



District Board Organizational Meeting

Monday, July 12, 2021

Western Technical College Lunda Center • 319 Seventh Street N •
Conference Room East • La Crosse, WI

**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

1:00pm

New Board Members Welcome | Social

4:00pm

**** If there are any questions relative to a specific agenda item, please feel free to direct them to 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 ... 2021

DATE	EVENT	LOCATION
July 15-17, 2021	District Boards Association Summer Meeting	Stevens Point, WI
August 17, 2021	District Board Meeting	A408
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

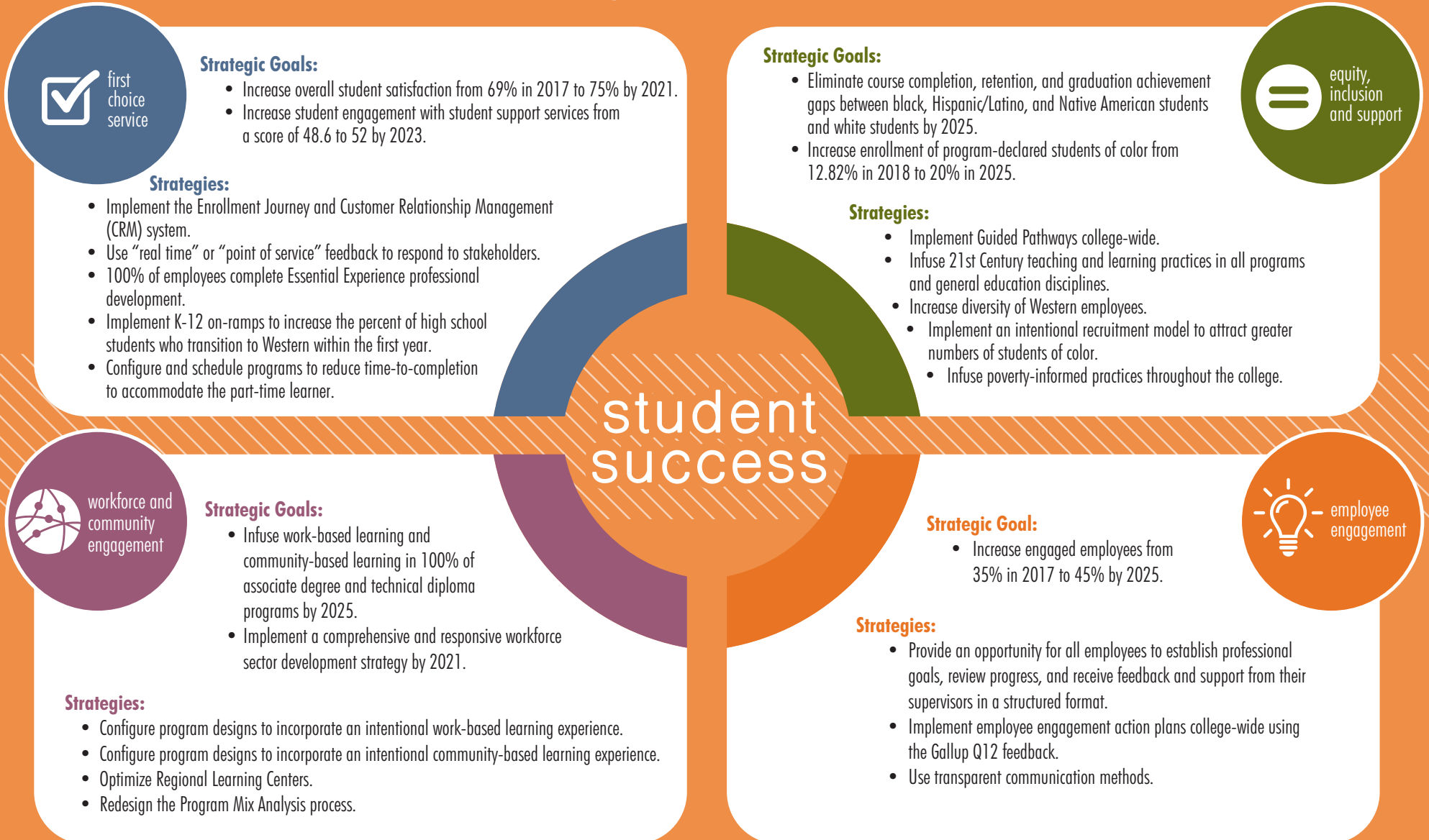
Approved October 16, 2018

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



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>
2 nd Meeting - April - Annual Special Budget Meeting		
<ul style="list-style-type: none"> • Held in Sparta • 4th Tuesday • Full budget review 	NOTE: BOARD Advance Day – No evening dinner	
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

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

MONDAY, July 12, 2021
AGENDA

Topic	Attachment	Action
-------	------------	--------

Call to Order

X

The July 12, 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.

Oath of Office and Compliance to District Board Code of Ethics	Page 11	X
➤ Administer Oath of Office - Chair		
A. Lance Bagstad		
B. Carrie Buss		
➤ Administer Oath of Office – Vice Chair		
A. Andrew Bosshard		
➤ Compliance to Code of Ethics	Page 13	X
A. Annually Obtain Signatures from All Board Members		

Election of Chairperson	Page 14	X
--------------------------------------	----------------	----------

Election of Vice Chairperson * Secretary * Treasurer	Page 15	X
---	----------------	----------

Presentations

- Inform: Program Service Highlight | Communication Team – Amy Thornton | Kat Linaker | Wade Hackbarth
- Inform: Communication Team Survey Data – Julie Lemon | Linda Knox-Duffy
- Inform: Annual Higher Learning Commission (HLC) Update – Tracy Dryden | Jill Grennan
- Inform: COVID Update – Tracy Dryden | Kevin Dean | Shelley McNeely
- Inform: President Update – Annual Goals
- Celebrate: New Board Members Welcome | Social – 4:00pm

Policy Subcommittee Report – Carrie Buss

TIFs and TIDs [New Information Only]

