

District Board Regular Meeting Tuesday, August 17, 2021

**Western Technical College Administrative Center
111 Seventh Street N, Room 408 – La Crosse, WI
VIRTUAL MEETING VIA ZOOM
Connection Details Sent within Meeting Invitation
District Board Members and College Staff Participating Via Zoom**

**District
Board
Members:**

Lance Bagstad
Andrew Bosshard
Carrie Buss

Majel Hein
Kevin Hennessey
Angie Lawrence

Ed Lukasek
Ken Peterson
Dennis Treu

District Board Meeting – Open Session

12:00pm

District Board Meeting – Closed Session

Immediately Following Call to Order

The District Board will convene in closed session for the purpose of conferring with legal counsel who is rendering oral advice concerning strategy to be adopted with regard to possible litigation pursuant to 19.85(1)(g), Wis. Stats. 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 property matters. No action. The Board will reconvene into open dialog session immediately following closed session.

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 struppi@westerntc.edu ****

Public Notice (see calendar below)

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

- College Day
- Annual Manufacturing Luncheon
- WI Technical College District Boards Associations
- WTCS State Board Meetings

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

Planning Ahead ... 2021-22

DATE	EVENT	LOCATION
August 17, 2021	District Board Meeting	TBD
August 31, 2021	College Day – 8:30-11:30am	Virtual
September 6, 2021	Labor Day	
September 14-15, 2021	WTCS Board Meeting	Madison, WI
September 21, 2021	District Board Meeting	A408
October 13-16, 2021	ACCT Leadership Congress	San Diego, CA
October 19, 2021	District Board Meeting	A408
October 20, 2021	5 th Annual Manufacturing Luncheon 10:45am-1:15pm	Lunda Center
October 27-30, 2021	District Board Association Fall Meeting	Pewaukee, WI
November 9-10, 2021	WTCS Board Meeting	SWTC - Fennimore
November 2, 2021	District Board Meeting	Sparta Public Safety
November 18-20, 2021	The Chair Academy	Scottsdale, AZ
November 25-26, 2021	Thanksgiving Holiday	
December 21, 2021	District Board Meeting	A408
Dec 24-January 3, 2022	Holiday Break	

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

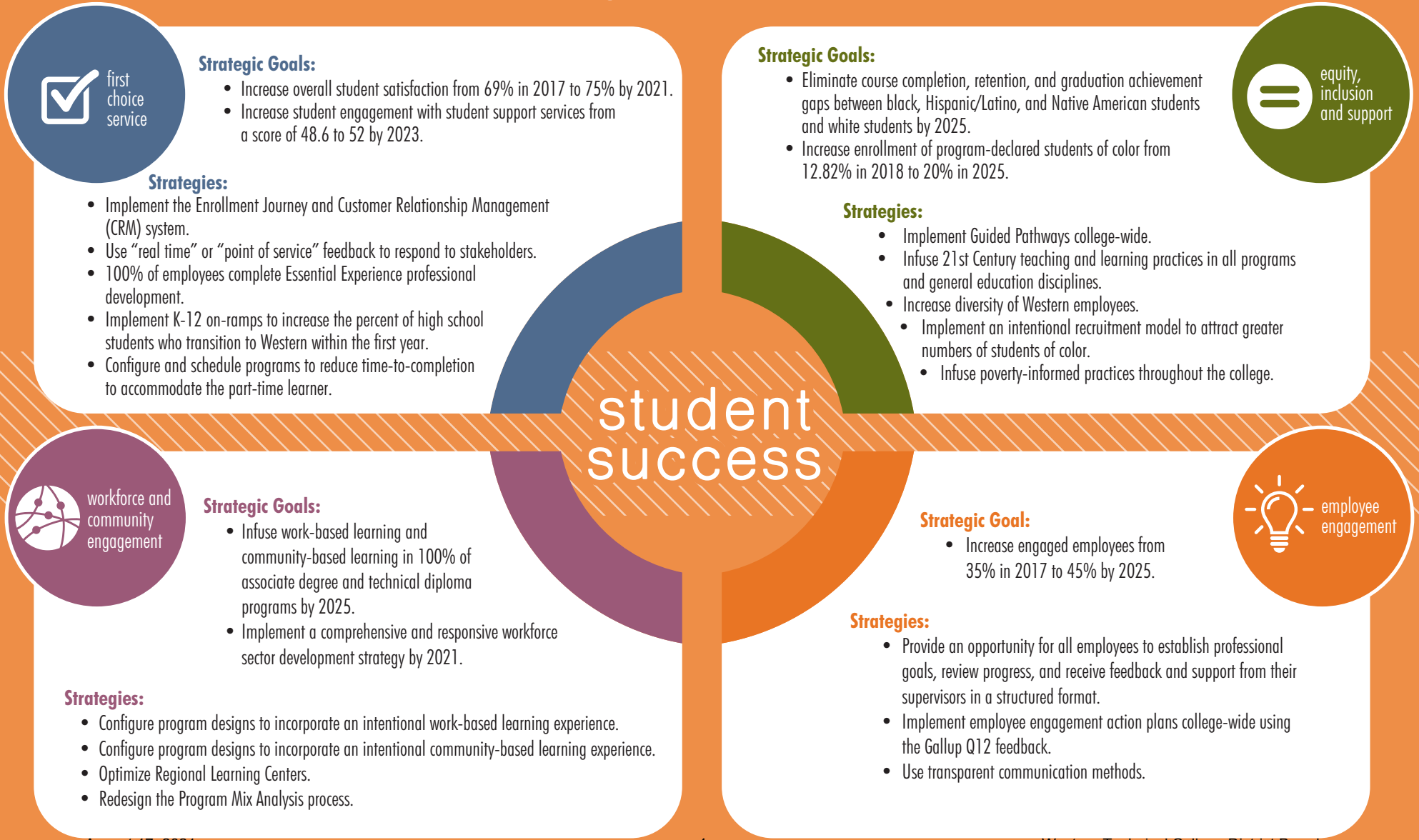
Approved October 16, 2018

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.



equity,
inclusion
and support

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 20% 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.



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.



employee
engagement

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.

DISTRICT BOARD MONTHLY PLANNING CALENDAR

June 18, 2020

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

Western Technical College
DISTRICT BOARD MONTHLY PLANNING CALENDAR

June 18, 2020

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

*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

District Board Commitments

Revised August 2020

1. We will follow the communication flow for board-president-staff interactions set forth by the president.
2. We will embrace the college mission, vision, values, practices, and culture fully as the board's own.
3. We will work with the president and leadership team to assess and shape college goals, results and measures. This will be led by the president and leadership team with board support, partnership, and endorsement.
4. We will review all policies that are older than 2015.
5. We will commit to the tenets of the college's culture of accountability.
6. We will express opinions at the table with respect and clarity to everyone present at the table and all parties speaking. In the end, we stand with one unified voice.
7. We will lead by focusing on the present and future in order to achieve student, college, and community success.
8. We will work with the president to define the data necessary to make informed and educated decisions.
9. We commit to a college-wide view at all times as we serve the entire region.

