



**District Board Organizational Meeting**  
**Monday, July 11, 2022**

**Western Technical College Administrative Center**  
**111 Seventh Street N, Room 408**  
**La Crosse, WI**

**District Board Members:**

Lance Bagstad  
Andrew Bosshard  
James Dillin

Michelle Greendeer-Rave  
Majel Hein  
Kevin Hennessey

Angie Lawrence  
Ed Lukasek  
Ken Peterson

**District Board Meeting – Open Session**

**1:00pm**

**\*\* 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
July 11, 2022	Western District Board Organizational Meeting	A408
July 12-13, 2022	Western Hosts WTCS Board Meeting	Lunda Center
July 21-23, 2022	District Boards Association Summer Meeting	NTC/Wausau
August 16, 2022	Western District Board Meeting   Advance Session	A408
August 19, 2022	Classes End	
September 6, 2022	Classes Begin	
September 13-14, 2022	WTCS Board Meeting	FVTC – Appleton
September 15, 2022	Electric Car Charging Event – 2:00pm	Apprenticeship Center
September 20, 2022	Western District Board Meeting	A408
October 6-8, 2022	District Boards Association Meeting	Chippewa Valley Technical College
October 18, 2022	6 <sup>th</sup> Annual Manufacturer’s Luncheon – 11:30am-1:00pm	Lunda Center
October 18, 2022	Western District Board Meeting	A408
October 26-29, 2022	ACCT Leadership Congress	New York
November 15, 2022	Western District Board Meeting	A408
November 15-16, 2022	WTCS Board Meeting	MATC – Milwaukee Downtown
November 24-25, 2022	Thanksgiving Holiday	
December 16, 2022	Classes End	
December 20, 2022	Western District Board Meeting	A408

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



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>
2 <sup>nd</sup> Meeting - April - Annual Special Budget Meeting		
<ul style="list-style-type: none"> <li>• Held in Sparta</li> <li>• 4<sup>th</sup> Tuesday</li> <li>• Full budget review</li> </ul>	<b>NOTE: BOARD Advance Day – No evening dinner</b>	
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>

October (Remote Location)	November	December
<ul style="list-style-type: none"> <li>• <b>Key Results Update</b> (Student Success Metrics) <b>(2025)</b></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**

**MONDAY, July 11, 2022**  
**AGENDA**

Topic	Attachment	Action
<b>Call to Order</b>		X
<p>The July 11, 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.</p> <p><b>Mission:</b> Western Technical College provides relevant, high-quality education in a collaborative and sustainable environment that changes the lives of students and grows our communities.</p>		
<b>Oath of Office and Compliance to District Board Code of Ethics</b> .....	Page 11	X
➤ Administer Oath of Office – Interim Chair		
A. James Dillin – Employee Member (2-year term)		
B. Michelle Greendeer-Rave – Employee Member		
C. Angie Lawrence – Additional Member		
➤ Administer Oath of Office – Secretary		
➤ A. Ken Peterson – Employer Member		
➤ Compliance to Code of Ethics .....	Page 14	X
A. Annually Obtain Signatures from All Board Members		
<b>Election of Chairperson</b> .....	Page 15	X
<b>Election of Vice Chairperson * Secretary * Treasurer</b> .....	Page 16	X
<b>Resolution of Commendation</b>		
➤ Lab Midwest .....	Page 17	X
<b>Presentations</b>		
➤ Celebrate: WLDI Graduates – Wade Hackbarth   Jackie Kettner-Sieber [Introduce: Amy Fuchsteiner, Juan Jimenez, Nicole Cooksey]		
➤ Inform: Program Service Highlight   7-Week Update – Amy Thornton   Darlene Campo   Rebecca Hopkins   Nicole Cooksey		
➤ Discuss: Regional Learning Centers (RLC) Update – Amy Thornton		
➤ Inform: President Update – Annual Goals		
<b>TIFs and TIDs [New Information Only]</b>		
<b>Items to be Removed from Consent Agenda</b>		
<b>Approve: Consent Agenda</b>		
➤ June 21, 2022 District Board Meeting Minutes.....	Page 18	X
➤ Financial Reports – June 2022		
A. Schedule of Payments .....	Page 20	X
B. Vendors Over \$2500 .....	Page 21	X
C. Capital Projects Reports .....	Page 23	X
➤ Policy Discontinuance   <b>Second Reading</b>		
A. A0125 Board Procurement Policy .....	Page 27	X
B. A0202 Code of Ethics for College President.....	Page 27	X
➤ New Program Development   Concept Review		
A. Data Analytics Specialist Associate Degree .....	Page 28	X
➤ Project Submission and Acceptance		
A. Workforce Advancement Training Grants FY2022 .....	Page 29	X

➤ **Personnel (*Information Only*)**

A. **New Hires**

- 1. Noah Jurgensen, PC Support Technician (LTE), Finance & Operations..... **Page 30**
- 2. Christopher Schuster, Campus Security Safety Director, Student Services and Engagement ..... **Page 30**

C. **Resignations**

- 1. Laura Scoville, Clinical Simulation Specialist, Academic Affairs..... **Page 31**
- 2. Carl Newman, Electrical Apprenticeship Instructor, Academic Affairs ..... **Page 31**

**Approve: Monthly Approvals**

- Designation of Date/Time/Location of 2022-2023 District Board Meetings ..... **Page 32**      **X**
- Designation of District’s Attorneys for 2022-2023..... **Page 33**      **X**
- Designation of District’s Public Finance Advisor for 2022-2023 ..... **Page 34**      **X**
- Designation of District’s Official Newspaper for 2022-2023..... **Page 35**      **X**
- Resolution Designating District’s Public Depositories for 2022-2023 ..... **Page 36**      **X**

**President Report**

- Community & Media Connections
- Current Priorities
- WTCS Board Update
- Western Organization Chart Update
- Update on Conditional Use Permit Request

**District Board Chairperson Report**

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

**Other Business**

**Adjournment**..... **X**

**WESTERN TECHNICAL COLLEGE DISTRICT**

**ISSUE PAPER**

**Topic:** District Oath of Office and District Board Code of Ethics

**Issue:** James (Jim) Dillin was appointed in March 2022 to serve a (vacated) two-year term, commencing July 1, 2022 and ending June 30, 2024 in the Employee category. Michelle Greendeer-Rave was appointed in March 2022 to serve a three-year term in the Employee category – July 1, 2022 through June 30, 2025.

In addition, District Board members Angie Lawrence and Ken Peterson were re-appointed to serve a three-year term, effective July 1, 2022-June 30, 2025. The appointments were approved by the WTCS State Board in May 2022, and pursuant to Western District Policy A0106, each are required to sign an Oath of Office procedure form prior to taking office.

Additionally, all District Board members are required to annually sign a statement that they have read, understand and will comply with District Policy A0106, Oath of Office and Code of Ethics for District Board.

