



Southwest Wisconsin Technical College

District Board Meeting

Retreat and Regular Meeting

November 15, 2024

Held at

Southwest Tech
1800 Bronson Boulevard
Fennimore, WI
Room 430

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Annotated Agenda



DISTRICT BOARD RETREAT & REGULAR MEETING NOTICE/AGENDA

Friday, November 15, 2024

Southwest Tech

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

- 1:00 p.m. Roll Call, Reports/Forums/Public Input, Student Senate Update, Board Retreat, Regular Board Meeting Agenda Items
- 5:00 p.m. Working Dinner Served followed by Closed Session

ANNOTATED AGENDA

OPEN MEETING

The following statement will be read: "The Southwest Wisconsin Technical College District Board's November 15, 2024, retreat and regular meeting are 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**

BOARD RETREAT

A. Board/Staff Q&A

The electronic packet includes reports on various College areas. The reports will be reviewed and discussed during the retreat to help the Board learn more, influence the President's goals, and impact policy discussions.

(1:15 – 2:30 p.m. 10-15 minutes per topic.)

- 1. Academic Master Plan – Program Viability Process**
- 2. Adult Basic Education – Innovation and Priorities**
- 3. 3-Year Technology Plan**
- 4. 10-Year Financing Plan**
- 5. 10-Year Facilities Plan**

B. Priorities and Budget Assumptions

The Board packet includes 2025-28 priorities and budget assumptions information on which the Board will deliberate and provide feedback and edits. (2:45 – 3:15 p.m.)

CONSENT AGENDA

A. Approval of Agenda

The November 15, 2024, retreat and regular board meeting agenda is included in the electronic Board material.

B. Minutes of the October 17, 2024, Regular Board Meeting

The minutes of the October 17, 2024, Board meeting are included with the electronic Board packet.

C. Financial Reports

- 1. Purchases Greater than \$2,500**
- 2. Treasurer's Cash Balance**
- 3. Budget Control**

Each report is available electronically within the Board material. Caleb White, Vice President for Administrative Services, will be available for questions.

D. Contract Revenue

Six contracts totaling \$7,781.20 in October 2024 are presented for Board approval. The Contract Revenue Report is included within the electronic Board packet of material.

E. Personnel Items

The Personnel Report includes a recommendation for two new hires and one resignation. The report is included in the electronic Board packet.

F. American Association of Community Colleges (AACC) Membership

Included in the electronic Board packet are the 2025 membership renewal letter and invoice from the American Association of Community Colleges (AACC). This year's annual membership is \$3,760. (The 2024 membership fee was \$3653.)

Recommendation – *Approve, as presented, the November 15, 2024, Consent Agenda.*

OTHER ITEMS REQUIRING BOARD ACTION

A. Approval of 2025-28 Budget Timeline

Mr. White will present a multi-year budget calendar prioritizing directions and goals with key touchpoints for the Board to decide their preferred direction on identified topics. This timeline is included within the electronic packet of materials.

Recommendation: *Approve, as presented, the 2025-28 Budget Timeline.*

B. Approval of December 2024 Compensation Proposal

In recognition of the positive operational budget variance achieved in 2023/24 due in no small part to the strong fiscal stewardship shown by college employees, the College is recommending the following:

- Pay all regular FT employees a \$1,000 stipend and all regular PT employees a \$500 stipend on the last payroll in December (12/20/24).

Recommendation: *Approve, as presented, the December 2024, Compensation Proposal.*

C. Approval of Second Reading: Governance Policy 4.5 College Strategic Directions

The first reading of Governance Policy 4.5: College Strategic Direction (2024 -2027) and the supporting graphics material were reviewed by the Board at the October 17, 2024, meeting. It was noted that the 2023-2026 strategic directions are being brought forward again for 2024-2027, without any recommended updates. The second reading of the document is included within the electronic Board materials.

Recommendation: *Approve the second reading of Governance Policy 4.5: College Strategic Directions.*

D. Approval of Concept Review: Associate Degree - Smart Systems Engineering Technology (Program 10-664-1)

Included in the electronic Board material is a Concept Review for an Associate Degree in Smart Systems Engineering Technology (Program Number 10-664-1). Kris Wubben, Executive Dean, will present the information at the Board meeting. Also included in the electronic material is a Board resolution approving the program to be sent with the Concept Review paperwork to the Wisconsin Technical College System Office.

Recommendation: *Approve the Concept Review for Associate Degree - Smart Systems Engineering Technology (Program Number 10-664-1).*

BOARD MONITORING OF COLLEGE EFFECTIVENESS

A. Review Results of the 11/14/2024 \$4,000,000 General Obligation Promissory Note Sale

Mr. White will review the results of the sale.

B. SWTC Foundation Quarterly Report

Dennis Cooley, Executive Director of Advancement, will update the District Board on recent Foundation activities and results of fundraising efforts and other initiatives. The FY 2025 1st Quarter report is included within the Board packet.

C. SWTC Real Estate Foundation Quarterly Report

The Real Estate Foundation's FY2025 1st Quarter report is included in the electronic packet of materials. Dennis Cooley will be present for questions on the report highlighting student resident life, board members, and future investments.

D. Staffing Update

An update on College staffing will be provided by Krista Weber, Chief Student Services Officer. A summary is included in the electronic packet of materials.

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

Katie Glass, Chief Communications Officer, will be available to answer any questions on the reports. The report is included in the electronic Board packet.

3. Student Success Scoreboard

Holly Clendenen, Chief Student Services Officer, will be available to answer any questions about the report included in the electronic Board packet.

B. Chairperson's Report

1. District Boards Association Update

2. District Boards Association Fall Meeting – November 20-22, 2024, at Fox Valley Technical College

3. Debrief of the Aspen Community College Excellence Prize Site Visit on October 30, 31, 2024

C. College President's Report

1. Updates to the 2025-2027 WTCS Budget Priorities

A summary of recent WCTC successes and the five budget requests is included in the electronic board packet of materials. Also included is a "talking points" guide. Dr. Wood will review and provide a copy of the talking points document at the meeting.

2. Modifications to the 2024-25 Board Monitoring Report/Calendar

Included in the electronic packet is an updated 2024-25 Board Monitoring Report/Calendar. Dr. Wood will summarize the updates made: Correction to the July 2025 annual meeting date and change of the rotation of the Real Estate

Foundation and Foundation quarterly report-outs. The updated version will be provided.

3. Winter Graduation Ceremonies: 1:00 p.m. & 3:00 p.m., Friday, December 13, 2024

Details about the upcoming winter graduation ceremonies are included in the electronic packet. For planning purposes, Board members will be asked if they plan to attend.

4. College Happenings

D. Other Information Items

ESTABLISH BOARD AGENDA ITEMS FOR NEXT MEETING (REGULAR MEETING)

A. Agenda

- 1. Financial Audit Update**
- 2. Approval of Fund & Account Transfers (2023-24 Budget Modifications)**

B. Time and Place

Thursday, December 19, 2024, 6:00 p.m., Virtual via Zoom

WORKING DINNER SERVED

(5:00 p.m.)

ADJOURN TO CLOSED SESSION

A. Consideration of adjourning to a closed session for the purpose of

- 1. Discussing the president's employment per Wisconsin Statutes 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. Discussing the staff performance evaluations per Wisconsin Statutes 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. Discussing a personnel issue 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.}

B. Approval of Closed Session Minutes from September 26, 2024.

RECONVENE TO OPEN SESSION

A. Action, if necessary, on Closed Session Items

ADJOURNMENT

Open Meeting

The following statement will be read: “The Southwest Wisconsin Technical College District Board’s November 15, 2024, retreat and regular meeting are 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

Board Retreat

A. Board/Staff Q&A

Reports on various areas of the College follow. The board will review and discuss them to learn more, influence the President’s goals, and impact policy discussions.

(1:15 – 2:30 p.m. 10-15 minutes per topic.)

1. Academic Master Plan – Program Viability Process

<p>Situation</p>	<p>The program vitality and viability process <u>occurs</u> yearly to ensure we are creating value for students by offering academic programs that create strong student access, completion, and post-graduate success.</p> <p>The vitality aspect focuses on program quality and relevance. Programs that result in high-wage jobs, and good jobs for people who live in Southwest Wisconsin are particularly vital. Viability emphasizes the program’s sustainability, assessing enrollment numbers, financial performance, and value to graduates.</p> <p>Key metrics include Graduate wages, Graduate employment in district, and Program-related high-wage employment for district residents</p>
<p>Background</p>	<p>The process proceeds as follows:</p> <p>August</p> <ul style="list-style-type: none"> College Effectiveness prepares program student outcome data for Instructional Vitality Day Program faculty members, guided by Facilitators analyze the data and create Team Action Plans to improve student program outcomes Faculty members and Academic leaders hone and improve Team Action Plans <p>September</p> <ul style="list-style-type: none"> Team Action Plan improvements are <u>solidified</u> and work progresses throughout the academic year <p>October-November</p> <ul style="list-style-type: none"> The Program Review Workgroup reviews program performance data and makes recommendations to Academic Council regarding program vitality and viability <p>December</p> <ul style="list-style-type: none"> The Academic Council makes recommendations to the Exec Team regarding program vitality and viability
<p>Assessment</p>	<p>The program vitality and viability process <u>is</u> proceeding on schedule during Fall of 2024</p>
<p>Recommendation</p>	<p>The following high-wage programs are in development/under consideration include:</p> <ul style="list-style-type: none"> • AI Software Developer – Approval has been received for Software Developer. Timeline: Development in 25-26 with launch in Fall of 26 • Advanced Manufacturing – Concept Review introduced this evening. Timeline: Development 25-26 with launch in Fall of 26 • Revitalization of the Data Analyst program to AI Data Analyst • Respiratory Therapy - Exploratory <p>These high-wage programs will require investment in specialized faculty and physical labs. Ensuring efficient use of resources in developing these programs underscores the importance of our current vitality and viability process, which helps us prioritize programs that lead to high-wage jobs for district residents.</p>
<p>Questions</p>	

2. Adult Basic Education – Innovation and Priorities

Adult Education at Southwest Tech 3-Year Plan

In our pursuit of providing a transformative and engaging adult education experience, we have developed a three-year plan focused on innovation, structured support, and expanded access. This plan aligns with our commitment to student success, adaptability, and workforce readiness. The following goals and strategies represent our roadmap for improvement across key areas.

Pre/Post Test Rates

1. Require orientation and initial assessment during *non-instruction* time to set clear expectations and help students start on the right foot. This will ensure that students are prepared and committed, making classroom management smoother and more efficient.
2. Structure the semester into quarters, each focusing on a specific content area (Reasoning through Language Arts/Employability Skills, Social Studies/Civics, Science/Health, and Math). This will provide clear goals and milestones for students, making it easier for instructors to plan and deliver contextualized lessons.
3. Organize the day to include both group instruction and independent work time, balancing guided learning with self-paced study. This structure can help instructors manage their time more effectively and provide more personalized support to students.

Skill Level Gains

1. Courses will be added into Schoology, our learning management system. By incorporating courses into Schoology, we are empowering students to engage in independent study outside of class, with defined proxy hours for tracking progress. This approach broadens access and supports skill acquisition beyond traditional classroom boundaries.
2. To support students who cannot attend in person, we will offer synchronous online instruction, ensuring that remote students have real-time access to instructor support.
3. Courses will be updated in WIDS to show contextualization with work-based application to program areas. This contextualized approach aligns instruction with career goals, deepening students' practical skills and enhancing their preparedness for the workforce and the college classroom.

Enrolling in College Programs

1. All students will complete a Welcome Survey during Adult Basic Education Pathway Orientation to guide their personalized learning journey.
2. We are committed to ensuring that 100% of Adult Education and English Language Learning students have a tailored Student Success Plan. This personalized planning fosters a holistic approach to student achievement.
 - a. As part of the Employability Skills course, students complete a career assessment. They then schedule a meeting with an advisor to review the results and discuss potential programs that could be of interest to the student.
 - b. Another learning activity in the Employability Skills course is having students complete a budget. Upon completion, the student then schedules a meeting with the financial aid person within their success network.
 - c. Students are required to complete their GED Math exam at Southwest Tech. Our data shows that students' scores are better when they take it in the testing center rather than in a GED proctored environment at the outreach site. After testing, students participate in a school tour or program visit, building familiarity and comfort with the college environment as they advance toward further education.

These enhancements reflect our commitment to continuous improvement and will be integral to our 2025-2029 AEFLA (Adult Education and Family Literacy Act) grant application. Through these innovations, we aim to set a new standard in adult education, empowering our students to achieve their academic and professional goals.

3. 3-Year Technology Plan

SWTC ITS Strategic Technology Plan 2025-2028

SBAR Report

November 15, 2024, District Board Meeting

Situation:

- Southwest Wisconsin Technical College (SWTC) is focused on strategic technology enhancements to support student success, workforce readiness, and equitable access.
- A key component of the plan is implementing a unified Student Success Plan platform, creating a centralized system for students and staff that integrates career assessments, academic planning, and financial budgeting.
- Emerging technologies will be integrated to support SWTC's mission and priorities.
- The three main goals of the IT plan include:
 - Improve student access, completion, and post-graduate success
 - Realize operational efficiencies while improving the user experience to reinvest time and money in student learning.
 - Enhance quality, timeliness, and transparency in decision-making through emerging and advanced technologies.

Background:

- SWTC has proactively leveraged technology to support flexible learning and improve digital access for students through initiatives like HyFlex classroom and ChargerTech360.
- SWTC lacks an integrated platform to unify and streamline student success plans at a transformational level.
- Emerging technologies, including GENAI, offer significant potential for personalized learning, predictive analytics, and administrative efficiency.
 - Example: Predictive analytics can help identify at-risk students early leading to better interactions with students when it matters
 - Example: AI could automate repetitive administrative tasks to free up staff time

Assessment – Areas of Opportunity:

- Student Success and Learning Technology
- Administrative Systems and Efficiency – optimize efficiencies and improve the user experience
- Project RISE – achieve ERP Stabilization
- Business/System Analysts lead implementation of process improvements
- AI exploration and integration
- Data-Driven Decision-Making
- IT Infrastructure and Cybersecurity
 - Infrastructure: Upgrading aging network fiber and telephony systems to meet current digital demands and ensure a secure, reliable campus network.
 - Cybersecurity Enhancements: Continuous improvement in network defenses, including advanced intrusion detection, zero trust architecture, and automated backups, is necessary for data protection and compliance.

Access to IT to enhance student learning

- Integrating OER (Open Educational Resources) to improve quality of learning and lower the cost of education for students
- ChargerTech360 Expansion: Transformative support is needed to help all students learn better.

Recommendations:

Implement a Unified Student Success Platform providing functionality for career decisions, financial plans, and academic/services maps.

Adopt AI-Powered Learning Tools to enhance the learning environment leading to higher wage jobs. Ensure faculty and staff are appropriately trained to effectively utilize the technology.

Improve learning through technology (ie ChargerTech360, HyFlex classrooms, OERs, and other technologies or training) that incorporate quality learning leading to improved learning competencies.

Modernize IT Infrastructure including Administrative Systems to improve user experience and/or lead to time and money efficiencies.

Enhance our Cybersecurity posture through training and investments that mitigate risks based on ROI indicators.

4. 10-Year Financing Plan

Southwest Wisconsin Technical College District
Financing Plan - Calendar Year Basis

YEAR DUE	EXISTING DEBT SERVICE	Fiscal Year 2024-25		Fiscal Year 2025-26		Fiscal Year 2026-27		Fiscal Year 2027-28		HYPOTHETICAL FUTURE ISSUES (1)(2)	LESS: DISTRICT FUNDS APPLIED	Actual 2024 Levy = \$6,600,000 Actual 2025 Levy = \$6,700,000 COMBINED DEBT SERVICE \$6,600,000 \$6,688,778 \$6,796,075 \$6,794,475 \$6,804,000 \$6,897,850 \$7,010,000 \$7,095,000 \$7,175,000 \$7,328,750 \$7,431,250 \$7,533,750 \$7,636,250 \$7,738,750 \$7,841,250 \$7,943,750
		PRINCIPAL (6/1)	INTEREST (6/1 & 12/1) AVG= 5.00%	PRINCIPAL (6/1)	INTEREST (6/1 & 12/1) AVG= 5.00%	PRINCIPAL (6/1)	INTEREST (6/1 & 12/1) AVG= 5.00%	PRINCIPAL (6/1)	INTEREST (6/1 & 12/1) AVG= 5.00%			
		Pricing 11/14/2024 \$4,000,000 G.O. Promissory Notes Dated: December 5, 2024 First Interest: June 1, 2025		Preliminary (1) \$4,000,000 G.O. Promissory Notes Dated: December 1, 2025 First Interest: June 1, 2026		Preliminary (1) \$4,000,000 G.O. Promissory Notes Dated: December 1, 2026 First Interest: June 1, 2027		Preliminary (1) \$4,000,000 G.O. Promissory Notes Dated: December 1, 2027 First Interest: June 1, 2028				
2024	\$6,832,817											
2025	\$5,711,000	\$800,000	\$177,778									
2026	\$4,876,075	\$800,000	\$140,000	\$800,000	\$180,000							
2027	\$3,974,475	\$800,000	\$100,000	\$800,000	\$140,000	\$800,000	\$180,000					
2028	\$3,124,000	\$800,000	\$80,000	\$800,000	\$100,000	\$800,000	\$140,000	\$800,000	\$180,000			
2029	\$1,715,350	\$800,000	\$20,000	\$800,000	\$80,000	\$800,000	\$100,000	\$800,000	\$140,000	\$1,662,500		
2030				\$800,000	\$20,000	\$800,000	\$80,000	\$800,000	\$100,000	\$4,430,000		
2031						\$800,000	\$20,000	\$800,000	\$80,000	\$5,415,000		
2032								\$800,000	\$20,000	\$6,365,000		
2033										\$7,328,750		
2034										\$7,431,250		
2035										\$7,533,750		
2036										\$7,636,250		
2037										\$7,738,750		
2038										\$7,841,250		
2039										\$7,943,750		
	\$26,033,517	\$4,000,000	\$497,778	\$4,000,000	\$500,000	\$4,000,000	\$500,000	\$4,000,000	\$500,000	\$71,316,250	(\$32,617)	\$115,314,928

(1) This information is provided for information purposes only. It does not recommend any future issuances and is not intended to be, and should not be regarded as, advice.

(2) Assumes the following future borrowings amortized using a planning interest rate of 5.00%:

	Amount	Amortization (Years)
2028	\$4,000,000	3.5
2029	\$4,200,000	2.5
2030	\$4,400,000	1.5
2031	\$4,500,000	0.5
2032	\$7,150,000	0.5
2033	\$7,250,000	0.5
2034	\$7,350,000	0.5
2035	\$7,450,000	0.5
2036	\$7,550,000	0.5
2037	\$7,650,000	0.5
2038	\$7,750,000	0.5

Note: Planning estimates only. Significant changes in market conditions will require adjustments to current financing plan.

5. 10-Year Facilities Plan

		<u>2023-24</u>		<u>2024-25</u>		<u>2025-26</u>		<u>2026-27</u>		<u>2027-28</u>
Capital Spending										
Instruction (program equipment)		622,000		1,211,000		1,000,000		1,000,000		1,100,000
Instruct. Resources (library/media equipment)		75,000		60,000		75,000		75,000		75,000
General Institutional (IT equipment)		1,656,000		848,000		1,000,000		1,000,000		1,100,000
Physical plant (furniture & facilities construction, remodeling, maintenance & equipment)		381,000		214,000		200,000		200,000		200,000
Required Maintenance Items										
	Building 1700 Roof Sustainability	1,471,000	Caulk building 1600	40,000	Building 500 roof Replacement	750,000	Bldg 500 electrical service	100,000	Bldg 100 Electrical Service upgrade	100,000
	Upgrade lock system	1,070,000	Parking Lot upgrade	113,000	Building 1600 flooring	240,000	Replace batteries in	65,000	Building 400 Roof top unit	110,000
	Building 1600 Roof	597,000	Sidewalk replacement	25,000	Lenz rooftops uni	200,000	Building 300 Electrical upgrade	100,000	Bldg Automation System Upgrade	750,000
	Radiography	200,000			Data Center UPS and cooling	325,000			Building 400 Roof	575,000
					Energy monitoing	150,000				
					Ag/Auto Lighting project	200,000				
New Construction										
			Land Acquisition	1,300,000			Bldg 1600 Add/ Sustainability Proj.	1,500,000		
Remodeling										
			Solar panel & Storage project building 1700 (tax credit and grant included)	500,000	Daycare Access Project	\$60,000				
		<u>6,072,000</u>		<u>4,311,000</u>		<u>4,200,000</u>		<u>4,040,000</u>		<u>4,010,000</u>
				4		4		4		4

Capital Spending	2028-29		2029-30		2030-31		2031-32		2032-33		2033-34
Instruction (program equipment)											
	1,100,000		1,200,000		1,200,000		1,300,000		1,200,000		1,300,000
Instruct. Resources (library/media equipment)											
	100,000		100,000		100,000		100,000		150,000		150,000
General Institutional (IT equipment)											
	1,100,000		1,200,000		1,200,000		1,300,000		1,300,000		1,300,000
Physical plant (furniture & facilities construction, remodeling, maintenance & equipment)											
	250,000		250,000		250,000		300,000		300,000		300,000
Required Maintenance Items											
Bldg 200 electric serv upgrade	100,000	150 Roof Replacement	200,000	Building 500 sprinkler	250,000	200/300 elevator upgrade	300,000	HVAC Equipment	500,000	100 Roof Replacement	900,000
Farm House upgrades	40,000	HVAC Equipment	750,000			Building 300 roof	850,000	Upgrade existing clock	150,000	Childcare Roof	400,000
Burn Building - repair padgenite	50,000	Ag/Auto remaining roof	650,000			Parking Lot replacements	200,000	Farmette improvements	150,000		
		Bldg 600 sprinkler install & Fire alarm	250,000			Room 430 Roof Replacement	150,000				
						Dining Servery	450,000				
						Interior Campus Signage Project	500,000				
Sustainability											
HVAC upgrades / Geothermal	1,500,000			Jeidy Property Improvements	1,500,000			Sustainability HVAC upgrades	1,500,000		
						Building 100, 200, 300 Clearstory	350,000	100 classroom, restroom,	750,000	Building 2000 upgrades	750,000
						Building 200 remodel	750,000	Building 500 Renovation	850,000	Childcare renovation	500,000
						2200 Storage, scenarios,	550,000	Knox Learning Center	250,000	Large Solar Array	1,600,000
	4,240,000		4,600,000		4,500,000		7,100,000		7,100,000		7,200,000
	4.2		4.4		4.5		7.1		7.2		7.2

B. Budget Priorities and Assumptions

2025-28 Budget Priorities and Assumption information follows. The Board will deliberate and then provide feedback and edits. (2:45 – 3:15 p.m.)



Priorities and Budget Assumptions for 2025-2028

1. **Excellence in Student Learning for All Students, Especially Those Who Need it the Most.**
 - **Access:** Expand resources to invest in teaching and learning of personal finance skills.
 - **Completion:** Deeply embed work-based learning and increase on-time program completion.
 - **Post-Graduate Success:** Aim for high-wage employment and 4-year transfer pathways.

2. Advancing Student Success Requires Better Leadership from More People to Stay Relevant at the Speed of Change

Lenses for Investing in Student Success

1. **Innovation and Accountability:** Pursue impactful initiatives with clear and prioritized metrics and simplified protocols based on the lived experiences of students.
 - Use ROI filters with defined metrics and pivot points to invest in logic models of promise.
2. **Long-Term Viability:** Balance short-term gains with sustained impact while honoring fiduciary stewardship for the future.
 - Create tiered spending options over three years.

Budget Assumptions for 2025-2028

- **Investing in People:** With personnel costs making up over 80% of our budget, we have a strong foundation to attract, develop, and retain top talent. This commitment will ensure accountability and provide specialized professional development that drives our mission forward.
- **High-Wage Program Growth:** Expanding new, high-wage programs brings significant potential for positive returns. Although initial investments in expertise and resources are substantial, these programs will open exciting opportunities for students and enrich our regional workforce in the long term.
- **Evolving Demographics:** While our district population remains steady, shifting demographics allow us to innovate in attracting diverse student populations, adapt our programs, and enhance support for high school graduates and non-traditional learners alike by embracing the opportunity to upskill or reskill the current workforce.

- **Retaining Talent:** By focusing on employee retention and development, we can build a sustainable staffing model that supports future needs and fosters a culture of growth and continuity.
- **Strategic Risk Management:** Anticipating market shifts offers us a proactive approach to risk management, allowing us to adapt strategically and incorporate foresight into our planning.
- **Innovative Learning Experiences:** Continued investment in modern teaching and learning technologies will enhance collaboration, keep our programs relevant, and prepare students for the demands of a changing job market.
- **Revenue Growth through Innovation:** By prioritizing innovation, we open doors to new revenue sources and ensure growth beyond traditional funding models.
- **Technology and AI as Enablers:** Although implementing AI and emerging technologies requires upfront investment, these advancements will enhance operations, create efficiencies, and support student success in the years to come.
- **Ensuring Compliance Excellence:** Our commitment to compliance reflects our dedication to quality and integrity, enhancing our reputation and supporting sustainable growth.
- **Adaptive Revenue Management:** While some revenue sources are volatile, a diverse approach will allow us to manage fluctuations effectively and seize new opportunities.
- **Balanced Investment Strategy:** By thoughtfully prioritizing personnel, program development, and technology, we position ourselves to maximize our impact and enhance student outcomes.
- **Leveraging One-Time Funding for Growth:** Strategic use of one-time funds allows us to invest in “big bets” that align with logic models and drive long-term success.
- **Embracing Change as Opportunity:** Rapid change offers us unique opportunities to innovate and challenge traditional norms, keeping us at the forefront of higher education.
- **District Valuation Growth:** A 1.25% increase in district net new construction valuation reflects the positive growth and potential within our community.
- **Tuition and Fee Adjustments:** With a 1.5% tuition rate increase and a modest rise in material fees, we balance affordability with the need to sustain high-quality programs and services.
- **Supporting Project RISE:** The Project RISE implementation, while requiring additional staffing and adjustments, provides an opportunity to streamline operations and enhance our services.
- **Promoting Health and Well-being:** A projected 1.2% increase in health coverage and 6.1% increase in dental aligns with our efforts to encourage wise health care consumerism, benefiting employees and the institution alike.
- **Utility Savings and Sustainability:** While we anticipate 5-8% increases in utility rates, the upcoming solar array installation will partially offset costs, aligning with our commitment to sustainability.
- **Mileage and Expense Adjustments:** Ongoing assessment of mileage rates and supply costs ensures we maintain operational efficiency.
- **Enrollment Goals:** Our 2025-26 FTE target of 1,375 reflects a commitment to accessible and valuable education for our community.

- **Competitive Compensation:** A CPI-based wage increase supports our dedication to fair and competitive compensation, rewarding our employees’ hard work and dedication.
- **Responsible Cost Management:** Projections for supplies and services increases of 3-5% allow us to plan responsibly, ensuring resources are used efficiently to best support student success.

