

**District Board
Regular Meeting
Tuesday, January 16, 2024**

WESTERN TECHNICAL COLLEGE
ADMINISTRATIVE CENTER, RM 408
111 SEVENTH STREET N
LA CROSSE, WI 54601

District Board Members:

Lance Bagstad	Andrew Bosshard	Jim Dillin	Chet Doering	
Michelle Greendeer-Rave	Majel Hein	Kevin Hennessey	Angie Lawrence	Ken Peterson

District Board Regular Meeting | Open Session

2:00 p.m.

District Board Regular Meeting | Closed Session **Immediately following open session**

The Board will convene into a closed session, pursuant to s. 19.85 (1)(e), Wis. Stats. for the purpose of conducting public business requiring bargaining of contracts. No action.

Any questions about the meeting should be directed to Jessica Pintz pintzj@westerntc.edu.

Western Technical College District Board Meeting Agenda Tuesday, January 16, 2024

Call to Order

January 16, 2024, meeting of the Western Technical College District Board and all other meetings of this Board are open to the public and in compliance with the state statutes. Notice of the meeting has been sent to the press to make the general public of Wisconsin aware of the meeting's time, place, and agenda.

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.

Resolution of Commendation

	Action	X
1) Jerome Martin, Campus Community Safety Coordinator, Student Srvc. & Eng.	Page 4	
2) Dave Fish, Admissions Coach, Student Service & Engagement	Page 5	

Topics:

DISCUSSION: FY2022-2023 Audit - Wade Hackbarth, Christina Heit, and Wipfli LLP

INFORM: Annual Enrollment Management - Amy Thornton & Deb Hether

DISCUSSION: Code of Ethics - All

Page 6

Inform only (1-page report): Sustainability Update - Casey Meehan

Page 30

Policy Subcommittee Update - Majel Hein

TIFs and TIDs (new information only)

Break

Items to be removed from the consent agenda

Approve Consent Agenda

1) Minutes:

	Action	X
a) December 19, 2023, Regular Meeting Minutes	Page 11	
b) November 21, 2023, Budget & Facilities Meeting Minutes	Page 12	

2) Financial Reports

a) Vendors Over \$2,500 - ending December 31, 2023	Page 13	
b) Capital Projects Reports - ending December 31, 2023	Page 15	
c) General Revenue/Expense Report - ending December 31, 2023	Page 18	
d) Department Budget Summary - ending December 31, 2023	Page 19	
e) Enterprise Services Summary - ending December 31, 2023	Page 21	
f) Bids/RFPs Awarded - December 2023 (information only)	Page 25	

3) Personnel (Information Only)

a) Hires	Page 26	
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i) Patricia Hoffheiser, Instructor, Nursing, Academic Affairs		
ii) Nicole Schultz, Lunda Center Facility & Tech Spec., Finance & Operations		
iii) Bob Frie, Facilities Maintenance Tech., Finance & Operations		
iv) Swathi Bheemana, Research Analyst, Executive Offices		
v) Torey Quinn, Programmer Analyst, Finance & Operations		
b) Promotions/Transfers	Page	26
i) Kendra Hanson, Simulation Tech, Academic Affairs		
ii) Grant Mathu, Campus Community Safety Coordinator, Student Srvc. & Eng.		
c) Retirements	Page	27
i) Lee Cravens, Custodian, Finance & Operations		

Roll Call	Action	X
1. FY2022-2023 Audit	Page	28
2. Adopt the Resolution Authorizing the Issuance and Establishing Parameters for the Sale of \$7,825,000 General Obligation Promissory Notes, Series 2024A of Western Technical College Borrowing	Page	29

President’s Report

- Community and Media Connections
- Current Priorities
- Aspen Application Update - Tracy Dryden
- SLT Update
- February Event at Roger’s

District Board Chairperson’s Report

- Board Business | Updates
- Board Events
- College Day Reflections - Michelle
- Plus Delta Feedback

Break

Closed Session

The Board will convene into a closed session, pursuant to s. 19.85 (1)(e), Wis. Stats. for the purpose of conducting public business requiring bargaining of contracts. No action.

Adjournment	Action	x
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Western Technical College

Resolution of Commendation to **Jerome Martin**

Whereas, Jerome Martin, Coordinator in the Campus Community Safety Department will retire from Western Technical College on February 1 after completing 3+ years of loyal and dedicated service to the students, staff, and the District Board of the Western Technical College District; and

Whereas, Jerome has consistently demonstrated a unique combination of qualities that make him an outstanding worker and leader in the Campus Community Safety department, contributing significantly to the safety and well-being of our college community;

Whereas, Jerome has seamlessly navigated various environments, whether interacting with the College President, new employees, or community partners, he showcases exceptional interpersonal skills and a commitment to teaching others about Campus Community Safety initiatives;

Whereas, Jerome's problem-solving powers, communication skills, and unyielding work ethic have proven invaluable, ensuring positive outcomes even in the face of challenging tasks;

Whereas, Jerome's professionalism and impartiality, maintained in all interactions with students, colleagues, and visitors, have strengthened the reputation of the Campus Community Safety department.

Whereas, his friendship, compassion, and infectious laugh 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 Jerome Martin 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 Jerome many happy and satisfying years in his retirement.

**Western
Technical College**

Roger Stanford, PhD, President/District Director

Ken Peterson, Chair



Western Technical College

Resolution of Commendation to **Dave Fish**

Whereas, Dave Fish, Admissions Coach in the Outreach and Admissions Department will retire from Western Technical College on January 31 after completing 39+ years of loyal and dedicated service to the students, staff, and the District Board of the Western Technical College District; and

Whereas, Dave's commitment to Western and its mission goes unmatched, dedicating his entire four-decade professional career to go above and beyond for students and to ensure their success at college; and

Whereas, he is informally known as a historian of Western, working with four Western Presidents and three name changes, as well as countless students and co-workers, many of which he remains in contact; and

Whereas, Dave led Western's athletic department for years, first as basketball coach and later as athletic director, being a mentor to hundreds of student-athletes for nearly four decades; and

Whereas, he has numerous relationships with area high school counselors, continuously advocating for the value of Western and technical education in general; and

Whereas, his sarcasm, quiet voice, humor, wisdom, and love of athletics 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 Dave Fish 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 Dave many happy and satisfying years in his retirement.

Western
Technical College

Roger Stanford, PhD, President/District Director

Ken Peterson, Chair

Adopted, approved, and recorded by the Western Technical College District Board on January 16, 2024

C0206 Code of Ethics for Employees

Western's policy and commitment is that our actions will be conducted in accordance with the highest moral, legal and ethical standards. Our value and reputation for integrity is one of our most important qualities, and each employee plays an essential role in maintaining this high standard.

A single individual's misconduct can do great damage to a long-standing reputation in the community. No code of ethics policy can effectively substitute for the thoughtful behavior of our employees. This policy is to assist in guiding conduct such that the reputation of Western continues to be enhanced.

It is essential that each employee abide by the following principles:

- Carry out in good faith and with due diligence all policies and regulations established by the District Board.
- Treat everyone with respect.
- Behave honestly and fairly.
- Abide by all laws and regulations including [Wisconsin's Code of Ethics for Local Government Officials and Employees](#). *(See below)*
- Observe high moral and ethical standards in fulfillment of job responsibilities. In the case of faculty and staff members required to maintain professional affiliations as part of their jobs, the College expects these faculty and staff to also follow and uphold their specific professional code of ethics.
- Provide a professional work environment that is free from physical, psychological, written or verbal intimidation or harassment.
- Accept this personal responsibility to protect children under the age of 18 from all forms of abuse and will report any suspected abuse or neglect of a child to the state authorities.
- Refrain from using their positions or college resources to obtain ulterior financial or other personal or family gain, or such gains for any agency or organization with which the employees are associated. Any salary or other

compensation received by employees from the District for services performed does not constitute "financial gain" as the term is used in this context.

- Perform their duties in the best interests of all citizens of the District, treating all citizens and agencies fairly, and without special consideration of one individual or agency over another.

VALUES STATEMENT

Western values the success of our students, and holds 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.

PENALTIES FOR VIOLATION OF THE CODE OF ETHICS

Employees found to have violated this Code of Ethics will be disciplined, up to and including discharge. Disciplinary actions may include: written reprimand, reduction in pay or position, suspension without pay, and/or discharge

Revised April 16, 2019

Revised January 17, 2012

Revised June 17, 2008

Revised October 20, 2004

Revised July 9, 2001

Revised December 19, 2000

Revised December 16, 1997

Reviewed March 11, 1993

Adopted April 21, 1992

Wisconsin Code of Ethics from [Wisconsin Legislature: 19.45](#)

19.45 Standards of conduct; state public officials.

- (1) The legislature hereby reaffirms that a state public official holds his or her position as a public trust, and any effort to realize substantial personal gain through official conduct is a violation of that trust. This subchapter does not prevent any state public official from accepting other employment or following any pursuit which in no way interferes with the full and faithful discharge of his or her duties to this state. The legislature further recognizes that in a representative democracy, the representatives are drawn from society and, therefore, cannot and should not be without all personal and economic interest in the decisions and policies of government; that citizens who serve as state public officials retain their rights as citizens to interests of a personal or economic nature; that standards of ethical conduct for state public officials need to distinguish between those minor and inconsequential conflicts that are unavoidable in a free society, and those conflicts which are substantial and material; and that state public officials may need to engage in employment, professional or business activities, other than official duties, in order to support themselves or their families and to maintain a continuity of professional or business activity, or

may need to maintain investments, which activities or investments do not conflict with the specific provisions of this subchapter.