Items to be Removed from Consent Agenda

Approve: Consent Agenda

➤ June 15, 2021 District Board Meeting Minutes.....	Page 16	X
➤ Financial Reports – June 2021		
A. Schedule of Payments	Page 18	X
B. Vendors Over \$2500	Page 19	X
C. Capital Projects Reports	Page 22	X
D. Bids/RFPs Awarded	Page 26	X
➤ Policy Revisions Second Reading		
A. CO600 C0600p Board Negotiation Team Policy & Procedure	Page 27	X
➤ Personnel (<i>Information Only</i>)		
A. New Hires		
1. Sarah Benish, Receptionist/GOAL Registration, Student Service & Engagement	Page 28	
2. Cynthia Bey, Receptionist/GOAL Registration, Student Service & Engagement	Page 28	

Topic	Attachment	Action
B. Promotions/Transfers/Appointments		
1. Brandee Ortery, Instructor, Computer Support Specialist, Academic Affairs .	Page 28	
2. Janel Dahl, Interim Associate Dean, Health & Public Safety, Academic Affairs	Page 28	
C. Resignation		
1. Christine Goede, Instructor, Computer Support Specialist, Academic Affairs	Page 29	
D. Retirements		
1. Joe Ideker, Custodian, Physical Plant, Finance & Operations.....	Page 29	
E. Non-Renewal		
1. Colin Smith, Instructor, Health Science, General Studies Academic Affairs ..	Page 29	
➤ New Program Development Concept Review		
A. Artificial Intelligence and Machine Learning Associate Degree	Page 30	X
B. Data Analytics Specialist Associate Degree	Page 31	X
C. Drone Specialist Technical Diploma	Page 32	X
D. Public Safety Leadership Associate of Applied Science	Page 33	X
E. Wildland Firefighter Associate of Applied Science.....	Page 34	X
Approve: Monthly Approvals		
➤ Designation of Date/Time/Location of 2021-2022 District Board Meetings	Page 35	X
➤ District Board Committee Appointments for 2021-2022.....	Page 36	X
➤ Designation of District's Attorneys for 2021-2022.....	Page 37	X
➤ Designation of District's Public Finance Advisor for 2021-2022	Page 38	X
➤ Designation of District's Official Newspaper for 2021-2022.....	Page 39	X
➤ Resolution Designating District's Public Depositories for 2021-2022	Page 40	X
➤ District Board Annual Calendar	Page 42	X
President Report		
• Community & Media Connections		
• Current Priorities		
• Alliance for Innovation & Transformation (AFIT) 2021-22 Plan – Tracy Dryden		
• Success In 7 – Amy Thornton		
District Board Chairperson Report		
• Board Business Updates		
• Board Events		
• Plus Delta Feedback		
Other Business		
Adjournment		X

WESTERN TECHNICAL COLLEGE DISTRICT

ISSUE PAPER

Topic: District Oath of Office and District Board Code of Ethics

Issue: Lance Bagstad was appointed in March 2021 to serve a three-year term, commencing July 1, 2021 and ending June 30, 2024 in the School District Administrator position. In addition, District Board members Andrew Bosshard and Carrie Buss were re-appointed to serve a three-year term, effective July 1, 2021-June 30, 2024. The appointments were approved by the WTCS State Board in May 2021, and pursuant to Western District Policy A0106, each are required to sign an Oath of Office procedure form prior to taking office.

Additionally, all District Board members are required to annually sign a statement that they have read, understand and will comply with District Policy A0106, Oath of Office and Code of Ethics for District Board.

- Recommendation:**
- 1) Administer Oath of Office and obtain notarized signatures of Lance Bagstad, Andrew Bosshard and Carrie Buss on Procedure A0106 Oath of Office forms; and
 - 2) Obtain signatures of all District Board members testifying that they have read, understand, and will comply with Policy A0106, Oath of Office and District Board Code of Ethics, and place the signed documents on file.

<p>Information Only- Procedure A0106</p> <p align="center">Oath of Office</p> <hr/> <p align="center">Member of the Western Technical College District Board</p> <p>I, the undersigned, who have been appointed to the office of member of the District board of the Western Technical College Board, but have not yet entered upon the duties thereof, hereby swear (or affirm) that I will support the Constitution of the United States and the Constitution of the State of Wisconsin, and will faithfully discharge the duties of said office to the best of my ability, so help me God.</p> <hr/> <p align="center">Signature</p> <hr/> <p align="center">Name of Board Member</p> <p>Subscribed and sworn to before me this <u>12</u> day of <u>July 2021</u></p> <hr/> <p align="center">Notary Public – Wisconsin</p> <p>My Commission Expires:</p> <div style="border: 1px solid black; width: 100px; height: 80px; margin-left: auto; margin-right: auto; text-align: center; padding-top: 50px;">Notary Seal</div> <p>Revised November 2020 Adopted April 18, 1997</p>	<p>Information Only</p> <p align="center">Western Technical College</p> <p>I have read, understand, and will comply with the District Board Policy A0106 - Oath of Office and Code of Ethics for District Board</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="width: 80%;">District Board Member</th> <th style="width: 10%;"></th> <th style="width: 10%;">Date</th> </tr> </thead> <tbody> <tr><td>Lance Bagstad</td><td></td><td></td></tr> <tr><td> </td><td></td><td></td></tr> <tr><td>Andrew R. Bosshard</td><td></td><td></td></tr> <tr><td> </td><td></td><td></td></tr> <tr><td>Carrie L. Buss</td><td></td><td></td></tr> <tr><td> </td><td></td><td></td></tr> <tr><td>Majel Hein</td><td></td><td></td></tr> <tr><td> </td><td></td><td></td></tr> <tr><td>Kevin Hennessey</td><td></td><td></td></tr> <tr><td> </td><td></td><td></td></tr> <tr><td>Angela L. Lawrence</td><td></td><td></td></tr> <tr><td> </td><td></td><td></td></tr> <tr><td>Edward J. Lukasek</td><td></td><td></td></tr> <tr><td> </td><td></td><td></td></tr> <tr><td>Kenneth Peterson</td><td></td><td></td></tr> <tr><td> </td><td></td><td></td></tr> <tr><td>Dennis L. Treu</td><td></td><td></td></tr> <tr><td> </td><td></td><td></td></tr> </tbody> </table>	District Board Member		Date	Lance Bagstad						Andrew R. Bosshard						Carrie L. Buss						Majel Hein						Kevin Hennessey						Angela L. Lawrence						Edward J. Lukasek						Kenneth Peterson						Dennis L. Treu					
District Board Member		Date																																																								
Lance Bagstad																																																										
Andrew R. Bosshard																																																										
Carrie L. Buss																																																										
Majel Hein																																																										
Kevin Hennessey																																																										
Angela L. Lawrence																																																										
Edward J. Lukasek																																																										
Kenneth Peterson																																																										
Dennis L. Treu																																																										

Policy A0106

OATH OF OFFICE AND CODE OF ETHICS FOR DISTRICT BOARD

The Oath of Office procedure will be signed by a new Board member before a notary public at the first regular meeting attended.

