



Southwest Wisconsin Technical College

District Board Meeting

Regular Meeting

December 18, 2014

Held at

Southwest Tech
1800 Bronson Boulevard
Fennimore, WI

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Annotated Agenda

BOARD MEETING NOTICE/AGENDA

Thursday, December 18, 2014

6:15 p.m. - Dinner

7:00 p.m. – Board Meeting

Room 492-493 – College Connection

ANNOTATED AGENDA

OPEN MEETING

The following statement will be read: “The December 18, 2014, Board 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 campus and in the City of Fennimore 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

OTHER ITEMS REQUIRING BOARD ACTION

A. FY2014 Financial Audit

Natalie Rew and Nick Allen of Wegner CPAs, Madison, WI, will present the audit report. The draft audit report is available with the electronic Board material.

Recommendation: Approve the 2013-14 Financial Audit as presented.

ADJOURN TO CLOSED SESSION

- A. Consideration of adjourning to closed session for the purpose of
 - 1. Discussion of Presidential Search 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}.
 - 2. Approval of November 20, 2014, Closed Session Minutes

RECONVENE TO OPEN SESSION

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

CONSENT AGENDA

A. Approval of Agenda

A copy of the agenda is included with the electronic Board material.

B. Minutes of the Regular Board Meeting of November 20, 2014

Minutes of the November 20, 2014, Board meeting are included with the electronic Board material.

C. Financial Reports

1. Purchase Orders Greater than \$2,500

2. Treasurer's Cash Balance

3. Budget Control

Each report is available electronically with all other Board material. Caleb White, Vice President for Administrative Services, will be at the meeting and available for any questions.

D. Contract Revenue

Seven contracts totaling \$6,876 in November 2014 will be presented for Board approval. The Contract Revenue Report is included with the electronic Board material.

E. Personnel Items

Three employment recommendations and one retirement are being presented for approval in the Personnel Report. The report is available with the electronic Board material.

Recommendation: Approve the consent agenda.

OTHER ITEMS REQUIRING BOARD ACTION

A. Grant County Economic Development Corporation Lease for 2015

The 2015 office space lease with Grant County Economic Development Corporation is available with the Board material. A copy of the lease is available with the electronic Board material.

Recommendation: Approve the 2015 lease for Grant County Economic Development Corporation.

B. Five-Year Affirmative Action Plan

The Five-Year Affirmative Action Plan (2014-2019) affirms the continued commitment of the Southwest Wisconsin Technical College District to actively implement all appropriate federal and state equal opportunity and affirmative action laws, executive orders, plans, rules, and regulations. Laura Bodenbender will present the plan. A draft plan is available with the electronic Board material.

Recommendation: Approve the 2014-2019 Affirmative Action Plan as presented.

C. Concept Review: Precision Machining Technology

A one-year technical diploma program is being developed in Precision Machining Technology. Derek Dachelet, Dean of Industry, Trades, and Agriculture, will present the Concept Review for submission to the WTCS State Board. The Concept Review is available with all other electronic Board material.

Recommendation: Approve the Concept Review for a one-year technical diploma in Precision Machining Technology.

BOARD MONITORING OF COLLEGE EFFECTIVENESS

A. WTCS Health Insurance Consortium

Caleb White and Laura Bodenbender will provide an update on the WTCS Health Insurance Consortium.

B. Business, Management and General Studies Report

Dr. Richard Ammon, Dean of Business, Management and General Studies, will present a report focusing on major activities and how they help the College achieve its seven Strategic Directions. The report will be available at the meeting.

C. Staffing Update

Laura Bodenbender will provide an update on College staffing. A summary is available electronically with all other Board material.

INFORMATION AND CORRESPONDENCE

A. Enrollment Report

The 2014-15 Comparison FTE and 2015-16 Application Reports are available electronically with all other Board material.

B. Chairperson's Report

C. College President's Report

1. Honkamp Krueger Project
2. Summer Career Academy – Richland County
3. Dept. of Transportation's Proposal for Bronson Boulevard/Hwy 18 Intersection

D. Other Information Items

ESTABLISH BOARD AGENDA ITEMS FOR NEXT MEETING

A. Agenda

1. District Boards Association Update, Paul Gabriel
2. Student Services Report

B. Time and Place

Thursday, January 22, 2015, at 7:00 p.m. in Rooms 492-493, College Connection, Southwest Tech Campus

ADJOURNMENT

Open Meeting

The following statement will be read: "The December 18, 2014, 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 campus and in the Cities of Fennimore 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

Other Items Requiring Board Action

A. FY2014 Financial Audit

Natalie Rew and Nick Allen of Wegner CPAs, Madison, WI, will present the audit report. The draft audit report is available below.

Recommendation: Approve the 2013-14 Financial Audit as presented.

SOUTHWEST WISCONSIN TECHNICAL COLLEGE
Fennimore, Wisconsin

AUDITED FINANCIAL STATEMENTS

June 30, 2014 and 2013

DRAFT

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INDEPENDENT AUDITOR'S REPORT

To the Board of Directors
Southwest Wisconsin Technical College
Fennimore, Wisconsin

Report on the Financial Statements

We have audited the accompanying financial statements of the business-type activities and the aggregate remaining fund information of Southwest Wisconsin Technical College, as of and for the years ended June 30, 2014 and 2013, and the related notes to the financial statements, which collectively comprise Southwest Wisconsin Technical College's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to Southwest Wisconsin Technical College's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Southwest Wisconsin Technical College's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the business-type activities and the aggregate remaining fund information of Southwest Wisconsin Technical College, as of June 30, 2014 and 2013, and the respective changes in financial position and, where applicable, cash flows thereof for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Emphasis of Matters

As discussed in Note 1, Southwest Wisconsin Technical College adopted the provisions of GASB statement No. 65, *Items Previously Reported as Assets and Liabilities*. Our Opinion is not modified with respect to this matter.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and the schedules of funding progress and employer contributions on pages 4-11 and 35 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise Southwest Wisconsin Technical College's basic financial statements. The combining and individual fund financial statements and schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements. The accompanying schedule of expenditures of federal and state awards is presented for purposes of additional analysis as required by U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, and the *State Single Audit Guidelines*, and is also not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and

individual fund financial statements and schedules, and schedule of expenditures of federal and state awards are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated December 1, 2014 on our consideration of Southwest Wisconsin Technical College's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Southwest Wisconsin Technical College's internal control over financial reporting and compliance.

Wegner CPAs, LLP
Madison, Wisconsin
December 1, 2014

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SOUTHWEST WISCONSIN TECHNICAL COLLEGE
MANAGEMENT'S DISCUSSION AND ANALYSIS
June 30, 2014

The discussion and analysis of the financial performance of Southwest Wisconsin Technical College (Southwest Tech) provides an overview of its financial activities, identifies changes in its financial position, and assists the reader of these financial statements in focusing on noteworthy financial issues for the fiscal year ended June 30, 2014.

Southwest Tech provides lifelong learning opportunities with an individualized focus for students and communities.

The analysis focuses on Southwest Tech's financial performance as a whole. It should be read in conjunction with Southwest Tech's financial statements, which immediately follow this section.

FINANCIAL HIGHLIGHTS

Southwest Tech's government-wide financial statements reflect the following:

- Received 57 federal, state, or local grants totaling \$2.72 million.
- Updated official statement for borrowing and maintained Southwest Tech's rating of Aa2 through Moody's.
- Borrowed \$2,500,000 at 1.27 percent interest rate.
- Continued participation in Districts Mutual Insurance (DMI), the insurance company formed by the colleges in the Wisconsin Technical College System.
- Increase purchase card activity to over 6,200 annual transactions. As a result, the number of accounts payable checks being issued continues to decrease, saving time and money for Southwest Tech and increasing vendor satisfaction with payment timing.
- Disbursed student financial aid totaling over \$3,411,000 in grants, \$3,730,000 in loans, and \$63,000 in college work study earnings.

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION

The Statement of Revenues, Expenses, and Changes in Net Position presents the revenues earned and expenses incurred during the year. Activities performed by Southwest Tech are classified as either operating or non-operating activities. Because Southwest Tech receives the majority of its revenue from the taxpayers and other state and local governments, Southwest Tech will always report an operating deficit or loss.

The utilization of capital assets is reflected in the financial statements as depreciation, which expenses the cost of an asset over its expected useful life.

SOUTHWEST WISCONSIN TECHNICAL COLLEGE
MANAGEMENT'S DISCUSSION AND ANALYSIS
June 30, 2014

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION (continued)

The following summary shows a condensed version of the Statement of Revenues, Expenses, and Changes in Net Position:

Table 1
Condensed Statement of Revenues, Expenses, and Changes in Net Assets

| | 2014 | 2013 | Increase (Decrease) | |
|------------------------------------|---------------|---------------|---------------------|---------|
| | | | \$ | % |
| Operating revenue | | | | |
| Student fees | \$ 5,050,948 | \$ 5,042,748 | \$ 8,200 | 0.16 |
| Federal grants | 4,388,900 | 4,312,145 | 76,755 | 1.78 |
| State grants | 1,579,115 | 1,418,635 | 160,480 | 11.31 |
| Contract revenues | 2,682,670 | 2,506,064 | 176,606 | 7.05 |
| Auxiliary revenues | 1,636,041 | 1,996,511 | (360,470) | (18.05) |
| Total operating revenues | 15,337,674 | 15,276,103 | 61,571 | 0.40 |
| Operating expenses | | | | |
| Instruction | \$ 16,154,063 | \$ 14,156,895 | \$ 1,997,168 | 14.11 |
| Instructional resources | 360,711 | 336,861 | 23,850 | 7.08 |
| Student services | 2,492,747 | 2,397,460 | 95,287 | 3.97 |
| General institutional | 3,430,105 | 3,102,121 | 327,984 | 10.57 |
| Physical plant | 1,911,448 | 1,865,267 | 46,181 | 2.48 |
| Auxiliary enterprise services | 1,326,957 | 1,254,790 | 72,167 | 5.75 |
| Depreciation | 2,569,388 | 2,417,109 | 152,279 | 6.30 |
| Student aid | 2,994,455 | 3,040,225 | (45,770) | (1.51) |
| Total operating expenses | \$ 31,239,874 | \$ 28,570,728 | \$ 2,669,146 | 9.34 |
| Non-operating revenues (expenses) | | | | |
| Property taxes | \$ 15,823,152 | \$ 15,600,920 | \$ 222,232 | 1.42 |
| State appropriations | 2,457,009 | 2,520,089 | (63,080) | (2.50) |
| Investment income | 25,021 | 17,975 | 7,046 | 39.20 |
| Loss on disposal of capital assets | (21,291) | (28,907) | 7,616 | - |
| Interest expense | (1,528,445) | (1,586,787) | 58,342 | (3.68) |
| Total non-operating revenues | 16,755,446 | 16,523,290 | 232,156 | 1.41 |
| Increase in net assets | \$ 853,246 | \$ 3,228,665 | \$ (2,375,419) | |
| Net assets - beginning of year | \$ 21,356,642 | 18,127,977 | | |
| Net assets - end of year | \$ 22,209,888 | \$ 21,356,642 | | |

SOUTHWEST WISCONSIN TECHNICAL COLLEGE
MANAGEMENT'S DISCUSSION AND ANALYSIS
June 30, 2014

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION (continued)

Operating revenues are the charges for services offered by Southwest Tech. Total operating revenues increased \$64,908 or 0.42% for fiscal year 2014. These increases are primarily due to the following:

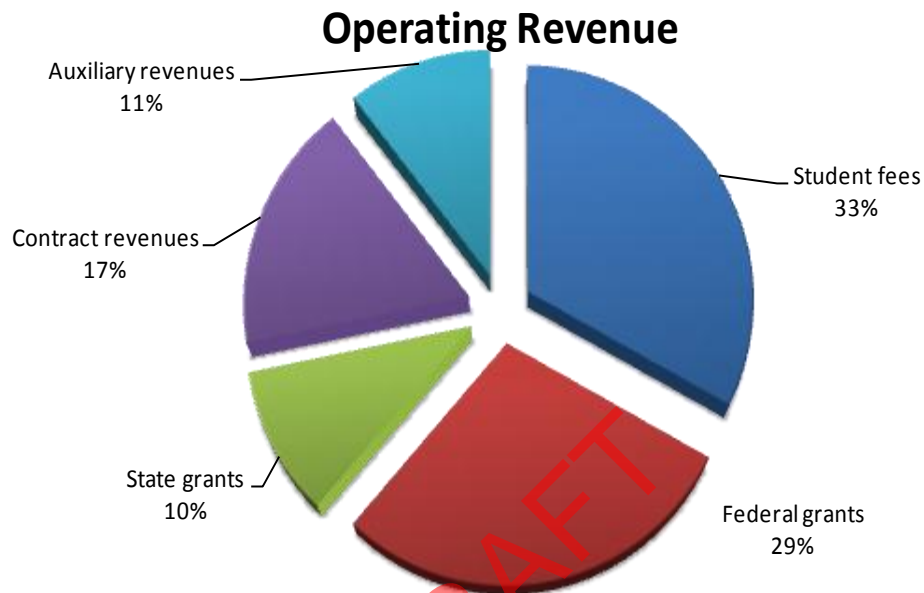
- During 2014 Southwest Tech generated \$5,050,948 for tuition and fees charged to students compared to \$5,042,748 in 2013. This was an increase of \$8,200 or 0.16%.
- The state increased tuition rates 3.0% and 4.5% in 2014 and 2013.
- Southwest Tech receives funding from the federal and state governments for specific purposes, including financial aid payments to students. Southwest Tech received \$5,968,015 for the federal and state governments for 2014 compared to \$5,730,780 for 2013. This figure is indicative of the continued efforts of Southwest Tech to seek out new sources of revenue.
 - ✓ State revenue increased \$160,480 or 11.31% in 2014 compared to 2013. State funding levels fluctuate between years based on the specific grants available each year as well as the amount of funding the state provides for financial aid.
 - ✓ Federal funding increased \$76,755 or 1.78% in 2014 compared to 2013. The level of enrollment impacts the amount of federal financial aid that is awarded each year. Federal funding levels fluctuate between years based on the specific grants available each year as well as the amount of funding the state provides for financial aid.
- Revenue from industrial and technical assistance contracts with business and industry, local school districts, UW Platteville and the Department of Corrections was \$2,682,670 in 2014 and \$2,506,064 in 2013.
- Southwest Tech operates auxiliary enterprise operation such as the book store, parts store, and childcare center. Southwest Tech had sales of \$1,636,041 for 2014 compared to \$1,996,511 for these activities.

Operating expenses are costs incurred for providing education, training and services. Total expenses increased \$2,669,146 or 9.34% compared to 2013. The majority of the Southwest Tech's expenses, 51%, are for instructional related costs. Student financial aid and general institutional accounts for an additional 21%, while auxiliary services and other expenses account for the remaining 28% of total operating expenses.

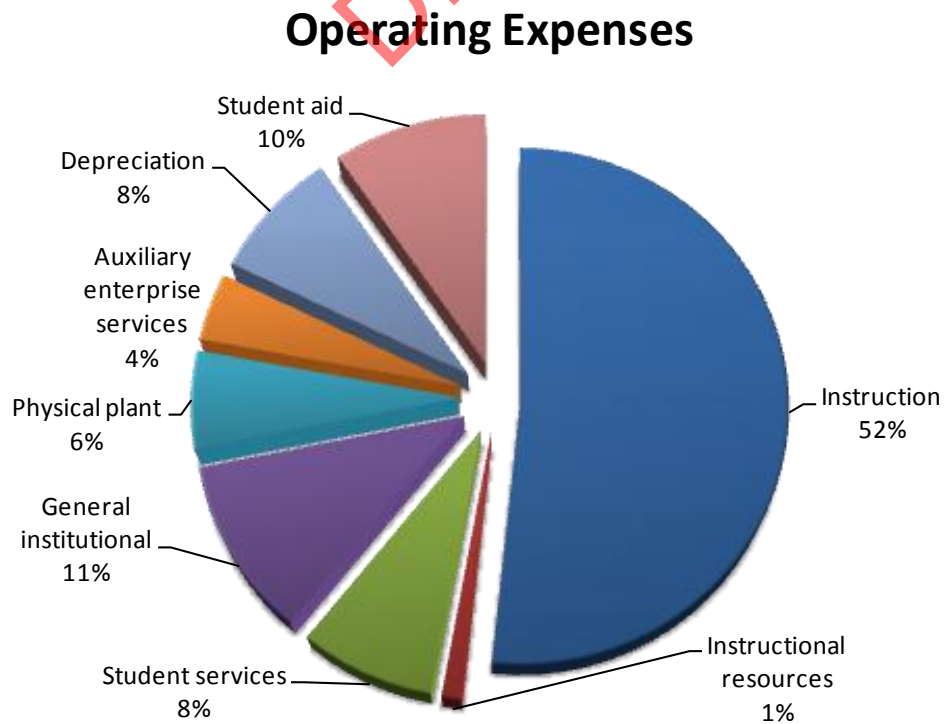
SOUTHWEST WISCONSIN TECHNICAL COLLEGE
MANAGEMENT'S DISCUSSION AND ANALYSIS
June 30, 2014

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION (continued)

The graph below depicts Southwest Tech's operating revenues by source:



The graph below categorizes operating expenses by function.



SOUTHWEST WISCONSIN TECHNICAL COLLEGE
MANAGEMENT'S DISCUSSION AND ANALYSIS
June 30, 2014

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION (continued)

Non-operating revenues (expenses) are revenue and expense items not related directly to providing instruction. Net non-operating revenues increased \$232,156 or 1.41% compared to 2013.

- State operating appropriations decreased \$63,080 or 2.50% in 2014. Final state aid payments are not received until November following the fiscal year end. State aid is determined by a formula that takes into consideration actual expenditures, student FTE's, and equalized property valuations of each of the sixteen technical colleges in Wisconsin.
- Property tax revenue increased \$222,232 or 1.42% in 2014 compared to 2013. Property taxes are the biggest source of funding for Southwest Tech.

STATEMENT OF NET POSITION

The Statement of Net Position includes all assets, (items that Southwest Tech owns and amounts that are owed to Southwest Tech by others) and liabilities (amounts Southwest Tech owes to others and what has been collected from others prior to providing the services). This statement is prepared using the accrual basis of accounting whereby revenues and assets are recognized when the service is provided and expenses and liabilities are recognized when others provide the service to Southwest Tech, regardless of when cash is exchanged.

Net position increased \$853,246 or 4.00% in 2014 compared to \$3,228,665 or 17.81% in 2013. Southwest Tech ended its fiscal year with net position of \$22,209,888 in 2014 of which \$13,485,141 was net investment in capital assets, \$243,155 was restricted for student financial aid, \$795,529 was restricted for capital projects, \$1,244,645 was restricted for debt service assistance, and \$6,441,419 was unrestricted net position. Unrestricted net position represents the amount of discretionary resources that can be used to fund general Southwest Tech operations.

Total assets increased \$1,117,459 or 1.85% in 2014 and \$1,203,501 or 2.03% in 2013. Other assets increased \$291,423 or 3.81%. Net capital assets decreased \$515,687 or 1.14% in 2014 compared to an increase of \$1,064,793 or 2.42% in 2013.

Southwest tech's current liabilities increased \$219,840 or 3.10% in 2014 compared to \$18,830 or 0.27% in 2013.

SOUTHWEST WISCONSIN TECHNICAL COLLEGE
MANAGEMENT'S DISCUSSION AND ANALYSIS
June 30, 2014

STATEMENT OF NET POSITION (continued)

The components of the statement of net position are summarized in Table 2:

Table 2
Condensed Statements of Net Assets

| | 2014 | 2013 | Increase (Decrease) | |
|---|----------------------|----------------------|---------------------|-------------|
| | | | \$ | % |
| ASSETS | | | | |
| Cash and cash equivalents | \$ 9,123,735 | \$ 7,782,012 | \$ 1,341,723 | 17.24 |
| Net capital assets | \$ 44,545,141 | 45,060,828 | (515,687) | (1.14) |
| Other assets | 7,941,894 | 7,650,471 | 291,423 | 3.81 |
| