

**MINUTES OF A REGULAR MEETING FOR THE  
BOARD OF DIRECTORS OF SOUTHWEST WISCONSIN TECHNICAL COLLEGE  
AUGUST 28, 2025**

The Board of Southwest Wisconsin Technical College met in an open session of a regular meeting commencing at 6:04 p.m. on August 28, 2025, 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, Theresa Braudt, Kent Enright, Jeanne Jordie, Chris Prange, Don Tuescher, Steve Williamson, and Jane Wonderling. Absent: n/a

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

Caleb White, Interim President and Vice President for Administrative Services, and College Staff: Heath Ahnen, Holly Clendenen, Dennis Cooley, Katie Glass, Connie Haberkorn, Mandy Henkel, Dan Imhoff, Lori Needham, Krista Weber, and Kris Wubben.

Chairperson Prange 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, August 28, 2025  
6:00 p.m. – Regular District Board Meeting  
1800 Bronson Boulevard, Fennimore, WI 53809  
Conference Room 430

**AGENDA**

**OPEN MEETING**

The following statement will be read: “The Southwest Wisconsin Technical College District Board’s August 28, 2025, regular meeting is called to order. This is open to the public and in compliance with State Statutes. Notice has been sent to the press, posted on the College’s website at [www.swtc.edu/about/board/meetings](http://www.swtc.edu/about/board/meetings), and posted on campus, CESA 3, and at the Fennimore City Office in an attempt to make the general public aware of the time, place, and agenda.”

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

**ADJOURN TO CLOSED SESSION**

- A. Consideration of adjourning to a closed session for the purpose of
  - 1. Discussing personnel issues per Wisconsin Statutes 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.}

2. Discussing potential legal situation per Wisconsin Statutes 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.}
3. Discussing potential presidential candidates and evaluative criteria per Wisconsin Statutes 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.}
4. Discussing the interim president's performance per Statutes 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 July 14, 2025, Closed Session Minutes

**RECONVENE TO OPEN SESSION**

A. Action, if necessary, on Closed Session Items

**CONSENT AGENDA**

- A. Approval of Agenda
- B. Approval of July 14, 2025, Annual Board Meeting Minutes
- C. Financial Reports
  1. Purchases Greater than \$2,500
  2. Treasurer's Cash Balance
  3. Budget Control
- D. Contract Revenue
- E. Personnel Items
- F. Southwest Wisconsin Workforce Development Board (SWWDB) Sub-lease, Richland Center Outreach

**BOARD MONITORING OF COLLEGE EFFECTIVENESS**

A. Presidential Search Update

**OTHER ITEMS REQUIRING BOARD ACTION**

- A. Approval of RFP: Presidential Search Services
- B. Approval of Bid: Lincoln 300C Welders
- C. Approval of 2025-26 College Health Indicator Goals
- D. Approval of Board Monitoring Report: College Culture

**BOARD MONITORING OF COLLEGE EFFECTIVENESS**

- A. Staffing Update
- B. SWTC Foundation FY25 4th Quarter Report
- C. SWTC Real Estate Foundation FY25 4<sup>th</sup> Quarter Report

**INFORMATION AND CORRESPONDENCE**

- A. Enrollment Reports and Student Success Scoreboard
  1. FTE Comparison Report
  2. Student Success Scoreboard
- B. Chairperson's Report
  1. District Boards Association Items
    - i. Appoint Voting Delegate
    - ii. Appoint Trust Board Delegate
  2. Appoint the Board's Aspen Liaison
  3. Ad-Hoc Committee: Executive Board Leadership (EBL) Discussion
  4. Discussion of Possible Policy Governance Addendum
- C. Interim College President's Report
  1. Follow-up on 7/14/2025 Meeting's Public input
  2. District Boards Association Award Update
  3. Board Bulletin

4. Solar Array Update
  5. Fall, 2026 Applications Open on September 2, 2025
  6. College Outreach – Economic Development Groups
  7. College Happenings
- D. Other Information Items

**ESTABLISH BOARD AGENDA ITEMS FOR NEXT MEETING (REGULAR MEETING)**

- A. Agenda
1. Approval of Board Monitoring Report: Compliance
  2. Approval of Bid: Laser Welder
  3. Approval of Concept Review: Clinical Medical Assistant
- B. Time and Place
- 6:00 p.m., Thursday, September 25, 2025, Southwest Tech Conference Room 430, 1800 Bronson Blvd, Fennimore, WI 53809

**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).}

Under Public Input, Jane Wonderling, District Administrator of Fennimore Community Schools, expressed appreciation of SWTC's Dan Imhoff, Executive Director of Facilities, Safety, and Security, and Ed Anderson, Welding Instructor. Mr. Imhoff recently conducted security training for Fennimore Schools' faculty and staff, while Mr. Anderson assisted with the assembly of the district's new welding booths. Ms. Wonderling commends the strong partnership between the two institutions.

Mr. Tuescher moved, seconded by Mr. Bolstad, to adjourn to closed session to discuss 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.}; a potential legal situation per Wisconsin Statutes 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.}; potential presidential candidates and evaluative criteria 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.}; and the interim president's performance per Statutes 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 members voted in the affirmative: Mr. Blume, Mr. Bolstad, Ms. Braudt, Mr. Enright, Ms. Jordie, Mr. Tuescher, Mr. Williamson, Ms. Wonderling, and Mr. Prange. The motion carried, and the meeting adjourned to a closed session at 6:06 p.m. No action was taken during the closed session. The Board determined that an action-related item would be considered in open session. The Board reconvened to open session at 7:19 p.m.

Mr. Enright moved, seconded by Mr. Bolstad, to approve the situational stipends proposed by Interim President Caleb White during the closed session. Upon roll call

vote, all members voted in the affirmative: Mr. Blume, Mr. Bolstad, Ms. Braudt, Mr. Enright, Ms. Jordie, Mr. Tuescher, Mr. Williamson, Ms. Wonderling, and Mr. Prange. Motion adopted.

After a review of the Consent Agenda, including the August 28, 2025, agenda; July 14, 2025, Board meeting minutes; financial reports; nine contracts totaling \$19,428.53 in July 2025; employment recommendations for Lisa Schaefer, Manufacturing Outreach Coordinator, John Richter, Advisor, Meghan Weber, Adult Education Instructor/Academic Success Coach; the promotion/transfer of Holly Straka to Business Management Instructor; the resignations of Karyl Nicholson, Business Management Instructor, Sarah Gleisner, Communications Instructor, Tonia Breuer, Medical Assistant Instructor/Director, Gina Kartman, Child Care Lab Assistant, Angela Herting, Director of Major Gifts & Giving, Logan Prochaska, Drivers Education Coordinator; and a 12-month sub-lease (10/1/2025-9/30/2026) for the Southwest Wisconsin Workforce Development Board to lease 136 square feet of office space from the College at the Richland Center Outreach Site at a monthly rate of \$358. Mr. Blume moved, seconded by Ms. Braudt, to approve the Consent Agenda, as presented. Motion adopted.

Chairperson Prange provided an update on the College's presidential search process. Since the previous Board meeting, a Request for Proposals (RFP) for executive search services was issued. The scoring team reviewed submissions and conducted five vendor interviews. A description and formal recommendation were presented for Board consideration:

Southwest Wisconsin Technical College requested proposals to contract with an executive search firm and/or consultant to assist with the hiring of a College President. The public bid opening was held on Friday, August 8, 2025. Six vendor proposals were submitted, five of which submitted all the required documentation. Mr. Blume moved, seconded by Ms. Braudt, to award the RFP for Presidential Search Services Contract to AGB Search of Washington, DC. Upon roll call vote, all members voted in the affirmative: Mr. Blume, Mr. Bolstad, Ms. Braudt, Mr. Enright, Ms. Jordie, Mr. Tuescher, Mr. Williamson, Ms. Wonderling, and Mr. Prange. The motion carried.

Bids were solicited for Lincoln Power Wave 300C welders for the Welding program. The public opening of bids was held virtually on August 11, 2025. Four Vendors submitted bid proposals. Mr. Enright moved, seconded by Mr. Williamson, to award a contract for Lincoln Power Wave 300C Welders in the bid amount of \$130,250.00 to Mississippi Welders Supply Company, Inc. of Altoona, WI. Motion carried.