- (2)** No state public official may use his or her public position or office to obtain financial gain or anything of substantial value for the private benefit of himself or herself or his or her immediate family, or for an organization with which he or she is associated. This subsection does not prohibit a state public official from using the title or prestige of his or her office to obtain contributions permitted and reported as required by ch. [11](#).
- (3)** No person may offer or give to a state public official, directly or indirectly, and no state public official may solicit or accept from any person, directly or indirectly, anything of value if it could reasonably be expected to influence the state public official's vote, official actions or judgment, or could reasonably be considered as a reward for any official action or inaction on the part of the state public official. This subsection does not prohibit a state public official from engaging in outside employment.
- (3m)** No state public official may accept or retain any transportation, lodging, meals, food or beverage, or reimbursement therefor, except in accordance with ss. [13.625 \(4m\)](#) and [19.56 \(3\)](#).
- (4)** No state public official may intentionally use or disclose information gained in the course of or by reason of his or her official position or activities in any way that could result in the receipt of anything of value for himself or herself, for his or her immediate family, or for any other person, if the information has not been communicated to the public or is not public information.
- (5)** No state public official may use or attempt to use the public position held by the public official to influence or gain unlawful benefits, advantages or privileges personally or for others.
- (6)** No state public official, member of a state public official's immediate family, nor any organization with which the state public official or a member of the official's immediate family owns or controls at least 10 percent of the outstanding equity, voting rights, or outstanding indebtedness may enter into any contract or lease involving a payment or payments of more than \$3,000 within a 12-month period, in whole or in part derived from state funds, unless the state public official has first made written disclosure of the nature and extent of such relationship or interest to the commission and to the department acting for the state in regard to such contract or lease. Any contract or lease entered into in violation of this subsection may be voided by the state in an action commenced within 3 years of the date on which the commission, or the department or officer acting for the state in regard to the allocation of state funds from which such payment is derived, knew or should have known that a violation of this subsection had occurred. This subsection does not affect the application of s. [946.13](#).
- (7)**
 - (a)** No state public official who is identified in s. [20.923](#) may represent a person for compensation before a department or any employee thereof, except:
 1. In a contested case which involves a party other than the state with interests adverse to those represented by the state public official; or
 2. At an open hearing at which a stenographic or other record is maintained; or
 3. In a matter that involves only ministerial action by the department; or
 4. In a matter before the department of revenue or tax appeals commission that involves the representation of a client in connection with a tax matter.
 - (b)** This subsection does not apply to representation by a state public official acting in his or her official capacity.
 - (8)** Except in the case where the state public office formerly held was that of legislator, legislative employee under s. [20.923 \(6\) \(bp\)](#), [\(f\)](#), [\(g\)](#) or [\(h\)](#), chief clerk of a house of the legislature, sergeant at arms of a house of the legislature or a permanent employee occupying the position of auditor for the legislative audit bureau:
 - (a)** No former state public official, for 12 months following the date on which he or she ceases to be a state public official, may, for compensation, on behalf of any person other than a governmental entity, make any formal or informal appearance before, or negotiate with, any officer or employee of the department with which he or she was associated as a state public official within 12 months prior to the date on which he or she ceased to be a state public official.

- (b)** No former state public official, for 12 months following the date on which he or she ceases to be a state public official, may, for compensation, on behalf of any person other than a governmental entity, make any formal or informal appearance before, or negotiate with, any officer or employee of a department in connection with any judicial or quasi-judicial proceeding, application, contract, claim, or charge which might give rise to a judicial or quasi-judicial proceeding which was under the former official's responsibility as a state public official within 12 months prior to the date on which he or she ceased to be a state public official.
- (c)** No former state public official may, for compensation, act on behalf of any party other than the state in connection with any judicial or quasi-judicial proceeding, application, contract, claim, or charge which might give rise to a judicial or quasi-judicial proceeding in which the former official participated personally and substantially as a state public official.
- (9)** The attorney general may not engage in the private practice of law during the period in which he or she holds that office. No justice of the supreme court and no judge of any court of record may engage in the private practice of law during the period in which he or she holds that office. No full-time district attorney may engage in the private practice of law during the period in which he or she holds that office, except as authorized in s. [978.06 \(5\)](#).
- (10)** This section does not prohibit a legislator from making inquiries for information on behalf of a person or from representing a person before a department if he or she receives no compensation therefor beyond the salary and other compensation or reimbursement to which the legislator is entitled by law, except as authorized under sub. [\(7\)](#).
- (11)** The legislature recognizes that all state public officials and employees and all employees of the University of Wisconsin Hospitals and Clinics Authority should be guided by a code of ethics and thus:
 - (a)** The director of the bureau of merit recruitment and selection in the department of administration shall, with the commission's advice, promulgate rules to implement a code of ethics for classified and unclassified state employees except state public officials subject to this subchapter, personnel in the University of Wisconsin System, and officers and employees of the judicial branch.
 - (b)** The board of regents of the University of Wisconsin System shall establish a code of ethics for personnel in that system who are not subject to this subchapter.
 - (c)** The supreme court shall promulgate a code of judicial ethics for officers and employees of the judiciary and candidates for judicial office which shall include financial disclosure requirements. All justices and judges shall, in addition to complying with this subchapter, adhere to the code of judicial ethics.
 - (d)** The board of directors of the University of Wisconsin Hospitals and Clinics Authority shall establish a code of ethics for employees of the authority who are not state public officials.
- (13)** No state public official or candidate for state public office may, directly or by means of an agent, give, or offer or promise to give, or withhold, or offer or promise to withhold, his or her vote or influence, or promise to take or refrain from taking official action with respect to any proposed or pending matter in consideration of, or upon condition that, any other person make or refrain from making a political contribution, or provide or refrain from providing any service or other thing of value, to or for the benefit of a candidate, a political party, any committee registered under [ch. 11](#), or any person making a communication that contains a reference to a clearly identified state public official holding an elective office or to a candidate for state public office.
- (14)** If a state public official receives an item that the official is not permitted to accept or retain under this subchapter or subch. [III of ch. 13](#), the official shall do one of the following:
 - (a)** Give the item to the official's agency to use or sell, except that the agency may not sell the item to any government employee or official.
 - (b)** Give the item to another state agency or to a public institution, such as a local school, library, or museum, that can use the item.
 - (c)** Give the item to a charitable organization, as defined in s. [11.0101 \(4\)](#), not including a charitable organization with which the official or his or her immediate family is associated.
 - (d)** Return the item to the donor.

(e) If the donor is neither a lobbyist, as defined in s. [13.62 \(11\)](#), nor a principal, as defined in s. [13.62 \(12\)](#), purchase the item at its full retail value and keep the item.

History: [1973 c. 90](#); Stats. 1973 s. 11.05; [1973 c. 334](#) ss. [33](#), [57](#); Stats. 1973 s. 19.45; [1977 c. 29](#); [1977 c. 196](#) s. [130 \(2\)](#); [1977 c. 223](#), [277](#); [1977 c. 418](#) s. [923 \(14\)](#); [1977 c. 419](#), [447](#); [1979 c. 120](#); [1983 a. 27](#) ss. [112](#), [2200 \(15\)](#); [1983 a. 166](#) ss. [7](#), [16](#); [1985 a. 332](#) s. [251 \(1\)](#); [1987 a. 365](#); [1989 a. 31](#), [338](#); [1991 a. 39](#), [316](#); [1995 a. 27](#); [1997 a. 27](#); [2001 a. 109](#); [2003 a. 33](#) ss. [279](#), [9160](#); [2003 a. 39](#); [2007 a. 1](#); [2011 a. 32](#); [2013 a. 20](#) ss. [2365m](#), [9448](#); [2015 a. 55](#), [117](#); [2015 a. 118](#) s. [266 \(10\)](#); [2021 a. 266](#), [267](#).

Cross-reference: See also ch. [ER-MRS 24](#), Wis. adm. code.

A county board may provide for a penalty in the nature of a forfeiture for a violation of a code of ethics ordinance but may not bar violators from running for office. A violation is not a neglect of duties under s. 59.10 [now s. 59.15] or an ipso facto cause for removal under s. 17.09 (1). 66 Atty. Gen. 148. See also 67 Atty. Gen. 164.

The ethics law does not prohibit a state public official from purchasing items and services that are available to the official because the official holds public office. If the opportunity to purchase the item or service itself has substantial value, the purchase of the item or service is prohibited. [80 Atty. Gen. 201](#).

WESTERN TECHNICAL COLLEGE DISTRICT BOARD
Minutes of Regular Meeting
December 19, 2023

K. Peterson, Chair, called the Board of Western Technical College District meeting to order at 2:02 p.m. on Tuesday, Dec 19, 2023, at Western Technical College, Admin Center, 111 7th St. N., La Crosse, WI. Board members present L. Bagstad, A. Bosshard, C. Doering III, M. Greendeer-Rave K. Hennessey, M. Hein, J. Dillin, K. Peterson, and R. Stanford, President. Excused A. Lawrence

Notice of the meeting was posted publicly on December 14, 2023, at 10:54 a.m., 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 19.81-19.98.

Others present: J. Pintz, W. Hackbarth, J. Heath, J. Lemon, E. Jacobson, K. Dean, D. Hether, K. Reyburn, L. Wallace, B. Shane (Western employees); Layla Merrifield (Districts Boards Association).

Presentations included the capital borrowing plan with Hackbarth, co-worker well-being update with Hackbarth and Heath, and a 1-pager report on the regional community panel meetings was attached to the agenda.

Bosshard provided an update from the Budget and Facilities Subcommittee meeting. The policy team did not meet.

Greendeer-Rave excused at 2:25 p.m.

Motion Bagstad second Hennessey that the Western Technical College District Board approve the following consent items as presented: 1. Minutes - a. November 21, 2023, b. June 20, 2023-B&F; 2. Financial Reports: a. Vendors over \$2,500-Nov. b. Capital Projects-Nov. c. General Revenue/Expense Report - Nov., Dept. Budget Summary - Nov. Enterprise Services Summary - Nov. Project Submissions and Acceptances a. 24-25FY State Grant Funds, b. 24-25FY AEFL Act Grant Program, c. 24-25FY Perkins V Strengthening CTE. Votes: 7 Ayes, 0 Opposed, 0 Abstain: from Vendors over \$2,500. Motion carried.

Motion Bosshard second Hennessey Role Call Approval: 1. FY2024 Capital Borrowing Plan, M. Hein, yes; L. Bagstad, yes; A. Bosshard, yes; C. Doering III, yes; K. Hennessey, yes; K. Peterson, yes. Motion carried.

Motion Bosshard second Hennessey Role Call Approval: 2.817 Vine St. Property Purchase. Roll call: M. Hein, yes; L. Bagstad, yes; A. Bosshard, yes; C. Doering III, yes; K. Hennessey, yes; K. Peterson, yes. Motion carried.

Presidents reported on recent events and priorities.

Merrifield joined at 2:49 p.m.

The District Board Chairperson invited Jacobson, Lemon, and Merrifield to help with recent legislative updates and reminded them of Plus Delta feedback.

3:34 p.m. Motion Bosshard second Doering that the Western Technical College District Board adjourn. Votes: Ayes, 7 Opposed, 0. Motion carried.

Jim Dillin, District Board Secretary

Budget and Facilities Subcommittee Minutes November 21, 2023

Subcommittee Attendees: Andrew Bosshard, Michelle Greendeer-Rave, Kevin Hennessey, Chet Doering

Staff Attendees: Wade Hackbarth, Christina Heit, Gene McCurdy, Roger Stanford

Other Attendees: N/A **Excused:** Mary Leske, Brian Haun

Andrew Bosshard called the meeting to order at 1:00 p.m.

Minutes

The committee reviewed and approved the June 20, 2023, meeting minutes.

Welcome Gene McCurdy

The committee members welcomed Gene, Western's new Facilities Director, to Western.

Upcoming Projects Using Capital Reserves

There was a brief discussion related to upcoming projects using capital reserves-

Review Draft 2024 Annual Capital Borrowing Plan

The draft 2024 annual capital borrowing plan was presented to the committee; the preliminary capital borrowing total is \$8,310,000. The draft 2024 capital borrowing plan will be presented for board approval in December.

Meetings

Tuesday, December 18, 2023, @ 1:00 p.m.

Tuesday, February 13, 2024, @ 1:00 p.m.

Other Business

Since no other business to discuss, the meeting was adjourned at 1:45 p.m.

**Western Technical College
Vendor Payments Exceeding \$2500
December 31, 2023**

<u>Vendor</u>	<u>Amount</u>	<u>Check #</u>
4Imprint, Inc	\$ 3,090.66	PCARD
Achieving The Dream Reg	\$ 4,630.50	PCARD
American Heritage Life Insuran	\$ 3,742.04	5002350
Anthology, Inc. of NY	\$ 11,357.00	5002400
Auto Value	\$ 3,645.68	E0001915
Bernie J. Buchner, Inc.	\$ 3,353.29	E0001817
Bernie J. Buchner, Inc.	\$ 3,529.14	E0001917
Charger AcquisitionCo, Inc.	\$ 3,223.85	E0001820
City of La Crosse	\$ 2,642.38	5002402
Dalco Enterprises	\$ 2,297.59	PCARD
Delta Dental	\$ 6,432.64	9000350
Delta Dental	\$ 8,382.60	9000342
Delta Dental	\$ 8,506.10	9000337
Delta Dental	\$ 13,228.67	9000331
Districts Mutual Insurance	\$ 17,717.00	E0001821
Duet Resource Group, Inc.	\$ 42,805.36	E0001924
Educate 360	\$ 8,365.00	PCARD
Ellucian Company L.P.	\$ 63,724.00	E0001857
Ellucian Company L.P.	\$ 442,958.00	E0001925
Emergency Medical Products Inc	\$ 4,241.49	5002409
Enavate SMB LLC	\$ 36,436.00	E0001951
EPA Audio Visual, Inc.	\$ 5,198.00	E0001858
Epicosity LLC	\$ 75,922.73	E0001823
Fahrner Asphalt Sealers, LLC	\$ 24,863.84	5002410
Firesled Fitness And Training	\$ 32,179.00	5002459
Haley Moss LLC	\$ 5,000.00	5002462
Harter'S Trash & Recycling, Inc	\$ 6,681.47	5002412
HEDS	\$ 2,650.00	5002465
Horwitz, LLC	\$ 3,262.00	5002467
HSR Associates, Inc.	\$ 5,841.12	E0001930
Identity Works, Inc	\$ 3,163.35	E0001860
J & K Of La Crosse, Inc	\$ 9,422.69	E0001931
Kone Inc.	\$ 3,765.00	E0001861
La Crosse Area Family YMCA	\$ 2,250.27	PCARD
La Crosse Medical Health Scien	\$ 5,391.00	5002471
Market & Johnson, Inc.	\$ 14,321.30	E0001935
Market & Johnson, Inc.	\$ 14,322.46	E0001864
Maxient, LLC	\$ 6,000.00	E0001936
MV Sport	\$ 2,508.00	5002424
Nicolet Area Technical College	\$ 3,296.82	5002478
North Park Innovations Group	\$ 100,160.00	5002425
P & T Electric, Inc	\$ 6,218.46	E0001937
Paragon Development Systems Inc	\$ 9,490.00	E0001938
Performance Food Group, Inc.	\$ 5,669.50	5002427
Performance Food Group, Inc.	\$ 8,233.39	5002375
Plunkett'S Pest Control, Inc.	\$ 2,973.57	E0001940
Pocket Nurse Enterprises, LLC	\$ 4,692.31	E0001835
Prosci Inc	\$ 16,500.00	PCARD
Rehabmart, LLC	\$ 5,463.96	5002378

<u>Vendor</u>	<u>Amount</u>	<u>Check #</u>
Riteway Bus Service, Inc.	\$ 2,931.33	E0001942
Robert Ferrilli LLC	\$ 14,800.00	E0001943
Schmidt Goodman Office Product	\$ 8,822.78	E0001874
Securian Financial Group, Inc.	\$ 19,157.69	E0001866
Sikich LLP	\$ 500,707.41	9000335
Spectrum	\$ 2,932.90	PCARD
Stryker Sales, LLC dba Stryker	\$ 17,430.09	E0001929
The 7 Rivers Alliance Inc.	\$ 5,250.00	5002397
Tri State Business Machines, I	\$ 3,162.98	E0001878
U.S. Bank	\$ 80,875.63	9000354
University Of Wisconsin-Platte	\$ 45,572.90	5002387
WI SCTF	\$ 2,538.00	5002501
WIN, LLC	\$ 4,415.00	E0001881
Wisconsin HEAB	\$ 2,752.00	5002390
Wisconsin Retirement System	\$ 372,885.08	9000356
Xcel Energy	\$ 39,393.88	5002480
Xcel Energy	\$ 70,384.65	5002479

Western Technical College
Capital Projects Report-FY 24 Completed Projects
as of 12/31/2023

Project #	Project Name	Actual Amount Borrowed	Amount Transferred / Revenue Received	Total Revenue for Project	Total Cost of Project	Date Closed
New Construction, Remodeling & Site Improvements						
C21500	Tomah Parking Lot-Lighting	175,000.00	(82,425.00)	92,575.00	92,575.00	08/31/2023
C21850	Tomah Elevator	105,000.00	18,722.92	123,722.92	123,722.92	08/31/2023
C21900	Parking Lot D	500,000.00	(120,754.89)	379,245.11	379,245.11	08/31/2023
C22410	Diesel North End-New Construction	1,200,000.00	(53,984.97)	1,146,015.03	1,146,015.03	10/31/2023
C22412	Diesel Remodel-North End	1,200,000.00	(90,091.61)	1,109,908.39	1,109,908.39	10/31/2023
C22413	Diesel North End-HVAC Upgrades	900,000.00	1,746.69	901,746.69	901,746.69	10/31/2023
C22414	Diesel North End-Exterior	700,000.00	(37,803.38)	662,196.62	662,196.62	10/31/2023
C22415	Diesel North End-Roof	625,000.00	9,083.75	634,083.75	634,083.75	11/30/2023
C22750	Tomah MA Space-Remodeling	75,000.00	14,084.26	89,084.26	89,084.26	10/31/2023
C23145	Mauston Fire Alarm System	85,000.00	(6,759.00)	78,241.00	78,241.00	12/31/2023
C23147	Sparta Landscaping	35,000.00	(27,850.00)	7,150.00	7,150.00	11/30/2023
C23150	Parking Lot K Renovation	275,000.00	(275,000.00)	-	-	10/31/2023
C23601	Drop Cords-Hvacr Lab in ITC	25,000.00	(25,000.00)	-	-	08/31/2023
C23645	Parking Lot-Mauston	270,000.00	(18,504.72)	251,495.28	251,495.28	11/30/2023
C23747	Fire Prop Replacement-Sparta	30,000.00	(4,891.59)	25,108.41	25,108.41	10/31/2023
C24100	Admin Center Sidewalk	15,000.00	(1,604.48)	13,395.52	13,395.52	10/31/2023
C24150	Cleary Courtyard Pavers	15,000.00	(702.37)	14,297.63	14,297.63	10/31/2023
C99230	Minor Projects-FY23	25,000.00	57,105.90	82,105.90	82,105.90	08/31/2023
C99235	Exterior Signage-FY23	30,000.00	22,487.51	52,487.51	52,487.51	08/31/2023
Total Remodeling & Site Improvements Completed Projects		6,285,000.00	(622,140.98)	5,662,859.02	5,662,859.02	
Equipment & Furnishings						
C24520	Expand Wireless-La Crosse	540,000.00	(8,667.22)	531,332.78	531,332.78	10/31/2023
C99231	Minor Furnishings & Equipment-FY23	50,000.00	(4,356.55)	45,643.45	45,643.45	08/31/2023
C99234	Security Equipment-FY23	70,000.00	(32,289.40)	37,710.60	37,710.60	08/31/2023
Total Equipment & Furnishings Completed Projects		660,000.00	(45,313.17)	614,686.83	614,686.83	
Total Completed Projects in FY24		6,945,000.00	(667,454.15)	6,277,545.85	6,277,545.85	