Consent Agenda

A. Approval of Agenda



DISTRICT BOARD RETREAT & MEETING NOTICE/AGENDA

Friday, November 15, 2024

Southwest Tech

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

- 1:00 p.m. Roll Call, Reports/Forums/Public Input, Student Senate Update, Board Retreat, Regular Board Meeting Agenda Items
- 5:00 p.m. Working Dinner Served followed by Closed Session

AGENDA

OPEN MEETING

The following statement will be read: “The Southwest Wisconsin Technical College District Board’s November 15, 2024, retreat and regular meeting are 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

BOARD RETREAT

- A. Board/Staff Q&A: Prioritize a few timely topics from various areas of the College to learn more, influence the President’s goals, and impact policy discussions.
(1:15 – 2:30 p.m. 10-15 minutes per topic.)
 - 1. Academic Master Plan – Program Viability Process
 - 2. Adult Basic Education – Innovation and Priorities
 - 3. 3-Year Technology Plan

4. 10-Year Financing Plan
5. 10-Year Facilities Plan
- B. Priorities and Budget Assumptions: The Board will deliberate and provide feedback and edits on the presented information. *(2:45 – 3:15 p.m.)*

CONSENT AGENDA

- A. Approval of Agenda
- B. Minutes of the October 17, 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
- F. American Association of Community Colleges (AACC) Membership

OTHER ITEMS REQUIRING BOARD ACTION

- A. Approval of 2025-28 Budget Timeline
- B. Approval of December 2024 Compensation Proposal
- C. Approval of Second Reading: Governance Policy 4.5 College Strategic Directions
- D. Approval of Concept Review: Associate Degree - Smart Systems Engineering Technology (Program 10-664-1)

BOARD MONITORING OF COLLEGE EFFECTIVENESS

- A. Review Results of the 11/14/2024 \$4,000,000 General Obligation Promissory Note Sale
- B. SWTC Foundation Quarterly Update
- C. SWTC Real Estate Foundation Quarterly Update
- D. Staffing Update

INFORMATION AND CORRESPONDENCE

- A. 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 Update
 2. District Boards Association Fall Meeting – November 20-22, 2024, at Fox Valley Technical College
 3. Debrief of the Aspen Community College Excellence Prize Site Visit on October 30, 31, 2024
- C. College President's Report

1. Updates to the 2025-2027 WTCS Budget Priorities
 2. Modifications to the 2024-25 Board Monitoring Report/Calendar
 3. Winter Graduation Ceremonies: 1:00 p.m. & 3:00 p.m., Friday, December 13, 2024
 4. College Happenings
- D. Other Information Items

ESTABLISH BOARD AGENDA ITEMS FOR NEXT MEETING (REGULAR MEETING)

- A. Agenda
1. Financial Audit Update
 2. Approval of Fund & Account Transfers (2023-24 Budget Modifications)
- B. Time and Place
- Thursday, December 19, 2024, 6:00 p.m., Virtual via Zoom

WORKING DINNER SERVED

(5:00 p.m.)

ADJOURN TO CLOSED SESSION

- A. Consideration of adjourning to a closed session for the purpose of
1. Discussing the president's employment per Wisconsin Statutes 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. Discussing the staff performance evaluations per Wisconsin Statutes 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. Discussing a personnel issue per Wisconsin Statutes 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.}
- B. Approval of Closed Session Minutes from September 26, 2024.

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.}

B. Approval of Minutes from the October 17, 2024, Regular Board Meeting



**MINUTES OF THE REGULAR MEETING OF 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

C. Financial Reports

1. Purchases Greater than \$2,500

SOUTHWEST WISCONSIN TECHNICAL COLLEGE PURCHASES GREATER THAN \$2,500 FOR THE PERIOD 10/01/2024 - 10/31/2024			
Vendor	Expenditure Invoice #	Description	Amount
USSI	0077704-IN	1FVDCXFC4LHKW1998 2020 FREIGHTLINER	214,288.00
IRS	10.11.24 PR	IRS	121,573.54
Fennimore Utilities	10.1.24 STMT	UTILITIES	28,537.29
WI DOR- PR	10.11.24 PR	WI DOR	20,321.72
Associated - PAYROLL	10.14.24 PR	HSA PAYMENT	17,141.95
Elsevier	HEI1000012789	NURSING	12,589.60
WI Metal Sales	477549	INSTRUCTIONAL SUPPLIES	12,083.00
Mock	SOWEWI092324	CAPITAL EQUIPMENT	11,674.27
Great West	10.11.24 PR	WI DEFERRED COMP	8,937.38
Trane	314891465	SERVICE AGREEMENT	8,212.40
SANS	INV-79353	PHISHING/ENDUSER SEC AW TRAINING	6,660.00
Elsevier	HEI1000012788	NURSING	5,867.28
Droplet	CF-INV-251	DROPLET FORMS	5,465.75
US Omni	10.11.24 PR VANGUARD	VANGUARD	5,319.53
Woodward Printing	17187011	24-25 PREVIEW GUIDE	5,104.75
Madison National	10001830000 10.1.24	NIS	4,439.50
Waste Mgmt	1487521-2813-9	WASTE MGMT	4,090.07
Upskill	SWTC-22	TIKTOK/SNAP VIDEO ADS	4,000.00
Elsevier	HEI1000012784	NURSING	3,896.80
Hinge Properties	NOV '24 RENT	RENT	3,715.27
JRCERT	APPLICATION FEE	APPLICATION FEE	3,675.00
Delta	848838	DENTAL CLAIMS	3,671.87
Performance Food Gro	810099	CAFE	3,566.00
Hobart	36304992	STEAMER REPAIR	3,292.80
Gordon Flesch	IN14883471	TONER/INK	2,918.85
Performance Food Gro	804775	CAFE	2,863.66
CDW	AB2X44L	DIGITAL LICENSE	2,837.64
WrightAn	309	GRANT WRITING COURSE	2,775.00
Performance Food Gro	799362	CAFE	2,697.38
Performance Food Gro	815561	CAFE	2,645.45
California WC	10.4.24 PR	CALIFORNIA WITHHOLDING	2,564.35
Lamar	116415329	ADVERTISING	2,556.00
Delta	850103	DENTAL CLAIMS	2,512.42
Total Invoices			\$542,494.52

Vendor	Bank Withdrawals Transaction Date	Audit Trail	Amount
WI DEPT REVENUE TAXPAYMNT	September 2024 10/23/2024	GNJL11572	6,324.94
Total Bank Withdrawals			\$6,324.94
Payroll Period	Payroll Payroll Date		Amount
10/25/2024 Payroll	10/25/2024		409,450.31
10/11/2024 Payroll	10/12/2024		392,488.17
Total Payroll			\$801,938.48
Total Purchases >= \$2,500			\$1,350,757.94

Vendor	Bank Withdrawals Transaction Date	Audit Trail	Amount
WI DEPT REVENUE TAXPAYMNT	August 2024 9/17/2024	GNJL011347	2,773.60
Total Bank Withdrawals			\$2,773.60
Payroll Period	Payroll Payroll Date		Amount
09/13/2024 Payroll	9/13/2024		378,534.40
9/27/2024 Payroll	9/27/2024		405,408.84
Total Payroll			\$783,943.24
Total Purchases >= \$2,500			\$1,625,319.68

2. Treasurer's Cash Balance

Southwest Wisconsin Technical College			
Report of Treasurers Cash Balance 10/31/2024			
Receipts			
Fund			
1 General	593,958.00		
2 Special Revenue	-		
3 Capital Projects	2,520.00		
4 Debt Service	-		
5 Enterprise	78,571.00		
6 Internal Service	299,252.00		
7 Financial Aid/Activities	133,684.00		
Total Receipts		1,107,985.00	
Expenses			
Fund			
1 General	1,645,947.00		
2 Special Revenue	-		
3 Capital Projects	226,128.00		
4 Debt Service	-		
5 Enterprise	119,654.00		
6 Internal Service	3,604.00		
7 Financial Aid/Activities	29,233.00		
Total Expenses		2,024,566.00	
Net cash change - month			(916,581.00)
EOM Cash Balances			
-Midwest One Operating 0356	-		
-Midwest One Investment 7167	1,798,817.04		
-Cash on Hand	2,700.00		
-Local Government Investment Pool	10,367,272.42		
Ending Cash/Investment Balance		12,168,789.46	

3. Budget Control

Southwest Wisconsin Technical College
YTD Summary for Funds 1-7
For 4 Months ended October 2024

	2024-25 Budget	2024-25 YTD Actual	2024-25 Percent	2023-24 Percent	2022-23 Percent	2021-22 Percent	2020-21 Percent
General Fund Revenue	27,411,400.00	5,726,005.46	20.89	23.10	22.56	24.47	26.42
General Fund Expenditures	27,661,650.00	8,010,187.61	28.96	33.18	30.71	28.55	35.16
Capital Projects Fund Revenue	4,729,400.00	15,265.50	0.32	0.44	2.36	0.47	0.22
Capital Projects Fund Expenditures	3,810,365.00	317,723.78	8.34	12.15	4.96	2.53	13.03
Debt Service Fund Revenue	6,760,000.00	-	-	-	-	-	-
Debt Service Fund Expenditures	6,747,389.00	-	-	-	-	-	-
Enterprise Fund Revenue	2,300,000.00	890,808.30	38.73	42.21	29.62	39.17	47.87
Enterprise Fund Expenditure	2,400,000.00	567,458.26	23.64	26.74	28.06	65.93	36.57
Internal Service Fund Revenue	4,455,000.00	1,172,907.44	26.33	28.77	30.04	26.24	29.98
Internal Service Fund Expenditures	4,455,000.00	1,288,469.54	28.92	17.57	31.14	30.02	30.92
Trust & Agency Fund Revenue	9,100,000.00	2,923,124.61	32.12	34.36	30.38	35.31	19.11
Trust & Agency Fund Expenditures	9,125,000.00	3,144,914.88	34.46	38.44	37.16	32.68	30.56
Grand Total Revenue	54,755,800.00	10,728,111.31	19.59	20.53	20.06	22.26	20.54
Grand Total Expenditures	54,199,404.00	13,328,754.07	24.59	25.75	24.67	24.63	26.83

D. Contract Revenue

There were six contracts totaling \$7,781.20 in October 2024 being presented for Board approval:

2024-2025 CONTRACTS
10/1/2024 to 10/31/2024

<u>Contract Holder</u>	<u>Contract #</u>	<u>Service Provided</u>	<u>Contact</u>	<u>Number Served</u>	<u>Price</u>	<u>Exchange of Services (Instructional Fees Waived)</u>	<u>INDIRECT COST FACTOR</u>		
							<u>On-Campus</u>	<u>Off-Campus</u>	<u>Waiver</u>
Grede LLC	03-2025-0043-I-41	Safety NFPA 70E Arc Flash (WIG)	Holly Straka	19	\$ 770.00	No		X	
Lactalis	03-2025-0060-I-41	Workplace English ELL (WIG)	Holly Straka	2	\$ 1,400.00	No		X	
Stainless Technologies LLC	03-2025-0062-I-41	OSHA 10 General Industry (WIG)	Holly Straka	14	\$ 1,113.70	No		X	
Stainless Technologies LLC	03-2025-0062-I-41	Confined Space Entry Basics (WIG)	Holly Straka	14	\$ 647.50	No		X	
SW Cap Housing Energy	03-2025-0094-I-42	Heartsaver CPR AED w/ First Aid	Gin Reynolds	10	\$ 1,600.00	No		X	
WI Technical College District Board Assn	03-2025-0099-T-18	Strategic Planning	Holly Straka		\$ 2,250.00	No		X	
TOTAL of all Contracts				59	\$ 7,781.20				
Exchange of Services				-	\$ -				
For Pay Service				59	\$ 7,781.20				

E. Personnel Items

The Personnel Report includes a recommendation for two new hires and one resignation:

PERSONNEL REPORT

November 15, 2024

EMPLOYMENT: NEW HIRE

Name:	Morgan Zach
Title:	Administrative Assistant-Facilities
How many applicants & interviewed	18 applicants; 6 interviewed
Start Date:	10/14/24
Salary/Wages:	\$21.00/hour
Classification:	Full-Time
Education and/or Experience:	4 years of administrative experience. Bachelor's Degree in Therapeutic Recreation with a minor in conflict studies.

Name:	Brooke Marcue
Title:	Dual Enrollment Student Success Specialist
How many applicants & interviewed	12 applicants, 4 interviews
Start Date:	11/4/2024
Salary/Wages:	\$59,000
Classification:	Full-Time
Education and/or Experience:	Bachelor's Degree in Elementary Education from University of Wisconsin Whitewater. Lifetime teaching license. 3 years of experience in teaching.

PROMOTIONS/TRANSFER

NEW POSITION

None	
------	--

RETIREMENTS / RESIGNATIONS

Brad Fox	Business Analyst-Student Information System
----------	---

F. American Association of Community Colleges (AACC Membership)

The American Association of Community Colleges (AACC) 2025 membership renewal letter and invoice follow. This year, the annual membership is \$3,760. (The 2024 membership was \$3653.)



October 22, 2024

Jason S. Wood
Southwest Wisconsin Technical College
1800 Bronson Boulevard
Fennimore, WI 53809

Dear President Wood,

As I reflect on a year of remarkable progress and innovation, I want to extend my sincere thanks for your membership with the American Association of Community Colleges (AACC). Your support has been instrumental in our collective achievements.

The relationships that we have fostered within the federal government have proven invaluable in securing access to the agencies and elected officials making decisions about the regulations, policies, and funding that deeply impact the community college sector. We are proud to serve as your voice in Washington, D.C. and will continue to advocate strongly for an increased investment in the programs and services that support community colleges.

While advocacy will continue to be an important focus for AACC, your membership makes it possible for us to provide a range of resources designed to support you and your team, including,

- Leadership development programs with topics focused on the essential skills and core competencies leaders need to effectively navigate the complexities of today's educational institutions.
- Opportunities to participate in AACC-led federal and foundation-funded initiatives.
- Direct technical assistance to support your campus efforts in academic and student success, policy and advocacy, public relations and crisis communications, and more.
- Community college-specific research and data reports on critical topics such as enrollment trends, leadership, transfer dynamics, and the economic impact of community colleges.

I invite you to renew your AACC membership for 2025 so we can continue our work advancing community colleges through these programs and more. We are proud of what we've accomplished this past year but know there is still much to be done. Your membership in our collective efforts is critical to ensuring that the community college sector's voice is heard when and where critical decisions are made.

Should you have any questions about your membership, please feel free to contact us at (202) 728-0200. Thank you for your ongoing commitment to the nation's community colleges.

Sincerely,


Walter G. Bumphus, Ph.D.

Enclosure



American Association of Community Colleges
 One Dupont Circle, NW, Suite 700, Washington, DC, 20036, USA
 Phone: (202) 728-0200 Fax: (202) 833-2467

ANNUAL DUES NOTICE

Date: 23-Oct-2024
 Ship-To: 000000001102-0

Order Number: 1000181794
 Order Date: 17-Oct-2024

Southwest Wisconsin Technical College
 Attn: Jason S. Wood
 President
 1800 Bronson Boulevard,
 Fennimore, WI 53809

Product	Fulfill Status	Status	Qty	Unit Price	Unit Discount	Coupon	Adjustment	Total
AAACC/INST_MBR-AAACC - Institutional Member 01-Jan-2025 to 31-Dec-2025	Active	Proforma	1	3,685.00	0.00	0.00	0.00	3,685.00
AAACC/PRES_ACADEMY-AAACC - Presidents Academy Fee 01-Jan-2025 to 31-Dec-2025	Active	Proforma	1	75.00	0.00	0.00	0.00	75.00
Shipping:								0.00
Total :								3,760.00
Paid To Date								0.00
Current Amount Due :								3,760.00

Please detach the lower portion and return it with your payment. Thank you.

Customer: 000000001102-0 Southwest Wisconsin Technical College
 Order No.: 1000181794

Balance Due(USD): 3,760.00

Federal Tax ID: 53 0196569

Amount: _____

Send payments to: American Association of Community Colleges
 PO Box 75263
 Philadelphia, PA 19171

Recommendation: *Approve, as presented, the November 15, 2024, Consent Agenda.*

Other Items Requiring Board Action

A. Approval of 2025-28 Budget Timeline

Mr. White will present a multi-year budget calendar prioritizing directions and goals with key touchpoints for the Board to decide their preferred direction on identified topics. This timeline information follows.

Recommendation: *Approve, as presented, the 2025-28 Budget Timeline.*

DISTRICT BUDGETARY PROCESS

Budget development is an integral step in planning and dedicating operational resources to facilitate the implementation of strategic directions for Southwest Tech in the forthcoming year and beyond. The budget allocates financial resources for on-going programs, courses and services, as well as for new initiatives. Budgeting is done in accordance with Chapter 65 of the Wisconsin Statutes, Wisconsin Technical College System (WTCS) Administrative Rules and local district policy; prepared in the format required by the WTCS; and submitted to the state office by July 1.

In planning for the prudent use of the College's resources, a budget will be developed:

- that complements the vision, mission and strategic directions of the College;
- that addresses the needs of students, business and industry, and other external agencies;
- that is sensitive to public concerns and local economic trends.

TIMELINE

ACTIVITY

November 15	Fiscal Services initiates process and schedule for each department to plan staffing needs and define programs/services, both new and ongoing.
November 15 – December 22	Budget managers collect budget requests from staff and develop program and overall departmental budgets by cost center encompassing the collective input of staff and accounting for all elements of operational and capital expenditures.
December 22 – February 1	Controller meets with supervisors to adjust departmental chart-of-accounts for tracking/reporting (including proposed grants) and integrates budget requests to specific accounts. Schedule budget review sessions with College Leadership to balance priorities and new initiatives within budget capacity.
January to March 1	Grant proposals for upcoming year by main sources are due. Other grants/projects may filter in throughout a budget year such as federal, state and private grant application windows dictate.
February 1	Fiscal Services compiles the College's aggregate budget. This provides the basis for comparative analysis at various levels of detail among multiple years.
February District Board Meeting	District Board reviews College priorities and establishes budget assumptions and parameters.
April District Board Meeting	Detail review of the proposed budget by the full District Board. Modify assumptions and parameters if necessary.
May 15	Review budget changes with the respective departments and staff.
May District Board Meeting	Second update of the proposed budget to the District Board.
June 15	Final adjustment to budget document.
June District Board Meeting	Public hearing on proposed budget followed by regular board meeting and budget adoption.

B. Approval of December 2024 Compensation Proposal

In recognition of the positive operational budget variance achieved in 2023/24 due in no small part to the strong fiscal stewardship shown by college employees, the College is recommending the following:

- Pay all regular FT employees a \$1,000 stipend and all regular PT employees a \$500 stipend on the last payroll in December (12/20/24).

Recommendation: *Approve, as presented, the December 2024 Compensation Proposal*

C. Approval of Second Reading: Governance Policy 4.5 College Strategic Directions

The first reading of Governance Policy 4.5: College Strategic Direction (2024 -2027) and the supporting graphics material were reviewed by the Board at the October 17, 2024, meeting. It was noted that the 2023-2026 strategic directions are being brought forward again for 2024-2027, without any recommended updates. The second reading of the document is included within the electronic Board materials.

Recommendation: *Approve the second reading of Governance Policy 4.5: College Strategic Directions.*

4.5 - COLLEGE STRATEGIC DIRECTIONS

- 2024-2027
 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.

Adopted: 1/24/02
Reviewed: 11/2/02, 6/19/08, 1/26/23, 11/15/2024
Revised: 3/24/05, 7/14/08, 3/22/12, 3/26/15, 10/22/15, 1/24/19, 12/23/19, 3/24/22, 9/21/23

D. Approval of Concept Review: Associate Degree - Smart Systems Engineering Technology (Program 10-664-1)

The Concept Review for an associate degree in Smart Systems Engineering Technology (Program Number 10-664-1) follows. Also included is a Board resolution approving the program to be sent with the Concept Review paperwork to the Wisconsin Technical College System Office. Kris Wubben, Executive Dean, will present the information at the Board meeting.

Recommendation: *Approve the Concept Review for Associate Degree - Smart Systems Engineering Technology (Program Number 10-664-1).*

3-1 CONCEPT REVIEW FORM

Today's Date: 11/04/2024

College: Southwest Wisconsin

College Contact: Kris Wubben

College Contact Phone: 608-822-2706

College Contact Email: kwubben@swtc.edu

Education Director Consulted: C Martin

Date Consulted: 09/20/2024

Expected WTCBSB Concept Review Approval Date: 01/21/2025

Expected WTCBSB Program Approval Date: 03/11/2025

WTCBSB Meeting Dates can be found at: <https://mywtcs.wtcsystem.edu/events/>

a. Proposed Program Number: 10-664-1

b. Proposed Credential: AAS

c. Proposed Program Title: (limit of 50 characters)

Smart Systems Engineering Technology

d. Proposed Program Description: (limit of 550 characters)

The two year Smart Systems Engineering Technology program prepares learners to identify automation and smart technology to integrate into manufacturing processes, learning to install, troubleshoot, operate and repair the latest technology in advanced manufacturing. Training blends general education development with required advanced manufacturing technical skills.

e. Proposed SOC {Standard Occupational Classification}

17-3026 17-3027 17-3024

1) Please provide your rationale for using the above SOC Code(s): (limit of 275 characters)

The system director recommended these three SOC Codes based on proposed job outcomes.

Supporting documentation attached as "Attachment A"

Last Modified: 3/5/2024

f. Proposed CIP {Classified Instructional Program} 15.0407

1) Please provide your rationale for using this CIP Code: (limit of 275 characters)

The system director recommended this CIP Code based on the proposed learning outcomes.
Mechatronics, Robotics, and Automation Engineering Technology/Technician

Supporting documentation attached as "Attachment B"

g. Mean Starting Hourly Salary: \$ 28.70

h. Single Source Request: (limit of 275 characters) Not Applicable

Supporting documentation attached as "Attachment C"

i. Summary of Analysis of how this program supports employment demand (limit of 550 characters).
Refer to ESM Chapter Three for explanation of required documentation.

Through direct conversations with employers we learned of the need to have this program. We invited 29 area manufacturers to a meeting on 9/13/24 and also sent them a survey. The meeting and survey indicated a high need for advanced manufacturing employees.

Supporting documentation attached as "Attachment D"

j. Advanced Technical Certificate (ATC) programs must include clear description of prior knowledge required as "Attachment E."

Not Applicable

Supporting documentation attached as "Attachment E"

k. Projected job openings per year: Year 1 38 Year 3 51 Year 5 51

Projected completers per year: Year 1 15 Year 3 20 Year 5 25

l. Program method of delivery:

100% Online 100% Face to face Hybrid Competency Based

m. Documentation of member participation and outcomes of the Ad Hoc/advisory group

Supporting documentation attached as "Attachment F"

Last Modified: 3/5/2024

- n. Summary of initial discussions with other WTCS districts offering a similar or same program. In addition to the summary of discussions, provide evidence of notification letter to ISA as described in ESM Chapter One (limit of 275 characters).

Dean visited Northcentral Wisconsin Technical College and Midstate Technical College and explored their programs. Emails were sent to all of the Technical college ISA's.

Supporting documentation attached as "Attachment G"

- o. Documentation of District Board Approval of the Concept Review attached as "Attachment H"

- p. Date of conversation with Financial Aid Manager about consequence of program concept and design on financial aid eligibility.

Date: 10/31/24

- q. Describe your college's plan to promote systemic inclusion (removing barriers that prevent people from accessing what they need) and address equity gaps specifically for this new program. Incorporate plans to leverage Guided Career Pathways. Include your response as "Attachment I".

Supporting documentation attached as "Attachment I"

- r. Indicate the groups and individuals that were consulted or involved in establishing the plan described in attachment I. Check all that apply.

- Perkins Lead
- Grants Office
- Student Success Center Team (SSC)
- Workforce Development Board Liaison
- Community Based Organizations (CBO)
- Workforce Innovation and Opportunity Act (WIOA)
- Adult Education and Family Literacy Act (AEFLA)
- Instructional Services Administrators (ISA)
- Student Services Administrators (SSA)
- Academic Quality Improvement Program (AQIP)
- Learning Success Quality Improvement Plan/Process (LSQIP)
- Scale of Adoption Assessment Lead/Team (SOAA)
- Instructional Area Dean/Associate Dean
- National Research and Evaluation
- Program Faculty
- Program Advisory Committee
- Industry Feedback
- Curriculum Office

Last Modified: 3/5/2024

Signature: _____ Date: _____
District President or Instructional Services Administrator

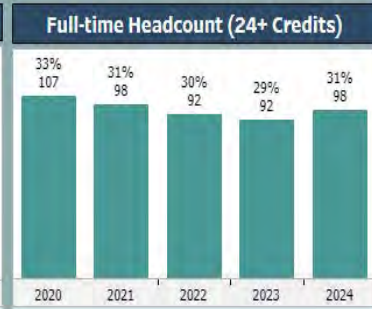
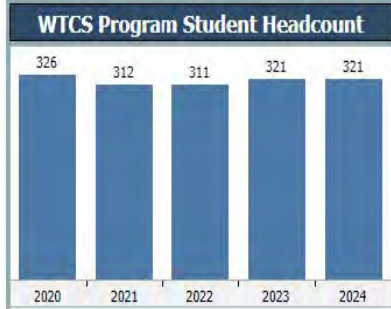
Printed Name: _____

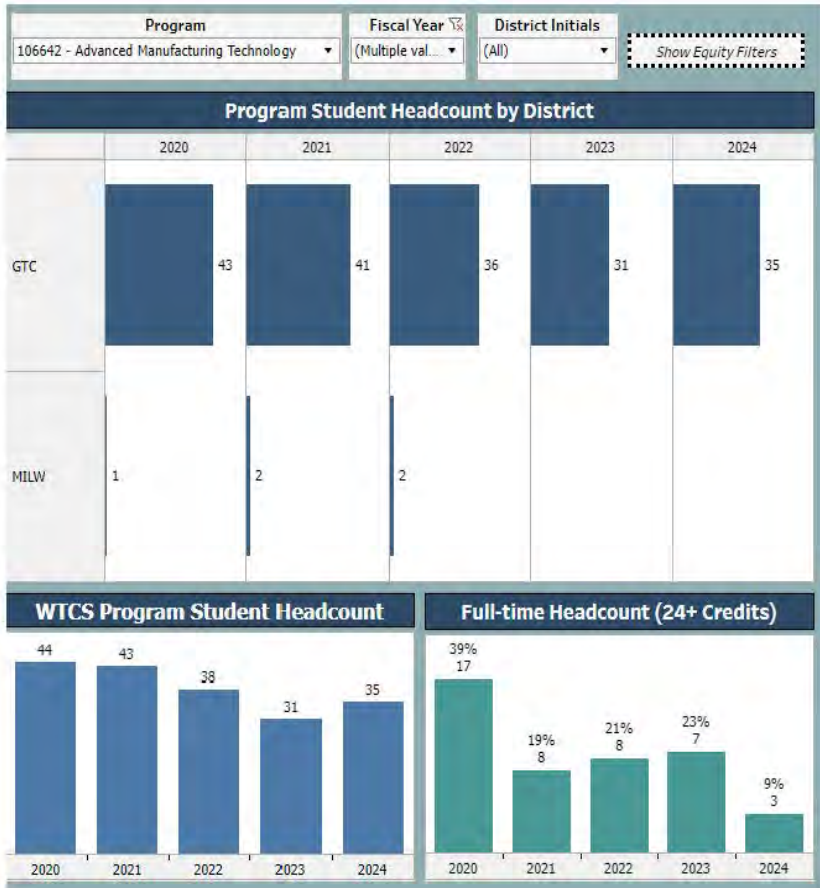
When document is complete, please follow your district's procedures for review and submission. The appropriate personnel should submit this form along with all attached documentation in a single .pdf file to programs@wfcsystem.edu.

Attachment A

Program	Fiscal Year	District Initials	<i>Show Equity Filters</i>
106641 - Automation Systems Technology	(Multiple val...)	(All)	

Program Student Headcount by District					
	2020	2021	2022	2023	2024
BTC		5	10	15	19
CVTC	90	77	68	53	57
NTC	22	33	39	32	28
NWTC	63	60	77	99	101
WCTC	141	122	100	101	89
WTC	10	15	17	21	27



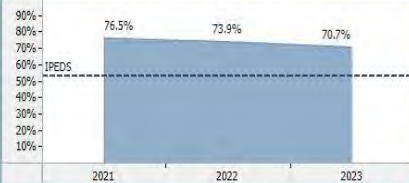


The Program Retention Rate page provides a cohort assessment of new program students who either completed or are still retained in their program of study into the second year. Select the *Show Filter Selection Steps* button to further understand dashboard functionality.

Show Filter Selection Steps

Program	Cohort Year	District Initials	Show Equity Filters
106641 - Automation Systems Te...	(Multiple values)	(All)	

WTCS 2nd Year Program Retention



The IPEDS national benchmark represents the 2nd year retention rate for all public two-year colleges (2019 to 2020 Cohort)

District 2nd Year Program Retention

	2021	2022	2023
BTC	40.0%	62.5%	62.5%
CVTC	56.8%	83.3%	83.3%
NTC	85.0%	79.2%	80.0%
HWTC	96.7%	73.2%	63.4%
WCTC	96.5%	68.6%	70.7%
WTC	85.7%	70.0%	63.6%

By Enrollment Intensity (Full-time = 24+ Credits)

	2021	2022	2023
Full-time	92.7% 55	84.0% 50	87.3% 55
Part-time	65.4% 81	68.5% 92	60.0% 85

By Race/Ethnicity

	2021	2022	2023
American Indian/Alaskan Native			50.0% 2
Asian	80.0% 5	75.0% 4	25.0% 4
Black	100.0% 1	100.0% 1	50.0% 2
Hispanic	62.5% 8	71.4% 7	72.7% 11
Multiple	66.7% 3	100.0% 3	100.0% 4
Unknown	100.0% 6	50.0% 6	70.0% 10
White	76.1% 113	74.4% 121	72.0% 107

By Gender

	2021	2022	2023
F	83.3% 6	77.8% 18	50.0% 10
M	76.2% 130	73.4% 124	72.3% 130

By Age

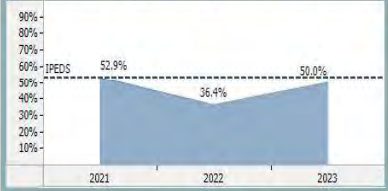
	2021	2022	2023
24 or Younger	79.7% 74	77.8% 72	75.0% 76
25 or Older	72.6% 62	70.0% 70	65.6% 64

The Program Retention Rate page provides a cohort assessment of new program students who either completed or are still retained in their program of study into the second year. Select the *Show Filter Selection Steps* button to further understand dashboard functionality.

Show Filter Selection Steps

Program: 106642 - Advanced Manufacturin...
 Cohort Year: (Multiple values)
 District Initials: (All)
 Show Equity Filters

WTCS 2nd Year Program Retention



The IPEDS national benchmark represents the 2nd year retention rate for all public two-year colleges (2019 to 2020 Cohort)

District 2nd Year Program Retention



By Enrollment Intensity (Full-time = 24+ Credits)

	2021	2022	2023
Full-time	66.7% 3	100.0% 2	100.0% 3
Part-time	50.0% 14	22.2% 9	38.5% 13

By Race/Ethnicity

	2021	2022	2023
Asian	0.0% 1	50.0% 2	
Black	50.0% 2		50.0% 4
Hispanic	100.0% 3	33.3% 3	50.0% 4
Multiple	50.0% 2	0.0% 1	0.0% 1
White	44.4% 9	40.0% 5	57.1% 7

By Gender

	2021	2022	2023
F	100.0% 2	50.0% 2	
M	46.7% 15	33.3% 9	50.0% 16

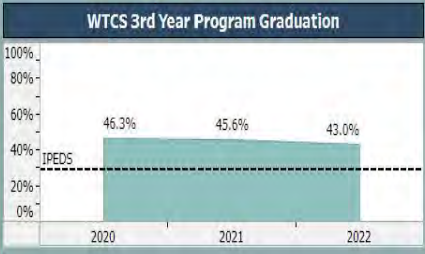
By Age

	2021	2022	2023
24 or Younger	41.7% 12	50.0% 6	50.0% 4
25 or Older	80.0% 5	20.0% 5	50.0% 12

The Program Graduation Rate page provides a cohort assessment of new program students who completed their program of study within three years. Select the *Show Filter Selection Steps* button to further understand dashboard functionality.

Show Filter Selection Steps

Program: 106641 - Automation Syste...
 Cohort Year: (Multiple values)
 District Initials: (All)
 Show Equity Filters



The IPEDS national benchmark represents the graduation rate within 150% of normal time for all public two-year colleges (2017 Cohort)

District 3rd Year Program Graduation

	2020	2021	2022
BTC		0.0%	37.5%
CVTC	48.7%	51.4%	50.0%
NTC	52.4%	65.0%	70.8%
NWTC	42.9%	43.3%	34.1%
WCTC	40.9%	37.8%	28.6%
WTC	60.0%	42.9%	50.0%

By Enrollment Intensity (Full-time = 24+ Credits)

	2020	2021	2022
Full-time	62.1% 66	67.3% 55	70.0% 50
Part-time	33.7% 83	30.9% 81	28.3% 92

By Race/Ethnicity

	2020	2021	2022
Asian	42.9% 7	60.0% 5	50.0% 4
Black	0.0% 2	0.0% 1	0.0% 1
Hispanic	22.2% 9	12.5% 8	28.6% 7
Multiple	50.0% 2	33.3% 3	0.0% 3
Unknown	100.0% 5	100.0% 6	33.3% 6
White	46.8% 124	45.1% 113	45.5% 121

By Gender

	2020	2021	2022
F	58.3% 12	50.0% 6	38.9% 18
M	45.3% 137	45.4% 130	43.5% 124

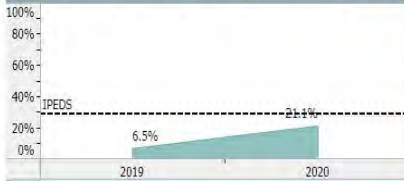
By Age

	2020	2021	2022
24 or Younger	55.4% 83	51.4% 74	55.6% 72
25 or Older	34.8% 66	38.7% 62	30.0% 70

The Program Graduation Rate page provides a cohort assessment of new program students who completed their program of study within three years. Select the *Show Filter Selection Steps* button to further understand dashboard functionality.

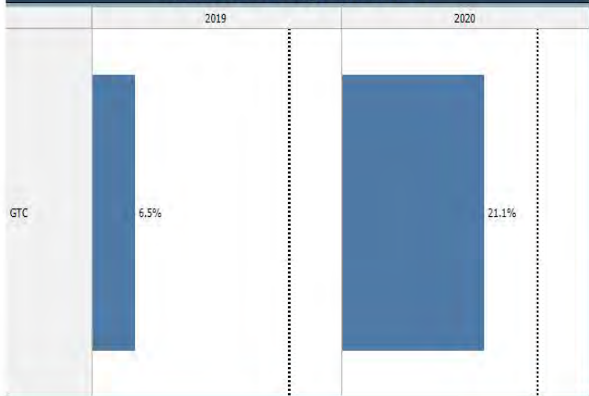
Show Filter Selection Steps

Program: (None) | Cohort Year: (Multiple values) | District Initials: GTC | Show Equity Filters
 106642
 106642 - Advanced Manufacturing Technology



The IPEDS national benchmark represents the graduation rate within 150% of normal time for all public two-year colleges (2017 Cohort)

District 3rd Year Program Graduation



By Enrollment Intensity (Full-time = 24+ Credits)

	2019	2020
Full-time	40.0% 5	33.3% 6
Part-time	0.0% 26	15.4% 13

By Race/Ethnicity

	2019	2020
Asian		0.0% 1
Black	0.0% 3	0.0% 1
Hispanic	25.0% 4	0.0% 4
Multiple	0.0% 2	
White	4.5% 22	30.8% 13

By Gender

	2019	2020
F	0.0% 5	25.0% 4
M	7.7% 26	20.0% 15

By Age

	2019	2020
24 or Younger	14.3% 14	30.0% 10
25 or Older	0.0% 17	11.1% 9

Attachment D

2 Architecture and Engineering Occupations in District plus borders

Contents

What is Lightcast Data?	1
Report Parameters	2
Executive Summary	3
Jobs	4
Compensation	7
Job Posting Activity	8
Demographics	11
Occupational Programs	13

What is Lightcast Data?

Lightcast data is a hybrid dataset derived from official government sources such as the US Census Bureau, Bureau of Economic Analysis, and Bureau of Labor Statistics. Leveraging the unique strengths of each source, our data modeling team creates an authoritative dataset that captures more than 99% of all workers in the United States. This core offering is then enriched with data from online social profiles, resumés, and job postings to give you a complete view of the workforce.

Lightcast data is frequently cited in major publications such as *The Atlantic*, *Forbes*, *Harvard Business Review*, *The New York Times*, *The Wall Street Journal*, and *USA Today*.



Report Parameters

2 Occupations

17-3026 Industrial Engineering Technologists and Technicians

17-3027 Mechanical Engineering Technologists and Technicians

8 Counties

17085 Jo Daviess County, IL

19043 Clayton County, IA

19061 Dubuque County, IA

55023 Crawford County, WI

55043 Grant County, WI

55049 Iowa County, WI

55065 Lafayette County, WI

55103 Richland County, WI

Class of Worker

QCEW Employees, Non-QCEW Employees, and Self-Employed

The information in this report pertains to the chosen occupations and geographical areas.

Executive Summary

Average Job Posting Demand Over a Deep Supply of Regional Jobs



Jobs (2024)

Your area is a hotspot for this kind of job. The national average for an area this size is 90* employees, while there are 181 here.



Compensation

Earnings are low in your area. The national median salary for your occupations is \$63,020, compared to \$60,820 here.



Job Posting Demand

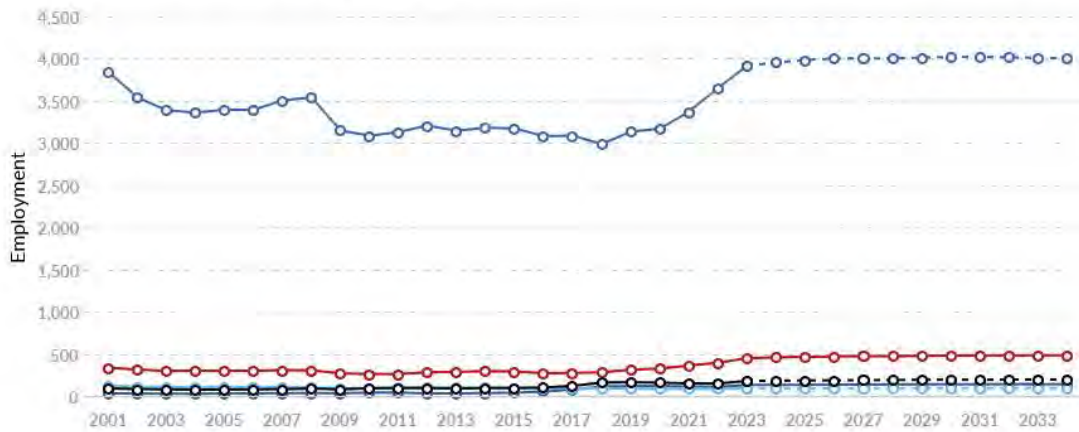
Job posting activity is about average in your area. The national average for an area this size is 4* job postings/mo, while there are 4 here.

*National average values are derived by taking the national value for your occupations and scaling it down to account for the difference in overall workforce size between the nation and your area. In other words, the values represent the national average adjusted for region size.

Jobs

Regional Employment Is Higher Than the National Average

An average area of this size typically has 90* jobs, while there are 181 here. This higher than average supply of jobs may make it easier for workers in this field to find employment in your area.



Region	2024 Jobs	2029 Jobs	Change	% Change
District plus borders	181	191	10	5.5%
National Average	90	93	3	3.1%
Wisconsin	3,955	4,012	57	1.4%
Dubuque County, IA	131	138	7	5.4%
Dane County, WI	457	475	19	4.1%

*National average values are derived by taking the national value for your occupations and scaling it down to account for the difference in overall workforce size between the nation and your area. In other words, the values represent the national average adjusted for region size.

Regional Breakdown



County	2024 Jobs
Dubuque County, IA	131
Iowa County, WI	17
Grant County, WI	<10
Richland County, WI	<10
Clayton County, IA	<10

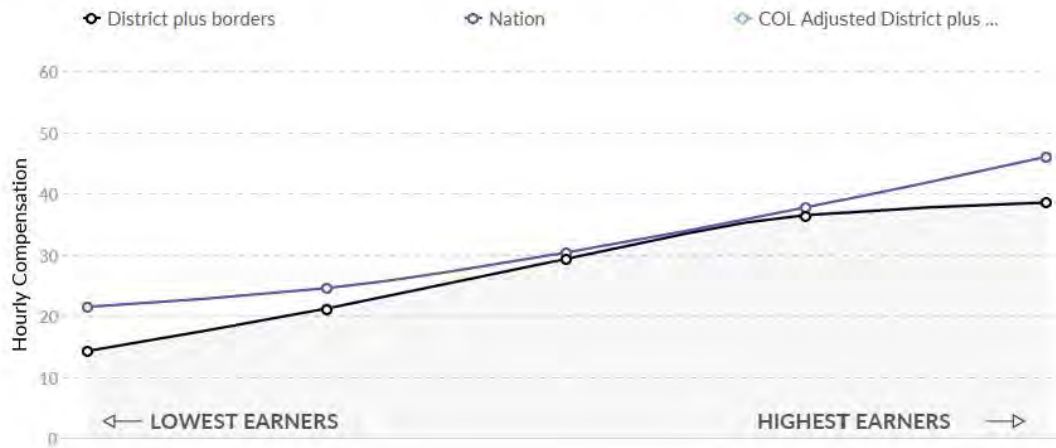
Most Jobs are Found in the Agriculture, Construction, and Mining Machinery Manufacturing Industry Sector



Compensation

Regional Compensation Is 3% Lower Than National Compensation

For your occupations, the 2023 median wage in your area is \$29.24/hr, while the national median wage is \$30.30/hr.



Job Posting Activity



29 Unique Job Postings

The number of unique postings for this job from Jan 2024 to Jul 2024.



12 Employers Competing

All employers in the region who posted for this job from Jan 2024 to Jul 2024.












18 Day Median Duration

Posting duration is 3 days shorter than what's typical in the region.



Occupation	Avg Monthly Postings (Jan 2024 - Jul 2024)	Avg Monthly Hires (Jan 2024 - Jul 2024)
Industrial Engineering Technologists and Technicians	2	3
Mechanical Engineering Technologists and Technicians	2	2

*A hire is reported by the Quarterly Workforce Indicators when an individual's Social Security Number appears on a company's payroll and was not there the quarter before. Lightcast hires are calculated using a combination of Lightcast jobs data, information on separation rates from the Bureau of Labor Statistics (BLS), and industry-based hires data from the Census Bureau.

Top Companies	Unique Postings	Top Job Titles	Unique Postings
ManpowerGroup	9 	Mechanical Technicians	13 
Building Automation Products	6 	Production Technicians	6 
Simmons Pet Food	3 	Manufacturing Associates	5 
Rite-Hite	2 	Over Night Stockers	2 
Rite-Hite Environmental Enclosu...	2 	Boom Operators	1 
Cummins	1 	Quality Engineers	1 
Dormakaba	1 		
ICONMA	1 		
Kasmo	1 		
Rite-Hite Doors	1 		

Top Distinguishing Skills by Demand

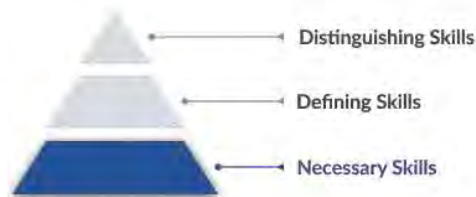
Not enough data to display Distinguishing Skills for this occupation.

Top Defining Skills by Demand

Not enough data to display Defining Skills for this occupation.

Top Necessary Skills by Demand

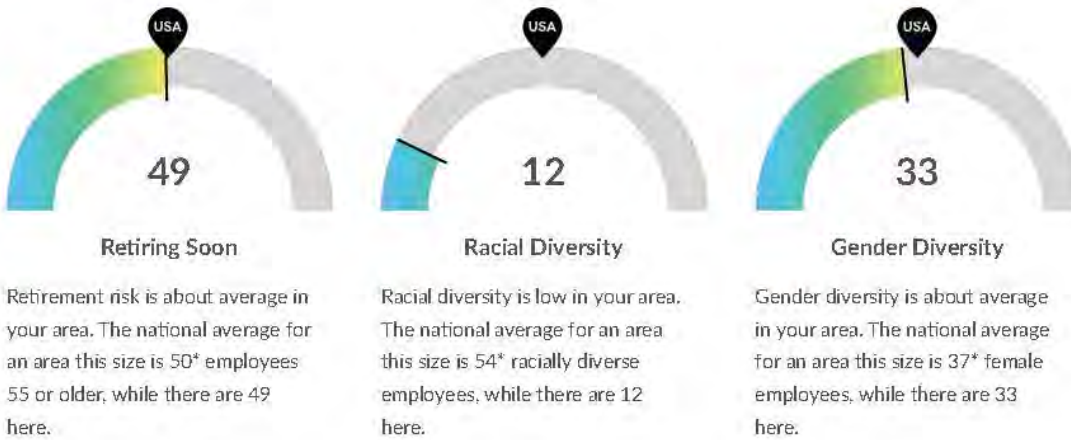
An occupation's Necessary Skills are the specialized skills required for that job and relevant across other similar jobs. An employee needs these skills as building blocks to perform the more complex Defining Skills.



Skill	Salary Boosting	Job Postings Requesting	Projected Growth	Growth Relative to Market
Mechanical Systems	✘	11	+9.9%	Growing
Electromechanics	✘	6	+10.6%	Growing
Standard Operating Procedure	✘	5	+9.6%	Growing
Computer-Aided Design	✘	4	+17.2%	Growing
Hand Tools	✘	3	+6.2%	Stable
Forklift Truck	✘	3	+5.5%	Stable
Machinery	✘	3	+8.0%	Stable
Preventive Maintenance	✘	3	+11.8%	Growing
Manufacturing Processes	✘	2	+18.8%	Growing
Power Tool Operation	✘	1	+7.4%	Stable

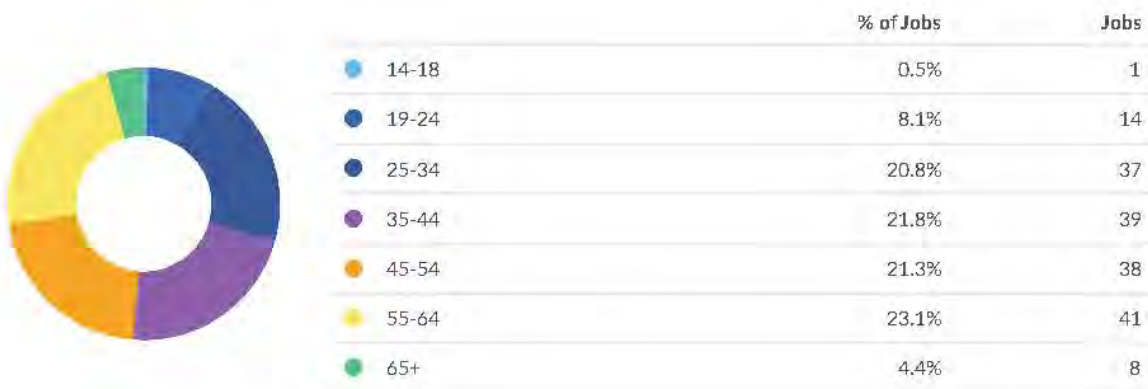
Demographics

Retirement Risk Is About Average, While Overall Diversity Is Low



*National average values are derived by taking the national value for your occupations and scaling it down to account for the difference in overall workforce size between the nation and your area. In other words, the values represent the national average adjusted for region size.

Occupation Age Breakdown



Occupation Race/Ethnicity Breakdown



Occupation Gender Breakdown



Occupational Programs



4 Programs

Of the programs that can train for this job, 4 have produced completions in the last 5 years.



13 Completions (2023)




The completions from all regional institutions for all degree types.



20 Openings (2023)

The average number of openings for an occupation in the region is 21.

CIP Code	Top Programs	Completions (2023)
40.0501	Chemistry, General	10 
15.0404	Instrumentation Technology/Technician	2 
47.0303	Industrial Mechanics and Maintenance Technology/Technici...	1 

Top Schools	Completions (2023)
University of Wisconsin-Platteville	9 
Southwest Wisconsin Technical College	3 
Loras College	1 

Appendix A - Data Sources and Calculations

Location Quotient

Location quotient (LQ) is a way of quantifying how concentrated a particular industry, cluster, occupation, or demographic group is in a region as compared to the nation. It can reveal what makes a particular region unique in comparison to the national average.

Occupation Data

Emsi occupation employment data are based on final Emsi industry data and final Emsi staffing patterns. Wage estimates are based on Occupational Employment Statistics (QCEW and Non-QCEW Employees classes of worker) and the American Community Survey (Self-Employed and Extended Proprietors). Occupational wage estimates are also affected by county-level Emsi earnings by industry.

Staffing Patterns Data

The staffing pattern data in this report are compiled from several sources using a specialized process. For QCEW and Non-QCEW Employees classes of worker, sources include Occupational Employment Statistics, the National Industry-Occupation Employment Matrix, and the American Community Survey. For the Self-Employed and Extended Proprietors classes of worker, the primary source is the American Community Survey, with a small amount of information from Occupational Employment Statistics.

Cost of Living Data

Lightcast's cost of living data is based on the Cost of Living Index published by the Council for Community and Economic Research (C2ER).

Lightcast Job Postings

Job postings are collected from various sources and processed/enriched to provide information such as standardized company name, occupation, skills, and geography.

Institution Data

The institution data in this report is taken directly from the national IPEDS database published by the U.S. Department of Education's National Center for Education Statistics.

2 Architecture and Engineering Occupations in SWTC District

Contents

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What is Lightcast Data?

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Lightcast data is frequently cited in major publications such as *The Atlantic*, *Forbes*, *Harvard Business Review*, *The New York Times*, *The Wall Street Journal*, and *USA Today*.



Report Parameters

2 Occupations

17-3026 Industrial Engineering Technologists and Technicians

17-3027 Mechanical Engineering Technologists and Technicians

5 Counties

55023 Crawford County, WI

55065 Lafayette County, WI

55043 Grant County, WI

55103 Richland County, WI

55049 Iowa County, WI

Class of Worker

QCEW Employees, Non-QCEW Employees, and Self-Employed

The information in this report pertains to the chosen occupations and geographical areas.

Executive Summary

Aggressive Job Posting Demand Over a Deep Supply of Regional Jobs



Jobs (2024)

Your area is a hotspot for this kind of job. The national average for an area this size is 36* employees, while there are 41 here.



Compensation

Earnings are low in your area. The national median salary for your occupations is \$63,020, compared to \$56,511 here.



Job Posting Demand

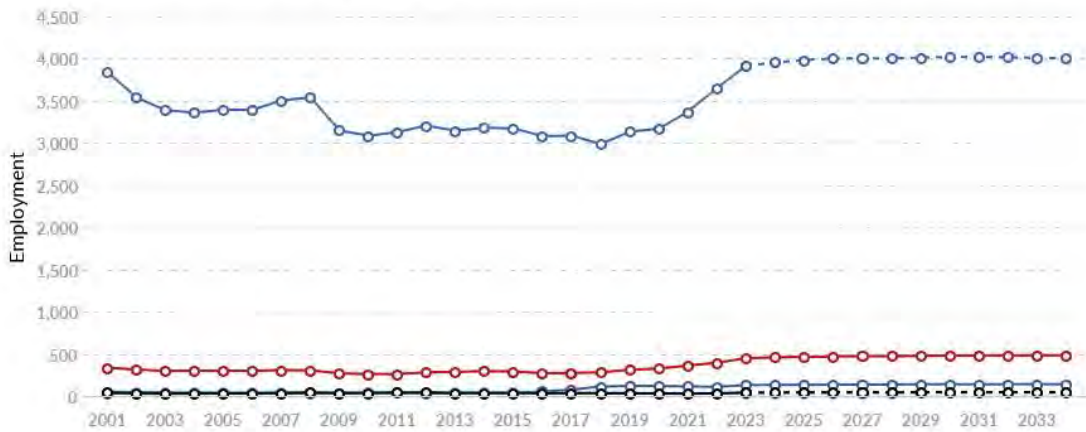
Job posting activity is high in your area. The national average for an area this size is 2* job postings/mo, while there are 3 here.

*National average values are derived by taking the national value for your occupations and scaling it down to account for the difference in overall workforce size between the nation and your area. In other words, the values represent the national average adjusted for region size.

Jobs

Regional Employment Is Higher Than the National Average

An average area of this size typically has 36* jobs, while there are 41 here. This higher than average supply of jobs may make it easier for workers in this field to find employment in your area.



Region	2024 Jobs	2029 Jobs	Change	% Change
● SWTC District	41	44	3	7.1%
● National Average	36	38	1	4.1%
● Wisconsin	3,955	4,012	57	1.4%
● Dubuque County, IA	131	138	7	5.4%
● Dane County, WI	457	475	19	4.1%

*National average values are derived by taking the national value for your occupations and scaling it down to account for the difference in overall workforce size between the nation and your area. In other words, the values represent the national average adjusted for region size.

Regional Breakdown



County	2024 Jobs
Iowa County, WI	17
Grant County, WI	<10
Richland County, WI	<10
Crawford County, WI	<10
Lafayette County, WI	<10

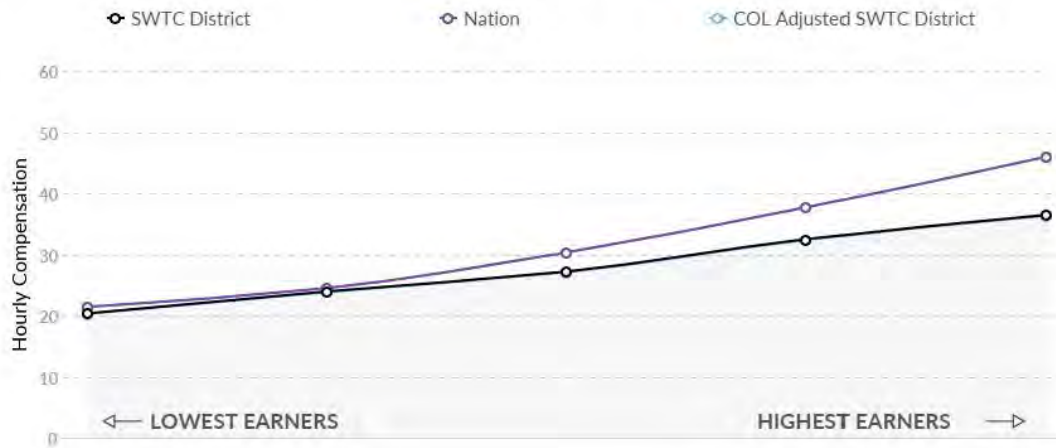
Most Jobs are Found in the Motor Vehicle Body and Trailer Manufacturing Industry Sector



Compensation

Regional Compensation Is 10% Lower Than National Compensation

For your occupations, the 2023 median wage in your area is \$27.17/hr, while the national median wage is \$30.30/hr.