- Recommendation:**
- 1) Administer Oath of Office and obtain notarized signatures of Jim Dillin, Michelle Greendeer-Rave, Angie Lawrence and Ken Peterson on Procedure A0106 Oath of Office forms; and
  - 2) Obtain signatures of all District Board members testifying that they have read, understand, and will comply with Policy A0106, Oath of Office and District Board Code of Ethics, and place the signed documents on file.

<p><b>Information Only- Procedure A0106</b></p> <p align="center"><b>Oath of Office</b></p> <hr style="width: 30%; margin: 10px auto;"/> <p align="center"><b>Member of the Western Technical College District Board</b></p> <p>I, the undersigned, who have been appointed to the office of member of the District board of the Western Technical College Board, but have not yet entered upon the duties thereof, hereby swear (or affirm) that I will support the Constitution of the United States and the Constitution of the State of Wisconsin, and will faithfully discharge the duties of said office to the best of my ability, so help me God.</p> <hr/> <p align="center">Signature</p> <hr/> <p align="center">Name of Board Member</p> <hr/> <p>Subscribed and sworn to before me this <u>11</u> day of <u>July 2022</u></p> <hr/> <p align="center">Notary Public – Wisconsin</p> <p>My Commission Expires:</p> <div style="border: 1px solid black; width: 100px; height: 80px; margin-left: auto; margin-right: auto; text-align: center; line-height: 80px;">Notary Seal</div> <p><b>Revised November 2020</b> Adopted April 18, 1997</p>	<p>Information Only</p> <p align="center"><b>Western Technical College</b></p> <p>I have read, understand, and will comply with the District Board Policy A0106 - Oath of Office and Code of Ethics for District Board</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="width: 80%;">District Board Member</th> <th style="width: 10%;">Date</th> <th style="width: 10%;"></th> </tr> </thead> <tbody> <tr><td>Lance Bagstad</td><td></td><td></td></tr> <tr><td>Andrew R. Bosshard</td><td></td><td></td></tr> <tr><td>James (Jim) Dillin</td><td></td><td></td></tr> <tr><td>Michelle Greendeer-Rave</td><td></td><td></td></tr> <tr><td>Majel Hein</td><td></td><td></td></tr> <tr><td>Kevin Hennessey</td><td></td><td></td></tr> <tr><td>Angela L. Lawrence</td><td></td><td></td></tr> <tr><td>Edward J. Lukasek</td><td></td><td></td></tr> <tr><td>Kenneth Peterson</td><td></td><td></td></tr> <tr><td> </td><td></td><td></td></tr> </tbody> </table>	District Board Member	Date		Lance Bagstad			Andrew R. Bosshard			James (Jim) Dillin			Michelle Greendeer-Rave			Majel Hein			Kevin Hennessey			Angela L. Lawrence			Edward J. Lukasek			Kenneth Peterson					
District Board Member	Date																																	
Lance Bagstad																																		
Andrew R. Bosshard																																		
James (Jim) Dillin																																		
Michelle Greendeer-Rave																																		
Majel Hein																																		
Kevin Hennessey																																		
Angela L. Lawrence																																		
Edward J. Lukasek																																		
Kenneth Peterson																																		

## Policy A0106

### OATH OF OFFICE AND CODE OF ETHICS FOR DISTRICT BOARD

The Oath of Office procedure will be signed by a new Board member before a notary public at the first regular meeting attended.

Each Board member shall carry out their duties with the highest ethical conduct and in compliance with Wisconsin Statutes 19.41-19.46 and 946.13.

Revised August 18, 2020

Reviewed September 15, 2015

Revised October 20, 2004

Reviewed June 15, 2004

Reviewed October 20, 1992

Revised April 12, 1988

Adopted February 24, 1981

Wisconsin Statutes [19.41-19.46](#) and [946.13](#)

#### A0106P Oath of Office

In keeping with the College's goals to develop quality educational programs and services consistent with the College's philosophy and objectives which lead to gainful employment of students, each member of the Board:

1. Shall perform all mandatory, nondiscretionary and ministerial duties of his/her office within the time and in the manner required by law.
2. Shall make a personal commitment to the duties of the office, uphold the law and conduct College business with fairness, honesty, integrity, professionalism, and with full regard to the public trust of the office.
3. Shall never act in excess of his/her lawful authority.
4. Shall not, by act of commission or omission, in the capacity as an Officer of this College exercise a discretionary power in a manner inconsistent with the duties of a member of this Board or the rights of others, or with the intent to obtain dishonest advantage of him/herself or for another.
5. Shall not, in the capacity of an Officer of this Board, make an entry in an account or record book or return, certificate, report or statement which, in a material respect, is intentionally falsified.
6. Shall not, under color of his/her office, intentionally solicit or accept for the performance of any service or duty anything of value, including but not limited to, any gift, loan, favor or service given for the purpose of influencing him/her in the discharge of official duties.
7. Shall not surrender his/her responsibilities under law to any other person, group or organization.
8. Shall not use College property, facilities or resources for private or personal gain for self, family or others.
9. Shall act with high moral and ethical standards in the use of technology in the District.
10. Shall not use confidential information for personal gain or benefit or that of family or others.
11. Shall observe pertinent policies of this Board.
12. Shall act in what is, in the Board member's opinion, conceived to be the best interest of the citizens of the entire District. Similarly, no member shall grant any special consideration, treatment or advantage to any other citizen beyond that which is available to every other citizen.
13. Shall not participate, either directly or indirectly, in purchases for personal use for less than full value by utilizing discounts allowed to the College.
14. Shall remove oneself from consideration or voting on any matter before the Board which does, or could, result in personal financial gain for oneself or family except as allowed in Wisconsin Statute 946.13, or as otherwise permitted by law. Each member shall make a concerted effort to be aware of the details and scope of matters pending or brought before the Board so as to abstain from voting where a conflict or an unresolved potential conflict of interest may exist, and stating publicly that the vote to abstain is because of possible conflict of interest.
15. Shall endeavor to meet all the requirements of state and federal law and regulations pertaining to education, including the regulations of the Wisconsin Technical College System Board.

16. Shall, in keeping with the legislative and judicial nature of the functions of a Board member, delegate executive responsibilities to the President or his/her designee.
17. Shall observe the Wisconsin Open Meeting Law and not knowingly participate in closed meetings except as permitted by the Open Meeting Law.
18. Nothing in this policy shall deny a member of this Board the rights of a citizen under the Constitution of the United States of America, Constitution of the State of Wisconsin, Wisconsin Statutes or any other bona fide regulations of this State.

Revised November 17, 2020  
Reviewed September 17, 2019  
Reviewed October 20, 2004  
Adopted April 18, 1997

# Western Technical College

I have read, understand, and will comply with District Board Policy A0106, Oath of Office and Code of Ethics for District Board.

