

**MINUTES OF RETREAT AND REGULAR MEETING OF THE  
BOARD OF DIRECTORS OF SOUTHWEST WISCONSIN TECHNICAL COLLEGE  
APRIL 23, 2026**

The Southwest Wisconsin Technical College District Board held a retreat and regular meeting on April 23, 2026, in rooms 430 and 440 at the District Campus, 1800 Bronson Boulevard, Fennimore, Grant County, Wisconsin. The meeting was called to order at 1:06 p.m.

The following members were present:

Chuck Bolstad (arrived at 5:07 p.m.), Theresa Braudt, Kent Enright, Jeanne Jordie, Chris Prange, Don Tuescher, Jane Wonderling. Absent: David Blume, Steve Williamson

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

Caleb White, Interim President and Vice President for Administrative Services, and College Staff: Heath Ahnen, Josh Bedward (remote), Stephanie Brown, Holly Clendenen, Katie Glass, McKenzie Graf, Chantel Hampton, Mandy Henkel, Dan Imhoff (remote), Cynde Larsen, Lori Needham, Amy Seeboth-Wilson, Stacia Stephenson, Krista Weber

Chairperson Prange 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 RETREAT & REGULAR MEETING NOTICE/AGENDA**

Thursday, April 23, 2026

1:00 p.m.

Southwest Wisconsin Technical College, Room 430, 440  
1800 Bronson Blvd., Fennimore, WI 53809

**AMENDED - AGENDA**

**OPEN MEETING – ROOM 430**

The following statement will be read: “The Southwest Wisconsin Technical College District Board’s April 23, 2026, retreat and regular meeting are called to order. This is open to the public and in compliance with State Statutes. Notice has been sent to the press, posted on the College’s website at [www.swtc.edu/about/board/meetings](http://www.swtc.edu/about/board/meetings), and posted on campus, CESA 3, and the Fennimore City Office in an attempt to make the general public aware of the time, place, and agenda.”

A. Roll Call

### **BOARD MONITORING OF COLLEGE EFFECTIVENESS – RETREAT (ROOM 430)**

- 1:00 – 1:30 p.m. Facilities Master Planning
- 1:30 – 2:30 p.m. Strategic Enrollment Management
- 2:30 – 3:00 p.m. College Planning and Review of Board Ends
- 3:00 – 3:15 p.m. Break
- 3:15 – 3:45 p.m. Aspen -Why, Lookback, and Look Forward
- 3:45 – 4:15 p.m. Compensation Philosophy
- 4:15 – 4:45 p.m. College Fiscal Sustainability
- 4:45 – 5:00 p.m. Break

### **ADJOURN TO CLOSED SESSION, WITH WORKING DINNER (ROOM 440)**

- A. Consideration of adjourning to a closed session for the purpose of
  - 1. 5:00 – 6:00 p.m.:  
Discussing the transition plan for the incoming college president under Wis. Stats. Sec 19.85(1)(c) {Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.}
  - 2. 6:00 p.m.:  
Private Conference with Individual Receiving Preliminary Non-Renewal Notice per Wis. Stats. 19.85(1)(c) {Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.
  - 3. Final Notice of Non-renewal per Wis. Stats. 19.85(1)(c) {Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.}
  - 4. Discussing a potential legal situation 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.}
  - 5. Approval of March 26, 2026, Closed Session Minutes

### **RECONVENE TO OPEN SESSION (THE BOARD PROCEEDS TO ROOM 430)**

#### **OPEN MEETING – ROOM 430**

- A. Action, if necessary, on Closed Session Items
- B. Reports/Forum/Public Input

#### **CONSENT AGENDA**

- A. Approval of Agenda
- B. Approval of March 26, 2026, Regular Board Meeting Minutes
- C. Financial Reports
  - 1. Purchases Greater than \$2,500
  - 2. Treasurer’s Cash Balance
  - 3. Budget Control

- D. Contract Revenue
- E. Personnel Items
- F. Cash Farm Lease – 3.1 Acres (SW Corner of County F & Hwy 18)

#### **OTHER ITEMS REQUIRING BOARD ACTION**

- A. Approval of Board Monitoring Report – Financial Sustainability
- B. Approval of New Student Club: Women’s Club Volleyball
- C. Approval of Request for Proposals (RFP): Lawn Care Services

#### **BOARD MONITORING OF COLLEGE EFFECTIVENESS**

- A. 2026-2027 Budget Update
- B. Staffing Update
- C. Employee Satisfaction Survey Results