Job Posting Activity



19 Unique Job Postings

The number of unique postings for this job from Jan 2024 to Jul 2024.



6 Employers Competing

All employers in the region who posted for this job from Jan 2024 to Jul 2024.



18 Day Median Duration

Posting duration is 5 days shorter than what's typical in the region.



Occupation	Avg Monthly Postings (Jan 2024 - Jul 2024)	Avg Monthly Hires (Jan 2024 - Jul 2024)
Industrial Engineering Technologists and Technicians	1	0
Mechanical Engineering Technologists and Technicians	2	0

*A hire is reported by the Quarterly Workforce Indicators when an individual's Social Security Number appears on a company's payroll and was not there the quarter before. Lightcast hires are calculated using a combination of Lightcast jobs data, information on separation rates from the Bureau of Labor Statistics (BLS), and industry-based hires data from the Census Bureau.

Top Companies

Company	Unique Postings
ManpowerGroup	9
Building Automation Products	6
Cummins	1
ICONMA	1
Kasmo	1
Talascend	1

Unique Postings

Top Job Titles

Job Title	Unique Postings
Mechanical Technicians	13
Production Technicians	6

Unique Postings

Top Distinguishing Skills by Demand

Not enough data to display Distinguishing Skills for this occupation.

Top Defining Skills by Demand

Not enough data to display Defining Skills for this occupation.

Top Necessary Skills by Demand

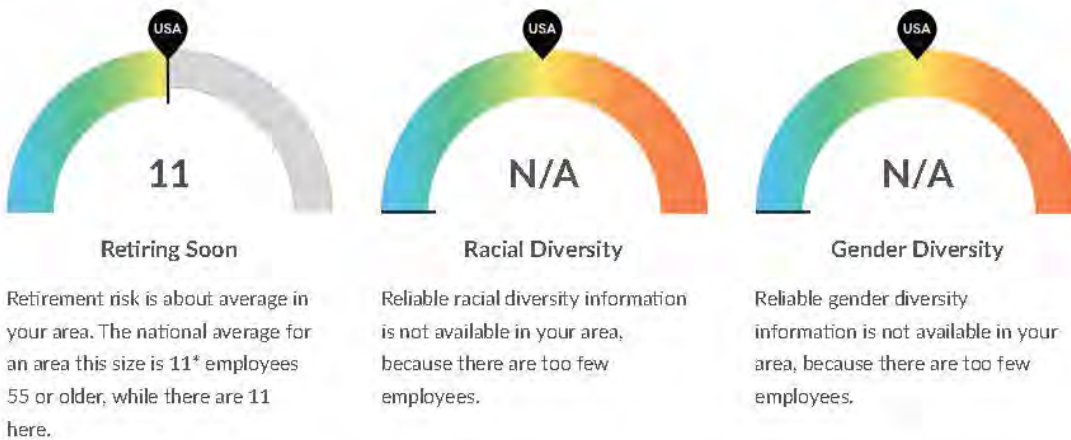
An occupation's Necessary Skills are the specialized skills required for that job and relevant across other similar jobs. An employee needs these skills as building blocks to perform the more complex Defining Skills.



Skill	Salary Boosting	Job Postings Requesting	Projected Growth	Growth Relative to Market
Mechanical Systems	✖	11	+9.9%	Growing
Electromechanics	✖	6	+10.6%	Growing
Standard Operating Procedure	✖	5	+9.6%	Growing
Computer-Aided Design	✖	4	+17.2%	Growing
Machinery	✖	3	+8.0%	Stable
Preventive Maintenance	✖	3	+11.8%	Growing
Environment Health And Safety	✖	1	+12.9%	Growing
Hand Tools	✖	0	+6.2%	Stable
Power Tool Operation	✖	0	+7.4%	Stable
Valid Driver's License	✖	0	+7.5%	Stable

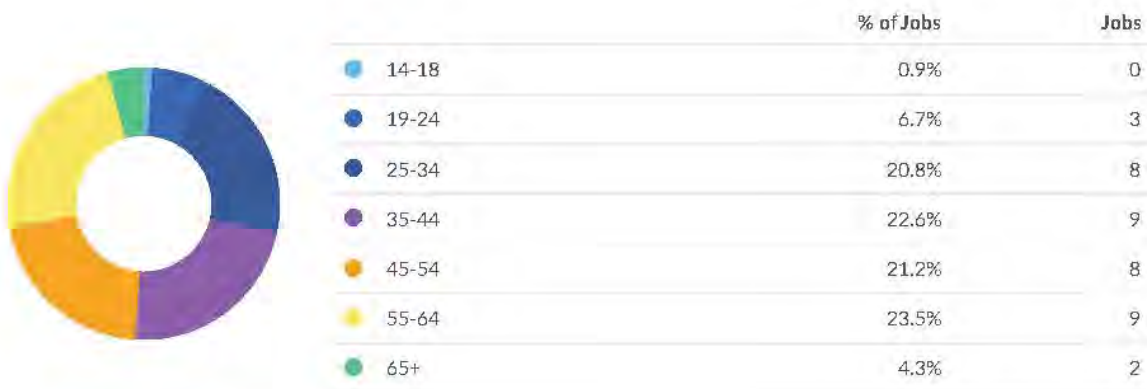
Demographics

Retirement Risk Is About Average, While Reliable Diversity Information Is Not Available



*National average values are derived by taking the national value for your occupations and scaling it down to account for the difference in overall workforce size between the nation and your area. In other words, the values represent the national average adjusted for region size.

Occupation Age Breakdown



Occupation Race/Ethnicity Breakdown



Occupation Gender Breakdown



Occupational Programs



4 Programs

Of the programs that can train for this job, 4 have produced completions in the last 5 years.



12 Completions (2023)

The completions from all regional institutions for all degree types..



5 Openings (2023)

The average number of openings for an occupation in the region is 9.

CIP Code	Top Programs	Completions (2023)
40.0501	Chemistry, General	9 
15.0404	Instrumentation Technology/Technician	2 
47.0303	Industrial Mechanics and Maintenance Technology/Technici...	1 

Top Schools	Completions (2023)
University of Wisconsin-Platteville	9 
Southwest Wisconsin Technical College	3 

Appendix A - Data Sources and Calculations

Location Quotient

Location quotient (LQ) is a way of quantifying how concentrated a particular industry, cluster, occupation, or demographic group is in a region as compared to the nation. It can reveal what makes a particular region unique in comparison to the national average.

Occupation Data

Emsi occupation employment data are based on final Emsi industry data and final Emsi staffing patterns. Wage estimates are based on Occupational Employment Statistics (QCEW and Non-QCEW Employees classes of worker) and the American Community Survey (Self-Employed and Extended Proprietors). Occupational wage estimates are also affected by county-level Emsi earnings by industry.

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Institution Data

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3 Occupations in SWTC District

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Report Parameters

3 Occupations

17-3024 Electro-Mechanical and Mechatronics Technologists and Technicians

49-9041 Industrial Machinery Mechanics

17-3023 Electrical and Electronic Engineering Technologists and Technicians

5 Counties

55023 Crawford County, WI

55065 Lafayette County, WI

55043 Grant County, WI

55103 Richland County, WI

55049 Iowa County, WI

Class of Worker

QCEW Employees, Non-QCEW Employees, and Self-Employed

The information in this report pertains to the chosen occupations and geographical areas.

Executive Summary

Light Job Posting Demand Over a Deep Supply of Regional Jobs



Jobs (2024)

Your area is a hotspot for this kind of job. The national average for an area this size is 176* employees, while there are 330 here.



Compensation

Earnings are low in your area. The national median salary for your occupations is \$63,324, compared to \$57,447 here.



Job Posting Demand

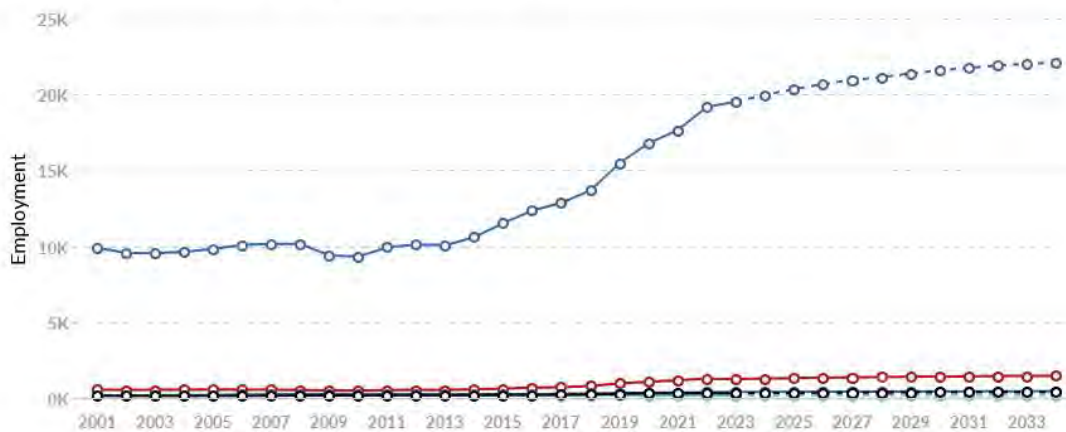
Job posting activity is low in your area. The national average for an area this size is 2* job postings/mo, while there is 1 here.

*National average values are derived by taking the national value for your occupations and scaling it down to account for the difference in overall workforce size between the nation and your area. In other words, the values represent the national average adjusted for region size.

Jobs

Regional Employment Is Higher Than the National Average

An average area of this size typically has 176* jobs, while there are 330 here. This higher than average supply of jobs may make it easier for workers in this field to find employment in your area.



Region	2024 Jobs	2029 Jobs	Change	% Change
● SWTC District	330	370	40	12.2%
● National Average	176	190	14	7.9%
● Wisconsin	19,969	21,379	1,410	7.1%
● Dubuque County, IA	394	425	31	8.0%
● Dane County, WI	1,280	1,396	115	9.0%

*National average values are derived by taking the national value for your occupations and scaling it down to account for the difference in overall workforce size between the nation and your area. In other words, the values represent the national average adjusted for region size.

Regional Breakdown



County	2024 Jobs
Grant County, WI	108
Lafayette County, WI	68
Iowa County, WI	64
Richland County, WI	52
Crawford County, WI	39

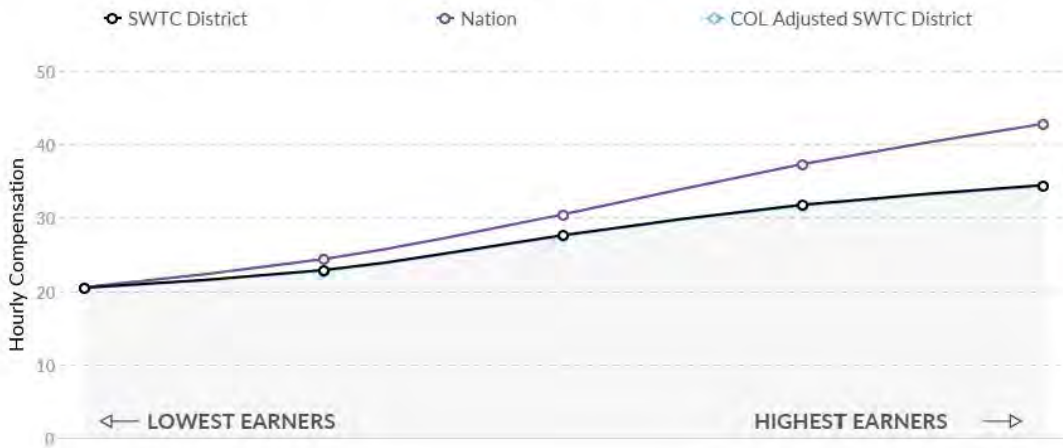
Most Jobs are Found in the Dairy Product Manufacturing Industry Sector



Compensation

Regional Compensation Is 9% Lower Than National Compensation

For your occupations, the 2023 median wage in your area is \$27.62/hr, while the national median wage is \$30.44/hr.



Job Posting Activity



8 Unique Job Postings

The number of unique postings for this job from Jan 2024 to Jul 2024.



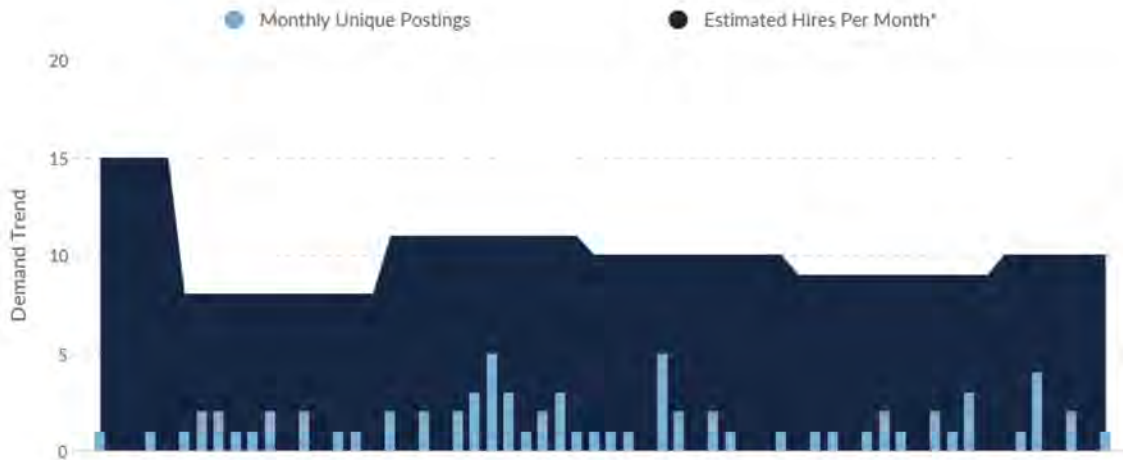
5 Employers Competing

All employers in the region who posted for this job from Jan 2024 to Jul 2024.



37 Day Median Duration

Posting duration is 14 days longer than what's typical in the region.



Occupation	Avg Monthly Postings (Jan 2024 - Jul 2024)	Avg Monthly Hires (Jan 2024 - Jul 2024)
Electrical and Electronic Engineering Technologists and Technicians	1	0
Industrial Machinery Mechanics	0	9
Electro-Mechanical and Mechatronics Technologists and Technicians	0	0

*A hire is reported by the Quarterly Workforce Indicators when an individual's Social Security Number appears on a company's payroll and was not there the quarter before. Lightcast hires are calculated using a combination of Lightcast jobs data, information on separation rates from the Bureau of Labor Statistics (BLS), and industry-based hires data from the Census Bureau.

Top Companies	Unique Postings	Top Job Titles	Unique Postings
Rockwell Automation	3	Engineering Design Technicians	3
Cummins	2	Apprentice Electricians	2
3M	1	Electrical Maintenance Technicia...	1
Building Automation Products	1	Operating Room Technicians	1
Upland Hills Health	1	Production Technicians	1

Top Distinguishing Skills by Demand

Not enough data to display Distinguishing Skills for this occupation.

Top Defining Skills by Demand

An occupation's Defining Skills represent the day-to-day tasks and responsibilities of the job. An employee needs these skills to qualify for and perform successfully in this occupation.



Skill	Salary Boosting	Job Postings Requesting	Projected Growth	Growth Relative to Market
Automation		5	+30.5%	Rapidly Growing
Machinery		2	+8.0%	Stable
Robotics		1	+13.9%	Growing
Industrial Repair And Maintenance		0	+13.8%	Growing
Valid Driver's License		0	+7.5%	Stable
Instrumentation		0	+11.9%	Growing
Programmable Logic Controllers		0	+14.7%	Growing

Top Necessary Skills by Demand

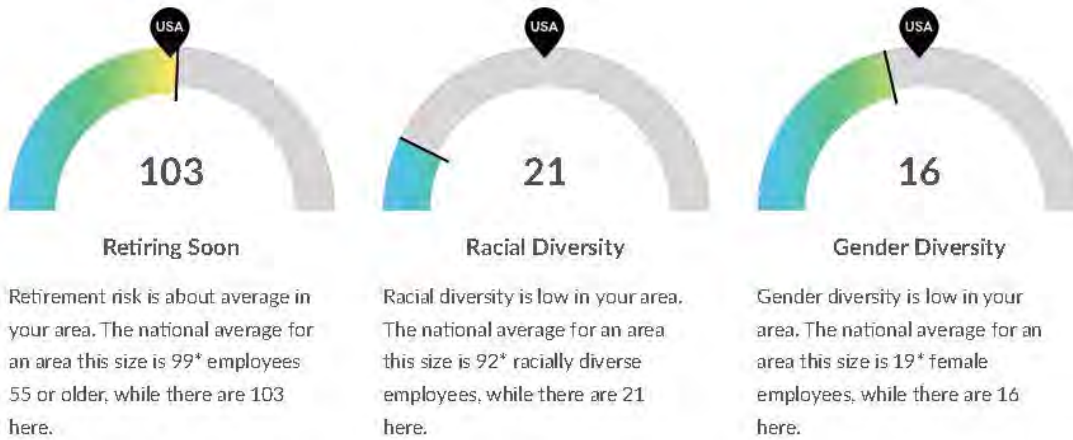
An occupation's Necessary Skills are the specialized skills required for that job and relevant across other similar jobs. An employee needs these skills as building blocks to perform the more complex Defining Skills.



Skill	Salary Boosting	Job Postings Requesting	Projected Growth	Growth Relative to Market
Electrical Wiring	✘	2	+20.1%	Rapidly Growing
Control Systems	✘	2	+17.6%	Growing
Electrical Systems	✘	2	+11.7%	Growing
Electromechanics	✘	2	+10.6%	Growing
Hydraulics	✘	2	+11.0%	Growing
Machinery	✘	2	+8.0%	Stable
Preventive Maintenance	✘	2	+11.8%	Growing
Robotic Systems	✘	0	+4.7%	Stable
Hand Tools	✘	0	+6.2%	Stable
Equipment Repair	✘	0	+25.0%	Rapidly Growing

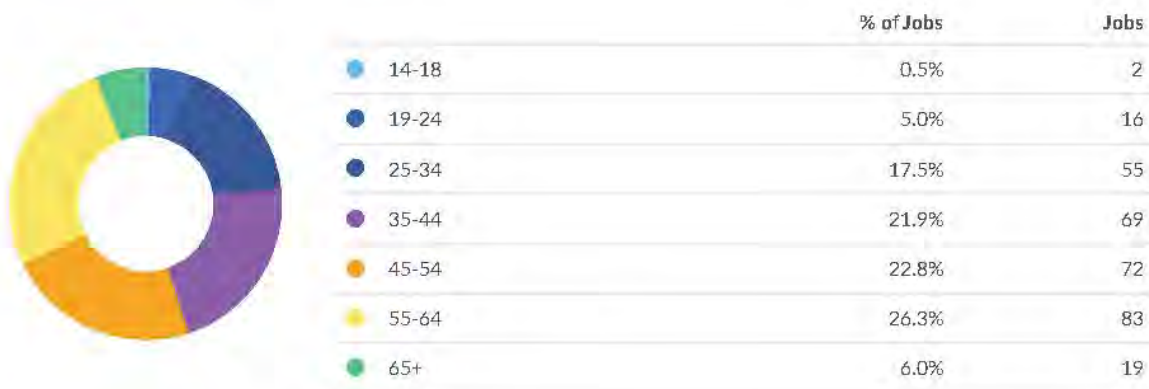
Demographics

Retirement Risk Is About Average, While Overall Diversity Is Low



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Occupation Age Breakdown



Occupation Race/Ethnicity Breakdown



Occupation Gender Breakdown



Occupational Programs



7 Programs

Of the programs that can train for this job, 7 have produced completions in the last 5 years.



76 Completions (2023)

The completions from all regional institutions for all degree types.



38 Openings (2023)

The average number of openings for an occupation in the region is 9.

CIP Code	Top Programs	Completions (2023)
15.0613	Manufacturing Engineering Technology/Technician	58 
48.0501	Machine Tool Technology/Machinist	8 
15.0403	Electromechanical/Electromechanical Engineering Technolo...	7 
15.0404	Instrumentation Technology/Technician	2 
47.0303	Industrial Mechanics and Maintenance Technology/Technici...	1 

Top Schools	Completions (2023)
University of Wisconsin-Platteville	58 
Southwest Wisconsin Technical College	18 

Appendix A - Data Sources and Calculations

Location Quotient

Location quotient (LQ) is a way of quantifying how concentrated a particular industry, cluster, occupation, or demographic group is in a region as compared to the nation. It can reveal what makes a particular region unique in comparison to the national average.

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Lightcast Job Postings

Job postings are collected from various sources and processed/enriched to provide information such as standardized company name, occupation, skills, and geography.

Institution Data

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3 Occupations in District plus borders

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Report Parameters

3 Occupations

17-3024 Electro-Mechanical and Mechatronics Technologists and Technicians

49-9041 Industrial Machinery Mechanics

17-3023 Electrical and Electronic Engineering Technologists and Technicians

8 Counties

17085 Jo Daviess County, IL

55043 Grant County, WI

19043 Clayton County, IA

55049 Iowa County, WI

19061 Dubuque County, IA

55065 Lafayette County, WI

55023 Crawford County, WI

55103 Richland County, WI

Class of Worker

QCEW Employees, Non-QCEW Employees, and Self-Employed

The information in this report pertains to the chosen occupations and geographical areas.

Executive Summary

Light Job Posting Demand Over a Deep Supply of Regional Jobs



Jobs (2024)

Your area is a hotspot for this kind of job. The national average for an area this size is 438* employees, while there are 775 here.



Compensation

Earnings are low in your area. The national median salary for your occupations is \$63,324, compared to \$59,396 here.



Job Posting Demand

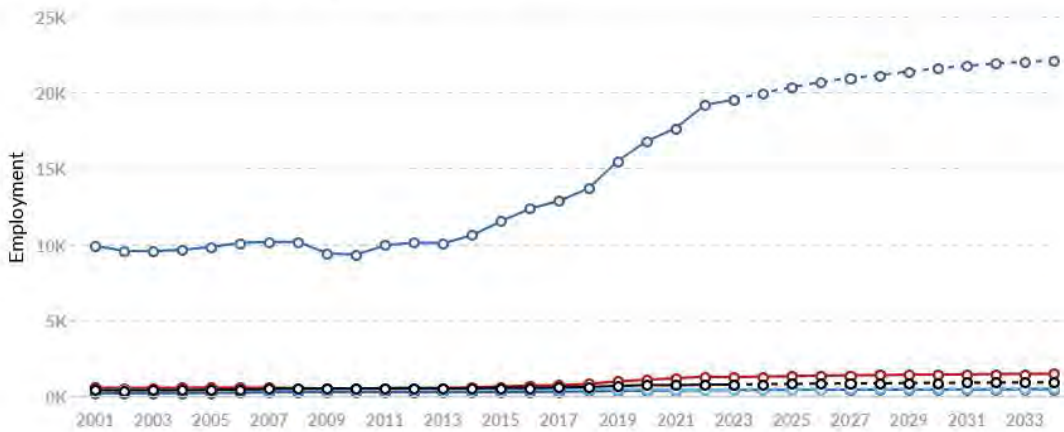
Job posting activity is low in your area. The national average for an area this size is 5* job postings/mo, while there are 4 here.

*National average values are derived by taking the national value for your occupations and scaling it down to account for the difference in overall workforce size between the nation and your area. In other words, the values represent the national average adjusted for region size.

Jobs

Regional Employment Is Higher Than the National Average

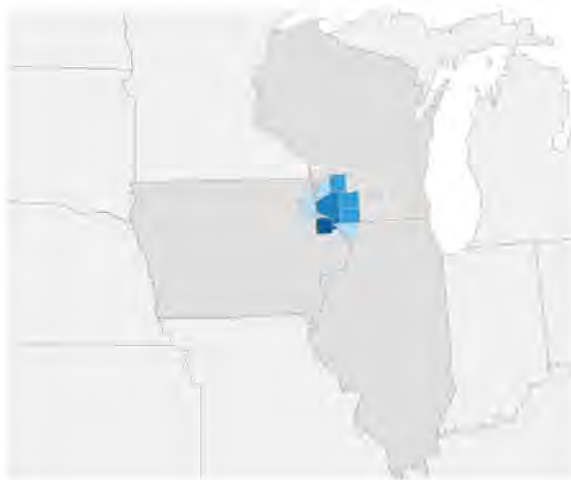
An average area of this size typically has 438* jobs, while there are 775 here. This higher than average supply of jobs may make it easier for workers in this field to find employment in your area.



Region	2024 Jobs	2029 Jobs	Change	% Change
● District plus borders	775	853	78	10.0%
● National Average	438	468	30	7.0%
● Wisconsin	19,969	21,379	1,410	7.1%
● Dubuque County, IA	394	425	31	8.0%
● Dane County, WI	1,280	1,396	115	9.0%

*National average values are derived by taking the national value for your occupations and scaling it down to account for the difference in overall workforce size between the nation and your area. In other words, the values represent the national average adjusted for region size.

Regional Breakdown



County	2024 Jobs
Dubuque County, IA	394
Grant County, WI	108
Lafayette County, WI	68
Iowa County, WI	64
Richland County, WI	52

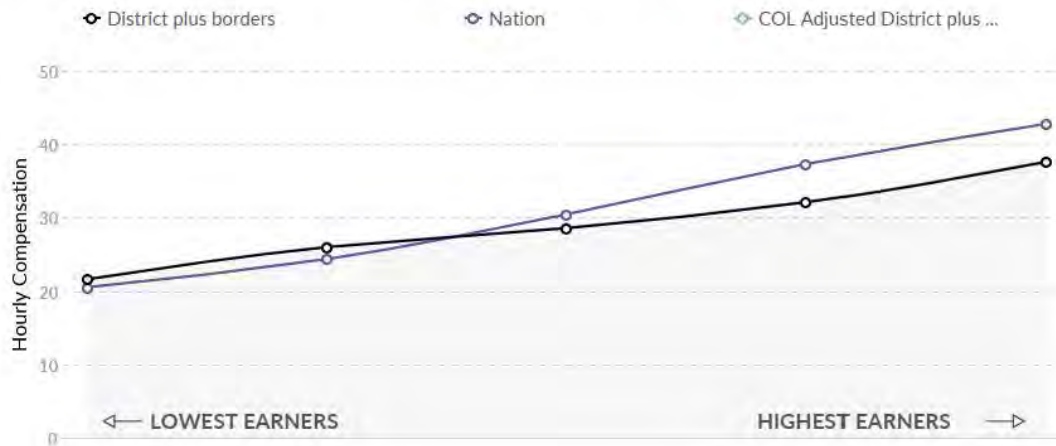
Most Jobs are Found in the Agriculture, Construction, and Mining Machinery Manufacturing Industry Sector



Compensation

Regional Compensation Is 6% Lower Than National Compensation

For your occupations, the 2023 median wage in your area is \$28.56/hr, while the national median wage is \$30.44/hr.



Job Posting Activity



26 Unique Job Postings

The number of unique postings for this job from Jan 2024 to Jul 2024.



16 Employers Competing

All employers in the region who posted for this job from Jan 2024 to Jul 2024.



37 Day Median Duration

Posting duration is 16 days longer than what's typical in the region.



Occupation	Avg Monthly Postings (Jan 2024 - Jul 2024)	Avg Monthly Hires (Jan 2024 - Jul 2024)
Industrial Machinery Mechanics	2	17
Electrical and Electronic Engineering Technologists and Technicians	2	5
Electro-Mechanical and Mechatronics Technologists and Technicians	0	0

*A hire is reported by the Quarterly Workforce Indicators when an individual's Social Security Number appears on a company's payroll and was not there the quarter before. Lightcast hires are calculated using a combination of Lightcast jobs data, information on separation rates from the Bureau of Labor Statistics (BLS), and industry-based hires data from the Census Bureau.

Top Companies	Unique Postings	Top Job Titles	Unique Postings
Pentair	4 	Engineering Design Technicians	3 
Cvr Energy	3 	Industrial Maintenance Technici...	3 
Rockwell Automation	3	Apprentice Electricians	2
Cummins	2	Automation Technicians	2
Progressive Processing	2	ICE Technicians	2
3M	1	Automation Maintenance Techn...	1
Building Automation Products	1	Bathers	1
Engineering Services And Produ...	1	Electrical Maintenance Technicia...	1
Exactech	1	Electrical Technicians	1
Flint Hills Resources	1	Emergency Room Registered Nu...	1

Top Distinguishing Skills by Demand

Not enough data to display Distinguishing Skills for this occupation.

Top Defining Skills by Demand

An occupation's Defining Skills represent the day-to-day tasks and responsibilities of the job. An employee needs these skills to qualify for and perform successfully in this occupation.



Skill	Salary Boosting	Job Postings Requesting	Projected Growth	Growth Relative to Market
Automation	✗	10	+30.5%	Rapidly Growing
Robotics	✗	5	+13.9%	Growing
Industrial Repair And Maintenance	✗	4	+13.8%	Growing
Machinery	✗	3	+8.0%	Stable
Valid Driver's License	✗	2	+7.5%	Stable
Programmable Logic Controllers	✓	2	+14.7%	Growing
Instrumentation	✗	1	+11.9%	Growing

Top Necessary Skills by Demand

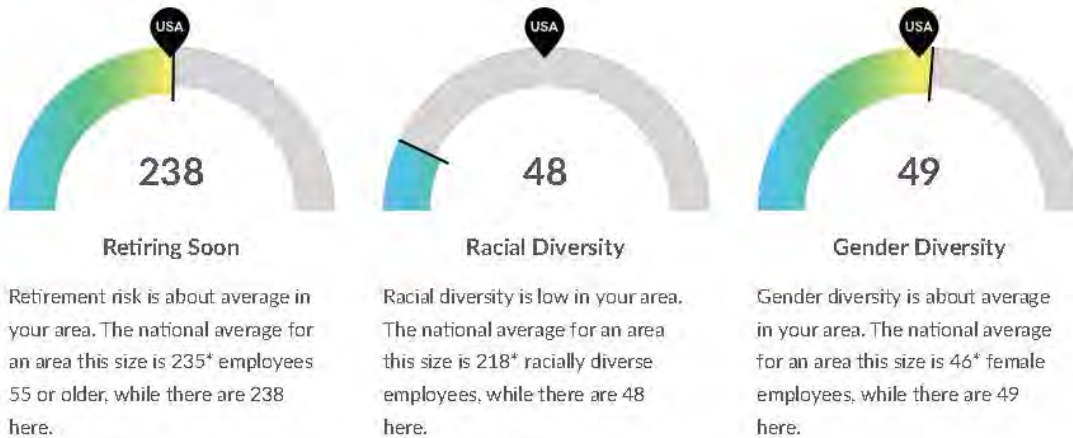
An occupation's Necessary Skills are the specialized skills required for that job and relevant across other similar jobs. An employee needs these skills as building blocks to perform the more complex Defining Skills.



Skill	Salary Boosting	Job Postings Requesting	Projected Growth	Growth Relative to Market
Hydraulics	✘	5	+11.0%	Growing
Electrical Wiring	✘	3	+20.1%	Rapidly Growing
Control Systems	✘	3	+17.6%	Growing
Electrical Systems	✘	3	+11.7%	Growing
Electromechanics	✘	3	+10.6%	Growing
Machinery	✘	3	+8.0%	Stable
Hand Tools	✘	2	+6.2%	Stable
Equipment Maintenance	✘	2	+9.1%	Growing
Valid Driver's License	✘	2	+7.5%	Stable
Blueprinting	✘	2	+21.4%	Rapidly Growing

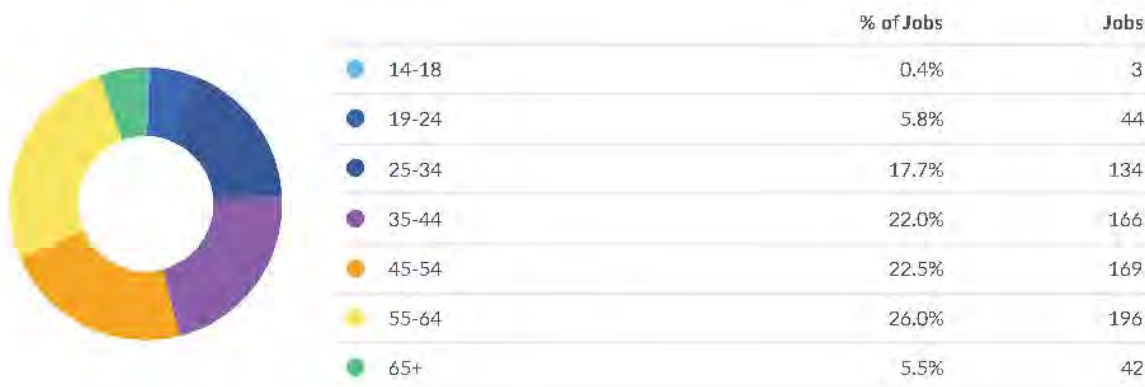
Demographics

Retirement Risk Is About Average, While Overall Diversity Is Low



*National average values are derived by taking the national value for your occupations and scaling it down to account for the difference in overall workforce size between the nation and your area. In other words, the values represent the national average adjusted for region size.

Occupation Age Breakdown



Occupation Race/Ethnicity Breakdown



Occupation Gender Breakdown



Occupational Programs



7 Programs

Of the programs that can train for this job, 7 have produced completions in the last 5 years.



76 Completions (2023)

The completions from all regional institutions for all degree types.



86 Openings (2023)

The average number of openings for an occupation in the region is 21.

CIP Code	Top Programs	Completions (2023)
15.0613	Manufacturing Engineering Technology/Technician	58 <div style="width: 58%;"></div>
48.0501	Machine Tool Technology/Machinist	8 <div style="width: 8%;"></div>
15.0403	Electromechanical/Electromechanical Engineering Technolo...	7 <div style="width: 7%;"></div>
15.0404	Instrumentation Technology/Technician	2 <div style="width: 2%;"></div>
47.0303	Industrial Mechanics and Maintenance Technology/Technici...	1 <div style="width: 1%;"></div>

Top Schools	Completions (2023)
University of Wisconsin-Platteville	58 <div style="width: 58%;"></div>
Southwest Wisconsin Technical College	18 <div style="width: 18%;"></div>

Appendix A - Data Sources and Calculations

Location Quotient

Location quotient (LQ) is a way of quantifying how concentrated a particular industry, cluster, occupation, or demographic group is in a region as compared to the nation. It can reveal what makes a particular region unique in comparison to the national average.

Occupation Data

Emsi occupation employment data are based on final Emsi industry data and final Emsi staffing patterns. Wage estimates are based on Occupational Employment Statistics (QCEW and Non-QCEW Employees classes of worker) and the American Community Survey (Self-Employed and Extended Proprietors). Occupational wage estimates are also affected by county-level Emsi earnings by industry.

Staffing Patterns Data

The staffing pattern data in this report are compiled from several sources using a specialized process. For QCEW and Non-QCEW Employees classes of worker, sources include Occupational Employment Statistics, the National Industry-Occupation Employment Matrix, and the American Community Survey. For the Self-Employed and Extended Proprietors classes of worker, the primary source is the American Community Survey, with a small amount of information from Occupational Employment Statistics.

Cost of Living Data

Lightcast's cost of living data is based on the Cost of Living Index published by the Council for Community and Economic Research (C2ER).

Lightcast Job Postings

Job postings are collected from various sources and processed/enriched to provide information such as standardized company name, occupation, skills, and geography.

Institution Data

The institution data in this report is taken directly from the national IPEDS database published by the U.S. Department of Education's National Center for Education Statistics.

Attachment F

Ad Hoc Committee for Smart Systems Engineering Technology Concept
Review Meeting 9/13/24

In Attendance:

1. Francisco Grimaldo Montelongo-Cummins
2. Glen Bruner-Rockwell Automation
3. Eric Horn-3M
4. Sonny Kommany-3M
5. Kendal Garrison-Lactalis
6. Coty Wargnier-Lactalis
7. Don Wedor-Schreiber Foods
8. Travis Lube-Meister Cheese
9. Wesley Rowe-Cardinal Glass
10. Garett Henry-Lab Midwest
11. Nick Mootz-Lab Midwest
12. Stephen Goss-SWTC
13. Kris Wubben-SWTC
14. Holly Straka-SWTC
15. Silas Bernardoni-SWTC
16. Isabelle Manning-SWTC

Expert Board

1. Wes Rowe and team (Cardinal)
2. Lenny Bass (Lactalis)
3. Don Wedor (Schreiber)

Francisco Grimaldo Montelongo (Cummins)-Business Operations and Continuous Improvement

- Understanding robotics and PLCS (specifically how they work)
- Saving data and analyzing large amounts of data
- Hands on work
- Cummins just installed Fanuc Robots
- How to read programming
- Resetting robots to bring them home

Glen Bruner (Rockwell Automation)

- Says these issues go back 10-15 years
- Fail safety (making sure things don't get too far gone)
- Vision streams/systems before the issue occurs

Eric Horn and Sonny Kommany (3M)

- Internal training is where most of the knowledge comes from
- Fully understanding sensors/PLCs
- Operating Fanuc robots
- Systems that guide employees on what to fix.
- Training on Kuka Robots
- Training on UR and ABB Robots

- How to set up/program AMR robots
- Learn analytical thinking processes instead of expertise to resolve issues
 - Logic behind understanding and control
 - 5 Whys/ Fish Bone
 - Documenting troubleshooting (guide) linked to each machine so new employees know how to work each robot (Knowledge sharing)-
 - Show students a system on how to share information (everyone knows the info)
- Characteristics of Laser Sensors

Don Wedor (Schreiber Foods)-Controls Engineer (22 years)

- Fanuc Robots for palletizing with many sensors
- Python programming and scripting- basic understanding

Travis Lube (Meister Cheese)-Maintenance Director/Project Manager (10 years)

- Fundamental knowledge on how to control wiring on PLCs
- Wiring Diagrams to make troubleshooting quick
- Read Logic and understand what the program is supposed to be doing
- Would like to have technicians that can do some programming
- Valving on controls
- IO-LINK knowledge

Kendal Garrison (Lactalis)-HR Manager (7 years)/Coty Wargnier

- Lactalis has new lines, pick and place, elevators, and robots:
- Automation: employees struggle with confidence with trouble shooting. (operators)
- Wants operators to be mechanically inclined- more aware/more understanding
- Two parts of a program: Maintenance techs getting committed to maintenance/getting operators training on how to fix small issues and troubleshoot.

Wesley Rowe (Cardinal Glass IG)-Quality Continuous Improvement Manager (22 years)

- QComp Technologies does most of Cardinal's troubleshooting
 - Goal is to get internal employees to do this
- Has to wait days for the company to get in the building and make efficiency changes.
 - During this time it takes a lot of human labor to compromise during this time.
- Said Anderson is using autonomous robots.
 - aisle ways
 - delivering materials
- Wants to learn how to program autonomous robots- "where is home"

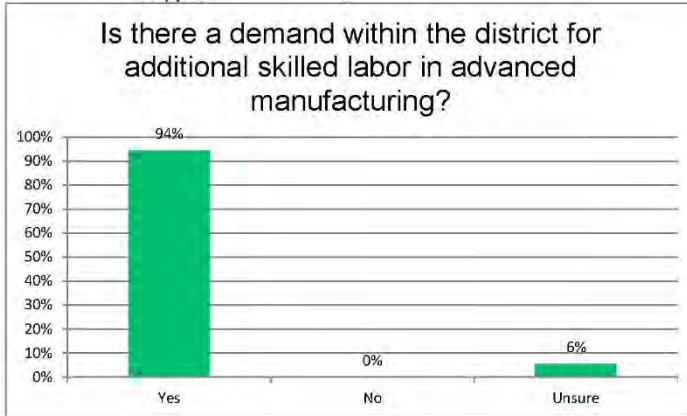
Vote of Approval for Need in Industry:

1. Francisco Grimaldo Montelongo-Cummins-**Yes**
2. Glen Bruner-Rockwell Automation-**Yes**
3. Eric Horn-3M-**Yes**
4. Sonny Kommany-3M-**Yes**
5. Kendal Garrison-Lactalis-**Yes**
6. Coty Wargnier-Lactalis-**Yes**
7. Don Wedor-Schreiber Foods-**Yes**
8. Travis Lube-Meister Cheese -**Yes**
9. Wesley Rowe-Cardinal Glass-**Yes**

Advanced Manufacturing Needs Assessment Survey

Is there a demand within the district for additional skilled labor in advanced manufacturing?

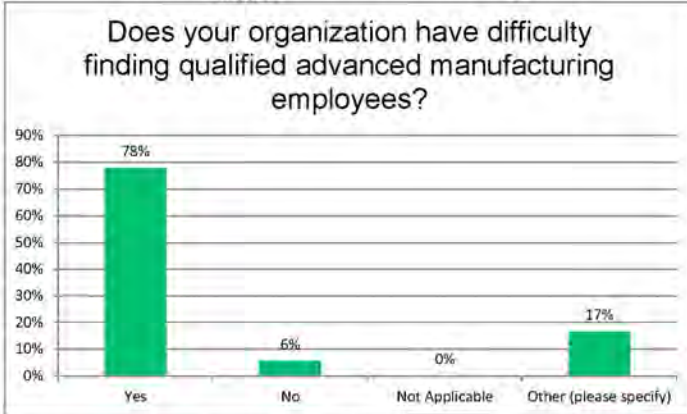
Answer Choices	Responses	
Yes	94%	17
No	0%	0
Unsure	6%	1
	Answered	18
	Skipped	3



Advanced Manufacturing Needs Assessment Survey

Does your organization have difficulty finding qualified advanced manufacturing employees?

Answer Choices	Responses	Count
Yes	78%	14
No	6%	1
Not Applicable	0%	0
Other (please specify)	17%	3
Answered		18
Skipped		3



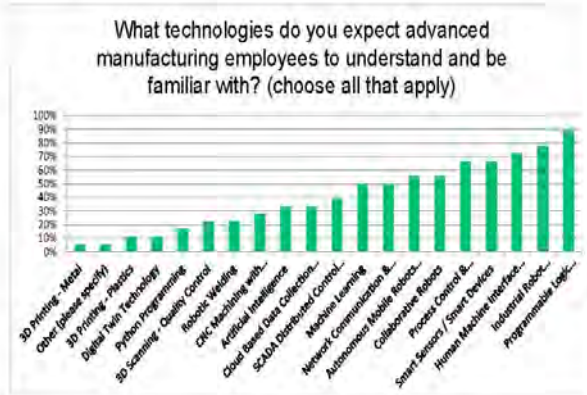
Respondent ID	Response Date	Other (please specify)	Tags
118694861621	Sep 18 2024	0	we have not tried to hire anyone in a role like this recently
118694745646	Sep 18 2024	0	We haven't had to hire for this yet.
118694625693	Sep 18 2024	1	It's nice for them to have experience in TIG welding Stainless, but we don't require it.

Advanced Manufacturing Needs Assessment Survey

What technologies do you expect advanced manufacturing employees to understand and be familiar with? (choose all that apply)

Answer Choices	Responses
3D Printing - Metal	6%
Other (please specify)	6%
3D Printing - Plastics	11%
Digital Twin Technology	11%
Python Programming	17%
3D Scanning - Quality Control	22%
Robotic Welding	22%
CNC Machining with Automation (Robot Integration)	28%
Artificial Intelligence	33%
Cloud Based Data Collection & Data Analysis	33%
SCADA Distributed Control and Supervisory Systems	38%
Machine Learning	50%
Network Communication & Network Security	50%
Autonomous Mobile Robots (AMRs)	56%
Collaborative Robots	56%
Process Control & Instrumentation	67%
Smart Sensors / Smart Devices	67%
Human Machine Interface (HMI) Panel Creation & Integration	72%
Industrial Robot Programming, Troubleshooting, and Integration	78%
Programmable Logic Controller (PLCs) Programming & Troubleshooting	89%
Answered	18
Skipped	3

Respondent ID: 118691129274 Response Date: Sep 13 2024 Other (please specify): Control Wiring for Automation systems Tags:



Advanced Manufacturing Needs Assessment Survey

Please provide any comments or data points that reflect the need for additional skilled workers in the advanced manufacturing field:

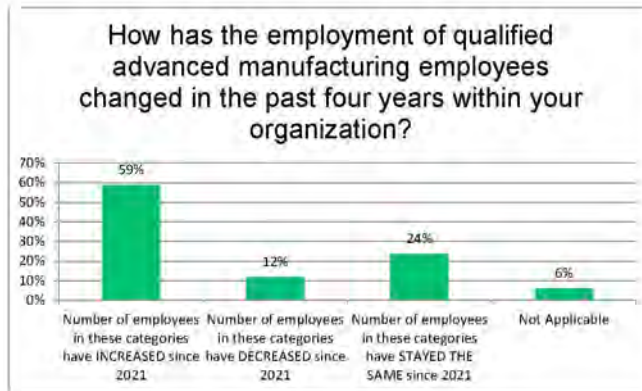
Answered 8
Skipped 13

Respondent ID	Response Date	Responses
11869462569	Sep 18 2024	1 More skilled TIG welders The Machines Being manufactured today are far more advanced than in the past and Companies are looking for more in-depth Data analysis and Up time expectations. this is nothing new we just need to keep up with the pace of technology.
11869461010	Sep 18 2024	1 current classes are just not up to par with the times.
118692879087	Sep 16 2024	0 Collaborative robots are becoming very popular in the food processing industry. The workers are needed, but also direction and capabilities presented and shown to the area manufacturing facilities.
11869126975	Sep 13 2024	1 What is best practice and what could we be doing better?
11869122627	Sep 13 2024	1 3D printing is an untapped technology but we are not set up for it yet in RA Richland Center. This is why I do not call it out. We see two different groups who need upscaled training: our dedicated maintenance technicians and also the machine operators.
118691139941	Sep 13 2024	1 General knowledge of how efficiencies can be made in manufacturing processes then how to implement them or make suggestions to engineering.
11869112927	Sep 13 2024	0 We have a difficult time hiring new employees with a good background in PLC programming, robotic programming/support, and vision and sensor installation/support.
11869050444	Sep 12 2024	0

Advanced Manufacturing Needs Assessment Survey

How has the employment of qualified advanced manufacturing employees changed in the past four years within your organization?

Answer Choices	Responses	
Number of employees in these categories have INCREASED since 2021	59%	10
Number of employees in these categories have DECREASED since 2021	12%	2
Number of employees in these categories have STAYED THE SAME since 2021	24%	4
Not Applicable	6%	1
Answered		17
Skipped		4



Advanced Manufacturing Needs Assessment Survey

Please indicate the number of advanced manufacturing employees CURRENTLY EMPLOYED in your

	0	1	2	3	4	5	6 or more	Total
Full-time	10.53% 2	10.53% 2	10.53% 2	10.53% 2	5.26% 1	5.26% 1	47.37% 9	19
Part-time	80.00% 8	10.00% 1	10.00% 1	0.00% 0	0.00% 0	0.00% 0	0.00% 0	10
							Answers	19
							Skipped	2

Currently Employed

75 Full-time

3 Part-time

(assuming 6 employees for "6 or more" responses)

Advanced Manufacturing Needs Assessment Survey

Please complete the following information for the advanced manufacturing employees currently employed in your organization. Enter either \$/hour OR annual salary. If you do not currently employ any advanced manufacturing employees, please respond with what you would anticipate. (*NOTE: If more than one advanced manufacturing employees, please give best estimate or average of all advanced manufacturing employees; example: 1 advanced manufacturing employees at 40 hr/wk, 2 advanced manufacturing employees at 20 hr/wk: 80 hr/week divided by 3 advanced manufacturing employees = average 27 hr/week.)

Answer Choices	Responses
Average # hours worked per week:	100.00% 19
Average # weeks worked per year:	100.00% 19
Average hourly wage, \$/hour:	84.21% 16
(or) Average annual salary:	36.84% 7
Answered	19
Skipped	2

Respondent ID	Response Date	Average # hours worked per week:	Average # weeks worked per year:	Average hourly wage, \$/hour:	(or) Average annual salary:
118691416470	Sep 20 2024 C	300 -> 30?	50	35.00	
118695098783	Sep 18 2024 C	50	52	24.00	
118694861621	Sep 18 2024 C	45	52	35.00	
118694745646	Sep 18 2024 C	40-45	52	28.00	
118694625693	Sep 18 2024 F	40	52	24.00	
118694610106	Sep 18 2024 F	40	48	50.00	
118692879067	Sep 16 2024 C	45-50	49		\$95,000-110,000
118692621678	Sep 16 2024 C	40	52	31.00	
118691346935	Sep 13 2024 C	135 ?	52		\$80,000
118691294471	Sep 13 2024 C	45	2400 (hours/year?)	27.00	
118691270515	Sep 13 2024 F	40	50	30.00	
118691263754	Sep 13 2024 F	45	48	25.00	
118691258926	Sep 13 2024 F	0	0	0	0
118691226272	Sep 13 2024 F	40	48		\$70,000
118691136941	Sep 13 2024 F	43	52	42.83	
118691148928	Sep 13 2024 F	40	40	Not sure	Not sure
118672882655	Sep 13 2024 C	1	1	11.00	
118691129274	Sep 13 2024 C	40	52	28.00	\$60,000-\$90,000
118690504441	Sep 12 2024 C	40	49	31.00	

? - Outliers, assume inaccurate

Advanced Manufacturing Needs Assessment Survey

Please indicate the number of **CURRENT ADVANCED MANUFACTURING JOB OPENINGS** in your organization.

	0	1	2	3	4	5	6 or more	Total
Full-time	23.53% 4	29.41% 5	17.65% 3	5.88% 1	0.00% 0	0.00% 0	23.53%	4 17
Part-time	100.00% 11	0.00% 0	0.00% 0	0.00% 0	0.00% 0	0.00% 0	0.00%	0 11
							Answered	17
							Skipped	4

CURRENT Job Openings

38 Full-time

0 Part-time

(assuming 6 employees for "6 or more" responses)

Advanced Manufacturing Needs Assessment Survey

Please indicate the number of FUTURE ADVANCED MANUFACTURING JOB OPENINGS in your organization over the course of the next 3-5 years.

	0	1	2	3	4	5	6 or more	Total
Full-time	0.00% 0	37.50% 6	18.75% 3	6.25% 1	0.00% 0	0.00% 0	37.50% 6	16
Part-time	87.50% 7	12.50% 1	0.00% 0	0.00% 0	0.00% 0	0.00% 0	0.00% 0	8
							Answers	16
							Skipped	5

FUTURE Job Openings

51 Full-time

1 Part-time

(assuming 6 employees for "6 or more" responses)

Advanced Manufacturing Needs Assessment Survey

How many individuals who are currently working at your organization would you encourage to obtain advanced manufacturing training?

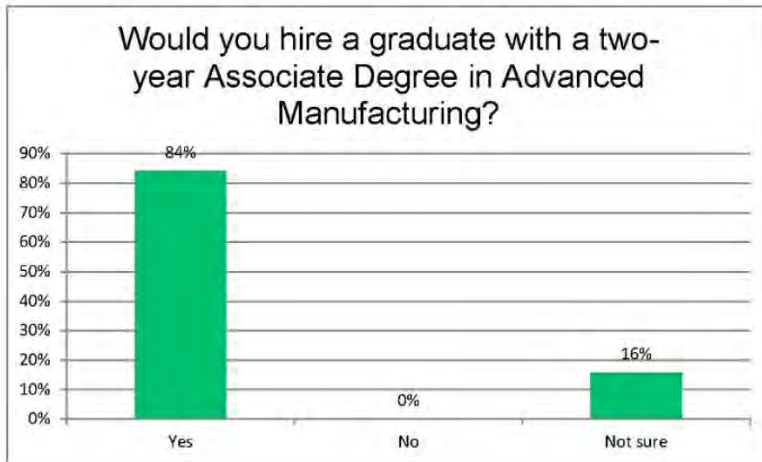
Answer Choices	Average Number	Total Number	Responses
# of employees	4.315789474	82	100.00%
			19
			Answered
			Skipped
			19
			2

Respondent ID	Response Date	# of employees	Tags
118691416470	Sep 20 2024 06:4	2	
118695098783	Sep 18 2024 09:10	6	
118694861621	Sep 18 2024 03:14	2	
118694745646	Sep 18 2024 01:09	0	
118694625693	Sep 18 2024 12:38	2	
118694610106	Sep 18 2024 11:07	10	
118692879067	Sep 16 2024 01:27	1	
118692621878	Sep 16 2024 08:37	0	
118691346935	Sep 13 2024 02:08	1	
118691294471	Sep 13 2024 01:07	5	
118691270515	Sep 13 2024 12:37	1	
118691263754	Sep 13 2024 12:22	4	
118691258926	Sep 13 2024 12:14	0	
118691226272	Sep 13 2024 11:37	5	
118691139941	Sep 13 2024 10:08	20	
118691148928	Sep 13 2024 10:08	10	
118672882655	Sep 13 2024 09:50	1	
118691129274	Sep 13 2024 09:44	10	
118690504441	Sep 12 2024 03:48	2	
		82	

Advanced Manufacturing Needs Assessment Survey

Would you hire a graduate with a two-year Associate Degree in Advanced Manufacturing?

Answer Choices	Responses	
Yes	84%	16
No	0%	0
Not sure	16%	3
Answered		19
Skipped		2



Advanced Manufacturing Needs Assessment Survey

Please provide a reason, or brief explanation, as to what would make you more willing to hire a graduate with a two-year Associate Degree in Advanced Manufacturing.

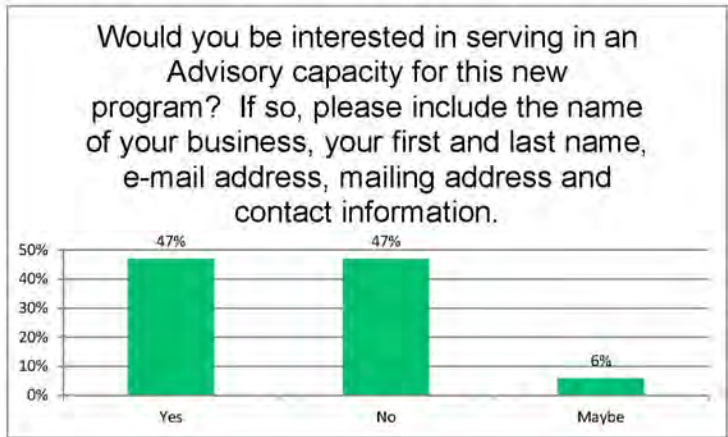
Answered 3
Skipped 18

Respondent ID	Response Date	Responses
118694861621	Sep 18 2024 0	applicable industry experience in partnership with the degree may be strong way to go to provide real world experience along with the course work @ SWTC, with technical work like this, real world experience will likely be extremely key to provide employers confidence in hiring to a full time role.
11869462569	Sep 18 2024 1	I don't have enough advanced manufacturing equipment to run. More tied to company policies than anything else. Working to change the perception in workplaces that some
11869122627	Sep 13 2024 1	have showing a 4 year degree is needed.. When it should not be.