	<b><i>District Board Member</i></b>	<b><i>Date</i></b>
1.	_____ Lance Bagstad	_____ <i>July 11, 2022</i>
2.	_____ Andrew R. Bosshard	_____ <i>July 11, 2022</i>
3.	_____ James Dillin	_____ <i>July 11, 2022</i>
4.	_____ Michelle Greendeer-Rave	_____ <i>July 11, 2022</i>
5.	_____ Majel Hein	_____ <i>July 11, 2022</i>
6.	_____ Kevin Hennessey	_____ <i>July 11, 2022</i>
7.	_____ Angie Lawrence	_____ <i>July 11, 2022</i>
8.	_____ Ed Lukasek	_____ <i>July 11, 2022</i>
9.	_____ Ken Peterson	_____ <i>July 11, 2022</i>

## WESTERN TECHNICAL COLLEGE DISTRICT

### I S S U E P A P E R

---

**Topic:** Election of District Board Chairperson

**Issue:** By State Statutes, the Western Technical College District Board is required to reorganize at the regular District Board meeting scheduled for the second Monday in July. As part of the reorganization, the District Board shall elect officers.

**Recommendation:** Call for nominations and elect a Chairperson of the Western Technical College District Board for the 2022-2023 academic year.

**WESTERN TECHNICAL COLLEGE DISTRICT**

**I S S U E P A P E R**

---

**Topic:** Election of District Board Officers

**Issue:** By State Statutes, the Western Technical College District Board is required to reorganize at the regular District Board meeting scheduled for the second Monday in July. As part of the reorganization, the District Board shall elect officers.

**Recommendation:** Call for nominations and elect a **Vice Chairperson, Secretary, and Treasurer** of the Western Technical College District Board for the 2022-2023 academic year.



# Western Technical College

## *Resolution of Commendation to* **Lab Midwest**

*Whereas*, Lab Midwest, led by Matt and Renee Kirchner, continuously provides Western and the Wisconsin Technical College System (WTCS) the training, resources, and time to develop cutting edge educational resources for our students and community partners; and

*Whereas*, Matt and Renee are visionary leaders, allowing Western to be at the forefront of advancements in the manufacturing industry, and introducing our students to resources that position them for success in a rapidly changing marketplace; and

*Whereas*, Lab Midwest are educators in every sense of the word, providing teaching and training to industry leaders and faculty on Industry 4.0 and Industrial Internet of Things, as well as offering this training to many of our WTCS faculty; and

*Whereas*, Western's partnership with Lab Midwest has provided education programs that support the learning needs of unique populations, including Western's work to provide training to various correctional institutions, as well as Western's mobile skills lab, gaining national attention through Achieving the Dream; and

*Whereas*, the work of Lab Midwest is recognized as helping secure outside funding, guidance on new programs, or advancing existing ones through technology; therefore, be it

*Resolved*, that the Board of the Western Technical College District hereby expresses its appreciation to Lab Midwest and joins with the WTCS Board in recommending the Futuremaker Partner Award to our outstanding partners in education.

**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 July 11, 2022

**WESTERN TECHNICAL COLLEGE DISTRICT BOARD**  
**Minutes of Regular Monthly Meeting**  
**June 21, 2022**

Mr. Ken Peterson, District Board Interim Chair, called the regular meeting of the Board of Western Technical College District to order at 1:02pm on Tuesday, June 21, 2022, at the Western Technical College Administrative Center, 111 Seventh Street N, La Crosse, WI. Board members present: Lance Bagstad, Kevin Hennessey, Ed Lukasek, Angie Lawrence, Ken Peterson, Dennis Treu and Roger Stanford, President. Member present via zoom: Majel Hein. Board member Andrew Bosshard was excused.

Notice of the meeting was posted publicly on Friday, June 17, 2022 at 10:10am 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, Mike Swenson, John Heath, Tracy Dryden, Amy Thornton, Josh Gamer, Julie Lemon, Christina Heit, Liz Wallace, Jerry Miller, (Western employees)

An advance session was held during which Policies A0100 Mission, Vision, Values and Practices and A0113 Duties of Officers of Board were discussed.

A Public Hearing on the 2022-23 proposed Budget was held at 2:30pm on Tuesday, June 21, 2022 at the Western Technical College Administrative Center, 111 Seventh Street North, La Crosse, WI. No comments or questions were presented for consideration during the Public Hearing.

Motion Lukasek, second Hennessey that the Western Technical College District Board adopt resolution of commendation for Dennis Treu recognizing his 12 years of service as a Board member. Votes: Ayes 7, Opposed, 0. Motion carried. **A copy of the resolution is attached to and incorporated into these minutes as Attachment A.**

Motion Lawrence, second Lukasek that the Western Technical College District Board adopt resolutions of commendation for Mark Hanson and Joan Miksis on retirement from the college. Votes: Ayes, 7; Opposed, 0. Motion carried. **Copies of resolutions are attached to and incorporated into these minutes as Attachments B, and C.**

Presentations: Higher Learning Commission (HLC), Hot Jobs, a preview for the upcoming strengths session, COVID and policy subcommittee updates

Motion Lukasek, second Bagstad that the Western Technical College District Board approve the following consent items as presented: A. Minutes – 1. April 19, 2022 District Board meeting; 2. April 26, 2022 District Board Budget Meeting; 3. May 10, 2022 District Board Meeting; 4. June 13, 2022 Policy Subcommittee Meeting; B. Financial Reports – May – 1. Schedule of Payments; 2. Vendors Over \$2,500; 3. General Revenue/Expense Report (April/May); 4. Department Budget Summary (April/May); 5. Auxiliary Services Report (April/May); 6. Capital Projects Reports; C. Policy Discontinuance | First Reading – 1. A0125 Board Procurement Policy; 2. A0202 Code of Ethics for College President; Votes: Ayes, 7, Opposed, 0. Abstention to Vendors over \$2500, 1. Motion carried.

Motion Lukasek, second Bagstad that the Western Technical College District Board adopt the 2022-23 District Budget as presented. Roll call: Bagstad, yes; Lawrence, yes; Lukasek, yes; Hennessey, yes; Hein, yes; Treu, yes; Peterson, yes. Motion carried.

Motion Lukasek, second Hennessey, that the Western Technical College District Board approve the following under one motion: 1. Approve and Adopt the Total Salary Increase (3%) including the Range (4.7%) Adjustments for FY2022-23; 2. 2022-23 Bargaining Agreement with Faculty and Non-Teaching Prof (NTP) Unit of Local #3605 which Increases Total Base Wage Pool by 3%; 3. Three-Year Facilities Plan 2022-25; 4. Out of State Tuition Remission – 2021-22 Annual Report on Out of State Tuition Remissions; 2022-23 Tuition Remission Request; 2021-22 Approved Out of State Waiver spreadsheet and 5. District Boards Association 2022-23 Fee Assessment. Votes: Ayes, 7, Opposed 0. Motion carried.

Motion Hennessey, second Bagstad that the Western Technical College District Board approve amendment to President's employment contract. Motion carried. Roll call: Bagstad, yes; Hennessey, yes; Hein, yes; Lawrence, yes; Lukasek, yes; Treu, yes; Peterson, yes. Motion carried.