Western Technical College
Capital Projects Report-Current Projects
As of 12/31/2023

Project Name	Debt Issue	Actual Amount Borrowed	Amount Transferred	Proposed Transfers	Future Borrowings/ Other 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-FY18	2019A/2022A/2018	710,000.00	118,119.90	-	15,800.00	843,919.90	756,985.26	86,934.64	843,919.90	-
Mauston Property-Sale of Land	None	-	-	-	25,000.00	25,000.00	-	25,000.00	25,000.00	-
Total Land and New Construction		710,000.00	118,119.90	-	40,800.00	868,919.90	756,985.26	111,934.64	868,919.90	-
Remodeling & Site Improvements										
Western Urban Green Space	2022C&2023A&Donat	180,000.00	20,000.00	-	160,755.00	360,755.00	302,674.01	58,080.99	360,755.00	-
Solar Panel Charging Stations	2022A&Dam Proceeds	90,000.00	25,000.00	-	79,450.00	194,450.00	187,896.05	6,553.95	194,450.00	-
Electric Vehicle Charging Station-Viroqua	2023A	70,000.00	-	-	-	70,000.00	39,393.88	30,606.12	70,000.00	-
Parking Lot Upgrades-La Crosse	2023A	225,000.00	-	-	-	225,000.00	258,430.03	840.10	259,270.13	(34,270.13)
Learning Commons-Transom Windows	2023A&2024B	240,000.00	-	-	60,000.00	300,000.00	9,632.17	290,367.83	300,000.00	-
Walk in Cooler/Freezer-Union Market	2023A	50,000.00	100,000.00	-	-	150,000.00	-	150,000.00	150,000.00	-
Admin Center Bathrooms-ADA	2023A&2023C	325,000.00	-	-	-	325,000.00	346,105.72	350.65	346,456.37	(21,456.37)
Dust Collection System-ITC	TBD	-	-	-	450,000.00	450,000.00	5,000.00	445,000.00	450,000.00	-
Tomah Industrial Lab Renovation	None-Trf	-	100,000.00	-	-	100,000.00	6,337.46	93,662.54	100,000.00	-
Sparta Geo Well Repair	None-Trf	-	25,000.00	-	-	25,000.00	9,000.00	16,000.00	25,000.00	-
Int Technology Ctr-Restroom Doors	None-Trf	-	135,000.00	-	-	135,000.00	-	135,896.00	135,896.00	(896.00)
6th Street Stone Replacement	None-Trf	-	25,000.00	-	-	25,000.00	-	25,000.00	25,000.00	-
Admin Center-Gym Wall Protection	None-Trf	-	60,000.00	-	-	60,000.00	14,321.30	45,678.70	60,000.00	-
Automotive Technology Ctr Remodel	TBD	-	-	-	1,500,000.00	1,500,000.00	5,000.00	1,495,000.00	1,500,000.00	-
Minor Projects-FY24	2023A	50,000.00	-	-	-	50,000.00	18,544.28	31,455.72	50,000.00	-
Exterior Signage-FY24	2023A	30,000.00	50,030.64	-	-	80,030.64	385.22	79,645.42	80,030.64	-
Project Closing Account-Remodeling & Site Improv	N/A	-	616,465.21	-	-	616,465.21	-	-	-	616,465.21
Total Remodeling & Site Improvements		1,260,000.00	1,156,495.85	-	2,250,205.00	4,666,700.85	1,202,720.12	2,904,138.02	4,106,858.14	559,842.71

Western Technical College
Capital Projects Report-Current Projects
As of 12/31/2023

Project Name	Debt Issue	Actual Amount Borrowed	Amount Transferred	Proposed Transfers	Future Borrowings/ Other Revenue	Total Revenue	Actual Expenditures to Date	Total Estimated Future Costs	Total Projected Cost	(Over) / Under
Equipment Projects										
Tomah Med Assistant Program Equipment										
5845-Instructional Equipment	2022A	30,000.00	-	-	-	30,000.00	29,565.04	3,018.22	32,583.26	(2,583.26)
Total Tomah Med Asst Program Equipment		30,000.00	-	-	-	30,000.00	29,565.04	3,018.22	32,583.26	(2,583.26)
Sparta Backup Generator										
5844-Non-Instructional Equipment	2022A	150,000.00	-	-	-	150,000.00	150,696.09	335.60	151,031.69	(1,031.69)
Total Sparta Backup Generator		150,000.00	-	-	-	150,000.00	150,696.09	335.60	151,031.69	(1,031.69)
Residence Hall Furniture										
5843-Furnishings	2023A	325,000.00	(11,000.00)	-	-	314,000.00	263,793.06	50,206.94	314,000.00	-
5844-Non-Instructional Equipment	2023A	-	11,000.00	-	-	11,000.00	8,574.00	2,426.00	11,000.00	-
Total Residence Hall Furniture		325,000.00	-	-	-	325,000.00	272,367.06	52,632.94	325,000.00	-
Tomah-Flexible Classroom Space										
5843-Furnishings	None-Transfer	-	35,000.00	-	-	35,000.00	33,776.10	1,223.90	35,000.00	-
Total-Tomah-Flexible Classroom		-	35,000.00	-	-	35,000.00	33,776.10	1,223.90	35,000.00	-
Tomah Industrial Lab-Equipment										
5843-Furnishings	2023C	-	23,000.00	-	-	23,000.00	-	23,000.00	23,000.00	-
5845-Instructional Equipment	2023C	55,000.00	205,000.00	-	-	260,000.00	18,975.03	241,024.97	260,000.00	-
5844-Graphics	2023C	-	3,000.00	-	-	3,000.00	-	3,000.00	3,000.00	-
Total Tomah Industrial Lab-Equipment		55,000.00	231,000.00	-	-	286,000.00	18,975.03	267,024.97	286,000.00	-
Expand Wireless-Sparta										
5842-IT Equipment	2023C	65,000.00	-	-	-	65,000.00	3,500.00	61,500.00	65,000.00	-
Total Expand Wireless-Sparta		65,000.00	-	-	-	65,000.00	3,500.00	61,500.00	65,000.00	-
Minor Furnishings & Equipment-FY24										
5842-IT Equipment	2023A	10,000.00	-	-	-	10,000.00	-	10,000.00	10,000.00	-
5843-Furnishings	2023A	40,000.00	6,000.00	-	-	46,000.00	29,524.82	16,475.18	46,000.00	-
Total Minor Furnishings & Equipment-FY24		50,000.00	6,000.00	-	-	56,000.00	29,524.82	26,475.18	56,000.00	-
Security Equipment-FY24										
5842-IT Equipment (Cameras)	2023A	20,000.00	-	-	-	20,000.00	3,286.74	16,713.26	20,000.00	-
Total Security Equipment-FY24		20,000.00	-	-	-	20,000.00	3,286.74	16,713.26	20,000.00	-
Project Closing Account-Equipment										
5842-IT Equipment	N/A	-	185,325.07	-	-	185,325.07	-	-	-	185,325.07
5843-Furnishings	N/A	-	20,824.11	-	-	20,824.11	-	-	-	20,824.11
5844-Non-Instructional Equip/Graphic Design		-	113,260.50	-	-	113,260.50	-	-	-	113,260.50
Total Project Closing Account-Equipment		-	319,409.68	-	-	319,409.68	-	-	-	319,409.68
Total Equipment Projects		695,000.00	591,409.68	-	-	1,286,409.68	541,690.88	428,924.07	970,614.95	315,794.73
Total All Current Projects		2,665,000.00	1,866,025.43	-	2,291,005.00	6,822,030.43	2,501,396.26	3,444,996.73	5,946,392.99	875,637.44



Western Technical College
General Fund/Special Revenue Funds
For the Six Months Ending December 31, 2023

	Budget	Encumbrances	Current Month	YTD	% of YTD
	2024	2024	December	2024	to Budget
Revenue					
Local Taxes	12,117,962		(701)	(5,035)	(0.04%)
State Sources	25,420,982		269	5,089,846	20.02%
Program Fees	11,625,000		1,097,701	11,220,546	96.52%
Material Fees	415,300		31,305	449,057	108.13%
Other Student Fees	896,275		123,201	769,340	85.84%
Institutional Sources	5,674,700		269,343	1,300,156	22.91%
Federal Sources	1,171,377		-	420,522	35.90%
Total Revenues	57,321,596		1,521,118	19,244,432	33.57%
Expenditures					
Salaries	35,556,283		3,280,324	17,304,422	48.67%
Benefits	11,535,125		919,201	5,295,828	45.91%
Current Expenses	12,781,358	423,580	580,184	4,663,522	36.49%
Total Expenditures	59,872,766	423,580	4,779,709	27,263,772	45.54%
Net Revenue (Expenditures)	(2,551,170)	(423,580)	(3,258,591)	(8,019,340)	



Western Technical College
Department Summary Report
 For the Six Months Ending December 31, 2023