Each Board member shall carry out their duties with the highest ethical conduct and in compliance with Wisconsin Statutes 19.41-19.46 and 946.13.

Procedure A0106

In keeping with the College's goals to develop quality educational programs and services consistent with the College's philosophy and objectives which lead to gainful employment of students, each member of the Board:

1. Shall perform all mandatory, nondiscretionary and ministerial duties of his/her office within the time and in the manner required by law.
2. Shall make a personal commitment to the duties of the office, uphold the law and conduct College business with fairness, honesty, integrity, professionalism, and with full regard to the public trust of the office.
3. Shall never act in excess of his/her lawful authority.
4. Shall not, by act of commission or omission, in the capacity as an Officer of this College exercise a discretionary power in a manner inconsistent with the duties of a member of this Board or the rights of others, or with the intent to obtain dishonest advantage of him/herself or for another.
5. Shall not, in the capacity of an Officer of this Board, make an entry in an account or record book or return, certificate, report or statement which, in a material respect, is intentionally falsified.
6. Shall not, under color of his/her office, intentionally solicit or accept for the performance of any service or duty anything of value, including but not limited to, any gift, loan, favor or service given for the purpose of influencing him/her in the discharge of official duties.
7. Shall not surrender his/her responsibilities under law to any other person, group or organization.
8. Shall not use College property, facilities or resources for private or personal gain for self, family or others.
9. Shall act with high moral and ethical standards in the use of technology in the District.
10. Shall not use confidential information for personal gain or benefit or that of family or others.
11. Shall observe pertinent policies of this Board.
12. Shall act in what is, in the Board member's opinion, conceived to be the best interest of the citizens of the entire District. Similarly, no member shall grant any special consideration, treatment or advantage to any other citizen beyond that which is available to every other citizen.
13. Shall not participate, either directly or indirectly, in purchases for personal use for less than full value by utilizing discounts allowed to the College.
14. Shall remove oneself from consideration or voting on any matter before the Board which does, or could, result in personal financial gain for oneself or family except as allowed in Wisconsin Statute 946.13, or as otherwise permitted by law. Each member shall make a concerted effort to be aware of the details and scope of matters pending or brought before the Board so as to abstain from voting where a conflict or an unresolved potential conflict of interest may exist, and stating publicly that the vote to abstain is because of possible conflict of interest.
15. Shall endeavor to meet all the requirements of state and federal law and regulations pertaining to education, including the regulations of the Wisconsin Technical College System Board.
16. Shall, in keeping with the legislative and judicial nature of the functions of a Board member, delegate executive responsibilities to the President or his/her designee.
17. Shall observe the Wisconsin Open Meeting Law and not knowingly participate in closed meetings except as permitted by the Open Meeting Law.
18. Nothing in this policy shall deny a member of this Board the rights of a citizen under the Constitution of the United States of America, Constitution of the State of Wisconsin, Wisconsin Statutes or any other bona fide regulations of this State.

I have read, understand, and will comply with District Board Policy A0106, Oath of Office and Code of Ethics for District Board.

	<i>District Board Member</i>	<i>Date</i>
1.	_____ Lance Bagstad	_____ <i>July 12, 2021</i>
2.	_____ Andrew R. Bosshard	_____ <i>July 12, 2021</i>
3.	_____ Carrie L. Buss	_____ <i>July 12, 2021</i>
4.	_____ Majel Hein	_____ <i>July 12, 2021</i>
5.	_____ Kevin Hennessey	_____ <i>July 12, 2021</i>
6.	_____ Angie L. Lawrence	_____ <i>July 12, 2021</i>
7.	_____ Edward J. Lukasek	_____ <i>July 12, 2021</i>
8.	_____ Kenneth Peterson	_____ <i>July 12, 2021</i>
9.	_____ Dennis L. Treu	_____ <i>July 12, 2021</i>

WESTERN TECHNICAL COLLEGE DISTRICT

I S S U E P A P E R

Topic: Election of District Board Chairperson

Issue: By State Statutes, the Western Technical College District Board is required to reorganize at the regular District Board meeting scheduled for the second Monday in July. As part of the reorganization, the District Board shall elect officers.

Recommendation: Call for nominations and elect a Chairperson of the Western Technical College District Board for the 2021-2022 academic year.

WESTERN TECHNICAL COLLEGE DISTRICT

I S S U E P A P E R

Topic: Election of District Board Officers

Issue: By State Statutes, the Western Technical College District Board is required to reorganize at the regular District Board meeting scheduled for the second Monday in July. As part of the reorganization, the District Board shall elect officers.

Recommendation: Call for nominations and elect a **Vice Chairperson, Secretary, and Treasurer** of the Western Technical College District Board for the 2021-2022 academic year.

WESTERN TECHNICAL COLLEGE DISTRICT BOARD
Minutes of Regular Meeting
June 15, 2021

Mr. Andrew Bosshard, District Board Chair, called the regular meeting of the Board of Western Technical College District to order at 1:03pm on Tuesday, June 15, 2021 at the Western Technical College Lunda Center, 319 Seventh Street North, La Crosse, WI. Board members present were: Andrew Bosshard, Carrie Buss, Majel Hein, Kevin Hennessey, Dave Laehn, Ed Lukasek, Angie Lawrence, Ken Peterson, Dennis Treu (via zoom) and Roger Stanford, President.

Notice of the meeting was posted publicly on Friday, June 11, 2021 at 8:00am 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, Rande Daykin, Tracy Dryden, Kat Linaker, Amy Thornton, Mike Swenson, Angie Martin, Liz Wallace, Randy Christensen, Julie Lemon, John Heath, Christina Heit, Brooke Bahr, Jessica Pintz, Raj Ramnarace, Megan Hoffman, Kevin Dean (Western employees), Layla Merrifield, District Boards Association

A Public Hearing on the 2021-22 proposed Budget was held at 1:03pm on Tuesday, June 15, 2021 at the Western Technical College Lunda Center, 319 Seventh Street North, La Crosse, WI. No comments or questions were presented for consideration during the Public Hearing.

Motion Lawrence, second Lukasek, that the Western Technical College District Board adopt resolutions of commendation recognizing Randy Christensen and Kenric Sorenson on retirement; Dave Laehn for his service as a District Board member; and COVID-19 Monitoring Team for its commitment in creating a safe campus throughout the pandemic. Votes: Ayes, 9; Opposed, 0. Motion carried. *Copies of the resolutions are attached to and incorporated into these minutes as Attachments A, B, C and D.*

Presentations provided: District Boards Association, Marketing, COVID-19 and Budget & Facilities committee. A culture statement activity was facilitated for the group.

Motion Lukasek, second Hein, that the Western Technical College District Board approve the following consent items as presented: A. Minutes – 1. May 4, 2021 District Board Budget Meeting; 2. May 11, 2021 District Board Regular Meeting; 3. May 11, 2021 Budget & Facilities Committee Meeting; 4. June 1, 2021 Policy Subcommittee Meeting; B. Financial Reports – March – 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; 7. Bids/RPFs Awarded C. Policy Revisions | First Reading – 1. CO600 | C0600p Board Negotiation Team Policy & Procedure; D. Project Submission and Acceptance FY2022-2027 – 1. Department of Education – Title III - Part A, Strengthening Institutions Grant. Votes: Ayes, 9; Opposed, 0. Abstention to Vendors over \$2500 Reports, 1. Motion carried.

Motion Lawrence, second Lukasek, that the District Board adopt the 2021-22 District Budget as presented. Roll call: Treu, yes; Peterson, yes; Lukasek, yes; Lawrence, yes; Laehn, yes; Hennessey, yes; Hein, yes; Buss, yes; Bosshard, yes. Motion carried.

Motion Lukasek, second Hein that the District Board adopt total salary (1.25%) including the range (1.23%) adjustments for FY 2021-22. Votes: Ayes, 9; Opposed 0. Motion carried.

Motion Laehn, second Peterson that the Western Technical College District Board approve the Three-Year Facilities Plan 2021-24 as presented and submit same to Wisconsin Technical College System office for record. Votes: Ayes, 9; Opposed 0. Motion carried.

Motion Lukasek, second Hein that the Western Technical College District Board approve payment of the 2021-22 fee assessment for the Wisconsin Technical College District Boards Association. Votes: Ayes, 9; Opposed 0. Motion carried.

Motion Lukasek, second Peterson that the Western Technical College District Board approve Out-of-State Tuition Remission: 2020-21 Annual Report on Out-of-State Tuition Remissions; 2020-21 Enrollment Data on International and Domestic Students; 2021-22 Request for Remission of Out-of-State Tuition and 2021-22 Approval of Out-of-State Tuition Request 2021-22. Votes: Ayes, 9; Opposed 0. Motion carried.

Motion Buss, second Laehn, that the Western Technical College District Board approve the amendment to the president's employment contract. Votes: Ayes, 8; Opposed 1. Motion carried.

Under the President's Report, it was announced the Medical Lab Technician program was recently fully accredited. Orientation session with the newly appointed member Lance Bagstad is next week. August 30 will be the soft opening for employees to return to campus. Western was ranked Star Silver for its sustainability efforts. Recently held Western Explores event was discussed.

Under the District Board Chairperson report, reminder was provided for the July District Boards Association meeting. If interested in the ACCT Leadership Congress being held in San Diego on October 13-16, 2021, please reach out to Andrew or Janice. The committee assignment sheet for 2021-22 will be distributed soon.

4:30pm: Motion Buss, second Lukasek that the Western Technical College District Board adjourn. Motion carried. Votes: Ayes, 9; Opposed, 0. Motion carried.

Ed Lukasek, District Board Secretary



Western Technical College
Schedule of Payments Issued
For The Period 06/01/21 thru 06/30/21
FY 2020-2021

	Check Numbers Used	Number Issued	June 2021	Year to Date
Accounts Payable				
Checks	347797-348042	246	\$1,808,552.35	\$14,772,435.12
P Card		442	\$196,816.26	\$1,926,173.87
Electronic		138	\$2,294,662.11	\$46,021,208.97
Total Accounts Payable			\$ 4,300,030.72	\$ 62,719,817.96
Student Refunds				
Checks	531877-532188	312	\$375,097.99	\$4,512,096.02
Electronic		521	\$976,430.97	\$7,359,252.03
Total Student Refunds			\$ 1,351,528.96	\$ 11,871,348.05
Payroll				
Checks	801093-801094	2	\$763.49	\$5,420.78
Electronic		1183	\$1,811,003.19	\$19,393,007.84
Total Payroll			\$ 1,811,766.68	\$ 19,398,428.62
Total Payments			\$ 7,463,326.36	\$ 93,989,594.63



