeseen financial emergencies. The goal of these funds is to retain students who may otherwise drop out due to a fiscal emergency. The funds can be used to pay for unanticipated medical expenses, vehicle repairs, dependent care, housing, utilities, and/or transportation as examples. While the funding formula has yet to be released, we expect the funding amount to be similar as the previous year amount listed below.

| Total Project | State Funds | Western Funds |
|---------------|-------------|---------------|
| \$13,029      | \$13,029    | \$0           |

**Recommendation:** Authorize the submission of the above projects in substantive form and accept funds if awarded.

## New Hires, Appointments, Promotions/Transfers February 2022

### Promotions/Transfers:

| Position filled              | Division                      | FT/PT | Effective Date | Employee    | # of Application(s) Received/ Interviewed |
|------------------------------|-------------------------------|-------|----------------|-------------|---|
| Student Inclusion Specialist | Student Services & Engagement | FT    | 2/1/22         | Mitch Berry | 29/5                                      |

This is for information purposes only. Does not require board approval.



**Retirements, Resignations, and Terminations  
 February 2022**

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**Retirements**

| <b>Position</b>                         | <b>Division</b>      | <b>Effective Date</b> | <b>Employee</b>  |
|---|----------------------|-----------------------|------------------|
| Fire & Law Enforcement Technician       | Academic Affairs     | 2/15/22               | Paul Weibel      |
| CRM & GP System Admin                   | Finance & Operations | 2/28/22               | Scott Finn       |
| Instructor – Marketing                  | Academic Affairs     | 4/25/22               | Shelly Wetzsteon |
| Instructor – Financial Services         | Academic Affairs     | 4/25/22               | Tom Strom        |
| Associate Dean – Health & Public Safety | Academic Affairs     | 7/2/22                | Joan Miksis      |

**Resignations**

| <b>Position</b>                          | <b>Division</b>      | <b>Effective Date</b> | <b>Employee</b> |
|--|----------------------|-----------------------|-----------------|
| Custodian - Lead                         | Finance & Operations | 1/27/22               | Brian Shockey   |
| Instructor – IT Web & Software Developer | Academic Affairs     | 4/25/22               | Gregory Steele  |
| Instructor – IT Web & Software Developer | Academic Affairs     | 8/19/22               | Ann Brice       |

This is for information purposes only. Does not require board approval.

**WESTERN TECHNICAL COLLEGE DISTRICT  
ISSUE PAPER**

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**Topic:** Resolution Authorizing the Issuance and Establishing Parameters for the Sale of \$1,500,000 Taxable General Obligation Promissory Notes, Series 2022B, of Western Technical College District, Wisconsin.

**Issue:** Included in this issue:

|   |              |
|---|--------------|
| La Crosse Medical Health Science Center<br>Remodeling | \$ 1,500,000 |
|---|--------------|

|                        |                    |
|------------------------|--------------------|
| <b>TOTAL BORROWING</b> | <b>\$1,500,000</b> |
|------------------------|--------------------|

Approval of this resolution authorizes Administration to move forward with issuing debt provided that a pre-established set of parameters are met. If market conditions do not allow these parameters to be met after a period of time, the issue would come back to the Board for further discussion.

The interest rate parameter that has been established for this resolution is 3.50%.

**Recommendation:** Adopt the Resolution Authorizing the Issuance and Establishing Parameters for the Sale of \$1,500,000 Taxable General Obligation Promissory Notes, Series 2022B, of Western Technical College District, Wisconsin