Advanced Manufacturing Needs Assessment Survey

Would you be interested in serving in an Advisory capacity for this new program? If so, please include the name of your business, your first and last name, e-mail address, mailing address and contact information.

Answer Choices	Responses	
Yes	47%	8
No	47%	8
Maybe	6%	1
Answered		17
Skipped		4



Advanced Manufacturing Needs Assessment Survey

Please complete the following information about your business/organization. All responses will be kept strictly confidential and will be used for the purpose of this Program Needs Assessment only.

Answer Choices	Responses
Your Name	100.00% 9
Business/Organization Name	100.00% 9
Address	77.78% 7
Address line 2	0.00% 0
City	66.67% 6
State	66.67% 6
Zip Code	77.78% 7
Your position title	66.67% 6
Email Address or Website URL	100.00% 9
Phone Number	0.00% 0
Answered	9
Skipped	12

Respondent ID	Response Date	Your Name	Business/Organization Name	Address	City	State	Zip Code	Your position title	Email Address or Website URL	Phone Number
118695098793	Sep 16 2024	C Francisco Grimaldi	Cummins Emission Solutions					Operations Leader	j0513@cummins.com	
118694610106	Sep 16 2024	I Don Wedor	Schreiber Foods West	2101 Bohmann Dr	Richland Center	WI	53581		don.wedor@schreiberfoods.com	
118692879057	Sep 16 2024	C Joe Erschen	Imperia Foods	803 E US Highway 18	MONTCERT	WI	53569-5413	Maintenance Manager	erschen@schumancheese.com	
118691346935	Sep 13 2024	C Patrick Arnold	AY McDonald Mfg Co	4500 Chavonelle Rd	Dubuque	IA	52002	Director of Manufacturing	PArnold@aymcdonald.com	
118691226272	Sep 13 2024	I Glen Brunner	Rookwell Automation	1500 Paezies Drive	Richland Center	WI	53581	Materials/Quality/CI Manager	glen.brunner@rookwellautomation.com	
118691138941	Sep 13 2024	I Kendal Garnson	Lactalis American Group	218 S Park ST	Belmont	WI	53510	HR Manager	kendal.garnson@us.lactalis.com	
118691148928	Sep 13 2024	I Wes Rowe	Cardinal Glass IG	1011 East Madison St	Spring Green	WI	53588	Quality Continuous Improvement Manager	rowe@cardinalglass.com	
118691129274	Sep 13 2024	C Travis Lubé	Meister Cheese Company	1150 Industrial Dr	Muscoda	WI	53573	Maintenance Director	tlube@meistercheese.com	
118690504441	Sep 12 2024	C Eric Horn	GM		Platte Du Chien	WI		Technology Advancement Supervisor	ehorn2@grmm.com	

Attachment G

Attachment G

Hello, Cynde and Kris!

We will get right on this – have a GREAT weekend and GOOD LUCK in the process of establishing this critical program!

Doug

Doug Hamm, Ph.D. MBA
Vice President of Teaching and Learning
Moraine Park Technical College
Website: morainepark.edu
Pronouns: he/him/his

dhamm4@morainepark.edu
TTY/VP: Use Relay/VRS
Phone: 920.924.3317

235 N. National Ave. Fond du Lac, WI
54936-1940

imagine what's next



From: Cynde Larsen <clarsen@swtc.edu>

Sent: Thursday, October 31, 2024 11:59 PM

To: kschmitt3@blackhawk.edu; smcnutt@blackhawk.edu; llivingston3@cvtc.edu; athurmer@cvtc.edu; mthiess@cvtc.edu; jennifer.lanter3774@fvtc.edu; sara.suwalski1022@fvtc.edu; janisinm@gtc.edu; slaters@gtc.edu; Mereditth.sauer@gotoltc.edu; Trish.Klein@gotoltc.edu; bgilesklinkner@madisoncollege.edu; jzarrinnam@madisoncollege.edu; chris.severson@mstc.edu; whitney.escher@mstc.edu; dakwarmm@matc.edu; roblesa6@matc.edu; kingp17@matc.edu; Douglas Hamm <dhamm4@morainepark.edu>; frice@morainepark.edu <frice@morainepark.edu>; Rhea Behlke <rbehlke3@morainepark.edu>; bfields@nicoletcollege.edu; kpeeters@nicoletcollege.edu; ackley@ntc.edu; skarlupkak@ntc.edu; kathryn.rogalski@nwtc.edu; polly.worthington@nwtc.edu; aliesha.crowe@northwoodtech.edu; sinai.mejia@northwoodtech.edu; Cynde Larsen <clarsen@swtc.edu>; Nanette Hubbard <nhubbard@swtc.edu>; bpiazza@wctc.edu; dbartlett2@wctc.edu; HopkinsR@westerntc.edu; belczakl@westerntc.edu; McCabe, Colleen <colleen.mccabe@wtcsystem.edu>; rachel.colla@wtcsystem.edu; chrystal.seeleyschreck@wtcsystem.edu; joel.mathis@wtcsystem.edu; shelly.mondeik <shelly.mondeik@mstc.edu>; angela.susa@mstc.edu

Cc: Kris Wubben <kwubben@swtc.edu>; Nanette Hubbard <nhubbard@swtc.edu>

Subject: Request for Information Regarding New Program Development

CAUTION: This email originated from outside of Moraine Park Technical College. Do not click links or open attachments unless you recognize the sender and know the contents are safe. Any doubts about the email? Click the Phish Alert button to report the email to IT.

Dear ISA Colleagues,

Southwest Wisconsin Technical College (SWTC) is in the initial stages of the new program development process for a Mechatronic & Robotic Engineering Technology associate degree. I am writing to ask for your assistance as we prepare for submission to the Wisconsin Technical College System Board. As you know, during the Concept Review part of the process, any district with similar or the same programs is contacted to ascertain information. This email serves as a formal request for information you can share (enrollments, placement rates, capital expenses, etc.).

I truly appreciate any information you can provide by either forwarding your information to me or to Kris Wubben, Executive Dean. I am happy to discuss the details of SWTC's proposed program and to learn about your experiences with your program.

- Kris Wubben – Executive Dean; 608-822-2706; kwubben@swtc.edu

We intend to compile this information by November 15. We will gladly incorporate any feedback you have on the topics outlined above. If you have any questions or concerns, please do not hesitate to contact me directly at 608-822-2642 or clarsen@swtc.edu.

Kindly,

Cynde

Cynde Larsen

Chief Academic Officer

608.822.2642

800.362.3322, ext. 2642

tdd: 608.822.2072

Cell: 608.778.4842



www.swtc.edu

**Southwest Wisconsin
TECHNICAL COLLEGE**

1800 Bronson Boulevard
Fennimore, WI 53809



Cynde,

See the 2024 program review document for our Automation Instrumentation program at Mid-State. Let me know if you need anything else.

Have a great weekend.


Dr. Chris Severson, Ed.D., MBA


Vice President, Academics


Mid-State Technical College / Wisconsin Rapids Campus

500 32nd Street North

Wisconsin Rapids, WI 54494

 715/422-5306

 chris.severson@mstc.edu

 mstc.edu

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Good morning,

The new program sounds great! It sounds like a combination of two successful programs at CVTC, Automation Engineering and Mechatronics.

Mechatronics also has several Tech Diplomas that go with it, including a 1-year Mechatronics Technician, a 10 credit Electrical Maintenance, and a 10 credit Mechanical Maintenance Tech Diploma. We run the Mechatronics programs as an open lab setup where students can attend for 8am – 9pm M – TH and 8am – 4pm F. The Mechatronics Specialist Associate Degree has about 37 students and all of the degrees together have about 109 students. Employed in field for the Associate Degree is 100%. We have focused on Amatrol equipment to outfit our labs, which include trainers in mechanical alignment, pneumatics, hydraulics, AC/DC electrical, sensors, and robotics. The equipment has been durable and serves our students well.

Our Automation Engineering Technology Associate Degree also has a 1 year ElectroMechanical Maintenance Technical Diploma tied to it. These programs follow a typical block schedule during the day. Automation Engineering has 53 students and 87% employed related. The ElectroMechanical Tech Diploma has 28 students and a 100% employed in related. Capital purchases include custom made trainers, PLC cabinets, Amatrol trainers, and Fanuc robots.

If there is anything I can do to help get our program running, please let me know.

Thank you,

Rob Ecker

Associate Dean of Manufacturing & Engineering

Chippewa Valley Technical College

715.975.6969

recker@cvtc.edu

[Setup a Meeting With Me](#)



Attachment I

Equity in Student Recruitment, Access, Retention & Completion

The proposed Smart Systems Engineering Technology Degree will develop a career pathway model with our high school students. Students will have multiple career pathways and opportunities to earn marketable skills without first needing to complete the entire associate degree through industry recognized certifications. The program will have a faculty- supported internship program where students will get assistance with placement. Instructional modality will leverage both face-to-face delivery and the option to participate in synchronous remote delivery when students are not able to attend class in-person. Furthermore, the intention is the classes will utilize multiple Universal Design for Learning principles and practices as the campus continues to implement positive academic change.

Program Interface/Alignment with College Strategic Directions Focused on Special Populations

Southwest Tech has set strategic directions (2024-2025) that align with the desired outcomes of the proposed Applied Robotic Engineering Technology program. A priority project within the strategic directions plan is to provide access to high-quality academic programming that helps students succeed in the workforce. The campus Academic Plan focuses on careers and industry sectors that are considered high wage according to the direction of the Aspen Institute. Inclusivity and a focus on students who qualify as special populations is a cornerstone of the campus strategic directions, and the Smart Systems Engineering Technology program faculty and leadership will participate in supporting student success by providing a learning environment that focuses on bridging achievement gaps between our special and non-special populations. Individualized Student Success Plans will be developed for all students that focuses on their career goals and any financial gaps they may have that would be a barrier to success. Collegewide plans to support students include individual career, financial plans, and academic support systems designed to ensure that the students who need support the most receive it.

**RESOLUTION
OF THE
SOUTHWEST WISCONSIN TECHNICAL COLLEGE
DISTRICT BOARD OF DIRECTORS**

WHEREAS, the Southwest Wisconsin Technical College Board has approved the Concept Review for an Associate Degree in Smart Systems Engineering Technology (Program Number 10-664-1).

BE IT THEREFORE RESOLVED that the Southwest Wisconsin Technical College Board submits for State Board approval the Concept Review for Associate Degree Smart Systems Engineering Technology (Program Number 10-664-1).

Approved this 15th day of November 2024.

Charles Bolstad
Chairperson

ATTEST:

Kent Enright
Secretary



Board Monitoring of College Effectiveness

A. Review Results of the 11/14/2024 \$4,000,000 General Obligation Promissory Note Sale

Mr. White will review the results of the sale.

B. SWTC Foundation Quarterly Report

Dennis Cooley, Executive Director of Advancement, will update the District Board on recent Foundation activities and results of fundraising efforts and other initiatives. The FY 2025 1st Quarter report follows.

Southwest Tech Foundation FY25 First Quarter Report

Fundraising Totals 7/1/24 - 9/30/2024

\$279,938.58 total gifts received

(Goal \$1,800,000 for fiscal year)

Outstanding Pledges = \$347,438.92*

|*\$300,000 HUD Grant not included

FY24 Gift Highlights of \$2,500-plus from 7.1.24 to 9.30.24

- Patrick Thiele, \$96,067 to James and Grace Thiele Scholarship
- Patrick Thiele, \$86,000 to Raising Chargers Scholarship
- Patrick Thiele, \$30,000 to Thiele Charge Forward S.T.E.P. Scholarship
- Linda Kramer, \$12,000 to John N. and Linda C. Kramer Scholarship
- Lactalis American Group, Inc. \$8,000 to Charger Annual Fund
- MidWestOne Bank Foundation, \$5,000 to Agriculture Development Fund
- Linda Kramer, \$3,000 to Charger Dream Fund
- QueenB Radio of Wisconsin, \$2,500 to Charger Annual Fund (GIK)
- Woodward Foundation, \$2,500 to Charger Annual Fund

Southwest Tech News Releases

[News Releases | Southwest Tech News \(swtc.edu\)](#)

Notes from the SWTC Foundation Executive Director

By Dennis Cooley

As the Southwest Tech Foundation continues to align with the College related to Student Success Plans, we have some great news to share with the District Board. We originally had a shared goal between the College and the Foundation to create a quasi-endowed Student Success Fund Scholarship Fund, with a goal of reaching \$1.0 million for the fund by June 30, 2026. With the most recent calculation of the Memorandum of Understanding (MOU) between the Foundation, Real Estate Foundation and the College – along with a couple of strong years of operations for the Foundation and REF – we are on pace to top the \$1.0 million mark a year early.

The first three years of building the endowment created a balance of about \$630,000. The upcoming MOU payment is calculated at \$375,000 and is expected to move to the quasi-endowed SSP Fund in spring 2025. A quasi-endowed fund is a fund that is treated as permanently restricted by board action, rather than by donor decree. The SWTC Foundation Board voted to quasi-endow the fund at a recent meeting.

This is fantastic news as it means more support and more stable support of this effort that is helping to redefine student engagement on our campus.

The Foundation's commitment to planned giving discussions has continued to lead to interest from our donor pool. We are pleased to announce that we confirmed nine new planned gifts, where Southwest Tech Foundation, Inc., was named in the estate plans, in academic year 2023-24. The Foundation is planning to host a formal estate planning and charitable planned giving event in the first half of 2025.

We've captured many wonderful stories from our alumni, corporate partners and friends in 2023-24 and completed another strong quarter of work. While cash gifts, pledges and gifts-in-kind show up in our

The graphic features the SWTC logo at the top center, which includes the text 'SOUTHWEST WISCONSIN TECHNICAL COLLEGE' and '1967'. Below the logo, the title 'STUDENT SUCCESS PLAN Scholarships' is displayed in white and yellow text on a blue background. Underneath the title is the tagline 'Paving the Way for Future Generations'. The graphic includes two photographs of graduates in blue caps and gowns. A central flowchart illustrates the scholarship progression: '1.0 ACCESS SCHOLARSHIP' (Receive \$500+) leads to '2.0 COMPLETION STEP SCHOLARSHIPS' (Complete 15 Credits, Receive \$500), which leads to '3.0 COMPLETION STEP SCHOLARSHIPS' (Complete 30 Credits, Receive up to \$1,000), and finally to '4.0 COMPLETION STEP SCHOLARSHIPS' (Complete 45 Credits, Receive up to \$1,500+).

The SWTC Student Success Plan STEP Scholarships were created to support the educational goals of Southwest Tech students and provide essential financial aid. These scholarships are designed to fill the individualized financial gaps identified in students' success plans, offering support customized to each individual's needs.

By awarding scholarships in steps at 15, 30, and 45 credits, we incentivize students to achieve their goals and successfully complete their programs. With this program you can invest in the future of our community and its students.

1.0 ACCESS SCHOLARSHIP
RECEIVE **\$500+**

2.0 COMPLETION STEP SCHOLARSHIPS
COMPLETE 15 CREDITS
RECEIVE **\$500**

3.0 COMPLETION STEP SCHOLARSHIPS
COMPLETE 30 CREDITS
RECEIVE UP TO **\$1,000**

4.0 COMPLETION STEP SCHOLARSHIPS
COMPLETE 45 CREDITS
RECEIVE UP TO **\$1,500***

YOU CAN IMPACT STUDENTS EVERY STEP OF THE WAY!

1.0 Access Scholarships
2.0 Completion STEP Scholarships
3.0 Post Graduation Success

Southwest Tech offers over 50 programs in agriculture, business, health, manufacturing and industry-related careers.

*Scholarship award amounts are estimated based on the individual financial gaps identified in Southwest Tech's approved Student Success Plan as a percent. Southwest Tech is committed to legal affirmative action, equal opportunity access, and diversity of its campus community. www.swtc.edu/eqt

reports, we are pleased to note that the level of planned gifts – many of which are estate gifts – is also on the rise, which is a good sign of our overall health as a Foundation.

Corporate and private foundation giving key to mini-campaigns

Aside from the Student Success Plan funding focus to double Southwest Tech Foundation’s endowment from \$5.0 million to more than \$10 million, the Foundation is also helping to organize and execute two mini-campaigns around the fundraising priority of providing resources to increase enrollments in high-wage programs and to help start new high-wage programs.

Building off the successful Need for Nurses Program, the College is launching an Advanced Manufacturing Program and the Precision Agronomy Program. Each of these programs will bring funding sources from the WTCS, as well as grants, both public and private. We are anticipating

additional funding needs and the Foundation is helping to raise money in support of this effort from our corporate partners, individual donors and from the private foundations which have affinity for these areas of study. Preliminary estimates for funds needed to be raised from these efforts are between \$3.5 to \$4.75 million, with a majority needed for Advanced Manufacturing.

We have First Step Scholarships, which are more of our traditional student support. These are the funds that donors give that help the recipients on their academic pathways (1.0 – Access). The SWTC S.T.E.P. Scholarship goes further with students, funding the movement toward graduation for students with financial incentive to receive scholarships when they reach credit milestones. We have evaluated this concept in Boscobel and Wauzeka/Steuben school districts over the past four years with markedly improved completion rates.

Goals for 1st Quarter 2024-25

We replaced retired Annual Giving Coordinator Gina Udelhofen with Adam Phillips in mid-October and have been working feverishly to get Adam up to speed, trained and producing results. Adam is new to development work, but excels at relationship building and following through on his responsibilities. We have charged Adam with developing fundraising teams in outreach site school districts (Dodgeville,

Southwest Wisconsin TECHNICAL COLLEGE FOUNDATION

CHARGER ACCESS 1.0 AND STUDENT SUCCESS PLAN
Scholarship Programs

Working with students get one step closer to their educational goals.

5	\$100,000+ ENDOWMENT Help secure the futures of students and rural vitality for our region for years to come.
4	\$75,000 ENDOW A STUDENT SUCCESS PLAN STEP SCHOLARSHIP Leave a legacy of helping students in our region achieve their dreams.
3	\$3,000 ANNUALLY Help one student achieve their dreams through our Student Success Plan STEP Scholarship Program with awards at 15 credits, 30 credits, and 45 credits.
2	\$12,500 - \$25,000 ACCESS 1.0 SCHOLARSHIP ENDOWMENT Help a student each year in perpetuity with an Access 1.0 Scholarship
1	ANNUAL ACCESS 1.0 SCHOLARSHIP OF \$500 - \$2,000 Help one student to get access to education through our Access 1.0 Scholarship Program

ALL ENDOWMENTS ARE PAYABLE OVER A TERM THAT IS COMFORTABLE FOR THE DONOR. WE CAN HELP YOU TO CUSTOMIZE A PLAN THAT WORKS FOR YOU AND YOUR NEEDS.

Platteville, Fennimore, Boscobel, Prairie du Chien, Richland Center and Darlington), as well as other communities where we have a strong base of volunteers, staff and donors to draw from, like Pecatonica and Argyle, Riverdale, Mineral Point, Southwestern, River Ridge, Lancaster, Iowa-Grant and Wauzeka-Steuben. We expect about half of our 30 districts to take part in this annual giving effort in 2024-25, but we are also setting a goal to have networks created and working by the end of fiscal year 2025-26.

As we conclude the fall semester academically, our staff giving program is focusing on Katie’s Cupboard Food Pantry and Student Success Plan funding, with an emphasis on growing the percentage of staff who give by payroll deduction to 75 percent or more, from the current 68 percent rate. After a year in which employee giving dropped to 83.23 percent, we have redoubled efforts to create new and exciting ways to give to help guide the giving percentage back over the 90 percent mark.

The Foundation and Advancement staff is working to bring back our Day for Southwest Tech annual giving effort as the kick-off for a coordinated effort in February/March 2025. We will update the status of this work during our next report in February 2025.

All the best,

Dennis R. Cooley

Dennis Cooley
Executive Director of Advancement
Executive Director of the Southwest Tech Foundation
Southwest Tech

Foundation’s 5-Year Fundraising Plan Goals

The Foundation has completed a comprehensive five-year fundraising plan that focuses on three main areas of support.

College Priorities Create Foundation Opportunities to Help

1. Create financial support for needs identified in the Student Success Plans.
2. Provide resources for academic programming (increase enrollments in high-wage programs, innovate low/medium wage programs, and start new high-wage programs)
3. Develop additional funds to help Special Populations achieve higher rates of access, completion, and post-graduate success.

C. SWTC Real Estate Foundation Quarterly Report

The Real Estate Foundation's FY2025 1st Quarter report follows. Mr. Cooley will be present for questions on the report highlighting student resident life, board members, and future investments.

Southwest Tech Real Estate Foundation FY24-25 1st Quarter Report

We are pleased to announce the progress of our student crew at the site of our latest duplex project as the Southwest Tech Real Estate Foundation is adding eight more beds to its inventory, thanks to the students and instructors in the Building Trades Carpentry Program.

Not only is the project ahead of schedule, but the latest cost estimates for the project show it coming in well below its projected budget of \$320,000. Early estimates put the cost of the project around \$200,000. Andy Reynolds is the lead instructor for the

Building Trades Carpentry Program and he is assisted by Tim Hoffman, maintenance carpenter at Southwest Tech. The project has been aided by dryer than normal weather and mild temperatures, but Reynolds also says the crew has great unity, which helps them complete work more efficiently.



The Southwest Tech REF Board voted on Nov. 6 to move forward with another duplex project for the 2025-26 academic year on land adjacent to the current housing, on campus. With the successful completion of this year's duplex in addition to the one planned for 2025-26, Southwest Tech will be able to serve 147 total students.

The Real Estate Foundation is working with Southwest Tech's College Effectiveness Team to analyze data to show program completion rates and grade point average comparisons between students in College housing, compared to the rest of the student population. That data will be reported in a future quarterly report.

Update on Dodgeville Outreach Center Project

After about nine months of waiting, the Southwest Tech Real Estate Foundation was notified that the Department of Housing and Urban Development (HUD) has allowed Southwest Tech to open its account with the grant-funding agency. This allows the REF Board to move forward with the Dodgeville land purchase, the future site of an outreach location in Dodgeville.

The property, located at the corner of Hwys. 18 and 23 in Dodgeville (the former site of the Iowa County Sheriff's Department), is an excellent location to provide visibility for the College's adult education, public safety training and other needs. The REF Board voted unanimously at its meeting on Nov. 6 to move ahead with the purchase of



Melissa, Accounting, video of progress construction

the site after HUD's official award notification earlier this fall. Attorney Ben Wood from Wood Law Office in Fennimore, is providing legal assistance to the REF.

Once the property is under agreement for purchase, the REF will begin the process of selecting a construction and development partner through a request for proposals/qualifications. Interest in the project has been robust for this true public/private partnership.

Management of the housing is performed by the College and due to strong performance years for both the REF and the Southwest Tech Foundation, the draft calculation for the MOU payment to the College is expected to far exceed budget projections. Barring some unforeseen shift, the MOU looks to be in the \$375,000 range, with normal budget projections around \$200,000 annually. That dramatic increase, if it holds, will allow the College and Foundation to push the Student Success Plan quasi-endowment beyond goal at more than \$1 million. The goal to hit that milestone was expected to be by June 30, 2026, so the goal looks like it will be attained a year earlier than expected.

-- Respectfully submitted by Dennis R. Cooley

A. Staffing Update

An update on College staffing will be provided by Krista Weber, Chief Student Services Officer. A summary follows.

