

# District Board Regular Meeting Tuesday, June 16, 2020

VIRTUAL MEETING VIA ZOOM

Connection Details Sent within Meeting Invitation

District Board Members and College Staff Participating Via Zoom

Western Administrative Center • 111 Seventh Street N • Room 408 • La Crosse, WI

**Due to COVID-19 pandemic, public access to building will be available 12:50-1:05pm**

**District**

Andrew Bosshard (Chair)

Dave Laehn (Secretary)

Ken Peterson (Treasurer)

**Board**

Kara Burgos

Angie Lawrence

Michelle Greendeer-Rave

**Members:**

Carrie Buss (Vice Chair)

Ed Lukasek

Dennis Treu

## Public Hearing on District Budget

1:00pm

1. Overview of the 2020-2021 District Budget ([Budget Document](#))
2. Comments from the Public

## District Board Meeting Open Session

Immediately Following Public Hearing

## District Board Meeting Closed Session

*The District Board will convene into closed session under the provisions of Wisconsin Statutes, Chapter 19.85 (1)(c)(e) for the purpose of discussing personnel and property matters. No action.*

## District Board Meeting Open Session

Immediately Following Closed Session

**\*\* If there are any questions relative to a specific agenda item, please feel free to direct them to [struppj@westerntc.edu](mailto:struppj@westerntc.edu) \*\***

## Public Notice (see calendar below)

Members of the District Board may be in attendance at the following meetings/events:

- WI Technical College District Boards Associations
- WTCS State Board Meetings

\*No Western Technical College business will be conducted during these meetings/events.\*

## *Planning Ahead ... 2020*

DATE	EVENT	LOCATION
June 16, 2020	Budget & Facilities Subcommittee Meeting – 11:00am	TBD
June 16, 2020	District Board Meeting   Public Hearing on Budget – 1:00pm	TBD
July 3, 2020	Holiday	
July 7-8, 2020	WTCS Board Meeting	WI Indianhead – New Richmond
July 13, 2020	District Board Organizational Meeting – 1:00pm	A408
July 24, 2020	District Boards Association Meeting	Virtual
August 18, 2020	Budget & Facilities Subcommittee Meeting – 11:00am	TBD
August 18, 2020	District Board Meeting	TBD
August 23, 2020	Commencement – 2:00pm	La Crosse Center
September 15-16, 2020	WTCS Board Meeting	Midstate – Wisconsin Rapids
September 15, 2020	District Board Meeting	TBD
Sept 30-Oct 3, 2020	ACCT Leadership Congress 2020	Chicago, IL
October 20, 2020	District Board Meeting	TBD
October 22-24, 2020	District Boards Association Meeting	Nicolet - Rhinelander
November 10-11, 2020	WTCS Board Meeting	Northcentral - Wausau
November 17, 2020	District Board Meeting	TBD
November 26-27, 2020	Thanksgiving Holiday	

Western Technical College  
**District Board Goal**

Incorporate Experience 2025 and related student success and employee engagement priorities into all board meetings:

- a. Strategies include:
  - i. Adapt District Board agendas to incorporate benchmarks, progress, and completion data related to Experience 2025 and the seven strategic goals
  - ii. Consider the four Strategic Directions in all decision-making
  - iii. Communicate college events and level of priority to District Board members
  - iv. Foster greater levels of employee engagement and recognition through resolutions of commendation, targeted visits, and visual management tours
  - v. Check, adjust, and revise the District Board monthly calendar to allow for agility
  - vi. Adjust monthly agenda to allow for adequate time to fully cover agenda items
  
- b. Lead measures include:
  - i. President's goals are achieved in the timeframe set forth in the strategic plan
  - ii. Each District Board meeting highlights the Strategic Directions for Experience 2025 and student success
  - iii. 25% of District Board meetings and advances are held in places that allow for engagement with Western employees and student learning spaces
  - iv. Approval of annual calendar
  - v. District Board members express satisfaction with time allotted for agenda items through a Plus/Delta document each month

Approved October 16, 2018

**Mission:** Western Technical College provides relevant, high quality education, in a collaborative and sustainable environment that changes the lives of students and grows our communities.

**Vision:** Western Technical College is the college of first choice in our region.

**Values:** We value the success of our students and hold ourselves accountable for providing excellence in student learning, based on the diverse needs of each student and built on a foundation of integrity, teamwork, and respect.

# Strategic Directions



first choice service

## Strategic Goals:

- Increase overall student satisfaction from 69% in 2017 to 75% by 2021.
- Increase student engagement with student support services from a score of 48.6 to 52 by 2023.

## Strategies:

- Implement the Enrollment Journey and Customer Relationship Management (CRM) system.
- Use “real time” or “point of service” feedback to respond to stakeholders.
- 100% of employees complete Essential Experience professional development.
- Implement K-12 on-ramps to increase the percent of high school students who transition to Western within the first year.
- Configure and schedule programs to reduce time-to-completion to accommodate the part-time learner.

## Strategic Goals:

- Eliminate course completion, retention, and graduation achievement gaps between black, Hispanic/Latino, and Native American students and white students by 2025.
- Increase enrollment of program-declared students of color from 12.82% in 2018 to 15% in 2025.

## Strategies:

- Implement Guided Pathways college-wide.
- Infuse 21st Century teaching and learning practices in all programs and general education disciplines.
- Increase diversity of Western employees.
- Implement an intentional recruitment model to attract greater numbers of students of color.
- Infuse poverty-informed practices throughout the college.

equity, inclusion and support



workforce and community engagement

## Strategic Goals:

- Infuse work-based learning and community-based learning in 100% of associate degree and technical diploma programs by 2025.
- Implement a comprehensive and responsive workforce sector development strategy by 2021.

## Strategies:

- Configure program designs to incorporate an intentional work-based learning experience.
- Configure program designs to incorporate an intentional community-based learning experience.
- Optimize Regional Learning Centers.
- Redesign the Program Mix Analysis process.

## Strategic Goal:

- Increase engaged employees from 35% in 2017 to 45% by 2025.

## Strategies:

- Provide an opportunity for all employees to establish professional goals, review progress, and receive feedback and support from their supervisors in a structured format.
- Implement employee engagement action plans college-wide using the Gallup Q12 feedback.
- Use transparent communication methods.

employee engagement

student success

January	February	March (Board Location Change)
<ul style="list-style-type: none"> <li>• <b>First Choice Service (2025)</b> <ul style="list-style-type: none"> <li>○ Includes data updates, project plans, and recognition if appropriate.</li> </ul> </li> <li>• Sustainability Update</li> </ul>	<ul style="list-style-type: none"> <li>• Enrollment Update</li> <li>• Non-Renewals Proposal (closed-as-needed)</li> <li>• Annual Planning Cycle Review</li> <li>• Annual RLC Update</li> <li>• <b>Program &amp; Service Highlights</b> (Begin first program highlight)</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Equity, Inclusion &amp; Support (2025)</b> <ul style="list-style-type: none"> <li>○ Includes data updates, project plans, and recognition if appropriate.</li> </ul> </li> <li>• Program Development Approval (optional)</li> <li>• Health   Other Benefits</li> <li>• ATD Update   ICAT Results</li> <li>• Annual District Board Appointment</li> <li>• Legislative Update as needed</li> <li>• Student Government Update</li> </ul> <p><b>Issue Papers:</b></p> <ul style="list-style-type: none"> <li>• <i>Private Sector Review IP</i></li> </ul>
April – 2 Separate Meetings	May (Remote Location)	June
<ul style="list-style-type: none"> <li>• Foundation Plan   Update</li> <li>• Non-Renewals (closed-as needed)</li> <li>• Grant Updates</li> <li>• Workforce &amp; Job Market update (<i>Was Hot Jobs &amp; Program Mix</i>)</li> </ul>	<ul style="list-style-type: none"> <li>• Enrollment Update</li> <li>• Student Government Update   Ambassador</li> <li>• 3-Year Facility Plan Discussion</li> </ul> <p><b>Issue Papers:</b></p> <ul style="list-style-type: none"> <li>• <i>Salary Adjustments IP</i></li> <li>• <i>Bargaining Agreement IP</i></li> <li>• <i>Non-Renewal IP (as needed)</i></li> <li>• <i>Fees &amp; Rates IP</i></li> <li>• <i>District Boards Association Annual Fees IP</i></li> </ul>	<ul style="list-style-type: none"> <li>• Public Hearing – Budget</li> <li>• HLC Update (as needed)</li> <li>• President Contract Review (closed)</li> <li>• District Boards Association Visit   Update (spring visit)</li> </ul> <p><b>Issue Papers:</b></p> <ul style="list-style-type: none"> <li>• <i>Board Approval of Budget IP</i></li> <li>• <i>3-year Facility Plan IP</i></li> <li>• <i>Out of State Tuition Remission/Waivers IP</i></li> </ul>
2 <sup>nd</sup> Meeting - April - Annual Special Budget Meeting		
<ul style="list-style-type: none"> <li>• Held in Sparta</li> <li>• 4<sup>th</sup> Tuesday</li> <li>• Full budget review</li> </ul>	<b>NOTE: BOARD Advance Day – No evening dinner</b>	
July 2 <sup>nd</sup> Monday	August	September
<ul style="list-style-type: none"> <li>• Recognize WLDI Grads</li> <li>• Annual Organizational Meeting Actions</li> <li>• <b>Program &amp; Service Highlights</b></li> <li>• President Shares Identified Goals</li> </ul> <p><b>Issue Papers:</b></p> <ul style="list-style-type: none"> <li>• <i>Annual Organizational IPs</i></li> </ul>		<ul style="list-style-type: none"> <li>• <b>Workforce/Community Engagement</b> <ul style="list-style-type: none"> <li>○ Includes data updates, project plans, and recognition if appropriate.</li> </ul> </li> <li>• Enrollment Update</li> <li>• Tax Levy Discussion</li> <li>• College Day Update</li> </ul>

October (Remote Location)	November	December
<ul style="list-style-type: none"> <li>• <b>Key Results Update (Student Success Metrics) (2025)</b></li> <li>• Grant Updates</li> <li>• Legislative Affairs Update</li> <li>• BIS Update (financial report)</li> <li>• Review Previous Fiscal Year's Operating Financial Results</li> </ul> <p>NOTE: Regional Luncheons held at campuses</p> <p><b>Issue Papers:</b></p> <ul style="list-style-type: none"> <li>• <i>Annual Review of Procurements Report</i></li> <li>• <i>Tax Levy IP</i></li> <li>• <i>Resolution Designating Positions as Assistant, Associate, or Deputy District Director for the Purpose of Wisconsin's Code of Ethics for Public Officials and Employees IP</i></li> <li>• <i>Annual Budget Modifications IP</i></li> </ul>	<ul style="list-style-type: none"> <li>• <b>Employee Engagement (2025)</b> <ul style="list-style-type: none"> <li>○ Includes data updates, project plans, and recognition if appropriate.</li> </ul> </li> <li>• Foundation Audit</li> <li>• College Audit</li> <li>• Enterprise Update</li> <li>• Capital Borrowing Discussion</li> <li>• <b>Program &amp; Service Highlights</b></li> </ul> <p><b>NOTE: BOARD Advance Day – No evening dinner</b></p>	<ul style="list-style-type: none"> <li>• <b>Annual Experience (2025) Review [beginning 2020]</b> – (WIGS, Data, Adjustments, Progress, and Priorities)</li> <li>• Annual Enrollment Management</li> <li>• Review ACCT Trip</li> <li>• RLC Community Panel Update</li> </ul> <p><b>Issue Papers:</b></p> <ul style="list-style-type: none"> <li>• <i>Capital Borrowing IP</i></li> </ul>

\*Annually the college **will review** Noel Levitz (SSI) and/or CCESE data with the board at the appropriate time. These surveys are completed bi-annually.

\* **Program Highlights / Students:** This will be an attempt to have 2-3 programs per year share about their program to the board. This will intentionally move across sectors over time. Students will present with their faculty.

Process   Timeline for President Evaluation	Timeline	Responsible
President to complete status report of his/her individual goals. To be shared with Board prior to evaluation going out or simultaneously.	February 28	President
Distribute President evaluation tool to Board for their completion and President for his/her self-assessment.	March 1	Human Resources
Compile results and summary document to share with Board and President.	March 31	Human Resources
Review and discussion of results	April Board Meeting (Closed Session)	Board, Human Resources
Meeting with President	May	Board Chair, President
Review/Update Evaluation Criteria	May	Human Resources, Board Chair
Summary Materials to be filed in HR	June	Human Resources
Develop individual goals to be included for the next review period	June	President, Board Chair
Provide Final Evaluation tool to Board and President	July 1	Human Resources

**Western Technical College District Board Meeting**

**TUESDAY, June 16, 2020  
AGENDA**

Topic	Attachment	Action
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**Call to Order**

X

The June 16, 2020 meeting of the Western Technical College District Board, and all other meetings of this Board, are open to the public and in compliance with state statutes. Notice of the meeting has been sent to the press in an attempt to make the general public of Wisconsin aware of the time, place and agenda of the meeting.

**Mission:** Western Technical College provides relevant, high-quality education in a collaborative and sustainable environment that changes the lives of students and grows our communities.

**Consideration of Comments from Public Hearing on Proposed 2019-20 District Budget**

**Resolutions of Commendation**

➤ Eva Lee, Custodian, Physical Plant, Finance and Operations.....	Page 9	X
➤ Linda Rauch, Nursing Instructor, Health & Public Safety, Academic Affairs .....	Page 10	X
➤ Jean Powers, Physical Plant Assistant, Finance and Operations .....	Page 11	X
➤ Michelle Greendeer-Rave, District Board Member .....	Page 12	X
➤ Ken Peterson, District Board Member.....	Page 13	X

**Presentations**

- Inform: COVID19 Team Update | Phases and Safety – Tracy Dryden | Raj Ramnarace
- Inform: Foundation Update – Mike Swenson
- Discuss: Grants | Legislative Update – Rande Daykin
- Discuss: Equity, Inclusion and Support Update 2025 – Amy Thornton | Kat Linaker
- Discuss: District Board Commitment to Equity

**Budget & Facilities Subcommittee Report – Ken Peterson**

**Policy Subcommittee Report – Carrie Buss**

**TIFs and TIDs [New Information Only]**

**Items to be Removed from Consent Agenda**

**Approve: Consent Agenda**

➤ April 28, 2020 District Board Budget Meeting Minutes .....	Page 14	X
➤ May 7, 2020 District Board Special Meeting Minutes .....	Page 15	X
➤ May 19, 2020 District Board Regular Meeting Minutes .....	Page 16	X
➤ May 19, 2020 Budget & Facilities Subcommittee Meeting Minutes .....	Page 18	X
➤ June 1, 2020 Policy Subcommittee Meeting Minutes.....	Page 19	X
➤ Financial Reports – May 2020		
A. Schedule of Payments.....	Page 20	X
B. Vendors Over \$2500.....	Page 21	X
C. General Revenue/Expense Report .....	Page 23	X
D. Department Budget Summary .....	Page 24	X
E. Auxiliary Services Reports.....	Page 26	X
F. Capital Projects Reports .....	Page 30	X
➤ Policy Revisions   <b>First Reading</b>		
A. A0102 – Board Authority and Legal Status.....	Page 33	X
B. A0104 Hold Harmless in Performances of Duties .....	Page 34	X
C. A0205 Hold Harmless Policy for President.....	Page 35	X
D. B0500 Procurement .....	Page 36	X
➤ Policy   <b>Second Reading</b>		
A. D0115 Credit Hour .....	Page 38	X

Topic	Attachment	Action
➤ Project Submission and Acceptance – FY2021		
A. Workforce Advancement Training Grants .....	Page 39	X
➤ Personnel ( <i>Information Only</i> )		
A. Retirements		
1. Kathy Nelson, Respiratory Therapy Instructor, Health & Public Safety, Academic Affairs .....	Page 40	
B. New Hires   Appointments		
1. Dillon Mader, Instructor-Reading and ELL, Learner Support & Transition, Academic Affairs .....	Page 41	
2. Lisa Yang, College Advisor Transfer Focus (LTE), Career Services, Student Services & Engagement.....	Page 41	
<b>Approve: Monthly Approvals</b>		
➤ Approve: Adopt the 2020-2021 District Budget as Presented.....	Page 42	ROLL CALL
➤ Approve: Adopt the Three Year Facilities Plan 2020-2023 as Presented and Submit to the Wisconsin Technical College System Office for Record .....	Page 43	X
➤ Approve: Out of State Tuition Remission		X
A. 2019-20 Annual Report on Out-of-State Tuition Remissions .....	Page 61	X
B. 2019-20 Enrollment Data on International and Domestic Students .....	Page 62	X
C. 2020-21 Request for Remission of Out-of-State Tuition .....	Page 63	X
➤ Authorize the issuance of a Posthumous Honorary Associate Degree for Melissa Marie Suchla .....	Page 65	X
➤ Approve: Adopt District Board Equity Commitment Statement as Presented.....	Page 66	X
<b>President Report</b>		
• Community and Media Connections		
• Current Priorities		
• Viterbo Partnership		
• WTCS Presidents Association Assignments		
• EMS Mobile Training Lab – Kevin Dean		
• Law Enforcement Academy – Kevin Dean   Melissa Elliott		
<b>District Board Chairperson Report</b>		
• Board Business   Updates		
• Board Events		
• Board Advance Schedule   August Advance Location		
• Board Officer and Committee Assignments.....	Page 67	
• Plus Delta Feedback		
<b>Other Business</b>		
<b>Closed Session   Break</b>		
<i>The District Board will convene into closed session under the provisions of Wisconsin Statutes, Chapter 19.85 (1)(c)(e) for the purpose of discussing personnel and property matters. No action.</i>		
<b>Adjournment</b> .....		X



WESTERN TECHNICAL COLLEGE DISTRICT

*Resolution of Commendation*

**Eva Lee**

*Whereas*, Eva Lee, Custodian in the Finance and Operations Division, will retire from Western Technical College on July 3, 2020, after completing 13 years of loyal and dedicated service to the students, staff, and the District Board of the Western Technical College District; and

*Whereas*, Eva is a dedicated and focused employee with a great eye for detail; and

*Whereas*, she is very self-reliant in her career, often able to troubleshoot equipment issues and solve problems on her own; and

*Whereas*, Eva began her career at Western working in the Lunda Center. She was a valuable asset in the facility's first growing years, helping with set-ups, arranging furniture, where to place certain items, and estimating capacities; and

*Whereas*, she relates well with people at all levels of the college. She listens to and communicates well with her colleagues; and

*Whereas*, her sense of humor, ability to read people, and adaptability will be missed; therefore be it

*Resolved*, that the Board of the Western Technical College District hereby expresses its appreciation and gives a special commendation to Eva Lee for her years of service and her commitment to excellence; and be it

*Resolved*, that the Western Technical College District Board, Administration, Faculty, Staff, and Students all wish Eva many happy and satisfying years in her retirement.

