

**MINUTES OF THE REGULAR MEETING FOR THE
BOARD OF DIRECTORS OF SOUTHWEST WISCONSIN TECHNICAL COLLEGE
OCTOBER 17, 2024**

The Board of Southwest Wisconsin Technical College met in an open session of a regular meeting commencing at 6:12 p.m. on October 17, 2024, 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:

Charles Bolstad, Kent Enright, Tracy Fillback, Jeanne Jordie, Chris Prange, Don Tuescher, Steve Williamson.

Members absent: David Blume and Jane Wonderling.

Others present for all, or a portion of the meeting included:

Jason Wood, President, and College staff: Heath Ahnen, Holly Clendenen, Katie Glass, Kim Maier, Lori Needham, Amy Seeboth-Wilson, Krista Weber, Caleb White, and Kris Wubben.

Student Senate representatives: Kajal Patel (President), Karson Wenger, Kennedy Kosharek, and Megan Stauffacher.

Chairperson Bolstad 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:



DISTRICT BOARD MEETING NOTICE/AGENDA

Thursday, October 17, 2024

6:00 p.m. Solar Panel Groundbreaking

6:15 p.m. Regular District Board Meeting

Southwest Tech

1800 Bronson Boulevard, Fennimore, WI 53809 ~ Conference Room 430

AGENDA

OPEN MEETING

The following statement will be read: "The Southwest Wisconsin Technical College District Board's October 17, 2024, regular meeting is called to order. This meeting is open to the public and in compliance with State Statutes. Notice has been sent to the press, posted on campus, CESA 3, Fennimore's City Office, and on the College's website at www.swtc.edu/about/board/meetings in an attempt to make the general public aware of the time, place, and agenda."

- A. Roll Call
- B. Reports/Forums/Public Input
- C. Student Senate Update

CONSENT AGENDA

- A. Approval of Agenda
- B. Minutes of the September 26, 2024, Regular Board Meeting
- 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. Approval of Fund & Account Transfer – 2024-25 Budget Modification for Dual Credit Student Success Initiative – *On the agenda again this month because newspaper posting requirements were not met last month.*
- B. Resolution for Providing Tax Levy for the Year 2024
- C. Resolution Authorizing the Issuance of Not to Exceed \$4,000,000 General Obligation Promissory Notes, Series 2024A; and Setting the Sale
- D. Resolution Establishing Parameters for the Sale of Not to Exceed \$4,000,000 General Obligation Promissory Notes, Series 2024A
- E. Wisconsin Code of Ethics Resolution
- F. Approval of Board Monitoring Report: Student Access & Success
- G. Approval of First Reading of Governance Policy 4.5 College Strategic Directions

BOARD MONITORING OF COLLEGE EFFECTIVENESS

- A. Review of Purchasing Activity
- B. Staffing Update

INFORMATION AND CORRESPONDENCE

- A. Application & Enrollment Reports and Student Success Scoreboard
 - 1. Program Application Comparison: 2024-25 vs. 2025/26
 - 2. 2024-25 Year-Over-Year FTE Comparison
 - 3. Student Success Scoreboard
- B. Chairperson's Report
 - 1. District Boards Association (DBA) Update
 - 2. ACCT Legislative Summit – February 9-12, 2025
- C. College President's Report
 - 1. Student Success Plans 1.0 – Financial Plans versus Budgets
 - 2. Student Success Plans 2.0 – Work Based Learning Update
 - 3. Student Success Plans 3.0 – University of Wisconsin Platteville Collaborative Event
 - 4. Aspen Site Visit Schedule – October 30-31, 2024
 - 5. Project RISE Update
 - 6. Board Member Interview Update
 - 7. College Happenings
- D. Other Information Items

ESTABLISH BOARD AGENDA ITEMS FOR NEXT MEETING

- A. Agenda
 - 1. Aspen Institute Professional Development
 - 2. 2025-26 Budget Process
 - 3. Fund and Account Transfers (2023-24 Budget Modifications)

4. SWTC Foundation & Real Estate Foundation Quarterly Reports

B. Time and Place

Professional Development with Aspen, 1:00 – 4:00 pm, followed by regular meeting. (*Exact times to be determined*), Southwest Tech Conference Room 430, 1800 Bronson Blvd., Fennimore, WI 53809

ADJOURNMENT

{FACILITIES AT SOUTHWEST TECH ARE HANDICAP ACCESSIBLE. FOR ALL ACCOMMODATIONS, CALL 608-822-2632 OR E-MAIL DISABILITYSERVICES@SWTC.EDU.}

Student Senate representatives Kajal Patel (President), Karson Wenger, Kennedy Kosharek, and Megan Stauffacher briefed the Board on recent and upcoming student life events. The Board thanked them for sharing their time and talents in their student leadership role.