	Name	Title	Status and/or Additional Info	Effective Date	Funding Source &/or Estimated Wage Range/Hired Salary
1	Replacement	Mathematics Instructor	Elizabeth Moellers	7/1/2024	MS: \$56,533 – \$89,888 Hired at \$64,000
2	Replacement	Communication Instructor	Anna Dickman	7/1/2024	AS: \$53,878 – \$85,666 Hired at \$60,000
3	Replacement	Nursing Instructor	Katie Greve	11/1/2024	MS: \$56,533 - \$89,888 Hired at \$75,000
4	Replacement	Cosmetology Instructor	Lauren Runde	8/6/2024	AS: \$53,878 - \$85,666 Hired at \$62,000
5	Replacement	IT Support Specialist	Janet Adalance	8/12/2024	C42: \$24.88 - \$34.83/hr Hired at \$30/hr
6	Replacement	Advisor	Roberta Koch	7/25/2024	C42: \$51,741.76 - \$72,438.46 Hired at \$67,000
7	Replacement	Student Engagement Coordinator and Athletic Director	McKenzie Graf	8/19/2024	C41 \$48,908.24 - \$68,471.54 Hired at \$49,000
8	Replacement	Foundation Director	Hold	8/9/2024	D62: \$67,359.08 - \$97,670.88
9	Replacement	Agriculture Instructor	Kaley Nelson	8/8/2024	BS: \$51,221 - \$81,444 Hired at \$64,000
10	New	SMART Manufacturing Engineer & Trainer	Silas Bernardoni	9/3/2024	C45: \$58,124.23 - \$89,888 Hired at \$85,000
11	Replacement	Business Analyst - Student Information System	Brad Fox	10/14/2024	C42: \$24.88 - \$34.83/hr Hired at \$34.75/hr
12	Replacement	Foundation Development Officer	Adam Phillips	Transfer	C42: \$51,741.76 - \$72,438.46 Hired at \$58,000
13	Replacement	Bookstore Manager	Nicole Nelson	Transfer	B24 Hourly: \$22.00 - \$28.61 Hired at \$26/hr
14	Replacement	Nursing Assistant Instructor and Program Lead	Christy Chappell	10/4/2024	BS: \$51,221 - \$81,444 Hired at \$66,500
15	Replacement	Director of Human Resources	Ross Martin	10/14/2024	D63: \$70,133.94 – \$101,695.41 Hired at \$96,000
16	Replacement	Budget and Finance Assistant	Hold	10/4/2024	B22 Hourly: \$19.56 - \$25.37
17	Replacement	Human Resources Generalist	Isabelle Manning	10/7/2024	B24 Hourly: \$22.00 - \$28.61 Hired at \$26.50/hr
18	New	Dual Enrollment Student Success Specialist	Brooke Marcue	10/4/2024	C43: \$54,575.27 - \$76,406.43 Hired at \$59,000
19	Replacement	Administrative Assistant (Facilities)	Morgan Zach	10/7/2024	B22 Hourly: \$19.56 - \$25.37 Hired at \$21.00/hr
20	New	Artificial Intelligence Training Coordinator	Setting up interviews	10/28/2024	C42: \$51,741.76-\$72,438.46
21	Replacement	Adult Education Instructor-Platteville	Position Open for Applications		B33 Hourly: \$24.88-\$34.83
22	Replacement	Adult Education Instructor-Richland Center	Position Open for Applications		B33 Hourly: \$24.88-\$34.83

Information and Correspondence

A. Application & Enrollment Reports and Student Success Scoreboard

1. Program Application Comparison: 2024-25 vs. 2025/26


Program Application Comparison 2024/25 vs. 2025/26

Fall Start - PROGRAM	CAP	11/08/23			11/03/24			YOY
		IP	ACCEPT	TOTAL	IP	ACCEPT	TOTAL	
Accounting		18	0	18	6	4	10	-8
Accounting Assistant		3	1	4		0	0	-4
Agribusiness Science & Technology - Agbus Mgmt			15	15	8	1	9	-6
Agribusiness Science & Technology - Agronomy			6	6				-6
Agribusiness Science & Technology - Agronomy Tech			1	1		0	0	-1
Agribusiness Science & Technology - Animal Science			17	17				-17
Agricultural Power & Equipment Technician	22		21	21	7	3	10	-11
Agronomy					6	2	8	8
Animal Science					5	1	6	6
Artisanal Modern Meat Butchery	15		3	3	1	4	5	2
Auto Collision Repair & Refinish Technician	22		7	7		0	0	-7
Automotive Technician	22		19	19	4	5	9	-10
Building Performance Technician		1	0	1		0	0	-1
Building Trades-Carpentry			6	6	5	1	6	0
Business Management		17	4	21	9	3	12	-9
Cancer Information Management		6	9	15	1	1	2	-13
Cancer Information Management (ATC)		5	0	5		9	9	4
Child Care Services		1	1	2		0	0	-2
CNC Machine Operator/Programmer	15		0	0				0
Cosmetology	24		37	37	9	7	16	-21
Criminal Justice Studies		3	3	6	1	0	1	-5
Criminal Justice-Law Enforcement 2		3	7	10	3	7	10	0
Data Analytics			0	0		0	0	0
Dental Assistant		4	3	7	1	5	6	-1
Driver and Safety Education Certification		1	0	1		0	0	-1
Direct Entry Midwife					7	0	7	7
Early Childhood Education		11	12	23	6	5	11	-12
Early Childhood Licensing Basic Ages 0-2		1	0	1	1	0	1	0
Electrical Power Distribution	44		59	59	18	20	38	-21
Electro-Mechanical Technology	24		6	6	3	2	5	-1
Electricity (Construction) Apprentice					2	0	2	2
Golf Course Management			9	9	2	1	3	-6
Graphic and Web Design	25		17	17	8	1	9	-8
Health Information Technology		7	2	9		0	0	-9
Human Services Associate			5	5	2	2	4	-1

Fall Start - PROGRAM	CAP	11/08/23			11/03/24			YOY
		IP	ACCEPT	TOTAL	IP	ACCEPT	TOTAL	
Industrial Electrician Apprentice					2	0	2	2
Industrial Mechanic	6		1	1	1	0	1	0
Instrumentation and Controls Technology	6		0	0				0
IT-Cybersecurity Specialist			10	10	4	1	5	-5
IT-Network Systems Technician			4	4	2	0	2	-2
Laboratory Science Technician			0	0		0	0	0
Leadership Development		1	0	1				-1
Liberal Arts - Associate of Arts		5	5	10	10	1	11	1
Liberal Arts - Associate of Science		8	1	9		1	1	-8
Medical Assistant	32		22	22	2	1	3	-19
Medical Coding Specialist		6	16	22	1	0	1	-21
Medical Laboratory Technician	16	2	0	2		0	0	-2
Nail Technician			4	4	1	3	4	0
Nursing-Associate Degree	54	59	14	73	30	2	32	-41
Nursing-Associate Degree-Part-time	28		3	3		0	0	-3
Physical Therapist Assistant	18	5	3	8	5	1	6	-2
Plumbing Apprentice					2	0	2	2
Radiography	10	6	0	6	26	12	38	32
Solar Installation Technician			1	1		0	0	-1
Supply Chain Assistant			0	0		0	0	0
Supply Chain Management		3	0	3	1	0	1	-2
Surgical Technology	15	8	4	12	1	4	5	-7
Technical Studies-Journeyworker		2	0	2	1	0	1	-1
Undecided		25	0	25	11	0	11	-14
Welding	40		27	27	15	3	18	-9
TOTAL		211	385	596	230	113	343	-253
Spring Start - PROGRAM	CAP	IP	ACCEPT	TOTAL	IP	ACCEPT	TOTAL	YOY
Accounting			3	3	4	5	9	6
Accounting Assistant			1	1	3	1	4	3
Agribusiness Science & Technology - Agbus Mgmt			1	1		1	1	0
Agribusiness Science & Technology - Agronomy			2	2		0	0	-2
Agribusiness Science & Technology - Agronomy Tech			1	1		0	0	-1
Agribusiness Science & Technology - Animal Science			4	4				-4
Agribusiness Science & Technology - Applicator Tech			0	0		1	1	1
Agricultural Power & Equipment Technician			1	1			0	-1
Animal Science						4	4	4
Artisanal Modern Meat Butchery			16	16		0	0	-16
Business Management			3	3	5	1	6	3
Cancer Information Management			9	9	17	6	23	14
Cancer Information Management (ATC)		2	3	5	15	9	24	19
Child Care Services			1	1		1	1	0
Criminal Justice Studies						2	2	2

Spring Start - PROGRAM	CAP	IP	ACCEPT	TOTAL	IP	ACCEPT	TOTAL	YOY
Criminal Justice-Law Enforcement 2			2	2	1	2	3	1
Data Analytics			1	1		0	0	-1
Direct Entry Midwife	40	127	85	212	124	26	150	-62
Driver and Safety Education Certification		1	1	2	3	1	4	2
Early Childhood Education			9	9	4	2	6	-3
Electro-Mechanical Technology			2	2		3	3	1
Golf Course Management			0	0		0	0	0
Graphic and Web Design			3	3		1	1	-2
Health Information Technology			2	2	5	5	10	8
Human Services Associate			0	0		5	5	5
Individualized Technical Studies			0	0		1	1	1
Industrial Electrician Apprentice			0	0	1	0	1	1
Industrial Mechanic			1	1		1	1	0
IT-Cybersecurity Specialist			1	1		2	2	1
IT-Network Systems Technician			1	1		2	2	1
Leadership Development			1	1		0	0	-1
Liberal Arts - Associate of Arts			2	2	2	3	5	3
Liberal Arts - Associate Science			0	0		3	3	3
Medical Assistant			5	5		9	9	4
Medical Coding Specialist			16	16	13	10	23	7
Medical Laboratory Technician			0	0	1	0	1	1
Nail Technician			0	0		0	0	0
Nursing-Associate Degree	25		16	16	39	17	56	40
Nursing-Associate Degree-Part-time	25		16	16		0	0	-16
Physical Therapist Assistant			1	1	2	2	4	3
Production Planner Certificate			1	1		1	1	0
Radiography			0	0	14	0	14	14
Supply Chain Assistant			0	0	1	0	1	1
Supply Chain Management			0	0	3	1	4	4
Surgical Technology			2	2	3	1	4	2
Technical Studies Journeyworker			0	0		0	0	0
Undecided			0	0	3	0	3	3
Welding			1	1		0	0	-1
TOTAL		130	214	344	263	129	392	48

2. 2024-25 Year-Over-Year FTE Comparison

		FTE COMPARISON REPORT - NOV 4, 2024					Headcount					FTE's				
Program Number	Program Name	FY 22-23 11/7/2	FY 23-24 11/6/2	FY 24-25 11/04/2	23 to 25 Change	24 to 25 Change	FY 22-23 11/7/2	FY 23-24 11/6/2	FY 24-25 11/04/2	23 to 25 Change	24 to 25 Change					
101011	Accounting	49	38	35	(14)	(3)	19.23	15.83	14.13	(5.10)	(1.70)					
311011	Accounting Assistant	8	7	6	(2)	(1)	2.40	2.77	1.83	(0.57)	(0.93)					
100067	Agribusiness Science & Technology - Agribusiness Management	14	16	28	14	12	8.17	8.83	13.27	5.10	4.43					
100065	Agribusiness Science & Technology - Agronomy	11	11	22	11	11	6.30	5.40	10.77	4.47	5.37					
310063	Agribusiness Science & Technology - Agronomy Tech	-	2	1	1	(1)	-	0.93	0.50	0.50	(0.43)					
100066	Agribusiness Science & Technology - Animal Science	34	29	20	(14)	(9)	17.93	14.67	12.40	(5.53)	(2.27)					
320701	Agricultural Power & Equipment Technician	29	36	31	2	(5)	14.90	17.63	16.57	1.67	(1.07)					
100917	Animal Science	-	-	15	15	15	-	-	6.70	6.70	6.70					
303163	Artisanal Modern Meat Butchery (new Jan 2024)	-	1	16	16	15	-	0.30	2.27	2.27	1.97					
314051	Auto Collision Repair & Refinish Technician	9	6	13	4	7	4.67	3.40	6.70	2.03	3.30					
324042	Automotive Technician	19	29	34	15	5	9.20	12.47	14.40	5.20	1.93					
314081	Bricklaying & Masonry (DOC)	1	1	-	(1)	(1)	0.57	0.07	-	(0.57)	(0.07)					
304431	Building Maintenance & Construction (DOC)	1	1	-	(1)	(1)	0.07	0.07	-	(0.07)	(0.07)					
314751	Building Trades-Carpentry	5	16	9	4	(7)	2.43	7.77	4.43	2.00	(3.33)					
101021	Business Analyst / Data Analyst	5	7	6	1	(1)	2.33	3.07	2.97	0.63	(0.10)					
101023	Business Management	87	87	79	(8)	(8)	37.90	36.93	34.17	(3.73)	(2.77)					
105305	Cancer Information Management	57	69	57	-	(12)	22.07	24.13	18.47	(3.60)	(5.67)					
115301	Cancer Information Management (Advanced Technical Certificate)	-	3	8	8	5	-	0.97	2.07	2.07	1.10					
313071	Child Care Services	5	3	3	(2)	-	1.80	1.40	0.80	(1.00)	(0.60)					
314441	CNC Machine Operator/Programmer	4	-	1	(3)	1	1.80	-	0.07	(1.73)	0.07					
315021	Cosmetology	35	45	43	8	(2)	16.83	21.57	20.30	3.47	(1.27)					
105046	Criminal Justice - Law Enforcement 2	22	26	35	13	9	12.30	10.33	14.07	1.77	3.73					
105045	Criminal Justice Studies	10	14	8	(2)	(6)	3.73	6.77	3.20	(0.53)	(3.57)					
305042	Criminal Justice-Law Enforcement 720 Academy	10	-	6	(4)	6	8.00	-	1.60	(6.40)	1.60					
310915	Dairy & Livestock Technician	-	1	1	1	-	-	0.20	0.50	0.50	0.30					
305082	Dental Assistant	18	13	10	(8)	(3)	9.30	6.73	5.33	(3.97)	(1.40)					
105106	Direct Entry Midwife	108	103	98	(10)	(5)	40.63	41.97	40.97	0.33	(1.00)					
308121	Driver and Safety Education Certification	12	16	7	(5)	(9)	2.50	3.20	1.60	(0.90)	(1.60)					
103071	Early Childhood Education	48	54	45	(3)	(9)	20.30	22.00	18.70	(1.60)	(3.30)					
613073	Early Childhood Licensing Basic Ages 0-2	-	-	1	1	1	-	-	0.20	0.20	0.20					

Program Number	Program Name	FY 22-23	FY 23-24	FY 24-25	23 to 25	24 to 25	FY 22-23	FY 23-24	FY 24-25	23 to 25	24 to 25
		11/7/2	11/6/2	11/04/2	Change	Change	11/7/2	11/6/2	11/04/2	Change	Change
314132	Electrical Power Distribution	43	45	43	-	(2)	22.03	21.33	20.13	(1.90)	(1.20)
504132	Electricity (Construction) Apprentice	23	27	27	4	-	1.53	1.80	1.80	0.27	-
106201	Electromechanical Technology	22	22	14	(8)	(8)	11.37	11.27	7.73	(3.63)	(3.53)
305313	Emergency Medical Technician	44	33	60	16	27	6.53	3.47	4.50	(2.03)	1.03
104813	Energy Management Technology	-	3	1	1	(2)	-	1.40	0.50	0.50	(0.90)
320804	Farm Operations & Management - Ag Mechanics	6	1	-	(6)	(1)	2.63	0.53	-	(2.63)	(0.53)
320803	Farm Operations & Management - Dairy	7	2	-	(7)	(2)	3.87	1.13	-	(3.87)	(1.13)
310803	Farm Operations & Management - Dairy Technician	3	1	-	(3)	(1)	1.10	0.67	-	(1.10)	(0.67)
310802	Farm Operations & Management - Farm Ag Maintenance	3	3	-	(3)	(3)	0.93	0.30	-	(0.93)	(0.30)
320806	Farm Operations & Management - Livestock	5	3	-	(5)	(3)	2.60	1.63	-	(2.60)	(1.63)
310807	Farm Operations & Management - Livestock Tech	1	-	-	(1)	-	0.53	-	-	(0.53)	-
103251	Golf Course Management	14	17	20	6	3	7.53	8.87	9.23	1.70	0.37
102012	Graphic And Web Design	25	37	32	7	(5)	11.93	17.30	14.40	2.47	(2.90)
105301	Health Information Technology	39	35	34	(5)	(1)	12.77	11.33	10.67	(2.10)	(0.67)
105203	Human Services Associate	34	24	18	(16)	(6)	16.00	12.03	9.53	(6.47)	(2.50)
108251	Individualized Technical Studies	-	-	1	1	1	-	-	0.20	0.20	0.20
504131	Industrial Electrician Apprentice	11	9	6	(5)	(3)	1.20	0.73	0.40	(0.80)	(0.33)
316201	Industrial Mechanic	1	4	6	5	2	0.57	2.27	3.30	2.73	1.03
106203	Instrumentation and Controls Technology	2	1	1	(1)	-	1.13	0.57	0.03	(1.10)	(0.53)
101512	IT - Cybersecurity Specialist	-	13	30	30	17	-	6.27	14.53	14.53	8.27
101502	IT - Network Specialist (teach out)	20	5	-	(20)	(5)	10.13	2.47	-	(10.13)	(2.47)
311509	IT - Network Systems Technician	-	5	4	4	(1)	-	2.00	1.70	1.70	(0.30)
311546	IT-Computer Support Technician (suspended)	3	-	-	(3)	-	1.33	-	-	(1.33)	-
305133	Laboratory Science Technician	6	2	1	(5)	(1)	0.60	0.33	0.07	(0.53)	(0.27)
101961	Leadership Development	12	11	5	(7)	(6)	5.10	3.60	2.53	(2.57)	(1.07)
208001	Liberal Arts - Associate of Arts	32	33	40	8	7	5.87	11.07	15.57	9.70	4.50
208002	Liberal Arts - Associate of Science	8	16	11	3	(5)	1.77	6.10	3.80	2.03	(2.30)
315091	Medical Assistant	23	21	22	(1)	1	11.90	8.47	8.83	(3.07)	0.37
315302	Medical Coding Specialist	56	51	45	(11)	(6)	17.77	17.73	14.43	(3.33)	(3.30)
105131	Medical Laboratory Technician	12	10	7	(5)	(3)	4.93	4.60	2.70	(2.23)	(1.90)
305024	Nail Technician	5	5	2	(3)	(3)	0.73	0.83	0.33	(0.40)	(0.50)
101966	Nonprofit Leadership	10	9	7	(3)	(2)	4.13	3.87	3.50	(0.63)	(0.37)
105431	Nursing - Associate Degree	192	185	156	(36)	(29)	61.40	59.27	50.90	(10.50)	(8.37)

FTE COMPARISON REPORT - NOV 4, 2024		Headcount					FTE's				
Program Number	Program Name	FY 22-23 11/7/2	FY 23-24 11/6/2	FY 24-25 11/04/2	23 to 25 Change	24 to 25 Change	FY 22-23 11/7/2	FY 23-24 11/6/2	FY 24-25 11/04/2	23 to 25 Change	24 to 25 Change
305431	Nursing Assistant	128	137	113	(15)	(24)	14.40	14.70	9.57	(4.83)	(5.13)
611013	Payroll Assistant	-	-	2	2	2	-	-	0.13	0.13	0.13
105241	Physical Therapist Assistant	15	15	18	3	3	6.10	5.40	7.53	1.43	2.13
504275	Plumbing Apprentice	23	24	31	8	7	1.98	2.40	3.07	1.09	0.67
105261	Radiography	-	-	17	17	17	-	-	6.73	6.73	6.73
311821	Supply Chain Assistant	2	1	1	(1)	-	0.87	0.37	0.67	(0.20)	0.30
101821	Supply Chain Management	29	25	22	(7)	(3)	10.87	10.23	8.70	(2.17)	(1.53)
105121	Surgical Technology	8	16	21	13	5	4.07	7.07	8.07	4.00	1.00
104995	Technical Studies-Journeyworker	2	1	1	(1)	-	0.20	0.10	0.10	(0.10)	-
314421	Welding	42	34	38	(4)	4	21.93	16.23	18.73	(3.20)	2.50
	Total Program degree seeking	1,512	1,520	1,495	(17)	(25)	555.71	549.13	533.60	(22.11)	(15.53)
38.14	38.14 Contracted Courses*	-	-	27	27	27	-	-	2.90	2.90	2.90
COLEDG	ColLEDGE Up*	-	-	285	285	285	-	-	40.10	40.10	40.10
SCNOW	Start College Now*	-	-	193	193	193	-	-	34.53	34.53	34.53
UNDECIDE	Undecided*	-	-	1	1	1	-	-	0.13	0.13	0.13
UNDEC	Undeclared*	436	520	103	(333)	(417)	68.63	82.93	18.87	(49.77)	(64.07)
YOUTHAPP	Youth Apprenticeship*	-	-	12	12	12	-	-	1.07	1.07	1.07
	Total Program course takers	436	520	621	185	101	68.63	82.93	97.60	28.97	14.67
BAS-ED	Basic Education (73,74,75,76)	223	264	129	(94)	(135)	28.70	24.73	19.07	(9.63)	(5.66)
REMED	Basic Education Remedial/Developmental (77, 78)	72	124	103	31	(21)	0.23	1.27	0.19	(0.05)	(1.08)
NONDEG	Non-Degree**	2,157	2,235	1,511	(646)	(724)	40.49	40.22	31.45	(9.04)	(8.77)
UNDES	Undesignated**	167	84	38	(129)	(46)	16.00	9.17	5.63	(10.37)	(3.53)
	Total non-degree	2,619	2,707	1,781	(838)	(926)	85.42	75.39	56.34	(29.08)	(19.05)
	TOTALS:	4,567	4,747	3,897	(670)	(850)	709.76	707.45	687.54	(22.22)	(19.91)
					-14.7%	-17.9%				-3.1%	-2.8%
TRANSCR	Transcripted Credit*	-	-	1,036	1,036	1,036	-	-	120.07		

*	Degree courses - Aid codes 10, 30, 31, 32, and 50
**	Non-degree courses - Aid Codes 42 and 47
CATEGORY DEFINITIONS	
38.14	38.14 Contract is set up as a program in Anthology. Students apply and register in the program for billing and tracking purposes. They are degree level courses.
COLEDG	ColLEDGE Up are degree courses/programs that are offered to area HS students.
SCNOW	Start College Now includes degree courses that HS students can enroll in for college credit (SWTC faculty teach the course).
TRANSCR	Transcripted Credit are high school courses that are also earning college credit through an agreement between SWTC and the high school.
UNDECIDE	Undecided is an option for prospective students to select when completing the application.
YOUTHAPP	Youth Apprenticeship are high school students enrolled in degree level course funded by CESA. Youth Apprenticeship is to be reported when credit is granted through a course offered by the high school or the college under the provisions of s. 106.13, Wis. Stats.
UNDEC	Undeclared are degree courses (10, 3x) taken by students that are not in a program.
UNDES	Undesignated is a category for tracking non-degree courses (aid codes 42 & 47). This is a carry-over from CAMS. Anthology tracks these students in the Non-Degree category.
NONDEG	Non-Degree is a category for tracking non-degree course (aid codes 42 & 47) enrollment.

Transcripted credits are not included in the equalization index for state aid purposes because the cost of the instruction is financed by the high school district and the instruction is already being state aided through the Department of Public Instruction.

3. Student Success Scoreboard

2024-25 Student Success Scoreboard	7/8/2024	8/14/2024	9/18/2024	10/7/2024	11/7/2024
Career Assessments Completed ^	460	645	926	1,235	1,457
Financial Budget Completed	496	694	709	711	745
Academic Map w/Supports & Services Completed	981	1,153	1,277	1,387	1,459
Completed Students Success Plans	415	621	663	663	695
Completed Students Success Plans BEFORE Fall 2024/Spring 2025 classes started	384	451	486	526	605*
Special Population Students with Completed Plan	34	61	62	63	325**
Non-Special Population Student with Completed Plan		560	601	600	370

^ tracking was updated in Sept

*29 completed plans do not have student status entered or unclear labels (unknown status)

**Tracking sheet was updated with accurate Special Population data that had been missing

Financial Gaps 24-25			9/18/2024	10/7/2024	11/7/2024
# of Students with <u>Initial</u> Gap Greater than 0			351	350	402
Sum of Identified <u>Initial</u> Gaps			\$ 2,624,380	\$ 2,590,845	\$ 3,073,753
Average <u>Initial</u> Gap (of students with a gap)			\$ 7,477	\$ 7,402	\$ 7,646
# of Students with <u>Current</u> Gap Greater than 0					355
Sum of Identified <u>Current</u> Gaps					\$ 2,570,380
Average <u>Current</u> Gap (of students with a gap)					\$ 7,241

Financial Gaps 25-26			9/18/2024	10/7/2024	11/7/2024
# of Students with <u>Initial</u> Gap Greater than 0					33
Sum of Identified <u>Initial</u> Gaps					\$ 294,365
Average <u>Initial</u> Gap (of students with a gap)					\$ 8,920
# of Students with <u>Current</u> Gap Greater than 0					
Sum of Identified <u>Current</u> Gaps					
Average <u>Current</u> Gap (of students with a gap)					

B. Chairperson's Report

- 1. District Boards Association Update**
- 2. District Boards Association Fall Meeting – November 20-22, 2024, at Fox Valley Technical College**
- 3. Debrief of the Aspen Community College Excellence Prize Site Visit on October 30, 31, 2024**

C. College President's Report

1. Updates to the 2025-2027 WTCS Budget Priorities

A summary of recent WCTC successes and the five budget requests follows. Also included is a “talking points” guide. Dr. Wood will review and provide a copy of the talking points document at the meeting.

Deliver a talent pipeline positioned to thrive

Increase investment in WTCS colleges by \$45 million over the next biennium to expand the colleges' capacity to deliver more of the locally-driven education and training opportunities that connect a thriving pipeline of talent to in-demand careers among Wisconsin's employers.

Sustain WTCS innovation

New GPR investment of \$700,000 to fully fund all currently authorized full-time equivalent positions and information technology infrastructure and security is required to maintain the System's effective operations and enable continuous improvement in System outcomes.



Keep costs down for students

Continuous investment of \$3 million into Open Educational Resources (OER) helps reduce the cost of higher education, making it more affordable and accessible for students. This helps reduce student debt, increases attainment and leads to a more skilled workforce throughout communities in Wisconsin.

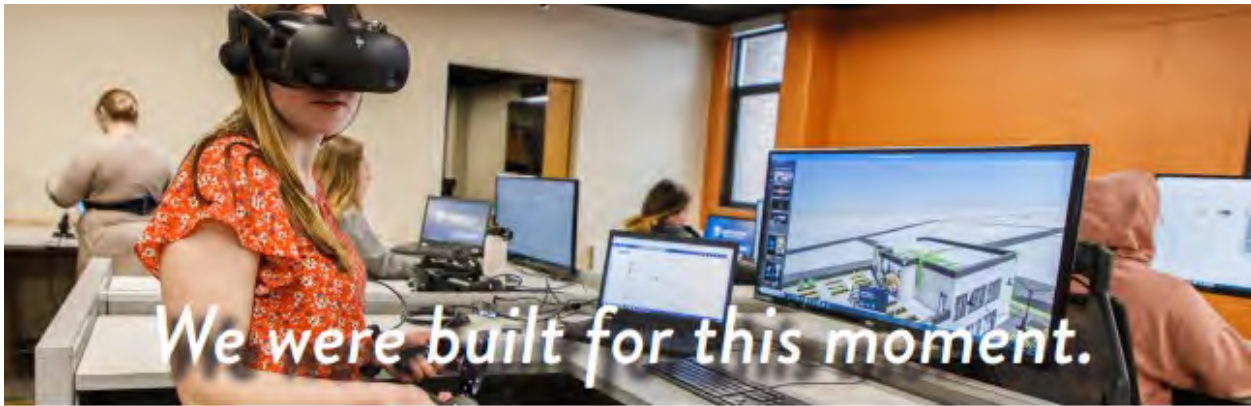
Prepare for the next level of AI

Invest \$5 million annually in professional development to prepare WTCS educators and developers of Wisconsin's skilled workforce for the complex and rapidly advancing adoption of artificial intelligence within the classroom and beyond.

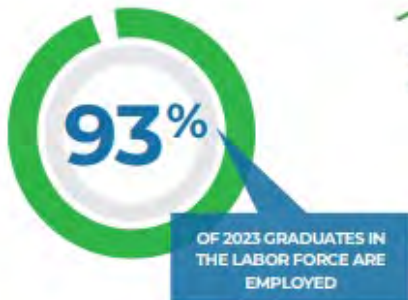
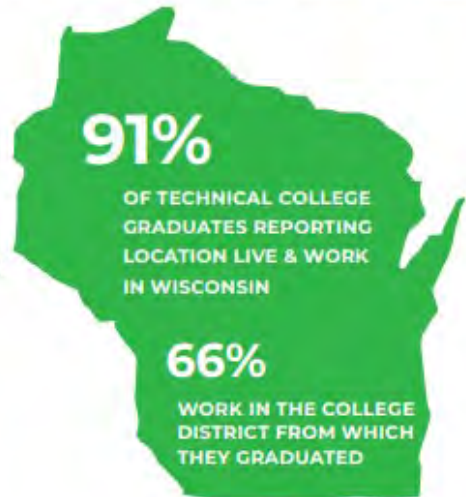
Make college affordable

Student financial need has continued to climb, while investments in Wisconsin Grants have not kept pace, having received only one 2% increase in more than ten years. An investment of \$10.8 million in Wisconsin's largest need-based program will ensure more than 3,200 students on the Wisconsin Grants waitlist receive funding.





Graduate Outcomes



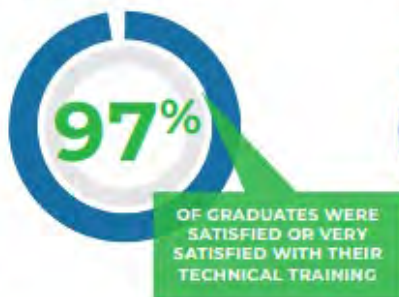
287,000+
STUDENTS
SERVED

71% OF PEOPLE
SURVEYED
BELIEVE
THE STATE OF WISCONSIN
BENEFITS FROM THE
EDUCATION TECHNICAL
COLLEGES PROVIDE

Apprenticeship



Student Satisfaction



Employer Satisfaction



2025-27 Biennial Budget Request Summary

Deliver a Talent Pipeline Positioned to Thrive: General Aid to Expand Wisconsin's Workforce

- Request: \$20 million General Program Revenue – State Funding (GPR) in 2025-26 and \$25 million GPR in 2026-27 in general state aid.
- Flexible funding allows colleges to prioritize local needs:
 - Expand capacity to deliver education and training to meet industry demand
 - Grow the talent pipeline by reaching more adult learners
 - Support student success through wraparound services and resources
 - Sustain complex operational needs amid rising costs
- Data-driven decision-making and a culture of collaboration presents opportunities for colleges to expand upon best practices and continue to deliver strong outcomes.
- General state aid is distributed to all 16 technical colleges to meet unique local needs.
Provide examples of how general aid increase will impact your college and community.