4:50pm: Angie Lawrence excused

Under the President's Report, the District Board was informed that the POW memorial event was highly successful as well as the Sparta Public Safety facility ribbon cutting, and a verbal organizational chart update was provided. Mr. Lukasek expressed thanks to those who assisted with the Sparta open house event, naming a few: Eric Jacobson, Kevin Dean, Marc Thompson, Sheila Schendel, Barb Olson, Jay McHenry, Brian Haun, Wade Hackbarth, Blake Deiber, Melissa Elliott, Deb Slaby.

During the District Board Chairperson report, Mr. Peterson informed that new members Jim Dillin and Michelle Greendeer-Rave have been invited to the July meeting. A reminder was provided of the July 21-23 District Boards Association meeting in Wausau. Mr. Peterson expressed a thank you to Dennis Treu for his commitment to Western and years of service on the District Board.

5:06pm: Motion Lukasek, second Bagstad that the Western Technical College District Board adjourn. Votes: Ayes, 6; Opposed, 0. Motion carried.

Majel Hein, District Board Secretary



**Western Technical College**  
**Schedule of Payments Issued**  
**For The Period 06/01/22 thru 06/30/22**  
**FY 2021-2022**

	Check Numbers Used	Number Issued	June 2022	Year to Date
<b>Accounts Payable</b>				
Checks	350764-350963	200	\$399,771.64	\$13,090,391.08
P Card		495	\$148,721.50	\$2,168,378.85
Electronic		118	\$2,926,204.40	\$48,809,237.49
<b>Total Accounts Payable</b>			<b>\$ 3,474,697.54</b>	<b>\$ 64,068,007.42</b>
<b>Student Refunds</b>				
Checks	535884-536371	488	\$446,738.23	\$4,336,355.43
Electronic		1046	\$1,680,827.00	\$8,910,936.71
<b>Total Student Refunds</b>			<b>\$ 2,127,565.23</b>	<b>\$ 13,247,292.14</b>
<b>Payroll</b>				
Checks	801155-801156	2	\$867.02	\$19,948.31
Electronic		1317	\$1,935,026.58	\$23,089,945.87
<b>Total Payroll</b>			<b>\$ 1,935,893.60</b>	<b>\$ 23,109,894.18</b>
<b>Total Payments</b>			<b>\$ 7,538,156.37</b>	<b>\$ 100,425,193.74</b>

## Western Technical College Vendor Payments Exceeding \$2500 June 30, 2022

<u>Vendor</u>	<u>Amount</u>	<u>Check #</u>
ALERTUS TECHNOLOGIES, LLC	\$ 3,974.00	EFT000000005732
ALLIANCE FOR INNOVATION AND TRANSFORMATION	\$ 2,500.00	350778
AMAZON.COM*7W7IT5BA3	\$ 4,060.23	PCARD
AMAZON.COM*DD11H67Y3 AMZN	\$ 4,060.23	PCARD
AMERICAN HERITAGE LIFE INSURANCE COMPANY	\$ 4,198.15	350780
AMERICAN TECHNICAL PUBLIS	\$ 6,145.13	PCARD
ANTHOLOGY INC OF NY	\$ 16,875.00	EFT000000005695
BERNIE BUCHNER, INC.	\$ 5,536.15	EFT000000005644
BERNIE BUCHNER, INC.	\$ 12,117.06	EFT000000005682
CDW GOVERNMENT, INC.	\$ 80,929.32	EFT000000005733
CENTURYLINK	\$ 2,740.00	350928
CESA 4	\$ 7,185.90	EFT000000005645
DELL USA L.P.	\$ 372,799.23	EFT000000005684
DELTA DENTAL	\$ 5,110.20	WIRE
DELTA DENTAL	\$ 6,458.20	WIRE
DELTA DENTAL	\$ 8,303.48	WIRE
DELTA DENTAL	\$ 9,867.04	WIRE
DELTA DENTAL	\$ 11,031.30	WIRE
DEMCO INC	\$ 2,817.92	PCARD
DMI* DELL K-12/GOVT	\$ 2,881.62	PCARD
DMI* DELL K-12/GOVT	\$ 2,881.62	PCARD
DUFFY,LINDA	\$ 7,585.00	EFT000000005717
ELLUCIAN COMPANY LP	\$ 33,183.50	EFT000000005691
ELSEVIER INC	\$ 25,069.44	EFT000000005664
ELSEVIER INC	\$ 28,712.55	EFT000000005709
EPA AUDIO VISUAL INC	\$ 2,520.00	EFT000000005685
FOWLER & HAMMER, INC.	\$ 73,800.00	EFT000000005686
GOODHEART-WILLCOX	\$ 2,666.88	PCARD
HARTER'S TRASH & RECYCLING INC	\$ 6,256.99	350885
HERITAGE-CRYSTAL CLEAN, LLC	\$ 2,995.83	350771
HSR ASSOCIATES, INC	\$ 16,337.84	EFT000000005687
JANSSEN,GRACE	\$ 3,500.00	350923
KEY BENEFIT CONCEPTS, LLC	\$ 6,800.00	350933
KONE INC	\$ 3,615.00	350889
KONE INC	\$ 28,350.00	350857
KORN ACQUISITIONS	\$ 5,500.00	WIRE
LA CROSSE MEDICAL HEALTH SCIENCE	\$ 4,946.00	350890
LA CROSSE SPEEDWAY	\$ 2,600.00	350892
MID-CITY STEEL	\$ 2,709.00	PCARD
MIDDLETON POWER CENTER	\$ 2,723.09	350936