District Board Equity Commitment

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.

Western Technical College District Board Meeting

**TUESDAY, August 17, 2021
AGENDA**

Topic	Attachment	Action
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Call to Order

X

The August 17, 2021 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.

Closed Session

The District Board will convene in closed session for the purpose of conferring with legal counsel who is rendering oral advice concerning strategy to be adopted with regard to possible litigation pursuant to 19.85(1)(g), Wis. Stats. 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 property matters. No action. The Board will reconvene into open dialog session immediately following closed session.

Resolutions of Commendation

- Joe Ideker, Custodian, Physical Plant, Finance and Operations **Page 11** **X**
- City of Sparta..... **Page 12** **X**

Presentations

- Inform: SLT Position Papers – Amy Thornton
- Inform: Higher Learning Commission (HLC) – FQAS Update – Kat Linaker | Jackie Kettner-Sieber
- Inform: Alliance for Innovation and Transformation (AFIT) Update – Tracy Dryden
- Inform: Planning Process Outline – Tracy Dryden

TIFs and TIDs [New Information Only]

Items to be Removed from Consent Agenda

Approve: Consent Agenda

- Minutes
 - A. July 12, 2021 District Board Organizational Meeting **Page 13** **X**
- Financial Reports – July
 - A. Schedule of Payments..... **Page 15** **X**
 - B. Vendors Over \$2500..... **Page 16** **X**
 - C. Capital Projects Reports **Page 19** **X**
 - D. Bids/RPFs Awarded..... **Page 23** **X**
- Personnel (*Information Only*)
 - A. Resignations
 - 1. Judy Handland, Organizational Assessment Specialist, Institutional Research, Executive Offices **Page 24**
 - 2. Lindsey Fletschock, Admissions Coach, Student Services & Engagement..... **Page 24**
 - 3. Tonya Van Tol, Instructor, Integrated Education & Training, Learner Support and Transition, Academic Affairs **Page 24**

B. New Hires

1. Kimberly Burkhalter, Instructor, Medical Assistant, Health & Public Safety, Academic Affairs	Page 25	
2. Sawyer Johnson, Basic Needs Navigator (LTE), Student Services & Engagement.....	Page 25	
3. Adam Ausen, Instructor, Welding, Integrated Technology, Academic Affairs	Page 25	
4. Abbi (AJ) Clauss, Equity & Inclusion Coordinator, Student Services & Engagement.....	Page 25	
5. Stephanie Andersen, Instructor & Program Chair, Occupational Therapy Assistant, Health & Public Safety, Academic Affairs	Page 25	
6. Julie Anderson, Instructor, Nursing, Health & Public Safety, Academic Affairs .	Page 25	
7. Janet Thewis, Instructor, Nursing, Health & Public Safety, Academic Affairs	Page 25	
8. Victoria Koppa, Student Information Systems Administrator, Finance & Operations	Page 25	

Monthly Approvals

➤ Approve: District Board 2021-22 Committee Appointments	Page 26	X
➤ Approve: Naming ITC300 the Joyce Wanek Center for Art and Design	Page 27	X
➤ Approve: 2021-2022 Bargaining Agreement with the Faculty and Non-Teaching Professional (NTP) Unit of Local #3605 Which Increases the Total Base Wage Pool by the Consumer Price Index of 1.23%	Page 28	X
➤ Approve: 2021-2022 Bargaining Agreement with the Paraprofessional and School Related Personnel (PSRP) Unit of Local #3605 Which Increases the Total Base Wage Pool by the Consumer Price Index of 1.23%	Page 32	X

President Report

- Community and Media Connections
- Current Priorities
- Enrollment – [video link from Town Hall]

District Board Chairperson Report

- Board Business | Updates
- Board Events
- Plus Delta Feedback
- District Boards Association Update
- ACCT Update

Other Business

Adjournment – By 2:30pm		X
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Western Technical College

Resolution of Commendation to **Joe Ideker**

Whereas, Joe Ideker, Custodian in the Physical Plant Division, Finance and Operations, retired from Western Technical College on June 15, 2021, after completing 18+ years of loyal and dedicated service to the students, staff, and the District Board of the Western Technical College District; and

Whereas, Joe always completed projects and work in a satisfactory matter; and

Whereas, he always brought ideas to the table, thinking about how work could always be done more efficiently; and

Whereas, Joe was always friendly, getting to know staff in the buildings he served and could easily strike up conversations with anyone; and

Whereas, he always loved to share ideas and coordinate team tasks, making sure to quickly come up with plans for the supervisor to accept; and

Whereas, above all, his ability to efficiently plow snow 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 Joe Ideker for his years of service and his commitment to excellence; and be it

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

**Western
Technical College**

Roger Stanford, PhD, President/District Director

Carrie Buss, District Board Chair

Adopted, approved, and recorded by the Western Technical College District Board on August 17, 2021.



Western Technical College

Resolution of Commendation to

City of Sparta

Whereas, the City of Sparta has donated a parcel of land adjacent to Western's Public Safety Training Facility; and

Whereas, this donation will benefit the newly constructed indoor shooting range; and

Whereas, the additional space allows for future growth of the facility; now therefore be it

Resolved that Western Technical College and the District Board hereby recognize the City of Sparta as a valued community partner and commend them for their generous contribution that supports Western and public safety training for the region.

Western
Technical College

Roger Stanford, PhD, President/District Director

Carrie Buss, District Board Chair

Adopted, approved, and recorded by the Western Technical College District Board on August 17, 2021.

WESTERN TECHNICAL COLLEGE DISTRICT BOARD
Minutes of Organizational Meeting
July 12, 2021

Mr. Andrew Bosshard, District Board Chair, called the organizational meeting of the Board of Western Technical College District to order at 1:02pm on Monday, July 12, 2021 at the Western Technical College Lunda Center, 319 Seventh Street North, La Crosse, WI. Board members present were: Lance Bagstad, Andrew Bosshard, Carrie Buss, Majel Hein, Kevin Hennessey, Ed Lukasek (via zoom), Angie Lawrence, Ken Peterson, Dennis Treu and Roger Stanford, President.

Notice of the meeting was posted publicly on Thursday, July 8, 2021 at 6:48am 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, Amy Thornton and Julie Lemon (Western employees)

Mr. Bosshard administered the oath of office to newly appointed member Lance Bagstad and reappointed member Carrie Buss who were appointed to serve 3-year terms beginning July 1, 2021 and ending June 30, 2024. Ms. Buss, Vice Chairperson, administered the oath of office to reappointed member Andrew Bosshard to serve another 3-year term beginning July 1, 2021 and ending June 30, 2024. Signatures were obtained from Board members affirming their understanding and compliance to Policy A0106-Oath of Office and Code of Ethics for the District Board.

Angie Lawrence nominated Carrie Buss for the position of District Board Chairperson. Motion Treu, second Hein to close nominations. Ayes, 9; Opposed 0. Ms. Buss was appointed as District Board Chairperson.