#### **INFORMATION AND CORRESPONDENCE**

- A. FTE Comparison Reports and Student Success Scoreboard
  - 1. FTE Comparison Report (2025-2026)
  - 2. FTE Comparison Report (2026-2027)
  - 3. Student Success Scoreboard
- B. Chairperson’s Report
  - 1. April District Board Association Meeting Update
- C. Interim College President’s Report
  - 1. Review Board Governance Policy 1.11: Board Committees
  - 2. Review Board Governance Policy 1.12: Board Planning and Agenda
  - 3. Review Board Governance Policy 1.13: Board Members’ Code of Conduct
  - 4. Review Board Governance Policy 1.14: College Budget Process
  - 5. 2nd Review: 2026-2027 Board Meeting and Monitoring Calendar
  - 6. College Happenings
- D. Other Information Items

#### **ESTABLISH BOARD AGENDA ITEMS FOR NEXT MEETING**

- A. Agenda – Proposed Budget, Foundation, and Real Estate Foundation Quarterly Reports
- B. Date, Time, and Place: Thursday, May 21, 2026, 6:00 p.m., Southwest Tech, Rm. 430

#### **ADJOURNMENT**

{FACILITIES AT SOUTHWEST TECH ARE ACCESSIBLE TO PEOPLE WITH DISABILITIES. FOR ALL ACCOMMODATIONS, CALL 608-822-2632 OR E-MAIL [DISABILITYSERVICES@SWTC.EDU](mailto:DISABILITYSERVICES@SWTC.EDU).}

#### **Board Monitoring of College Effectiveness - Retreat**

- 1. Facilities Master Planning:  
Josh Bedward, Director of Facilities, Chantel Hampton, Director of Adult Education & Student Success, and Dan Imhoff, Executive Director of Facilities, Safety, & Security, presented the draft of the College’s Three-Year Facilities Plan and an overview of the College Outreach Centers (Boscobel, Darlington, Dodgeville, Platteville, and Richland Center) leases and utilization.

## 2. Strategic Enrollment Management

Holly Clendenen, Chief Student Services Officer, Katie Glass, Chief Communications Officer, and Mandy Henkel, Executive Director of College Effectiveness & Accreditation, presented the concept of a strategic enrollment management plan with intentions to align existing enrollment-related efforts into a cohesive, data-informed, and institutionally aligned framework. Key deliverables were reviewed, and visionary activities and discussions were conducted.

## 3. College Planning and Review of Board Ends

Ms. Henkel reviewed Governance Policies 4.1–College Vision; 4.2–College Mission; 4.3–College Purposes; 4.4–College Values; and 4.5–College Strategic Directions with the Board. An interactive activity and discussion were held that focused on the policies and how they collectively guide strategic planning to achieve the Board’s ends.

## 4. Aspen -Why, Lookback, and Look Forward

Ms. Clendenen and Cynde Larsen, Chief Academic Officer, described the systems and processes most critical to strong student outcomes that were recognized when achieving the Aspen award. The Board reflected and provided strategic guidance on how these systems may need to evolve to sustain college excellence, with future planning related to enrollment, completion, and post-graduate success.

## 5. Compensation Philosophy

Krista Weber, Chief Human Resources Officer, led a review of the College’s compensation philosophy, including its objectives and multi-level sustainability. Other highlights of the discussion include employee satisfaction, recruiting, retention, and economic data. A draft of the July 1, 2026, compensation proposal was reviewed, and the Board shared feedback before it comes back in May for official approval.

## 6. College Fiscal Sustainability

Caleb White, Interim President and Vice President for Fiscal Services, presented the College’s April 2026 Fiscal Sustainability Monitoring Report. Accomplishments linking finances to student learning were reviewed. Additional highlights include Moody’s Investor Service Rating of Aa2 and a strong HLC Composite Financial Index of 3.78. A decline in FTEs was identified as a possible fiscal risk, as well as the fundamental challenge of expenditures outpacing revenues. A fiscal opportunity includes the current short duration of outstanding debt obligations, which allows for flexibility and innovation in future debt structuring to maximize the impact of tax levy dollars.

Mr. Tuescher moved, seconded by Ms. Wonderling, to adjourn to a closed session to discuss the transition plan for the incoming college president; a private conference with individual receiving preliminary non-renewal notice; and a final notice of non-renewal per Wis. Stats. 19.85(1)(c) {Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility} and to discuss a potential legal situation 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.} Upon roll call vote, all present members voted in the affirmative to move into the closed session: Ms. Braudt, Mr. Enright, Ms. Jordie, Mr. Tuescher, Ms. Wonderling, and Mr. Prange. The motion carried, and the meeting adjourned to a closed session at 4:55 p.m. The Board reconvened into open session at 6:52 p.m.

