

**District Board
Regular Meeting
Tuesday, September 17, 2024**

CITY BREWERY
925 3RD ST S

(Parking is available in the lot on the NW corner of 4th and Jackson Streets)

LA CROSSE, WI 54601

District Board Members:

Ryan Alderson Lance Bagstad Chet Doering Michelle Greendeer-Rave
Kevin Hennessey Angie Lawrence Ken Peterson Megan Skarlupka MaryKay Wolf

Public Announcement (Western's main campus, no business conducted) **11:00 a.m.**

Tour of City Brewery (no business conducted) **1:00 p.m.**

District Board Regular Meeting | Open Session **2:10 p.m.**

Board Dinner (no business conducted) **following the meeting**
Union Market, Western, La Crosse Campus



Scan here to access current and past agendas as well as approved minutes. They can also be found at:
<https://www.westerntc.edu/board-minutes-and-agendas>

Any questions about the meeting should be directed to Jessica Pintz pintzj@westerntc.edu.

Western Technical College District Board Meeting Agenda Tuesday, September 17, 2024

Call to Order

September 17, 2024, meeting of the Western Technical College District Board and all other meetings of this Board are open to the public and in compliance with the state statutes. Notice of the meeting has been sent to the press to make the general public of Wisconsin aware of the meeting's time, place, and agenda.

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.

Topics:

- INFORM: Annual Attorney & Legal Update with Attorney Brent Smith, Johns Flaherty & Collins, S.C.
- DISCUSS: Tax Levy - Wade Hackbarth & Christina Heit Page 4
- INFORM: Higher Learning Commission Mock Visit - Tracy Dryden *(after Consent Agenda & Reports)*

TIFs and TIDs (new information only)

Items to be removed from the consent agenda

Approve Consent Agenda

1) Minutes:

- a) August 20, 2024, Regular Meeting Minutes Page 5
- b) August 8, 2024, Policy Subcommittee Minutes Page 6

2) Financial Reports

- a) Vendors Over \$2,500 - ending August 31, 2024 Page 7
- b) Capital Projects Reports - ending August 31, 2024 Page 9

3) Personnel (Information Only)

- a) Hires Page 13
 - i) Emily Phillips, ELL Navigator, Student Service & Engagement
 - ii) Andy Plotkin, Instructor, Sociology, Academics
 - iii) Elliot Knoke, College Advisor, Student Service & Engagement
 - iv) Melissa Danielson, ERP Administrator I, Finance & Operations
- b) Resignations Page 14
 - i) Lisa Buros, Instructor, Nursing, Academics
 - ii) Tasha Feehan, Financial Resource Coordinator, Student Services & Engagement
 - iii) David Dittmer, Transportation Lab Specialist, Academics

President's Report

- Current Priorities
- Enrollment Update (VPs)

District Board Chairperson's Report

- Board Business | Updates
- Board Events
- INFORM: College Day Update (1-page report)
- INFORM: Legislative Update (1-page report)
- Plus Delta Feedback

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Adjournment

Action **x**

Western Technical College
 Property Tax Recommendation
 Fiscal Year Ending June 30, 2025

Preliminary Estimate				
<u>Compared to Previous Year</u>				
Levy \$				
	FY2024-25	FY2023-24	\$ Change	% Change
Operating Levy	12,726,573	12,298,162	428,412	3.48%
Debt Levy	18,191,000	18,191,000	0	0.00%
Total Levy	30,917,573	30,489,162	428,412	1.41%
Mill Rate				
	FY2024-25	FY2023-24	Difference	% Change
Operating Mill Rate	0.39778	0.41202	-0.01425	-3.46%
Debt Mill Rate	0.56857	0.60945	-0.04088	-6.71%
Total Mill Rate	0.96635	1.02148	-0.05513	-5.40%
Tax on \$100k Home	\$96.63	\$102.15	-\$5.51	-5.40%

<u>Compared to Budget FYE 6/30/2025</u>				
Levy \$				
	Proposed	Budgeted	\$ Change	% Change
Operating Levy	12,726,573	12,736,621	-10,048	-0.08%
Debt Levy	18,191,000	18,191,000	0	0.00%
Total Levy	30,917,573	30,927,621	-10,048	-0.03%
Mill Rate				
	Proposed	Budgeted	Difference	% Change
Operating Mill Rate	0.39778	0.39511	0.00267	0.68%
Debt Mill Rate	0.56857	0.56431	0.00426	0.76%
Total Mill Rate	0.96635	0.95941	0.00694	0.72%
Tax on \$100k Home	\$96.63	\$95.94	\$0.69	0.72%

Referendum (not to exceed \$39):	
Post-Referendum	\$56.86
Pre-Referendum	\$62.84
Increase	-\$5.98

<u>Assumptions</u>	
Net New Construction Increase	1.500%
Property Value Increase	7.190% <i>*had budgeted for FY25 @ 8.00%</i>

Starting with FY19 levy the State "bought down" personal property taxes.
 Western's amount = \$258,094 for this year.