WESTERN TECHNICAL COLLEGE DISTRICT

*Resolution of Commendation*

**Linda Rauch**

*Whereas*, Lin Rauch, Nursing Instructor in the Health and Public Safety Division, will retire from Western Technical College on June 30, 2020 after completing 5 years of loyal and dedicated service to the students, staff, and the District Board of the Western Technical College District; and

*Whereas*, Lin works tirelessly for all her students, even following their graduation, making sure they are well prepared for the profession; and

*Whereas*, she has the unique ability to see the big picture, knowing what is best for her students and making sure her class is fun, interactive, and memorable; and

*Whereas*, Lin has been a loyal friend, helping mentor and inspire her fellow nursing instructors, sharing her nursing knowledge with her colleagues; and

*Whereas*, she traveled to Thailand last summer as part of an educational grant, learning better ways to teach and practice medicine with a diverse range of students and patients; and

*Whereas*, her laughter, sarcasm, and sense of humor will be missed; therefore be it

*Resolved*, that the Board of the Western Technical College District hereby expresses its appreciation and gives a special commendation to Lin Rauch for her years of service and her commitment to excellence; and be it

*Resolved*, that the Western Technical College District Board, Administration, Faculty, Staff, and Students all wish Lin many happy and satisfying years in her retirement.

WESTERN TECHNICAL COLLEGE DISTRICT

*Resolution of Commendation*

**Jean Powers**

*Whereas*, Jean Powers, Physical Plant Assistant in the Finance and Operations Division, will retire from Western Technical College on June 30, 2020, after completing 28+ years of loyal and dedicated service to the students, staff, and the District Board of the Western Technical College District; and

*Whereas*, Jean provided unmatched attention to detail regarding Physical Plant projects; and

*Whereas*, she completed her work, tasks, and projects quickly and efficiently; and

*Whereas*, Jean is a gracious, patient, and enduring friend to her colleagues; and

*Whereas*, her dedication is best personified with her Saturday and late evening emails, even after long days of work; and

*Whereas*, Jean is well respected by all of her fellow co-workers; and

*Whereas*, her stories of rescued dogs and cats, her husband's baked goods, and her earnest care of and for the campus facilities will be missed; therefore be it

*Resolved*, that the Board of the Western Technical College District hereby expresses its appreciation and gives a special commendation to Jean Powers for her years of service and her commitment to excellence; and be it

*Resolved*, that the Western Technical College District Board, Administration, Faculty, Staff, and Students all wish Jean many happy and satisfying years in her retirement.



# Western Technical College

## *Resolution of Commendation to Michelle Greendeer-Rave*

*Whereas*, Michelle Greendeer-Rave has served as a member of the Western Technical College District Board for 3 years, from July 1, 2017 through June 30, 2020, and

*Whereas*, Michelle has provided leadership to Western Technical College by serving as the District Board New Directions Committee Co-Chair (2017-2019), District Board Member to the Bylaws, Policy and Procedures Committee of the Wisconsin Technical College District Boards Association (2017-2018), Representative on the WTCS Insurance Trust Consortium (2017-2020), and as Award Nominations Rater for the Wisconsin Technical College District Boards Association (2017-2019); and

*Whereas*, Michelle often spoke passionately for students in poverty and those underserved in the community; and

*Whereas*, Michelle was a vital link to the Ho Chunk Nation in building and strengthening relationships for the College; and

*Whereas*, Michelle was a passionate advocate for two-year college students at state and national legislative events; and

*Whereas*, Michelle was a strong proponent of Experience 2025, making sure the strategic plan focused on student success; and

*Whereas*, Michelle's kindness, passion for the College, and her unwavering support for our students will be missed, now therefore be it

*Resolved* that the Board of the Western Technical College District hereby expresses its sincere and grateful appreciation to Michelle Greendeer-Rave for her years of service as a member of the District Board and extends to her continued best wishes for the future

**Western  
Technical College**

Roger Stanford, PhD, President

Andrew R. Bosshard, District Board Chair

Adopted, approved, and recorded by the Western Technical College District Board on June 16, 2020



# Western Technical College

## *Resolution of Commendation to* **Ken Peterson**

*Whereas*, Ken Peterson has served as a member of the Western Technical College District Board for 3 years, from July 1, 2017 through June 30, 2020; and

*Whereas*, Ken has provided leadership to Western Technical College by serving as District Board Treasurer (2018-2020), Budget & Facilities Subcommittee Chair (2018-2020), and member to the External Partnerships Committee of the Wisconsin Technical College District Boards Association (2017-2020); and

*Whereas*, Ken brings deep knowledge of asset management to the budget and facilities team; and

*Whereas*, Ken became a leader in navigating the development of the new Apprenticeship Center remodeling plan; and

*Whereas*, Ken brought construction experience to the project management of the Student Success Center remodeling project; and

*Whereas*, Ken led the budget and facilities team with precision and an attention to detail; and

*Whereas*, Ken brought a strong background and understanding of trades to the Western Technical College District Board; and

*Whereas*, Ken's expertise, passion, and knowledge will be missed, now therefore be it

*Resolved* that the Board of the Western Technical College District hereby expresses its sincere and grateful appreciation to Ken Peterson for his years of service as a member of the District Board and extends to him continued best wishes for the future.

**Western  
Technical College**

Roger Stanford, PhD, President

Andrew R. Bosshard, District Board Chair

Adopted, approved, and recorded by the Western Technical College District Board on June 16, 2020

**WESTERN TECHNICAL COLLEGE DISTRICT BOARD**  
**Minutes to District Board Budget Review Meeting**  
**April 28, 2020**

Mr. Andrew Bosshard, District Board Chair, called the Budget Review meeting of the Board of Western Technical College District to order at 9:02 am on Tuesday, April 28, 2020 in Room 408 of the Western Technical College Administrative Center, 111 Seventh Street North, La Crosse, WI. Meeting was conducted virtually via Zoom technology. Board members present were: Andrew Bosshard, Kara Burgos, Carrie Buss, Dave Laehn, Ed Lukasek, Ken Peterson, Michelle Greendeer-Rave, Angie Lawrence, Dennis Treu and Roger Stanford, President.

Others present (for portions or all of the meeting): Amy Schmidt, Wade Hackbarth, John Heath, Kat Linaker, Amy Thornton, Rande Daykin, Mike Swenson, Patti Balacek, Janice Strupp (Western staff)

Notice of the meeting was posted publicly on Friday, April 24, 2020 at 1:03pm with the agenda being distributed to interested persons, sent to the District's official newspaper (The La Crosse Tribune), and distributed to other news media throughout the District in compliance with Wisconsin Statutes, Sections 19.81 through 19.98.

The District Board was provided an overview of the 2020-21 budget development. Primary areas of focus were: operating revenue, operating expenditures, fund balance, and fiscal 2020-21 recommendations to the budget

11:17am: Motion Burgos, second Lukasek, that the Western Technical College Board will convene into closed session for the purpose of discussing potential contract non-renewals and reductions under the provisions of Wisconsin Statutes, Sec. 19.85 (1)(c). The Board will convene into closed session, pursuant to s. 19.85(1)(c)(e), Wis. Stats. for the purpose of discussing personnel matters, and the President's Evaluation. The Board will convene into open dialog session immediately following closed session. Roll call: Burgos, yes; Buss, yes; Lawrence, yes; Laehn, yes; Lukasek, yes; Peterson, yes; Treu, yes; Bosshard, yes. Motion carried.

11:27am: Western staff excused from closed session.

11:48am: Motion Lukasek, second Treu that the Western Technical College District Board reconvene into open session. Roll call: Buss, yes; Burgos, yes; Greendeer-Rave, Laehn, yes; Lukasek, yes; Treu, yes; Lawrence, yes; Peterson, yes; Bosshard, yes. Motion carried.

Action during closed session and read into open session. The board discussed the president's compensation and noted their desire to adjust the president's compensation over the next two fiscal years to reflect peer group comparisons. The board acknowledged that it is inadvisable to offer any adjustments to compensation in light of the current pandemic conditions and uncertain future College funding sources. The board commits to revisit, and if possible act on, this matter during FY 20-21 and will meet again not later than November 2020 to discuss further.

Motion Burgos, second Laehn, that the Western Technical College District Board unanimously agreed to offer an amendment to the President's contract as follows: (1) to extend the term of the contract by one additional year (expires June 30, 2023), and (2) to provide the president with one additional week of vacation allowance (total 5 weeks). Motion carried.

11:49am: Motion Lawrence, second Lukasek, that with no further business to come before the Western Technical College District Board, the meeting be adjourned. Votes: Ayes 9; Opposed, 0. Motion carried.

Dave Laehn  
 District Board Secretary

**WESTERN TECHNICAL COLLEGE DISTRICT BOARD**  
**Minutes of Special Meeting**  
**May 7, 2020**

Mr. Andrew Bosshard, District Board Chair, called the special meeting of the Board of Western Technical College District to order at 4:00pm on Thursday, May 7, 2020 at the Western Technical College Administrative Center, 111 Seventh Street North, La Crosse, WI (room 408). Meeting was conducted virtually via Zoom technology. Board members present were: Andrew Bosshard, Kara Burgos, Carrie Buss, Dave Laehn, Ed Lukasek, Angie Lawrence, Ken Peterson, Dennis Treu and Roger Stanford, President. Board member Michelle Greendeer-Rave was excused.

Notice of the meeting was posted publicly on Wednesday, May 6, 2020 at 7:23am with the agenda being distributed to interested persons, sent to the District's official newspaper (The La Crosse Tribune), and distributed to other news media throughout the District in compliance with Wisconsin Statutes, Sections 19.81 through 19.98.

Others present: Wade Hackbarth, Janice Strupp, Kat Linaker, John Heath

Motion Buss, second Burgos, that the Western Technical College District Board approve the non-renewal of employment contract for David Carrimon, Instructor, Industrial Electrical Technician, Academic Affairs. Ayes, 8; Opposed, 0. Motion carried.

4:06pm: Motion Burgos, second Buss, that with no further business to come before the Western Technical College District Board, the meeting be adjourned. Votes: Ayes 8; Opposed, 0. Motion carried.

Dave Laehn, District Board Secretary

**WESTERN TECHNICAL COLLEGE DISTRICT BOARD**  
**Minutes of Regular Meeting**  
**May 19, 2020**

Mr. Andrew Bosshard, District Board Chair, called the regular meeting of the Board of Western Technical College District to order at 1:05pm on Tuesday, May 19, 2020 at the Western Technical College Administrative Center, 111 Seventh Street North, La Crosse, WI (room 408). Meeting was conducted virtually via Zoom technology. Board members present were: Andrew Bosshard, Kara Burgos, Carrie Buss, Dave Laehn, Ed Lukasek, Angie Lawrence, Ken Peterson, Michelle Greendeer-Rave, Dennis Treu and Roger Stanford, President.

Notice of the meeting was posted publicly on Thursday, May 14, 2020 at 3:04pm with the agenda being distributed to interested persons, sent to the District's official newspaper (The La Crosse Tribune), and distributed to other news media throughout the District in compliance with Wisconsin Statutes, Sections 19.81 through 19.98.

Others present: Wade Hackbarth, Janice Strupp, Kat Linaker, Mike Swenson, Tracy Dryden, Rande Daykin, John Heath, Amy Thornton, Jess Strelow, Brianne Shane, Jill Grennan (Western employees), Layla Merrifield (District Boards Association), Karen Garvey (WTC Employee Benefit Consortium), and Kevin Hennessey (newly appointed District Board Member)

Board members and other attendees provided introductions and a welcome to Kevin Hennessey, whose term begins July 1, 2020.

District Board was provided an update of health and other benefits by Karen Garvey, Executive Director, WTC Employee Benefit Consortium. Layla Merrifield reported on District Board Association business. ICAT results were shared and annual review of the Three-Years Facilities plan was conducted. Budget and Facilities and Policy Subcommittees provided updates.

Items removed from consent agenda: April 28, 2020 District Board budget meeting minutes.

Motion Buss, second Burgos, that the Western Technical College District Board approve the following consent items as presented: A. April 21, 2020 District Board Meeting Minutes; B. Financial Reports – April 2020; 1. Schedule of Payments; 2. Vendors Over \$2500; 3. General Revenue/Expense Report; 4. Department Budget Summary; 5. Auxiliary Services Reports; 6. Capital Projects Reports; C. New Policy | First Reading - D0115 Credit Hour. Ayes, 9; Opposed, 0. Abstention to Vendors over \$2500 Reports, 1. Motion carried.

Motion Greendeer-Rave, second Burgos that the Western Technical College District Board authorize administration to set and charge Western Technical College Fees and Rates for 2020-2021 as presented. Ayes, 9; Opposed, 0. Motion carried.

Motion Lukasek, second Greendeer-Rave, that the Western Technical College District Board approve payment of the 2020-2021 fee assessment for the Wisconsin Technical College District Boards Association in the amount of \$30,766.77. Ayes, 9; Opposed, 0. Motion carried.

Motion Buss, second Lukasek that the Western Technical College District Board approve the amendment to the president employment contract. Roll call: Burgos, yes; Buss, yes; Laehn, yes; Lawrence, yes; Lukasek, yes; Peterson, yes; Greendeer-Rave, yes; Treu, yes; Bosshard, yes. Motion carried.

Under the President's Report, an enrollment updated was provided, finishing details of the POW memorial were shared, and an up-to-date COVID-19 pandemic report was provided.

Under the District Board Chairperson report, Mr. Bosshard advised the June and July meetings will be virtual. District Board will attempt to catch up on some outstanding agenda items.

4:10pm: Motion Burgos, second Laehn, that the District Board will convene into closed session under the provisions of Wisconsin Statutes, Chapter 19.85 (1)(c)(e) for the purpose of discussing personnel and property matters. The Board will convene into closed session, pursuant to s. 19.85(1)(c)(e), Wis. Stats. for purpose of discussing the District Board Evaluation. No action. Roll call: Buss, yes; Burgos, yes; Laehn, yes; Lukasek, yes; Treu, yes; Lawrence, yes; Peterson, yes; Bosshard, yes. Motion carried.

4:20pm: VPs excused from meeting.



4:36pm: Motion Burgos, second Lawrence that the Western Technical College District Board reconvene into open session. Roll call: Burgos, yes; Buss, yes; Laehn, yes; Lukasek, yes; Treu, yes; Lawrence, yes; Peterson, yes; Bosshard, yes. Motion carried.

4:37pm: Motion Treu, second Burgos, that with no further business to come before the Western Technical College District Board, the meeting be adjourned. Votes: Ayes 8; Opposed, 0. Motion carried.

Dave Laehn, District Board Secretary

**Budget and Facilities Subcommittee Minutes**  
**May 19, 2020**

**Subcommittee Attendees:** Angie Lawrence, Ed Lukasek, Ken Peterson, Dennis Treu

**Staff Attendees:** Wade Hackbarth, Brian Haun, Mary Leske, Jay McHenry, Roger Stanford

**Other Attendees:** Andrew Bosshard, Mike Swenson

**Excused:** Amy Schmidt

Meeting called to order at 11:05 a.m.

**Minutes**

The committee reviewed the December 3, 2019 meeting minutes. Ed Lukasek motioned to approve the minutes. The motion was seconded and carried.

**POW Memorial**

The completed POW Memorial will include flags, and the flags will be lit at night. The ribbon-cutting ceremony will be based on the current social gathering guidelines.

