

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF DIRECTORS OF SOUTHWEST WISCONSIN TECHNICAL COLLEGE
AUGUST 26, 2021**

The Board of Southwest Wisconsin Technical College met in open session of the regular Board meeting commencing at 7:10 p.m. on August 26, 2021, in Conference Room 430 on the District Campus located at 1800 Bronson Boulevard in the City of Fennimore, Grant County, Wisconsin. The following members were present:

David Blume, Charles Bolstad, Kent Enright, Tracy Fillback, Jeanne Jordie, Chris Prange, Donald Tuescher, Jane Wonderling, Crystal Wallin

Others present for all or a portion of the meeting included Jason Wood and College Staff: Heath Ahnen, Karen Campbell, Holly Clendenen, Derek Dachelet, Katie Garrity, Katie Glass, Deb Ihm, Dan Imhoff, Cynde Larsen, Kim Maier, Kim Schmelz, Krista Weber, and Caleb White.

Chairperson Tuescher called the meeting to order. Proof of notice was given as to the time, place, and purpose of the meeting. The following is the official agenda:

BOARD MEETING NOTICE/AGENDA

Thursday, August 26, 2021

6:00 p.m. – Assurance Argument Presentation
6:30 p.m. – Board Dinner
7:00 p.m. – Board Meeting
Southwest Tech Campus
1800 Bronson Boulevard, Fennimore, WI 53809
Conference Room 430

AGENDA

OPEN MEETING

The following statement will be read: “The August 26, 2021, regular meeting of the Southwest Wisconsin Technical College Board is called to order. This meeting is open to the public and in compliance with State Statutes. Notice of the meeting has been sent to the press, posted on the College’s website at www.swtc.edu/about/board/meetings, and posted on campus, at the Fennimore City Office, and at CESA 3 in an attempt to make the general public aware of the time, place and agenda of the meeting.”

- A. Roll Call
- B. Reports/Forums/Public Input

CONSENT AGENDA

- A. Approval of Agenda
- B. Minutes of the Annual Meeting of July 12, 2021
- C. Financial Reports
 - 1. Purchases Greater than \$2,500

2. Treasurer's Cash Balance
3. Budget Control
- D. Contract Revenue
- E. Personnel Items

OTHER ITEMS REQUIRING BOARD ACTION

- A. Second Reading of Governance Policy 2.6: Acting President Policy
- B. Ad Hoc Committee: Executive Board Leadership
- C. 2021-22 Board Monitoring Schedule

BOARD MONITORING OF COLLEGE EFFECTIVENESS

- A. Foundation Quarterly Report
- B. Staffing Update

INFORMATION AND CORRESPONDENCE

- A. Enrollment Report
- B. Chairperson's Report
- C. College President's Report
- D. Other Information Items

ESTABLISH BOARD AGENDA ITEMS FOR NEXT MEETING

- A. Agenda
- B. Time and Place

ADJOURN TO CLOSED SESSION

- A. Consideration of adjourning to closed session for the purpose of
 1. Discussing a specific personnel issue per Wisconsin Statutes 19.85(1)(f) {Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations.}
 2. Discussing an accident on campus that may result in litigation per Wisconsin Statutes 19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.
- B. Approval of Closed Session Minutes from May 21, 2021

RECONVENE TO OPEN SESSION

- A. Action, if necessary, on Closed Session Items

ADJOURNMENT

{Facilities at Southwest Tech are handicap accessible. For all accommodations, call 608-822-2632 or e-mail disabilityservices@swtc.edu.}

After a review of the Consent Agenda, including the August 26, 2021, agenda; July 12, 2021, Board meeting minutes; financial reports; four contracts totaling \$6,032.89 in July 2021; employment recommendations for Alecia Hach – Part-time, LTE Day Custodian

and Vickie Udelhoven – Part-time, LTE Academic Success Coach; and the retirement of Darnell Wiegman – Grants Manager, Mr. Enright moved to approve the Consent Agenda, as presented. Mr. Bolstad seconded the motion; motion carried.

President Wood brought a recommendation for approval of the second reading of the revision to Governance Policy 2.6: Acting and Interim President Policy. The Board approved the first reading at the July 12, 2021, Board meeting. Several changes were made to the policy including reordering the two positions for the interim position with a third person to be added in 2022. President Wood also stated the intent of the policy is that the Board chair will determine who the interim president will be. Mr. Blume moved to approve the second reading of the revision to Governance Policy 2.6: Acting and Interim President Policy. Ms. Wallin seconded the motion; motion unanimously carried.