WESTERN TECHNICAL COLLEGE DISTRICT BOARD
Minutes of Regular Meeting
August 20, 2024

Mr. Lance Bagstad, District Board Chair, called the regular meeting of the Board of Western Technical College District to order at 2:45 p.m. on Tuesday, August 20, 2024, at Western Technical College, Admin Center, 111 7th St. N., Rm 408, La Crosse, WI. Board members present: R. Alderson L. Bagstad, C. Doering III, M. Greendeer-Rave, K. Hennessey, A. Lawrence, and K. Peterson, M. Wolf, and R. Stanford, President. Excused: M. Skarlupka

Notice of the meeting was posted publicly on August 15, 2024, at 9:28 a.m., 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 19.81-19.98.

Others present J. Pintz, W. Hackbarth, D. Hether, C. Schuster, M. Baldewicz, G. Mathu, T. Dryden, and G. Vang (Western employees)

Motion Greendeer-Rave, second Peterson that the Western Technical College District Board approve the following consent items as presented: 1. Minutes - a. July 08, 2024, District Board Regular Meeting - correction to the call to order date (July 8, not June 18); 2. Financial Reports: a. Vendors over \$2,500 June and July 2024 b. Capital Projects-July; 3. Policies (first read) a. E0102 Protection of Student Information, b. G0100 Use of Data/Resesarch, c. G0101 Research Projects and Survey, d. C0102-E0105 Harassment and Nondiscrimination Policy (first & final read). Votes: Ayes, 7, Opposed 0, Abstain 1. Motion carried.

President's Report: Dr. Stanford reminded the group that the September meeting will be at City Brewery and will include a tour of the facilities; Attorney Brent Smith will share an update, and Dryden will share information about the upcoming HLC visit. College Day is Tuesday, August 27; attendance is encouraged. He also shared a brief update on the WTCS ask of the Governor's biennium budget, the donor project, and highlights of the AFIT Conference.

District Board Chairperson's report: Thank you to Randy for the advance. Shared reminders of upcoming events Sept board meeting, WTCS Board, and DBA meetings; attendance is encouraged. Congratulations to Layla Merrifield, the current executive director of the District Boards Association, who will be the new WTCS president. Delt plus reminder

The Board then heard an update from Campus Community Safety team leaders.

4:10 Wolf excused.

5:11 p.m. Motion Lawrence second Hennessey that the Western Technical College District Board adjourn. Votes: Ayes, 7 Opposed, 0. Motion carried.

Ken Peterson, District Board Secretary

Western Technical College District Board Policy Subcommittee Meeting Minutes

Thursday, August 8, 2024, 12:00 p.m. Zoom, La Crosse, WI 54601

Policy Subcommittee Attendees: L. Bagstad, A. Lawrence (chair), R. Alderson, and M. Skarlupka. Staff members: J. Pintz, T. Dryden, G. Vang

12:00 p.m. Lawrence called the meeting to order.

Bagstad motioned, and Lawrence seconded, to approve the June 18, 2024, minutes. 4/0/0, the motion carried.

Bagstad motion, and seconded by Alderson to approve the following as noted:

1. The following policy was discussed and recommended for first reading by the full board at the August 8, 2024, meeting.
 - a. E0102 Protection of Student Information (first read)
 - b. G0100 Use of Data/Research (first read)
 - c. G0101 Research Projects and Survey (first read)
2. The following policy was discussed and recommended for the first and final reading by the full board for approval with a single reading after it was reviewed and approved by Attorney K. Stang. Procedure A0119p (Policy, Development, Review Revision, Suspension, and Termination) is being suspended due to the federally mandated requirement for policy implementation by August 1, 2024.
 - a. C0102-E0105 Harassment and Nondiscrimination Policy

Voted: 4/0/0, motion carried.

The next meeting date has not been determined.

The meeting was adjourned at 12:25 p.m.

JLP

<u>Vendor</u>	<u>Amount</u>	<u>Check#</u>
ACCT Membership	3,755.00	PCARD
American Heritage Life Insurance	3,863.21	5003801
Ascendium Education Solutions	4,799.30	E0003240
Auto Value	9,255.88	E0003208
Ban-Koe Companies, Inc.	12,801.00	5003879
Benedict Refrigeration Service	4,640.37	E0003209
Chippewa Valley Technical College	2,860.04	5003909
Chippewa Valley Technical College	11,113.22	5003804
City of La Crosse	9,346.31	5003840
Confluence Consulting LLC	3,700.00	5003885
Delta Dental	8,569.45	9000572
Delta Dental	8,739.33	9000583
Delta Dental	9,416.65	9000586
Delta Dental	9,612.10	9000575
DigiCopy, Inc.	2,830.32	E0003246
Districts Mutual Insurance	5,601.00	E0003279
EAC DESIGN INC	3,630.00	PCARD
Elsevier Inc.	39,405.60	E0003280
EnergyCAP, LLC	3,000.00	E0003255
Fire Protection Specialists	2,722.70	E0003311
Gallup, Inc.	31,820.00	E0003250
GDLD, Inc.	10,000.00	E0003252
GE Precision Healthcare LLC	247,400.15	5003887
Harter's Trash & Recycling, Inc	6,344.89	5003848
HelloGard LLC	11,024.00	E0003312
Howard Schumaker	3,500.00	5003867
HSR Associates, Inc.	3,616.35	E0003257
HSR Associates, Inc.	93,898.96	E0003282
Identity Works, Inc	8,587.65	E0003313
Insight Public Sector, Inc.	75,369.38	E0003283
J & K of La Crosse, Inc	12,132.54	E0003314
J & K of La Crosse, Inc	15,545.00	E0003284
Jackson & Associates LLC	4,965.00	E0003213
Kilgore International, Inc.	23,757.45	E0003285
KMS Cleaning for You LLC	4,600.00	E0003315
KMS Cleaning for You LLC	8,405.00	E0003214
Kone Inc.	3,765.00	E0003286
La Crosse Medical Health Science	5,747.00	5003890
Madison National Life Insurance	5,415.97	5003891
Market & Johnson, Inc.	3,392.12	E0003316
Mississippi Welders Supply Co	8,026.66	E0003219
Motorsports Management Service	2,800.00	5003821
NEWEGG MARKETPLACE	3,299.85	PCARD
P & T Electric, Inc	10,095.32	E0003222
P & T Electric, Inc	26,049.04	E0003290
Patterson Dental Supply, Inc.	12,130.00	5003895
Performance Food Group, Inc.	3,658.11	5003863
Performance Food Group, Inc.	6,433.79	5003823