**Summer Projects Update**

Apprenticeship Center: the project is underway. The ribbon-cutting ceremony will be based on the current social gathering guidelines.

Student Life Office Remodel: at this time, there is no signed contract. The project is still anticipated to be completed before the fall term.

Cleary Courtyard Remodel: at this time, there is no signed contract. The project is still anticipated to be completed before the fall term.

Barrel Dome Ends: the project is underway.

**Initial Review of Three-Year Facilities Plan**

The committee reviewed the Three-Year Facilities Plan. An informational report was provided, which was followed by a question and answer period. The final document is due to the state office by June 30.

**Meetings**

Tuesday, June 16, 2020 at 11:00 a.m.

Tuesday, August 18, 2020 at 11:00 a.m.

**Other Business**

There being no further business, the meeting adjourned at 12:28 p.m.

## Western Policy Committee Minutes

June 1, 2020

### 1:00 PM Virtual Meeting

Committee Attendees: Carrie Buss, Dave Laehn, Kara Burgos

Staff Attendees:, Jill Grennan

Purpose of the meeting was to review various college policies. The group reviewed the following college policies:

- a. A0102 – Board Authority and Legal Status
- b. A0104 – Hold Harmless in Performance of Duties
- c. A0205 – Hold Harmless Policy for President
- d. B0500 – Procurement

All policies discussed have had verbiage changes.

- Policy A0102 Board Authority and Legal Status had a few minor verbiage changes. Policy will move to June Board meeting.
- Policy A0104 Hold Harmless in Performance of Duties had a few minor verbiage changes. Policy will move to June Board meeting.
- Policy A0205 Hold Harmless Policy for President had several verbiage changes. Policy will move to June Board meeting.
- Policy B0500 Procurement had significant changes. The Policy Committee recommended moving a large portion of the old policy into procedure. Jill indicated she would take suggestions back to the Senior Leadership Team (SLT) for approval. If SLT approves suggested revisions, this policy will go to the June Board meeting.

The next meeting will be scheduled on July 6. There was no other business discussed.

Meeting was adjourned at 1:37 p.m.

Respectfully,



Jill Grennan



**Western Technical College**  
**Schedule of Payments Issued**  
**For The Period 5/01/20 thru 5/31/20**  
**FY 2019-2020**

	Check Numbers Used	Number Issued	May 2020	Year to Date
<b>Accounts Payable</b>				
Checks	344351-344558	208	\$664,098.40	\$15,721,795.72
P Card		390	\$ 130,438.12	\$ 2,419,748.43
Electronic		74	\$ 1,928,501.59	\$ 46,458,425.06
<b>Total Accounts Payable</b>			<b>\$ 2,723,038.11</b>	<b>\$ 64,599,969.21</b>
<b>Student Refunds</b>				
Checks	526665-527052	388	\$250,111.03	\$3,941,420.18
Electronic		337	\$273,186.53	\$6,055,902.04
<b>Total Student Refunds</b>			<b>\$ 523,297.56</b>	<b>\$ 9,997,322.22</b>
<b>Payroll</b>				
Checks	801060-801067	8	\$1,044.19	\$16,694.97
Electronic		1317	\$1,768,460.90	\$19,595,607.55
<b>Total Payroll</b>			<b>\$ 1,769,505.09</b>	<b>\$ 19,612,302.52</b>
<b>Total Payments</b>			<b>\$ 5,015,840.76</b>	<b>\$ 94,209,593.95</b>



Western Technical College  
Vendor Payments Exceeding \$2500  
May 31, 2020

<u>Vendor</u>	<u>Amount</u>	<u>Check #</u>
AIR FILTRATION SPECIALISTS, LLC	\$ 3,329.21	344538
AMERICAN HERITAGE LIFE INSURANCE COMPANY	\$ 4,367.36	344435
AMZN MKTP US*MCOPR8D11	\$ 2,695.52	PCARD
BERNIE BUCHNER, INC.	\$ 2,784.02	EFT000000003640
BERNIE BUCHNER, INC.	\$ 26,305.08	EFT000000003656
BERNIE BUCHNER, INC.	\$ 27,989.67	EFT000000003641
BETTER PARTNERS LLC	\$ 3,750.00	EFT000000003661
CARY SPECIALIZED SERVICES INC	\$ 4,463.00	EFT000000003642
CENTURYLINK	\$ 2,740.00	344356
CENTURYLINK	\$ 3,414.31	344353
CHIPPEWA VALLEY TECHNICAL COLLEGE	\$ 69,067.00	344357
DELTA DENTAL	\$ 4,245.05	WIRE
DIGICOPY	\$ 2,670.01	EFT000000003643
DIRECT LOAN WIRE	\$ 2,526.00	WIRE
DOUGLAS STEWART COMPANY, INC	\$ 4,337.00	EFT000000003651
ELSEVIER	\$ 25,268.72	EFT000000003646
EMERGENCY MEDICAL PRODUC	\$ 6,402.22	PCARD
EMERGENCY MEDICAL PRODUC	\$ 13,540.39	PCARD
EPICOSITY LLC	\$ 31,331.46	344418
GALLAGHER STUDENT HEALTH & SPECIAL RISK	\$ 19,446.00	344449
GALLUP INC	\$ 8,100.00	PCARD
GALLUP INC	\$ 9,405.00	EFT000000003660
GRAPHIC HOUSE INC	\$ 3,266.72	344451
HILLYARD INC HUTCHINSON	\$ 2,754.58	PCARD
HSR ASSOCIATES, INC	\$ 33,862.83	344458
HYDRO ECI INC	\$ 6,493.61	344460
HYPERTHERM INC	\$ 17,500.00	344461
KIESLER'S POLICE SUPPLY INC	\$ 5,669.40	344368
KIESLER'S POLICE SUPPLY INC	\$ 5,795.52	344465
KREIBICH HOLDING LLC dba KREIBICH LANDSCAPING	\$ 3,430.00	344467
LA CROSSE MEDICAL HEALTH SCIENCE	\$ 4,708.00	344370
LA CROSSE WATER UTILITY	\$ 10,495.37	344472
MARKET & JOHNSON, INC.	\$ 7,867.68	344478
MAXIENT LLC	\$ 6,000.00	344480
MECA LETTER JACKETS	\$ 4,550.00	PCARD
MID-STATE TECHNICAL COLLEGE	\$ 60,544.34	344375
MINNESOTA LIFE INSURANCE COMPANY	\$ 17,371.06	344432
MN MED INC.	\$ 4,674.00	344484
NATIONAL CTR FOR INQUIRY & IMPROVEMENT	\$ 56,000.00	344488

<u>Vendor</u>	<u>Amount</u>	<u>Check #</u>
NEIGHBORHOOD FAMILY CLINICS INC	\$ 8,614.00	344377
PLATINUM CODE	\$ 2,939.00	PCARD
RADECKI SERVICE dba APPLE AUTO REPAIR	\$ 6,672.49	344497
RIVER CITY LAWNSCAPE	\$ 9,680.99	344383
SERVICEMASTER CLEANING SERVICE	\$ 25,351.00	EFT000000003635
SIKICH LLP	\$ 570,580.55	WIRE
SP * PRINCETECHNOLOGY	\$ 5,196.00	PCARD
TARGETX.COM, LLC	\$ 87,250.00	EFT000000003637
THOMAS P. MILLER & ASSOCIATES LLC	\$ 3,000.00	344506
UNITED PARCEL SERVICE	\$ 4,545.49	344510
US BANK-DEBT SERVICES WIRE	\$ 31,736.69	WIRE
VERTIV CORPORATION	\$ 4,560.00	344512
WASTE MGMT WM EZPAY	\$ 5,589.31	PCARD
WILLIAMS LANDSCAPING/OUTDOOR	\$ 7,087.50	344517
WINONA NURSERY	\$ 2,981.09	344518
WISCONSIN INDEPENDENT NETWORK LLC	\$ 4,305.00	344531
WISCONSIN RETIREMENT-WRS WIRE	\$ 339,516.64	WIRE
WKBT-TV	\$ 2,530.00	344532
WORKFORCE CONNECTIONS, INC.	\$ 4,146.44	344407
XCEL ENERGY	\$ 39,563.08	344535
YWCA	\$ 4,447.13	EFT000000003636



**Western Technical College  
General Fund/Special Revenue Funds  
For the Eleven Months Ending May 31, 2020**

	<u>Budget</u> <u>2020</u>	<u>Encumbrances</u> <u>2020</u>	<u>Current Month</u> <u>May</u>	<u>YTD</u> <u>2020</u>	<u>% of YTD</u> <u>to Budget</u>
<b>Revenue</b>					
Local Taxes	12,286,440		(6,750)	12,393,255	100.87%
State Sources	23,720,736		400,997	22,813,824	96.18%
Program Fees	11,574,000		(50,144)	11,811,651	102.05%
Material Fees	468,600		(2,568)	464,777	99.18%
Other Student Fees	1,266,500		2,883	1,159,766	91.57%
Institutional Sources	4,221,800		106,007	2,588,804	61.32%
Federal Sources	1,164,140		76,229	945,405	81.21%
<b>Total Revenues</b>	<b><u>54,702,216</u></b>		<b><u>526,654</u></b>	<b><u>52,177,481</u></b>	<b><u>95.38%</u></b>
<b>Expenditures</b>					
Instructional	34,507,008	88,477	2,486,686	28,881,442	83.70%
Instructional Resources	1,190,004		99,991	962,504	80.88%
Student Services	6,150,294	20,131	542,704	5,120,110	83.25%
General Institutional	8,511,285	230,922	563,601	7,949,831	93.40%
Physical Plant	4,530,625	38,078	276,382	3,806,311	84.01%
<b>Total Expenditures</b>	<b><u>54,889,216</u></b>	<b><u>377,608</u></b>	<b><u>3,969,364</u></b>	<b><u>46,720,199</u></b>	<b><u>85.12%</u></b>
<b>Net Revenue (Expenditures)</b>	<b><u>(187,000)</u></b>	<b><u>(377,608)</u></b>	<b><u>(3,442,710)</u></b>	<b><u>5,457,282</u></b>	

**Western Technical College  
Department Summary Report  
For the Eleven Months Ending May 31, 2020**

<u>Department</u>	<u>Budget</u>	<u>Encumbrances</u>	<u>Actual</u>	<u>Balance</u>	<u>% Used</u>
<b><u>District Board/President</u></b>					
100 - District Board - Stanford, Roger	\$65,000.00		\$53,579.69	\$11,420.31	82.43%
150 - President - Stanford, Roger	407,635.00		368,282.90	39,352.10	90.35%
170 - Foundation and Alumni - Swenson, Mike	465,236.00	67.11	423,291.55	41,877.34	91.00%
179 - Regional Development - Balacek, Patti	164,820.00		147,990.33	16,829.67	89.79%
<b>Total District Board/President</b>	<b>1,102,691.00</b>	<b>67.11</b>	<b>993,144.47</b>	<b>109,479.42</b>	<b>90.07%</b>
<b><u>Instructional</u></b>					
200 - Academics - Linaker, Kat	466,171.00	28,000.00	360,761.94	77,409.06	83.39%
210 - Business Division - Brown, Gary	4,323,805.00	1,136.08	3,908,533.04	414,135.88	90.42%
219 - RLC's - Business - Brown, Gary	441,743.00		381,973.14	59,769.86	86.47%
220 - Integrated Technologies Division - Gamer, Josh	5,131,346.00	12,372.93	4,546,776.14	572,196.93	88.85%
240 - Health and Public Safety Division - Dean, Kevin	915,242.00		818,431.52	96,810.48	89.42%
241 - Nursing - Miller, Chaudette	2,096,709.00	3,389.99	1,950,662.13	142,656.88	93.20%
242 - Allied Health - Campo, Darlene	1,750,119.00	1,644.17	1,594,418.50	154,056.33	91.20%
243 - Public Safety Services - Dean, Kevin	1,450,488.00		1,336,316.19	114,171.81	92.13%
244 - Health Education - Miksis, Joan	1,354,246.00		1,156,599.21	197,646.79	85.41%
250 - General Studies - Gillette, John	4,823,374.00		4,306,609.99	516,764.01	89.29%
251 - Learning Commons - Church-Hoffman, Mandy	311,057.00		277,047.30	34,009.70	89.07%
259 - RLC's - General Studies - Gillette, John	106,100.00		22,536.77	83,563.23	21.24%
270 - Academic Excellence & Development - Ortery, Brandee	826,660.00		719,335.65	107,324.35	87.02%
279 - Regional Learning Centers-Operations - Balacek, Patti	677,608.00		610,833.08	66,774.92	90.15%
310 - Learner Support and Transition - Church-Hoffman, Mandy	2,310,311.00	23.93	2,118,987.03	191,300.04	91.72%
<b>Total Instructional</b>	<b>26,984,979.00</b>	<b>46,567.10</b>	<b>24,109,821.63</b>	<b>2,828,590.27</b>	<b>89.52%</b>
<b><u>Planning and Organizational Excellence</u></b>					
273 - Planning and Organizational Excellence - Dryden, Tracy	507,945.00		469,445.93	38,499.07	92.42%
<b>Total Planning and Organizational Excellence</b>	<b>507,945.00</b>		<b>469,445.93</b>	<b>38,499.07</b>	<b>92.42%</b>
<b><u>Student Services and Engagement</u></b>					
300 - Student Development and Success - Thornton, Amy	296,995.00		257,642.92	39,352.08	86.75%
314 - Outreach and Admissions Services - Hether, Deb	323,296.00		303,764.92	19,531.08	93.96%
331 - Counseling and Disability Services - BrandauHynek, Ann	548,452.00		487,156.38	61,295.62	88.82%
335 - Advising and Career Services - Kelsey, Barb	863,658.00		853,510.95	10,147.05	98.83%
336 - Veteran Services - Helgeson, Jackie	277,447.00		258,910.17	18,536.83	93.32%
341 - Security/Student Development - McNeeley, Shelley	671,284.00		588,202.95	83,081.05	87.62%
351 - Admissions - Spivey, Shaundel	491,082.00		406,932.02	84,149.98	82.86%
352 - Financial Aid - Grandall, Jerolyn	490,034.00		443,823.37	46,210.63	90.57%
355 - Registration - Peterson, Sandy	250,853.00	47.86	228,086.18	22,718.96	90.94%
410 - Marketing & Communications - Lemon, Julie	1,289,734.00	140,058.79	1,019,711.75	129,963.46	89.92%
430 - Grants and Legislative Affairs - Daykin, Rande	369,625.00		310,266.05	59,358.95	83.94%
440 - Recruitment - Van Tol, Tonya	925,985.00		835,259.83	90,725.17	90.20%
445 - Community Engagement & Equity/Inclusion - Reyburn, Kari	286,353.00		270,537.69	15,815.31	94.48%
<b>Total Student Services and Engagement</b>	<b>7,084,798.00</b>	<b>140,106.65</b>	<b>6,263,805.18</b>	<b>680,886.17</b>	<b>90.39%</b>



**Western Technical College**  
**Department Summary Report**  
For the Eleven Months Ending May 31, 2020

<u>Department</u>	<u>Budget</u>	<u>Encumbrances</u>	<u>Actual</u>	<u>Balance</u>	<u>% Used</u>
<b>Finance and Operations</b>					
280 - Business and Industry Services - Martin, Angie	3,710,000.00		2,071,365.71	1,638,634.29	55.83%
404 - Sustainability-Development - Meehan, Casey	140,889.00		123,255.95	17,633.05	87.48%
500 - Finance and Operations Admin - Hackbarth, Wade	345,556.00		289,835.00	55,721.00	83.87%
502 - Lunda Center - Murphy, Dan	247,000.00		217,305.67	29,694.33	87.98%
510 - Business Services - Otto, De Anne	342,636.00	76.65	308,456.87	34,102.48	90.05%
515 - Cashier's Office - Vonderohe, Marsha	486,359.00		365,514.14	120,844.86	75.15%
520 - Information Services - Pierce, Joan	2,750,497.00	20,216.50	2,416,877.83	313,402.67	88.61%
530 - Human Resources - Heath, John	1,073,884.00	11,488.75	816,647.54	245,747.71	77.12%
535 - Professional Development - Kettner-Sieber, Jackie	77,445.00	255.00	52,873.19	24,316.81	68.60%
536 - Wellness Program - Monroe, Ryan	38,553.00		28,985.96	9,567.04	75.18%
540 - Physical Plant - McHenry, Jay	1,101,771.00	35,812.45	1,061,603.72	4,354.83	99.60%
541 - Facilities Operations - Haun, Brian	1,355,804.00	19,740.24	1,113,506.29	222,557.47	83.58%
545 - Custodial Services - Dahl, Julie	2,178,819.00		1,853,497.11	325,321.89	85.07%
546 - Shipping and Receiving - Wignes, Dave	90,665.00		84,285.73	6,379.27	92.96%
550 - Controller - Schmidt, Amy	1,613,396.00	41,539.77	445,557.46	1,126,298.77	30.19%
<b>Total Finance - Operations</b>	<b>15,553,274.00</b>	<b>129,129.36</b>	<b>11,249,568.17</b>	<b>4,174,576.47</b>	<b>73.16%</b>
<b>Budget Freezes</b>					
551 - Budget Freezes - Schmidt, Amy	(251,336.00)			(251,336.00)	0.00%
<b>Total Budget Freezes</b>	<b>(251,336.00)</b>			<b>(251,336.00)</b>	<b>0.00%</b>
<b>Federal Grants</b>					
700 - Federal Grants - Various	1,956,445.00	33,587.06	1,676,307.06	246,550.88	87.40%
<b>Total Federal Grants</b>	<b>1,956,445.00</b>	<b>33,587.06</b>	<b>1,676,307.06</b>	<b>246,550.88</b>	<b>87.40%</b>
<b>State Grants</b>					
800-999 - State Grants - Various	1,950,420.00	28,150.82	1,580,498.10	341,771.08	82.48%
<b>Total State Grants</b>	<b>1,950,420.00</b>	<b>28,150.82</b>	<b>1,580,498.10</b>	<b>341,771.08</b>	<b>82.48%</b>
<b>Total</b>	<b>54,889,216.00</b>	<b>377,608.10</b>	<b>46,342,590.54</b>	<b>8,169,017.36</b>	<b>85.12%</b>