Katie Glass, Chief Communications Officer, reviewed the 2025 College Health Indicators (CHI) along with the 2025-26 CHI goals. The 2025-28 Strategic Directions document, highlighting 1.0 Access, 2.0 Completion, and 3.0 Post-College Success, along with key faculty and staff who exemplify college values, was also presented. Ms. Glass noted that CHI are the metrics that provide a trend of performance year-over-year with benchmarks that compare Southwest Tech to the Wisconsin Technical College System

colleges or national performance standards. The following 2025-26 goals for College Health Indicators (CHI) were presented for Board approval:

- 1.A Promoting Equity in Student Learning – Graduation Rate Comparison: 70%
- 2.A Course Completion Rate: 95%
- 3.A Year-to-Year Graduate Wage Growth: 10%
- 4.A Five-Year Graduate Wage Growth: 80%

Mr. Enright moved, seconded by Ms. Jordie, to approve, as presented, the 2025-26 College Health Indicator Goals. Motion carried.

Krista Weber, Chief Human Resources Officer, summarized the August 2025 Board Monitoring Report: College Culture. Key areas include integrating the College's strategic directions with operating structure; driving efforts to align the college culture to strategic efforts that improve student success; and recognizing the importance of creating a culture where all employees feel heard and valued. Mr. Bolstad moved, seconded by Ms. Wonderling, to approve, as presented, the August 2025 Board Monitoring Report-College Culture. Motion carried.

The College Staffing report was provided by Ms. Weber. Current postings include Assistant Child Care Director/Instructor, Director of Foundation, Financial Aid Assistant/Accounting Bursar, Software Development Instructor, Social Science Instructor, and Medical Lab Technician Instructor.

Dennis Cooley, Executive Director of Advancement, presented the Foundation's fiscal year 2025 fourth-quarter report. Recent activities, results of fundraising efforts, and other initiatives. It was noted that the year was record-breaking, with total fundraising exceeding \$10 million for the first time.

An overview of the Real Estate Foundation's fiscal year 2025 fourth-quarter report was provided by Mr. Cooley. Current initiatives include the selection of a partner entity to develop the Dodgeville property, the construction of a new student housing duplex for the 2025–2026 academic year (led by the Building Trades–Carpentry program), and planning and securing a building project for the 2026–2027 academic year.

Ms. Glass presented the Enrollment/FTE Comparison Report. The College has experienced a 1.6% increase in enrollment compared to the same period last year. Recruitment efforts are actively underway.

Holly Clendenen, Chief Student Services Officer, provided an update on the monthly Student Success Scoreboard. The Board was briefed on a new dashboard connecting the Anthology Student system. As of August 21, 2025, 755 students who are currently taking a class have completed a Success Plan. 109 high school dual credit students who are currently taking a class have completed a Success Plan. There are 99 potential future students with a completed success plan who have applied and are accepted, but not yet taking any classes.

Under the Chairperson's Report:

- Mr. Bolstad was appointed the SWTC Board's DBA Voting Delegate. He currently serves as the DBA Board's Past Chairperson. Mr. Enright was appointed as the Trust Board's delegate.
- Mr. Bolstad was appointed as the Board's Aspen Liaison.
- The Ad-Hoc Committee: Executive Board Leadership item was briefly noted and will be tabled this month. Board members were asked to review the current charter and bring forward adjustments/edits at a future meeting.
- Discussion on Possible Policy Governance Addendum: The Board reached consensus for the Chairperson to collaborate with the College's legal counsel to draft an addendum. The proposed addendum will allow cabinet members to communicate directly with the Board Chair without requiring mediation through the College President.

Under the Interim College President's Report and College Happenings:

- Mr. White met with former instructors who provided public input at the July 14, 2025, Board meeting, as well as two attendees who did not speak. He listened to concerns and is preparing a summary of recurring themes for future consideration.
- Nominations for the 2025 DBA Awards were discussed. Southwest Tech submitted *Wisconsin Watch* as a nominee for the Media Award. Due to the revised nomination schedule, no additional submissions were made this year.
- The format and frequency of informational communications from the Interim President to the Board Chair were discussed.
- The solar array is still not yet fully operational. The College is unable to apply for federal Return on Investment (ROI) incentives until it is fully operational.
- Fall 2026 Applications will open on September 2, 2025.
- The executive team plans to prioritize outreach and collaboration with regional economic development groups during the 2025–2026 academic year.
- Under College Happenings: An executive summary from the Aspen Prize visit and the follow-up conversations outlining the College's strengths and some areas for improvement were briefly discussed.

There were no items reported under Other Information Items.

With no further business to come before the Board, Ms. Wonderling moved to adjourn the meeting, with Mr. Enright seconding the motion. The motion carried, and the meeting adjourned at 9:04 p.m.

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*Kent Enright, Secretary*