<u>Vendor</u>	<u>Amount</u>	<u>Check#</u>
Performance Food Group, Inc.	14,879.86	5003920
Pro-Tec Design, Inc.	4,999.12	E0003292
PT Welding & Driveshaft Repair	4,872.06	5003864
Qualtrics, LLC	29,998.00	5003897
RAPSODO	6,434.45	PCARD
Reindl Printing Inc.	10,960.00	E0003319
River City Lawnscape, Inc.	3,928.59	E0003264
River City Lawnscape, Inc.	12,377.00	E0003320
Rochester Community and Technical College	4,300.00	5003921
Ron Hammes Refrigeration Company	100,450.00	5003898
RT NATIONAL IN RENEWAL	4,200.00	PCARD
Schmidt Goodman Office Product	7,663.24	E0003293
School Datebooks	10,753.65	5003826
Scott R Klabunde	3,240.00	E0003199
Securian Financial Group, Inc.	20,639.41	E0003288
Sikich LLP	522,353.65	9000574
Southern Minnesota Inspection	9,190.00	5003901
SPECTRUM	3,096.94	PCARD
Stryker Sales, LLC DBA Stryker	29,962.41	E0003256
TechSmith Corporation	4,980.68	E0003295
The College Agency, LLC	3,000.00	E0003244
Tri State Business Machines, Inc	23,211.02	E0003297
U.S. Bank	82,484.16	9000589
United Greenhouse Systems, Inc	8,181.50	E0003267
Van Meter Inc.	5,844.11	E0003299
Vanguard Computers Inc	27,387.28	E0003300
W.L. Hall Company	188,896.10	5003904
Waukesha County Technical College	3,589.24	E0003230
Waukesha County Technical College	4,500.00	E0003302
West Wi Workforce Development	5,217.00	5003926
Williams Landscaping and	9,650.82	5003927
WIN, LLC	4,671.92	E0003304
Winona Heating & Ventilating Co	132,278.00	E0003306
Winona Nursery Inc	5,796.63	E0003324
Winona Nursery Inc	56,238.10	E0003307
Wisconsin Retirement System	387,130.92	9000595
WTCS Foundation	9,438.00	5003836
YWCA La Crosse, Inc.	5,260.21	E0003325

Western Technical College
Capital Projects Report-Current Projects
As of 08/31/2024