**Western Technical College**  
**Enterprise Fund Board Report**  
For the Eleven Months Ending May 31, 2020

	<u>Fiscal Year</u> <u>2017</u>	<u>Fiscal Year</u> <u>2018</u>	<u>Fiscal Year</u> <u>2019</u>	<u>YTD Prior Yr</u> <u>2019</u>	<u>Fiscal Yr-YTD</u> <u>2020</u>	<u>Budget</u> <u>2020</u>
<b>ENTERPRISE TOTAL</b>						
<b>Total Revenue</b>	<u>\$4,575,396</u>	<u>\$4,443,668</u>	<u>\$4,324,249</u>	<u>\$4,099,351</u>	<u>\$3,532,577</u>	<u>\$4,270,975</u>
<b>Expenses</b>						
Salaries	\$844,680	\$879,417	\$917,085	\$854,840	\$865,729	\$966,858
Fringe Benefits	\$266,325	\$288,683	\$307,140	\$280,367	\$304,223	\$331,395
Cost of Goods Sold	\$2,212,153	\$2,099,593	\$1,928,201	\$1,782,973	\$1,551,613	\$1,718,000
Other	\$1,419,797	\$1,440,943	\$1,474,987	\$1,344,478	\$1,262,320	\$1,426,222
<b>Total Expenses</b>	<u>\$4,742,955</u>	<u>\$4,708,637</u>	<u>\$4,627,413</u>	<u>\$4,262,659</u>	<u>\$3,983,885</u>	<u>\$4,442,475</u>
<b>Enterprise Profit/(Loss)</b>	<u><b>(\$167,559)</b></u>	<u><b>(\$264,969)</b></u>	<u><b>(\$303,165)</b></u>	<u><b>(\$163,308)</b></u>	<u><b>(\$451,308)</b></u>	<u><b>(\$171,500)</b></u>
<b>CAMPUS SHOP</b>						
<b>Revenue</b>						
Book Sales	\$1,991,922	\$1,788,178	\$1,574,509	\$1,540,815	\$1,321,001	\$1,420,000
Supply Sales	\$231,348	\$227,025	\$244,714	\$233,710	\$210,528	\$250,000
Resale Receipts	\$12,338	\$9,629	\$4,819	\$4,581	\$3,609	\$7,000
<b>Total Revenue</b>	<u>\$2,235,608</u>	<u>\$2,024,832</u>	<u>\$1,824,042</u>	<u>\$1,779,107</u>	<u>\$1,535,137</u>	<u>\$1,677,000</u>
<b>Expenses</b>						
Salaries	\$206,711	\$210,093	\$222,093	\$203,998	\$211,933	\$230,901
Fringe Benefits	\$70,870	\$74,727	\$73,235	\$67,189	\$68,408	\$73,599
Cost of Goods Sold	\$1,751,657	\$1,633,557	\$1,483,414	\$1,345,889	\$1,184,939	\$1,272,000
Other	\$103,248	\$100,087	\$99,428	\$96,558	\$63,793	\$100,500
<b>Total Expenses</b>	<u>\$2,132,486</u>	<u>\$2,018,464</u>	<u>\$1,878,170</u>	<u>\$1,713,634</u>	<u>\$1,529,074</u>	<u>\$1,677,000</u>
<b>Profit/(Loss)</b>	<u>\$103,121</u>	<u>\$6,368</u>	<u><b>(\$54,128)</b></u>	<u>\$65,473</u>	<u>\$6,064</u>	<u>\$0</u>

**Western Technical College**  
**Enterprise Fund Board Report**  
For the Eleven Months Ending May 31, 2020

	<u>Fiscal Year</u> <u>2017</u>	<u>Fiscal Year</u> <u>2018</u>	<u>Fiscal Year</u> <u>2019</u>	<u>YTD Prior Yr</u> <u>2019</u>	<u>Fiscal Yr-YTD</u> <u>2020</u>	<u>Budget</u> <u>2020</u>
<b>UNION MARKET</b>						
<b>Revenue</b>						
Union Market Sales	\$426,631	\$436,727	\$416,900	\$400,582	\$318,702	\$475,000
Meal Plan-Residence Hall Sales	\$210,100	\$206,952	\$212,011	\$211,261	\$147,754	\$210,000
Coleman Cafe Sales	\$33,867	\$28,286	\$36,688	\$36,688	\$33,216	\$35,000
Catering/Other	\$281,024	\$254,192	\$263,394	\$255,092	\$196,002	\$294,000
<b>Total Revenue</b>	<b>\$951,621</b>	<b>\$926,157</b>	<b>\$928,993</b>	<b>\$903,622</b>	<b>\$695,674</b>	<b>\$1,014,000</b>
<b>Expenses</b>						
Salaries	\$443,290	\$469,420	\$498,034	\$468,850	\$473,839	\$517,526
Fringe Benefits	\$133,170	\$145,149	\$158,912	\$146,250	\$154,797	\$162,774
Cost of Goods Sold	\$412,954	\$401,322	\$414,860	\$403,400	\$341,476	\$410,000
Other	\$88,070	\$71,211	\$90,262	\$87,534	\$76,987	\$89,700
<b>Total Expenses</b>	<b>\$1,077,484</b>	<b>\$1,087,103</b>	<b>\$1,162,068</b>	<b>\$1,106,034</b>	<b>\$1,047,099</b>	<b>\$1,180,000</b>
<b>Profit/(Loss)</b>	<b>(\$125,863)</b>	<b>(\$160,946)</b>	<b>(\$233,075)</b>	<b>(\$202,412)</b>	<b>(\$351,425)</b>	<b>(\$166,000)</b>
<b>DAY CARE CENTER</b>						
<b>Revenue</b>						
Facilities Rental Income	\$42,476	\$43,750	\$45,063	\$41,308	\$42,547	\$46,000
Miscellaneous Revenue	\$0	\$0	\$3,106	\$2,621	\$3,077	\$1,000
<b>Total Revenue</b>	<b>\$42,476</b>	<b>\$43,750</b>	<b>\$48,169</b>	<b>\$43,929</b>	<b>\$45,624</b>	<b>\$47,000</b>
<b>Expenses</b>						
Other Expenditures	\$16,653	\$18,199	\$20,415	\$17,497	\$13,136	\$27,000
<b>Total Expenses</b>	<b>\$16,653</b>	<b>\$18,199</b>	<b>\$20,415</b>	<b>\$17,497</b>	<b>\$13,136</b>	<b>\$27,000</b>
<b>Profit/(Loss)</b>	<b>\$25,823</b>	<b>\$25,552</b>	<b>\$27,754</b>	<b>\$26,431</b>	<b>\$32,489</b>	<b>\$20,000</b>

**Western Technical College**  
**Enterprise Fund Board Report**  
For the Eleven Months Ending May 31, 2020

	<u>Fiscal Year</u> <u>2017</u>	<u>Fiscal Year</u> <u>2018</u>	<u>Fiscal Year</u> <u>2019</u>	<u>YTD Prior Yr</u> <u>2019</u>	<u>Fiscal Yr-YTD</u> <u>2020</u>	<u>Budget</u> <u>2020</u>
<b>WELLNESS CENTER</b>						
<b>Revenue</b>						
Memberships Fees	\$21,978	\$18,740	\$21,822	\$20,479	\$21,349	\$24,200
Student Govt/Other Revenue	\$153,778	\$158,495	\$165,784	\$151,816	\$154,338	\$170,800
<b>Total Revenue</b>	<b>\$175,756</b>	<b>\$177,235</b>	<b>\$187,607</b>	<b>\$172,295</b>	<b>\$175,687</b>	<b>\$195,000</b>
<b>Expenses</b>						
Salaries	\$105,376	\$100,225	\$93,473	\$86,110	\$96,766	\$116,309
Fringe Benefits	\$21,170	\$20,830	\$28,955	\$24,686	\$48,484	\$54,069
Other	\$14,509	\$21,809	\$28,504	\$24,143	\$17,933	\$24,622
<b>Total Expenses</b>	<b>\$141,054</b>	<b>\$142,864</b>	<b>\$150,932</b>	<b>\$134,940</b>	<b>\$163,183</b>	<b>\$195,000</b>
<b>Profit/(Loss)</b>	<b>\$34,702</b>	<b>\$34,371</b>	<b>\$36,675</b>	<b>\$37,355</b>	<b>\$12,504</b>	<b>\$0</b>
<hr/>						
<b>PC RESALE</b>						
<b>Revenue</b>						
Resale Receipts	\$136,460	\$162,338	\$124,977	\$112,280	\$83,990	\$120,000
Miscellaneous Revenue	\$3,766	\$0	\$0	\$0	\$0	\$0
<b>Total Revenue</b>	<b>\$140,226</b>	<b>\$162,338</b>	<b>\$124,977</b>	<b>\$112,280</b>	<b>\$83,990</b>	<b>\$120,000</b>
<b>Expenses</b>						
Salaries	\$46,420	\$50,301	\$53,135	\$48,683	\$34,209	\$44,236
Fringe Benefits	\$24,937	\$30,863	\$29,575	\$27,107	\$17,189	\$23,664
Purchases for Resale	\$47,542	\$64,714	\$29,927	\$33,684	\$25,197	\$36,000
Other Expenses	\$8,581	\$16,790	\$16,430	\$15,763	\$8,820	\$16,100
<b>Total Expenses</b>	<b>\$127,479</b>	<b>\$162,668</b>	<b>\$129,068</b>	<b>\$125,237</b>	<b>\$85,415</b>	<b>\$120,000</b>
<b>Profit/(Loss)</b>	<b>\$12,746</b>	<b>(\$330)</b>	<b>(\$4,090)</b>	<b>(\$12,957)</b>	<b>(\$1,425)</b>	<b>\$0</b>

**Western Technical College**  
**Enterprise Fund Board Report**  
For the Eleven Months Ending May 31, 2020

	<u>Fiscal Year</u> <u>2017</u>	<u>Fiscal Year</u> <u>2018</u>	<u>Fiscal Year</u> <u>2019</u>	<u>YTD Prior Yr</u> <u>2019</u>	<u>Fiscal Yr-YTD</u> <u>2020</u>	<u>Budget</u> <u>2020</u>
<b>VENDING</b>						
<b>Revenue</b>						
Commissions	\$26,671	\$27,282	\$30,167	\$27,165	\$22,215	\$30,000
<b>Total Revenue</b>	<b>\$26,671</b>	<b>\$27,282</b>	<b>\$30,167</b>	<b>\$27,165</b>	<b>\$22,215</b>	<b>\$30,000</b>
<b>Expenses</b>						
Vending Expenses	\$22,828	\$29,665	\$30,739	\$30,456	\$25,545	\$20,000
Vending-Student Use	\$1,471	\$370	\$9,000	\$5,500	\$4,096	\$10,000
<b>Total Expenses</b>	<b>\$24,300</b>	<b>\$30,035</b>	<b>\$39,739</b>	<b>\$35,956</b>	<b>\$29,642</b>	<b>\$30,000</b>
<b>Profit/(Loss)</b>	<b>\$2,372</b>	<b>(\$2,752)</b>	<b>(\$9,573)</b>	<b>(\$8,791)</b>	<b>(\$7,426)</b>	<b>\$0</b>

**RESIDENCE HALL**

<b>Revenue</b>						
Commissions	\$2,873	\$1,893	\$1,818	\$1,622	\$1,533	\$2,500
Dorm Rent Receipts	\$919,398	\$988,320	\$1,043,666	\$958,500	\$880,207	\$1,088,875
Dorm Rent - Breaks	\$5,231	\$4,230	\$19,050	\$15,343	\$4,915	\$8,000
Dorm Rent Forfeiture/Damage	\$19,334	\$24,207	\$18,869	\$8,244	\$12,827	\$18,000
Cost Reimbursements	\$27,204	\$26,640	\$28,807	\$28,807	\$26,303	\$28,000
Housing Application Fees	\$0	\$0	\$7,650	\$6,850	\$8,400	\$0
Miscellaneous Revenue	\$9,497	\$16,696	\$39,744	\$22,622	\$23,930	\$21,500
<b>Total Revenue</b>	<b>\$983,538</b>	<b>\$1,061,986</b>	<b>\$1,159,604</b>	<b>\$1,041,987</b>	<b>\$958,116</b>	<b>\$1,166,875</b>
<b>Expenses</b>						
Salaries	\$42,883	\$49,379	\$50,349	\$47,199	\$48,982	\$57,886
Fringe Benefits	\$16,046	\$17,190	\$15,700	\$15,135	\$15,345	\$17,289
Travel Expenses	\$906	\$410	\$0	\$0	\$0	\$0
Noninstr Dup/Prnt/Graphics	\$1,478	\$1,680	\$1,300	\$1,271	\$1,322	\$2,000
General Expense	\$8,778	\$18,315	\$27,204	\$26,384	\$11,400	\$20,000
Other Contracts and Services	\$28,284	\$35,361	\$50,358	\$41,376	\$66,051	\$36,000
Interest Expense	\$595,178	\$588,435	\$579,300	\$522,226	\$515,108	\$569,800
Utilities	\$86,405	\$94,343	\$90,359	\$81,704	\$77,024	\$91,000
Depreciation Expense	\$410,498	\$410,625	\$401,631	\$367,422	\$358,413	\$391,000
Other Expenditures	\$14,309	\$16,800	\$18,995	\$15,501	\$12,057	\$15,900
<b>Total Expenses</b>	<b>\$1,204,767</b>	<b>\$1,232,539</b>	<b>\$1,235,197</b>	<b>\$1,118,217</b>	<b>\$1,105,700</b>	<b>\$1,200,875</b>
<b>Profit/(Loss)</b>	<b>(\$221,230)</b>	<b>(\$170,554)</b>	<b>(\$75,593)</b>	<b>(\$76,230)</b>	<b>(\$147,584)</b>	<b>(\$34,000)</b>

**TOMAH JOB CENTER**

<b>Revenue</b>						
Facilities Rental Income	\$19,500	\$20,088	\$20,691	\$18,966	\$16,132	\$21,100
<b>Total Revenue</b>	<b>\$19,500</b>	<b>\$20,088</b>	<b>\$20,691</b>	<b>\$18,966</b>	<b>\$16,132</b>	<b>\$21,100</b>
<b>Expenses</b>						
Other Contracts and Services	\$7,161	\$5,194	\$253	\$506	\$0	\$1,000
Depreciation Expense	\$11,571	\$11,572	\$11,571	\$10,637	\$10,637	\$11,600
<b>Total Expenses</b>	<b>\$18,732</b>	<b>\$16,766</b>	<b>\$11,824</b>	<b>\$11,143</b>	<b>\$10,637</b>	<b>\$12,600</b>
<b>Profit/(Loss)</b>	<b>\$768</b>	<b>\$3,322</b>	<b>\$8,866</b>	<b>\$7,823</b>	<b>\$5,495</b>	<b>\$8,500</b>

