

**MINUTES OF THE BOARD REGULAR MEETING OF THE  
BOARD OF DIRECTORS OF SOUTHWEST WISCONSIN  
TECHNICAL COLLEGE  
JANUARY 26, 2023**



The Board of Southwest Wisconsin Technical College met in open session of a regular meeting commencing at 7:01 p.m. on January 26, 2023, in Conference Room 430 on the District Campus located at 1800 Bronson Boulevard in the City of Fennimore, Grant County, Wisconsin. The following members were present:

David Blume, Charles Bolstad, Kent Enright, Tracy Fillback, Jeanne Jordie, Chris Prange (remotely over Zoom technology), Don Tuescher, Jane Wonderling, Crystal Wallin

Absent: N/A

Others present for all, or a portion, of the meeting included:

SWTC President Jason Wood and SWTC Staff: Heath Ahnen, Christena Bowers, Holly Clendenen, Dennis Cooley, Katie Glass, Katie Garrity, Connie Haberkorn, Cynde Larsen, Lori Needham, Krista Weber, Caleb White, Kris Wubben

Chairperson Tuescher called the meeting to order. Proof of notice was given as to the time, place, and purpose of the meeting. The following is the official agenda:

## **BOARD MEETING NOTICE/AGENDA**

Thursday, January 26, 2023

6:00 p.m. - Student Stories & Experiences

6:30 p.m. - Dinner

7:00 p.m. - Regular District Board Meeting

Southwest Tech  
1800 Bronson Boulevard  
Fennimore, WI 53809  
Room 430

### **AGENDA**

#### **OPEN MEETING**

The following statement will be read: "The January 26, 2023, regular meeting of the Southwest Wisconsin Technical College Board is called to order. This meeting is open to the public and in compliance with State Statutes. Notice of the meeting has been sent to the press and posted on the College's website at [www.swtc.edu/about/board/meetings](http://www.swtc.edu/about/board/meetings). Notice is also posted on Campus, the Platteville and Richland Center Outreach Sites, and the Fennimore City Office in an attempt to make the general public aware of the time, place, and agenda of the meeting."

- A. Roll Call
- B. Reports/Forums/Public Input
- C. Student Senate Update

### **CONSENT AGENDA**

- A. Approval of Agenda
- B. Minutes of the Regular Board Meeting of December 22, 2022
- C. Financial Reports
  - 1. Purchases Greater than \$2,500
  - 2. Treasurer's Cash Balance
  - 3. Budget Control
- D. Contract Revenue
- E. DWD Job Center Lease
- F. Personnel Items

### **OTHER ITEMS REQUIRING BOARD ACTION**

No agenda items for January 26, 2023, Board Meeting

### **BOARD MONITORING OF COLLEGE EFFECTIVENESS**

- A. Review of 6/30/2022 Financial Results
- B. Staffing Update
- C. Benefits Consortium Update
- D. Student Access Monitoring Report
- E. Southwest Tech Foundation Quarterly Report
- F. Southwest Tech Real Estate Foundation Quarterly Report

### **INFORMATION AND CORRESPONDENCE**

- A. Enrollment Report
  - 1. FY 2023 Comparison FTE Report
  - 2. FY 2024 Application Report
- B. Chairperson's Report
  - 1. District Boards Association (DBA) Drafts of the 2023-2024 Fee Calculations & Budget
- C. College President's Report
  - 1. Review Governance Policies: 4.4 College Values, 4.5 College Strategic Directions
  - 2. College Happenings
    - i. Legislative Update
    - ii. Outreach
    - iii. Budget Priorities
- D. Other Information Items

## **ADJOURN TO CLOSED SESSION**

- A. Consideration of adjourning to closed session for the purpose of
  - 1. Discussing personnel issues per Wis. Stats. 19.85(1)(b) {Considering dismissal, demotion, licensing or discipline of any public employee or person licensed by a board or commission or the investigation of charges against such person, or considering the grant or denial of tenure for a university faculty member, and the taking of formal action on any such matter; provided that the faculty member or other public employee or person licensed is given actual notice of any evidentiary hearing which may be held prior to final action being taken and of any meeting at which final action may be taken. The notice shall contain a statement that the person has the right to demand that the evidentiary hearing or meeting be held in open session. This paragraph and par. (f) do not apply to any such evidentiary hearing or meeting where the employee or person licensed requests that an open session be held.}
  - 2. Discussing personnel issues per Wis. Stats. 19.85(1)(c) {Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.}
  - 3. Discussing legal issues per Wis. Stats. 19.85(1)(f) {Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations.}
  - 4. Discussing legal issues per Wis. Stats. 19.85(1)(g) {Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.}
- B. Approval of Closed Session Minutes from November 17, 2022

## **ESTABLISH BOARD AGENDA ITEMS FOR NEXT MEETING**

- A. Agenda
  - 1. Budget Assumptions & Parameters
  - 2. Procurement Bid: One Ton Truck (for Electro Mech Trailer)
  - 3. Procurement Bid: Electro Mech Trailer
  - 4. Safety & Security Monitoring Report
- B. Time and Place
  - 1. Thursday, February 23, 2023, 7:00 p.m.
  - 2. Southwest Tech, Room 430

## **ADJOURNMENT**

{Facilities at Southwest Tech are handicap accessible. For all accommodations, call 608-822-2632 or e-mail [disabilityservices@swtc.edu](mailto:disabilityservices@swtc.edu).}

After a review of the Consent Agenda, including the January 26, 2023 agenda; December 22, 2022, Board meeting minutes; financial reports; 22 contracts totaling \$106,525.85 in December 2022; the DWD Job Center lease; employment recommendation for Gabby Snider, Administrative Assistant-Business & Industry Services; promotion/transfers for Cynde Larsen, Chief Academic Officer, and Dennis Cooley, Executive Director of Advancement; and the resignations of Holly Knapp, Mental Health Counselor, and Ken Bartz, Public Safety Supervisor/Coordinator/EMS Instructor, Mr. Bolstad moved, seconded by Mr. Enright, to approve the Consent Agenda, as presented. Motion adopted.

Caleb White, Vice President for Administrative Services, presented the College's preliminary 6/30/2022 financial results. The review consisted of a breakdown of each of the six College funds. Mr. White noted that the completed audit report and the 2021-22 budget modifications will be brought to the February 23, 2023, Board meeting for Board approval.

Krista Weber, Chief Human Resources Officer, provided an update on College staffing noting that the following full-time positions are currently posted: Associate Degree Nursing Instructor, Mental Health Counselor, and Electrical Power Distribution (EPD) Lab Assistant. Interviews have been completed and employment offers will soon be extended for the Emergency Medical Services (EMS) Instructor and Foundation Development Officer positions.

A Wisconsin Technical College System (WTCS) Employee Benefits Consortium update was presented by Connie Haberkorn, Director of Human Resources; Caleb White; and Krista Weber. Currently, there are 146 Southwest Tech employees participating in the self-funded health coverage plan. Other benefits were reviewed, as well as an overview of future benefits being considered. It was noted that the Consortium's consultant will be conducting an employee benefit survey to the Southwest Tech employees this coming spring. President Wood thanked Ms. Haberkorn for serving as the current Chair for the eight-college consortium that is made up of approximately 5000 insured persons.

Holly Clendenen, Chief Student Services Officer; Kris Wubben, Director of Student Success; and Chris Bowers, Disabilities/Support Services Manager, provided the Board monitor report on Student Access. The presentation encompassed a review of College Health Indicators for Student Access and Success, as well as strategic initiatives designed to improve College performance including Universal Design; Student Recruitment & FTE Generation; Diversity, Equity and Inclusion Recruitment and Retention Efforts; Project RISE; Charger Tech 360; and High-Risk Case Management.

The Southwest Tech Foundation's FY 2023 2<sup>nd</sup> quarter report was presented by Dennis Cooley, Executive Director of Advancement. There were 3063 gifts received from 516 donors totaling \$481,712 in the 2<sup>nd</sup> quarter of FY2023. Mr. Cooley noted that

in his new role he will serve as director of Southwest Tech Foundation, Southwest Tech Real Estate Foundation, and Business & Industry Services.

Mr. Cooley presented the Southwest Tech Real Estate Foundation's FY 2023 2<sup>nd</sup> quarter report noting that plans are underway to partially furnish some existing College housing. Ongoing discussions about a potential outreach opportunity in Dodgeville are still occurring.

The Board reviewed the Enrollment and Application Reports noting that the FTE count has increased 2.07% compared to this time last year. Fall applications have increased by 63 applicants from this time last year.

Under the Chairperson's report, Chairperson Tuescher reviewed the drafts of the District Boards Association (DBA) 2023-24 budget and fee calculations. Board comments included that the association provides very valuable support and service to the Wisconsin Technical College System District Boards.

Under the College President's Report, President Wood asked the Board for recommendations for updates to Governance Policies 4.4 - College Values and 4.5 – College Strategic Directions; there were not any recommendations for updates at this time.

College Happenings and additional items noted under the President's Report:

- Legislative Updates:
  - President Wood; Board trustees Chuck Bolstad and Jeanne Jordie; and College Staff Holly Clendenen and Krista Weber attended the District Boards Association legislative update meeting in Madison on January 12, 13, 2023. A portion of their time was spent meeting with Senator Howard Marklein, Representative Tony Kurtz, and staff from the offices of Representatives Travis Tranel and Todd Novak.
  - There is a National Legislative summit in Washington D.C. February 6-8, 2023. President Wood, Chuck Bolstad, and Holly Clendenen plan to attend. At this time, visits are scheduled with Secretary of Education's office and Senators Tammy Baldwin and Ron Johnson.
- Outreach: The Platteville Regional Chamber hosted "Good Morning, Platteville" this morning, January 26, 2023. The event was held at the Platteville Outreach Center and was well attended with a positive atmosphere of cooperation, where all shared the same enthusiasm of doing what is best for students.
- FY2024 Budget Priorities are being assessed and compared to assumptions. Preliminary budget information will be brought to the Board in future meetings during the budget development process.
- The 2023 Board Appointment process is underway. The public hearing/appointment meeting is scheduled for March 2, 2023, 7:00 p.m.
- ERP – Project RISE Update: There will be onsite visit the week of February 6, 2023. There are currently eight showstoppers, and the quality rate of the most recent spin is approximately 70%.

There were not any items to discuss under agenda item "Other Information Items".

Mr. Enright moved, seconded by Mr. Blume to adjourn to closed session for the purpose of discussing personnel and potential legal issues per Wis. Stats. 19.85(1)(b); (1)(c); (1)(f); and (1)(g). Upon a roll call vote, the following members voted affirmatively: Mr. Blume, Mr. Bolstad, Mr. Enright, Ms. Fillback, Ms. Jordie, Mr. Prange, Mr. Tuescher, Ms. Wonderling, and Ms. Wallin. The motion carried and the meeting adjourned to closed session at 8:40 p.m.

The Board reconvened to open session at 10:01 p.m. With no further business to come before the Board, Mr. Prange moved to adjourn the meeting, seconded by Mr. Enright. The motion carried and the meeting adjourned at 10:02 p.m.

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Crystal Wallin, Secretary