Western Technical College
Vendor Payments Exceeding \$2500
June 30, 2021

<u>Vendor</u>	<u>Amount</u>	<u>Check #</u>
4IMPRINT	\$ 2,530.28	PCARD
ADVANCED ELECTRIC EQUIPMENT	\$ 11,555.50	EFT000000004460
AMERICAN HERITAGE LIFE INSURANCE COMPANY	\$ 4,562.97	347867
AMZN MKTP US*211RX9J92	\$ 2,913.74	PCARD
AMZN MKTP US*212PS3BL2	\$ 4,975.00	PCARD
AMZN MKTP US*213E18UK1	\$ 3,501.08	PCARD
AMZN MKTP US*215B785B0	\$ 2,573.80	PCARD
ANATOMAGE	\$ 79,025.00	347895
APCONNECTIONS, INC	\$ 4,200.00	347939
BERNIE BUCHNER, INC.	\$ 2,508.04	EFT000000004458
BERNIE BUCHNER, INC.	\$ 2,940.94	EFT000000004526
BERNIE BUCHNER, INC.	\$ 6,290.17	EFT000000004426
BERNIE BUCHNER, INC.	\$ 8,128.18	EFT000000004501
BERNIE BUCHNER, INC.	\$ 12,842.66	EFT000000004461
BERNIE'S EQUIPMENT	\$ 15,941.99	EFT000000004462
BLACKBOARD INC.	\$ 14,000.00	347992
BRADLEE MILLER SNAP ON	\$ 2,555.00	PCARD
BRADLEE MILLER SNAP ON	\$ 4,320.00	PCARD
BRICKL BROTHERS INC	\$ 490,158.21	347898
BSN SPORTS, LLC	\$ 4,696.93	347899
CENTURYLINK	\$ 2,740.37	348002
CENTURYLINK	\$ 2,740.37	347800
CENTURYLINK	\$ 3,492.69	348001
CENTURYLINK	\$ 3,492.69	347801
CESA #9	\$ 4,000.00	347945
CHIPPEWA VALLEY TECHNICAL COLLEGE	\$ 5,292.10	347946
CITY OF LA CROSSE TREASURER	\$ 9,109.50	347901
COULEE REGION ENVIRONMENTAL LLC	\$ 6,457.50	EFT000000004474
DAHL AUTOMOTIVE INC.	\$ 27,415.00	347841
DELL USA L.P.	\$ 89,002.55	347902
DELTA DENTAL	\$ 6,442.10	WIRE
DELTA DENTAL	\$ 6,818.11	WIRE
DELTA DENTAL	\$ 6,947.60	WIRE
DELTA DENTAL	\$ 9,053.65	WIRE
DELTA DENTAL	\$ 12,174.05	WIRE
DIRECT FITNESS SOLUTIONS	\$ 15,728.68	347948
ELSEVIER	\$ 26,890.76	EFT000000004428
EMERGENCY MEDICAL PRODUC	\$ 3,252.16	PCARD
EPA AUDIO VISUAL INC	\$ 3,145.70	EFT000000004463
EPICOSITY LLC	\$ 22,879.76	EFT000000004502
EPICOSITY LLC	\$ 31,159.38	EFT000000004482
FARRELL EQUIPMENT&SUPPLY	\$ 2,884.98	PCARD

<u>Vendor</u>	<u>Amount</u>	<u>Check #</u>
FIRELINE SPRINKLER CORP.	\$ 2,990.00	EFT000000004442
FLEET XL INC	\$ 4,110.00	347805
GALLAGHER BENEFIT SERVICES, INC.	\$ 3,062.34	WIRE
GDLD INC dba 7RIVERS SIGNARAMA	\$ 2,966.26	EFT000000004499
GREEN SHADES SOFTWARE, LLC	\$ 5,045.00	EFT000000004519
HSR ASSOCIATES, INC	\$ 13,472.25	EFT000000004464
IDENTITY WORKS	\$ 3,209.05	347967
IMETCO	\$ 192,425.17	347908
INTERSTATE ROOFING & WATERPROOFING, INC.	\$ 397,565.50	347909
KATOM RESTAURANT AND SUPPLY, INC.	\$ 11,221.95	347968
KONE INC	\$ 3,760.00	347969
LA CROSSE BACKHOE SERVICE, INC.	\$ 3,300.00	347913
LA CROSSE LOGGERS BASEBALL	\$ 5,100.00	347970
LA CROSSE MAIL & PRINT SOLUTIONS, INC.	\$ 10,000.00	347884
LA CROSSE MEDICAL HEALTH SCIENCE	\$ 9,696.00	347914
LAB MIDWEST	\$ 36,436.00	347916
LIBERTY HARDWOODS, INC.	\$ 4,009.90	347971
LOWES #02586*	\$ 2,848.90	PCARD
MARKET & JOHNSON, INC.	\$ 11,670.31	EFT000000004467
MINNESOTA LIFE INSURANCE COMPANY	\$ 20,414.21	347890
MULTISTACK LLC	\$ 11,600.00	347919
NEIGHBORHOOD FAMILY CLINICS INC	\$ 8,040.00	EFT000000004454
NEIGHBORHOOD FAMILY CLINICS INC	\$ 10,559.50	EFT000000004518
P & T ELECTRIC INC.	\$ 5,426.89	EFT000000004447
P & T ELECTRIC INC.	\$ 6,234.19	EFT000000004514
POINT OF BEGINNING INC	\$ 10,995.00	347920
PRO-TEC DESIGN	\$ 5,968.12	EFT000000004468
QUALTRICS, LLC	\$ 6,366.94	347868
REINHART FOODSERVICE	\$ 2,743.96	347975
RESPONDUS	\$ 13,690.00	EFT000000004469
RIVER CITY LAWNSCAPE	\$ 9,971.75	EFT000000004448
RIVER CITY LAWNSCAPE	\$ 12,146.87	EFT000000004470
SALESFORCE.COM, INC	\$ 34,607.00	EFT000000004475
SCHUMAKER, HOWARD	\$ 2,500.00	347953
SELECT CONTAINER LLC	\$ 2,900.00	347812
SERVERMONKEY COM	\$ 16,885.75	PCARD
SERVERMONKEY COM	\$ 17,225.75	PCARD
SERVICEMASTER CLEANING SERVICE	\$ 3,766.53	EFT000000004471
SIKICH LLP	\$ 530,693.56	WIRE
SP * NETGATE	\$ 7,760.47	PCARD
SP * PRINCETECHNOLOGY	\$ 8,865.00	PCARD
SP * PRINCETECHNOLOGY	\$ 9,754.00	PCARD
STRYDER CORP dba HANDSHAKE	\$ 4,500.00	EFT000000004457
SUPREME GRAPHICS	\$ 8,002.86	EFT000000004515
THE ARTCRAFT GROUP, INC. DBA PROMOTIONSNOW	\$ 2,642.78	347883
THE CHANGE COMPANIES	\$ 5,290.50	PCARD
THE GLACIER GROUP	\$ 7,436.00	347926

<u>Vendor</u>	<u>Amount</u>	<u>Check #</u>
TIERNEY BROTHERS INC.	\$ 6,038.70	347978
TIERNEY BROTHERS INC.	\$ 28,373.05	347927
TRANE U.S. INC	\$ 8,697.19	347928
U.S. BANK	\$ 3,150.00	347980
U.S. POSTAL SERVICE	\$ 10,000.00	347885
US BANK-DEBT SERVICES WIRE	\$ 77,621.46	WIRE
VERTIV CORPORATION	\$ 4,797.00	347932
WASTE MGMT WM EZPAY	\$ 5,605.10	PCARD
WERNER ELECTRIC SUPPLY	\$ 3,092.56	EFT000000004422
WHITEHALL SCHOOL DISTRICT	\$ 4,435.36	347857
WILLIAMS LANDSCAPING AND OUTDOOR MAINTENANCE LLC	\$ 7,087.50	347874
WINONA NURSERY	\$ 19,809.64	347934
WISCONSIN INDEPENDENT NETWORK LLC	\$ 4,305.00	347988
WISCONSIN INDIANHEAD TECHNICAL COLLEGE	\$ 27,172.95	347861
WISCONSIN LIBRARY SERVICES	\$ 2,923.89	347989
WISCONSIN LIBRARY SERVICES	\$ 15,288.40	348031
WISCONSIN RETIREMENT-WRS WIRE	\$ 352,051.99	WIRE
WISCONSIN TECH COLLEGE SYSTEM FOUNDATION	\$ 8,904.00	347819
XCEL ENERGY	\$ 43,999.70	347937
YWCA	\$ 3,749.61	EFT000000004452

Western Technical College
Capital Projects Report-FY21 Completed Projects
as of 06/30/2021

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
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
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		7,435,000.00	(122,279.31)	7,312,720.69	7,312,720.69	
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
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		730,000.00	287,252.10	1,017,252.10	1,017,252.10	
Total Completed Projects in FY21		8,215,000.00	190,002.51	8,405,002.51	8,405,002.51	

Western Technical College
Capital Projects Report-Current Projects
As of 06/30/2021

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
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	163,548.59	1,370,439.17	1,533,987.76	(33,987.76)
Total Land and New Construction		2,940,000.00	74,489.11	-	-	3,014,489.11	1,607,280.86	1,441,196.01	3,048,476.87	(33,987.76)
Remodeling & Site Improvements										
Apprenticeship Center-Remodeling	2020C	1,500,000.00	-	5,357.01	-	1,505,357.01	1,505,357.01	-	1,505,357.01	-
Apprenticeship Center-Parking Lot	2020B	600,000.00	-	(294,126.41)	-	305,873.59	305,873.59	-	305,873.59	-
Apprenticeship Center-HVAC Upgrade	2020B	600,000.00	-	-	-	600,000.00	340,230.98	259,769.02	600,000.00	-
Apprenticeship Center-Exterior Upgrade	2020D	750,000.00	-	(42,332.22)	-	707,667.78	707,667.78	-	707,667.78	-
Cleary Courtyard Upgrade	2020D	425,000.00	-	-	-	425,000.00	417,657.69	7,342.31	425,000.00	-
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	-	-	-	100,000.00	96,826.55	3,173.45	100,000.00	-
Sparta Public Safety Training Ctr-Remodeling	2021C	1,500,000.00	-	-	-	1,500,000.00	426,467.78	1,073,532.22	1,500,000.00	-
Sparta Public Safety Training Ctr-HVAC	2021B	750,000.00	-	-	-	750,000.00	185,927.24	754,060.34	939,987.58	(189,987.58)
Sparta Public Safety Training Ctr-Exterior	2021A	950,000.00	-	-	-	950,000.00	254,134.26	746,984.79	1,001,119.05	(51,119.05)
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	-	-	40,000.00	36,428.00	4,478.24	40,906.24	(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	12,500.00	487,500.00	500,000.00	-
Tomah-Restrooms	N/A	-	40,000.00	(26,814.49)	-	13,185.51	13,185.51	-	13,185.51	-
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	-	-	-	60,000.00	17,771.99	42,228.01	60,000.00	-
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	-	28,965.82	357,916.11	-	386,881.93	-	386,881.93	386,881.93	-
Total Remodeling & Site Improvements		7,965,000.00	1,455,193.18	-	475,000.00	9,895,193.18	4,865,655.43	5,319,550.62	10,185,206.05	(290,012.87)

Western Technical College
Capital Projects Report-Current Projects
As of 06/30/2021

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
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	776,582.82	15,417.18	792,000.00	-
Total Apprenticeship Center-Equipment/Furnishings		880,000.00	20,000.00	-	-	900,000.00	880,455.27	19,544.73	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	-
Unitrends Backup System Replacement										
5842-IT Equipment	2020C	125,000.00	107,000.00	(10,714.93)	-	221,285.07	221,285.07	-	221,285.07	-
Total Unitrends Backup System Replacement		125,000.00	107,000.00	(10,714.93)	-	221,285.07	221,285.07	-	221,285.07	-
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	-	100,000.00	100,000.00	-
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	455,635.29	527,000.00	-
Lunda Center-AV Equipment										
5842-IT Equipment	2021A	50,000.00	-	-	-	50,000.00	2,850.00	47,150.00	50,000.00	-
Total Lunda Center-AV Equipment		50,000.00	-	-	-	50,000.00	2,850.00	47,150.00	50,000.00	-
General Studies Relocations										
5843-Furnishings	2021A	-	25,000.00	-	-	25,000.00	21,267.88	3,732.12	25,000.00	-
Total General Studies Relocations		-	25,000.00	-	-	25,000.00	21,267.88	3,732.12	25,000.00	-

Western Technical College
Capital Projects Report-Current Projects
As of 06/30/2021

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
Minor Furnishings & Equipment-FY21										
5842-IT Equipment	2020C	10,000.00	-	(7,000.00)	-	3,000.00	-	3,000.00	3,000.00	-
5843-Furnishings	2020C	40,000.00	-	-	-	40,000.00	-	40,000.00	40,000.00	-
Total Minor Furnishings & Equipment-FY21		50,000.00	-	(7,000.00)	-	43,000.00	-	43,000.00	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		699.07	10,714.93		11,414.00	-	11,414.00	11,414.00	-
5843-Furnishings	N/A		25,710.65	-		25,710.65	-	25,710.65	25,710.65	-
Project Closing Account-Equipment		-	26,409.72	10,714.93	-	37,124.65	-	37,124.65	37,124.65	-
Total Equipment Projects										
		1,645,000.00	351,428.70	-	-	1,996,428.70	1,199,283.24	797,145.46	1,996,428.70	-
Total All Current Projects										
		12,550,000.00	1,881,110.99	-	475,000.00	14,906,110.99	7,672,219.53	7,557,892.09	15,230,111.62	(324,000.63)



**Bids/RFPs Awarded
June 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
Refuse Service-Waste & Recycling Collection	6/29/21	Harter's Quick Clean-Up	3 years	3

C0600 Board Negotiation Team

Negotiations will be conducted by a team annually appointed by the ~~District Director/~~president and approved by the ~~board~~. Tentative agreements will be presented for approval to the ~~board~~ by the ~~district director/~~president **through an issue paper**.