Project Name	Debt Issue	Actual Amount Borrowed	Amount Transferred	Proposed Transfers	Donations / Other Revenue	Future Borrowings	Total Revenue	Actual Expenditures to Date	Total Estimated Future Costs	(Over) / Under
Land and New Construction										
La Crosse Property Acquisitions/Footprint-FY24	2024A	50,000.00	152,122.94	-	-	-	202,122.94	157,887.35	44,235.59	-
Business Educ Ctr-Alt #2-Additions-South&North Tower	Donor Funded	-	-	-	832,700.00	-	832,700.00	-	832,700.00	-
Mauston Property-Sale of Land	None	-	-	-	25,000.00	-	25,000.00	-	25,000.00	-
Total Land and New Construction		50,000.00	152,122.94	-	857,700.00	-	1,059,822.94	157,887.35	901,935.59	-
Remodeling & Site Improvements										
Electric Vehicle Charging Station-Viroqua	2023A	70,000.00	-	-	-	-	70,000.00	65,191.88	4,808.12	-
Learning Commons-Transom Windows	2023A	240,000.00	-	-	-	-	240,000.00	210,320.57	29,679.43	-
Walk in Cooler/Freezer-Union Market	2023A	50,000.00	110,000.00	-	-	-	160,000.00	106,582.90	53,417.10	-
Dust Collection System-ITC	2024A	450,000.00	-	-	-	-	450,000.00	283,858.34	166,141.66	-
La Crosse Medical Health Science Ctr-Phase 2	2023B	215,000.00	-	-	-	-	215,000.00	85,911.52	129,088.48	-
Sparta-Additional Parking (20 spaces)	2024B-Reserve	-	-	100,000.00	-	-	100,000.00	9,785.00	90,215.00	-
6th Street Stone Replacement	None-Trf	-	25,000.00	-	-	-	25,000.00	9,480.66	15,519.34	-
Coleman Remodel	2024B-Reserve	-	100,000.00	200,000.00	-	-	300,000.00	184,787.40	115,212.60	-
Admin Center-Gym Wall Protection & Volleyball System	None-Trf	-	60,000.00	-	15,000.00	-	75,000.00	66,246.68	8,753.32	-
Kumm Ctr-West End Landscaping Upgrades	None-Trf	-	57,000.00	-	-	-	57,000.00	56,238.10	761.90	-
Admin Gym-Electric Basketball hoops	None-Trf	-	22,000.00	-	-	-	22,000.00	18,380.00	3,620.00	-
Business Education Center-Elevator-North End	2024A&2024B	200,000.00	-	-	-	20,000.00	220,000.00	-	220,000.00	-
Business Education Center-HVAC	2024A&B&Donor	500,000.00	-	108,000.00	77,372.00	57,128.00	742,500.00	-	742,500.00	-
Business Education Center-Restrooms	2024A	295,000.00	-	(108,000.00)	-	-	187,000.00	-	187,000.00	-
Business Educ Ctr-Base Bid-Interior Renovations	Donor Funded	-	-	-	2,159,366.00	-	2,159,366.00	-	2,159,366.00	-
Business Educ Ctr-Alt #1-Exterior Upgrades	Donor Funded	-	-	-	466,400.00	-	466,400.00	-	466,400.00	-
Business Educ Ctr-Alt #3-Roofing (South&North Towers)	Donor Funded	-	-	-	482,900.00	-	482,900.00	-	482,900.00	-
Business Educ Ctr-Alt 7A-Exterior Bldg Signage & elect	Donor Funded	-	-	-	158,400.00	-	158,400.00	-	158,400.00	-
Business Educ Center-Alt 7B-Monument Sign (LaCross	Donor Funded	-	-	-	55,330.00	-	55,330.00	-	55,330.00	-
Business Educ Ctr-Alt 7C-Monument Sign (Badger&8th	Donor Funded	-	-	-	57,970.00	-	57,970.00	-	57,970.00	-
Business Educ Ctr-Alt 7D-Interior Signage	Donor Funded	-	-	-	126,500.00	-	126,500.00	-	126,500.00	-
Business Educ Ctr-Alt B1-Addl Electrical Panel Replace	2024B	-	-	-	-	75,900.00	75,900.00	-	75,900.00	-
Business Educ Ctr-Alt-HVAC Controls (not part of bid-V	2024B	-	-	-	-	83,600.00	83,600.00	-	83,600.00	-
Business Educ Ctr-Alt #4-BIS Suite Renovations	2024B	-	-	-	-	58,960.00	58,960.00	-	58,960.00	-
Business Educ Ctr-A&E Fees	Donor&2024B	-	-	-	321,646.00	209,412.00	531,058.00	392,250.00	138,808.00	-
Regional Campus Parking Lot Upgrades	2024B	-	-	-	-	45,000.00	45,000.00	-	45,000.00	-
Automotive Technology Ctr Remodel	TBD	-	-	-	-	1,500,000.00	1,500,000.00	5,000.00	1,495,000.00	-
Dental Simulation Lab	2024B&Donatio	-	-	-	126,455.00	200,000.00	326,455.00	15,670.85	310,784.15	-
Graphics-Collegewide	2024A	25,000.00	-	-	-	-	25,000.00	-	25,000.00	-
Minor Projects-FY24	2023A	50,000.00	40,000.00	(1,263.49)	-	-	88,736.51	88,736.51	-	-
Exterior Signage-FY24	2023A	30,000.00	50,030.64	(79,645.42)	-	-	385.22	385.22	-	0.00
Minor Projects-FY25	2024B	-	-	-	-	50,000.00	50,000.00	(3,723.53)	53,723.53	-
Exterior Signage-FY25	2024A	30,000.00	-	79,645.42	-	-	109,645.42	-	109,645.42	-
Project Closing Account-Remodeling & Site Improvments	N/A	-	419,536.60	1,263.49	-	-	420,800.09	-	-	420,800.09
Total Remodeling & Site Improvements		2,155,000.00	883,567.24	300,000.00	4,047,339.00	2,300,000.00	9,685,906.24	1,595,102.10	7,670,004.05	420,800.09
				Trf from Fund Balance						
				Remodeling-Fund 30300				September 17, 2024		

Western Technical College
Capital Projects Report-Current Projects
As of 08/31/2024