**Western Technical College**  
**Capital Projects Report-FY20 Completed Projects**  
**as of 5/31/2020**

Project #	Project Name	Actual Amount Borrowed	Amount Transferred / Revenue Received	Total Revenue for Project	Total Cost of Project	Date Closed
<b>Land and New Construction</b>						
C17090	Sparta Fire Tower	600,000.00	22,582.01	622,582.01	622,582.01	08/31/2019
C17100	Sparta In-Door Firing Range	800,000.00	(27,170.72)	772,829.28	772,829.28	08/31/2019
C17110	Sparta Storage Shed	100,000.00	4,588.71	104,588.71	104,588.71	08/31/2019
C18110	Veterans Center-Donor Funded	-	590,000.00	590,000.00	590,000.00	08/31/2019
<b>Total Land &amp; New Construction Completed Projects</b>		<b>1,500,000.00</b>	<b>590,000.00</b>	<b>2,090,000.00</b>	<b>2,090,000.00</b>	
<b>Remodeling &amp; Site Improvements</b>						
C18100	Veterans Center-Remodeling	40,000.00	12,316.05	52,316.05	52,316.05	08/31/2019
C18510	Sparta-Firing Range-Remodel	300,000.00	56,944.16	356,944.16	356,944.16	02/29/2020
C19400	Remodel of District Board Room	20,000.00	(1,380.69)	18,619.31	18,619.31	11/30/2019
C19410	Wellness Center Locker Room	80,000.00	(3,940.51)	76,059.49	76,059.49	02/29/2020
C99190	Minor Remodeling Projects-FY19	100,000.00	115,259.49	215,259.49	215,259.49	08/31/2019
C99195	Exterior Signage-FY19	-	68,217.71	68,217.71	68,217.71	08/31/2019
C99196	Professional Services-FY19	-	(38,922.50)	(38,922.50)	(38,922.50)	08/31/2019
<b>Total Remodeling &amp; Site Improvements Completed Projects</b>		<b>540,000.00</b>	<b>208,493.71</b>	<b>748,493.71</b>	<b>748,493.71</b>	
<b>Equipment &amp; Furnishings</b>						
C18500	Sparta Firing Range Equipment	350,000.00	(153,498.57)	196,501.43	196,501.43	10/31/2019
C18600	Customer Relationship Management (CRM)	130,000.00	81,797.94	211,797.94	211,797.94	11/30/2019
C18625	Conference Rooms Equipment	50,000.00	915.08	50,915.08	50,915.08	08/31/2019
C19350	Wireless Access Point Replacements	100,000.00	(24,480.70)	75,519.30	75,519.30	11/30/2019
C19405	District Board Room Furniture & Equipment	-	13,460.56	13,460.56	13,460.56	11/30/2019
C99191	Minor Furnishings and Equipment-FY19	50,000.00	2,409.45	52,409.45	52,409.45	08/31/2019
C99194	Security Equipment-FY19	-	53,795.59	53,795.59	53,795.59	08/31/2019
<b>Total Equipment &amp; Furnishings Completed Projects</b>		<b>680,000.00</b>	<b>(25,600.65)</b>	<b>654,399.35</b>	<b>654,399.35</b>	
<b>Total Completed Projects in FY20</b>		<b>2,720,000.00</b>	<b>772,893.06</b>	<b>3,492,893.06</b>	<b>3,492,893.06</b>	

**Western Technical College**  
**Capital Projects Report-Current Projects**

**As of 5/31/2020**

Project Name	Debt Issue	Actual Amount Borrowed	Amount Transferred	Proposed Transfers	Future Borrowings/ Revenue	Total Revenue	Actual Expenditures to Date	Total Estimated Future Costs	Total Projected Cost	(Over) / Under
<b>Land and New Construction</b>										
La Crosse Property Acquisitions/Footprint-FY17	2016C	1,000,000.00	14,489.11	-	-	1,014,489.11	1,010,354.18	4,134.93	1,014,489.11	-
La Crosse Property Acquisitions/Footprint-FY18	2018B/2019A	440,000.00	60,000.00	-	-	500,000.00	432,978.09	67,021.91	500,000.00	-
<b>Total Land and New Construction</b>		<b>1,440,000.00</b>	<b>74,489.11</b>	<b>-</b>	<b>-</b>	<b>1,514,489.11</b>	<b>1,443,332.27</b>	<b>71,156.84</b>	<b>1,514,489.11</b>	<b>-</b>
<b>Remodeling &amp; Site Improvements</b>										
Sparta-Well	2019C	100,000.00	-	-	-	100,000.00	3,256.42	96,743.58	100,000.00	-
First Choice Service-Welcome Ctr Remodel	2019A	1,500,000.00	-	-	-	1,500,000.00	1,361,233.35	138,766.65	1,500,000.00	-
Learner Support&Transition-ARC-1st Flr Remodel	2019C	1,300,000.00	-	-	-	1,300,000.00	1,153,922.68	146,077.32	1,300,000.00	-
Student Support Services-ARC-2nd Flr Remodel	2019B	1,200,000.00	(50,000.00)	-	-	1,150,000.00	816,923.01	333,076.99	1,150,000.00	-
Student Success Ctr-Well Relocation	2020A	145,000.00	50,000.00	-	-	195,000.00	136,507.20	58,492.80	195,000.00	-
Student Success Ctr-HVAC Replacement	2019D	1,115,000.00	385,000.00	-	-	1,500,000.00	1,197,454.43	302,545.57	1,500,000.00	-
Learning Commons Barrel Dome	2019D	385,000.00	-	-	-	385,000.00	302,700.67	82,299.33	385,000.00	-
Student Success Ctr-Bldg Automation System	2020A	170,000.00	-	-	-	170,000.00	150,965.00	19,035.00	170,000.00	-
Parking Lot C Renovation	N/A	-	335,000.00	-	-	335,000.00	315,837.11	19,162.89	335,000.00	-
Parking Lot M Renovation	2020B	50,000.00	10,000.00	-	-	60,000.00	49,356.05	10,643.95	60,000.00	-
Apprenticeship Center-Remodeling	2020D	-	-	-	1,500,000.00	1,500,000.00	95,682.22	1,404,317.78	1,500,000.00	-
Apprenticeship Center-Parking Lot	2020B	600,000.00	-	-	-	600,000.00	14,153.24	585,846.76	600,000.00	-
Apprenticeship Center-HVAC Upgrade	2020B	600,000.00	-	-	-	600,000.00	7,230.34	592,769.66	600,000.00	-
Apprenticeship Center-Exterior Upgrade	2020C	-	-	-	750,000.00	750,000.00	22,514.55	727,485.45	750,000.00	-
Learning Commons-Dome Ends	2020B	250,000.00	-	-	-	250,000.00	10,350.45	239,649.55	250,000.00	-
Cleary Courtyard Upgrade	2020C	-	-	-	380,000.00	380,000.00	-	380,000.00	380,000.00	-
Kumm Ctr Cooling Coil Replacements & Chiller	2020A	575,000.00	-	-	-	575,000.00	261,330.93	313,669.07	575,000.00	-
LED Lighting Upgrades	2020A	450,000.00	-	-	-	450,000.00	10,800.00	439,200.00	450,000.00	-
Bus Educ Center Basement Remodeling	N/A	-	25,000.00	-	-	25,000.00	8,400.00	16,600.00	25,000.00	-
Student Life Office Remodel	2020C	-	-	-	100,000.00	100,000.00	5,351.00	94,649.00	100,000.00	-
Bus Educ Center Exterior	N/A	-	-	100,000.00	-	100,000.00	-	100,000.00	100,000.00	-
Admin Center-Gym Exterior	N/A	-	-	50,000.00	-	50,000.00	-	50,000.00	50,000.00	-
Minor Projects-FY20	2020A	100,000.00	75,000.00	-	-	175,000.00	164,679.75	10,968.66	175,648.41	(648.41)
Exterior Signage-FY20	2020A	30,000.00	193,973.99	-	-	223,973.99	57,746.63	166,227.36	223,973.99	-
Project Closing Account-Remodeling & Site Improv	N/A	-	358,999.32	(150,000.00)	-	208,999.32	-	208,999.32	208,999.32	-
<b>Total Remodeling &amp; Site Improvements</b>		<b>8,570,000.00</b>	<b>1,382,973.31</b>	<b>-</b>	<b>2,730,000.00</b>	<b>12,682,973.31</b>	<b>6,146,395.03</b>	<b>6,537,226.69</b>	<b>12,683,621.72</b>	<b>(648.41)</b>

**Western Technical College**  
**Capital Projects Report-Current Projects**  
**As of 5/31/2020**

Project Name	Debt Issue	Actual Amount Borrowed	Amount Transferred	Proposed Transfers	Future Borrowings/ Revenue	Total Revenue	Actual Expenditures to Date	Total Estimated Future Costs	Total Projected Cost	(Over) / Under
<b>Equipment Projects</b>										
<b>Student Success Center-Equipment/Furnishings</b>										
5842-IT Equipment	2019D	130,000.00	-	-	-	130,000.00	159,988.81	-	159,988.81	
5843-Furnishings	2019D	550,000.00	-	-	-	550,000.00	520,386.95	29,613.05	550,000.00	
5844-Non-Instructional Equipment	N/A	-	15,592.88	-	-	15,592.88	15,592.88	-	15,592.88	
<b>Total Student Success Center Equipment/Furnishings</b>		<b>680,000.00</b>	<b>15,592.88</b>	<b>-</b>	<b>-</b>	<b>695,592.88</b>	<b>695,968.64</b>	<b>29,613.05</b>	<b>725,581.69</b>	<b>(29,988.81)</b>
<b>Student Success Center-Artwork</b>										
5844-Non-Instructional Equipment	2019D	20,000.00	-	-	-	20,000.00	-	20,000.00	20,000.00	
<b>Total Student Success Center Equipment/Furnishings</b>		<b>20,000.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>20,000.00</b>	<b>-</b>	<b>20,000.00</b>	<b>20,000.00</b>	<b>-</b>
<b>Apprenticeship Center-Equipment/Furnishings</b>										
5842-IT Equipment	2020C	-	-	-	75,000.00	75,000.00	3,524.99	71,475.01	75,000.00	
5843-Furnishings	2020C	-	-	-	55,000.00	55,000.00	-	63,981.20	63,981.20	
5845-Instructional Equipment	2020C	-	-	20,000.00	750,000.00	770,000.00	91,250.00	678,750.00	770,000.00	
<b>Total Apprenticeship Center-Equipment/Furnishings</b>		<b>-</b>	<b>-</b>	<b>20,000.00</b>	<b>880,000.00</b>	<b>900,000.00</b>	<b>94,774.99</b>	<b>814,206.21</b>	<b>908,981.20</b>	<b>(8,981.20)</b>
<b>Unitrends Backup System Replacement</b>										
5842-IT Equipment	2020C	-	-	-	125,000.00	125,000.00	-	125,000.00	125,000.00	
<b>Total Unitrends Backup System Replacement</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>125,000.00</b>	<b>125,000.00</b>	<b>-</b>	<b>125,000.00</b>	<b>125,000.00</b>	<b>-</b>
<b>Minor Furnishings &amp; Equipment-FY20</b>										
5842-IT Equipment	2019D	10,000.00	-	-	-	10,000.00	-	10,000.00	10,000.00	-
5843-Furnishings	2019D	40,000.00	42,531.01	-	-	82,531.01	-	82,531.01	82,531.01	-
5844-Non-Instructional Equipment	2019D	-	4,976.03	-	-	4,976.03	-	4,976.03	4,976.03	-
<b>Total Minor Furnishings &amp; Equipment-FY20</b>		<b>50,000.00</b>	<b>47,507.04</b>	<b>-</b>	<b>-</b>	<b>97,507.04</b>	<b>-</b>	<b>97,507.04</b>	<b>97,507.04</b>	<b>-</b>
<b>Security Equipment-FY20</b>										
5842-IT Equipment (Cameras)	N/A	-	101,656.95	-	-	101,656.95	71,622.02	30,034.93	101,656.95	
5844-Non-Instructional Equipment (Door Access)	N/A	-	54,393.48	-	-	54,393.48	1,409.43	52,984.05	54,393.48	
<b>Total Security Equipment-FY20</b>		<b>-</b>	<b>156,050.43</b>	<b>-</b>	<b>-</b>	<b>156,050.43</b>	<b>73,031.45</b>	<b>83,018.98</b>	<b>156,050.43</b>	<b>-</b>
<b>Project Closing Account-Equipment</b>										
5842-IT Equipment	N/A	-	57,723.04	-	-	57,723.04	-	57,723.04	57,723.04	
5843-Furnishings	N/A	-	73,248.81	-	-	73,248.81	-	73,248.81	73,248.81	
<b>Project Closing Account-Equipment</b>		<b>-</b>	<b>130,971.85</b>	<b>-</b>	<b>-</b>	<b>130,971.85</b>	<b>-</b>	<b>130,971.85</b>	<b>130,971.85</b>	<b>-</b>
<b>Total Equipment Projects</b>		<b>750,000.00</b>	<b>350,122.20</b>	<b>20,000.00</b>	<b>1,005,000.00</b>	<b>2,125,122.20</b>	<b>863,775.08</b>	<b>1,300,317.13</b>	<b>2,164,092.21</b>	<b>(38,970.01)</b>
<b>Total All Current Projects</b>		<b>10,760,000.00</b>	<b>1,807,584.62</b>	<b>20,000.00</b>	<b>3,735,000.00</b>	<b>16,322,584.62</b>	<b>8,453,502.38</b>	<b>7,908,700.66</b>	<b>16,362,203.04</b>	<b>(39,618.42)</b>
				\$20,000 transferred from General Equipment Fund						



# A0102 Board Authority and Legal Status

The legal authority of the Board is derived from **applicable** ~~the State of Wisconsin, within the limitations of federal and state law and interpretation of them.~~

Within this framework, the Board, **as a whole**, has discretionary powers to carry out the will of the people of the District in matters of vocational, technical and adult education.

~~Legal authority is granted only to the Board as a whole.~~

*Reviewed September 15, 2015*

*Reviewed May 18, 2004*

*Reviewed October 20, 1992*

*Revised April 12, 1988*

*Adopted September 26, 1979*

**Wisconsin Statute 38**

# A0104 Hold Harmless in Performances of Duties

Western Technical College ~~does~~ hereby agree~~s~~ to indemnify and hold **harmless** the members of the Board ~~harmless~~ for any liability which they may incur for acts or omissions arising out of the good faith performance of his/her duties as a Board member to the full extent permitted by Wisconsin Statutes, including but not limited to:

1. Termination of an employee's contract.
2. Failure to renew an employee's contract.
3. Failure to hire an employee because of employee's failure to return an offered contract within the time specified.
4. Litigation sought by students.
5. Litigation brought by prospective employees or applicants.

The foregoing shall be applicable to acts occurring both prior to and subsequent to the date of this policy and the indemnification provided for herein includes reasonable attorneys' fees and costs.

*Revised November 17, 2015*

*Revised February 8, 2005*

*Reviewed June 15, 2004*

*Reviewed October 20, 1992*

*Revised April 12, 1988*

*Revised May 7, 1987*

*Adopted September 26, 1979*

Wisconsin Statutes **893.80** and **895.46**

# A0205 Hold Harmless Policy for President

The Western Technical College District Board (**District Board**), ~~does hereby~~ **in accordance with State Statute and subject to the College's applicable insurance, shall** indemnify and hold the **President of the College** harmless for any liability, including reasonable attorney fees and costs, which he/she may incur while acting ~~in~~ **within** the normal course of his/her duties **as President and/or** in accordance with his/her employment contract **with the Board and/or College**.

~~This~~ **The indemnity provided to the President under this policy** shall apply to covered acts occurring both prior to and subsequent to ~~the date of adoption of this policy, i.e.,~~ **for all times that the President serves as President of the College**. **This policy shall not apply to legal disputes between the President and the College or its Board.**

*Revised May 17, 2016*

*Revised February 8, 2005*

*Revised October 20, 2004*

*Reviewed December 15, 1992*

*Revised June 21, 1988*

*Adopted November 28, 1979*

**Wisconsin Statute 38.12(3)**

# B0500 Procurement

**Procurement** means buying, purchasing, renting, leasing, or otherwise acquiring any supplies, services, equipment, or construction and includes any other activity pertaining to obtaining supplies, services, equipment, or construction. Any procurement transaction must be formally processed and approved by proper authority to be a valid claim against the District.