An Ad Hoc Committee: Executive Board Leadership had been discussed at previous meetings. Modifications have been made to the outline of the ad hoc committee based on previous feedback. The ad hoc committee will meet on September 1, 2021; November 3, 2021; March 2, 2022; and May 4, 2022, from 2:30 – 4:00. The ad hoc committee includes the current Board Chair, the immediate past Board Chair, Vice President, and one other Board member serving in their first term. Ms. Wallin volunteered to be on the ad hoc committee. Mr. Prange moved to appoint Chairperson Donald Tuescher, Vice Chairperson Chris Prange, immediate past Board Chairperson Charles Bolstad, and Crystal Wallin to the ad hoc committee. Ms. Jordie seconded the motion; motion carried.

The Board approved their 2021-22 Board Monitoring Schedule at the July 12, 2021, Board meeting. New dates were proposed for September, October, February, and April. Ms. Fillback moved to approve moving the October Board retreat/meeting to October 14, 2021; moving the February board meeting to February 24, 2022; and adding April 22, 2022, as the spring Board retreat. Ms. Jordie seconded the motion. The motion carried.

Kim Schmelz, Director of the SWTC Foundation, highlighted the Foundation activities from the fourth quarter of FY21. Highlights included:

- In FY21, \$1,252,735.53 in total gifts were received from 1,066 donors;
- 93% of full-time employees gave a gift to the Foundation;
- The Phonathon raised \$72,284;
- The 2021-22 projected scholarship awards are 554 scholarships for a total of \$382,680; and
- New officers of the Foundation Board include President Theresa Braudt, Vice President Beth Mikrut-Gilles; two new members were welcomed – Deb Wehrle and Natalie Tollefson, and two members completed their terms – Sheila Ruchti and Connie Haberkorn.

Krista Weber, Chief Human Resources Officer, provide an update on College staffing noting the two positions that were approved under the Consent Agenda.

Caleb White, Vice President for Administrative Services, provided an enrollment update noting the FY2021 FTEs are currently at 1255.66 and will not change much. The FY2022 FTE Comparison Report reflected a two percent increase compared to last year at the same time.

Under the Chairperson's Report, Chairperson Tuescher asked the Board members to considering giving a donation to the Foundation.

The College President's Report included the following highlights.

- Caleb White shared with the Board an update on the 2021-23 State Budget noting the budget was signed in July, State Aid has been increased \$70,000 annually for Southwest Tech, and personal property tax relief for taxpayers will be funded through additional State Aid with no budgetary impact for the College.
- Mr. White provided the Board with a comparison by functional area of the budget expenditures for 2009-10 and 2019-20. He noted the difference is mainly due to regulatory compliance.
- The College will explore doing a Request for Proposals for grant development in either grant writing or management. With the two retirements in the department this calendar year, a position will be posted for a high-level grant writer.
- There will be a lease brought to the board at the next meeting for the paramedic program being offered in Dodgeville starting January 2022.
- Dr. Wood reviewed the October 14 Board Retreat schedule. The retreat will focus on Board ENDS with an emphasis on College Health Indicators, the Charger Vision listening sessions, and leadership.
- The college is actively looking at what is next with the pandemic and doing due diligence in looking at the research.
- Project RISE will be presented at the September Board meeting. Currently there are some concerns with deliverables from Anthology. On September 1, the mobile application will be available to the public.

Under Other Information Items, Jane Wonderling thanked staff for the great partnerships in expanding K-12 interactions with Southwest Tech. The Ag and Auto trailers were at the Fennimore Fair and received a great response; a thank you to Holly Straka and George Whiteaker. Kim Maier, Katie Garrity, and Mary Johannesen were thanked for providing a remedial Math course offered for Fennimore High School students in conjunction with the College's adult basic education courses. Ms. Wonderling thanked Brian Kitelinger and Dan Imhoff for providing Alice safety training to the Fennimore Schools staff.

Mr. Bolstad moved to adjourn to closed session for the purpose of discussing a specific personnel issues per Wis. Stats. 19.85(1)(f) and discussing an incident on campus that may result in litigation per WIs. Stats. 19.85(1)(g). Ms. Wallin seconded the motion. Upon a roll call vote with all members voting affirmatively, the motion carried and the meeting adjourned to closed session at 8:37 p.m.

The Board reconvened to open session at 8:56 p.m. with no action taken. With no further business to come before the Board, Mr. Prange moved to adjourn the meeting with Ms. Wonderling seconding the motion. The motion carried and the meeting adjourned at 8:56 p.m.

Crystal Wallin, Secretary

