

**MINUTES OF A REGULAR MEETING FOR THE
BOARD OF DIRECTORS OF SOUTHWEST WISCONSIN TECHNICAL COLLEGE
OCTOBER 23, 2025**

The Board of Southwest Wisconsin Technical College met in an open session of a regular meeting commencing at 6:01 p.m. on October 23, 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 (left meeting at 7:12 p.m.)

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, Katie Glass, Connie Haberkorn, Mandy Henkel, Cynde Larsen, Lori Needham, Krista Weber, 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, October 23, 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 October 23, 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, and posted on campus, CESA 3, and 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 potential legal situations 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.}
 2. 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.}

- B. Approval of September 25, 2025, and October 10, 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 September 25, 2025, Regular Board Meeting Minutes
- C. Approval of October 10, 2025, Special Board Meeting Minutes
- D. Financial Reports
 - 1. Purchases Greater than \$2,500
 - 2. Treasurer's Cash Balance
 - 3. Budget Control
- E. Contract Revenue
- F. Personnel Items

OTHER ITEMS REQUIRING BOARD ACTION

- A. Approval of Updated Capital Financing Plan
- B. Resolution Authorizing the Issuance of Not to Exceed \$4,500,000 General Obligation Promissory Notes, Series 2025A; and Setting the Sale
- C. Resolution for Providing Tax Levy for the Year 2025
- D. Approval of Fund & Account Transfers (2024-25 Budget Modifications)
- E. Approval of Benefits and Compensation Proposal
- F. Approval of Wisconsin Code of Ethics Resolution

BOARD MONITORING OF COLLEGE EFFECTIVENESS

- A. Review of Purchasing Activity
- B. Staffing Update

INFORMATION AND CORRESPONDENCE

- A. Enrollment & Application Reports and Student Success Scoreboard
 - 1. FTE Comparison Report
 - 2. 2025-26 Program Application Report
 - i. Comparison to October 2023
 - ii. Comparison to November 2024
 - 3. Student Success Scoreboard
- B. Presidential Search Update
- C. Chairperson's Report
 - 1. District Boards Association (DBA) Personnel Change
 - 2. WTCS Board Meeting at Southwest Tech, November 4-5, 2025
 - 3. Joint Meeting: SWTC District/Foundation/Real Estate Foundation Boards – November 19, 2025
- D. Interim College President's Report
 - 1. Overview of the October 22, 2025, College Inservice
 - 2. Rural Community Colleges Article
 - 3. College Happenings
- E. Other Information Items

ESTABLISH BOARD AGENDA ITEMS FOR NEXT MEETING (REGULAR MEETING)

- A. Agenda
 - 1. Approval of Board Monitoring Report: Student Access and Success
 - 2. Resolution Awarding the Sale of \$4,500,000 General Obligation Promissory Notes, Series 2025A
 - 3. Review of 2026-27 Budget Process
 - 4. SWTC Real Estate Foundation and Foundation Quarterly Reports

5. American Association of Community Colleges (AACC) Membership
B. Time and Place - TBD

ADJOURNMENT

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

Mr. Enright moved, seconded by Ms. Wonderling, to adjourn to closed session to discuss potential legal situations 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}; and 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.} Upon roll call vote, all present 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 6:02 p.m. The Board reconvened to open session at 7:12 p.m.

After a review of the Consent Agenda, including the October 23, 2025, agenda; the September 25, 2025, regular meeting minutes; the October 10, 2025, special meeting minutes, financial reports, four contracts totaling \$11,106.25 in September 2025; employment recommendations of Tina Boebel, Financial Aid Assistant/Accounting Bursar, and Melissa Lipska, Social Science Instructor; the promotion/transfer of Abby Maier to Child Care Center Lead Teacher/Assistant Director; and the retirements of Paula Timmerman, Child Care Aid, Heather Norsby, Nursing Instructor, and Robert Lund, Evening Custodian; Mr. Tuescher moved, seconded by Ms. Jordie, to approve the Consent Agenda, as presented. Motion adopted.

Caleb White, Interim President and Vice President for Administrative Services, reviewed a proposal to amend the College's capital project financing plan. This plan allows for borrowing \$4,500,000 rather than \$4,000,000 and still projects that the College will have no outstanding debt by June 2032. Mr. Bolstad moved, seconded by Mr. Tuescher, to approve, as presented, the Updated Capital Project Financing Plan. Upon roll call vote, all present members voted in the affirmative: Mr. Blume, Mr. Bolstad, Ms. Braudt, Mr. Enright, Ms. Jordie, Mr. Tuescher, Mr. Williamson, and Mr. Prange. Motion carried.

A Resolution Authorizing the Issuance of Not to Exceed \$4,500,000 General Obligation Promissory Notes, Series 2025A; and Setting the Sale was summarized by Mr. White. Amounts not to exceed \$700,000 for building remodeling and improvement projects and up to \$3,800,000 for the acquisition of movable equipment are being sought. Mr. Tuescher moved, seconded by Mr. Blume, to Approve the Resolution Authorizing the Issuance of Not to Exceed \$4,500,000 General Obligation Promissory Notes, Series 2025A; and Setting the Sale. Upon roll call vote, all present members voted in the affirmative: Mr. Blume, Mr. Bolstad, Ms. Braudt, Mr. Enright, Ms. Jordie, Mr. Tuescher, Mr. Williamson, and Mr. Prange. Motion carried.