<u>Vendor</u>	<u>Amount</u>	<u>Check #</u>
MINNESOTA LIFE INSURANCE COMPANY	\$ 20,553.52	350864
MOSAIC VENTURES DBA FIRELINE SPRINKLER LLC	\$ 4,133.00	EFT000000005723
MWT, LLC dba MIDWEST TILEWORKS	\$ 20,636.00	350865
NATIONAL INSURANCE SERVICES	\$ 4,580.87	350898
P & T ELECTRIC INC.	\$ 15,420.78	EFT000000005698
P & T ELECTRIC INC.	\$ 28,392.86	EFT000000005688
PAYPAL *STS INC	\$ 17,999.80	PCARD
PCNATION/OFFICENATION	\$ 3,891.19	PCARD
PCNATION/OFFICENATION	\$ 4,414.08	PCARD
POINT OF BEGINNING INC	\$ 20,231.00	350866
PRO-TEC DESIGN	\$ 7,457.02	EFT000000005689
QUALTRICS, LLC	\$ 6,685.29	350901
RAMSEIER,ROBERT DBA AVS, LLC	\$ 2,709.50	350774
READSPEAKER LLC	\$ 6,050.00	EFT000000005656
REINHART FOODSERVICE	\$ 3,078.87	350903
REINHART FOODSERVICE	\$ 3,288.95	350939
RITEWAY BUS SERVICE, INC dba GO RITEWAY TRANSPORTATION GROUP	\$ 2,738.20	350803
RIVER CITY LAWNSCAPE	\$ 10,408.00	EFT000000005700
RIVER CITY LAWNSCAPE	\$ 11,377.24	EFT000000005690
SALESFORCE.COM, INC	\$ 41,207.00	EFT000000005696
SCHUMAKER,HOWARD	\$ 2,500.00	350844
SERVICEMASTER CLEANING SERVICE	\$ 7,130.00	EFT000000005651
SERVICEMASTER CLEANING SERVICE	\$ 8,090.00	EFT000000005701
SIERRA,MATTHEW	\$ 3,547.65	EFT000000005674
SIKICH LLP	\$ 522,685.56	WIRE
SOLBERG,PAMELA	\$ 3,940.00	EFT000000005668
SP BROWN DOG GADGETS	\$ 2,999.20	PCARD
SPEED TRIM LLC	\$ 8,936.53	350870
TARGETX.COM, LLC	\$ 87,250.00	EFT000000005693
THE ARTCRAFT GROUP, INC. DBA PROMOTIONSNOW	\$ 3,067.00	350905
TIERNEY BROTHERS INC.	\$ 5,110.00	350872
TITAN MACHINERY	\$ 6,180.37	EFT000000005729
TRANSACT CAMPUS INC	\$ 37,791.00	350811
TRI-STATE CARPETS	\$ 24,637.00	350874
US BANK-DEBT SERVICES WIRE	\$ 79,113.96	WIRE
VAN METER INC	\$ 2,865.78	EFT000000005658
VERITIV OPERATING COMPANY	\$ 2,744.00	350948
WILLIAMS LANDSCAPINGAND OUTDOOR MAINTENANCE LLC	\$ 5,775.00	350950
WILLIAMS LANDSCAPINGAND OUTDOOR MAINTENANCE LLC	\$ 7,087.50	350911
WINONA NURSERY	\$ 3,760.22	350877
WISCONSIN INDEPENDENT NETWORK LLC	\$ 4,305.00	EFT000000005705
WISCONSIN RETIREMENT-WRS WIRE	\$ 342,951.30	WIRE
XCEL ENERGY	\$ 47,682.00	350880
YWCA	\$ 7,220.00	EFT000000005704

**Western Technical College**  
**Capital Projects Report-FY22 Completed Projects**  
**as of 06/30/2022**

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>					
C17005	La Crosse Property Acquisitions/Footprint-FY17	1,000,000	10,354.18	1,010,354.18	1,010,354.18	02/28/2022
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
C22300	Lunda Boiler Replacement	-	106,410.83	106,410.83	106,410.83	02/28/2022
C22450	Mauston-Masonry	-	30,572.54	30,572.54	30,572.54	01/31/2022
C22991	Interior Design Lab-Mural	-	15,425.00	15,425.00	15,425.00	05/31/2022
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>494,082.59</b>	<b>1,734,082.59</b>	<b>1,734,082.59</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
C20525	BE Basement (IT) Remodel-Furnishings	70,000.00	5,958.80	75,958.80	75,958.80	05/31/2022
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
C21775	Esports Room-Equipment & Furnishings	-	49,301.28	49,301.28	49,301.28	03/31/2022
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>1,050,000.00</b>	<b>59,588.38</b>	<b>1,109,588.38</b>	<b>1,109,588.38</b>	
	<b>Total Completed Projects in FY22</b>	<b>2,790,000.00</b>	<b>558,848.06</b>	<b>3,348,848.06</b>	<b>3,348,848.06</b>	

**Western Technical College**  
**Capital Projects Report-Current Projects**  
**As of 06/30/2022**

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-FY18	2019A/2022A/2	710,000.00	64,134.93	-	-	774,134.93	665,619.11	108,515.82	774,134.93	-
Sparta Public Safety Training Ctr-New Construction	2021B	1,500,000.00	-	-	-	1,500,000.00	1,450,338.88	49,661.12	1,500,000.00	-
Diesel North End-New Construction	2022C&2022E	1,000,000.00	-	-	200,000.00	1,200,000.00	68,166.00	1,131,834.00	1,200,000.00	-
<b>Total Land and New Construction</b>		<b>3,210,000.00</b>	<b>64,134.93</b>	<b>-</b>	<b>200,000.00</b>	<b>3,474,134.93</b>	<b>2,184,123.99</b>	<b>1,290,010.94</b>	<b>3,474,134.93</b>	<b>-</b>
<b>Remodeling &amp; Site Improvements</b>										
Lunda Center-Lighting	2021B	100,000.00	9,000.00	-	-	109,000.00	77,740.53	31,259.47	109,000.00	-
Bus Educ Center Basement Remodeling	2022A	35,000.00	26,000.00	-	-	61,000.00	53,718.32	7,356.00	61,074.32	(74.32)
Sparta Public Safety Training Ctr-Remodeling	2021C	1,500,000.00	-	(234,284.16)	-	1,265,715.84	1,237,475.75	28,240.09	1,265,715.84	-
Sparta Public Safety Training Ctr-HVAC	2021B	750,000.00	-	179,025.39	-	929,025.39	906,741.06	22,284.33	929,025.39	-
Sparta Public Safety Training Ctr-Exterior	2021A	950,000.00	-	168,404.76	-	1,118,404.76	1,064,821.78	53,582.98	1,118,404.76	-
Sparta Public Safety Training Ctr-Roof	2021B	500,000.00	-	88,036.75	-	588,036.75	568,775.40	19,261.35	588,036.75	-
Tomah Parking Lot-Lighting	2021A&2022D	175,000.00	-	-	-	175,000.00	76,285.00	98,715.00	175,000.00	-
Admin Center-2nd Floor Carpeting	N/A	-	25,000.00	-	-	25,000.00	23,674.20	1,325.80	25,000.00	-
Business Education Center-Chiller	2021A	-	519,000.00	-	-	519,000.00	401,329.99	117,670.01	519,000.00	-
Horticulture Education Ctr-Public Servant Space	2022C	75,000.00	20,000.00	-	55,000.00	150,000.00	11,346.00	138,654.00	150,000.00	-
Tomah Elevator	2022D	105,000.00	25,000.00	-	-	130,000.00	56,700.00	73,300.00	130,000.00	-
Parking Lot D	2022A	500,000.00	-	-	-	500,000.00	16,995.00	483,005.00	500,000.00	-
Solar Panel Charging Stations	2022A	90,000.00	-	-	80,000.00	170,000.00	74,587.90	95,412.10	170,000.00	-
Water Reuse System-Integrated Tech Ctr	N/A	-	65,000.00	-	-	65,000.00	18,183.12	46,816.88	65,000.00	-
Diesel Remodel-North End	2022E	-	-	-	1,200,000.00	1,200,000.00	69,267.37	1,130,732.63	1,200,000.00	-
Diesel North End-HVAC Upgrades	2022D	900,000.00	-	-	-	900,000.00	32,845.32	867,154.68	900,000.00	-
Diesel North End-Exterior	2022C	700,000.00	-	-	-	700,000.00	41,321.00	658,679.00	700,000.00	-
Diesel North End-Roof	2022C	625,000.00	-	-	-	625,000.00	-	625,000.00	625,000.00	-
Physical Plant Remodel	2022D&2022E	350,000.00	-	-	130,000.00	480,000.00	35,315.79	444,684.21	480,000.00	-
Admin Center-1st Flr Flooring & Painting	N/A	-	50,000.00	-	-	50,000.00	28,520.31	21,479.69	50,000.00	-
Sparta Overhead Door Replacements	N/A	-	-	35,000.00	-	35,000.00	-	35,000.00	35,000.00	-
Independence Partnership-Electromechanical Prog	2022D	15,000.00	-	-	-	15,000.00	-	15,000.00	15,000.00	-
Coleman Center-Rm 100 Remodel	N/A	-	15,000.00	-	-	15,000.00	-	15,000.00	15,000.00	-
Minor Projects-FY22	2021B	60,000.00	-	-	-	60,000.00	13,988.18	46,011.82	60,000.00	-
Exterior Signage-FY22	2021B&2022A	50,000.00	60,372.49	-	-	110,372.49	37,854.34	72,518.15	110,372.49	-
Project Closing Account-Remodeling & Site Improv	N/A	-	510,654.21	(236,182.74)	-	274,471.47	-	274,471.47	274,471.47	-
<b>Total Remodeling &amp; Site Improvements</b>		<b>7,480,000.00</b>	<b>1,325,026.70</b>	<b>-</b>	<b>1,465,000.00</b>	<b>10,270,026.70</b>	<b>4,847,486.36</b>	<b>5,422,614.66</b>	<b>10,270,101.02</b>	<b>(74.32)</b>

