

**District Board
Regular Meeting
Tuesday, February 18, 2025**

WESTERN TECHNICAL COLLEGE
111 7th ST N ROOM 408
LA CROSSE, WI 54601

District Board Members:

Ryan Alderson Lance Bagstad Chet Doering Michelle Greendeer-Rave
Kevin Hennessey Angie Lawrence Ken Peterson Megan Skarlupka MaryKay Wolf

District Board Regular Meeting | Open Session

3:00 p.m.



Scan here to access current and past agendas as well as approved minutes. They can also be found at:
<https://www.westerntc.edu/board-minutes-and-agendas>

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

Western Technical College District Board Meeting Agenda Tuesday, February 18, 2025

Call to Order

February 18, 2025, 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. *The door is open for any member of the public to attend at the start of every meeting (for transparency).*

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.

Topics:

INFORM: Spring Enrollment Update - Vice Presidents, Hackbarth, Hopkins, and Thornton,

TIFs and TIDs (new information only)

Break

Items to be removed from the consent agenda

Approve Consent Agenda

1) Minutes:

	Action	X
a) January 21, 25, Meeting Minutes	Page	4

2) Financial Reports

a) Vendors Over \$2,500 - ending January 31, 2025	Page	5
b) Capital Projects Reports - ending January 31, 2025	Page	7
c) General Revenue/Expense Report - ending January 31, 2025	Page	10
d) Department Budget Summary - ending January 31, 2025	Page	11
e) Enterprise Services Summary - ending January 31, 2025	Page	13

3) Project Submissions and Acceptances

a) FY26 WI Dept of Safety & Professional Services–Youth Volunteer Firefighter Training	Page	17
b) FY 2025-26 WTCS - State Grants Funds - Emergency Assistance	Page	18

4) Personnel (Information Only)

a) Hires	Page	19
i) Angela Molling Enright, CRM Training & Support Specialist, Student Srvc & Eng		
ii) Zoe Engebos, Campus Shop & eCampus Associate, Finance, Operations & Wkfc Dev		
iii) Jennifer Pinnow, Instructional Designer for Apprenticeship, Academic Affairs		
iv) Jeffery Nyseth, Instructor, Business Management, Academic Affairs		
v) Austin Lee, K-12 Pathways Liaison, Student Service & Engagement		
b) Resignation	Page	20

- i) Barbara Olson, Admin Asst, Public Safety, Academic Affairs
- c) Retirement Page 20
- i) Pamela Solberg, Instructor, Communications Skills, Academic Affairs

Approval: Roll Call Vote

Roll Call X
Page 21

- 1) Resolution Authorizing the Issuance and Establishing Parameters for the Sale of \$6,995,000 General Obligation Promissory Notes, Series 2025B, of Western Technical College District, Wisconsin

President’s Report

- 1) Community and Media Connections
- 2) Current Priorities

District Board Chairperson’s Report

- 1) Board Business | Updates
 - o ACCT Conference - Bagstad, Skarlupka, Julie Lemon, and Eric Jacobson
- 2) Board Events
- 3) Plus Delta Feedback

Adjournment

Action x

WESTERN TECHNICAL COLLEGE DISTRICT BOARD
Minutes of Regular Meeting
January 21, 2025

Mr. Bagstad, District Board Chair, called the regular meeting of the Board of Western Technical College District to order at 1:00 p.m. on Tuesday, January 21, 2025, at Western Technical College, 400 7th St N Rm SSC 209, La Crosse, WI. Board members present: R. Alderson (excused at 1:40 p.m.), L. Bagstad, C. Doering III, M. Greendeer-Rave, A. Lawrence (joined at 1:56 p.m. before consent agenda.), M. Skarlupka, M. Wolf, and R. Stanford, President. Excused: K. Hennessey

Notice of the meeting was posted publicly on January 16, 10:47 a.m., and the agenda was 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 were J. Pintz, W. Hackbarth, R. Hopkins, A. Thornton, C. Heit, E. Jacobson, L. Wallace, K. Reyburn, D. Hether, J. Heath, and B. Shane (Western employees).

D. Hether shared information about Enrollment Services; A. Thornton shared information about the upcoming changes to the Student Success Center and how these are helpful to new and current students; and W. Hackbarth shared details on how the State of WI funds the technical colleges and details specific to Western. No action was taken.

1:40 p.m. Alderson was excused. 1:56 p.m. Lawrence joined.

Motion Peterson seconded by Wolf that the Western Technical College District Board approve the following consent items as presented: 1. Minutes – a. Dec.17, 2024, District Board Regular Meeting. 2. Financial Reports: a. Vendors over \$2,500-Dec 2024 b. Capital Projects-Dec 2024 c. General Rev/Exp Report- Dec 2024, d. Dept Budget-Dec 2024, e, Enterprise-Dec 2024. 3. Project Submissions a. FY25 WTCS Systemwide Leadership Grant Votes: Ayes, 7, Opposed 0, Abstain 0. Motion carried.

Motion, Wolf; second Greendeer-Rave to approve 1. New Programs a. Early Childhood Education Apprenticeship; 2.Mechatronics Technician Apprenticeship. Votes: Ayes, 7, Opposed 0, Abstain 0 (7/0/0) Motion carried.

Roll Call: Motion Skarlupka; second Peterson to approve the Resolution Amending the Resolution Adopted December 17, 2024, Authorizing the Issuance and Establishing Parameters for the Scale of Not to Exceed \$1,860,000 General Obligation Promissory Notes of Western Technical College District, Wisconsin With Respect to Maturity Schedule. Skarlupka: Y, Peterson: Y, Wolf Y, Greendeer-Rave Y, Doering Y, Lawrence Y, and Bagstad Y.

Motion Peterson, second Greendeer-Rave to Authorize the Administration to use Quarles and Brady for personnel and Labor Relations Counsel. Votes: 7/0/0. Motion carried.

Motion Skarlupka, second Peterson to approve Vehicle Technology Center Automotive Facility Expansion Updated. Voted: Votes: 7/0/0. Motion carried.

President's Report: Dr. Stanford shared a little on College Day, mentioning the history of the college; we are doing the same type of work and supporting our community now as we did when the college first opened in 1912. We are thankful for the final donation from the Wanek Foundation. He also shared about the upcoming AFIT conference travel; looking forward to a great learning opportunity. The March board meeting is the Community Luncheon Meeting; all board members are invited. The meeting will be in Black River Falls, and we are working with the Ho-Chunk Nation to include them. The Apri board meeting will be in Viroqua following that community luncheon. Other community luncheons will be held at the other Regional Learning Centers and invitations have been sent to board members to join in their respective areas. Tracy Dryden will facilitate community meetings to collect information from our community stakeholders and input for the 2030 strategic plan.

District Board Chairperson's report: Mr. Bagstad, E. Jacobson, Ms. Skarlupka, and Mr. Doering shared their experiences of the DBA Legislative Summit and ACCT Government Leadership Institute (GLI) in Madison (Jan 15-17). Collectively, it was a great experience. Sharing stories about our students and communities with lawmakers is impactful; they see how we are making a difference to our students and businesses in our communities; the messages were well received. The information shared at the GLI meeting was informative; both opportunities were a great way to prepare for the upcoming ACCT Summit in Washington, DC (Feb.). The board appointment meeting will be coming up in March. Mr. Bagstad has been asked to run for an officer position on the Executive Board of the DBA. Reminder to review the 1-Page Report and the Plus Delta form reminder.

2:27 p.m. Motion to Adjourn Wolf, second Doering. Votes: Ayes, 7, Opposed 0, Abstain 0. Motion carried.

Ken Peterson, District Board Secretary

Western Technical College
Vendor Payments Exceeding \$2500
January 31, 2025

<u>Vendor</u>	<u>Amount</u>	<u>Check #</u>
A Book Company LLC	\$ 127,151.54	5004756
AED Brands, LLC	\$ 26,235.00	E0004158
AMAZON MARKETPLACE	\$ 2,788.79	PCARD
American Heritage Life Insuran	\$ 3,839.18	5004685
AMSimpkins and Associates	\$ 13,730.19	E0004161
ARC/STSA	\$ 2,750.00	E0004206
ASSOC OF SURGICAL TECHNOLOGISTS	\$ 2,964.00	PCARD
Badger Environmental &	\$ 4,030.00	E0004164
Baycom, Inc.	\$ 43,089.72	E0004165
Benedict Refrigeration Service	\$ 3,774.00	E0004207
Bernie J. Buchner, Inc.	\$ 6,559.25	E0004107
BESTBUY DIRECT	\$ 5,742.10	PCARD
Cary Specialized Services, Inc	\$ 4,301.00	E0004209
CDW Government	\$ 14,011.01	E0004168
CDW GOVT	\$ 2,983.02	PCARD
City of Sparta	\$ 3,326.79	5004760
Confluence Consulting LLC	\$ 3,492.50	5004628
Cummins Inc.	\$ 3,140.00	E0004111
Dakota Supply Group Inc	\$ 12,590.54	E0004112
DALCO ENTERPRISES	\$ 2,851.99	PCARD
DELL K-12/GOVT	\$ 2,992.49	PCARD
Dell Marketing LP	\$ 172,964.59	E0004170
DELTA DENTAL	\$ 4,834.53	9000708
DELTA DENTAL	\$ 7,834.18	9000716
DELTA DENTAL	\$ 8,713.00	9000736
DELTA DENTAL	\$ 8,714.82	9000728
DELTA DENTAL	\$ 9,285.35	9000738
DigiCopy, Inc.	\$ 2,823.24	E0004114
Districts Mutual Insurance	\$ 2,606.00	E0004210
Education Management Solutions	\$ 45,000.00	E0004171
Ellucian Company LLC	\$ 8,048.25	E0004172
Elsevier Inc.	\$ 34,503.20	E0004117
EPA Audio Visual, Inc.	\$ 25,050.20	E0004173
Epicosity LLC	\$ 3,637.50	E0004118
Epicosity LLC	\$ 8,760.00	E0004174
FIRST Wisconsin	\$ 10,000.00	5004793
Gateway Technical College	\$ 3,334.80	5004731
Gexpro	\$ 7,953.69	E0004138
Harter's Trash & Recycling, In	\$ 6,701.43	5004697
HealthInvest HRA Master Trust	\$ 478,201.76	9000717
HelloGard LLC	\$ 18,849.00	E0004176
Horwitz, LLC	\$ 3,359.75	5004639
HSR Associates, Inc.	\$ 112,065.36	E0004178
HU-FRIEDY MFG CO LLC	\$ 15,962.75	5004767
J & K of La Crosse, Inc	\$ 11,840.00	E0004217
Jeffrey Kiefer	\$ 3,072.00	5004643
Keenans Cherryland LTD	\$ 18,175.50	E0004125
Kone Inc.	\$ 3,765.00	E0004218

Vendor	Amount	Check #
Kreibich Landscaping	\$ 11,056.00	E0004219
LA CROSSE MEDICAL HEALTH SCIEN	\$ 117,461.71	5004770
LAB Midwest LLC	\$ 2,850.00	E0004220
LAB Midwest LLC	\$ 411,817.00	E0004179
Lance S. Luther	\$ 3,474.09	5004646
Madison National Life Insuranc	\$ 5,017.48	5004742
Marco Technologies, LLC	\$ 27,223.81	E0004221
Market & Johnson, Inc.	\$ 11,364.90	E0004181
MATTERHACKERS, INC.	\$ 2,533.00	PCARD
Neighborhood Family Clinics In	\$ 20,426.00	E0004183
P & T Electric, Inc	\$ 4,598.05	E0004131
P & T Electric, Inc	\$ 10,156.52	E0004185
PATTERSON DENTAL	\$ 2,548.97	PCARD
Performance Food Group, Inc.	\$ 2,689.32	5004658
Performance Food Group, Inc.	\$ 3,958.08	5004745
Performance Food Group, Inc.	\$ 7,448.68	5004776
Performance Food Group, Inc.	\$ 14,466.83	5004713
PITSCO EDUCATION	\$ 3,158.22	PCARD
PT Welding & Driveshaft Repair	\$ 3,538.14	5004659
Quadient, Inc.	\$ 3,823.75	E0004135
Quarles & Brady LLP	\$ 2,690.50	E0004186
Resetting the Table, Inc.	\$ 3,371.12	E0004137
Rise Vision Inc.	\$ 7,920.00	E0004227
Scenario Learning, LLC	\$ 7,300.00	E0004139
Scott R Klabunde	\$ 4,320.00	E0004152
Securian Financial Group, Inc.	\$ 19,867.06	E0004222
SHI International Corp.	\$ 201,802.80	E0004190
SIKICH LLP	\$ 538,413.40	9000712
SNAP-ON INDUSTRIAL	\$ 2,640.54	PCARD
SPECTRUM	\$ 3,106.81	PCARD
Stryker Sales, LLC DBA Stryker	\$ 24,366.94	E0004177
Sysco Baraboo, LLC	\$ 3,559.76	E0004230
The 7 Rivers Alliance Inc.	\$ 5,250.00	5004616
TITAN MACHINERY INC	\$ 2,918.32	E0004265
Tri State Business Machines, I	\$ 3,048.99	E0004231
U S BANK	\$ 82,484.16	9000741
U.S. Bank	\$ 3,025.00	5004670
VAN METER INC	\$ 2,522.27	E0004266
Vendi Advertising LLC	\$ 35,125.82	E0004198
Wade A. Brown	\$ 2,786.00	E0004086
WIN, LLC	\$ 4,714.88	E0004202
Wipfli LLP	\$ 4,500.00	5004751
Wipfli LLP	\$ 6,300.00	5004725
WISCONSIN RETIREMENT SYSTEM	\$ 394,633.72	9000745
Xcel Energy	\$ 7,835.00	5004657
Xcel Energy	\$ 73,570.28	5004773
YWCA La Crosse, Inc.	\$ 11,459.08	E0004239
ZOOM.COM	\$ 23,396.65	PCARD

Western Technical College
Capital Projects Report-Current Projects

As of 01/31/2025

Project Name	Debt Issue	Actual Amount Borrowed	Amount Transferred	Proposed Transfers	Donations / Other Revenue	Future Borrowings	Total Revenue	Actual Expenditures to Date	Total Estimated Future Costs	(Over) / Under
Land and New Construction										
La Crosse Property Acquisitions/Footprint-FY24	2024A	50,000.00	152,122.94	-	-	-	202,122.94	157,887.35	44,235.59	-
Wanek Ctr of Innovation-Alt #2-Additions-South&North T	Donor Funded	-	-	-	832,700.00	-	832,700.00	110,029.95	722,670.05	-
Automotive Technology Center-Addition	2025B	-	-	-	125,000.00	1,250,000.00	1,375,000.00	-	1,375,000.00	-
Mauston Property-Sale of Land	None	-	-	-	25,000.00	-	25,000.00	-	25,000.00	-
Total Land and New Construction		50,000.00	152,122.94	-	982,700.00	1,250,000.00	2,434,822.94	267,917.30	2,166,905.64	-
Remodeling & Site Improvements										
Dust Collection System-ITC	2024A	450,000.00	-	-	-	-	450,000.00	393,753.54	56,246.46	-
Sparta-Additional Parking (20 spaces)	2024B-Reserv	-	100,000.00	-	-	-	100,000.00	86,536.00	13,464.00	-
Coleman Remodel	2024B-Reserv	-	300,000.00	-	-	-	300,000.00	274,663.68	25,336.32	-
Wanek Center of Innovation-Elevator-North End	2024A&2025A	200,000.00	-	-	-	20,000.00	220,000.00	92,649.70	127,350.30	-
Wanek Center of Innovation-HVAC	2024A/2025A&E	500,000.00	108,000.00	(107,872.00)	77,372.00	165,000.00	742,500.00	70,537.50	671,962.50	-
Wanek Center of Innovation-Restrooms	2024A	295,000.00	(108,000.00)	-	-	-	187,000.00	39,083.00	147,917.00	-
Wanek Ctr of Innovation-Base Bid-Interior Renovations	Donor Funded	-	-	-	2,159,366.00	-	2,159,366.00	210,479.85	1,948,886.15	-
Wanek Ctr of Innovation-Alt #1-Exterior Upgrades	Donor Funded	-	-	-	466,400.00	-	466,400.00	50,107.75	416,292.25	-
Wanek Ctr of Innovation-Alt #3-Roofing (South&North T	Donor Funded	-	-	-	482,900.00	-	482,900.00	-	482,900.00	-
Wanek Ctr of Innovation-Alt 7A-Exterior Bldg Signage &	Donor Funded	-	-	-	158,400.00	-	158,400.00	8,208.00	150,192.00	-
Business Educ Center-Alt 7B-Monument Sign (LaCrosse	Donor Funded	-	-	-	55,330.00	-	55,330.00	1,433.55	53,896.45	-
Wanek Ctr of Innovation-Alt 7C-Monument Sign (Badger	Donor Funded	-	-	-	57,970.00	-	57,970.00	1,501.95	56,468.05	-
Wanek Ctr of Innovation-Alt 7D-Interior Signage	Donor Funded	-	-	-	126,500.00	-	126,500.00	-	126,500.00	-
Wanek Ctr of Innovation-Alt B1-Addl Electrical Panel Re	2025A	-	-	900.00	-	75,000.00	75,900.00	-	75,900.00	-
Wanek Ctr of Innovation-Alt-HVAC Controls (not part of k	2025A	-	-	(1,400.00)	-	85,000.00	83,600.00	22,947.00	60,653.00	-
Wanek Ctr of Innovation-Alt #4-BIS Suite Renovations	2025A	-	-	(1,040.00)	-	60,000.00	58,960.00	-	58,960.00	-
Wanek Ctr of Innovation-A&E Fees	Donor&2025A	-	-	109,412.00	321,646.00	100,000.00	531,058.00	488,652.37	42,405.63	-
Regional Campus Parking Lot Upgrades	2025A	-	(2,113.99)	-	-	45,000.00	42,886.01	42,886.01	-	-
Student Success Center-Remodel-Summer 2025	2025D	-	-	-	-	1,500,000.00	1,500,000.00	43,083.95	1,456,916.05	-
Student Success Center-Chiller-Summer 2025	2025F	-	-	-	-	75,000.00	75,000.00	-	75,000.00	-
Student Success Center-Graphics-Summer 2025	2025B	-	-	-	-	15,000.00	15,000.00	-	15,000.00	-
Automotive Technology Ctr-Remodel	2025B&Reser	-	200,000.00	-	-	1,300,000.00	1,500,000.00	128,398.00	1,371,602.00	-
Automotive Technology Ctr-Exterior	2025C	-	-	-	-	1,500,000.00	1,500,000.00	-	1,500,000.00	-
Automotive Technology Ctr-HVAC	2025E	-	-	-	-	875,000.00	875,000.00	-	875,000.00	-
Automotive Technology Ctr-Roof	2025E	-	-	-	-	475,000.00	475,000.00	-	475,000.00	-
Automotive Technology Ctr-Graphics	2025F	-	-	-	-	15,000.00	15,000.00	-	15,000.00	-
Wellness Center-Studio Flooring	Trf-Wellness C	-	-	-	30,000.00	-	30,000.00	37,410.26	874.80	(8,285.06)
Dental Simulation Lab	2025A&Donat	-	-	-	126,455.00	200,000.00	326,455.00	26,550.45	299,904.55	-
Res Hall-Casework & Safety Shutoffs for Stoves	2025F	-	-	-	-	85,000.00	85,000.00	-	85,000.00	-
Roof Hatches-DMI Grant	Grant funded	-	-	-	25,000.00	-	25,000.00	-	25,000.00	-
Lunda Center-HVAC	2025F	-	-	-	-	800,000.00	800,000.00	-	800,000.00	-
Lunda Center-Carpeting	2025F	-	-	-	-	70,000.00	70,000.00	-	70,000.00	-
Lunda Center-Roofing	2025F	-	-	-	-	200,000.00	200,000.00	-	200,000.00	-
La Crosse Medical Health Science Ctr-future projects	None-Trf	-	47,011.53	-	-	-	47,011.53	-	47,011.53	-
Donor/History Walls	None-Trf	-	25,000.00	-	-	-	25,000.00	24,447.14	552.86	-
Graphics-College Wide-FY25	2024A	25,000.00	-	-	-	-	25,000.00	-	25,000.00	-
Parking Lots-Auto/Diesel/Sparta/Viroqua	2025F	-	-	-	-	100,000.00	100,000.00	-	100,000.00	-
ITC Chiller	2025E	-	-	-	-	100,000.00	100,000.00	-	100,000.00	-
Sparta-HVAC/Humidity Project	2025F	-	-	-	-	100,000.00	100,000.00	-	100,000.00	-
Minor Projects-FY25	2025A	-	11,000.00	-	-	50,000.00	61,000.00	16,421.06	44,578.94	-
Exterior Signage-FY25	2024A	30,000.00	-	-	-	-	30,000.00	-	30,000.00	-
Project Closing Account-Remodeling & Site Improvmnts	N/A	-	369,373.82	-	-	-	369,373.82	-	-	369,373.82
Total Remodeling & Site Improvements		1,500,000.00	1,050,271.36	-	4,087,339.00	8,010,000.00	14,647,610.36	2,059,750.76	12,226,770.84	361,088.76
							FY24 Interest-\$165,000			

Western Technical College
Capital Projects Report-Current Projects
As of 01/31/2025

Project Name	Debt Issue	Actual Amount Borrowed	Amount Transferred	Proposed Transfers	Donations / Other Revenue	Future Borrowings	Total Revenue	Actual Expenditures to Date	Total Estimated Future Costs	(Over) / Under
Equipment Projects										
Tomah Industrial Lab-Equipment										
5843-Furnishings	2023C	-	23,000.00	-	-	-	23,000.00	-	23,000.00	-
5845-Instructional Equipment	2023C	55,000.00	205,000.00	-	-	-	260,000.00	203,626.19	56,373.81	-
5844-Graphics	2023C	-	3,000.00	-	-	-	3,000.00	-	3,000.00	-
Total Tomah Industrial Lab-Equipment		55,000.00	231,000.00	-	-	-	286,000.00	203,626.19	82,373.81	-
Wanek Ctr of Innovation-IT Equip/Furnishings/Graphics										
5842-IT Equipment	2024A	388,000.00	-	-	-	-	388,000.00	375,140.34	12,859.66	-
5843-Furnishings	2024A	300,000.00	-	-	-	-	300,000.00	-	300,000.00	-
5844-Graphics	2024A	12,000.00	-	-	-	-	12,000.00	333.00	11,667.00	-
Total Wanek Ctr of Innovation-IT Equip/Furnishings/Graphics		700,000.00	-	-	-	-	700,000.00	375,473.34	324,526.66	-
Wanek Ctr of Innovation-Instructional Equipment										
5845-Instructional Equipment	2024A&2025A& Donor	190,000.00	-	-	1,016,496.00	1,060,000.00	2,266,496.00	817,242.34	1,449,253.66	-
Total Wanek Ctr of Innovation-Instructional Equipment		190,000.00	-	-	1,016,496.00	1,060,000.00	2,266,496.00	817,242.34	1,449,253.66	-
Student Success Ctr-IT Equipment and Furnishings										
5842-IT Equipment	2025B	-	-	-	-	50,000.00	50,000.00	-	50,000.00	-
5843-Furnishings	2025B	-	-	-	-	100,000.00	100,000.00	-	100,000.00	-
Total Student Success Ctr-IT Equipment and Furnishings		-	-	-	-	150,000.00	150,000.00	-	150,000.00	-
Automotive Tech Ctr-IT Equip/Furnishing/Instructional Equipment										
5842-IT Equipment	2025B	-	-	-	-	50,000.00	50,000.00	-	50,000.00	-
5843-Furnishings	2025B	-	-	-	-	50,000.00	50,000.00	-	50,000.00	-
5845-Instructional Equipment	2025B&Reserve	-	100,000.00	-	-	100,000.00	200,000.00	-	200,000.00	-
Automotive Tech Ctr-IT Equip/Furnishing/Instructional Equipment		-	100,000.00	-	-	200,000.00	300,000.00	-	300,000.00	-
Residence Hall Ranges										
5844-Non-Instructional Equipment	2025B	-	-	-	-	50,000.00	50,000.00	-	50,000.00	-
Total Residence Hall Ranges		-	-	-	-	50,000.00	50,000.00	-	50,000.00	-
Admin Ctr 1st Floor Redesign										
5843-Furnishings	None-Trf	-	25,000.00	-	-	-	25,000.00	-	25,000.00	-
Total Admin Ctr 1st Floor Redesign		-	25,000.00	-	-	-	25,000.00	-	25,000.00	-
Lunda Center-IT Equipment Replacment										
5842-IT Equipment	2025B	-	-	-	-	300,000.00	300,000.00	-	300,000.00	-
Total Lunda Center-IT Equipment Replacement		-	-	-	-	300,000.00	300,000.00	-	300,000.00	-

Western Technical College
Capital Projects Report-Current Projects

As of 01/31/2025

Project Name	Debt Issue	Actual Amount Borrowed	Amount Transferred	Proposed Transfers	Donations / Other Revenue	Future Borrowings	Total Revenue	Actual Expenditures to Date	Total Estimated Future Costs	(Over) / Under
Minor Furnishings & Equipment-FY25										
5842-IT Equipment	2024A	10,000.00	-	-	-	-	10,000.00	-	10,000.00	-
5843-Furnishings	2024A	40,000.00	-	-	-	-	40,000.00	7,802.74	32,197.26	-
5844-Non-Instructional Equipment	Trf	-	7,000.00	-	-	-	7,000.00	6,913.00	87.00	-
Total Minor Furnishings & Equipment-FY25		50,000.00	7,000.00	-	-	-	57,000.00	14,715.74	42,284.26	-
Security Equipment-FY25										
5842-IT Equipment (Cameras)	2024A	20,000.00	-	-	-	-	20,000.00	-	20,000.00	-
Total Security Equipment-FY25		20,000.00	-	-	-	-	20,000.00	-	20,000.00	-
Project Closing Account-Equipment										
5842-IT Equipment	N/A		143,708.65	-	-	-	143,708.65	-	-	143,708.65
5843-Furnishings	N/A		15,416.21	-	-	-	15,416.21	-	-	15,416.21
5844-Non-Instructional Equip/Graphic Design	N/A		78,899.10	-	-	-	78,899.10	-	-	78,899.10
Total Project Closing Account-Equipment		-	238,023.96	-	-	-	238,023.96	-	-	238,023.96
							FY24 Interest			
							\$50,000			
Total Equipment Projects		1,015,000.00	601,023.96	-	1,016,496.00	1,760,000.00	4,392,519.96	1,411,057.61	2,743,438.39	238,023.96
Total All Current Projects		2,565,000.00	1,803,418.26	-	6,086,535.00	11,020,000.00	21,474,953.26	3,738,725.67	17,137,114.87	599,112.72



Western Technical College
General Fund/Special Revenue Funds
For the Seven Months Ending January 31, 2025

	Budget 2025	Encumbrances 2025	Current Month January	YTD 2025	% of YTD to Budget
Revenue					
Local Taxes	12,510,658		12,395,807	12,365,488	98.84%
State Sources	25,654,020		358,186	6,255,628	24.38%
Program Fees	11,392,800		281,204	11,330,877	99.46%
Material Fees	461,400		10,067	436,344	94.57%
Other Student Fees	984,220		105,098	839,876	85.33%
Institutional Sources	6,387,350		665,128	3,608,203	56.49%
Federal Sources	2,302,016		89,134	992,585	43.12%
Total Revenues	59,692,464		13,904,624	35,829,001	60.02%
Expenditures					
Salaries	37,046,207		2,961,205	20,795,630	56.13%
Benefits	12,136,755		1,059,771	6,660,834	54.88%
Current Expenses	13,442,916	442,440	1,063,503	7,489,124	55.71%
Total Expenditures	62,625,878	442,440	5,084,479	34,945,588	55.80%
Net Revenue (Expenditures)	(2,933,414)	(442,440)	8,820,145	883,413	



Western Technical College
Department Summary Report
 For the Seven Months Ending January 31, 2025

Department	Budget	Encumbrances	Actual	Balance	% Used
<u>District Board/President</u>					
100 - District Board - Stanford, Roger	\$69,900.00		\$48,294.14	\$21,605.86	69.09%
150 - President - Stanford, Roger	532,308.00		315,056.77	217,251.23	59.19%
170 - Foundation and Alumni - Schreiner, Jacquelyn	546,831.00	3,500.00	300,629.60	242,701.40	55.62%
273 - Institutional Effectiveness - Dryden, Tracy	668,902.00		390,648.95	278,253.05	58.40%
430 - Grants Administration - Wallace, Liz	358,914.00		184,900.10	174,013.90	51.52%
530 - Human Resources - Heath, John	1,079,563.00		594,563.15	484,999.85	55.07%
535 - Professional Development - Kettner-Sieber, Jackie	290,611.00	1,768.88	136,435.11	152,407.01	47.56%
Total District Board/President	3,547,029.00	5,268.88	1,970,527.82	1,571,232.30	55.70%
<u>Academic Affairs</u>					
200 - Academics - Hopkins, Rebecca	412,721.00		207,612.75	205,108.25	50.30%
210 - Business Division - Pearson, Zakee	3,026,175.00		1,655,792.63	1,370,382.37	54.72%
220 - Integrated Technologies Division - Poellinger, Mike	5,914,310.00	2,250.00	3,338,016.01	2,574,043.99	56.48%
228 - BIS Academics (Apprenticeship) - Martin, Angie	469,324.00		284,390.60	184,933.40	60.60%
240 - Health and Public Safety Division - Dean, Kevin	1,056,138.00	1,020.00	525,315.63	529,802.37	49.84%
241 - Nursing - Miller, Chaudette	2,717,467.00		1,513,656.57	1,203,810.43	55.70%
242 - Allied Health - Jobe, Dean	1,473,938.00	484.12	859,675.97	613,777.91	58.36%
243 - Public Safety Services - Dean, Kevin	1,943,033.00		1,019,817.93	923,215.07	52.49%
244 - Health Education - Jimenez, Juan	1,973,462.00		1,128,752.70	844,709.30	57.20%
250 - General Studies - Nesius, Elizabeth	3,612,393.00		1,894,871.12	1,717,521.88	52.45%
270 - Academic Excellence, Educ & Human Srv - Cooksey, Nicole	1,709,304.00		885,547.26	823,756.74	51.81%
Total Academic Affairs	24,308,265.00	3,754.12	13,313,449.17	10,991,061.71	54.78%
<u>Student Services and Engagement</u>					
279 - Regional Learning Centers-Operations - Hether, Deb	763,095.00		432,157.00	330,938.00	56.63%
300 - Student Development and Success - Thornton, Amy	256,440.00		137,873.72	118,566.28	53.76%
310 - Learner Support and Transition - Scheler, Drew	3,899,487.00		2,191,416.49	1,708,070.51	56.20%
314 - Enrollment Services - Hether, Deb	377,788.00		191,756.01	186,031.99	50.76%
317 - College Connections - Kiel, Mac	395,583.00	48.77	236,533.74	159,000.49	59.81%
331 - Counseling and Disability Services - BrandauHynek, Ann	608,936.00		319,366.26	289,569.74	52.45%
334 - College Advising - McCann, Micahmarie	907,986.00		498,479.96	409,506.04	54.90%
335 - Career Services - Janssen, Grace	320,380.00		172,507.45	147,872.55	53.84%
336 - Veteran Services - Helgeson, Jackie	295,530.00		180,736.86	114,793.14	61.16%
341 - Campus Community Safety - Schuster, Chris	555,177.00		317,083.36	238,093.64	57.11%
351 - K-12 Partnerships - Mezera, Isaac	210,847.00		107,093.31	103,753.69	50.79%
352 - Financial Aid - Grandall, Jerolyn	560,654.00		332,114.29	228,539.71	59.24%
355 - Registrar/SIS - Thomas, Lyndsey	519,636.00		331,664.54	187,971.46	63.83%
410 - Marketing, Communications & Legislative Adv - Lemon, Julie	1,601,333.00	242,902.75	707,351.96	651,078.29	59.34%
440 - Outreach & Admissions - Locy, Caitlin	811,505.00		492,842.82	318,662.18	60.73%
445 - Student Life, Equity and Engagement - Reyburn, Kari	692,340.00		357,397.50	334,942.50	51.62%
Total Student Services and Engagement	12,776,717.00	242,951.52	7,006,375.27	5,527,390.21	56.74%



Western Technical College
Department Summary Report
 For the Seven Months Ending January 31, 2025

Department	Budget	Encumbrances	Actual	Balance	% Used
<u>Finance and Operations</u>					
275 - Institutional Research - Shane, Brianne	416,990.00		196,324.53	220,665.47	47.08%
280 - Business and Industry Services - Martin, Angie	5,972,366.00		3,255,475.74	2,716,890.26	54.51%
500 - Finance and Operations Admin - Hackbarth, Wade	400,153.00		217,261.89	182,891.11	54.29%
502 - Lunda Center - Murphy, Dan	308,304.00		180,290.37	128,013.63	58.48%
504 - Sustainability-Development - Meehan, Casey	150,821.00		84,580.53	66,240.47	56.08%
510 - Business Services - Spry, Mitch	354,302.00		218,878.53	135,423.47	61.78%
515 - Cashier's Office - Ruud, Peter	512,553.00		311,641.63	200,911.37	60.80%
520 - Information Services - Pierce, Joan	2,843,081.00	25,385.99	1,517,640.78	1,300,054.23	54.27%
536 - Wellness Program - Monroe, Ryan	44,254.00		24,351.80	19,902.20	55.03%
540 - Physical Plant - McCurdy, Gene	836,062.00	4,821.85	571,933.69	259,306.46	68.98%
541 - Facilities Operations - Conway, Adam	1,997,273.00	25,215.25	877,592.16	1,094,465.59	45.20%
545 - Custodial Services - Dahl, Julie	2,212,420.00	54,447.00	1,215,981.59	941,991.41	57.42%
550 - Controller - Heit, Christina	1,395,457.00	23,219.30	933,719.51	438,518.19	68.58%
Total Finance and Operations	17,444,036.00	133,089.39	9,605,672.75	7,705,273.86	55.83%
<u>Budget Freezes and Other Expenses</u>					
551 - Budget Freezes - Heit, Christina	(357,755.00)			(357,755.00)	0.00%
552 - Reserve Fund Balance - Hackbarth, Wade	839,510.00		256,998.59	582,511.41	30.61%
Total Budget Freezes and Other Expenses	481,755.00	0.00	256,998.59	224,756.41	53.35%
<u>Federal Grants</u>					
700 - Federal Grants - Various	3,007,683.00	46,162.78	1,717,231.61	1,244,288.61	58.63%
Total Federal Grants	3,007,683.00	46,162.78	1,717,231.61	1,244,288.61	58.63%
<u>State and Private Grants</u>					
800-999 - State and Private Grants - Various	1,060,393.00	11,213.50	632,892.84	416,286.66	60.74%
Total State and Private Grants	1,060,393.00	11,213.50	632,892.84	416,286.66	60.74%
Total	62,625,878.00	442,440.19	34,503,148.05	27,680,289.76	55.80%



Western Technical College
Enterprise Fund Board Report
 For the Seven Months Ending January 31, 2025

	Fiscal Year 2022	Fiscal Year 2023	Fiscal Year 2024	YTD Prior Yr 2024	Fiscal Yr-YTD 2025	Budget 2025
ENTERPRISE TOTAL						
Total Revenue	\$4,467,891	\$3,893,838	\$2,815,172	\$1,687,809	\$1,655,952	\$2,605,460
Expenses						
Salaries	\$911,467	\$1,002,612	\$976,995	\$580,986	\$598,347	\$983,784
Fringe Benefits	\$310,324	\$302,823	\$284,154	\$168,728	\$167,156	\$297,940
Cost of Goods Sold	\$1,519,491	\$1,659,516	\$541,440	\$329,546	\$329,985	\$541,000
Depreciation and Interest Expense	\$970,850	\$930,096	\$897,479	\$529,435	\$518,287	\$884,100
All Other Expenses	\$351,664	\$436,509	\$386,422	\$216,398	\$169,279	\$423,462
Total Expenses	\$4,063,795	\$4,331,556	\$3,086,490	\$1,825,093	\$1,783,054	\$3,130,286
Enterprise Profit/(Loss)	\$404,097	(\$437,718)	(\$271,318)	(\$137,284)	(\$127,103)	(\$524,826)

CAMPUS SHOP

Revenue						
Book Sales	\$1,081,518	\$924,920	\$0	\$0	\$0	\$0
Supply Sales	\$233,977	\$206,559	\$86,462	\$63,054	\$70,651	\$100,000
Commission Revenue	\$0	\$2,000	\$72,823	\$61,595	\$40,994	\$75,000
Other Revenue	\$3,177	\$70,452	\$155,927	\$92,547	\$73,076	\$60,000
Emergency Relief Funds-Institutional	\$654,242	\$126,521	\$0	\$0	\$0	\$0
Total Revenue	\$1,972,914	\$1,330,452	\$315,212	\$217,196	\$184,721	\$235,000
Expenses						
Salaries	\$200,398	\$181,354	\$114,062	\$64,797	\$72,703	\$111,188
Fringe Benefits	\$64,970	\$54,968	\$34,105	\$19,939	\$22,150	\$34,900
Cost of Goods Sold	\$1,133,019	\$1,184,308	\$59,333	\$38,836	\$54,260	\$65,000
Depreciation Expense	\$10,031	\$5,015	\$0	\$0	\$0	\$0
Other Expenses	\$54,333	\$66,560	\$8,944	\$5,065	\$6,515	\$23,912
Total Expenses	\$1,462,751	\$1,492,205	\$216,444	\$128,637	\$155,628	\$235,000
Profit/(Loss)	\$510,163	(\$161,753)	\$98,768	\$88,559	\$29,093	\$0



Western Technical College
Enterprise Fund Board Report
 For the Seven Months Ending January 31, 2025

	Fiscal Year 2022	Fiscal Year 2023	Fiscal Year 2024	YTD Prior Yr 2024	Fiscal Yr-YTD 2025	Budget 2025
UNION MARKET						
Revenue						
Union Market Sales	\$286,185	\$371,576	\$420,711	\$231,802	\$261,020	\$376,000
Meal Plan-Residence Hall Sales	\$181,451	\$226,764	\$216,688	\$139,481	\$144,401	\$200,000
Catering Revenue	\$124,631	\$222,434	\$219,772	\$116,436	\$127,138	\$200,000
Other Revenue	\$2,315	\$1,419	\$0	\$0	\$187	\$2,000
Emergency Relief Funds-Institutional	\$349,715	\$57,266	\$0	\$0	\$0	\$0
Total Revenue	\$944,297	\$879,459	\$857,171	\$487,719	\$532,746	\$778,000
Expenses						
Salaries	\$515,374	\$606,844	\$627,827	\$379,467	\$402,834	\$632,644
Fringe Benefits	\$166,200	\$177,261	\$178,163	\$106,489	\$104,285	\$186,947
Cost of Goods Sold	\$339,096	\$416,668	\$444,152	\$268,071	\$260,250	\$435,000
Depreciation Expense	\$2,759	\$2,759	\$2,759	\$1,631	\$1,400	\$2,400
Other Expenses	\$64,116	\$85,185	\$90,228	\$53,622	\$33,859	\$84,000
Total Expenses	\$1,087,545	\$1,288,717	\$1,343,129	\$809,280	\$802,628	\$1,340,991
Profit/(Loss)	(\$143,248)	(\$409,258)	(\$485,958)	(\$321,561)	(\$269,882)	(\$562,991)

DAY CARE CENTER

Revenue

Facilities Rental Income	\$47,807	\$47,807	\$47,807	\$27,887	\$27,887	\$50,200
Other Revenue	\$474	\$7,640	\$14,333	\$7,904	\$9,229	\$5,000
Total Revenue	\$48,281	\$55,447	\$62,140	\$35,791	\$37,116	\$55,200

Expenses

Other Expenses	\$30,865	\$17,391	\$18,620	\$9,140	\$7,686	\$30,200
Total Expenses	\$30,865	\$17,391	\$18,620	\$9,140	\$7,686	\$30,200
Profit/(Loss)	\$17,416	\$38,056	\$43,520	\$26,651	\$29,430	\$25,000

Western Technical College
Enterprise Fund Board Report
For the Seven Months Ending January 31, 2025

	Fiscal Year 2022	Fiscal Year 2023	Fiscal Year 2024	YTD Prior Yr 2024	Fiscal Yr-YTD 2025	Budget 2025
WELLNESS CENTER						
Revenue						
Memberships Fees	\$12,902	\$11,869	\$11,205	\$8,065	\$2,439	\$6,000
Student Govt Support	\$158,700	\$163,641	\$165,364	\$96,460	\$102,599	\$175,885
Other Revenue	\$12,877	\$9,156	\$14,936	\$9,317	\$5,927	\$8,500
Emergency Relief Funds-Institutional	\$12,653	\$1,967	\$0	\$0	\$0	\$0
Total Revenue	\$197,132	\$186,633	\$191,505	\$113,842	\$110,965	\$190,385
Expenses						
Salaries	\$106,099	\$98,471	\$106,542	\$61,388	\$58,041	\$100,938
Fringe Benefits	\$45,064	\$36,407	\$33,147	\$19,962	\$19,382	\$33,347
Depreciation Expense	\$3,975	\$4,378	\$4,351	\$1,575	\$2,394	\$4,100
Other Expenses	\$22,182	\$25,059	\$46,431	\$15,362	\$17,219	\$23,700
Total Expenses	\$177,319	\$164,315	\$190,471	\$98,287	\$97,036	\$162,085
Profit/(Loss)	\$19,812	\$22,318	\$1,034	\$15,555	\$13,929	\$28,300

PC RESALE

Revenue

Resale Receipts	\$152,459	\$174,145	\$115,873	\$87,638	\$42,927	\$125,000
Emergency Relief Funds-Institutional	\$526	\$0	\$0	\$0	\$0	\$0
Total Revenue	\$152,985	\$174,145	\$115,873	\$87,638	\$42,927	\$125,000

Expenses

Salaries	\$37,286	\$36,424	\$38,355	\$22,373	\$22,812	\$39,257
Fringe Benefits	\$17,971	\$11,828	\$12,313	\$7,234	\$7,631	\$13,026
Cost of Goods Sold	\$47,376	\$58,540	\$37,955	\$22,639	\$15,475	\$41,000
Other Expenses	\$7,673	\$29,583	\$20,671	\$16,424	\$6,473	\$24,050
Total Expenses	\$110,307	\$136,375	\$109,294	\$68,670	\$52,391	\$117,333

Profit/(Loss)

\$42,679	\$37,770	\$6,579	\$18,968	(\$9,464)	\$7,667
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VENDING

Revenue

Commissions	\$10,604	\$18,735	\$16,416	\$8,493	\$11,403	\$15,000
Other Revenue	\$351	\$4,921	\$7,446	\$4,284	\$4,025	\$2,000
Emergency Relief Funds-Institutional	\$14,174	\$2,633	\$0	\$0	\$0	\$0
Total Revenue	\$25,129	\$26,289	\$23,862	\$12,777	\$15,428	\$17,000

Expenses

Vending Expenses	\$26,465	\$45,529	\$28,824	\$20,028	\$17,851	\$40,000
Vending Expenses-Student Use	\$0	\$50	\$3,833	\$3,000	\$5,258	\$10,000
Total Expenses	\$26,465	\$45,579	\$32,657	\$23,028	\$23,109	\$50,000

Profit/(Loss)

(\$1,336)	(\$19,290)	(\$8,795)	(\$10,251)	(\$7,681)	(\$33,000)
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Western Technical College
Enterprise Fund Board Report
 For the Seven Months Ending January 31, 2025

	Fiscal Year 2022	Fiscal Year 2023	Fiscal Year 2024	YTD Prior Yr 2024	Fiscal Yr-YTD 2025	Budget 2025
RESIDENCE HALL						
Revenue						
Dorm Rent	\$963,416	\$1,122,794	\$1,110,398	\$650,163	\$647,430	\$1,100,125
App Fees & Deposit Forfeitures	\$18,090	\$21,529	\$13,563	\$2,800	\$5,250	\$20,000
Cost Reimbursements-Parking	\$24,551	\$28,589	\$26,897	\$26,802	\$27,551	\$28,000
Emergency Relief Funds-Institutional	\$114,960	\$9,719	\$0	\$0	\$0	\$0
Other Revenue	\$1,748	\$54,261	\$93,996	\$50,443	\$49,740	\$52,000
Total Revenue	\$1,122,765	\$1,236,892	\$1,244,854	\$730,208	\$729,971	\$1,200,125
Expenses						
Salaries	\$52,310	\$79,519	\$90,209	\$52,961	\$41,957	\$99,757
Fringe Benefits	\$16,119	\$22,359	\$26,426	\$15,104	\$13,708	\$29,720
Interest Expense	\$549,144	\$539,666	\$534,998	\$316,635	\$304,724	\$518,000
Utilities	\$92,229	\$92,583	\$80,331	\$38,583	\$39,161	\$103,000
Depreciation Expense	\$393,370	\$366,707	\$343,800	\$202,825	\$203,000	\$348,000
Other Expenses	\$53,801	\$74,569	\$88,540	\$55,174	\$35,257	\$84,600
Total Expenses	\$1,156,973	\$1,175,403	\$1,164,304	\$681,282	\$637,807	\$1,183,077
Profit/(Loss)	(\$34,208)	\$61,489	\$80,550	\$48,926	\$92,164	\$17,048

TOMAH JOB CENTER

Revenue

Facilities Rental Income	\$4,389	\$4,521	\$4,555	\$2,638	\$2,078	\$4,750
Total Revenue	\$4,389	\$4,521	\$4,555	\$2,638	\$2,078	\$4,750

Expenses

Depreciation Expense	\$11,571	\$11,571	\$11,571	\$6,769	\$6,769	\$11,600
Total Expenses	\$11,571	\$11,571	\$11,571	\$6,769	\$6,769	\$11,600

Profit/(Loss)	(\$7,182)	(\$7,050)	(\$7,016)	(\$4,131)	(\$4,692)	(\$6,850)
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**WESTERN TECHNICAL COLLEGE
ISSUE PAPER**

Topic: **Project Submission and Acceptance – FY26
Wisconsin Department of Safety and Professional Services—Youth
Volunteer Firefighter Training**

Issue: The Wisconsin Department of Safety and Professional Services has issued a grant RFP for increasing the capacity of state fire departments by providing funding to assist in Youth Volunteer Firefighter Training programs.

Project Description: Western intends to apply for the Wisconsin Department of Safety and Professional Services Youth Volunteer Firefighter Training grant to assist the college in offering the college's Youth Fire Academy for high school seniors interested in exploring this career pathway. Though non-rural school districts and fire departments will not be excluded, particular focus will key in on rural areas with limited dual credit options in schools and dwindling fire department capacity. Budget items and activities are in process of being finalized but include the cost of books and workbooks and disposable PPE equipment for academy participants, instructor costs, and marketing and outreach, particularly to provide pathways for young women into the program.

Total Project	State Funds	Western Funds
\$25,000	\$25,000	\$0

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

**WESTERN TECHNICAL COLLEGE
ISSUE PAPER**

Topic: **Project Submission and Acceptance – FY 2025-26
Wisconsin Technical College System Office – State Grants Funds**

Issue: The Wisconsin Technical College System has initiated the Request for Proposal (RFP) process for FY26 for State Grant funding for Emergency Assistance.

Project Description: **Emergency Funds for Western Students (Formula)** – This project will provide Emergency Assistance Grants for eligible Pell recipients experiencing unforeseen financial emergencies. The goal of these funds is to retain students who may otherwise drop out due to a fiscal emergency. The funds can be used to pay for unanticipated medical expenses, vehicle repairs, dependent care, housing, utilities, and/or transportation as examples.

Total Project	State Funds	Western Funds
\$13,370	\$13,370	\$0

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

New Hires, Appointments February 2025

New Hires:

Position filled	Division	FT/PT	Effective Date	Employee	Apps Received/ Interviewed
CRM Training and Support Specialist	Student Service & Engagement	FT	2/17/25	Angela Molling Enright	12/4
Campus Shop & eCampus Associate	Finance & Operations	PT	2/17/25	Zoe Engebos	27/4
Instructional Designer for Apprenticeships (LTE 8/31/28)	Academic Affairs	FT	2/28/25	Jennifer Pinnow	14/3
Instructor – Business Management	Academic Affairs	FT	3/1/25	Jeffery Nyseth	25/3
K12 Pathways Liaison	Student Service & Engagement	FT	6/1/25*	Austin Lee	20/5

**Austin Lee is starting part-time 2/1/25 and transitioning to full-time on 5/1/25*

**Retirements, Resignations, and Terminations
 February 2025**

Retirements

Position	Division	Effective Date	Employee
Instructor – Communication Skills	Academic Affairs	4/21/25	Pamela Solberg

Resignations

Position	Division	Effective Date	Employee
Administrative Assistant – Public Safety	Academic Affairs	4/30/25	Barbara Olson

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

**WESTERN TECHNICAL COLLEGE DISTRICT
ISSUE PAPER**

Topic: Resolution Authorizing the Issuance and Establishing Parameters for the Sale of \$6,995,000 General Obligation Promissory Notes, Series 2025B, of Western Technical College District, Wisconsin.

Issue: Included in this issue:

Automotive – Building Addition	\$1,250,000
Automotive – Remodeling	\$1,300,000
Student Success Center – Graphics	\$15,000
Equipment	\$4,430,000
 TOTAL BORROWING	 \$6,995,000

Approval of this resolution authorizes Administration to move forward with issuing debt provided that a pre-established set of parameters is 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 4.00%.

Recommendation: Adopt the Resolution Authorizing the Issuance and Establishing Parameters for the Sale of \$6,995,000 General Obligation Promissory Notes, Series 2025B, of Western Technical College District, Wisconsin

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

DISTRICT BOARD MONTHLY PLANNING CALENDAR – Meetings Begin at 2 pm

January	February	March (BRF)
<ul style="list-style-type: none"> Annual Strategic Enrollment Management Update Sustainability Update <i>(1-page report)</i> <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 <i>(closed-as-needed)</i> Annual Planning Cycle Review <i>(biennial, even years)</i> Roger hosts dinner - District Board and Senior Leadership Team <i>(2025 no dinner)</i> <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 2025 Community Luncheon @ RLC 2025 Board Dinner <p>Issue Papers:</p> <ul style="list-style-type: none"> <i>Private Sector Review</i>
April (Viroqua)	May (2 nd Tuesday)	June
<ul style="list-style-type: none"> Full Budget Review <i>(no separate meeting) – Kicks Off Meeting</i> Foundation Update Non-renewals <i>(closed-as-needed)</i> Presidents Evaluation <i>(closed)</i> 	<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 <i>(May or June)</i> <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 (May or June)</i> 	<ul style="list-style-type: none"> Public Hearing – Budget Enrollment Update RLC Update <i>(biennial -done in 2022)</i> Exp 2025 Closeout instead of HLC Update <i>(F2F years 3, 8, 9 and 10 (2024) 1-page report other years)</i> 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>
July 2 nd Monday	August	September
<ul style="list-style-type: none"> Program & Service Highlights <i>(optional)</i> Recognize WLDI Grads Annual Organizational Meeting Actions President Shares Identifies College Goals <p>Issue Papers:</p> <ul style="list-style-type: none"> <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> <i>Designation of Date/Time/Location of District Board meetings</i> 	<p>Annual Infrastructure Meeting No Topics SLT Excused</p> <p>Board Advance - Annual Boardsmanship</p> <ul style="list-style-type: none"> Annual Attorney & Legal Update Validate Board Evaluation Validate Board Goals Validate Board Commitments “A” Level Policy Discussion <p>Introduce New Strategic Plan</p> <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-Weeks Enrollment Update Tax Levy Discussion College Day Update <i>(1-page report)</i> Legislative Update <i>(1-page report)</i> District Board Dinner

Note: We will implement more discussions on budget and finance 2024 through 2026, to deepen our understanding of the fiscal climate. These discussions will sometimes take the place of traditional agenda items.

DISTRICT BOARD MONTHLY PLANNING CALENDAR – Meetings Begin at 2 pm

October (Remote Location)	November	December
<ul style="list-style-type: none"> • Key Results Update (<i>Student Success Metrics and Strategic Goals including Equity Scorecard</i>) (2025) • Review Previous Fiscal Year’s Operating Financial Results • Annual Marketing Update (<i>1-page report</i>) • Work Based-Learning (WBL) and Community-Based Learning (CBL) (<i>1-page report (2024)/short presentation 2025</i>) • 2025 HLC Visit Report Out (<i>Oct or Nov</i>) • Annual Manufacturers Luncheon (sometimes on the same day) <p>Issue Papers:</p> <ul style="list-style-type: none"> • <i>Annual Review of Procurements Report</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 (<i>2024, moved to 03/2025</i>)</p>	<ul style="list-style-type: none"> • Program & Service Highlights (<i>Learner Support & Transition 2022, EMS, HPS 2023, Apprenticeship 2024</i>) • Strategic Focus Area – Co-worker Wellbeing • Q12 Employee Engagement Results • College Audit (Nov or Dec) • Enterprise Update (<i>biennial odd years– 1-page report</i>) • Annual BIS Update (<i>1-page report 2024</i>) • <i>Boards Annual Evaluation (HR & Chair)</i> <p>Board Advance <i>no advance in 2024</i></p> <p>Issue Papers:</p> <ul style="list-style-type: none"> • <i>Annual BIS Contract Training</i> • <i>College Audit (Nov or Dec)</i> 	<ul style="list-style-type: none"> • Annual Strategic Plan Review – (<i>WIGS, Data, Adjustments, Progress, and Priorities</i>) • Borrowing Plan Discussion • College Audit (Nov or Dec) • RLC Community Panel Update (<i>1-page report, 2025 will move to May or June</i>) • Boards Annual Evaluation <p>Issue Papers:</p> <ul style="list-style-type: none"> • <i>Capital Borrowing</i> • <i>College Audit (Nov or Dec)</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 program highlights with the board. This will intentionally move across sectors over time. Students will present with the faculty.
- ***One-page reports submitted in lieu of presentation to the District Board.**

Process Timeline for President Evaluation	Timeline	Responsible
The President presents goals and updates.	March Board Meeting (closed session)	President
Distribute the President evaluation tool to the Board for their completion and the President for his/her self-assessment.	March Board Meeting	Human Resources
Compile results and summary document(s) to share with the 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 in the next review period	June	President, Board Chair
Provide Final Evaluation tool to the Board and President	July 1	Human Resources

Public Notice (see calendar below)

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

- District Boards Associations (DBA)
- WTCS State Board Meetings
- Community Luncheons
- Socials
- Other Western College-related events (Foundation, Student Government, All-College, etc.)

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

Future Dates

2024-2025

Date	Event	Location
• 02/18/2025	Regular Meeting	Western, La Crosse, WI
• 03/11/2025	Tomah Community Brunch	Western RLC, Tomah, WI
• 03/11/2025	Mauston Community Lunch	Western RLC, Mauston, WI
• 03/11/2025	WTCS State Board Meeting	Madison Area Technical College
• 03/18/2025	BRF Community Lunch	Western RLC, Black River Falls, WI
• 03/18/2025	Regular Meeting	Western RLC, Black River Falls, WI
• 03/19/2025	Indy Community Lunch	Western RLC, Independence, WI
• 04/15/2025	Viroqua Community Lunch	Western RLC, Viroqua, WI
• 04/15/2025	Annual Budget & Regular Meeting	Western RLC, Viroqua, WI
• 04/TBA/2025	DBA Spring Meeting	TBA
• 04/19/2025	Commencement	La Crosse Center, La Crosse, WI
• 05/13/2025	Regular Meeting	Western, La Crosse, WI
• 05/20/2025	WTCS State Board Meeting	WTCS Office, Madison, WI
• 06/17/2025	Public Budget & Regular Meeting	Western, La Crosse, WI
• 07/01/2025	DBA Meeting	TBA
• 07/08/2025	WTCS State Board Meeting	Nicolet Area Technical College
• 07/14/2025	Organizational Meeting	Western, La Crosse, WI
• 09/09-10/2025	WTCS State Board Meeting	Chippewa Valley Technical College
• 10/25/2025	WCTC Legal Issues Seminar & DBA Meeting	Waukesha Co Technical College
• 11/04-05/2025	WTCS State Board Meeting	Southwest Technical College