Angie Lawrence nominated Ken Peterson for the position of District Board Vice Chairperson. Motion Hennessey, second Hein to close nominations. Ayes, 9; Opposed. 0. Mr. Peterson was appointed as District Board Vice Chairperson.

Kevin Hennessey nominated Majel Hein to the position of District Board Secretary, seconded by Dennis Treu. Motion to close nominations by Angie Lawrence, seconded by Andrew Bosshard. Motion Bosshard, seconded Hennessey to cast unanimous ballot. Ayes, 9; Opposed 0. Ms. Hein appointed as Secretary.

Andrew Bosshard nominated Ed Lukasek to the position of District Board Treasurer. Motion Lawrence, second Peterson to close nominations. Motion Bagstad, second Hein to cast unanimous ballot. Mr. Lukasek was appointed as District Board Treasurer.

Presentations: Communication Team; annual Higher Learning Commission update; COVID update; and President's annual goals for 2021-22

Motion Bosshard, second Hein, that the Western Technical College District Board approve the following consent items as presented: A. June 15, 2021 District Board Meeting Minutes; B. Financial Reports – June 2021 – 1. Schedule of Payments; 2. Vendors over \$2500; 3. Capital Projects Reports; 4. Bids/RFPs Awarded; C. Policy Revisions | Second Reading – 1. CO600 | C0600p Board Negotiation Team Policy & Procedure; D. New Program Development | Concept Review - 1. Artificial Intelligence and Machine Learning Associate Degree; 2. Data Analytics Specialist Associate Degree; 3. Drone Specialist Technical Diploma; 4. Public Safety Leadership Associate of Applied Science; and 5. Wildland Firefighter Associate of Applied Science. Votes: Ayes, 9; Opposed, 0. Abstention to Vendors over \$2500 Reports, 1. Motion carried.

Motion Lawrence, second Treu that the Western Technical College District Board designate the District Board's meeting dates, times, and locations for 2021-2022 as follows, subject to change as needed. Votes: Ayes, 9; Opposed, 0. Motion carried.

Schedule of District Board Meetings 2021-2022

	Day	Date	Time	Location
Organizational	Monday	July 12, 2021 (2 nd Monday)	1:00pm	Lunda Center
Regular	Tuesday	August 17, 2021	1:00pm	TBD
Regular	Tuesday	September 21, 2021	1:00pm	A408
Regular	Tuesday	October 19, 2021	1:00pm	A408 – 4:15pm Tour Apprenticeship
Regular	Tuesday	November 2, 2021 (Chair Academy Conference November 16-19, 2022)	1:00pm	Sparta Public Safety
Regular	Tuesday	December 21, 2021	1:00pm	A408
Regular	Tuesday	January 11, 2022 (2 nd Tuesday - WTCS PA Meets January 18, 2022)	1:00pm	A408
Regular	Tuesday	February 8, 2022 (ATD Conference February 14-17, 2022)	1:00pm	A408
Regular	Tuesday	March 15, 2022	1:00pm	A408
Regular	Tuesday	April 19, 2022	1:00pm	Independence
<i>Special</i>	Tuesday	April 26, 2022 (Budget Meeting)	9:00am	Sparta
Regular	Tuesday	May 10, 2022 (2 nd Tuesday-Non Renewals)	1:00pm	A408
Regular	Tuesday	June 21, 2022 (Preceded by Public Hearing on Budget)	1:00pm	A408
Organizational	Monday	July 11, 2022 (2 nd Monday)	1:00pm	A408

Additional Special District Board meetings may be scheduled as needed.

District Board Committee Appointments for 2021-22: Tabled.

Motion Hein, second Bosshard, that the Western Technical College District Board authorize the administration to use Johns Flaherty and Collins as both general and personnel counsel; Strang, Patteson, Renning, Lewis & Lacy, S. C. as labor relations counsel; Quarles and Brady as bond counsel with Mr. Brian Lanser as principal attorney; and to further designate and consult with specialized counsel as the need may arise in 2021-2022. Votes: Ayes, 9; Opposed 0. Motion carried unanimously.

Motion Bagstad, second Peterson that the Western Technical College District Board authorize the administration to use the firm of Robert W. Baird & Co as the District's Public Finance Advisor for 2021-2022 with Mr. Brian Brewer as principal consultant. Votes: Ayes, 9; Opposed, 0. Motion carried.

Motion Hein, second Lawrence, that the Western Technical College District Board designate the La Crosse Tribune as the District's official newspaper for 2021-2022. Votes: Ayes, 9; Opposed, 0. Motion carried.

Motion Lawrence, second Treu that the Western Technical College District Board approve the eight selected qualified public depositories throughout the District for all public monies coming into the hands of the Treasurer of the Western Technical College District Board. Votes: Ayes, 9; Opposed, 0. Motion carried unanimously.

Motion Peterson, second Hennessey that the Western Technical College District Board approve the annual calendar for 2021-2022 to reflect the August 2021 meeting location as TBD. Votes: Ayes, 9; Opposed, 0. Motion carried.

Under the President's Report, a thank you note from a recent retiree was shared; announced that Hot Dog Wednesdays will run from Memorial Day through Labor Day; informed of an Ashley meeting scheduled for July 19; flag dedication for a long-term foundation board member is planned. An enrollment update was provided

Under the District Board Chairperson report, Ms. Buss reminded members of the DBA meeting on July 15-17.

4:02pm: Motion Treu, second Bagstad, 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.

Majel Hein, District Board Secretary



Western Technical College
Schedule of Payments Issued
For The Period 07/01/21 thru 07/31/21
FY 2021-2022

	Check Numbers Used	Number Issued	July 2021	Year to Date
Accounts Payable				
Checks	348043-348236	194	\$1,873,017.57	\$1,873,017.57
P Card		390	\$287,279.09	\$287,279.09
Electronic		121	\$2,251,494.55	\$2,251,494.55
Total Accounts Payable			\$ 4,411,791.21	\$ 4,411,791.21
Student Refunds				
Checks	532189-532335	147	\$123,977.74	\$123,977.74
Electronic		299	\$314,293.60	\$314,293.60
Total Student Refunds			\$ 438,271.34	\$ 438,271.34
Payroll				
Checks	801095-801098	4	\$838.85	\$838.85
Electronic		1201	\$1,794,826.24	\$1,794,826.24
Total Payroll			\$ 1,795,665.09	\$ 1,795,665.09
Total Payments			\$ 6,645,727.64	\$ 6,645,727.64



**Western Technical College
Vendor Payments Exceeding \$2500
July 31, 2021**

<u>Vendor</u>	<u>Amount</u>	<u>Check #</u>
AHIMA	\$ 5,945.79	348214
AIRGAS USA, LLC	\$ 26,433.00	EFT000000004560
AMERICAN HERITAGE LIFE INSURANCE COMPANY	\$ 4,562.98	348079
AMERICAN OCCUPATIONAL THERAPY ASSOC.	\$ 4,570.00	348215
ASSOCIATION FOR ADVANCEMENT SUSTAINABILITY IN HIGHER EDUCAT	\$ 3,000.00	348217
AWL*PEARSON EDUCATION	\$ 3,899.70	PCARD
AWL*PEARSON EDUCATION	\$ 11,715.14	PCARD
AWL*PEARSON EDUCATION	\$ 59,477.46	PCARD
BERNIE BUCHNER, INC.	\$ 6,934.17	EFT000000004538
BERNIE BUCHNER, INC.	\$ 8,336.14	EFT000000004601
BRICKL BROTHERS INC	\$ 777,529.24	348133
CAMPUS COMPACT	\$ 2,500.00	EFT000000004598
CDW GOVT #G905933	\$ 5,836.80	PCARD
CENGAGE LEARNING, INC	\$ 3,625.09	PCARD
CHIPPEWA VALLEY TECHNICAL COLLEGE	\$ 34,060.00	348135
CONCORDANCE HEALTHCARE	\$ 2,534.80	PCARD
DELL USA L.P.	\$ 33,048.18	348139
DELTA DENTAL	\$ 5,602.10	WIRE
DELTA DENTAL	\$ 6,945.70	WIRE
DELTA DENTAL	\$ 9,631.77	WIRE
DELTA DENTAL	\$ 11,983.89	WIRE
DISTRICTS MUTUAL INSURANCE	\$ 489,930.00	348120
DMI* DELL K-12/GOVT	\$ 2,889.40	PCARD
DMI* DELL K-12/GOVT	\$ 3,655.65	PCARD
DMI* DELL K-12/GOVT	\$ 6,093.95	PCARD
DMI* DELL K-12/GOVT	\$ 8,531.53	PCARD
DMI* DELL K-12/GOVT	\$ 12,187.90	PCARD
DMI* DELL K-12/GOVT	\$ 14,656.16	PCARD
DMI* DELL K-12/GOVT	\$ 17,692.20	PCARD
DOUGLAS STEWART COMPANY, INC	\$ 3,372.84	EFT000000004603
ELSEVIER	\$ 16,916.83	EFT000000004592
EPA AUDIO VISUAL INC	\$ 4,551.84	EFT000000004539
EPA AUDIO VISUAL INC	\$ 28,450.00	EFT000000004562
EPICOSITY LLC	\$ 73,246.95	EFT000000004604
EZFACILITY INC	\$ 3,740.90	EFT000000004596
F.A. DAVIS	\$ 4,038.76	348179
FIRST SUPPLY	\$ 9,624.64	EFT000000004563
FLUID HANDLING	\$ 21,042.00	348142
GALLAGHER BENEFIT SERVICES, INC.	\$ 4,228.99	WIRE
HARTMAN PUBLISHING INC	\$ 6,022.80	348184
HEALTHINVEST HRA MASTER TRUST	\$ 12,603.46	WIRE
HIGHER LEARNING COMMISSION,THE	\$ 14,737.80	348147

<u>Vendor</u>	<u>Amount</u>	<u>Check #</u>
HILL-ROM COMPANY INC	\$ 5,321.06	348148
HSR ASSOCIATES, INC	\$ 12,470.25	EFT000000004564
IMETCO	\$ 65,665.70	348149
IN *STUKENT, INC.	\$ 8,698.95	PCARD
INGRAM BOOK COMPANY	\$ 2,616.25	348187
KATOM RESTAURANT AND SUPPLY, INC.	\$ 9,116.00	348188
KENDALL HUNT PUBLISHING CO	\$ 3,500.00	348189
KONE INC	\$ 3,760.00	348190
KWIK TRIP	\$ 8,584.27	348087
LAB MIDWEST	\$ 36,257.00	348151
LAKESHORE TECHNICAL COLLEGE	\$ 4,488.34	348191
MARKET & JOHNSON, INC.	\$ 12,075.91	EFT000000004580
MBS	\$ 7,378.69	348192
METRE	\$ 4,625.00	348055
MINNESOTA LIFE INSURANCE COMPANY	\$ 19,749.49	348124
MISSISSIPPI WELDERS	\$ 8,029.19	EFT000000004528
MN DEPARTMENT OF REVENUE	\$ 2,542.41	WIRE
MN DEPARTMENT OF REVENUE	\$ 3,948.67	WIRE
MN DEPARTMENT OF REVENUE	\$ 25,326.68	WIRE
MULTISTACK LLC	\$ 4,478.24	348155
NATIONAL CTR FOR INQUIRY & IMPROVEMENT	\$ 28,000.00	348156
NATIONAL INSURANCE SERVICES	\$ 4,751.37	348195
NEIGHBORHOOD FAMILY CLINICS INC	\$ 13,978.00	EFT000000004574
OMNIGO SOFTWARE LLC	\$ 5,422.56	EFT000000004534
P & T ELECTRIC INC.	\$ 4,734.04	EFT000000004566
PrismRBS LLC	\$ 15,264.00	348093
PROFESSIONAL AUDIO DESIGNS INC	\$ 2,850.00	EFT000000004567
RAY O'HERRON CO. INC	\$ 5,952.00	348094
REIERSON,ANDREW dba HOODS FLOORS AND MORE	\$ 3,492.00	348197
REINHART FOODSERVICE	\$ 3,882.39	348198
RIVER CITY LAWNSCAPE	\$ 2,771.92	EFT000000004531
RIVER CITY LAWNSCAPE	\$ 9,971.75	EFT000000004568
SERVICEMASTER CLEANING SERVICE	\$ 2,981.13	EFT000000004570
SIKICH LLP	\$ 524,297.64	WIRE
THE WEBSTAUANT STORE INC	\$ 3,034.73	PCARD
TIERNEY BROTHERS INC.	\$ 4,101.65	348163
TRANE U.S. INC	\$ 11,886.61	348164
T'S YOUNG KAT LLC DBA ON THREE PRINTING & DESIGN	\$ 2,674.17	348201
US BANK-DEBT SERVICES WIRE	\$ 77,621.46	WIRE
WASTE MGMT WM EZPAY	\$ 6,558.16	PCARD
WHITEHALL SCHOOL DISTRICT	\$ 2,500.00	348169
WILEY BOOK PUBLISHERS	\$ 3,024.00	PCARD
WILLIAMS LANDSCAPING AND OUTDOOR MAINTENANCE LLC	\$ 11,482.50	348206
WINONA NURSERY	\$ 4,200.00	348170
WISCONSIN HIGHER EDUCATION AIDS BOARD	\$ 4,360.00	348174
WISCONSIN INDEPENDENT NETWORK LLC	\$ 4,305.00	348211
WISCONSIN INDIANHEAD TECHNICAL COLLEGE	\$ 7,316.84	348175

<u>Vendor</u>	<u>Amount</u>	<u>Check #</u>
WISCONSIN RETIREMENT-WRS WIRE	\$ 357,852.70	WIRE
WISCONSIN TECH COLLEGE DISTRICT BOARD AS	\$ 30,862.83	348212
WOODWORK CAREER ALLIANCE OF NORTH AMERICA	\$ 3,660.00	348066
XCEL ENERGY	\$ 61,506.49	348176
YWCA	\$ 3,503.16	EFT000000004573