Revised August 17, 1993

Revised April 18, 1989

Adopted September 26, 1979

Reference Procedure: [C0600p Board Negotiation Team Procedure](#)

C0600p Board Negotiation Team Procedure

~~A timetable shall be established for negotiations with a view to concluding agreements with all employee organizations.~~ **Negotiations will be concluded** in sufficient time to permit incorporation of the fiscal impact of the negotiated contracts into the annual budget ~~and tax levy~~. **State statute limits negotiations to bargaining increases to base wages up to the Consumer Price Index.**

The positions set forth by the ~~Board~~ **bargaining** team are the positions of the ~~board~~; the ~~board~~ is kept fully informed of the proposals presented and of the current status of negotiations.

Adopted April 18, 1999

Reference Policy: [C0600 Board Negotiation Team](#)

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

New Hires:

Position filled	Division	FT/PT	Effective Date	Employee	# of Application(s) Received/Interviewed
Receptionist/GOAL Registration	Student Services & Engagement	FT	6/23/2021	Sarah Benish	39/8
Receptionist/GOAL Registration	Student Services & Engagement	FT	7/19/2021	Cynthia Bey	39/8

Promotions/Transfers:

Position filled	Division	FT/PT	Effective Date	Employee	# of Application(s) Received/Interviewed
Instructor – Computer Support Specialist	Academic Affairs	FT	8/16/2021	Brandee Ortery	Appointed
Interim Associate Dean – Health and Public Safety	Academic Affairs	FT	7/1/201-12/31/2021	Janel Dahl	Appointed

**Retirements, Resignations, and Terminations
 July 2021**

Resignations

Position	Effective Date	Employee
Instructor – Computer Support Specialist (Business)	6/30/2021	Christine Goede

Retirements

Position	Effective Date	Employee
Custodian	6/15/2021	Joe Ideker

Non-Renewals

Position	Effective Date	Employee
Instructor – Heath Science (General Studies)	6/30/2021	Colin Smith

WESTERN TECHNICAL COLLEGE DISTRICT

ISSUE PAPER

- Topic:** New Program Development – Concept Review – Associate Degree, Artificial Intelligence and Machine Learning
- Issue:** Western has identified an emerging labor market need within our district and beyond. The content of this program creates innovative opportunities for a wide range of students seeking to be a part of a field which is fast becoming a race to adopt.
- Background:** With the explosive growth of artificial intelligence and the IoT, businesses are now in need of skilled individuals who can build machine-learning models capable of predicting, making decisions and enhancing human capabilities now essential for ensuring the competitiveness in a global market. Graduates will be employable in the information technology, automotive, healthcare, education, and manufacturing sectors.
- Recommendation:** Approve the submittal of a Concept Review for the Associate Degree, Artificial Intelligence and Machine Learning program for consideration at the Wisconsin Technical College System Board meeting in September 2021.

WESTERN TECHNICAL COLLEGE DISTRICT

ISSUE PAPER

- Topic:** New Program Development – Concept Review – Associate Degree, Data Analytics Specialist
- Issue:** Western has identified an emerging labor market need within our district. In 2011, the volume of data worldwide was increasing by 50% per year. Between 2015 and 2016, more data was then produced than the previous 5000 years combined. This exponential growth in data has created opportunities for businesses capable of analyzing it to make better decisions.
- Background:** Data is classified into one of three categories; supervised, unsupervised, and semi-supervised. The data may be within the area of education, retail, manufacturing, or a host of other areas, all falling under a larger data science realm of math, computer science, and domain knowledge. The field of data science and analytics is growing as evidenced by the increased use of the programming software Python which is focused on applications in this area. This is why Columbus State recently launched a Data Analytics and Information Systems AAS degree through National Science Foundation backing and GTC launched the first WTCS program in IT-Data Analytics Specialist in 2019.
- Graduates in this field will enter the workforce prepared to source, transform, and analyze data in order to drive better decisions within business.
- Recommendation:** Approve the submittal of a Concept Review for the Associate Degree, Data Analytics Specialist program for consideration at the Wisconsin Technical College System Board meeting in September 2021.

WESTERN TECHNICAL COLLEGE DISTRICT

ISSUE PAPER

- Topic:** New Program Development – Concept Approval – Technical Diploma, Drone Specialist
- Issue:** Commercial and consumer drone usage is rapidly rising across the country and around the world. Western has identified a growing demand for the ability to pilot unmanned aerial vehicles (UAV's) within a variety of district industries.
- Background:** Industries such as agriculture, construction, photography and emergency services are using drones and specialized software to collect data. Using drones commercially to meet business needs requires the knowledge of local and federal laws/regulations. Graduates of this program will be prepared to take the FAA's Part 107 Remote Pilot Exam. Upon completion of this exam, students have certification to operate drones for commercial purposes.
- Recommendation:** Approve the concept for the Technical Diploma, Drone Specialist program for consideration at the Wisconsin Technical College System board meeting in September 2021.

WESTERN TECHNICAL COLLEGE DISTRICT

ISSUE PAPER

- Topic:** New Program Development – Concept Approval – Associate of Applied Science, Public Safety Leadership
- Issue:** Western has identified an unmet community need in the area of Public Safety Leadership. Specialty training beyond traditional management techniques is often required for success in this area. Current employment within Western’s District is higher than the national average and a continued increase is projected.
- Background:** Effectively protecting and ensuring public safety is an evolving responsibility. The ability to provide effective leadership for the individuals that assume that responsibility is a valuable skillset that is in high demand. This program will focus on developing public safety professionals into innovative leaders by providing them with tools and techniques they will apply in the field. Graduates of this program should expect to find employment and advancement in all levels of government agencies as well as private sector organizations.
- Recommendation:** Approve the concept for the Associate of Applied Science, Public Safety Leadership program for consideration at the Wisconsin Technical College System board meeting in September 2021.