After a review of the Consent Agenda, including the October 17, 2024, agenda; September 26, 2024, Board meeting minutes; financial reports; four contracts totaling \$4,475.70 in September 2024; new hire recommendations for Isabelle Manning, Human Resource Generalist, Brad Fox, Business Analyst, Ross Martin, Director of Human Resources; and the promotion/transfer of Christy Chappell, Nursing Assistant Instructor (Full-Time), Mr. Tuescher moved, seconded by Mr. Enright, to approve the Consent Agenda, as presented. Motion adopted.

Due to noncompliance with the September 26, 2024, meeting's newspaper posting requirements, the 2024-25 Budget Modification presented at the September 26, 2024, meeting is also included in the October meeting's agenda. The modification was presented by President, Jason Wood, and Caleb White, Vice President for Administrative Services. It was noted that approving the \$375,000 modification to the general fund will allow for the investment in student success for dual credit. Mr. Prange moved, seconded by Ms. Jordie, to approve, as presented, the Fund & Account Transfer – 2024/25 Budget Modification for Dual Credit Student Success Initiative. Upon roll call vote, all present members voted affirmatively: Mr. Williamson, Mr. Tuescher, Mr. Prange, Ms. Jordie, Ms. Fillback, Mr. Enright, and Mr. Bolstad. The motion was adopted.

A resolution authorizing Southwest Wisconsin Technical College to levy taxes for 2024 in the amount of \$5,302,011 for operational expenses and \$6,700,000 for debt retirement for a total tax levy of \$12,002,011 was presented by Mr. White. Mr. White provided a summary of the factors that impact the tax levy noting that the valuation in the district increased again this year. Mr. Tuescher moved, seconded by Ms. Jordie, to approve, as presented, the Resolution Providing for Tax Levy for the Year 2024. Upon a roll call vote, all present members voted affirmatively: Mr. Williamson, Mr. Tuescher, Mr. Prange, Ms. Jordie, Ms. Fillback, Mr. Enright, and Mr. Bolstad. The motion to approve the Resolution Providing for Tax Levy for the Year 2024, as presented, was carried.

Mr. White presented a resolution to authorize the borrowing of up to \$436,000 for the public purpose of paying the cost of building remodeling and improvement projects; up

to \$2,264,000 for the public purpose of paying the cost of acquiring movable equipment; and up to \$1,300,000 for the public purpose of paying the costs of acquisition of approximately 85 acres of land and purchase of buildings at the Fennimore Campus. Mr. White noted the sale will be in November 2024. Mr. Tuescher moved to approve, seconded by Mr. Williamson, the Resolution Authorizing the Issuance of Not to Exceed \$4,000,000 General Obligation Promissory Notes, Series 2024A; and Setting the Sale. Upon a roll call vote, all present members voted affirmatively: Mr. Williamson, Mr. Tuescher, Mr. Prange, Ms. Jordie, Ms. Fillback, Mr. Enright, and Mr. Bolstad. The motion to approve the Resolution Authorizing the Issuance of Not to Exceed \$4,000,000 General Obligation Promissory Notes, Series 2024A; and Setting the Sale was adopted.

A Resolution Establishing Parameters for the Sale of Not to Exceed \$4,000,000 General Obligation Promissory Notes, Series 2024A, was presented by Mr. White. The resolution was prepared by Robert W. Baird & Company. Mr. Prange moved to approve, seconded by Mr. Enright, the Resolution Establishing Parameters for the Sale of Not to Exceed \$4,000,000 General Obligation Promissory Notes, Series 2024A. Upon a roll call vote, all present members voted affirmatively: Mr. Williamson, Mr. Tuescher, Mr. Prange, Ms. Jordie, Ms. Fillback, Mr. Enright, and Mr. Bolstad. The motion to approve the Resolution Establishing Parameters for the Sale of Not to Exceed \$4,000,000 General Obligation Promissory Notes, Series 2024A, was adopted.