The Western Technical College District Board (District Board) shall authorize procurement transactions that are determined to be in the best interest of the District while providing for open and free competition. It is the responsibility of the District Board to protect the interests of the District while complying with current federal and state laws/statutes, regulations, administrative rules, and agency procedures. ~~In recognition of this responsibility, the District Board directs the following:~~

## **GENERAL REQUIREMENTS**

- ~~1. The Wisconsin Technical College System Board Procurement Policy, Section 6 of the **Financial Accounting Manual**, is adopted as the College's Procurement Policy and Procedure. This procurement policy and procedure is based on, but not limited to, **Wisconsin Administrative Code, Chapter TCS 6 (6.05 procurement)**, and the Office of Management and Budget's 2 CFR Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. All federal regulations apply unless the State Board policy, state statutes, or administrative rules are more restrictive.~~
- ~~2. The Board delegates the authority to the President or his/her designee to implement and provide oversight review of the procurement policy and procedure. The President or his/her designee shall, from time to time, develop such procedures as are necessary to carry out this responsibility.~~
- ~~3. Annually, the Business Office shall prepare a review of all procurements of \$50,000 or more of similar goods, supplies, or services to determine if a more competitive process should be used in succeeding years. This review is to be based on a report containing transaction detail grouped by similar goods, supplies, and services and a total for each grouping. Annually, the District Board shall take formal action by October 31 on the procurement review and report related to the prior fiscal year.~~
- ~~4. All District staff must comply with the Code of Ethics set forth in **Policy C0206** and the Conflict of Interest and Acceptance of Gift Policy set forth in **Policy C0208**.~~
- ~~5. The Business Services Office shall provide oversight **review** on a College-wide basis.~~
- ~~6. Procurements with a funding source from a federal grant are required to follow the policies established by the Office of Management and Budget's 2 CFR Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. **The College requested and received an exception to the micro-purchase threshold required by OMB @CFR Part 200. Special permission was received from our cognizant agency (HHS) on November 30, 2018 to increase the micro-purchase threshold to \$25,000 for procurements with a funding source from a federal grant. The policy requires a competitive process for procurements exceeding \$3,000. Quotations must be obtained from an adequate number of qualified suppliers.**~~
- ~~7. Procurements less than \$25,000 do not require a competitive process. However, an effort should always be made to obtain the best possible price by seeking quotes from more than~~

~~one vendor. A competitive selection process may still be required in cases where multiple small procurements with a single vendor total more than \$50,000 over the course of the year. See Annual Review of Procurements section of the procedure (B0500p) for more information.~~

- ~~8. Except as provided in the Bid Waiver section of the procedure (B0500p), non-construction procurements where the total cost is at least \$25,000 but does not exceed \$50,000 shall be based on written quotations from a minimum of three vendors. Solicitation of quotations shall be done in a manner to maximize competition.~~
- ~~9. Except as provided in the Bid Waiver section of the procedure (B0500p), non-construction procurements greater than \$50,000 require a sealed bid process, via either IFB (Invitation for Bid) or RFP (Request for Proposal). All IFBs and RFPs shall include a clear and accurate description of the items of service being procured. This description shall not contain features which unduly restrict competition. Solicitations or offers shall include all requirements which suppliers must fulfill or other factors to be used in evaluation bids or proposals.~~
- ~~10. Public construction procurements greater than \$25,000 require a sealed bid process via an IFB. All IFBs shall include a clear and accurate description of the item or service being procured. This description shall not contain features which unduly restrict competition. Solicitations or offers shall include all requirements which suppliers must fulfill.~~
- ~~11. All purchases of goods, services, and equipment for which the College will be responsible for payment must be properly approved and follow the procurement policies and procedures established by the Business Office.~~

*Revised April 19, 2016*

*Revised May 20, 2014*

*Revised November 20, 2012*

*Revised December 16, 2008*

*Revised August 17, 2004*

*Revised November 16, 1999*

*Revised January 19, 1993*

*Revised July 10, 1989*

*Revised July 8, 1985*

*Revised January 15, 1985*

*Revised May 19, 1981*

*Adopted November 28, 1979*

**Wisconsin Administrative Code, Chapter TCS 6.05**

**Wisconsin Statutes 38.04(14), 38.18 and 62.15**

*Policy requires approval of Wisconsin Technical College System Board*

Reference Procedure: **B0500p Procurement Procedures**

See also: **Procurement Manual**

# D0115 Credit Hour

The College shall maintain and adhere to credit hour standards set forth by the Wisconsin Technical System (WTCS) definition, outlined in the Educational Services Manual, the Higher Learning Commission (HLC) Assignment of Credits, Program Length and Tuition; and the federal definition and follows the commonly accepted practices in higher education.

*Adopted (DATE)*

**Reference:**

[Educational Services Manual](#)

[Higher Learning Commission](#)

[U.S. Department of Education](#)

**WESTERN TECHNICAL COLLEGE DISTRICT  
ISSUE PAPER**

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**Topic:** Project Submission and Acceptance – FY 2021  
Workforce Advancement Training Grants

**Issue:** The Wisconsin Technical College System has initiated the Request for Proposal (RFP) process for fiscal year 2020-21 for Workforce Advancement Training (WAT) grants.

**Project Description:** Western is allowed to submit up to 8 grant applications for general and small businesses. The grant projects provide training funds to address business-specific challenges and positively advance the economic impact of the business and employees in the region. Training topics are customized to meet the needs of each business and include: leadership, communication skills, computer skills, industrial maintenance, and strategic business planning, among others.

Company	State Funds	Western Funds
Advanced Fiber Products	\$26,233	\$0
City Brewery Company	\$22,708	\$0
Industrial Maintenance Consortium	\$51,551	\$0
Leadership Skills Consortium	\$12,705	\$0
Nesnah Ventures	\$28,052	\$0
Printing Consortium	\$34,809	\$0
Walker Engineered Products	\$29,476	\$0
Whitehall Specialties	\$68,541	\$0
<b>Total</b>	<b>\$274,075</b>	<b>\$0</b>

NOTE: The table represents projects that BIS is working on in an extremely difficult climate for customer service and working with our business partners. This is the overall plan for submission but there may be some changes.

**Recommendation:** Authorize the submission of the above projects in substantive form and accept funds if awarded.

**Retirements, Resignations, and Terminations  
June 2020**

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**Retirements**

<b>Position</b>	<b>Effective Date</b>	<b>Employee</b>
Resp. Therapy Instructor	4/26/21	<b>Kathy Nelson</b>



**New Hires, Appointments, Promotions/Transfers  
June 2020**

**New Hires:**

<b>Position filled</b>	<b>Division</b>	<b>FT/PT</b>	<b>Effective Date</b>	<b>Employee</b>	<b># of Application(s) Received/Interviewed</b>
College Advisor Transfer Focus (LTE)	Student Services & Engagement	FT	6/15/20	Lisa Yang	43/4

**Promotions/Transfers/Appointments:**

<b>Position filled</b>	<b>Division</b>	<b>Position Vacated</b>	<b>Effective Date</b>	<b>Employee</b>
Instructor – Reading & ELL	Academic Affairs	Project Proven - Employment Readiness	7/1/20	Dillon Mader

**WESTERN TECHNICAL COLLEGE DISTRICT**

**I S S U E P A P E R**

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**Topic:** Adoption of the 2020-2021 Budget

**Issue:** A Public Hearing on the proposed 2020-2021 budget was held at 1:00 pm on June 16, 2020 in accordance with Wisconsin Statutes, Chapter 65.90, s38.12(5m), which states that the District Board shall submit an approved copy of its budget to the State Board by July 1 of each year. The property tax levy for 2020-2021 will be set in October 2020 after receipt of the equalized valuation from the Department of Revenue.

**Recommendation:** Adopt the 2020-2021 District Budget as presented.

Note: Should public input dictate, a special Board meeting will be scheduled to take action to approve the budget.

**WESTERN TECHNICAL COLLEGE DISTRICT  
ISSUE PAPER**

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**Topic:** Three Year Facilities Plan 2020-2023

**Issue:** Annually, each Wisconsin Technical College District is required to prepare and submit a Three-Year Facilities Plan to the Wisconsin Technical College System Board (WTCSB). The plan must be approved by the District Board and submitted no later than July 1st of each year. The reporting shall be on a fiscal year basis and include information for the current and next two fiscal years. The plan will be accepted and reviewed by the WTCSB but no action will be taken, as each project continues to be subject to review and approval on an individual basis pursuant to s.38.04(10), Stats.

**Recommendation:** Adopt the Three Year Facilities Plan 2020-2023 as presented and submit the same to the Wisconsin Technical College System Office for record.

2020-2023

WESTERN TECHNICAL COLLEGE

# Three-Year Facilities Plan

Submitted by:  
Western Technical College  
Roger Stanford, PhD, President

**Western**  
Technical College

Submitted to:  
Wisconsin Technical College System Board  
Dan Scanlon, State Director

July 1, 2020

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SUMMARY**

# Section 1

## EXECUTIVE SUMMARY

In 2019–2022, Western Technical College anticipates making capital expenditures of \$2,570,000 for new or additional buildings, \$9,725,000 for remodeling of existing buildings, and \$1,050,000 for capital improvements.

There is a growing need for short-term (one year or less) programs a student can quickly finish to earn a college certificate or diploma. Students can then enter the workforce quickly, and with greater earning potential and career progression. These credits are transferable to an associate degree and a bachelor's degree to allow graduates to continue their training

Western is developing program clusters to reflect the way several occupations interact in the workplace. The programs working together authentically in the classroom will teach students an understanding of the process. It also allows Western to efficiently offer common core coursework for multiple programs.

Western is developing high school academies that focus on exploratory opportunities for grades 5–8 and credit opportunities for local high school students grades 10–12. Academies serve a broad range of STEM opportunities, including manufacturing, electronics, IT and building systems.

**Major projects contemplated during this planning period include:**

1. Property Acquisition | La Crosse Campus
2. Building Construction | Sparta Public Safety Expansion
3. Sparta Public Training Facility | Program Moves
4. Sparta Public Training Facility | HVAC
5. Relocation of Union Grind to Integrated Technology Center
6. Kumm Center Roof Remodel
7. Truck and Heavy Equipment Roof Remodel
8. Sparta Public Safety Roof Remodel
9. Convert 8th Street Green Space into Parking Lot
10. Apprenticeship and Industry Training Center | Robotics and Automation
11. Tomah Parking Lot | Lighting and Cameras
12. Horticulture Education Center | Demonstration Space
13. Administrative Center | Landscaping
14. Building Construction | Exterior Dining for Union Market/Kumm Center
15. Property Acquisition | Tomah Regional Location
16. North End Truck and Heavy Equipment Remodel
17. Parking Lot D | Renovations
18. Physical Plant | Renovations
19. Solar Panels for Charging Stations at a Regional Location
20. Health Science Center | Facility Renovations
21. Tomah Regional Location | Elevator Modernization
22. Sparta Public Safety Training Facility | Simulation City
23. Property Acquisition | ELL/GED Center in Arcadia
24. Lunda Center | LED Lighting Upgrade and New AV Interface



Western Technical College's process for planning facilities is a multi-stage procedure using a committee system. The process and any facility projects are driven by the Strategic Directions and Personal and Organizational Commitments, essential features of Western's Strategic Plan, *Experience 2025*.

Projects may be proposed by any staff member, student, or administrator. All proposals are evaluated by the Physical Plant first to establish a cost estimate and technical feasibility. Next, the Facilities Planning Group proceeds through the first round of discussion. If approved, it moves forward to the Budget and Facilities Subcommittee for review. Once reviewed, and if recommended, the subcommittee will bring forth to the District Board. Finally, the District Board votes on projects as part of the three-year facilities plan.

Project proposals that deal with instructional requirements are chiefly studied and guided through the process by instructors, department heads, deans, and the vice president of academic affairs.

Project proposals that deal with infrastructure upgrades, elimination of safety hazards, and compliance issues are chiefly studied and moved through the process by staff members, facilities project manager, facilities director, and the vice president of finance and operations.

Western has developed a process whereby the roof of each building is replaced on a systematic basis. A specific schedule was established to identify the timing to replace each specific roof.

Project proposals that deal with new initiatives or cooperation with local communities or divisions of government are chiefly initiated by the college president. Appropriate division staff and administrators are involved, as necessary, to study and move the proposal through the process.

All projects listed in this plan are subject to change. Approval of this plan by the district board does not guarantee that each individual project will happen. Further approvals of individual projects are required by the Western Technical College District Board and, in certain situations, by the Wisconsin Technical College System Board. Western needs to be nimble to respond quickly to the needs of the community. Some capital project needs may quickly arise that were unknown at the time the three-year facilities plan was approved. It is allowable for Western to move forward with those projects even though they were not included in the three year plan. Individual approvals noted above would still be needed, however. Given the uncertainty related to the COVID-19 pandemic and its impact on the economy, many of the projects identified in this plan may need to change. This could be especially true for projects in the near term.



# Section 2

## EXISTING FACILITIES

### Owned Facilities

- Student Success Center
- Western Residence Hall
- Administrative Center
- Parking Ramp
- Integrated Technology Center
- Lunda Center
- Automotive Technology Facility
- Western Hydro Power Station
- Truck & Heavy Equipment Technology Facility
- Business Education Center
- Black River Falls Regional Location
- Coleman Center
- Independence Regional Location
- Center for Childhood Education
- Mauston Regional Location
- Sparta Public Safety Training Facility
- Kumm Center
- Tomah Regional Location
- Physical Plant
- Viroqua Regional Location
- Horticulture Education Center
- Apprenticeship and Industry Training Center

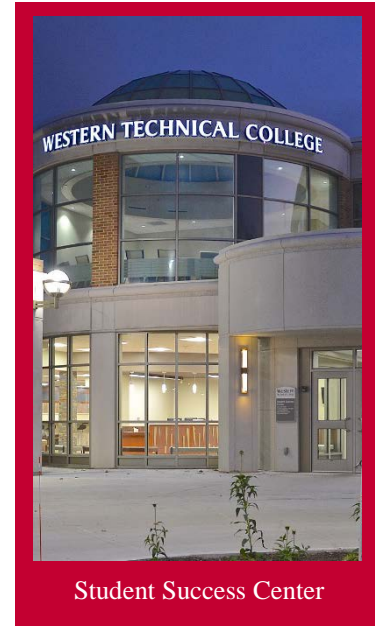
### Leased Facilities

- Sparta College Prep & Transition Education Center
- Morrow Home Community
- La Crosse Diocese Gymnasium
- Health Science Center

The La Crosse campus consists of 17 buildings, which are located in three areas of the city. The majority of the buildings are located downtown on the main campus. The Automotive Technology and the Truck and Heavy Equipment Technology Facilities are located in the city's north side industrial park. The Health Science Center is located five blocks directly east of the downtown campus.

Following are descriptions of each of these facilities:

1. **Student Success Center:** Located at 400 7th Street North, this two-story masonry building was constructed in 1994. An addition was completed in 2008. This front door to the college covers 61,169 square feet. Here you will find Welcome Center services, the Learner Support and Transition Division (GOAL, GED, and ELL), Assessment Services, student support areas, including Disability Services, Learning Commons (Library), Career Services, Community Engagement, and Sustainability, general classrooms and conference rooms. Skywalks connect this facility with the Business Education Center and Integrated Technology Center. In 2018, the college renovated the Veteran Military Center as well as the Learning Commons; in 2019 the remainder of the building was remodeled to create an open and accessible space.



Student Success Center

2. **Administrative Center:** Located at 111 7th Street North, this five-story masonry structure was purchased in 1971. The building is 41,757 square feet in size and was remodeled in 1983, 1993, 1996, 2010, and 2011. It houses the Wellness Center (fitness), gymnasium, District Board room, computer lab, and administrative offices for Human Resources, the President and Vice Presidents, Marketing and Communications, Grants, Planning and Organizational Excellence, Payroll, Business Services, and Institutional Research.



3. **Integrated Technology Center:** Located at 325 8th Street North, this four-story masonry building was constructed in 1975 with the second floor added in 1994. The building was previously 55,414 square feet. The newly remodeled building has a total of 123,724 square feet. The primary goals for the design of the ITC was the ability to use the building as a lab, reduce environmental impact, and create a space for world-class instruction. Additionally, programs of the same cluster were located closer together to increase synergies between programs.

The extensive remodel of the first two floors and the addition of two floors included rigorous efforts to increase energy savings and reduction of materials intended for landfills. The building is certified as LEED Platinum.



Integrated Technology Center

This facility includes the Integrated Technology Division office and the following program areas: Agri-Business Science Technology; Architectural Technology; Automation Systems Technology; Building Construction and Cabinetmaking; Building Science & Energy Management; CNC; CAD Technician; Electromechanical Maintenance Technician; Electronic & Computer Engineering Technology; Farm Business & Production Management; Industrial Machine Controls; Landscape Horticulture Technician; Manufacturing Systems Maintenance Technician; Mechanical Design Technology; Precision Machining & Programming; Refrigeration, Air Conditioning & Heating Service Technician, Robotic Welding & Fabrication Specialist; Solar Installation Technician; and Welding & Fabrication. There are also 33 full-time faculty offices, 9 adjunct faculty touch-down spaces, a faculty lounge, five computer labs, five lecture rooms, one distance learning room, 31 distinctive lab spaces, a green roof, and a living wall of plants. Additionally, many of the building mechanical systems are exposed to facilitate student learning.

The third floor includes a donor-funded robotics lab. The fourth floor includes a physics lab, a fusion lab, a pre-engineering classroom, and space for K-12 academies. The academy space focuses on exploratory opportunities with 5th to 8th graders, as well as credit opportunities for sophomores through seniors from local high schools. Academies may serve a broad range of STEM opportunities including manufacturing, electronics, IT, and building systems. This area allows for future partnerships with four-year universities to provide full baccalaureate engineering completion on-site.

4. **Automotive Technology Facility/Truck and Heavy Equipment Technology Facility:** Located at 2719 Larson Street, these masonry and concrete buildings were purchased in 2003. The Automotive Facility is 30,522 square feet and was remodeled in 2007. With referendum funding, a new addition to the Truck and Heavy Equipment Facility was completed in the summer of 2014. This building is 44,133 square feet in size. Both buildings house faculty offices, general and specialty classrooms, technical library, repair bays, labs, locker rooms, and storage areas. This location also has 75kW solar arrays.
5. **Business Education Center:** Located at 405 8th Street North, this two-story brick building was constructed in 1973 and remodeled during the summers of 2013 and 2017. The building is 49,657 square feet and capable of handling two additional floors of expansion. It houses Business Division classrooms, labs, and offices, 4 lecture rooms, 15 computer rooms with 368 units, 2 conference rooms, 3 student mediascape work areas, 30 faculty offices, and 4 individual office spaces. The lower level of the building is occupied by the Information Networking Media Services (INMS) service counter and office complex.
6. **Center for Childhood Education:** Located at 419 9th Street North, this one-story wood frame structure was constructed in 1980, with an addition in 2000. The building is 9,050 square feet and houses classrooms for Early Childhood Education and Foundations of Teacher Education. The facility includes an 8,000 square-foot fenced play area and storage garage. Western leases space to the YWCA for child care services open to Western employees, students, and the public. Full- or part-time care is provided for children ages six weeks to five years old. Western students have the opportunity for experiential learning in this child care setting.