A resolution authorizing Southwest Wisconsin Technical College to levy taxes for 2025 for \$5,325,000 for operational expenses and \$6,900,000 for debt retirement for a total tax levy of \$12,225,500 was presented by Mr. White. This is a 1.86% levy increase. Mr. Tuescher moved, seconded by Mr. Williamson, to approve, as presented, the Resolution Providing for Tax Levy for the Year 2025. Upon roll call vote, all present members voted in the affirmative: Mr. Blume, Mr. Bolstad, Ms. Braudt, Mr. Enright, Ms. Jordie, Mr. Tuescher, Mr. Williamson, and Mr. Prange. Motion carried.

A summary of College financials and 2024-25 Budget Modifications was presented by Mr. White. A proposal to modify the General, Capital Projects, and Enterprise funds was reviewed. Mr. Tuescher moved, seconded by Mr. Blume, to approve, as presented, the 2024-25 Budget Modifications. Upon roll call vote, all present members voted in the affirmative: Mr. Blume, Mr. Bolstad, Ms. Braudt, Mr. Enright, Ms. Jordie, Mr. Tuescher, Mr. Williamson, and Mr. Prange. Motion carried.

The following compensation and benefits proposal was presented to the Board:

- 1) In recognition of the positive operational budget variance achieved in 2024/25, due in no small part to the strong fiscal stewardship shown by college employees, pay all regular FT employees a \$1,200 stipend and all regular PT employees a \$600 stipend on the first payroll in December (12/5/25); and
- 2) Per guidance from the College's benefit consultant, premium rates under the self-insured models are to be increased for the following benefit:
 - Increase health premiums by 3% for all coverage tiers beginning January 1, 2026.

Mr. Bolstad moved, seconded by Mr. Enright, to approve, as presented, the Benefits and Compensation Proposal. Upon roll call vote, all present members voted in the affirmative: Mr. Blume, Mr. Bolstad, Ms. Braudt, Mr. Enright, Ms. Jordie, Mr. Tuescher, Mr. Williamson, and Mr. Prange. Motion carried.

A resolution indicating college employees to whom the Wisconsin Code of Ethics for Public Officials and Employees applies was reviewed. Included in the resolution are Caleb White, Interim President and Vice President for Administrative Services; Holly Clendenen, Chief Student Services Officer; Katie Glass, Chief Communications Officer; Cynde Larsen, Chief Academic Officer; and Krista Weber, Chief Human Resources Officer. Ms. Jordie moved, seconded by Ms. Braudt, to approve the 2025 Code of Ethics Resolution. Motion adopted.

A six-year Purchase Card Activity Summary report and a listing of the FY2025 >\$50,000 Vendors were reviewed. There were 5323 transactions in 2024-25. Currently, 133 staff and district board members have a purchase card.

The College Staffing report was provided by Krista Weber. Current postings include Software Development Instructor, Medical Laboratory Technician Instructor, Nursing Instructor, and Training & Development Coordinator.

Ms. Glass presented the Enrollment/FTE Comparison and Applications Reports. FTE enrollments are remaining steady compared to the same period last year, while applications are slightly down compared to the same period the previous year.

The October 14, 2025, Student Success Scoreboard reports that 807 program students currently enrolled in a class have completed a Success Plan. Data also indicates 44% of 2025-26 students who reported an initial financial gap have seen a reduction. The average gap is \$7802.

An update on the presidential search was provided by Connie Haberkorn, Director of HR and Search Liaison. Since last month's update, the search consulting firm (AGB Search) and the search committee held their first meeting, AGB Search administered an anonymous survey, and conducted a series of college, student, and public listening sessions to assist in building a presidential profile. The launch of the presidential profile is planned for October 27, 2025. The application deadline is December 12, 2025.

Under the Chairperson's Report:

- Dr. Bryan Albrecht has been named the Interim Executive Director of the District Boards Association (DBA), as Diane Handrick has left the position.
- A reminder that the WTCS will hold its next board meeting here at SWTC on November 4-5, 2025.
- A reminder that a joint meeting between the district, foundation, and real estate foundation boards will be held on November 19, 2025, at 3:30 p.m., at Southwest Tech, in room 430.

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

- The October 22, 2025, college in-service included digital accessibility, Title IX, and VAWA training, as well as staff institutional vitality process (IVP) worktime.
- A rural community college article was discussed with a comparison to Southwest Tech as an economic driver in the district, being poised to work with connections and others to create a space for visions.
- A successful Ag Day was held on campus on October 16, 2025.

Under Other Information Items:

- Ms. Braudt briefed the Board of the Rural Wisconsin Hospital Cooperative (RWHC) Hospital to Hospital meeting on campus on October 17, 2025. Representatives from the district's area hospitals met, along with WTCS President Layla Merrifield and the College's Cynde Larsen, to leverage the area's rural healthcare and engage with key stakeholders.

With no further business to come before the Board, Ms. Jordie moved to adjourn the meeting, with Ms. Braudt seconding the motion. The motion carried, and the meeting adjourned at 8:29 p.m.

Kent Enright, Secretary