Department	Budget	Encumbrances	Actual	Balance	% Used
<u>District Board/President</u>					
100 - District Board - Stanford, Roger	\$70,300.00		\$44,645.02	\$25,654.98	63.51%
150 - President - Stanford, Roger	679,833.00	2,000.00	335,232.00	342,601.00	49.61%
170 - Foundation and Alumni - Schreiner, Jacquelyn	525,480.00		253,562.35	271,917.65	48.25%
273 - Institutional Effectiveness - Dryden, Tracy	484,532.00		232,910.41	251,621.59	48.07%
275 - Institutional Research - Shane, Brianne	445,983.00	7,019.56	173,186.92	265,776.52	40.41%
430 - Grants Administration - Wallace, Liz	353,134.00		168,827.10	184,306.90	47.81%
Total District Board/President	2,559,262.00	9,019.56	1,208,363.80	1,341,878.64	47.57%
<u>Academic Affairs</u>					
200 - Academics - Hopkins, Rebecca	394,724.00		158,761.65	235,962.35	40.22%
210 - Business Division - Carr, Denise	3,148,227.00		1,526,568.73	1,621,658.27	48.49%
220 - Integrated Technologies Division - Gamer, Josh	5,803,880.00	3,494.00	2,630,698.59	3,169,687.41	45.39%
228 - BIS Academics (Apprenticeship) - Martin, Angie	396,828.00		203,568.12	193,259.88	51.30%
240 - Health and Public Safety Division - Dean, Kevin	1,006,113.00	1,236.75	494,251.56	510,624.69	49.25%
241 - Nursing - Miller, Chaudette	3,308,695.00	1,600.00	1,415,214.20	1,891,880.80	42.82%
242 - Allied Health - Jobe, Dean	1,421,135.00		715,822.86	705,312.14	50.37%
243 - Public Safety Services - Dean, Kevin	1,768,034.00	8,079.18	863,675.99	896,278.83	49.31%
244 - Health Education - Jimenez, Juan	1,579,322.00	2,275.00	776,534.03	800,512.97	49.31%
250 - General Studies - Gillette, John	3,539,098.00		1,647,750.53	1,891,347.47	46.56%
251 - Learning Commons - Moffler-Daykin, Kirsten	536,331.00		216,526.39	319,804.61	40.37%
270 - Academic Excellence, Educ & Human Srv - Cooksey, Nicole	1,765,647.00		793,499.14	972,147.86	44.94%
Total Academic Affairs	24,668,034.00	16,684.93	11,442,871.79	13,208,477.28	46.46%
<u>Student Services and Engagement</u>					
279 - Regional Learning Centers-Operations - Hether, Deb	731,718.00		334,221.38	397,496.62	45.68%
300 - Student Development and Success - Thornton, Amy	250,933.00		110,371.24	140,561.76	43.98%
310 - Learner Support and Transition - Church-Hoffman, Mandy	3,235,179.00		1,481,512.35	1,753,666.65	45.79%
314 - Enrollment Services - Hether, Deb	327,060.00		156,530.07	170,529.93	47.86%
317 - College Connections - Kiel, Mac	378,099.00		171,481.25	206,617.75	45.35%
331 - Counseling and Disability Services - BrandauHynek, Ann	578,785.00		283,351.49	295,433.51	48.96%
334 - College Advising - McCann, Micahmarie	790,076.00		424,578.00	365,498.00	53.74%
335 - Career Services - Janssen, Grace	358,315.00		141,186.56	217,128.44	39.40%
336 - Veteran Services - Helgeson, Jackie	288,655.00		143,613.39	145,041.61	49.75%
341 - Campus Community Safety - Schuster, Chris	499,025.00		264,761.37	234,263.63	53.06%
351 - K-12 Partnerships - Mezera, Isaac	244,462.00		101,971.83	142,490.17	41.71%
352 - Financial Aid - Grandall, Jerolyn	561,370.00		274,504.23	286,865.77	48.90%
355 - Registrar/SIS - Thomas, Lyndsey	563,385.00		243,360.04	320,024.96	43.20%
410 - Marketing, Communications & Legislative Advocacy - Lemon, J	1,424,329.00	175,707.18	715,586.93	533,034.89	62.58%
440 - Outreach & Admissions - Locy, Caitlin	778,716.00		372,901.83	405,814.17	47.89%
445 - Student Life, Equity and Engagement - Reyburn, Kari	593,104.00		260,175.83	332,928.17	43.87%
Total Student Services and Engagement	11,603,211.00	175,707.18	5,480,107.79	5,947,396.03	48.74%



Western Technical College
Department Summary Report
 For the Six Months Ending December 31, 2023

Department	Budget	Encumbrances	Actual	Balance	% Used
<u>Finance and Operations</u>					
280 - Business and Industry Services - Martin, Angie	5,125,777.00	21.56	835,363.72	4,290,391.72	16.30%
500 - Finance and Operations Admin - Hackbarth, Wade	377,091.00		166,708.08	210,382.92	44.21%
502 - Lunda Center - Murphy, Dan	276,705.00		128,303.31	148,401.69	46.37%
504 - Sustainability-Development - Meehan, Casey	148,246.00		64,966.86	83,279.14	43.82%
510 - Business Services - Otto, De Anne	323,611.00		165,409.01	158,201.99	51.11%
515 - Cashier's Office - Drazkowski, Lisa	534,920.00		228,664.36	306,255.64	42.75%
520 - Information Services - Pierce, Joan	3,150,914.00	22,566.95	1,582,081.89	1,546,265.16	50.93%
530 - Human Resources - Heath, John	996,390.00		456,621.97	539,768.03	45.83%
535 - Professional Development - Kettner-Sieber, Jackie	341,461.00		110,441.16	231,019.84	32.34%
536 - Wellness Program - Monroe, Ryan	43,373.00		20,256.07	23,116.93	46.70%
540 - Physical Plant - McCurdy, Gene	850,427.00	12,186.17	374,984.18	463,256.65	45.53%
541 - Facilities Operations - Haun, Brian	1,900,882.00	27,023.50	751,460.45	1,122,398.05	40.95%
545 - Custodial Services - Dahl, Julie	2,221,519.00		994,953.20	1,226,565.80	44.79%
550 - Controller - Heit, Christina	1,397,142.00	14,160.00	573,815.91	809,166.09	42.08%
Total Finance and Operations	17,688,458.00	75,958.18	6,454,030.17	11,158,469.65	36.92%
<u>Budget Freezes and Other Expenses</u>					
551 - Budget Freezes - Heit, Christina	(866,670.00)			(866,670.00)	0.00%
552 - Reserve Fund Balance - Hackbarth, Wade	1,148,875.00	104,205.50	738,052.07	306,617.43	73.31%
Total Budget Freezes and Other Expenses	282,205.00	104,205.50	738,052.07	(560,052.57)	298.46%
<u>Federal Grants</u>					
700 - Federal Grants - Various	1,908,643.00	6,620.00	1,092,301.91	809,721.09	57.58%
Total Federal Grants	1,908,643.00	6,620.00	1,092,301.91	809,721.09	57.58%
<u>State and Private Grants</u>					
800-999 - State and Private Grants - Various	1,162,953.00	35,385.00	424,463.92	703,104.08	39.54%
Total State and Private Grants	1,162,953.00	35,385.00	424,463.92	703,104.08	39.54%
Total	59,872,766.00	423,580.35	26,840,191.45	32,608,994.20	45.54%



Western Technical College
Enterprise Fund Board Report
 For the Six Months Ending December 31, 2023

	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023	YTD Prior Yr 2023	Fiscal Yr-YTD 2024	Budget 2024
ENTERPRISE TOTAL						
Total Revenue	\$4,511,414	\$4,467,891	\$3,893,838	\$2,293,154	\$1,465,311	\$2,708,364
Expenses						
Salaries	\$689,323	\$911,467	\$1,002,612	\$503,612	\$480,698	\$892,661
Fringe Benefits	\$294,639	\$310,324	\$302,823	\$152,902	\$139,019	\$282,960
Cost of Goods Sold	\$1,435,961	\$1,519,491	\$1,659,516	\$876,782	\$276,947	\$637,000
Depreciation and Interest Expense	\$981,143	\$970,850	\$930,096	\$453,585	\$454,898	\$900,400
All Other Expenses	\$333,468	\$351,664	\$436,509	\$225,687	\$168,369	\$407,250
Total Expenses	\$3,734,534	\$4,063,795	\$4,331,556	\$2,212,568	\$1,519,931	\$3,120,271
Enterprise Profit/(Loss)	\$776,880	\$404,097	(\$437,718)	\$80,586	(\$54,620)	(\$411,907)

CAMPUS SHOP

Revenue

Book Sales	\$1,193,125	\$1,081,518	\$924,920	\$645,703	\$0	\$0
Supply Sales	\$180,403	\$233,977	\$206,559	\$152,692	\$60,296	\$230,000
Commission Revenue	\$0	\$0	\$2,000	\$0	\$51,557	\$82,500
Other Revenue	\$1,203	\$3,177	\$70,452	\$21,977	\$85,877	\$9,000
Emergency Relief Funds-Institutional	\$682,342	\$654,242	\$126,521	\$126,521	\$0	\$0
Total Revenue	\$2,057,073	\$1,972,914	\$1,330,452	\$946,893	\$197,730	\$321,500

Expenses

Salaries	\$207,222	\$200,398	\$181,354	\$90,643	\$53,682	\$104,890
Fringe Benefits	\$70,072	\$64,970	\$54,968	\$26,475	\$16,464	\$31,610
Cost of Goods Sold	\$1,225,591	\$1,133,019	\$1,184,308	\$626,563	\$31,177	\$161,000
Depreciation Expense	\$10,031	\$10,031	\$5,015	\$2,550	\$0	\$0
Other Expenses	\$66,118	\$54,333	\$66,560	\$51,410	\$4,525	\$24,000
Total Expenses	\$1,579,034	\$1,462,751	\$1,492,205	\$797,641	\$105,848	\$321,500

Profit/(Loss)

Profit/(Loss)	\$478,040	\$510,163	(\$161,753)	\$149,252	\$91,882	\$0
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Western Technical College
Enterprise Fund Board Report
 For the Six Months Ending December 31, 2023

