

**MINUTES OF REGULAR MEETING FOR THE
BOARD OF DIRECTORS OF SOUTHWEST WISCONSIN TECHNICAL COLLEGE
MAY 22, 2025**

The Board of Southwest Wisconsin Technical College met in an open session of a regular meeting commencing at 6:05 p.m. on May 22, 2025, in Room 430 on the District Campus 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 (joined remotely at 7:36 p.m.), Chris Prange, Don Tuescher, Steve Williamson, and Jane Wonderling

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

Krista Weber, Chief Human Resources Officer and Acting President, and College Staff: Holly Clendenen, Dennis Cooley, Katie Glass, Mandy Henkel, Dan Imhoff, Jennifer Lame' (remote), Lori Needham, Angela Starkey, and Caleb White

Theresa Braudt, Incoming Board member (effective 7/1/2025)

Chairperson Bolstad 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:



DISTRICT BOARD MEETING NOTICE/AGENDA

Thursday, May 22, 2025

6:00 p.m. – Regular Board Meeting

Southwest Tech ~ Room 430

1800 Bronson Boulevard, Fennimore, WI 53809

AGENDA

OPEN MEETING

The following statement will be read: "The Southwest Wisconsin Technical College District Board's May 22, 2025, regular meeting is called to order. This meeting is open to the public and in compliance with State Statutes. Notice has been sent to the press, posted on campus, CESA 3, Fennimore's City Office, and on the College's website at www.swtc.edu/about/board/meetings in an attempt to make the general public aware of the time, place, and agenda."

OPEN MEETING

- A. Roll Call
- B. Reports/Forums/Public Input

CONSENT AGENDA

- A. Approval of Agenda
- B. Minutes of the April 24, 2025, Regular Board Meeting
- C. Financial Reports

1. Purchases Greater than \$2,500
2. Treasurer's Cash Balance
3. Budget Control
- D. Contract Revenue
- E. Personnel Items
- F. Forward Service Corporation Lease
- G. United Migrant Opportunity Services/UMOS, Inc Lease
- H. Jim's Building Center Lease

OTHER ITEMS REQUIRING BOARD ACTION

- A. Approval of 2025-26 Compensation Recommendation
- B. Approval of Bid 2425-04: Concrete Maintenance
- C. Dodgeville Family Chiropractic, S.C. Lease (Dodgeville Outreach Lease)

BOARD MONITORING OF COLLEGE EFFECTIVENESS

- A. 2025-26 Budget Update
- B. Review 10-Year Facilities Plan (Draft)
- C. Staffing Update
- D. SWTC Foundation FY25 3rd Quarter Report
- E. SWTC Real Estate Foundation FY25 3rd Quarter Report

INFORMATION AND CORRESPONDENCE

- A. FTE Comparison Report and Student Success Scoreboard
 1. FTE Comparison Report
 2. Student Success Scoreboard
- B. Chairperson's Report
 1. May 2025 WTCS Board Meeting Update
 2. District Boards Association Update
- C. Acting College President's Report
 1. Aspen Award Updates
 2. Project RISE ERP/Anthology Update
 3. SWTC Clay Target Team – Conference Championship
 4. SWTC Golf Team – Regional Championship
 5. College Happenings
- D. Other Information Items

ESTABLISH BOARD AGENDA ITEMS FOR NEXT MEETING (REGULAR MEETING)

- A. Agenda
 1. 2025-26 Public Budget Hearing and Approval
- B. Time and Place
6:00 p.m. on Thursday, June 19, 2025, at Southwest Tech, Room 430

ADJOURN TO CLOSED SESSION

- A. Consideration of adjourning to a closed session for the purpose of
 1. Discussing a contract provision in an administrative contract 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.}
- B. Approval of Closed Session Minutes from April 24, 2025

RECONVENE TO OPEN SESSION

- A. Action, if necessary, on Closed Session Items

ADJOURNMENT

{FACILITIES AT SOUTHWEST TECH ARE HANDICAP ACCESSIBLE. FOR ALL ACCOMMODATIONS, CALL 608-822-2632 OR E-MAIL DISABILITYSERVICES@SWTC.EDU.}

After a review of the Consent Agenda, including the May 22, 2025, agenda; April 24, 2025, Board meeting minutes; financial reports; twenty contracts totaling \$172,112.21 in April 2025; employment recommendation of Tyler Tollefson, Instructional Designer, and promotion/transfer Delanie Weber, Student Success Specialist; the resignations of Karla Escobar, Academic Success Coach, and Ross Martin, Director of Human Resources; a 12-month lease (July 1, 2025 – June 30, 2026) for Forward Service Corporation to lease 100 square feet of space from the College at the Richland Center Outreach Site located at 373 West 6th Street, Richland Center, WI, for \$348.00 per month; a 12-month lease (July 1, 2025 – June 30, 2026) for UMOS, Inc. to lease 145 square feet of space from the College at the Richland Center Outreach Site located at 373 West 6th Street, Richland Center, WI, for \$380.89 per month; and a 3-year agreement (July 1, 2025 – June 30, 2028) for the College to lease a commercial parcel of land to Jim's Building Center, Inc. for \$3,000 the first year, \$3,150 the 2nd year, and \$3,300 the 3rd year; Mr. Tuescher, moved, seconded by Ms. Fillback, to approve the Consent Agenda, as presented. Motion adopted.

The 2025-26 Employee Compensation Recommendation was reviewed. Mr. Prange motioned, seconded by Ms. Wonderling, to approve the 2025-26 Employee Compensation as follows: Effective July 1, 2025, a 2% base wage increase for all regular employees, plus market/band reclass adjustments reflective on the first payroll in July 2025. Upon roll call vote, Ms. Wonderling, Mr. Williamson, Mr. Tuescher, Mr. Prange, Ms. Fillback, Mr. Enright, Mr. Blume, and Mr. Bolstad voted to approve the 2025-26 compensation adjustment, as presented. Motion adopted. It was noted that an additional mid-year compensation adjustment will be considered at the November 2025 board meeting, subject to fall enrollments and the 6/30/25 financial results.

Bids for concrete maintenance were summarized and examined. Mr. Tuescher moved, seconded by Mr. Williamson, to award the contract for concrete maintenance to Roy's Concrete of Bagley, WI, for \$44,100.00. Upon roll call vote, Ms. Wonderling, Mr. Williamson, Mr. Tuescher, Mr. Prange, Ms. Fillback, Mr. Enright, Mr. Blume, and Mr. Bolstad voted to award the contract for concrete maintenance to Roy's Concrete of Bagley, WI, for \$44,100.00, as presented. Motion adopted.

The Board reviewed the lease agreement for the College's Outreach Site at 1206 N. Johns Street, Dodgeville, WI. Mr. Tuescher moved, seconded by Ms. Fillback, to approve the lease agreement between Southwest Tech and Dodgeville Chiropractic and Wellness Center for 600 square feet of educational space located at 1206 N. Johns Street, Dodgeville, WI, for \$800 per month from July 1, 2025, through June 30, 2026. Upon roll call vote, Ms. Wonderling, Mr. Williamson, Mr. Tuescher, Mr. Prange, Ms. Fillback, Mr. Enright, Mr. Blume, and Mr. Bolstad voted to approve the Southwest Tech/Dodgeville Chiropractic and Wellness lease, as presented. Motion adopted.

Caleb White, Vice President for Administrative Services, presented an overview of the FY2026 Budget, including the College's six Fund Accounts: General, Special, Trust,

Capital Projects, Debt Service, Enterprise (Auxiliaries), and Internal Service. The final budget numbers will be presented at the public hearing before the June 19, 2025, Board meeting, with the budget on the agenda for final approval.

Dan Imhoff, Executive Director of Facilities, Safety, and Security, provided a summary of the draft 10-year Facilities Plan. This draft will serve as the foundation for developing the College's upcoming 3-year Facilities Plan. Both plans are scheduled to be presented to the Board for approval at the annual meeting on July 12, 2025.

