MINUTES OF A REGULAR MEETING FOR THE
BOARD OF DIRECTORS OF SOUTHWEST WISCONSIN TECHNICAL COLLEGE
SEPTEMBER 24, 2026

The Board of Southwest Wisconsin Technical College met in open session of a regular meeting commencing at 6:00 p.m. on September 24, 2026, 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:

Charles Bolstad, Theresa Braudt, Kent Enright, Jeanne Jordie, Frank King, Chris Prange, Don Tuescher, and Jane Wonderling. Absent: Steve Williamson

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

Dr. Jeremy Pickard, President, and College Staff: Heath Ahnen, Holly Clendenen, Katie Glass, Mandy Henkel, Dan Imhoff, Kelly Kelly, Lori Needham, Carrie Sutter, Krista Weber, Kris Wubben, Morgan Zach.

Chairperson Wonderling 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, September 24, 2026
Southwest Tech, 1800 Bronson Boulevard, Fennimore, WI 53809

5:30 p.m.: Working Dinner, Higher Learning Commission Comprehensive Visit Preparation: Criterion 3
6:00 p.m.: Regular Meeting

AGENDA

COLLEGE MISSION
Southwest Wisconsin Technical College provides education and training opportunities responsive to students, employers, and communities.

OPEN MEETING
The following statement will be read: "The Southwest Wisconsin Technical College District Board's September 24, 2026, 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 at the Fennimore City Office to make the public aware of the time, place, and agenda."

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

CONSENT AGENDA

A. Approval of Agenda
B. Approval of August 27, 2026, 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. College Reports
    1. Staffing
    2. Enrollment
    3. Student Success Scoreboard
G. Approval of RFP: Website Design, Development, Hosting Solution and Content Management System (RFP 2627-09)

OTHER ITEMS REQUIRING BOARD ACTION

A. Approval of Board Monitoring Report: Compliance
B. Second Reading/Approval of Board Governance Policy 2.5: Employee Complaint and Appeal Policy for Disciplinary Demotion, Suspension Without Pay, Disciplinary Termination, and Workplace Safety Issues – Pursuant to Wis Stats. Sec. 66.0509
C. Second Reading/Approval of Board Governance Policy 3.1: General Executive Constraint

INFORMATION AND CORRESPONDENCE

A. Chairperson's Report
    1. Southwest Tech District/Foundation/Real Estate Foundation Joint Meeting: Sept. 30, 2026, 3:00 – 5:00 p.m., Room 430, with Foundation's Donor Appreciation event to follow
    2. District Boards Association Fall Meeting: Oct. 8-10, 2026, Hybrid/Moraine Park Technical College
B. College President's Report
    1. Review Board Governance Policy 3.2: Human Relationships
    2. Review Board Governance Policy 3.3: Compensation and Benefits
    3. Approval of First Reading of Governance Policies (As Needed)
    4. College Happenings
C. Other Information Items

ESTABLISH BOARD AGENDA ITEMS FOR NEXT MEETING (REGULAR MEETING)

A. Agenda
    1. Board Monitoring Report: Student Access and Success
    2. Resolution Authorization for the Issuance of General Obligation Promissory Notes and Setting the Sale
    3. Resolution for Adoption of 2026 Tax Levy
    4. Fund & Account Transfers (2025-26 Budget Modifications)
    5. Review of Purchasing Activity
    6. Review of Annual WTCS Outcome-Based Funding Report
    7. WI Code of Ethics Resolution
    8. Approval of RFP: CODA Consultant
    9. Approval of RFP: Advertising, Marketing, and Digital Sales

B. Date, Time, and Place
Thursday, October 15, 2026, Southwest Tech, Room 430
5:30 p.m.: Working Dinner - HLC Preparation
6:00 p.m.: Regular Meeting

ADJOURN TO CLOSED SESSION

A. Consideration of adjourning to a closed session for the purpose of
1. Discussing the President's performance evaluation 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 August 27, 2026, Closed Session Minutes

RECONVENE TO OPEN SESSION

Action, if necessary, on Closed Session Ite

ADJOURNMENT

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

There were no Reports/Forums/Public Input.

The Consent Agenda was reviewed, including the September 24, 2026, agenda; August 27, 2026, Board meeting minutes; financial reports; two contracts representing $6,610.00 in revenue; employment recommendations for Carrie Wunderlin, Bookstore Assistant, and Karen Luckey, Financial Aid Assistant/Accounting Bursar; the resignation of Tyler Tollefson, Instructional Design Specialist; staffing report; enrollment report; student success scoreboard; and RFP 2627-09 Contract Award for Website Design, Development, Hosting Solution, and Content Management System. Mr. Tuescher moved, seconded by Mr. Prange, to approve the Consent Agenda, without Item G: RFP 2627-09 Contract Award for Website Design, Development, Hosting Solution, and Content Management System. Motion adopted.