Project Name	Debt Issue	Actual Amount Borrowed	Amount Transferred	Proposed Transfers	Donations / Other Revenue	Future Borrowings	Total Revenue	Actual Expenditures to Date	Total Estimated Future Costs	(Over) / Under
Equipment Projects										
Tomah Industrial Lab-Equipment										
5843-Furnishings	2023C	-	23,000.00	-	-	-	23,000.00	-	23,000.00	-
5845-Instructional Equipment	2023C	55,000.00	205,000.00	-	-	-	260,000.00	203,626.19	56,373.81	-
5844-Graphics	2023C	-	3,000.00	-	-	-	3,000.00	-	3,000.00	-
Total Tomah Industrial Lab-Equipment		55,000.00	231,000.00	-	-	-	286,000.00	203,626.19	82,373.81	-
Coleman Project-Equipment and Furnishings										
5842-IT Equipment	2024B-Reserve	-	-	50,000.00	-	-	50,000.00	25,150.16	24,849.84	-
5843-Furnishings	2024B-Reserve	-	-	60,000.00	-	-	60,000.00	2,198.88	57,801.12	-
Total Coleman Project-Equipment and Furnishings		-	-	110,000.00	-	-	110,000.00	27,349.04	82,650.96	-
Business Educ Ctr-IT Equipment/Furnishings/Graphics										
5842-IT Equip/5843-Furnishings/5844-Graphics	2024A	700,000.00	-	-	-	-	700,000.00	-	700,000.00	-
Total Business Educ Ctr-IT Equipment/Furnishings/Graphics		700,000.00	-	-	-	-	700,000.00	-	700,000.00	-
Business Educ Ctr-Instructional Equipment										
5845-Instructional Equipment	2024A&B&Donor	190,000.00	-	-	1,016,496.00	1,060,000.00	2,266,496.00	6,302.28	2,260,193.72	-
Total Business Educ Ctr-Instructional Equipment		190,000.00	-	-	1,016,496.00	1,060,000.00	2,266,496.00	6,302.28	2,260,193.72	-
Campus Benches										
5844-Non-Instructional Equipmemnt	None-Trf	-	26,000.00	-	-	-	26,000.00	-	27,396.35	(1,396.35)
Total Campus Benches		-	26,000.00	-	-	-	26,000.00	-	27,396.35	(1,396.35)

Western Technical College
Capital Projects Report-Current Projects
As of 08/31/2024

Project Name	Debt Issue	Actual Amount Borrowed	Amount Transferred	Proposed Transfers	Donations / Other Revenue	Future Borrowings	Total Revenue	Actual Expenditures to Date	Total Estimated Future Costs	(Over) / Under
Minor Furnishings & Equipment-FY24										
5842-IT Equipment	2023A	10,000.00	-	(10,000.00)	-	-	-	-	-	-
5843-Furnishings	2023A	40,000.00	6,000.00	(11,348.78)	-	-	34,651.22	34,651.22	-	-
Total Minor Furnishings & Equipment-FY24		50,000.00	6,000.00	(21,348.78)	-	-	34,651.22	34,651.22	-	-
Security Equipment-FY24										
5842-IT Equipment (Cameras)	2023A	20,000.00	-	(16,713.26)	-	-	3,286.74	3,286.74	-	-
Total Security Equipment-FY24		20,000.00	-	(16,713.26)	-	-	3,286.74	3,286.74	-	-
Minor Furnishings & Equipment-FY25										
5842-IT Equipment	2024A	10,000.00	-	-	-	-	10,000.00	-	10,000.00	-
5843-Furnishings	2024A	40,000.00	-	-	-	-	40,000.00	-	40,000.00	-
5844-Non-Instructional Equipment	Trf	-	-	7,000.00	-	-	7,000.00	3,456.50	3,543.50	-
Total Minor Furnishings & Equipment-FY25		50,000.00	-	7,000.00	-	-	57,000.00	3,456.50	53,543.50	-
Security Equipment-FY25										
5842-IT Equipment (Cameras)	2024A	20,000.00	-	-	-	-	20,000.00	-	20,000.00	-
Total Security Equipment-FY25		20,000.00	-	-	-	-	20,000.00	-	20,000.00	-
Project Closing Account-Equipment										
5842-IT Equipment	N/A		197,172.07	26,713.26	-	-	223,885.33	-	-	223,885.33
5843-Furnishings	N/A		23,732.77	11,348.78	-	-	35,081.55	-	-	35,081.55
5844-Non-Instructional Equip/Graphic Design			87,295.45	(7,000.00)	-	-	80,295.45	-	-	80,295.45
Total Project Closing Account-Equipment		-	308,200.29	31,062.04	-	-	339,262.33	-	-	339,262.33
Total Equipment Projects		1,085,000.00	571,200.29	110,000.00	1,016,496.00	1,060,000.00	3,842,696.29	278,671.97	3,226,158.34	337,865.98
				Trf from Fund Balance						
				Gen Equip-Fund 30000						
Total All Current Projects		3,290,000.00	1,606,890.47	410,000.00	5,921,535.00	3,360,000.00	14,588,425.47	2,031,661.42	11,798,097.98	758,666.07

Western Technical College
Capital Projects Report-FY25 Completed Projects
as of 08/31/2024

Project #	Project Name	Actual Amount Borrowed	Amount Transferred / Revenue Received	Total Revenue for Project	Total Cost of Project	Date Closed
	New Construction, Property, Remodeling & Site Improvements					
C24425	Tomah Industrial Lab Renovation	-	100,744.78	100,744.78	100,744.78	08/31/2024
C24550	Sparta Geo Well Repair	-	20,086.25	20,086.25	20,086.25	08/31/2024
C24600	Int Technology Ctr-Restroom Doors	-	87,479.33	87,479.33	87,479.33	08/31/2024
	Total New Construction, Property, Remodeling & Site Impr Completed Projects	-	-	-	-	
	Equipment & Furnishings					
C23519	Residence Hall Furniture	325,000.00	(13,908.66)	311,091.34	311,091.34	08/31/2024
	Total Equipment & Furnishings Completed Projects	-	-	-	-	
	Total Completed Projects in FY25	162,500.00	97,200.85	259,700.85	259,700.85	

**New Hires, Appointments
September 2024**

New Hires:

Position filled	Division	FT/PT	Effective Date	Employee	Apps Received/ Interviewed
ELL Navigator LTE	Student Service & Engagement	FT	8/26/24	Emily Phillips	8/4
Instructor - Sociology	Academic Affairs	FT	8/29/24	Andy Plotkin	3/2
College Advisor	Student Service & Engagement	FT	9/3/24	Elliot Knoke	55/5
ERP Administrator I	Finance & Operations	FT	9/23/24	Melissa Danielson	8/4

**Retirements, Resignations, and Terminations
September 2024**

Resignations

Position	Division	Effective Date	Employee
Instructor - Nursing	Academic Affairs	6/28/24	Lisa Buros
Financial Resource Coordinator	Student Service & Engagement	8/29/24	Tasha Feehan
Transportation Lab Specialist	Academic Affairs	9/5/24	David Dittmer

District Board Annual Report	
	Month and Year: September 2024
Department Name: College Professional Development	
Leader Name: Sara Peters and Jackie Kettner-Sieber	

Twice a year, the Department of College Professional Development works directly with the President to put together an all-employee program. The purpose of College Day is for employees to connect with one another, hear from the President, celebrate successes, share news, and welcome new employees. The following is a brief highlight from the last two programs.

August 27, 2024, College Day

Theme: Western’s Essential Experience

Highlights:

- **Third annual Coworker Excellence Awards announced:**
 - The 2024 First Choice Co-Worker Award Winner: Linda Knox, Instructor – Communication Skills
 - The 2024 Living Our Culture Award Winner: Colin Walsh, Manager – Project Proven
 - The 2024 Instructional Excellence Award Winner: Michelle Blum, Instructor – Academic Intervention
- Western co-workers were grateful to receive a \$100 gift from the Board.
- **Western Essential Experience videos** were created and shown. They feature interviews with nine coworkers from different areas of the College who reflect on the Essential Experience and what it means to learn and work at Western. *(Board members will receive an email with a link to a PowerPoint with these videos embedded.)*
- **Four speakers** from different areas of the College spoke to challenges and triumphs associated with moving to 7-week:
 - Ray Slattery, Instructor – Sales Management
 - Caitlin Locy, Manager – Outreach and Admissions
 - Claire Rueckheim, Instructor – Health Sciences
 - Dean Jobe, Associate Dean - Health and Public Safety
- **Cavalier Cupboard Donations** – 65 people donated an estimated 500 lbs. of donated food and supplies for students
- **Employee Giving Campaign** - 150 people have made a financial contribution to the 2024 Employee Giving Campaign as of September 11. The campaign runs through October.
- **Western Volunteering** – 78 volunteers for a combined 156 volunteer hours and a \$4,970 volunteering impact value

- Video of Volunteers: https://www.canva.com/design/DAGP_cfGQZ4/4mOzb-JNv60I3NLXaoRTWQ/watch
- **Coworker Picnic** – The dining and catering staff put together a beautiful lunch that brought coworkers together.
- Survey feedback showed that 73% of respondents appreciated the focus on the Essential Experience.

January 16, 2024, College Day

Focus: College Accomplishments and Growth

Highlights:

- Given the many changes occurring at the College and intense work being completed by coworkers working on the 7-Week course transition and Colleague ERP implementation, our January program was an abbreviated program, building coworker connection over breakfast and lunch, and Roger’s address focusing on College-wide accomplishments over the last several years.
- Board member Michelle Greendeer-Rave also spoke to the College, reiterating the importance of the work being done at Western
- Feedback from the College Day survey showed appreciation for hearing Michelle’s personal stories as well as generally hearing the perspective of a board member
- 75% of attendees appreciated this focus on the accomplishments.

District Board Annual Report

Legislative Advocacy – September 2024

By Eric Jacobson

State Updates

State Budget

- The WTCS Board finalized the budget request for 2025-27 last week. Funding will include a general aid request (\$20 M in 2025, additional \$25 M in 2026), funding for Open Educational Resources (OER), a WTCS system office request, and training for Artificial Intelligence. A state budget will be released by the Governor in early 2025, with the process (hopefully) wrapping up by July 2025. More information to come on advocacy efforts will be released as we get closer to the new year. *Details can be found on page 22 of the WTCS September 2024 board agenda [AGENDA & MATERIALS SEPTEMBER - 2024](#) (wtcsystem.edu)*

State Elections

- The November 2024 elections will be the first held with new redistricting lines. While it is difficult to predict the outcome, most experts believe the Senate and Assembly party margins will be much closer than in years past. Control of each chamber is up for grabs. Much of our advocacy will depend on party control and margin in both chambers.

Local Outreach

- Roger and Eric have held numerous meetings over the summer with state lawmakers, highlighting some of the College's programs and priorities for the upcoming budget. Roger has met with Rep. Jill Billings, Rep. Loren Oldenburg, and Sen. Patrick Testin at various locations this summer. We plan to pause these meetings during election season but will resume annual meetings with lawmakers once the November elections conclude.

La Crosse Chamber Government Relations Team

- Eric has recently had the opportunity to connect with the La Crosse Chamber's new Government Relations Director. He has been added to a government relations team that meets monthly to discuss local legislative issues. The Chamber has also expressed interest in hosting Roger for a Forum update next year.