**Western Technical College**  
**Capital Projects Report-Current Projects**  
**As of 06/30/2022**

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-Graphic Designs	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>Sparta Public Safety Training Center-Equipment/Furnishings</b>										
5842-IT Equipment	2021A	150,000.00	7,000.00	-	-	157,000.00	153,474.27	3,525.73	157,000.00	-
5843-Furnishings	2021A	100,000.00	38,758.59	-	-	138,758.59	138,758.59	-	138,758.59	-
5844-Graphic Designs	2021A	20,000.00	-	-	-	20,000.00	-	20,000.00	20,000.00	-
5845-Instructional Equipment	2021A	250,000.00	-	-	-	250,000.00	183,953.40	66,046.60	250,000.00	-
<b>Total Sparta Public Safety Training Ctr-Equipment/Furnishings</b>		<b>520,000.00</b>	<b>45,758.59</b>	<b>-</b>	<b>-</b>	<b>565,758.59</b>	<b>476,186.26</b>	<b>89,572.33</b>	<b>565,758.59</b>	<b>-</b>
<b>Business Education Ctr-Rooms 113/116</b>										
5843-Furnishings	N/A	-	30,000.00	-	-	30,000.00	15,516.12	15,516.12	31,032.24	(1,032.24)
<b>Total Business Education Ctr-Rooms 113/116</b>		<b>-</b>	<b>30,000.00</b>	<b>-</b>	<b>-</b>	<b>30,000.00</b>	<b>15,516.12</b>	<b>15,516.12</b>	<b>31,032.24</b>	<b>(1,032.24)</b>
<b>Diesel North End-Equipment/Furnishings</b>										
5842-IT Equipment	2022A	125,000.00	-	-	-	125,000.00	1,097.71	123,902.29	125,000.00	-
5843-Furnishings	2022A	5,000.00	30,000.00	-	-	35,000.00	-	35,000.00	35,000.00	-
5844-Graphic Designs	2022A	50,000.00	-	-	-	50,000.00	-	50,000.00	50,000.00	-
5845-Instructional Equipment	2022A	300,000.00	-	-	-	300,000.00	108,251.34	191,748.66	300,000.00	-
<b>Total Diesel North End-Equipment/Furnishings</b>		<b>480,000.00</b>	<b>30,000.00</b>	<b>-</b>	<b>-</b>	<b>510,000.00</b>	<b>109,349.05</b>	<b>400,650.95</b>	<b>510,000.00</b>	<b>-</b>
<b>Res Hall-Wireless Network-WAPs</b>										
5842-IT Equipment	N/A	-	45,000.00	-	-	45,000.00	-	45,000.00	45,000.00	-
<b>Total Res Hall-Wireless Network-WAPs</b>		<b>-</b>	<b>45,000.00</b>	<b>-</b>	<b>-</b>	<b>45,000.00</b>	<b>-</b>	<b>45,000.00</b>	<b>45,000.00</b>	<b>-</b>
<b>Physical Plant Remodel-Equipment &amp; Furnishings</b>										
5842-IT Equipment	2022A	25,000.00	-	-	-	25,000.00	3,974.00	21,026.00	25,000.00	-
5843-Furnishings	2022A	50,000.00	-	-	-	50,000.00	-	50,000.00	50,000.00	-
5844-Graphic Designs	2022A	10,000.00	-	-	-	10,000.00	-	10,000.00	10,000.00	-
<b>Total Physical Plant Remodel-Equipment &amp; Furnishings</b>		<b>85,000.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>85,000.00</b>	<b>3,974.00</b>	<b>81,026.00</b>	<b>85,000.00</b>	<b>-</b>
<b>Independence Partnership-Electromechanical Equipment</b>										
5845-Instructional Equipment	2022A	15,000.00	-	-	-	15,000.00	-	15,000.00	15,000.00	-
<b>Total Independence Partnership-Electromechanical Equip</b>		<b>15,000.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>15,000.00</b>	<b>-</b>	<b>15,000.00</b>	<b>15,000.00</b>	<b>-</b>