Western Technical College
Capital Projects Report-Completed Projects
as of 07/31/2021

Project #	Project Name	Actual Amount Borrowed	Amount Transferred / Revenue Received	Total Revenue for Project	Total Cost of Project	Date Closed
Remodeling & Site Improvements						
C18520	Sparta-Well	100,000	50,059.44	150,059.44	150,059.44	04/30/2021
C19200	First Choice Service-Welcome Ctr Remodel	1,500,000.00	(77,785.54)	1,422,214.46	1,422,214.46	08/31/2020
C19210	Learner Support&Transition-ARC-1st Flr Remodel	1,300,000.00	(96,901.29)	1,203,098.71	1,203,098.71	08/31/2020
C19220	Student Support Services-ARC-2nd Flr Remodel	1,200,000.00	(342,464.82)	857,535.18	857,535.18	08/31/2020
C19230	Student Success Ctr-Well Relocation	145,000.00	(1,986.11)	143,013.89	143,013.89	08/31/2020
C19240	Student Success Ctr-HVAC Replacement	1,115,000.00	126,299.53	1,241,299.53	1,241,299.53	11/30/2020
C19250	Learning Commons Barrel Dome	385,000.00	(74,986.25)	310,013.75	310,013.75	10/31/2020
C19260	Student Success Ctr-Bldg Automation System	170,000.00	(19,035.00)	150,965.00	150,965.00	09/30/2020
C19420	Parking Lot C Renovation	-	327,903.51	327,903.51	327,903.51	09/30/2020
C19430	Parking Lot M Renovation	50,000.00	9,873.94	59,873.94	59,873.94	02/28/2021
C20200	Apprenticeship Center-Remodeling	1,500,000.00	5,357.01	1,505,357.01	1,505,357.01	06/30/2021
C20210	Apprenticeship Center-Parking Lot	600,000.00	(294,126.41)	305,873.59	305,873.59	06/30/2021
C20240	Apprenticeship Center-Exterior Upgrade	750,000.00	(42,332.22)	707,667.78	707,667.78	06/30/2021
C20300	Learning Commons-Dome Ends	250,000.00	(167,902.55)	82,097.45	82,097.45	04/30/2021
C20400	Kumm Ctr Cooling Coil Replacements & Chiller	575,000.00	(25,983.36)	549,016.64	549,016.64	04/30/2021
C20500	LED Lighting Upgrades	500,000.00	(45,671.69)	454,328.31	454,328.31	03/31/2021
C20600	Student Life Office Remodel	115,000.00	(7,469.15)	107,530.85	107,530.85	04/30/2021
C20610	Bus Educ Center Exterior	-	122,881.95	122,881.95	122,881.95	01/31/2021
C20620	Admin Center-Gym Exterior	-	45,426.00	45,426.00	45,426.00	01/31/2021
C21670	Tomah-Restrooms	-	13,185.51	13,185.51	13,185.51	06/30/2021
C99200	Minor Projects-FY20	100,000.00	77,774.89	177,774.89	177,774.89	08/31/2020
C99205	Exterior Signage-FY20	30,000.00	27,746.63	57,746.63	57,746.63	10/31/2020
Total Remodeling & Site Improvements Completed Projects		10,285,000.00	(440,195.42)	9,844,804.58	9,844,804.58	
Equipment & Furnishings						
C19300	Student Success Center-Equipment/Furnishings	680,000.00	36,378.10	716,378.10	716,378.10	12/31/2020
C20605	Student Life Office Remodel-Furnishings	-	14,283.95	14,283.95	14,283.95	02/28/2021
C20650	Unitrends Backup System Replacement	125,000.00	96,285.07	221,285.07	221,285.07	06/30/2021
C21610	Powercampus Upgrade-FY21	-	213,558.60	213,558.60	213,558.60	06/30/2021
C99201	Minor Furnishings & Equipment-FY20	50,000.00	(50,000.00)	-	-	08/31/2020
C99204	Security Equipment-FY20	-	73,031.45	73,031.45	73,031.45	09/30/2020
Total Equipment & Furnishings Completed Projects		855,000.00	383,537.17	1,238,537.17	1,238,537.17	
Total Completed Projects in FY21		11,190,000.00	(31,628.53)	11,158,371.47	11,158,371.47	

Western Technical College
Capital Projects Report-Current Projects
As of 07/31/2021

Project Name	Debt Issue	Actual Amount Borrowed	Amount Transferred	Proposed Transfers	Future Borrowings/ Donations	Total Revenue	Actual Expenditures to Date	Total Estimated Future Costs	Total Projected Cost	(Over) / Under
Land and New Construction										
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	433,378.09	66,621.91	500,000.00	-
Sparta Public Safety Training Ctr-New Construction	2021B	1,500,000.00	-	-	-	1,500,000.00	470,227.97	1,065,588.79	1,535,816.76	(35,816.76)
Total Land and New Construction		2,940,000.00	74,489.11	-	-	3,014,489.11	1,913,960.24	1,136,345.63	3,050,305.87	(35,816.76)
Remodeling & Site Improvements										
Apprenticeship Center-HVAC Upgrade	2020B	600,000.00	-	(257,497.75)	-	342,502.25	342,502.25	-	342,502.25	-
Cleary Courtyard Upgrade	2020D	425,000.00	-	(3,142.31)	-	421,857.69	421,857.69	-	421,857.69	-
Lunda Center-Lighting	2021B	100,000.00	-	-	-	100,000.00	-	100,000.00	100,000.00	-
Bus Educ Center Basement Remodeling	N/A	-	25,000.00	-	-	25,000.00	8,400.00	16,600.00	25,000.00	-
Sparta Old Firing Range-Lead Abatement	2020D	100,000.00	-	(3,173.45)	-	96,826.55	96,826.55	-	96,826.55	-
Sparta Public Safety Training Ctr-Remodeling	2021C	1,500,000.00	-	-	-	1,500,000.00	686,577.63	813,422.37	1,500,000.00	-
Sparta Public Safety Training Ctr-HVAC	2021B	750,000.00	-	-	-	750,000.00	395,360.17	544,627.41	939,987.58	(189,987.58)
Sparta Public Safety Training Ctr-Exterior	2021A	950,000.00	-	-	-	950,000.00	360,445.90	642,430.15	1,002,876.05	(52,876.05)
Sparta Public Safety Training Ctr-Roof	2021B	500,000.00	-	-	-	500,000.00	-	548,000.00	548,000.00	(48,000.00)
Tomah Parking Lot-Lighting	2021A	75,000.00	100,000.00	-	-	175,000.00	-	175,000.00	175,000.00	-
Coleman HVAC System	N/A	-	40,000.00	906.24	-	40,906.24	40,906.24	-	40,906.24	-
Kumm Center Roof	2021A	-	530,000.00	-	-	530,000.00	399,959.31	130,040.69	530,000.00	-
Admin Center-2nd Floor Carpeting	N/A	-	25,000.00	-	-	25,000.00	13,771.00	11,229.00	25,000.00	-
Admin Center-Landscaping	2021B	55,000.00	-	-	-	55,000.00	12,146.87	42,853.13	55,000.00	-
Business Education Center-Chiller	2021A	-	500,000.00	-	-	500,000.00	17,500.00	482,500.00	500,000.00	-
Horticulture Education Ctr-Demonstration Space	N/A	-	20,000.00	-	-	20,000.00	600.00	19,400.00	20,000.00	-
Parking Lot D	TBD	-	-	-	475,000.00	475,000.00	5,495.00	469,505.00	475,000.00	-
Minor Projects-FY21	2020D	60,000.00	-	(26,198.03)	-	33,801.97	17,771.99	16,029.98	33,801.97	-
Exterior Signage-FY21	N/A	-	166,227.36	-	-	166,227.36	105,854.87	60,372.49	166,227.36	-
Project Closing Account-Remodeling & Site Improv	N/A	-	386,881.93	289,105.30	-	675,987.23	-	675,987.23	675,987.23	-
Total Remodeling & Site Improvements		5,115,000.00	1,793,109.29	-	475,000.00	7,383,109.29	2,925,975.47	4,747,997.45	7,673,972.92	(290,863.63)