	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023	YTD Prior Yr 2023	Fiscal Yr-YTD 2024	Budget 2024
UNION MARKET						
Revenue						
Union Market Sales	\$69,219	\$286,185	\$371,576	\$201,049	\$216,378	\$368,500
Meal Plan-Residence Hall Sales	\$72,493	\$181,451	\$226,764	\$118,683	\$115,273	\$200,000
Catering Revenue	\$7,130	\$124,631	\$222,434	\$92,437	\$94,193	\$180,000
Other Revenue	\$796	\$2,315	\$1,419	\$1,419	\$0	\$2,000
Emergency Relief Funds-Institutional	\$780,816	\$349,715	\$57,266	\$57,266	\$0	\$0
Total Revenue	\$930,454	\$944,297	\$879,459	\$470,854	\$425,844	\$750,500
Expenses						
Salaries	\$321,786	\$515,374	\$606,844	\$302,859	\$309,605	\$555,439
Fringe Benefits	\$145,643	\$166,200	\$177,261	\$89,868	\$87,320	\$173,046
Cost of Goods Sold	\$92,790	\$339,096	\$416,668	\$224,075	\$224,833	\$420,000
Depreciation Expense	\$2,344	\$2,759	\$2,759	\$1,398	\$1,398	\$2,800
Other Expenses	\$28,162	\$64,116	\$85,185	\$40,616	\$41,981	\$77,500
Total Expenses	\$590,724	\$1,087,545	\$1,288,717	\$658,816	\$665,137	\$1,228,785
Profit/(Loss)	\$339,729	(\$143,248)	(\$409,258)	(\$187,962)	(\$239,293)	(\$478,285)

DAY CARE CENTER

Revenue

Facilities Rental Income	\$47,807	\$47,807	\$47,807	\$23,903	\$23,903	\$48,000
Other Revenue	\$319	\$474	\$7,640	\$2,530	\$7,137	\$3,000
Total Revenue	\$48,126	\$48,281	\$55,447	\$26,433	\$31,040	\$51,000

Expenses

Other Expenses	\$19,525	\$30,865	\$17,391	\$7,292	\$7,928	\$26,000
Total Expenses	\$19,525	\$30,865	\$17,391	\$7,292	\$7,928	\$26,000
Profit/(Loss)	\$28,601	\$17,416	\$38,056	\$19,141	\$23,112	\$25,000

Western Technical College
Enterprise Fund Board Report
For the Six Months Ending December 31, 2023

	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023	YTD Prior Yr 2023	Fiscal Yr-YTD 2024	Budget 2024
WELLNESS CENTER						
Revenue						
Memberships Fees	\$502	\$12,902	\$11,869	\$6,134	\$6,028	\$12,000
Student Govt Support	\$155,996	\$158,700	\$163,641	\$81,912	\$82,680	\$165,364
Other Revenue	\$1,544	\$12,877	\$9,156	\$4,184	\$8,636	\$5,000
Emergency Relief Funds-Institutional	\$64,807	\$12,653	\$1,967	\$1,967	\$0	\$0
Total Revenue	\$222,849	\$197,132	\$186,633	\$94,197	\$97,344	\$182,364
Expenses						
Salaries	\$77,396	\$106,099	\$98,471	\$53,059	\$52,690	\$99,512
Fringe Benefits	\$44,440	\$45,064	\$36,407	\$19,952	\$16,441	\$33,442
Depreciation Expense	\$3,270	\$3,975	\$4,378	\$1,902	\$1,350	\$2,700
Other Expenses	\$47,262	\$22,182	\$25,059	\$18,530	\$10,392	\$18,200
Total Expenses	\$172,368	\$177,319	\$164,315	\$93,443	\$80,873	\$153,854
Profit/(Loss)	\$50,481	\$19,812	\$22,318	\$754	\$16,471	\$28,510

PC RESALE

Revenue

Resale Receipts	\$225,840	\$152,459	\$174,145	\$113,233	\$74,745	\$175,000
Emergency Relief Funds-Institutional	\$4,385	\$526	\$0	\$0	\$0	\$0
Total Revenue	\$230,225	\$152,985	\$174,145	\$113,233	\$74,745	\$175,000

Expenses

Salaries	\$36,290	\$37,286	\$36,424	\$17,800	\$19,177	\$38,505
Fringe Benefits	\$18,053	\$17,971	\$11,828	\$5,783	\$6,088	\$12,390
Cost of Goods Sold	\$117,580	\$47,376	\$58,540	\$26,144	\$20,937	\$56,000
Other Expenses	\$16,408	\$7,673	\$29,583	\$15,300	\$14,404	\$28,550
Total Expenses	\$188,331	\$110,307	\$136,375	\$65,027	\$60,606	\$135,445

Profit/(Loss)

\$41,893	\$42,679	\$37,770	\$48,206	\$14,139	\$39,555
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VENDING

Revenue

Commissions	\$5,770	\$10,604	\$18,735	\$5,687	\$3,976	\$20,000
Other Revenue	\$255	\$351	\$4,921	\$1,728	\$3,894	\$1,000
Emergency Relief Funds-Institutional	\$18,857	\$14,174	\$2,633	\$2,633	\$0	\$0
Total Revenue	\$24,882	\$25,129	\$26,289	\$10,048	\$7,870	\$21,000

Expenses

Vending Expenses	\$11,488	\$26,465	\$45,529	\$21,244	\$15,087	\$40,000
Vending Expenses-Student Use	\$200	\$0	\$50	\$0	\$3,000	\$10,000
Total Expenses	\$11,688	\$26,465	\$45,579	\$21,244	\$18,087	\$50,000

Profit/(Loss)

\$13,194	(\$1,336)	(\$19,290)	(\$11,196)	(\$10,217)	(\$29,000)
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Western Technical College
Enterprise Fund Board Report
 For the Six Months Ending December 31, 2023

	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023	YTD Prior Yr 2023	Fiscal Yr-YTD 2024	Budget 2024
RESIDENCE HALL						
Revenue						
Dorm Rent	\$381,611	\$963,416	\$1,122,794	\$568,924	\$557,603	\$1,132,950
App Fees & Deposit Forfeitures	\$7,573	\$18,090	\$21,529	\$7,364	\$2,100	\$20,000
Cost Reimbursements-Parking	(\$290)	\$24,551	\$28,589	\$28,948	\$26,920	\$28,000
Emergency Relief Funds-Institutional	\$593,271	\$114,960	\$9,719	\$9,719	\$0	\$0
Other Revenue	\$14,840	\$1,748	\$54,261	\$14,280	\$41,854	\$22,000
Total Revenue	\$997,005	\$1,122,765	\$1,236,892	\$629,235	\$628,477	\$1,202,950
Expenses						
Salaries	\$46,628	\$52,310	\$79,519	\$39,251	\$45,544	\$94,315
Fringe Benefits	\$16,432	\$16,119	\$22,359	\$10,824	\$12,706	\$32,472
Interest Expense	\$560,557	\$549,144	\$539,666	\$263,433	\$272,498	\$535,600
Utilities	\$75,584	\$92,229	\$92,583	\$32,915	\$31,579	\$98,000
Depreciation Expense	\$393,370	\$393,370	\$366,707	\$178,500	\$173,850	\$347,700
Other Expenses	\$68,721	\$53,801	\$74,569	\$38,380	\$39,473	\$85,000
Total Expenses	\$1,161,292	\$1,156,973	\$1,175,403	\$563,303	\$575,650	\$1,193,087
Profit/(Loss)	(\$164,286)	(\$34,208)	\$61,489	\$65,932	\$52,827	\$9,863

TOMAH JOB CENTER

Revenue

Facilities Rental Income	\$799	\$4,389	\$4,521	\$2,261	\$2,261	\$4,050
Total Revenue	\$799	\$4,389	\$4,521	\$2,261	\$2,261	\$4,050

Expenses

Depreciation Expense	\$11,571	\$11,571	\$11,571	\$5,802	\$5,802	\$11,600
Total Expenses	\$11,571	\$11,571	\$11,571	\$5,802	\$5,802	\$11,600

Profit/(Loss)	(\$10,772)	(\$7,182)	(\$7,050)	(\$3,541)	(\$3,541)	(\$7,550)
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Bids/RFPs Awarded December 2023

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

RFPs are awarded based on criteria that includes qualifications, relevant experience, ability to meet the scope of the RFP, and cost. The following RFPs were awarded to these vendors:

RFPs:

Description	Award Date	Vendor	Term	# of RFP(s) Received
Contractor Prequalification	12-19-2023	36 vendors awarded: Altmann Construction Company, Inc. B & B ELECTRIC INC. Benedict Sales & Service Bernie Buchner Borton Construction C.D. Smith Construction Decker Design, Inc. Fahrner Asphalt Sealers, LLC Five Star Telecom, Inc Fowler & Hammer, Inc. Glass Service Center Hoeft Builders Inc. Horwitz, LLC Interstate Roofing & WTP, Inc. JACKSON AND ASSOCIATES LLC Knutson Construction Kraus-Anderson Construction Company Ledegar Sheet Metal, Inc Market & Johnson, Inc. Mathy Construction Co McCabe Construction, Inc. Miron Construction Co., Inc. Olympic Builders P & T Electric Inc. Pember Companies Poellinger Electric, Inc. River City Lawnscape Inc Ron Hammes Refrigeration Tri-State Carpets Inc. V & S Construction Services W L Hall Co Wieser Brothers General Contractor, Inc. Winona Controls, Inc. Winona Heating & Ventilating, Co. Winona Nursery Inc Wisconsin Mechanical Solutions	1/124-12/31/24	38

New Hires, Appointments January 2024

New Hires:

Position filled	Division	FT/PT	Effective Date	Employee	# of Apps Received/ Interviewed
Instructor - Nursing	Academic Affairs	FT	1/1/2024	Patricia Hoffheiser	2/2
Lunda Center Facility & Tech Specialist	Finance & Operations	FT	1/1/2024	Nicole Schultz	8/3
Facilities Maintenance Tech	Finance & Operations	FT	1/16/2024	Bob Frie	5/1
Research Analyst LTE	Executive Offices	FT	1/16/2024	Swathi Bheemana	7/5
Programmer Analyst LTE	Finance & Operations	FT	1/29/24	Torey Quinn	11/4

Promotions & Appointments:

Position filled	Division	FT/PT	Effective Date	Employee	# of Apps Received/ Interviewed
Simulation Tech (previously part-time Sim Tech)	Academic Affairs	FT	1/1/2024	Kendra Hanson	7/3
Campus Community Safety Coordinator (previously part-time security)	Student Services & Engagement	FT	1/1/2024	Grant Mathu	8/4

**Retirements, Resignations, and Terminations
January 2024**

Retirements

Position	Division	Effective Date	Employee
Custodian	Finance & Operations	3/22/2024	Lee Cravens

WESTERN TECHNICAL COLLEGE DISTRICT

ISSUE PAPER

Topic: Financial Audit 2022-2023

Issue: Wipfli, LLP has submitted the audit report of the District's financial statements for the year ending June 30, 2023. A copy of the audit, along with the auditor's management recommendations, is included.