Items reviewed under the Consent Agenda, including the April 23, 2026, agenda; the March 26, 2026, meeting minutes; financial reports; fifteen contracts totaling \$90,018.36 in March 2026; personnel items, and a five-month (June 1, 2026 – November 1, 2026) agreement for the College to lease 3.1 acres of farmland on the southwest corner of County Road F and Highway 18 to Winch's Pine Grove Farms, LP, Fennimore, WI for a total amount of \$387.50. After discussion, the Board decided that the Personnel Report be pulled from this month's Consent Agenda and brought back next month. Mr. Tuescher moved, seconded by Ms. Wonderling, to approve the April 23, 2026, Consent Agenda, excluding the April Personnel Items. Motion adopted.

The April 2026 Board Monitoring Report – Financial Sustainability was presented earlier in the day at the retreat. Mr. White asked the Board if they had any more comments or questions on the report. Hearing none, Mr. Enright moved, seconded by Ms. Jordie, to approve the April 2026 Board Monitoring Report – Financial Sustainability. The motion was adopted.

McKenzie Graf, Student Engagement Coordinator/Athletic Director, presented a proposal to begin a Southwest Wisconsin Technical College Women's Club Volleyball program in the 2026-2027 academic year. Supporting information included regional data, student demographics, facility realities, financial modeling, and long-term strategic goals. Ms. Braudt moved, seconded by Mr. Bolstad, to approve, as presented, the proposal to begin a Southwest Wisconsin Technical College Women's Club Volleyball program and move forward with implementation planning. Motion adopted.

Mr. White informed the Board that proposals were sought for the furnishing and application of control and weed-and-feed treatments to the college lawns. Three vendors submitted proposals and were interviewed. TruGreen, of Davenport, IA, received the highest score. Mr. Tuescher moved, seconded by Mr. Enright, to award the Lawn Care Services Contract to TruGreen, of Davenport, IA, for \$15,840.00, with an option to renew annually for up to three additional years. Motion adopted.

The status of the 2026-2027 Budget development was discussed. Mr. White reviewed the operational budget and indicated that all funds will be brought to the Board for review at the May meeting.

Newly hired positions were reviewed under the College Staffing Report by Ms. Weber. An Automation/Electro-Mechanical Technology Instructor position is currently posted.

Ms. Henkel presented the results of the Spring 2026 Employee Satisfaction Survey, indicating a 73% response rate and that 96% of employees are overall satisfied with their employment at the College. Opportunities and Celebrations were also reviewed.

Ms. Glass provided a summary of the FTE Comparison reports. The 2025-2026 report indicates a decrease of .7% FTE and a 1.2% increase in headcount compared to last year at this time. The 2026-2027 report indicates a decrease of 11.1% FTE and 5.9% decrease in headcount compared to last year at this time. It was noted that there are a couple of programs (Midwifery and Medical Assistant) that have not registered yet, and Dual Credit registrations will begin in the coming weeks.

Stephanie Brown, Student Success & Resident Life Manager, highlighted the Student Success Scoreboard, noting this month's data shows 91% of active program students have a student success plan, and 65% of program students have a complete plan. Currently, data indicates the 2027 fiscal year average student gap is \$10,856.

Items reviewed under the Chairperson's Report:

- Mr. Bolstad reported on his attendance at the WTCS Ambassador Banquet and what stellar speeches the ambassadors gave. It was a heartwarming evening.
- Mr. Enright reported on the DBA spring meeting – the mentor program, the DBA resource library, and Trustee Tuesday.

Items reviewed under the Interim College President's Report:

- A review of *Board Governance Policy 1.11: Board Committees; Policy 1.12: Board Planning and Agenda; Policy 1.13: Board Members' Code of Conduct; Policy 1.14: College Budget Process*. There were no suggestions for edits.
- Another review of the draft of the 2026-27 board monitoring meeting and monitoring calendar without any suggestions for edits. The calendar will be brought to the Board again next month for approval. Board preparation for the HLC visit will be added.

There were no College Happenings or Other Information Items discussed.

Without any further business, Ms. Wonderling moved to adjourn the meeting, with Ms. Braudt seconding the motion. The motion was adopted, and the meeting adjourned at 7:53 p.m.

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*Kent Enright, Secretary*