Western Technical College
Capital Projects Report-Current Projects
As of 07/31/2021

Project Name	Debt Issue	Actual Amount Borrowed	Amount Transferred	Proposed Transfers	Future Borrowings/ Donations	Total Revenue	Actual Expenditures to Date	Total Estimated Future Costs	Total Projected Cost	(Over) / Under
Equipment Projects										
Student Success Center-Artwork										
5844-Non-Instructional Equipment	2019D	20,000.00	-	-	-	20,000.00	-	20,000.00	20,000.00	-
Total Student Success Center Equipment/Furnishings		20,000.00	-	-	-	20,000.00	-	20,000.00	20,000.00	-
Apprenticeship Center-Equipment/Furnishings										
5842-IT Equipment	2020C	75,000.00	(30,981.20)	-	-	44,018.80	39,891.25	4,127.55	44,018.80	-
5843-Furnishings	2020C	55,000.00	8,981.20	-	-	63,981.20	63,981.20	-	63,981.20	-
5845-Instructional Equipment	2020C	750,000.00	42,000.00	-	-	792,000.00	782,885.22	9,114.78	792,000.00	-
Total Apprenticeship Center-Equipment/Furnishings		880,000.00	20,000.00	-	-	900,000.00	886,757.67	13,242.33	900,000.00	-
BE Basement (IT) Remodel-Furnishings										
5843-Furnishings	N/A	-	90,000.00	-	-	90,000.00	-	90,000.00	90,000.00	-
Total BE Basement (IT) Remodel-Furnishings		-	90,000.00	-	-	90,000.00	-	90,000.00	90,000.00	-
Sparta Public Safety Training Center-Equipment/Furnishings										
5842-IT Equipment	2021A	150,000.00	7,000.00	-	-	157,000.00	71,364.71	85,635.29	157,000.00	-
5843-Furnishings	2021A	100,000.00	-	-	-	100,000.00	-	107,277.38	107,277.38	(7,277.38)
5844-Artwork	2021A	20,000.00	-	-	-	20,000.00	-	20,000.00	20,000.00	-
5845-Instructional Equipment	2021A	250,000.00	-	-	-	250,000.00	-	250,000.00	250,000.00	-
Total Sparta Public Safety Training Ctr-Equipment/Furnishing		520,000.00	7,000.00	-	-	527,000.00	71,364.71	462,912.67	534,277.38	(7,277.38)
Lunda Center-AV Equipment										
5842-IT Equipment	2021A	50,000.00	-	-	-	50,000.00	5,857.20	44,142.80	50,000.00	-
Total Lunda Center-AV Equipment		50,000.00	-	-	-	50,000.00	5,857.20	44,142.80	50,000.00	-
General Studies Relocations										
5843-Furnishings	2021A	-	25,000.00	-	-	25,000.00	30,387.02	-	30,387.02	(5,387.02)
Total General Studies Relocations		-	25,000.00	-	-	25,000.00	30,387.02	-	30,387.02	(5,387.02)

Western Technical College
Capital Projects Report-Current Projects
As of 07/31/2021

Project Name	Debt Issue	Actual Amount Borrowed	Amount Transferred	Proposed Transfers	Future Borrowings/ Donations	Total Revenue	Actual Expenditures to Date	Total Estimated Future Costs	Total Projected Cost	(Over) / Under
Minor Furnishings & Equipment-FY21										
5842-IT Equipment	2020C	10,000.00	(7,000.00)	(3,000.00)	-	-	-	-	-	-
5843-Furnishings	2020C	40,000.00	-	(40,000.00)	-	-	-	-	-	-
Total Minor Furnishings & Equipment-FY21		50,000.00	(7,000.00)	(43,000.00)	-	-	-	-	-	-
Security Equipment-FY21										
5842-IT Equipment (Cameras)	N/A	-	30,034.93	-	-	30,034.93	2,060.31	27,974.62	30,034.93	-
5844-Non-Instructional Equipment (Door Access)	N/A	-	52,984.05	-	-	52,984.05	-	52,984.05	52,984.05	-
Total Security Equipment-FY21		-	83,018.98	-	-	83,018.98	2,060.31	80,958.67	83,018.98	-
Project Closing Account-Equipment										
5842-IT Equipment	N/A	-	11,414.00	3,000.00	-	14,414.00	-	14,414.00	14,414.00	-
5843-Furnishings	N/A	-	25,710.65	40,000.00	-	65,710.65	-	65,710.65	65,710.65	-
Project Closing Account-Equipment		-	37,124.65	43,000.00	-	80,124.65	-	80,124.65	80,124.65	-
Total Equipment Projects		1,520,000.00	255,143.63	-	-	1,775,143.63	996,426.91	791,381.12	1,787,808.03	(25,328.80)
Total All Current Projects		9,575,000.00	2,122,742.03	-	475,000.00	12,172,742.03	5,836,362.62	6,675,724.20	12,512,086.82	(352,009.19)



**Bids/RFPs Awarded
July 2021**

Bids are awarded to the lowest responsible bidder. The following bids were awarded to these vendors:

Bids:

Description	Award Date	Vendor	Term	# of Bids Received
Charter Bus Service	7/15/2021	Riteway Bus Service	3 years	3

This is for informational purposes only. Does not require board approval.

**Retirements, Resignations, and Terminations
 August 2021**

Resignations

Position	Division	Effective Date	Employee
Organizational Assessment Specialist	Executive Offices	8/3/2021	Judy Handland
Admissions Coach	Student Success & Engagement	8/13/2021	Lindsey Fletschock
Instructor – Integrated Education & Training	Academic Affairs	8/23/2021	Tonya Van Tol

This is for information purposes only. Does not require board approval.

**New Hires, Appointments, Promotions/Transfers
August 2021**

New Hires:

Position filled	Division	FT/PT	Effective Date	Employee	# of Application(s) Received/ Interviewed
Instructor – Medical Assistant (HPS)	Academic Affairs	FT	8/1/2021	Kimberly Burkhalter	6/5
Basic Needs Navigator (LTE 6/30/22)	Student Services & Engagement	FT	8/3/2021	Sawyer Johnson	14/5
Instructor - Welding	Academic Affairs	FT	8/9/2021	Adam Ausen	4/4
Equity & Inclusion Coordinator	Student Services & Engagement	FT	8/16/2021	Abbi (AJ) Clauss	43/6
Instructor & Program Chair – OTA (HPS)	Academic Affairs	FT	8/16/2021	Stephanie Andersen	5/5
Instructor – Nursing (HPS)	Academic Affairs	FT	8/30/2021	Julie Anderson	8/5
Instructor – Nursing (HPS)	Academic Affairs	FT	8/31/2021	Janet Thewis	8/5
Student Information Systems Administrator	Finance & Operations	FT	9/1/2021	Victoria Koppa	22/7

This is for information purposes only. Does not require board approval.

**WESTERN TECHNICAL COLLEGE DISTRICT
I S S U E P A P E R**

Topic:	2021-2022 District Board Committee Appointments	
Issue:	Appoint District Board member to Chair the Western District Board Budget and Facilities Subcommittee: 2020-21: Angie Lawrence 2021-22: Ken Peterson	
	Appoint District Board members to the Budget and Facilities Committee Subcommittee: 2020-21: Ed Lukasek, Angie Lawrence, Dennis Treu, Kevin Hennessey 2021-22: Andrew Bosshard, Ed Lukasek, Ken Peterson, Kevin Hennessey	
	Appoint District Board member to Chair the Western District Board Policy Subcommittee: 2020-21: Carrie Buss 2021-22: Majel Hein	
	Appoint District Board members to the Western District Board Policy Subcommittee: 2020-21: Carrie Buss, Majel Hein, Dave Laehn 2021-22: Majel Hein, Lance Bagstad, Angie Lawrence, Dennis Treu	
	Appoint District Board member to Chair plus one additional to the Western District Board Western Explores Committee as a Whole: 2020-21: Angie Lawrence 2021-22: Angie Lawrence, Lance Bagstad	
	Appoint District Board member to represent Western on the WTCS Insurance Trust Consortium: 2020-21: Carrie Buss 2021-22: Angie Lawrence	
	Appoint District Board member to 3-year term (2020-2023) as liaison to the Western Technical College Foundation Board: 2017-20: Angie Lawrence 2021-24: Angie Lawrence, Ken Peterson	

The **Wisconsin Technical College District Boards Association** has determined that each district board should select representatives to the following standing committees: Board of Director Member • Bylaws, Policies & Procedures • External Partnerships • Internal Best Practices • Award Nominations Rater

Appoint District Board Member to a **2-year term** (2020-2022) to serve as Board of Director Member to the WTC District Boards Association, Inc.

2018-2020: Ed Lukasek **2020-22:** Ed Lukasek

Appoint District Board member(s) to the External Partnerships Committee of the WTCS Boards Association, Inc:

2020-21: Carrie Buss, Kevin Hennessey **2021-22:** Andrew Bosshard, Carrie Buss, Kevin Hennessey

Appoint District Board member(s) to the Internal Best Practices Committee of the WTC District Boards Association, Inc:

2020-21: Andrew Bosshard, Dennis Treu, Majel Hein **2021-22:** Majel Hein, Lance Bagstad, Dennis Treu

Appoint District Board member(s) to the Bylaws, Policy and Procedures Committee of the WTC District Boards Association, Inc:

2020-21: Ed Lukasek, Angie Lawrence **2021-22:** Ed Lukasek, Ken Peterson, Angie Lawrence

Appoint District Board member(s) as the Award Nominations Rater for the WTC District Boards Association, Inc:

2020-21: **2021-22:** Majel Hein

Recommendation: Appoint District Board members to the positions as designated above for 2021-2022, with the understanding that alternate appointments may be considered at a later date in the school year.

WESTERN TECHNICAL COLLEGE DISTRICT

ISSUE PAPER

Topic: Naming a College Facility, Industrial Technology Center (ITC) Interior Design Classroom 300, for Purposes of Recognition

Issue: The Western Technical College District Board retains the sole authority to determine that the name of an individual, business, or organization will be attached to all or part of a College facility. Policy F0106 indicates that naming of a College facility may be done to recognize a major financial gift for scholarships or other purposes. Procedure F0106p provides guidelines for such naming of College facilities, including guidelines related to the size of a major financial gift relative to the present-day replacement cost of the facility.

A major financial contribution has been made to support the implementation of the Interior Design and Internet of Things (IOT) programs. A review of the contribution amount and present-day replacement cost was completed to confirm that the gift meets the established guidelines specified in Procedure F0106p. The contribution far exceeded the present-day replacement cost of the Interior Design classroom, ITC 300. In recognition of this substantial gift, it is proposed that ITC 300 be named in recognition of the donor.

Recommendation: Approve Naming ITC 300 the Joyce Wanek Center for Art and Design

WESTERN TECHNICAL COLLEGE DISTRICT

I S S U E P A P E R

- Topic:** Approval of the Faculty and Non-Teaching Professional (NTP) Unit of Local #3605 Bargaining Agreement
- Issue:** The Faculty/NTP bargaining unit of Local #3605 ratified the tentative bargaining agreement and the District Board needs to take a vote on approval.
- Recommendation:** Approve the 2021-2022 Bargaining Agreement with the Faculty and Non-Teaching Professional (NTP) Unit of Local #3605 which increases the total base wage pool by the Consumer Price Index of 1.23%.



2021-2022 Agreement

between the

Western Technical College District

and the

**Western Technical College
Faculty and Non-Teaching Professional Federation**

**Local No. 3605
AFT-WISCONSIN, AFL-CIO**

THIS AGREEMENT is made and entered into this 1st day of July, 2021, by and between WESTERN TECHNICAL COLLEGE DISTRICT, La Crosse, Wisconsin (hereinafter called "District") and WESTERN TECHNICAL COLLEGE FACULTY FEDERATION, LOCAL NO. 3605, AFT-WISCONSIN, AFT, AFL-CIO (hereinafter called "Federation").

PREAMBLE

The District and the Federation recognize and declare that providing high quality educational programs is their mutual goal and that this common goal can, in part, be achieved through a harmonious relationship between the District and the Federation. Toward this end, the District and the Federation, as a result of good faith collective bargaining, have reached certain understandings.

NOW THEREFORE, IT IS AGREED AS FOLLOWS:

ARTICLE 1 – RECOGNITION

Section 1.01 – Bargaining Unit Defined

The Board recognizes the Federation as the exclusive bargaining representative for all District Human Resources in the bargaining unit, namely, the bargaining unit consisting of all regular contract instructors teaching at least fifty percent (50%) of a full teaching schedule at the District, including department heads and assistant librarians, as well as the regular full-time and regular part-time professional employees, but excluding the College President/District Director; all administrators; all administrative assistants; division, associate, assistant, and coordinating chairpersons; all community services training supervisors and other adult education Human Resources (except instructors otherwise included in the bargaining unit); the librarian; all developmental program Human Resources (except instructors otherwise included in the bargaining unit); all student Human Resources services Human Resources (except student Human Resources services Human Resources otherwise included in the bargaining unit); all research and development Human Resources; all administrative services Human Resources; the public relations director; all the supervisory and administrative Human Resources; all non-supervisory instructional media Human Resources; all substitute and non-contract part-time instructors; all teacher assistants; all aides; all custodial, maintenance, secretarial, and clerical employees; and all other employees of the District.