The audit report was submitted to the Wisconsin Technical College System within the required timeframe.

Recommendation: Accept and place on file the 2022-2023 financial audit report prepared by Wipfli, LLP.

Related documents can be found at: <https://www.westerntc.edu/board-minutes-and-agendas>

**WESTERN TECHNICAL COLLEGE DISTRICT
ISSUE PAPER**

Topic: Resolution Authorizing the Issuance and Establishing Parameters for the Sale of \$7,825,000 General Obligation Promissory Notes, Series 2024A, of Western Technical College District, Wisconsin.

Issue: Included in this issue:

BE Elevator – North End	\$ 200,000
BE HVAC Systems	\$ 500,000
BE Restrooms	\$ 295,000
Dust Collection System – ITC	\$ 450,000
Signage – FY24	\$ 30,000
Graphics – Collegewide	\$ 25,000
Equipment	\$6,275,000
Property Acquisition	\$50,000
TOTAL	\$ 7,825,000

Approval of this resolution authorizes Administration to move forward with issuing debt provided that a pre-established set of parameters are met. If market conditions do not allow these parameters to be met after a period of time, the issue would come back to the Board for further discussion.

The interest rate parameter that has been established for this resolution is 4.25%.

Recommendation: Adopt the Resolution Authorizing the Issuance and Establishing Parameters for the Sale of \$7,825,000 General Obligation Promissory Notes, Series 2024A, of Western Technical College District, Wisconsin

District Board Annual Report	
	Month and Year: January, 2024
Department Name: Sustainability	
Leader Name: Casey Meehan, PhD	

Western defines sustainability as the act of building—through our daily practices and educational programming—a thriving, resilient, and just community now and in the future. The sustainability department works to empower students and employees to reimagine and build cleaner, safer, healthier, and a more vibrant Driftless region.

Sustainability resonates with the Western community. According to a survey sent to all members of the Western community at the end of 2022, 75% of respondents felt that sustainability was personally important to them. Moreover, 7 in 10 respondents felt that it is important to them that Western remains committed to pursuing sustainability.

2023 Highlights

- **National recognition for sustainability efforts.** For the 6th year in a row, the American Association of Sustainability in Higher Education (AASHE) [Sustainable Campus Index](#) recognized Western as a top 10 overall performer in sustainability among 2-year colleges. Additionally, Western has been called out in the [2024 Princeton Review’s Guide to Green Schools](#).
- **Bringing EV charging to our rural stakeholders.** Western Energy Manager Genevieve Mortenson (who has since departed Western) led a second successful Solar Electric Vehicle Charging Station project, in partnership with Xcel Energy, at our Sparta campus.
- **Community outreach.** Western continued its strong partnership with the 501c3 [Sustainability Institute](#). The Institute’s highly rated free programming, including the La Crosse Earth Fair and the Green Goose Chase, draws increasing positive regional attention. While the future viability of the organization remains unclear, the Sustainability Institute has had its most successful year of fundraising to date since it changed to a membership model in 2020.
- **Pursuing renewable energy.** Western continues to pursue the procurement of a Virtual Power Purchase Agreement (VPPA) to reduce our Scope 2 emissions by nearly 90% from 2011 levels. Western retained the services of Coho Climate, and receives quarterly updates on renewable energy projects that fit with our goals and risk tolerance.
- **Campus involvement.** Kudos to Craig Kunce’s graphic design students who created signage for our new 10-stop [campus sustainability walking tour](#). Congrats also go to Cindy Prindle’s help-desk students who ran two successful e-waste recycling drives in collaboration with Dynamic Lifecycle Innovations. In total, Cindy’s students collected over 35,000 lbs. of e-waste.
- **The sustainability department continued to champion Western’s goal to be carbon neutral by 2035.**
 - This year, we have reduced our total Scope 1 & 2 emissions (those sources of emissions we are most able to control) by 44% since our FY2010 baseline year. See the attached charts for details.
 - Our energy conservation efforts since FY2010 have resulted in a cost avoidance of over \$4.3 million dollars.

Challenges

The depletion of sustainability department capacity due to staffing, a trend that started in 2017, continued in 2023. With just one FTE position, the department is smaller than it has ever been since the inception of a sustainability department at Western. Consequently the department no longer has the capacity to continue some work it has in the past. In particular some of the employee and student engagement work, like energy auditing during college shutdowns, will not happen.

Though she was moved from the sustainability department to the physical plant in 2017, the resignation of Genevieve Mortenson, Western's Energy and Environment Compliance Coordinator, is a notable loss for Western and for the sustainability department. Energy (gas and electricity) is the third largest expense for Western. With the decision not to backfill this position, Western no longer has a professional, full-time employee with expertise who can monitor the accuracy of utility bills, track our use of energy, and optimize our operations for maximum energy efficiency.

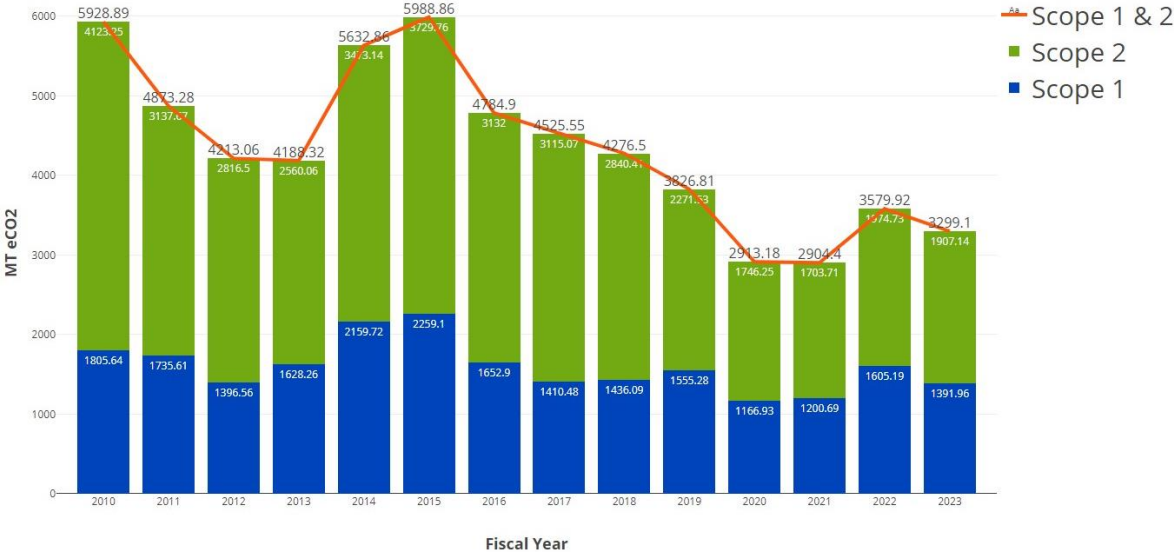
Opportunities

The Inflation Reduction Act (IRA) of 2022 opens up billions of dollars in incentives to not-for-profit organizations for a variety of energy efficiency and pollution reduction work. With foresight, **Western would be positioned to take advantage of a number of these incentives through workforce development efforts, infrastructure work that makes us more energy independent and resilient, and work that connects adaptation efforts to the marginalized communities that we serve.** Some of these opportunities include:

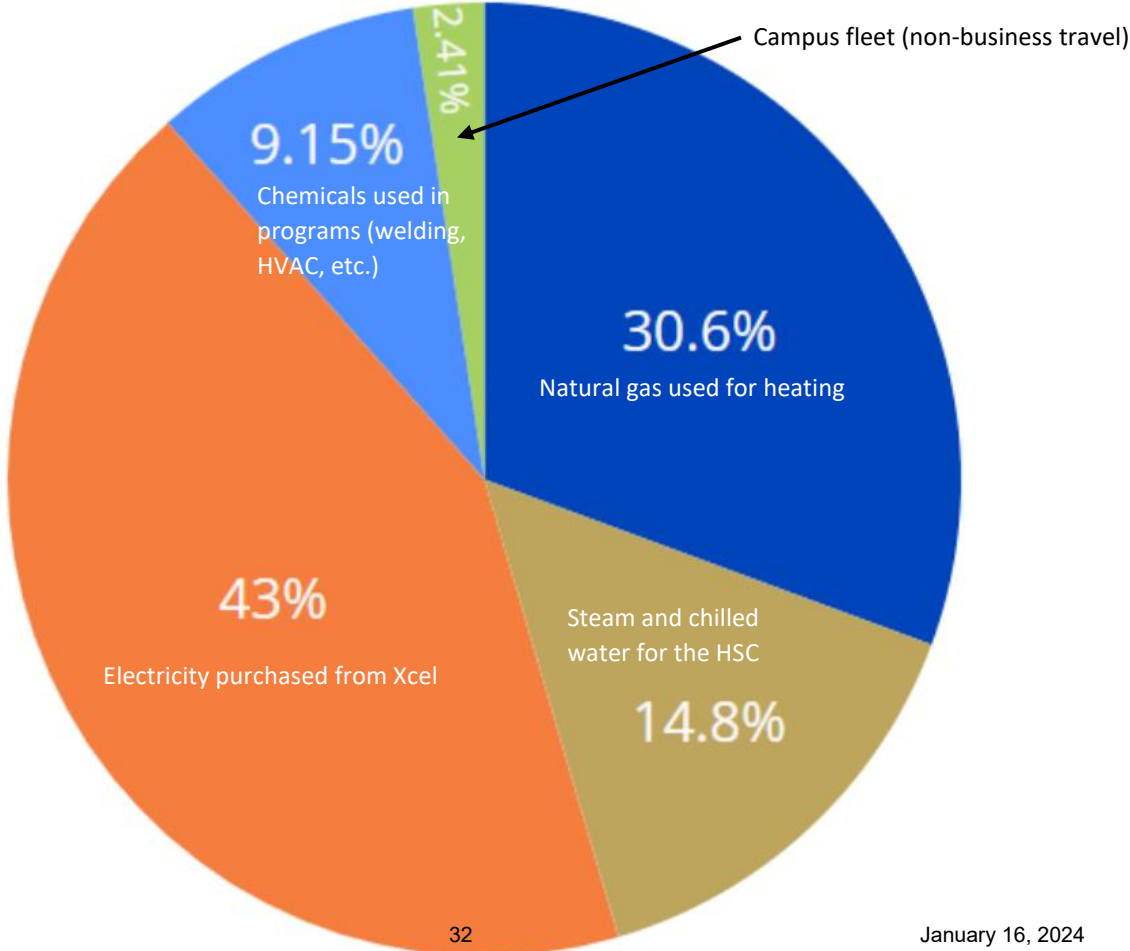
- **\$200 million** in grants from the Department of Energy to states to develop and implement programs to train and educate contractors on installation of home energy efficiency and electrification improvements. Western could assist in this training process by offering certification and upskilling programs.
- **\$3 billion** in grants from the Environmental Protection Agency to community-based nonprofits, working alongside institutes of higher education, for a wide range of climate resilience and adaptation work. This can include work that mitigates climate and health risks from urban heat islands and developing or expanding programs that train a workforce to install and maintain zero-emission technologies.
- **Tax credits of *at least* 30% (via direct pay) of the cost of installing renewable energy infrastructure** including solar panels, geothermal heat pumps and energy storage systems.
- **Tax credits up to 30% (via direct pay) of the cost of installing EV charging stations.**
- Tax deductions for contractors or other entities responsible for designing or retrofitting buildings that increase energy efficiency by 25% through projects such as interior lighting design, HVAC and hot water systems, and building envelope efficiency. These deductions can decrease the overall cost of the project.

Learn more about how the IRA could benefit Western [here](#).

Western's Scope 1 & 2 Greenhouse Gas Emissions, FY 2010-2023



Sources of Western's Scope 1 & 2 Greenhouse Gas Emissions, FY 2023



2022-23 WIG: Attract and Retain Students and Co-Workers



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

District Board Commitments

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 regions

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.

Updated: 08.03.20

Western Technical College

DISTRICT BOARD MONTHLY PLANNING CALENDAR – Meetings Begin at 2pm

October 18, 2022-Revised – Effective January 1, 2023

	February	March (Board Location Change)
<ul style="list-style-type: none"> Annual Enrollment Management Sustainability Update (1-page report) <p>Issue Papers:</p> <ul style="list-style-type: none"> <i>New Program Approval</i> 	<ul style="list-style-type: none"> Enrollment Update Non-Renewals Proposal (closed-as needed) Annual Planning Cycle Review (biennial even years) Roger hosts dinner - District Board and Senior Leadership Team <p>Board Advance</p>	<ul style="list-style-type: none"> Strategic Focus Area - DEI ATD Update Annual District Board Appointment Student Government Update Closed Session President Presents on Evaluation <p>Issue Papers:</p> <ul style="list-style-type: none"> <i>Private Sector Review</i>
April – (Sparta Annually)	May (1st or 2nd Tuesday)	June
<ul style="list-style-type: none"> Full Budget Review (<i>no separate meeting</i>) – <i>Kicks Off Meeting</i> Foundation Update Non-Renewals (closed-as needed) Presidents Evaluation 	<ul style="list-style-type: none"> Student Ambassador Update Higher Ed Landscape & Labor Market Update Annual Grant Update Annual K-12 Update District Boards Association Visit Update (spring visit) <p>Issue Papers:</p> <ul style="list-style-type: none"> <i>Non-Renewals (as needed)</i> <i>Fees & Rates</i> <i>District Boards Association Annual Fees</i> 	<ul style="list-style-type: none"> Public Hearing – Budget Enrollment Update RLC Update (biennial -done in 2022) HLC Update (F2F years 3, 8, 9 and 10 1-page report other years) District Board Dinner <p>Issue Papers:</p> <ul style="list-style-type: none"> <i>Board Approval of Budget</i> <i>3-year Facility Plan</i> <i>Out of State Tuition Remission/Waivers</i> <i>Presidents Contract Amendment</i> <i>Salary Adjustments</i> <i>Bargaining Agreement</i>
July 2nd Monday	August	September
<ul style="list-style-type: none"> Program & Service Highlights (optional) Recognize WLDI Grads Annual Organizational Meeting Actions President Shares Identified Goals <p>Issue Papers:</p> <ul style="list-style-type: none"> <i>Designation of Date/Time/Location of District Board meetings</i> <i>District’s Attorneys</i> <i>District’s Public Finance Advisor</i> <i>District’s Official Newspaper</i> <i>District’s Public Depositories</i> <i>Annual Calendar</i> 	<p>Annual Infrastructure Meeting</p> <p>Board Meeting No Topics – SLT Excused</p> <p>Board Advance</p> <ul style="list-style-type: none"> Annual Attorney & Legal Update Annual Boardmanship Topic Validate Board Evaluation Validate Board Goals Validate Board Commitments “A” Level Policy Discussion <p>Issue Papers:</p> <ul style="list-style-type: none"> <i>Western and DBA Committee Appointments</i> 	<ul style="list-style-type: none"> Strategic Focus Area – 7-Week Enrollment Update Tax Levy Discussion College Day Update (1-page report) Legislative Update (1-page report) District Board Dinner

Western Technical College

DISTRICT BOARD MONTHLY PLANNING CALENDAR – Meetings Begin at 2pm

October 18, 2022-Revised – Effective January 1, 2023

October (Remote Location)	November	December
<ul style="list-style-type: none"> • Key Results Update (Student Success Metrics and Strategic Goals including Equity Scorecard (2025)) • Review Previous Fiscal Year’s Operating Financial Results • Annual BIS Update (1-page report 2024) • Annual Marketing Update (1-page report) • Annual Manufacturers Luncheon on Same Day • Work Based Learning (WBL) and Community Based Learning (CBL) (1-page report (2024)/short presentation2025) <p>Issue Papers:</p> <ul style="list-style-type: none"> • <i>Annual Review of Procurements Report</i> • <i>Annual BIS Contract Training</i> • <i>Tax Levy</i> • <i>Resolution Designating Positions as Assistant, Associate, or Deputy District Director for Wisconsin’s Code of Ethics for Public Officials and Employees</i> • <i>Annual Budget Modifications</i> <p>NOTE: Luncheons held at regional campuses</p>	<ul style="list-style-type: none"> • Program & Service Highlights (Learner Support & Transition 2022, EMS, HPS 2023) • Strategic Focus Area – Co-worker Wellbeing • Q12 • College Audit • Enterprise Update (biennial odd years–1-page report) <p>Board Advance</p>	<ul style="list-style-type: none"> • Annual Strategic Plan Review – (WIGS, Data, Adjustments, Progress, and Priorities) • Borrowing Plan Discussion • RLC Community Panel Update (1-page report) <p>Issue Papers:</p> <ul style="list-style-type: none"> • <i>Capital Borrowing</i> • <i>College Audit</i> <p><i>DBA Board Member of the Year Nominations</i></p>

***Senior Leadership Team annual goal - 25% of District Board meetings or Advance sessions will be held at different locations.**

***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 faculty.**

***One-page reports submitted in lieu of presentation to District Board.**

Process Timeline for President Evaluation	Timeline	Responsible
President presents goals and update.	March Board Meeting (closed session)	President
Distribute President evaluation tool to Board for their completion and President for his/her self-assessment.	March Board Meeting	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	Follows April Meeting	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

Public Notice (see calendar below)

District Board (DB) members may attend the following meetings/events:

- Wisconsin Technical College District Boards Associations (DBA)
- WTCS State Board Meetings
- Community Luncheons

No Western Technical College business will be conducted at the above meetings.

Future Dates

2023-2024

Date	Event	Location
• 02/13/2024	Regular District Board Meeting	Western, La Crosse, WI
• 03/19/2024	Regular District Board Meeting	TBD
• 03/19-20/2024	WTCS State Board Meeting	Moraine Park, Fond du Lac, WI/Virtual
• 03/22-23/2024	DBA Spring Meeting	Nicolet, Rhinelander, WI
• 04/16/2024	Regular District Board Meeting	TBD
• 04/18/2024	WTCS Student Ambassador Banquet	Wilderness Resort, WI Dells, WI
• 05/14/2024	Regular District Board Meeting	Western, La Crosse, WI
• 05/21/2024	WTCS State Board Meeting	WTCS, Madison, WI/Virtual
• 06/18/2024	Regular District Board Meeting	Western, La Crosse, WI
• 07/08/2024	Organizational Board Meeting	Western, La Crosse, WI
• 07/16-17/2024	WTCS State Board Meeting	Northwood, New Richmond, WI/Virtual
• 09/10-11/2024	WTCS State Board Meeting	Northcentral, Wausau, WI/Virtual