WESTERN TECHNICAL COLLEGE DISTRICT

ISSUE PAPER

- Topic:** New Program Development – Concept Approval – Associate of Applied Science, Wildland Firefighter
- Issue:** Western has identified a growing regional need in the area of Wildland/Forest Firefighting. Unique skills and techniques are required to protect woodlands and/or extinguish wildfires.
- Background:** A majority of the land within Western’s district is agricultural fields or woodlands. Protecting these natural resources is an increasing concern for many rural/volunteer fire departments. The use of controlled burns, as well as ignition and suppression of wildland as tools for safeguarding and managing these resources are unique skills. Graduates will have the training necessary to operate the equipment and the hands-on experiences to develop these skills.
- Recommendation:** Approve the concept for the Associate of Applied Science, Wildland Firefighter program for consideration at the Wisconsin Technical College System board meeting in September 2021.

WESTERN TECHNICAL COLLEGE DISTRICT

I S S U E P A P E R

Topic: Designation of Dates, Time and Location of Monthly Western Technical College District Board Meetings

Issue: The District Board has historically established a yearly calendar of dates of monthly District Board meetings, subject to change as necessitated by changing circumstances. The following schedule designates the selection of dates for District Board meetings for 2021-2022. In addition, time and place of the regular Board meetings for the fiscal year are also noted on the schedule. Per Wisconsin Statutes, the meeting for July is always set for the second Monday of the month.

**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	A408
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.

Recommendation: Approve the schedule of dates, time and place(s) of the regular District Board meetings for 2021-2022, subject to change as needed.

**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, 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, Carrie Buss

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

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 **2020-23:** Angie Lawrence

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

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

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

2020-21: **2021-22:**

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

I S S U E P A P E R

Topic: Designation of District's Attorney(s)

Issue: 1. General, Personnel and Labor Relations Counsel
General Counsel: Services include: Consultation and review of non-personnel contracts, consultation and review of proposed District Policies, and consultation and review of statutes pertaining to the Wisconsin Technical College System.

Personnel and Labor Relations Counsel: Services include: Consultation and review of negotiated labor agreements, union contract negotiations, grievances and arbitration matters; unemployment and worker's compensation claims, and various other personnel-type matters.

The District has employed *Johns, Flaherty & Collins, S.C.* as general and personnel counsel and *Strang, Patteson, Renning, Lewis & Lacy, S.C.* as personnel and labor relations counsel. Both firms are paid on an hourly basis for work performed.

2. Bond Counsel

Services include: Consultation and legal opinion on matters pertaining to long-term debt of the District. This may include long-term promissory notes and opinions that may affect the District's ability to borrow money. *Quarles and Brady*, a Milwaukee-based firm that specializes in this area, has been used since 1969. The principal attorney who has been consulted for these matters is Brian Lanser, a specialist in vocational, technical and adult education law and debt issues.

The College also reserves the right to utilize the services of additional legal counsel when circumstances warrant.

Recommendation: Authorize administration to use the above-identified firms as needed, and to further designate and consult with specialized counsel as such need may arise during the 2021 -2022 fiscal year.

WESTERN TECHNICAL COLLEGE DISTRICT

I S S U E P A P E R

Topic: Designation of District's Public Finance Advisor

Issue: The following information is provided as background information on the District's use of a financial advisor for the District's long-term borrowing.

Services include: Consultation, preparation of recommendations and coordination of the entire process necessary for the District's long-term borrowing. The District has used Robert W. Baird & Co., Milwaukee, WI, since 2007. Mr. Brian Brewer, Director, is currently the principal consultant for these services.

Recommendation: Authorize the administration to use the firm of Robert W. Baird & Co. as Western Technical College District's Public Finance Advisor as needed during the 2021-2022 fiscal year.

WESTERN TECHNICAL COLLEGE DISTRICT

I S S U E P A P E R

Topic: Designation of District's Official Newspaper

Issue: Wisconsin Statutes, Chapter 985, sets forth the requirements for the publication of various legal notices of the District and defines the qualifications of an official newspaper. A number of newspapers published within the District meet the intent of the law.

The La Crosse Tribune has historically been designated by the District Board as the District's official newspaper because it meets the statutory requirements and has the widest circulation throughout the District.

Recommendation: Designate The La Crosse Tribune as the District's official newspaper for 2021-2022

WESTERN TECHNICAL COLLEGE DISTRICT

I S S U E P A P E R

Topic: Designation of District's Public Depositories

Issue: Wisconsin Statutes, Chapter 34 requires the designation of public depositories for all public moneys coming into the hands of the Treasurer of the Western Technical College District Board. The District has selected eight (8) depositories that qualify as public depositories under Chapter 34. The depositories are listed on the resolution to designate public depositories.

Recommendation: Approve the resolution to designate public depositories for 2021-22.

WESTERN TECHNICAL COLLEGE DISTRICT

**RESOLUTION
TO DESIGNATE PUBLIC DEPOSITORIES
2021-22**

WHEREAS Section 34.05 (1), Wisconsin Statutes, requires the designation of public depositories for all public moneys coming into the hands of the Treasurer of the Western Technical College District Board, La Crosse County, State of Wisconsin; and

WHEREAS, the following public depositories qualify as public depositories under Chapter 34 of the Wisconsin Statutes for all public moneys coming into the hands of the treasurer of the Western Technical College District Board, La Crosse County, State of Wisconsin, and deposited in said public depositories pursuant to Wisconsin Statutes 66.0607 and 66.0603:

Coulee Bank	La Crosse, WI
Jackson County Bank	Black River Falls, WI
River Bank	Tomah, WI
Royal Bank	Mauston, WI
State Bank of Arcadia	Independence, WI
U.S. Bank	Milwaukee, WI
Peoples State Bank	Viroqua, WI
Wisconsin Investment Series Cooperative	Milwaukee, WI

NOW, THEREFORE BE IT RESOLVED, by the Western Technical College District Board that the above named financial institutions are hereby designated as depositories in which the funds of the Western Technical College District may be deposited.

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>
2 nd Meeting - April - Annual Special Budget Meeting		
<ul style="list-style-type: none"> • Held in Sparta • 4th Tuesday • Full budget review 	NOTE: BOARD Advance Day – No evening dinner	
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

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