**Western Technical College**  
**Capital Projects Report-Current Projects**  
**As of 06/30/2022**

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>Tomah Med Assistant Program Equipment</b>										
5845-Instructional Equipment	2022A	30,000.00	-	-	-	30,000.00	-	30,000.00	30,000.00	-
<b>Total Tomah Med Asst Program Equipment</b>		<b>30,000.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>30,000.00</b>	<b>-</b>	<b>30,000.00</b>	<b>30,000.00</b>	<b>-</b>
<b>Sparta Backup Generator</b>										
5844-Non-Instructional Equipment	2022A	150,000.00	-	-	-	150,000.00	2,793.00	147,207.00	150,000.00	-
<b>Total Sparta Backup Generator</b>		<b>150,000.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>150,000.00</b>	<b>2,793.00</b>	<b>147,207.00</b>	<b>150,000.00</b>	<b>-</b>
<b>Coleman Center-Rm 100 Furnishings</b>										
5843-Furnishings	N/A	-	10,000.00	-	-	10,000.00	-	10,000.00	10,000.00	-
<b>Total Coleman Ctr-Rm 100 Furnishings</b>		<b>-</b>	<b>10,000.00</b>	<b>-</b>	<b>-</b>	<b>10,000.00</b>	<b>-</b>	<b>10,000.00</b>	<b>10,000.00</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	3,479.42	44,495.20	47,974.62	-
5844-Non-Instructional Equipment (Door Acces	2021A	50,000.00	52,984.05	-	-	102,984.05	465.57	102,518.48	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>3,944.99</b>	<b>147,013.68</b>	<b>150,958.67</b>	<b>-</b>
<b>Project Closing Account-Equipment</b>										
5842-IT Equipment	N/A	-	10,603.27	-	-	10,603.27	-	10,603.27	10,603.27	-
5843-Furnishings	N/A	-	37,236.72	-	-	37,236.72	-	37,236.72	37,236.72	-
<b>Total Project Closing Account-Equipment</b>		<b>-</b>	<b>47,839.99</b>	<b>-</b>	<b>-</b>	<b>47,839.99</b>	<b>-</b>	<b>47,839.99</b>	<b>47,839.99</b>	<b>-</b>
<b>Total Equipment Projects</b>		<b>1,420,000.00</b>	<b>289,557.25</b>	<b>-</b>	<b>-</b>	<b>1,709,557.25</b>	<b>611,763.42</b>	<b>1,098,826.07</b>	<b>1,710,589.49</b>	<b>(1,032.24)</b>
<b>Total All Current Projects</b>		<b>12,110,000.00</b>	<b>1,678,718.88</b>	<b>-</b>	<b>1,665,000.00</b>	<b>15,453,718.88</b>	<b>7,643,373.77</b>	<b>7,811,451.67</b>	<b>15,454,825.44</b>	<b>(1,106.56)</b>

## ~~A0125 Board Procurement Policy~~

~~The District Board procurement policy incorporates all pertinent federal and state procurement requirements, including [Wisconsin Statute Chapter 38, TCS \(Wisconsin Technical College System\) Chapter 6](#), and including Wisconsin Technical College System procurement requirements.~~

~~The Board will review and approve all proposed capital expenditures greater than \$25,000 during and after the annual budget process. Any previously approved capital expenditures that exceed the approved amount by 10% will be returned to the Board for further review and/or approval.~~

~~The District Chairperson and Secretary are authorized and shall sign public construction contracts as defined by [Wisconsin Statute Chapter 62.15](#).~~

~~The Vice President of Finance and Operations/Chief Financial Officer shall prepare a quarterly report of capital expenditures and, along with the President, certify that the expenditures were made in accordance with Wisconsin Statute Chapter 38 and Wisconsin Technical College System Chapter 6. The Board will review and approve this report.~~

~~Revised January 16, 2018~~

~~Adopted May 20, 2014~~

## ~~A0202 Code of Ethics for the College President~~

~~As is required of all Western employees, the College President will conduct his or her actions in accordance with the highest moral, legal and ethical standards, (See Policy C0206 Code of Ethics for Employees). Western's community value and reputation for integrity are important organizational qualities, and all employees, led by the President play an essential role in maintaining this high standard. In doing so the President shall abide by all laws and regulations, including Wisconsin's Code of Ethics for Public Officials and Employees, Subchapter III, Chapter 19, Wisconsin Statutes.~~

~~The President is also expected to reflect and act within the values of the organization in all decision making, and to model the practices of the College.~~

~~Revised January 16, 2018~~

~~Revised October 20, 2004~~

~~Reviewed April 19, 1994~~

~~Reviewed December 15, 1992~~

~~Revised June 21, 1988~~

~~Adopted February 24, 1981~~

~~Wisconsin Statute 946.13~~

## WESTERN TECHNICAL COLLEGE DISTRICT

### ISSUE PAPER

---

- Topic:** New Program Development – Concept Review – Associate Degree, Data Analytics Specialist
- Issue:** Western has identified an emerging labor market need within our district. In 2011, the volume of data worldwide was increasing by 50% per year. Between 2015 and 2016, more data was then produced than the previous 5,000 years combined. This exponential growth in data has created opportunities for businesses capable of analyzing it to make better decisions.
- Background:** Data is classified into one of three categories; supervised, unsupervised, and semi-supervised. The data may be within the area of education, retail, manufacturing, or a host of other areas, all falling under a larger data science realm of math, computer science, and domain knowledge. The field of data science and analytics is growing as evidenced by the increased use of the programming software Python which is focused on applications in this area. This is why Columbus State recently launched a Data Analytics and Information Systems AAS degree through National Science Foundation backing and GTC launched the first WTCS program in IT-Data Analytics Specialist in 2019. Since that time, CVTC, Northeast, and Northcentral Technical Colleges have all launched programs in this area.
- Graduates in this field will enter the workforce prepared to source, transform, and analyze data in order to drive better decisions within business.
- Recommendation:** Approve the submittal of a Concept Review for the Associate Degree, Data Analytics Specialist program for consideration by the Wisconsin Technical College System Board.

**WESTERN TECHNICAL COLLEGE DISTRICT**  
**ISSUE PAPER**

---

**Topic:** Project Submission and Acceptance – FY 2022  
Workforce Advancement Training Grants

**Issue:** The Wisconsin Technical College System has initiated the Request for Proposal (RFP) process for fiscal year 2021-22 for Workforce Advancement Training (WAT) grants leveraging money turned back to the state.

**Project Description:** Western is submitting one Workforce Advancement Training grant to utilize money being turned back to the system-office for FY22 projects. The grant projects provide training funds to address business-specific challenges and positively advance the economic impact of the businesses and employees in the region. Training topics are customized to meet the needs of each business. The Medication Aide Consortium project will endeavor to fill the training needs of Grand View Care Center, Mulder Healthcare Facility, Eagle Crest Communities, and Morrow Home. Due to the continued shortage of healthcare workers across all job functions, upskilling Certified Nursing Assistants to Certified Medication Aides will alleviate some of the workload for Registered Nurses in long-term care facilities and make a significant impact on the healthcare industry of west-central Wisconsin.