7. **Coleman Center:** Located at 304 6th Street North, this three-story brick/masonry structure was constructed in five phases from 1923-1991. Then in 2013, referendum funding allowed for a two-phase major renovation. Phase one was completed May 2015 and phase two was completed in August 2016. The building is 136,990



Coleman Center

square feet, including the Lunda Center. This building contains a Security office, 21 general purpose classrooms for General Studies, Graphics, Early Childhood and Instructional Assistant, and Digital Technology. Six of the classrooms have computers at each student station. The building also features student sticky space, the Grind Coffee shop, faculty and adjunct offices with lounge, numerous conference rooms, a computer lab

with approximately 21-24 stations, mother's room, and office space for Western's Foundation and Alumni Association, as well as Academic Excellence and Development.

8. **Lunda Center:** Located on the La Crosse campus at 319 7th Street North, the Lunda Center is a professional meeting and learning facility ideal for corporate and community meetings, conferences, and seminars. The Lunda Center is included in the Coleman Center square footage.

9. **Health Science Center:** Located at 1300 Badger Street, this six-story concrete frame and masonry building was completed in August of 2000. Western occupies 45,000 gross square feet and houses programs of the Health and Public Safety division, research labs, student health clinic, La Crosse Medical Health Science Consortium (LMHSC) offices, and several University of Wisconsin-La Crosse (UWL) and Gundersen Health System departments. It is located on 4.15 acres, has an adjacent parking lot for 97 vehicles, and a paved drop-off lane/area. The building has 1,100 student-learning stations and one distance-learning classroom. This building is approximately five blocks east of the main campus. In 2020, ownership of the building will transfer from the state to the LMHSC.

10. **Kumm Center:** Located at 400 6th Street North, this five-story masonry structure was constructed in 1969. The building is 103,515 square feet and was remodeled in 1994, 1995, 1996, 1997, 2001, 2010, 2011, and a referendum-funded remodeling project completed in spring 2017. The building houses Health and Public Safety division office as well as space for Central Service Tech, EMT, Health Information Technology, Medical Assistant, Medical Coding, Nursing, Respiratory Therapist, and Surgical Therapist programs as well as all Culinary programs. In addition, there are offices for Student Life and Student Government, the Union Market, Campus Shop (bookstore), and student lounge. The building had 11 classrooms totaling 310 student stations and 17 shops/labs totaling 366 student stations..

11. **Physical Plant:** Located at 505 9th Street North, this one-story masonry building was built in 1992 with an addition in 1996. It is 9,430 square feet and houses all shipping and receiving, mailroom, warehouse, custodial, and facilities offices.

12. **Western Residence Hall:** Located at 820 La Crosse Street, this six-story, 73,429-square-foot structure was built in 2009-2010 with occupancy beginning in August 2010. The college

partnered with a developer to build and lease the facility until December 2013, when the college purchased it. The residence hall houses 200 students in 50, four-person suites. There are two student lounges, a full kitchen, a front desk, laundry facilities, and a large meeting room. A private, full apartment is located in the building for the live-in professional staff person. The adjacent parking lot contains 115 paved parking stalls designated for the residence hall.



Residence Hall

13. **Parking:** The total amount of off-street parking is approximately 1,150 stalls. The new parking ramp, which was completed August 2014, accounts for 292 of the 1,150 stalls. The Coleman Center parking lot, which was completed fall 2016 has 52 stalls. The remodel of lots E, F, H and L accounts for the remainder of the off-street parking stalls. There are approximately 301 street parking spaces available within four blocks of the campus. Some of the street parking numbers have been reduced as 8th Street was narrowed and other parking has been changed to specially designated parking. Effective May 2019 the City of La Crosse has implemented a pay for parking program, which includes some of these street spaces. The Automotive Technology Facility and Truck, and Heavy Equipment Technology Facility in the Northside industrial park have their own dedicated parking of approximately 107 spaces. Western continues to offer free bus rides using the City MTU, as well as the SMRT bus service from the following areas, Prairie du Chien, Sparta, Tomah, Viroqua, and West Salem. The Apple Express bus provides service from La Crescent, Minn. Maintenance of parking lots are completed on an as-needed basis and are included in the remodeling category of the respective year.

14. **Western Hydro Power Station:** Located on the La Crosse River at 10825 State Highway 21, Sparta, the original dam was built in 1854 and Western acquired the property from Monroe County in 2010. The Western Hydro Power Station project called for restoring the dam's ability to generate renewable electrical power by installing a Kaplan turbine in the existing dam structure. The 205-kilowatt turbine will generate roughly between 900,000 and 1,000,000 kilowatt-hours per year. The project was completed May 2014 with the powerhouse being 1,000 square feet. All power produced is being sold to Xcel. Power generated offsets the current usages at Western's regional locations. The college is currently using it as a learning opportunity for students and local agencies.



Hydro Power Station

15. **Horticulture Education Center:** Located at 624 Vine Street, this new 11,121 square foot facility (Headhouse 3,467 square feet, Greenhouse 7,654 square feet) allows access for Western programs, including Landscape Horticulture, Culinary, and Science. Western, Hillview Urban Agriculture Center, and Mayo Clinic Health System-Franciscan Healthcare, have developed a unique partnership with this facility to promote healthy eating habits and foster education about gardening, agriculture, and sustainable practices.



Horticulture Education Center

16. **Apprenticeship and Industry Training Center:** Located at 2860 21<sup>st</sup> Place South, La Crosse. This 25,000-square-foot, one-story metal building was originally purchased by the Western Technical College Foundation. The former manufacturing testing facility was extensively renovated in 2014 in order for the welding, fabrication, and apprenticeship programs to continue during the referendum funded campus-wide renovations. Welding and Fabrication programs moved to the Integrated Technology Center allowing for two new programs, YouthBuild and Business and Industry training, to move into the current building.

The following Apprenticeship programs are now utilizing the space: Construction Electrician, Industrial Electrician, Maintenance Mechanic Millwright, Maintenance Technician, Plumbing, and Steamfitter.

This building is currently under construction to create state-of-the-art instructional spaces better aligned with industry expectations and projected growth. These include an additional classroom and expanded computer lab, additional offices for instructors and adjunct, additional parking, a dedicated welding lab for contract training, and plumbing and electrical labs that provide hands-on practice through installation. The facility maintains a flexible learning space capable of accommodating future programing in automation, construction, or any other need which arises. Construction will be completed by September 2020.

## Owned Facilities at Regional Locations

### **Black River Falls:**

Located at 24 Fillmore Street, this 19,648 square foot single story facility houses general classrooms, three distance learning classrooms, a distance learning conference room, two computer labs, Learner Support and Transition classrooms, a Nursing Lab and classroom, student resource room, student lounge, large classroom, staffing offices, computer testing area, and the Workforce Connections office. Paved parking for 73 vehicles is adjacent the building. This location also includes 14kW solar arrays.



**Independence:** Located at 36084 Walnut Street, this single story facility was constructed in 1979 and remodeled in 1995. An addition was completed in 2005. The building is 12,277 square feet and is on a five-acre site. The building houses general classrooms, three distance-learning classrooms, a distance learning conference room, computer lab, Learner Support and Transition classrooms, a health classroom, student resource room, student lounge, large classroom, testing area, the Workforce Connections office, and staff offices. Adjacent to the building is a utility storage building and a paved parking lot for 40 vehicles. This location also includes 10.44 kW solar arrays.

**Mauston:** Located at 1000 College Avenue, this single-story masonry building was constructed in 1994 and an addition was built in 1997. The building is 22,804 square feet on a 7-acre site. It contains general classrooms, three distance learning classrooms, two computer labs, Learner Support and Transition classrooms, nursing lab and classrooms, student resource room, student lounge, large classroom, staff offices, and the Workforce Connections office. Adjacent to the building is a paved parking lot for 90 vehicles and a small garage.

**Sparta:** Located at 11177 County Road A, this two-story masonry structure was completed in 1994. It is 30,098 square feet on a 168-acre site. The existing facility contains five standard classrooms, a forensic lab, 32-station computer lab, offices, a large seminar room that accommodates up to 100 people, a full kitchen, and a large four-stall garage, which includes training props for confined space and toilet/shower rooms. The facility features a number of specialized training props/features, including a paved EVOC track and five outdoor firing

ranges, a six-station indoor firing range, and a four-story burn tower. In 2018, a storage facility was added to support the burn tower. An indoor firing range was completed in the summer of 2019.

**Tomah:** Located at 120 East Milwaukee Street, this three-story masonry building was constructed in 1990 and purchased by Western in 2009. The building is 21,362 square feet on a .66-acre site in the center of the City of Tomah. The building houses general classrooms, three distance-learning classrooms, one distance-learning conference room, two computer labs, Learner Support and Transition classrooms, a health classroom, student resource room, student lounge, large classroom, computer testing area, Workforce Connections, DVR office space, and staff offices. There is paved parking for 108 vehicles.

**Viroqua:** Located at 220 South Main Street, this single story masonry building was acquired and remodeled in 1994. Phase I of the two-phase project was completed in 2013. The second

phase was completed spring 2016. The building houses general classrooms, three distance learning classrooms, one distance learning conference room, two computer labs, Learner Support and Transition classrooms, Nursing Lab and classroom, student resource room, pod room, student lounge, large classroom, computer testing area, staff offices, Workforce Connections, DVR, and Viroqua Chamber/ Partner office space. Western also constructed a new entry that is shared between the college and the McIntosh Memorial Library. Adjacent to the building is paved parking for 50 vehicles.



# Long-Range La Crosse Campus Boundary Map

In June of 2020, the college developed the Vision 2020 Facilities Plan, which was approved by the voters in the November 2012 referendum. The Vision 2020 Facilities Plan included the recommendation that the Long-range La Crosse Campus boundary be adjusted in order to accommodate future growth. The District Board approved an updated campus boundary in 2014 and 2017.

Attached is a copy of the Long-range La Crosse Campus Boundary map. The Campus Boundary does not indicate imminent action regarding facilities or property acquisition. It is intended to provide long-range direction for future planning.



Location	Occupancy	Construction/ Protection	Total Building Sq. Ft.	Building Value
400 Seventh Street North	Academic Resource Center	2 story masonry	61,169	\$10,935,914
111 Seventh Street North	Administrative Center	4 story brick, plus a lower level	41,757	\$9,446,169
325 Eighth Street North	Integrated Technology Center	4 story masonry and concrete	123,734	\$28,482,000
2719 Larson Street	Automotive Technology Facility	1 story masonry	38,522	\$7,103,422
2719 Larson Street	Truck and Heavy Equipment Technology Facility	1 story masonry	43,887	\$8,506,338
405 Eight Street North	Business Education Center	2 story brick	49,657	\$9,683,261
419 Ninth Street North	Center for Childhood Education	1 story wood and masonry	9,878	\$1,442,321
304 Sixth Street North	Coleman Center (including Lunda Center)	3 story brick	250,762	\$37,293,104
400 Sixth Street North	Kumm Center	4 story brick and concrete, plus a lower level	103,515	\$19,031,606
505 Ninth Street North	Physical Plant	1 story masonry	9,900	\$1,077,585
725 Badger Street	Parking Ramp	3 story precast concrete	95,390	\$4,800,000
820 La Crosse Street	Western Residence Hall	6 story plus basement metal and masonry	73,429	\$16,137,983
24 Fillmore Street	Black River Falls Regional Location	1 story masonry	19,648	\$3,811,745
36084 Walnut Street	Independence Regional Location	1 story wood and masonry	12,277	\$1,632,294
1000 College Avenue	Mauston Regional Location	1 story masonry	22,816	\$4,431,994
11177 County Road A	Sparta Public Safety Training Facility	1 story wood and masonry	38,098	\$6,456,053
120 East Milwaukee Street	Tomah Regional Location	3 story masonry, plus basement	22,484	\$4,853,782
220 South Main Street	Viroqua Regional Location	1 story masonry	26,603	\$5,298,086
624 Vine Street	Horticulture Education Center	CMU and steel construction	11,121	\$3,465,797
2860 21st Place South	Apprenticeship and Industry Training Center	1 story metal	25,000	\$3,499,462
10825 State Hwy 21	Western Hydro Power Station	2 story concrete with stone/brick	1,000	\$3,365,737
1300 Badger Street	Health Science Center (Western's space)	6 story masonry	45,000	N/A
112 South Water Street	Sparta College Prep & Transition Education Center	2 story brick	1,080	N/A
331 South Water Street	Morrow Home Community	Masonry	973	N/A
<b>Grand Total</b>			<b>1,129,700</b>	<b>\$190,754,653</b>

# Section 3

## THREE-YEAR PROJECT SUMMARY

2020-2021

### Acquisition/Building Construction

1. Property Acquisition | La Crosse Footprint: \$1.2 Million
2. Building Construction | Sparta Public Safety Expansion: \$1.5 million

### Remodeling

1. Sparta Public Safety Training Facility | Program Moves: \$1.5 million
2. Sparta Public Safety Training Facility | HVAC/Life Safety: \$750,000
3. Relocation of Grind to Integrated Technology Center: \$75,000
4. Kumm Center Roof Remodel: \$500,000
5. Truck and Heavy Equipment Roof Remodel: \$500,000
6. Sparta Public Safety Training Roof Remodel: \$500,000
7. Convert 8th Street Green Space into Parking Lot: \$750,000

### Capital Improvements

1. Apprenticeship and Industry Training Center | Robotics and Automation: \$700,000
2. Tomah Parking Lot | Lighting, Camera Mount, and Cameras: \$115,000
3. Horticulture Education Center | Demonstration Space: \$50,000
4. Administration Center | Landscaping: \$55,000

### Rentals

1. Sparta College Prep & Transition Education Center
2. Morrow Home Community
3. La Crosse Diocese Gymnasium

### Physical Plant Capital Utility

A total of \$70,000 is projected to keep pace with ongoing efforts in the following categories:

1. Security upgrades/card access system: \$50,000
2. Security cameras/intrusion detection upgrades: \$20,000

### Planning for Major Projects for 2020 - 2021

1. Building Construction | Sparta Public Safety Expansion: Recent investments in the Public Safety training facilities align with the academic planning for program growth and integration, including an indoor shooting range, Emergency Vehicle Operations Course, new storage building for specialized vehicles, and a four-story burn tower. The next phase is an extensive renovation of the Sparta Public Safety Training Facility in preparation to facilitate the EMS and paramedic programs, faculty, and students. The renovations will improve student services, faculty instruction, classroom experiences, and will align with current security/safety practices, and also update many aging facility systems and finishes.

Strategic Direction: Workforce and Community Engagement

2. Sparta Public Safety Training Facility | Program Moves: Move the Paramedic and some EMS programs from the La Crosse Campus to our Sparta Public Safety Training Facility. This facility currently houses Western's Fire and Criminal Justice associate degree programs and the Law Enforcement 720 Academy twice a year. Currently, we also hold EMT Basic and non-credit EMS courses at the campus. Western's goal is to house both the diploma and associate degree Paramedic programs and develop an even greater EMS presence at the Public Training Facility by further expanding the campus facilities.

Strategic Direction: Workforce and Community Engagement

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# THREE-YEAR PROJECT SUMMARY

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## 2020-2021 (continued)

### Planning for Major Projects for 2020 - 2021 (continued)

3. Sparta Public Safety Training Facility | HVAC/Life Safety: Sparta Public Safety HVAC/Life Safety upgrade. A new HVAC system is needed for the space once occupied by the indoor shooting range as the current system is not adequate for any reuse of the space and has tested positive for lead contamination. The current boiler and ground water heat systems are unable to consistently maintain the established occupied temperature and humidity levels in certain conditions. Due to a history of power interruptions, a backup generator is needed for the facility to operate the fire protection pumps in the event of a power outage.

Organizational Commitment: Demonstrate Resiliency

4. Relocation of the Union Grind to the Integrated Technology Center: Originally not planned as a part of the ITC, the Grind was placed in the Coleman building. However, after the completion of the ITC-ARC link, an ITC location is deemed preferable offering better access for students, especially in consideration of the Student Success Center improvements. The student experience will benefit from the relocation of the Union Grind.

Strategic Direction: First Choice Service

5. Convert 8th Street Green Space into Parking Lot: From the 2013 Parking and Traffic Study prepared for the college: "In the short-term, the campus should consider investing in additional parking assets on campus to help relieve the pressure on the existing campus parking system. An additional 100 to 200 spaces would be effectively utilized and lessen the dependence on the adjacent on-street parking network. Based on the assumptions of this study, the existing parking demands on campus during peak hours are in excess of 1,300 spaces. The campus system has approximately 881 off-street parking spaces and another 275 on-street spaces. This represents more than 1,150 parking spaces directly on the campus. An additional 100-200 spaces on campus would satisfy the peak parking demands based on today's uses." Currently there are 1,071 parking spots on campus; additional parking demands are expected with the City of La Crosse charging hourly for many of the on-street spaces around campus. The conversion of the 8th Street green space could add up to 50 new parking spaces to Lot K.