Federal Updates

Appropriations Funding Bill

- The House and Senate offer vastly different funding levels for the Department of Education in their LHHS appropriations bills for FY 2025. The House included a 14 percent cut in spending, including cuts to Child Care Access Means Parents in School (CCAMPIS) and Basic Needs grants. Conversely, the Senate's version includes increases in spending. These bills will need to be merged, along with 12 other funding bills, to avoid a government shutdown on Oct. 1. It is unclear at this time whether a Continuing Resolution (CR) will be needed while lawmakers work out further details.

Biden's Visit to Westby

- Roger and Eric were invited to attend President Biden's visit to Westby on September 5. Biden spoke on the announcement of \$7 billion in clean energy investments to electric cooperatives, including Dairyland and Vernon Electric.

FAFSA and Federal Regulations

- Western and other higher education institutions continue to push to delay Gainful Employment (GE) and Financial Value Transparency (FVT) regulations that will take effect Oct. 1. Western joined the other WTCS institutions in signing a letter in support of delaying these regulations until July 1, 2025. FAFSA continues to face delays for the upcoming year. DoE has pushed the unveiling of next year's form until Dec. 1.

Workforce (short-term) Pell

- Despite signing on to letters of support from ACCT, short-term Pell legislation remains in flux in Washington. Given the election season, it seems passage would be unlikely soon.

ACCT National Legislative Summit

- The event will be held Feb. 9-12, 2025, in Washington, D.C. Please contact Roger or Jess if you are interested in attending.

Wildly Important Goal

Attract and Retain Students and Co-Workers



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

District Board Commitments

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 regions

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.

Updated: 08.03.20

DISTRICT BOARD MONTHLY PLANNING CALENDAR – Meetings Begin at 2 pm

January	February	March (Board Location Change)
<ul style="list-style-type: none"> Annual Enrollment Management Sustainability Update <i>(1-page report)</i> <p>Issue Papers:</p> <ul style="list-style-type: none"> <i>New Program Approval</i> 	<ul style="list-style-type: none"> Enrollment Update Non-Renewals Proposal <i>(closed-as needed)</i> Annual Planning Cycle Review <i>(biennial, even years)</i> Roger hosts dinner - District Board and Senior Leadership Team <i>(2025 will move dinner to March, location TBD)</i> <p>Board Advance</p>	<ul style="list-style-type: none"> Strategic Focus Area - DEI ATD Update Annual District Board Appointment Student Government Update Closed Session President Presents on Evaluation 2025 Community Luncheon @ RLC 2025 Board Dinner <p>Issue Papers:</p> <ul style="list-style-type: none"> <i>Private Sector Review</i>
April	May (2 nd Tuesday)	June
<ul style="list-style-type: none"> Full Budget Review <i>(no separate meeting) – Kicks Off Meeting</i> Foundation Update Non-renewals <i>(closed-as-needed)</i> Presidents Evaluation <i>(closed)</i> 	<ul style="list-style-type: none"> Student Ambassador Update Higher Ed Landscape & Labor Market Update Annual Grant Update Annual K-12 Update District Boards Association Visit Update <i>(May or June)</i> <p>Issue Papers:</p> <ul style="list-style-type: none"> <i>Non-renewals (as needed)</i> <i>Fees & Rates</i> <i>District Boards Association Annual Fees (May or June)</i> 	<ul style="list-style-type: none"> Public Hearing – Budget Enrollment Update RLC Update <i>(biennial -done in 2022)</i> HLC Update <i>(F2F years 3, 8, 9 and 10 (2024) 1-page report other years)</i> District Board Dinner <p>Issue Papers:</p> <ul style="list-style-type: none"> <i>Board Approval of Budget</i> <i>3-year Facility Plan</i> <i>Out of State Tuition Remission/Waivers</i> <i>Presidents Contract Amendment</i> <i>Salary Adjustments</i>
July 2 nd Monday	August	September
<ul style="list-style-type: none"> Program & Service Highlights <i>(optional)</i> Recognize WLDI Grads Annual Organizational Meeting Actions President Shares Identifies College Goals <p>Issue Papers:</p> <ul style="list-style-type: none"> <i>District’s Attorneys</i> <i>District’s Public Finance Advisor</i> <i>District’s Official Newspaper</i> <i>District’s Public Depositories</i> <i>Annual Calendar</i> <i>Designation of Date/Time/Location of District Board meetings</i> 	<p>Annual Infrastructure Meeting No Topics SLT Excused</p> <p>Board Advance - Annual Boardsmanship</p> <ul style="list-style-type: none"> Annual Attorney & Legal Update Validate Board Evaluation Validate Board Goals Validate Board Commitments “A” Level Policy Discussion <p>Issue Papers:</p> <ul style="list-style-type: none"> <i>Western and DBA Committee Appointments</i> 	<ul style="list-style-type: none"> Strategic Focus Area – 7-Weeks Enrollment Update Tax Levy Discussion College Day Update <i>(1-page report)</i> Legislative Update <i>(1-page report)</i> District Board Dinner
<p>Note: We will implement more discussions on budget and finance 2024 through 2026, to deepen our understanding of the fiscal climate. These discussions will sometimes take the place of traditional agenda items.</p>		