RFP 2627-09 Website Design, Development, Hosting Solution, and Content Management System was reviewed. The project will replace an aging website, reduce institutional risk, address accessibility challenges, improve student experience, and establish a more sustainable way to manage our website. Mr. Prange moved, seconded by Mr. Tuescher, to approve awarding the contract for RFP: Website Design, Development, Hosting Solution and Content Management System (RFP 2627-09) to Terminalfour, Inc. of Boston, MA for a 3-year agreement of $192,763.42. Motion carried.

Mandy Henkel, Executive Director of College Effectiveness/Accreditation, and Morgan Zach, Grants and Compliance Manager, provided insight on the September 2026 Board Monitoring Report: Compliance. It was noted that accreditation is evolving to place more emphasis on evidence of student success, institutional effectiveness, and return on investment. Ms. Braudt moved, seconded by Mr. Enright, to approve the September 2026 Board Monitoring Report: Compliance. Motion carried.

The Board reviewed the second reading of Board Governance Policy 2.5: Employee Complaint and Appeal Policy for Disciplinary Demotion, Suspension Without Pay, Disciplinary Termination, and Workplace Safety Issues – Pursuant to Wis. Stats. Sec. 66.0509. Mr. Enright moved, seconded by Mr. Tuescher, to approve as presented, the second reading of Board Governance Policy 2.5: Employee Complaint and Appeal Policy for Disciplinary Demotion, Suspension Without Pay, Disciplinary Termination, and Workplace Safety Issues – Pursuant to Wis. Stats. Sec. 66.0509. Motion carried.

The Board reviewed the second reading of Board Governance Policy 3.1: General Executive Constraint. Mr. Prange moved, seconded by Mr. King, to approve Board Governance Policy 3.1: General Executive Constraint as presented. Motion adopted.

Under the Chairperson's Report:

- The District Board will hold a special joint meeting between the District/Foundation/Real Estate Foundation on September 30, 2026. It will be an opportunity to celebrate what the three boards are accomplishing together and focus on building an even stronger future for our students and communities. The Foundation's Donor Appreciation Event will follow.
- The District Board Association Meeting on October 8-10, 2026. Board members are invited to attend the hybrid meeting from campus on Friday, the 9th. No college business will be discussed.

College President's Report:

- Board Governance Policy 3.2 – Human Relationships: Dr. Pickard presented a first-read draft reflecting recommended revisions. Ms. Braudt moved, seconded by Mr. King, to approve Board Governance Policy 3.2 – Human Relationships on first reading. Motion carried. The policy will be presented for second reading at the next Board meeting.
- Board Governance Policy 3.3 – Compensation and Benefits: Dr. Pickard presented a first-read draft reflecting recommended revisions. Following review and discussion, the Board requested further refinement of the proposed revisions. A revised draft will be presented for first reading at the October meeting.
- College Happenings:
  - ✓ IMTS 2026 – Taking Learning Beyond the Classroom: Students from Electro-Mechanical Technology, Industrial Mechanic, and Automation Systems Technology traveled with faculty to the IMTS Show at McCormick Place in Chicago.
  - ✓ Automotive – Learning at the Track: Automotive Technician students and instructors traveled to Tri-State Raceway in Earlville, Iowa, for a Test and Tune event.
  - ✓ Faculty Highlight - Karen Farner – Academic Lead and MLT Program Director and Instructor. Under Karen's leadership, student completion rates have risen steadily from 40% to 80%!

- ✓ Faculty Highlight - Rachel Huber – Surgical Technology Program Director and Instructor- Rachel launched the Surgical Technology program, attaining initial accreditation.

Under Other Information Items:

- Chairperson Wonderling noted that a voting delegate is requested for the upcoming ACCT Leadership Conference in October. Mr. Tuescher moved, seconded by Ms. Jordie, to nominate Kent Enright as the SWTC voting delegate. Motion carried.
- Mr. Enright, representative on the District Boards Association Legislative Committee, provided a committee update. There will be time dedicated during the next meeting to discuss and rank non-budget priorities.

Mr. Enright moved, seconded by Mr. Tuescher, to adjourn to closed session to discuss the President's performance evaluation 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.} Upon roll call vote, all present members voted in the affirmative: Mr. Bolstad, Ms. Braudt, Mr. Enright, Ms. Jordie, Mr. King, Mr. Prange, Mr. Tuescher, and Ms. Wonderling. The motion carried, and the meeting adjourned to a closed session at 7:04 p.m. No action was taken during the closed session. The Board reconvened into open session at 7:59 p.m.

With no further business coming before the Board, Mr. Tuescher moved to adjourn the meeting, with Ms. Braudt seconding the motion. The motion carried, and the meeting adjourned at 7:59 p.m.

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Kent Enright, Secretary