Sustain WTCS Innovation: System Office Operations

- Request: \$700,000 GPR in each year of the biennium to convert four unfunded federally funded positions to GPR positions and to fund critically needed data and cybersecurity infrastructure.
- The System's state operations appropriation for 2024-25 (\$3,175,400) is less than the 2002-03 appropriation (\$3,487,100) in nominal dollars and is 52% less on an inflation-adjusted basis.
- The System has continuously increased employee productivity, downsizing from 82 FTE in 2011 to just 50 today, and pursuing external funding sources to modernize data systems and processes. However, severe underfunding now threatens mission critical System functions. Ongoing cybersecurity investments to safeguard multiple data systems are critically necessary.
- The System maintains large and complex data systems used to evaluate student outcomes; ensure consistent, high-quality programming across the state; identify and address barriers to student success; and research and disseminate best practices in instruction, retention, completion, student assessment, program design and delivery.

Keep Costs Down for Students: Open Educational Resources (OER)

- Request: \$1 million GPR in 2025-26 and \$2 million in 2026-27 and thereafter to maintain and expand OER in high demand program offerings.
- With the current one-time funding of \$3 million, the WTCS projects to save over 50,000 students an estimated \$7.6 million dollars on an annual basis.
- Continued funding of OER allows faculty to keep the material up to date, the same as traditional textbooks.
- Free textbooks for high-demand programs supports pivotal industries such as health care, trades and business.

- The impact goes beyond dollars and cents. According to Midwest Higher Education Compact, research shows students in programs with OER materials persist and complete at higher rates than in programs with traditional textbooks.

Prepare for the Next Level of AI: AI Professional Development Grant

- Request: \$5 million GPR each year to support AI professional development and tools at technical colleges.
- Rapidly changing AI landscape impacts colleges across four areas:
 - AI teaching and learning tools needed for faculty and students
 - Ensuring curriculum remains industry aligned as employers integrate AI tools
 - Understanding the risks and limitations to foster ethical AI use
 - Implementing AI across college functional areas to better serve students
- AI roll-out is complex and rapidly advancing; colleges must have the resources to stay current on evolving technology and industry applicability.
- *Provide examples of how new funding will benefit your college.*

Make College Affordable: Wisconsin Grants

- Request: \$10.8 million in each year of the biennium to fund the projected waitlist and rising financial need of WTCS students.
- Last academic year, Higher Educational Aids Board (HEAB) expended all funds allocated for student grants for FY 2023-24, used \$3 million from the next FY (2024-25) and still had a waitlist of over 3,200 students who did not receive funding.
- WTCS projects the waitlist will grow due to the changes in the federal methodology (FAFSA Simplification; EFC to SAI shift), accounting for \$4.4 million of the necessary increase. Over the last ten years, the Wisconsin Grants appropriation has received one increase of 22%, while student need increased 37% over the same period.
- 72% of students who apply for financial aid and select WTCS as their primary college of choice, qualify for a Wisconsin Grant. (UW 39% and WAICU 45%).
- Close to 50% of students who apply for financial aid qualify for the maximum grant award based on their financial circumstances.

2. Modifications to the 2024-25 Board Monitoring Report/Calendar

Updates were made to the 2024-25 Board Monitoring Report/Calendar. Dr. Wood will summarize the updates made: Correction to the July 2025 annual meeting date and change of the rotation of the Real Estate Foundation and Foundation quarterly report-outs. The updated version will be given to the board members.

SOUTHWEST TECH BOARD MONITORING SCHEDULE JULY 2024 – JUNE 2025

DATE	ACTIVITY/PURPOSE	LOCATION
Monday, July 8, 2024	Southwest Tech Annual Board Meeting <ul style="list-style-type: none"> ➤ Oath of Office ➤ Election of Officers ➤ Three-year & Ten-Year Facilities Plan ➤ Aspen Institute Professional Development (2 hours, Virtual, beginning at 5:00 p.m.) 	Southwest Tech
July 16-17	WTCS Board Meeting, Budget Workgroup	Northwood
August 14	Real Estate Foundation Board Meeting	Southwest Tech
August 21	Foundation Board Meeting	Southwest Tech
Thursday, August 22, 2024	Southwest Tech Board Meeting <ul style="list-style-type: none"> ➤ Foundation Quarterly Report ➤ Real Estate Foundation Quarterly Report ➤ College Culture Monitoring Report 	Southwest Tech
September 10-11	WTCS Board Meeting, Budget Workgroup	Northcentral
Thursday, September 26, 2024	Southwest Tech Board Meeting <ul style="list-style-type: none"> ➤ Compliance Monitoring Report 	Southwest Tech
Thursday, October 17, 2024	Southwest Tech Board Meeting <i>(The Donor Appreciation event MAY be early in the evening. If it is, the Board meeting will follow.)</i> <ul style="list-style-type: none"> ➤ Resolution for Adoption of 2024 Tax Levy ➤ Fund & Account Transfers (2023-24 Budget Modifications) ➤ Review of Purchasing Activity ➤ WI Code of Ethics Resolution ➤ Student Access Monitoring Report 	Southwest Tech
October 23-26	Association of Community College Trustees Leadership Congress	Seattle, WA
November 6	Real Estate Board Meeting	Southwest Tech
November 12-13	WTCS Board Meeting	Midstate
November 13	Foundation Board Meeting	Southwest Tech
Friday, November 15, 2024	Southwest Tech Board Meeting <ul style="list-style-type: none"> ➤ 2025-26 Budget Process ➤ Foundation Quarterly Report ➤ Real Estate Foundation Quarterly Report ➤ Aspen Institute Professional Development (5 hours, In-Person, beginning at Noon) To be rescheduled. 	Southwest Tech
November 20-22	District Boards Association – Fall Meeting	Fox Valley, Paper Valley Hotel, Appleton
Friday, December 13	Southwest Tech Winter Graduation	Southwest Tech
Thursday, December 19, 2024	Southwest Tech Board Meeting <ul style="list-style-type: none"> ➤ Financial Audit 	Virtual

Approved by Board on 4.27.2024; DBA & WTCS dates updated 6.26.24; Foundation/REF dates added 8.22.24; July 2025 meeting corrected & Foundation/REF report-outs adjusted 11.4.24

DATE	ACTIVITY/PURPOSE	LOCATION
January 15-16	District Boards Association – Legislative Seminar	Concourse Hotel, Madison
January 17	Wisconsin ACCT Governance Leadership Institute	Concourse Hotel, Madison
January 21	WTCS Board Meeting	WTCS Office – Madison
Thursday, January 23, 2025	Southwest Tech Board Meeting ➤ Safety & Security Monitoring Report	Southwest Tech
February 5	Real Estate Foundation Board Meeting	Southwest Tech
February 12	Foundation Board Meeting	Southwest Tech
February 9-12	Association of Community College Trustees National Legislative Summit	Washington DC
Thursday, February 27, 2025	Southwest Tech Board Meeting ➤ Budget Assumptions & Parameters ➤ Foundation Quarterly Report ➤ Real Estate Foundation Quarterly Report	Southwest Tech
March 11-12	WTCS Board Meeting	Madison College
Thursday, March 27, 2025	Southwest Tech Board Meeting ➤ Quality Teaching & Learning Monitoring Report	Southwest Tech
April 10	WTCS Student Ambassador Banquet	The Wilderness, Wisconsin Dells
April 11	District Boards Association Trustees & Ambassador Breakfast	The Wilderness, Wisconsin Dells
Friday & Saturday, April 25-26, 2025	Southwest Tech Board Retreat & Meeting ➤ President's Evaluation & Contract	TBD
May 7	Real Estate Foundation Board Meeting	Southwest Tech
May 14	Foundation Board Meeting	Southwest Tech
Saturday, May 17	Southwest Tech Graduation	Southwest Tech
May 20	WTCS Board Meeting	WTCS Hill Farms Bldg. Madison
Thursday, May 22, 2025	Southwest Tech Board Meeting ➤ Proposed Budget ➤ State of the College ➤ Foundation Quarterly Report ➤ Real Estate Foundation Quarterly Report ➤ Financial Sustainability Monitoring Report	Southwest Tech
Thursday, June 19, 2025	Southwest Tech Board Meeting ➤ Public Budget Hearing/Approval	Southwest Tech
July 8-9	WTCS Board Meeting	Nicolet
Monday, July 14, 2025	Southwest Tech Annual Board Meeting	Southwest Tech

Approved by Board on 4.27.2024; DBA & WTCS dates updated 6.26.24; Foundation/REF dates added 8.22.24; July 2025 meeting corrected & Foundation/REF report-outs adjusted 11.4.24

3. Winter Graduation Ceremonies: 1:00 p.m. & 3:00 p.m., Friday, December 13, 2024

Details about the upcoming winter graduation ceremonies follow. For planning purposes, Board members will be asked if they plan to attend.



FALL COMMENCEMENT INFORMATION

Date:

Friday, December 13, 2024

Location:

Building 400, Auditorium

Times:

1:00 pm – Ceremony 1

3:00 pm – Ceremony 2

1:00pm Ceremony
Accounting
Accounting Assistant
Agribusiness Science & Technology - Agbus Mgmt
Agribusiness Science & Technology - Agronomy
Agribusiness Science & Technology - Agronomy Tech
Agribusiness Science & Technology - Animal Science
Agricultural Power & Equipment Technician
Auto Collision Repair & Refinish Technician
Automotive Technician
Building Trades-Carpentry
Building Performance Technician
Business Management
Child Care Services
CNC Machine Operator/Programmer
Cosmetology
Criminal Justice Law Enforcement 2
Criminal Justice Studies
Dairy and Livestock Technician
Early Childhood Education
Electrical Power Distribution
Electro-Mechanical Technology
Golf Course Management
HSED/GED
Individualized Technical Studies
Industrial Mechanic
Instrumentation and Controls Technology
IT-Cybersecurity and Network Administration
IT-Network Systems Technician
Nail Technician
Sustainable Energy Management
Welding

3:00pm Ceremony
Artisanal Modern Meat Butchery
Cancer Information Management
Cancer Information Management (ATC)
Data Analytics
Dental Assistant
Direct Entry Midwife
Graphic and Web Design
Health Information Technology
Human Services Associate
Laboratory Science Technician
Leadership Development
Liberal Arts - Associate of Arts
Liberal Arts - Associate of Science
Medical Assistant
Medical Coding Specialist
Medical Laboratory Technician
Nonprofit Leadership
Nursing-Associate Degree
Physical Therapist Assistant
Supply Chain Assistant
Supply Chain Management
Surgical Technology
Technical Studies-Journeyworker

4. College Happenings

D. Other Information Items

Establish Board Agenda Items for Next Meeting

A. Agenda

1. Financial Audit Update
2. Approval of Fund & Account Transfers (2023-24 Budget Modifications)

B. Date, Time, & Place

Thursday, December 19, 2024, 6:00 p.m., Virtual via Zoom

Working Dinner Served

(5:00 p.m.)

Adjourn to Closed Session

A. to a closed session for the purpose of

1. **Discussing the president's employment per Wisconsin Statutes 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. **Discussing the staff performance evaluations per Wisconsin Statutes 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. **Discussing a personnel issue per Wisconsin Statutes 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.}

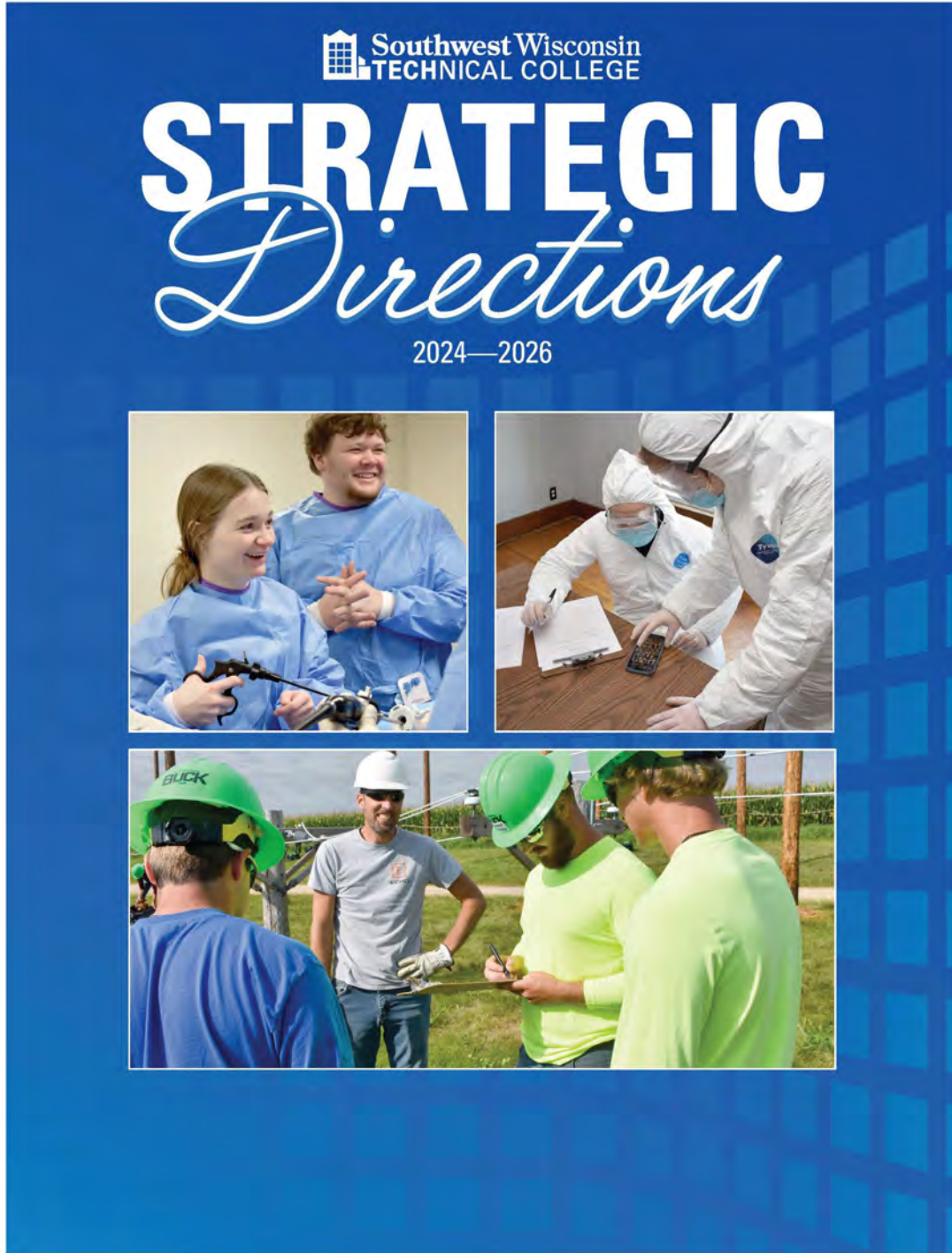
B. Approval of Closed Session Minutes from September 26, 2024.

Reconvene to Open Session

A. Action, if necessary, on Closed Session Items

Adjournment

Appendix ~ Southwest Wisconsin Technical College Strategic Directions (2024 - 2027)



College Health Indicators



COLLEGE HEALTH INDICATORS (CHI)		2023 ACTUAL	2024 GOAL
CHI 1A.	Promoting Equity in Student Learning-Graduation Rate Comparison:		
	For Special Population* Students	42%	70%
	For Non-Special Population Students	60%	
CHI 2A.	Course Completion Rate	91%	95%
CHI 3A.	Year-to-Year Graduate Wage Growth	8%	10%
CHI 4A.	5-Year Graduate Wage Growth	67%	75%

*The Wisconsin Technical College System (WTCS) defines special populations as students of color, Pell Grant recipients, military veterans, incarcerated individuals, dislocated workers, and persons with disabilities.

The District Board of Directors reviews College Health Indicators (CHI) semi-annually. The CHI are metrics that provide a trend of performance year-over-year with benchmarks that compare Southwest Tech to other Wisconsin Technical College System colleges or national performance standards.



Jeanne Jordie
Prairie du Chien
Employee Member/Ex Officio Member of the SWTC Foundation, Appointed 2020

"I value being an active member of the SWTC Board, as it gives me input into the ever-changing world of technology and education. It allows me to serve our community and the folks

we serve in a tangible way. Our decisions are based on experience, as well as those of future generations. The future generations and education are important to me."

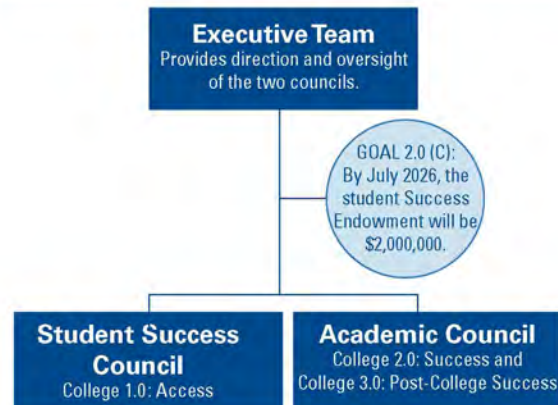


Kent Enright
Mineral Point
Employee Member/Board Secretary/Ex Officio Member of the SWTC Foundation, Appointed 2021

"There are so many things to be proud of here at Southwest Tech. What I'm most proud of is the way we can change lives, not only for the student but for their whole family. It has

been an honor to serve on the board and play my small part in Southwest Tech's continued success."

College Governance



Executive Team

Leads the college to achieve excellence with integrity through learning and service.



Krista Weber, Chief Human Resources Officer, 2024-2025 Acting President

Student Success Council

1.0 Access: Develops transformational strategies that enhance student access, ensuring every student has the opportunity to succeed.



Holly Clendenen,
Chief Student Services Officer



Stacey Place,
Academic Lead/
Physical Therapist
Assistant Instructor

Academic Council

2.0 Completion: Strengthens high-quality, work-based learning experiences to improve course completion and graduation rates for all students.

3.0 Post-College Success: Drives innovation in curriculum and workforce partnerships to increase graduate success in securing high-wage jobs and transferring to four-year institutions.



Cynde Larsen
Chief Academic Officer/Executive Dean



Dan Imhoff,
Executive Director of
Facilities, Safety
& Security

STRATEGIC DIRECTIONS 2024-2025
COLLEGE 1.0

THIS IS WHERE PEOPLE CARE



Mohamed
2024 Graduate
Platteville High School

Access

At Southwest Tech we want every person to know we care about their success. Faculty and staff unite to help students design plans to achieve their goals. Student success plans include: career goals, an academic map, financial planning and budgeting, and a network of professionals to ensure supports and services are inevitable.

PERFORMANCE

We know we will be successful when more people chose to be students at Southwest Tech, especially if they live in the college's five-county district.

GOALS

- A. By July 2025, all program students will have a completed Student Success Plan.
- B. By July 2025, all Adult Education and English Language Learner students will have a completed Student Success Plan.
- C. By June 2027, every high school graduate in Southwest Tech's district will have earned college credit(s) that connect directly to a high-paying career path.
- D. 100% program students will have a reduced financial gap in 2025-26 due to aligning student success plans with scholarships and other college and financial resources in 2024-25.

Dual enrollment transforms lives, opening doors for students like Mohamed Fakron, who overcame significant challenges to follow his dreams and achieve a high-wage career in an in-demand field. These programs empower students to graduate high school with industry-recognized credentials, giving them the confidence and skills to seize new opportunities, uplift their communities, and build a brighter, more prosperous future for themselves and others.

STRATEGIC DIRECTIONS 2024-2025
COLLEGE 2.0

THIS IS WHERE YOU SUCCEED



Lexi & Sabrina
2024 Graduates

Completion

Graduation Matters. We help every student complete their courses and finish their degrees because we know students with degrees have more earning power and better opportunities to improve their lives.

PERFORMANCE

We know we will be successful when more students graduate and we make improvements to decrease achievement gaps for special population students. Southwest Tech emphasizes work-based learning* so students learn first-hand from industry experts how to excel in the workforce or successfully transfer to a four-year university.

GOALS

- A. By July 2027, we will increase the on-time student graduation rate to 50%.
- B. By July 2026, all program students will complete an assignment in each of the four work-based learning pillars: pre-career awareness, career awareness & exploration, career prep, and career application.
- C. By July 2026, the Student Success Endowment will be \$2,000,000.

Work-based learning opportunities give students real-world experience, boosting their resumes and making them more valuable to employers, which can lead to higher wages. The Graphic and Web Design program has partnered with the marketing department to expand these opportunities. As a result, the program has moved from a low-wage to a medium-wage classification, with the goal of reaching high-wage status soon.

*Work-based learning is a course-based opportunity to engage and interact with industry experts while learning to demonstrate essential employability and technical skills necessary for today's workforce. Work-based learning can take various forms, such as practicum, clinical, and internship courses; apprenticeships, and other course-based learning experiences in which students interact directly with potential employers.

STRATEGIC DIRECTIONS 2024-2025
COLLEGE 3.0

THIS IS WHERE YOU EXCEL

Post-College Success

Southwest Tech graduates experience high levels of job placement. We seek to improve the wages they earn as our alumni increase their value to employers.



Elizabeth
2024 Graduate

PERFORMANCE

We know we will be successful when local employers report graduates have increased knowledge, skills, and abilities and recognize the higher value by increasing wages.

GOALS

- A. Add five new high-wage programs by July 2026:
 - 1. Radiography (2024 Start)
 - 4. Respiratory Therapy (Exploring)
 - 2. Precision Agronomy (2025 Start)
 - 5. Advanced Manufacturing (Exploring)
 - 3. IT-Software Developer-Artificial Intelligence (Exploring)
- B. At May 2025 graduation, 100% of University Transfer students from Southwest Tech will have been accepted into a bachelor's degree program at an accredited institution and enrolled within one year.
- C. Starting July 2026, 50% of our graduates in the workforce will earn a high wage within one year of graduation and 100% will earn a high wage within five years of graduation.

Lizzy, a mother, veteran, and graduate of the Southwest Tech Criminal Justice Studies program, secured a high-wage job earning \$25 or more per hour. Her achievement is not only transforming her own life but also reshaping the future of her entire family.



1 The Aspen Institute's Unlocking Opportunities Cohort

The Aspen Institute's Unlocking Opportunities Cohort is a collaborative initiative aimed at improving economic mobility for students through innovative practices in community colleges. Southwest Wisconsin Technical College is honored to be one of the ten colleges selected across the nation to participate in this prestigious program. By sharing strategies and implementing evidence-based solutions, the cohort strives to bridge opportunity gaps and ensure equitable success in higher education and the workforce.

2 Executive Leadership and Board of Directors Training

The executive leadership team and board of directors are collaborating to implement training based on the recommendations from the Aspen Institute's College Board of Directors Playbook. This comprehensive training emphasizes the critical role that boards play in driving institutional success, focusing on strategic leadership, data-driven decision-making, and promoting equity in student outcomes. By adopting these best practices, the leadership team and board aim to enhance governance, ensure accountability, and align the college's mission with the long-term needs of students, the workforce, and the broader community.

3 2024-2025 Aspen Prize for Community College Excellence



Southwest Wisconsin Technical College is proud to be selected as one of the finalists for the prestigious 2024-2025 Aspen Prize for Community College Excellence. This recognition highlights the college's commitment to providing exceptional education, fostering student success, and driving economic mobility in the region. The award celebrates institutions that demonstrate high achievement and performance, particularly in advancing equitable outcomes for all students, preparing them for successful careers and further education. Southwest Tech's dedication to continuous improvement and innovation in serving its students and community has earned it this distinguished honor.

Who We Are

College Values

Inclusivity. We provide a welcoming environment that promotes respect for all members of the college community. We commit to learning about our differences and commonalities to better appreciate the value of each person. We empower the college community to cultivate connections and defend the dignity and humanity of all. We expect all members of our college community to live our Charger Respect Pledge.



Stephanie Bernhardt, Financial Aid Assistant/Accounting Bursar, exemplifies Southwest Tech's deep commitment to serving veterans in their educational journeys. Her kindness and dedication to becoming an expert in Veterans Education Benefits make her exceptional in this role, ensuring veterans receive the respect and guidance they deserve. By recognizing military experience for academic credit and fostering a welcoming environment, Stephanie empowers veteran students to thrive. Her compassionate approach honors their service and reflects the college's mission of fostering inclusivity and respect for all members of our community.

Learning. We work together to make high-quality, affordable education accessible to our diverse population. We help students develop the knowledge, skills, and attitudes needed to contribute to an inclusive workforce and community success. Through partnerships, we seek opportunities to improve lives.



Tamara Griesel, Science Instructor at Southwest Tech, embodies the college's value of learning through her unwavering commitment to growth and excellence. With an MS in Biological Sciences and currently pursuing an Ed.D. at Franklin University, she continually expands her knowledge to better serve her students. Tamara's passion for teaching, especially in supporting students with neurodiverse needs, makes her exceptional. Her dedication ensures that students develop the skills and attitudes needed to contribute to an inclusive workforce, enriching both their personal and professional lives.

Integrity. We promote a cohesive culture that is based on honesty, professionalism, trust, kindness, and respect. We work collaboratively to maintain a healthy environment of clear communication, transparency, and dedication to the mission of Southwest Tech.



Dan Imhoff, Executive Director of Facilities, is admired and trusted not only by his colleagues but also by the students at Southwest Tech. His unwavering commitment to keeping the campus safe and secure has earned him the respect of many. Dan's leadership style, which blends honesty with genuine care for the growth and well-being of others, allows everyone to excel in their roles. By creating an environment where trust and respect thrive, Dan empowers others to do their best, knowing they are supported in their personal and professional growth.

Accountability. We hold ourselves and our teams responsible for achieving academic and fiscal College goals as established by the District Board. We practice self-awareness and hold each other accountable to recognize and confront biases that impact our thinking, behavior, and performance to realize positive and equitable results.



Gabby Snider is exceptional in every sense. She consistently follows through on what she says she's going to do, handling each task with a smile and a genuine eagerness to help others. Her accountability goes beyond just meeting deadlines—Gabby actively seeks out ways to support her colleagues, ensuring everyone around her can succeed. Whether leading the Wisconsin Leadership Development Institute or managing day-to-day responsibilities, Gabby's positivity, reliability, and dedication make her a trusted and invaluable part of the team.

Continuous Improvement. We leverage our rural perspective and progressive entrepreneurial spirit to attract people who strive for excellence in student success through innovation in technology, services, and strategies. We support and promote personal and professional development to exceed industry standards and produce competent and skilled graduates in high-quality, relevant programs essential to our sustainability as a college.



Tyler Platz plays a vital role in driving Southwest Tech's continuous improvement efforts through his expertise in data analysis. His work with data reporting and the development of the College Health Indicator Power BI dashboard enables the college to make data-informed decisions, investing in strategies proven to enhance student success while helping deprioritize those that do not. Tyler's skilled approach to training allows college employees to continuously refine their focus, ensuring resources are allocated to initiatives that truly make a difference in student outcomes and institutional sustainability.

College Mission

Southwest Wisconsin Technical College provides education and training opportunities responsive to students, employers, and communities.

College Vision

Southwest Wisconsin Technical College will be a preferred provider of education, source of talent, and place of employment in the region. We at the College change lives by providing opportunities for success.

CONTINUOUS IMPROVEMENT *Integrity*
COLLEGE VALUES
Inclusivity LEARNING
ACCOUNTABILITY 



Southwest Wisconsin Technical College
1800 Bronson Boulevard, Fennimore, WI 53809
800.362.3322 www.swtc.edu

Accommodations: Call 608.822.2632 (tdd: 608.822.2072)
Email disabilityservices@swtc.edu

Southwest Tech is committed to legal affirmative action, equal opportunity access,
and diversity of its campus community. www.swtc.edu/equality