A resolution indicating college employees to whom the Wisconsin Code of Ethics for Public Officials and Employees applies was presented by Dr. Wood. Included in the resolution are Jason S. Wood, College President; Holly Clendenen, Chief Student Services Officer; Katie Glass, Chief Communications Officer; Cynde Larsen, Chief Academic Officer; Krista Weber, Chief Human Resources Officer; and Caleb White, Vice President for Administrative Services. Mr. Tuescher moved, seconded by Ms. Fillback, to approve the 2024 Code of Ethics Resolution. The motion unanimously carried.

The September 2024 Board Monitoring Report - Student Access and Success was summarized by Ms. Clendenen. The College's people, commitment to equity, and alignment of goals with the Aspen Unlocking Opportunities initiative were described as strengths. Growth opportunities illustrated include Student Success Plans and the Anthology ERP system. Mr. Prange moved, seconded by Ms. Jordie, to approve the September 2024 Board Monitoring Report - Student Access and Success. The motion unanimously carried.

The first reading of Board Governance Policy 4.5: College Strategic Directions was presented by Dr. Wood recommending continuing working towards the achievement of last year's goals. The 2024-2027 Strategic Directions will continue to read: 1.) Create transformational student success plans to improve access for all students. 2.) Enhance high-quality work-based learning to improve course completion and graduation for all students. 3.) Innovate the curriculum and workforce to improve wage and transfer

success for all graduates. Mr. Enright moved, seconded by Ms. Fillback, to approve the first reading of Governance Policy 4.5: College Strategic Directions. The motion carried.

A six-year Purchase Card Activity Summary report and a listing of the FY2024 >\$50,000 Vendors were presented by Caleb White. Mr. White noted that purchase card activity decreased slightly compared to last year.

Ms. Weber provided an update on College staffing noting current open positions in various stages of the hiring process.

Ms. Glass presented the current application report noting that applications are comparable to where they were last year. The 2024-25 FTE Year Over Year Comparison Report was also discussed. The October 7, 2024, report shows a 1.9% decrease increase from last year, at this time.

Ms. Clendenen presented an update on the advancements made in Student Success Plans. As of October 7, 2024, the following portions have been completed: 1,235 career assessments, 1,137 academic maps with supports and services, and 711 financial budgets. There are 663 students with a completed plan. It was noted that of the 711 completed financial budgets, 350 students with a financial gap. The average student financial gap is \$7,402.

Under the Chairperson's Report:

- The District Boards Association (DBA) fall meeting will be held November 20-22, 2024, at Fox Valley Technical College. Dr. Maureen Dunn will speak on neurodiversity.
- ACCT Legislative Summit will be held on February 9-12, 2025. Chairperson Bolstad, Dr. Wood, Katie Glass, and Riley Klein, Financial Aid Assistant/Accounting Bursar, plan to attend. Another Board trustee is encouraged to attend, as well.

Under the College President's Report:

- Student Success Plans 1.0 – Financial Plans versus Budgets: Dr. Wood has been meeting with five students who have financial gaps in the financial portion of their success plans. A finding is that a tremendous amount of trust-building is needed.
- Student Success Plans 2.0 – Work-Based Learning: Skills-based learning is one of the four pillars of instruction. This will be foundational.
- Student Success Plans 3.0 – UW-Platteville Collaborative Event: Faculty and staff from UW-Platteville will visit campus tomorrow, October 18, 2024. The meeting will foster and strengthen the transfer relationship between the two institutions.
- The Aspen College Excellence Prize team will accomplish its site visit on October 30-31, 2024.
- Project RISE Update – Anthology submitted an updated plan prioritizing the items to resolve. It is another step in the right direction. Dr. Wood continues to stress the importance of their accountability.

- Chairperson Bolstad and Dr. Wood began Board Member interviews this month. Dr. Wood thanked the three members interviewed for their honesty. The remaining visits are in the process of being scheduled.
- College Happenings included a brief update regarding the Real Estate Foundation and a Dodgeville outreach opportunity. A federal earmark was recently granted.

No other information items were discussed.

With no further business, Mr. Prange moved to adjourn the meeting, with Mr. Enright seconding the motion. The motion carried, and the meeting adjourned at 8:10 p.m.

Kent Enright, Secretary