Strategic Direction: First Choice Service



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# THREE-YEAR PROJECT SUMMARY

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2021-2022

## Acquisition/Building Construction

1. Building Construction | Exterior Dining for Union Market/Kumm Center: \$250,000
2. Property Acquisition | Tomah Regional Location: \$750,000

## Remodeling

1. North End Truck and Heavy Equipment Remodel: \$1.5 million
2. Parking Lot D Renovations: \$450,000
3. Physical Plant Renovations: \$300,000
4. Solar Panels for Charging Stations at One Regional Location: \$70,000
5. Health Science Center | Facility Renovations: \$500,000

## Capital Improvement

1. Tomah Regional Location | Elevator Modernization: \$200,000

## Rentals

1. Sparta College Prep & Transition Education Center
2. Morrow Home Community
3. La Crosse Diocese Gymnasium

## Physical Plant Capital Utility

A total of \$70,000 is projected to keep pace with on-going efforts in the following categories:

1. Security upgrades/card access system: \$50,000
2. Security cameras/intrusion detection upgrades: \$20,000

## Planning for Major Projects for 2021 – 2022

1. Building Construction | Exterior Dining for Union Market/Kumm Center: When the Union Market was remodeled in 2011, the idea was to provide a dining experience that allowed students the opportunity to socialize with fellow students and offer other usable spaces for study, collaboration, and other school activities. We have been successful in meeting this goal, but the current seating area is at capacity during lunch periods. We are losing customers because of the full seating area. The outdoor Courtyard seating is only used a few months each year due to weather. If we were to enclose this space, it would provide additional seating for Union Market customers and make much better use of this space. We are open to the type of enclosure used with the hope of being as energy efficient as possible while still allowing a comfortable environment year-round.

Strategic Direction: First Choice Service

2. Property Acquisition | Tomah Regional Location: Western's Tomah Regional Location has continued to increase student enrollments and instructional offerings. As a result, the current physical space is at its maximum potential for providing instructional space and useful student spaces. In order for future growth, exploration of purchasing or leasing additional space in the connected ACT building should be explored.

Strategic Direction: Workforce and Community Engagement

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# THREE-YEAR PROJECT SUMMARY

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## 2021-2022 (continued)

### Planning for Major Projects for 2021 - 2022 (continued)

3. North End Truck and Heavy Equipment Remodel: Overall, this area could benefit from an improved layout to increase safety and efficiency by adding workspace around equipment. Removal of the knee wall, adding a specific area for tool storage, overall improvement to building system efficiency, lighting, and appearance is also needed. In addition, an entryway remodel would increase appeal and showcase the state-of-the-art Diesel Training Facility. This change may incorporate adjustments to the student lounge area, current entry, and instructor offices to improve the too small student break area.

Strategic Direction: Workforce and Community Engagement

4. Parking Lot D Renovations: As one of the most used parking lots on campus, a renovation of the lot is needed because the current pavement has failed due to settling and excessive cracking in several locations. Renovations of the lot would align with current campus storm water and security lighting practices and possibly expand parking and improve the lot where the 714 La Crosse structure was razed.

Strategic Direction: First Choice Service

5. Physical Plant Renovations. Much remains the same in the Physical Plant facility since the 2002 interior renovation. Renovations are needed to better address the expectations and responsibilities of the Physical Plant. Interior renovations are needed to improve space utilization and energy efficiency, replace worn finishes, align with campus safety and security standards, and improve storage of college furniture, fixtures, and equipment.

Organizational Commitment: Practice Sound Fiscal Stewardship

6. Solar Panels for Charging Stations at Regional Locations: Supporting the College's standing 2030 Presidential Climate Commitment and recently updated Resilient/Sustainability plan, the addition of solar powered charging stations are additional measures to ensure the success of these plans and creates other transportation opportunities for students at the regional locations.

Organizational Commitment: Demonstrate Resiliency

7. Health Science Center Facility Renovations: In 2020, the Health Science Consortium building will transfer ownership from the State of Wisconsin to the consortium. Given the age of the facility, renovations and major repairs may be needed to bring the building up to date. A portion of these costs would be borne by Western Technical College and will need to be included in future facility plans.

Strategic Direction: Workforce and Community Engagement

8. Tomah Regional Location | Elevator Modernization: Original to building, the current elevator has experienced an excessive number of mechanical issues, which often render it inoperable. Replacement of the current elevator would address the current service issues and better serve this busy regional learning center.

Strategic Direction: First Choice Service

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# THREE-YEAR PROJECT SUMMARY

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2022-2023

## Acquisition/Building Construction

1. Sparta Public Safety Training Facility | Simulation City: \$1.5 million
2. Property Acquisition | ELL/GED Center in Arcadia: \$1.5 million

## Remodeling

## Capital Improvements

1. Lunda Center | LED Lighting Upgrade and New AV Interface: \$125,000

## Rentals

1. Sparta College Prep & Transition Education Center
2. Morrow Home Community
3. La Crosse Diocese Gymnasium

## Physical Plant Capital Utility

A total of \$70,000 is projected to keep pace with ongoing efforts in the following categories:

1. Security upgrades/card access system: \$50,000
2. Security cameras/intrusion detection upgrades: \$20,000

## Planning for Major Projects for 2021 – 2022

1. Sparta Public Safety Training Facility Simulation City: Western would like to add an emergency response course, which would be straight and curved roadways used to simulate real-world driving scenarios. It would include an urban driving environment, such as a cul de sac, cross streets, and an elevated bridge with guardrails. The roadways would also include intersections controlled by traffic signals. A control tower would also be built, which provides complete visual observation and command and control for all training scenarios. Also included in the plan, is a Tactical Village in the area of the cross streets. This is designed to be a collection of small structures used to simulate a variety of residential, commercial, and institutional buildings arranged in a typical city street grid pattern. The vision is for training emergency responders to do cross-discipline scenario training. This plan would align with our future expansion vision for the Sparta Public Safety Training Center.

Strategic Direction: Workforce and Community Engagement

2. Property Acquisition | ELL/GED Center in Arcadia: Key industries in the arcadia area have an increasing ELL/GED workforce need. A physical presence is necessary for Western to successfully assist with this need. In preparation for a physical location, property must first be acquired.

Strategic Direction: Workforce and Community Engagement

3. Lunda Center | LED Lighting Upgrade and New AV Interface: Original to the 2008 construction, many of the fluorescent lighting components are failing and becoming more expensive. An upgrade to LED lighting would provide better lighting and cost less to operate. The increased efficiency and ability to work with the current light control system would better serve the many customers who use the large rooms. An upgrade to LED lights in the hallways and lobby would improve both functionality and security.

Organizational Commitment: Practice Sound Fiscal Stewardship

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# THREE-YEAR PROJECT SUMMARY

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## Major Projects Beyond 2023

### Planning for Major Projects Beyond 2023

1. Viroqua Shell Space: Western is looking to do further analysis to see how best to utilize the shell space at the Viroqua Regional Location.

Strategic Direction: Workforce and Community Engagement

2. Student Success Center | Kumm Center Link: Western would like to consider an option of connecting the Student Success Center to the Kumm Center over 7th Street. The anticipated cost of the project could exceed \$1.5 million, which would require a voter referendum. The College will be investigating the feasibility of this project and further discussion will need to take place.

Strategic Direction: First Choice Service

3. Culinary Space: Western would like to consider an option of creating a culinary space for the program in the future.

Strategic Direction: Workforce and Community Engagement

4. 8th Street Renovations from Pine to Vine: The 8th Street Renovations from Pine Street to Vine Street complete the 8th Street work. This work was designed to improve pedestrian safety and was part of the college's commitment to reducing storm water runoff.

Strategic Direction: First Choice Service

5. Property Acquisition | La Crosse Footprint: There remains a small number of key properties identified in the current master which Western would need to acquire. All of these properties are privately owned and adjacent to other Western properties. The acquisition of each is necessary for an adequate area to develop. Each of these parcels have structures that would need to be removed before making any improvements.

Strategic Direction: First Choice Service

**TO:** Ms. Michelle Rudman  
Administrative Services Coordinator  
Wisconsin Technical College System  
PO Box 7874  
Madison, WI 53707-7874

**FROM:** Sandra Peterson

**DATE:** May 26, 2020

**RE: Report of Out-of-State Tuition Remission 2019-20**

The Western Technical College District reports the following Out-of-State Tuition remission for **2019-20**:

Number of Students .....	21
Number of Credits Remitted.....	322
Total College Credits.....	96,684.75
Percent of Credits Remitted .....	0.33%
Financial Impact .....	\$23,323.30

266 credits @ \$68.25

56 credits @ \$92.30

The 2020-21 Request for Remission of Out-of-State Tuition and the 2019-20 Summary of approved Remissions of Out-of-State Tuition will be shared with the Western Technical College District Board on June 16, 2020.

## OUT OF STATE TUITION WAIVERS

2019-20 SCHOOL YEAR			SUMMER CREDIT	FALL CREDIT	SPRING CREDIT	SUMMER NONCR	FALL NONCR	SPRING NONCR	TOTAL	HEADCOUNT
Last	First	Country	2019	2019	2020	2019	2019	2020		
<b>INTERNATIONAL</b>										
<b>TOTAL INTERNATIONAL</b>			0.00	0.00	0.00	0.00	0.00	0.00	0.00	
<b>DOMESTIC</b>										
Berry	Henry	Illinois	0.00	12.00	9.00	0.00	0.00	0.00	21.00	1
Bushong	Caleb	Florida	0.00	14.00	0.00	0.00	0.00	0.00	14.00	2
Chapman	Tywan	Illinois	6.00	10.00	0.00	1.00	2.00	0.00	19.00	3
Crump	Anthony	Illinois	0.00	9.00	3.00	0.00	0.00	0.00	12.00	4
Cunningham	Andrea	Illinois	0.00	0.00	6.00	0.00	0.00	0.00	6.00	5
Fessenden	Johnathan	Washington	0.00	14.00	6.00	0.00	0.00	0.00	20.00	6
Franzen	Amber	Iowa	0.00	0.00	0.00	0.00	0.00	2.00	2.00	7
Goetzinger	Neve	Iowa	0.00	10.00	3.00	0.00	0.00	0.00	13.00	8
Harris	Steven	Illinois	0.00	4.00	9.00	0.00	0.00	0.00	13.00	9
Hirsbrunner	Ryan	Nevada	0.00	12.00	6.00	0.00	0.00	0.00	18.00	10
Howe	Cassandra	Iowa	0.00	0.00	3.00	0.00	0.00	0.00	3.00	11
Hughes	Wanya	Illinois	0.00	8.00	10.00	0.00	1.00	0.00	19.00	12
Kerns	Alexis	Texas	0.00	12.00	9.00	0.00	0.00	0.00	21.00	13
Little	Malika	Illinois	0.00	9.00	3.00	0.00	0.00	0.00	12.00	14
Marques	Gabrielle	Iowa	3.00	0.00	4.00	0.00	3.00	1.00	11.00	15
Rolan	Michele	Iowa	1.00	6.00	0.00	0.00	0.00	0.00	7.00	16
Sims	Robert	Illinois	9.00	12.00	6.00	0.00	0.00	0.00	27.00	17
Sims	Stepheon	Illinois	0.00	12.00	10.00	0.00	0.00	0.00	22.00	18
Tarr	Jarrell	Illinois	0.00	9.00	3.00	0.00	0.00	0.00	12.00	19
Walleser	Joshua	Iowa	0.00	14.00	18.00	0.00	0.00	0.00	32.00	20
Wood	Nathan	Iowa	0.00	6.00	12.00	0.00	0.00	0.00	18.00	21
<b>TOTAL DOMESTIC</b>			19.00	173.00	120.00	1.00	6.00	3.00	322.00	
									0.00	
<b>TOTAL ALL</b>			19.00	173.00	120.00	1.00	6.00	3.00	322.00	
Approved										
6/1/2010			Headcount					Credits	240	

For GOAL classes - - get actual credit end of term from ISS

Updated

5/13/2020

**TO:** Ms. Michelle Rudman  
Administrative Services Coordinator  
Wisconsin Technical College System  
PO Box 7874  
Madison, WI 53707-7874

**FROM:** Sandra Peterson, Registrar/SIS Coordinator

**DATE:** May 26, 2020

**RE: Request for 2020-21 Remission of Out-of-State Tuition**

The Western Technical College District requests authority from the WTCS President to remit out-of-state tuition for **300** credits for **20** needy and worthy students during the 2020-21 academic year. The projected financials equate to:

$$300 \text{ credits @ } \$69.45 = \$20,835.00$$

The District projects 2,775 FTE's (net of Community Services) for the year.

This request will be submitted to Western's District Board at the June 16, 2020 meeting.

Thank you.

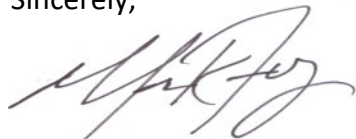
May 27, 2020

Ms. Sandy Peterson  
Registrar/Manager-Admissions  
Western Technical College District  
304 North Sixth Street  
Post Office Box C-908  
La Crosse, WI 54602-0908

Dear Ms. Peterson:

Your request of May 26, 2020 to remit out-of-state tuition for 300 credits for 20 needy and worthy students during the 2020-21 academic year is approved.

Sincerely,

A handwritten signature in black ink, appearing to read 'Morna K. Foy', written in a cursive style.

Morna K. Foy  
President



# WESTERN TECHNICAL COLLEGE DISTRICT

## ISSUE PAPER

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**Topic:** Posthumous Honorary Associate Degree – **Melissa Marie Suchla**

**Issue:** With the passage of the board policy on the issuance of an honorary credential, the District Board may authorize the issuance of such, as a special recognition for individuals external to the College. The credential would be conferred on an individual by recommendation of the President and with the agreement of the District Board.

Melissa Marie Suchla was a student in the business management program at the time of her death on June 2, 2020. As a gesture of consideration and goodwill toward her family, it is recommended by the President and the Chairperson of the District Board that a posthumous honorary associate degree be issued in the name of Melissa Marie Suchla and presented to her family.

**Recommendation:** Authorize the issuance of a Posthumous Honorary Associate Degree for **Melissa Marie Suchla**

## WESTERN TECHNICAL COLLEGE DISTRICT

### ISSUE PAPER

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**Topic:** District Board Commitment on Equity

**Issue:** Events around our nation remind us yet again of the work that remains to create a more just and equitable society. As a Board, we acknowledge the hurt, frustration, and anger felt by countless Americans, especially Americans of color. We hurt with those who are hurting, and we stand, in particular, with black members of our communities during this difficult time. At Western Technical College, we pledge to lean into our College values of diversity, integrity, teamwork, and respect. As a Board, we are committed to our advocacy for and support of Western's strategic goals to increase the enrollment of students of color and to eliminate achievement gaps among black, Hispanic, and indigenous students. We acknowledge structural racism and systemic poverty contribute to these gaps, and we pledge to continue to support programs and policies that ensure access to higher education for all students. We embrace the imperative to learn from experiences, history, cultures, values, beliefs, and views different from our own and to lead with empathy and compassion. Change starts with each of us, and we pledge to hold ourselves and each other accountable in this critically important work.

**Recommendation:** Adopt District Board Equity Commitment Statement as Presented

## 2020-21 District Board & Committee Appointments

Position	2019-20 Interest	2020-21
District Board Chairperson (annual term-no more than 2 successive terms)	Andrew Bosshard	Andrew Bosshard
District Board Vice Chairperson (annual term)	Carrie Buss	Carrie Buss
District Board Secretary (annual term)	Dave Laehn	Dave Laehn
District Board Treasurer (annual term)	Ken Peterson	Dennis Treu
Budget & Facilities Committee (BAFC) Chair & Subcommittee Chair	Ken Peterson	
Budget & Facilities Subcommittee (3 members) – approximately every other month	Angie Lawrence Ken Peterson Dennis Treu Ed Lukasek	
Policy Subcommittee Chair	Carrie Buss	
Policy Subcommittee (3 board members) – approximately every month	Kara Burgos Dave Laehn Carrie Buss	
New Directions Committee – approximately quarterly	Kara Burgos	
WTCS Insurance Trust Consortium Representative – annual meeting	Michelle Greendeer-Rave	
Western Foundation Board Liaison (3-year term) – quarterly meeting	Angie Lawrence (2017-2020)	(2020-2023)
Board of Director Member to District Boards Association (2-year term) – quarterly meeting	Ed Lukasek (2018-2020)	(2020-2022)
District Boards Association Bylaws, Policy & Procedures Committee – quarterly meeting	Ed Lukasek	
District Boards Association External Partnerships Committee – quarterly meeting	Ken Peterson Carrie Buss	
District Boards Association Internal Best Practices Committee – quarterly meeting	Dennis Treu Andrew Bosshard	
District Boards Association Award Nominations Rater – annual meeting		