Western Technical College

DISTRICT BOARD MONTHLY PLANNING CALENDAR – Meetings Begin at 2 pm

October (Remote Location)	November	December
<ul style="list-style-type: none"> • Key Results Update (<i>Student Success Metrics and Strategic Goals including Equity Scorecard</i>) (2025) • Review Previous Fiscal Year’s Operating Financial Results • Annual BIS Update (<i>1-page report 2024</i>) • Annual Marketing Update (<i>1-page report</i>) • Annual Manufacturers Luncheon on Same Day • Work Based-Learning (WBL) and Community-Based Learning (CBL) (<i>1-page report (2024)/short presentation 2025</i>) • 2025 HLC Visit Report Out (<i>Oct or Nov</i>) <p>Issue Papers:</p> <ul style="list-style-type: none"> • <i>Annual Review of Procurements Report</i> • <i>Annual BIS Contract Training</i> • <i>Tax Levy</i> • <i>Resolution Designating Positions as Assistant, Associate, or Deputy District Director for Wisconsin’s Code of Ethics for Public Officials and Employees</i> • <i>Annual Budget Modifications</i> <p>NOTE: Luncheons held at regional campuses (<i>2024, moved to 03/2025</i>)</p>	<ul style="list-style-type: none"> • Program & Service Highlights (<i>Learner Support & Transition 2022, EMS, HPS 2023</i>) • Strategic Focus Area – Co-worker Wellbeing • Q12 • College Audit • Enterprise Update (<i>biennial odd years– 1-page report</i>) <p>Board Advance</p>	<ul style="list-style-type: none"> • Annual Strategic Plan Review – (<i>WIGS, Data, Adjustments, Progress, and Priorities</i>) • Borrowing Plan Discussion • RLC Community Panel Update (<i>1-page report, 2025 will move to May or June</i>) <p>Issue Papers:</p> <ul style="list-style-type: none"> • <i>Capital Borrowing</i> • <i>College Audit</i> <p><i>DBA Board Member of the Year Nominations</i></p>

- ***Senior Leadership Team annual goal - 25% of District Board meetings or Advance sessions will be held at different locations.**
- ***Program Highlights / Students:** This will be an attempt to have 2-3 programs per year share program highlights with the board. This will intentionally move across sectors over time. Students will present with the faculty.
- ***One-page reports submitted in lieu of presentation to the District Board.**

Process Timeline for President Evaluation	Timeline	Responsible
The President presents goals and updates.	March Board Meeting (closed session)	President
Distribute the President evaluation tool to the Board for their completion and the President for his/her self-assessment.	March Board Meeting	Human Resources
Compile results and summary document(s) to share with the Board and President.	March 31	Human Resources
Review and discussion of results	April Board Meeting (closed session)	Board, Human Resources
Meeting with President	Follows April Meeting	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 in the next review period	June	President, Board Chair
Provide Final Evaluation tool to the Board and President	July 1	Human Resources

Public Notice (see calendar below)

District Board (DB) members may attend the following meetings/events:

- District Boards Associations (DBA)
- WTCS State Board Meetings
- Community Luncheons
- Socials
- Other Western College-related events (Foundation, Student Government, All-College, etc.)

No Western Technical College business will be conducted at the above meetings.

Future Dates

2024-2025

Date	Event	Location
• 09/17/2024	Regular Meeting	@ City Brewery
• 09/30/2024	DBA Planning Meeting	Mid-State TC, Wisconsin Rapids, WI
• 10/15/2024	Regular Meeting	Western, La Crosse, WI
• 10/16/2024	Manufacturing Day	Western, La Crosse, WI
• 11/12-13/2024	WTCS State Board Meeting	Mid-State Technical College
• 11/19/2024	Regular Meeting	Western, La Crosse, WI
• 11/21-22/2024	DBA Fall Meeting	Appleton, WI
• 12/17/2024	Regular Meeting	Western, La Crosse, WI
• 01/15-17/2025	DBA Activities	Madison, WI
• 01/21/2025	College Day (All-college event) & Regular Meeting	Western, La Crosse, WI
• 01/21/2025	WTCS State Board Meeting	WTCS Office, Madison, WI
• 02/9-12/2025	ACCT National Legislative Summit	Washington, DC
• 02/18/2025	Regular Meeting	Western, La Crosse, WI
• 03/11/2025	WTCS State Board Meeting	Madison Area Technical College
• 03/18/2025	Regular Meeting	Western RLC – Black River Falls, WI
• 04/01/2025	DBA Meeting	TBD
• 04/15/2025	Annual Budget & Regular Meeting	Western, La Crosse, WI
• 04/19/2025	Commencement	La Crosse Center, La Crosse, WI
• 05/13/2025	Regular Meeting	Western, La Crosse, WI
• 05/20/2025	WTCS State Board Meeting	WTCS Office, Madison, WI
• 06/17/2025	Public Budget & Regular Meeting	Western, La Crosse, WI
• 07/01/2025	DBA Meeting	TBD
• 07/08/2025	WTCS State Board Meeting	Nicolet Area Technical College
• 07/14/2025	Organizational Meeting	Western, La Crosse, WI
• 09/09-10/2025	WTCS State Board Meeting	Chippewa Valley Technical College
• 10/25/2025	WCTC Legal Issues Seminar & DBA Meeting	Waukesha Co Technical College
• 11/04-05/2025	WTCS State Board Meeting	Southwest Technical College