Section 1.02 – Definitions and Construction

- (a) Unless otherwise expressly indicated, the term "instructor" as used herein shall mean any person included in the bargaining unit represented by the Federation; and the term "College President/District Director" shall mean the College President/District Director or, unless the context clearly indicates otherwise, his/her designated representative for any purpose hereunder.
- (b) The words "hereof", "herein", "hereunder" and other similar compounds of the word "here" shall mean and refer to this entire Agreement and not to any particular Article or Section. Titles of Articles and Sections hereof are for general information only, and the Agreement is not to be construed by reference thereto.
- (c) The following terms are defined for application in this labor agreement as follows:
 - (i) "Employee" shall mean any individual covered by the terms and conditions of this agreement.

- (ii) "Instructor" shall mean any person included in the bargaining unit whose primary duties are classroom instruction.
- (iii) "Professional employee" shall mean any person included in the bargaining unit whose primary duties include other than classroom instruction. Examples of employees who are in this category shall include farm trainers, counselors, program specialists, and assistant librarians.
- (iv) "Proportional Instructor" shall mean a faculty member with a workload less than one hundred percent (100%), but with sufficient workload to be in the bargaining unit and receive a proportional contract.

ARTICLE 2 – BASE WAGES

Base wages for all employees shall be increased by 1.23%, effective July 1, 2021.

ARTICLE 3 – SAVINGS CLAUSE AND AGREEMENT DURATION

Section 3.01 – Savings Clause

If any provision of this Agreement, or any portion thereof, is held to be invalid or unlawful by operation of law or by tribunal of competent jurisdiction, or if compliance with or endorsement of any such provision, or portion thereof, should be restrained by any such tribunal, the remainder of the Agreement shall not be affected thereby and shall continue in full force and effect; and upon request of either the District or the Federation, the parties, if permitted by law, shall enter into negotiations for the purpose of attempting to arrive at a mutually satisfactory replacement for such provision or portion thereof.

Section 3.02 – Agreement Duration

This Agreement shall be effective as of the execution date hereof and shall remain in full force and effect through June 30, 2022.

IN WITNESS WHEREOF, the District and the Federation have caused this Agreement to be executed in duplicate originals by their respective duly authorized representatives as of the day and year first above written.

Western Technical College District Board

Western Technical College Faculty
Federation, Local 3605, AFT-WISCONSIN
AFT, AFL-CIO

By: _____
Chairperson, District Board

By: _____
Federation President

By: _____
Secretary, District Board

By: _____
Chairperson, Negotiating Committee

WESTERN TECHNICAL COLLEGE DISTRICT

I S S U E P A P E R

- Topic:** Approval of the Paraprofessional and School Related Personnel (PSRP) Unit of Local #3605 Bargaining Agreement
- Issue:** The PSRP bargaining unit of Local #3605 ratified the tentative bargaining agreement and the District Board needs to take a vote on approval.
- Recommendation:** Approve the 2021-2022 Bargaining Agreement with the Paraprofessional and School Related Personnel (PSRP) Unit of Local #3605 which increases the total base wage pool by the Consumer Price Index of 1.23%.



2021-2022 AGREEMENT

between the

WESTERN TECHNICAL COLLEGE DISTRICT

and the

**WESTERN TECHNICAL COLLEGE
PARAPROFESSIONAL AND SCHOOL RELATED PERSONNEL (PSRP)**

**Local No. 3605
AFT-Wisconsin, AFL-CIO**

THIS AGREEMENT is made and entered into this 1st day of July, 2021, by and between WESTERN TECHNICAL COLLEGE SYSTEM DISTRICT, La Crosse, Wisconsin (hereinafter called "District" or "College") and WESTERN TECHNICAL COLLEGE PARAPROFESSIONAL AND SCHOOL RELATED PERSONNEL (PSRP) FEDERATION LOCAL NO. 3605, AFL-Wisconsin, AFL-CIO (hereinafter called "Federation" or "Union").

PREAMBLE

The District and the Federation recognize and declare that providing high quality educational programs is their mutual goal and that this common goal can, in part, be achieved through a harmonious relationship between the District and the Federation. Toward this end, the District and the Federation, as a result of good faith collective bargaining, have reached certain understandings.

NOW THEREFORE, IT IS AGREED AS FOLLOWS:

ARTICLE 1 – RECOGNITION AND SCOPE

Section 1.01 – Bargaining Unit Defined

The District recognizes the Federation as the exclusive bargaining representative for all regular full-time and part-time employees regularly scheduled to work fifteen hours per week or more in PSRP positions excluding managerial, supervisory, confidential, and executive employees; professional employees; and all other employees.

Section 1.02 – Employee Defined

For all the purposes of this Agreement, the term "employee", except as otherwise defined, shall refer to employees in the categories falling within the bargaining unit.

1.2.1 Regular Full-Time. A regular full-time employee is one who is regularly scheduled to work in one or more areas/departments for thirty-seven and one-half (37-1/2) hours or more per work week for six (6) or more months between July 1 and June 30. The employee will be paid under the salary structure for full-time employees.

1.2.2 Regular Part-Time. A regular part-time employee is one who is regularly scheduled to work between fifteen (15) hours and thirty-seven (37) hours per week for six (6) or more months between July 1 and June 30. The employee will be paid under the salary structure for part-time employees.

ARTICLE 2 – BASE WAGES

Base wages for all employees shall be increased by 1.23%, effective July 1, 2021.

ARTICLE 3 – SAVINGS CLAUSE AND AGREEMENT DURATION

Section 3.01 – Savings Clause

If any provision of this Agreement, or any portion thereof, is held to be invalid or unlawful by operation of law or by tribunal of competent jurisdiction, or if compliance with or endorsement of any such provision, or portion thereof, should be restrained by any such tribunal, the remainder of the Agreement shall not be affected thereby and shall continue in full force and effect; and upon request of either the District or the Federation, the parties, if permitted by law, shall enter into negotiations for the purpose of attempting to arrive at a mutually satisfactory replacement for such provision or portion thereof.

Section 3.02 – Agreement Duration

This Agreement shall be effective as of July1, 2021, and shall remain in full force and effect through June 30, 2022.

IN WITNESS WHEREOF, the District and the Federation have caused this Agreement to be executed in duplicate originals by their respective and duly authorized representatives as of the day and year first above written.

Western Technical College

PSRP Chapter Local 3605 AFT-Wisconsin

By: _____
Chairperson, District Board

By: _____
Chairperson, PSRP Chapter

By: _____
Secretary, District Board

By: _____
Chairperson, Negotiating Committee