<b>Company/Project</b>	<b>State Funds</b>	<b>Western Funds</b>
Medication Aide Consortium	\$13,186	\$0

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

**New Hires, Appointments, Promotions/Transfers  
July 2022**

**New Hires:**

<b>Position filled</b>	<b>Division</b>	<b>FT/PT</b>	<b>Effective Date</b>	<b>Employee</b>	<b># of Application(s) Received/ Interviewed</b>
PC Support Technician (LTE 6/30/23)	Finance & Operations	FT	7/11/2022	<b>Noah Jurgensen</b>	7/3
Campus Security Safety Director	Student Services & Engagement	FT	8/1/2022	<b>Christopher Schuster</b>	19/6

**Retirements, Resignations, and Terminations  
July 2022**

---

**Resignations**

<b>Position</b>	<b>Division</b>	<b>Effective Date</b>	<b>Employee</b>
Clinical Simulation Specialist	Academic Affairs	6/10/2022	<b>Laura Scoville</b>
Electrical Apprenticeship Instructor	Academic Affairs	6/30/2022	<b>Carl Newman</b>

WESTERN TECHNICAL COLLEGE DISTRICT

ISSUE PAPER

**Topic:** Designation of Dates, Time and Location of Monthly Western Technical College District Board Meetings

**Issue:** The District Board has historically established a yearly calendar of dates of monthly District Board meetings, subject to change as necessitated by changing circumstances. The following schedule designates the selection of dates for District Board meetings for 2022-2023. In addition, time and place of the regular Board meetings for the fiscal year are also noted on the schedule. Per Wisconsin Statutes, the meeting for July is always set for the second Monday of the month.

**Schedule of District Board Meetings  
2022-2023**

	<b>Day</b>	<b>Date</b>	<b>Time</b>	<b>Location</b>
Organizational	<b>Monday</b>	July 11, 2022 (2 <sup>nd</sup> Monday)	1:00pm	A408
Regular	Tuesday	August 16, 2022	1:00pm	A408
Regular	Tuesday	September 20, 2022	1:00pm	A408
Regular	Tuesday	October 18, 2022	1:00pm	A408
Regular	Tuesday	November 15, 2022	1:00pm	A408
Regular	Tuesday	December 20, 2022	1:00pm	A408
Regular	Tuesday	January 17, 2023	1:00pm	A408
Regular	Tuesday	February 21, 2023	1:00pm	A408
Regular	Tuesday	March 21, 2023	1:00pm	A408
Regular	Tuesday	April 18, 2023	1:00pm	A408
<i>Special</i>	Tuesday	April 25, 2023 (Budget Meeting)	9:00am	<b>Sparta</b>
Regular	Tuesday	May 9, 2023 (2 <sup>nd</sup> Tuesday-Non Renewals)	1:00pm	A408
Regular	Tuesday	June 20, 2023 (Preceded by Public Hearing on Budget)	1:00pm	A408
Organizational	<b>Monday</b>	July 10, 2023 (2 <sup>nd</sup> Monday)	1:00pm	A408

Additional Special District Board meetings may be scheduled as needed.

**Recommendation:** Approve the schedule of dates, time, and place(s) of the regular District Board meetings for 2022-2023, subject to change as needed.

WESTERN TECHNICAL COLLEGE DISTRICT

I S S U E P A P E R

---

Topic: Designation of District's Attorney(s)

Issue: 1. General, Personnel and Labor Relations Counsel  
*General Counsel:* Services include: Consultation and review of non-personnel contracts, consultation and review of proposed District Policies, and consultation and review of statutes pertaining to the Wisconsin Technical College System.

*Personnel and Labor Relations Counsel:* Services include: Consultation and review of negotiated labor agreements, union contract negotiations, grievances and arbitration matters; unemployment and worker's compensation claims, and various other personnel-type matters.

The District has employed *Johns, Flaherty & Collins, S.C.* as general and personnel counsel and *Strang Law LLC* as personnel and labor relations counsel. Both firms are paid on an hourly basis for work performed.

2. Bond Counsel  
Services include: Consultation and legal opinion on matters pertaining to long-term debt of the District. This may include long-term promissory notes and opinions that may affect the District's ability to borrow money. *Quarles and Brady*, a Milwaukee-based firm that specializes in this area, has been used since 1969. The principal attorney who has been consulted for these matters is Brian Lanser, a specialist in vocational, technical and adult education law and debt issues.

The College also reserves the right to utilize the services of additional legal counsel when circumstances warrant.

Recommendation: Authorize administration to use the above-identified firms as needed, and to further designate and consult with specialized counsel as such need may arise during the 2022-2023 fiscal year.

**WESTERN TECHNICAL COLLEGE DISTRICT**

**I S S U E P A P E R**

---

**Topic:** Designation of District's Public Finance Advisor

**Issue:** The following information is provided as background information on the District's use of a financial advisor for the District's long-term borrowing.

Services include: Consultation, preparation of recommendations and coordination of the entire process necessary for the District's long-term borrowing. The District has used Robert W. Baird & Co., Milwaukee, WI, since 2007. Mr. Brian Brewer, Director, is currently the principal consultant for these services.

**Recommendation:** Authorize the administration to use the firm of Robert W. Baird & Co. as Western Technical College District's Public Finance Advisor as needed during the 2022-2023 fiscal year.

**WESTERN TECHNICAL COLLEGE DISTRICT**

**I S S U E P A P E R**

---

**Topic:** Designation of District's Official Newspaper

**Issue:** Wisconsin Statutes, Chapter 985, sets forth the requirements for the publication of various legal notices of the District and defines the qualifications of an official newspaper. A number of newspapers published within the District meet the intent of the law.

The La Crosse Tribune has historically been designated by the District Board as the District's official newspaper because it meets the statutory requirements and has the widest circulation throughout the District.

**Recommendation:** Designate The La Crosse Tribune as the District's official newspaper for 2022-2023

**WESTERN TECHNICAL COLLEGE DISTRICT**

**I S S U E P A P E R**

---

**Topic:** Designation of District's Public Depositories

**Issue:** Wisconsin Statutes, Chapter 34 requires the designation of public depositories for all public moneys coming into the hands of the Treasurer of the Western Technical College District Board. The District has selected eight (8) depositories that qualify as public depositories under Chapter 34. The depositories are listed on the resolution to designate public depositories.

**Recommendation:** Approve the resolution to designate public depositories for 2022-23.

**WESTERN TECHNICAL COLLEGE DISTRICT**

**RESOLUTION  
TO DESIGNATE PUBLIC DEPOSITORIES  
2022-23**

---

WHEREAS Section 34.05 (1), Wisconsin Statutes, requires the designation of public depositories for all public moneys coming into the hands of the Treasurer of the Western Technical College District Board, La Crosse County, State of Wisconsin; and

WHEREAS, the following public depositories qualify as public depositories under Chapter 34 of the Wisconsin Statutes for all public moneys coming into the hands of the treasurer of the Western Technical College District Board, La Crosse County, State of Wisconsin, and deposited in said public depositories pursuant to Wisconsin Statutes 66.0607 and 66.0603:

Coulee Bank	La Crosse, WI
Security Financial Bank	Black River Falls, WI
River Bank	Tomah, WI
Royal Bank	Mauston, WI
First National Bank and Trust Company	Independence, WI
U.S. Bank	Milwaukee, WI
Peoples State Bank	Viroqua, WI
Wisconsin Investment Series Cooperative	Milwaukee, WI

NOW, THEREFORE BE IT RESOLVED, by the Western Technical College District Board that the above named financial institutions are hereby designated as depositories in which the funds of the Western Technical College District may be deposited.