Krista Weber, Chief Human Resources Officer and Acting President, delivered the monthly staff report. Current vacant positions include an Advanced Manufacturing Instructor, an Academic Success Coach, and a Manufacturing Education Specialist.

Southwest Tech Foundation's FY25 Third Quarter Report was summarized by Dennis Cooley, Executive Director of Advancement. Using Student Success Plans to identify scholarship needs has been extremely beneficial. So far, \$161,000 has been awarded to students demonstrating financial need. Discussion included ideas and opportunities to improve the exciting process.

Mr. Cooley provided an update on the Real Estate Foundation in its FY25 Third Quarter Report. The purchase of the property in Dodgeville, advanced manufacturing, and the under-budget completion of student-made student housing were highlighted.

Katie Glass, Chief Communications Officer, overviewed this month's FTE Comparison Report, which shows a 12.53% decline in program degree-seeking enrollment. In response, teams are actively developing strategies to enhance the student registration experience. A strong emphasis will also be placed on adult student recruitment throughout the summer. It was noted that dual enrollment registration opened earlier than usual this year, with positive results thus far. Chairperson Bolstad, speaking on behalf of the entire Board, expressed appreciation for the teams' continued efforts to boost enrollment.

Holly Clendenen, Chief Student Services Officer, updated the Board on the advancements made in Student Success Plans. As of May 12, 2025, the following portions have been completed: 2,325 career assessments, 2,358 academic maps with supports and services, and 1,221 financial budgets. 1,166 students have a completed plan. The current average 2025-26 student financial gap is \$8,151.

Under the Chairperson's Report:

- The May 20, 2025, WTCS Board Meeting was attended by Chairperson Bolstad and Caleb White.
- The District Boards Association's new officers will be sworn in July. Mr. Bolstad will take the role of "Past President".

Under the Acting College President's Report:

- Aspen Award Updates

- ✓ Media Coverage: Spectrum News and Wisconsin Watch visited the campus.
- ✓ National Conversation includes an interview with Complete College America about our student success strategies.
- ✓ Aspen Award Funds: Proceeds will support the Student Success Endowment.
- ✓ Celebration Planning: Exploring options to honor the win on September 27, 2025.
- Project RISE ERP/Anthology Update: Anthology, the software vendor, missed debt payments in 2024. This information is publicly available and is being shared with the Board for informational purposes only.
- The SWTC Clay Target Team, coached by Dan Imhoff and Matt Schneider, took 1st place in the large team event on May 3, 2025. Cooper Subjek (Welding student) tied for first overall.
- The SWTC Golf Team, coached by Scott Kennedy, won the NJCAA Regional Championship and will compete at Nationals in New York (Chautauqua Golf Club) in early June.
- College Happenings
 - ✓ May included College Forums, End-of-Year Picnic Celebration, Open-Houses & a Portfolio Show, Hospital Appreciation Visits, a Pinning Ceremony, Spring Commencement, Law Enforcement Academy Graduation, Pistons to Pathways Celebration at Fillback Family of Dealerships with CESA 3
 - ✓ Hired Before Graduation Campaign: 115 students featured — thank you to Dan Wackershauser!
 - ✓ Thank you to Board member Tracy Fillback for her dedicated service. Her term ends at the end of June, and she will not be in attendance at the June 19 meeting.

Under Other Information, Mr. Prange conveyed heartfelt gratitude for the compassionate SWTC Facebook message Ms. Glass shared after the fatal shooting at UW-Platteville earlier this week.

Mr. Blume moved, seconded by Mr. Enright, to enter into a closed session to discuss a contract provision in an administrative contract 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.} Upon roll call vote, all present members voted affirmatively to enter a closed session: Ms. Wonderling, Mr. Williamson, Mr. Tuescher, Mr. Prange, Ms. Fillback, Mr. Enright, Mr. Blume, and Mr. Bolstad. The motion carried, and the meeting went into a closed session at 7:24 p.m.

Ms. Wonderling moved to adjourn the closed session, with Mr. Blume seconding the motion. The meeting adjourned from closed session at 9:00 p.m. No further business was conducted in open session.

Kent Enright, Secretary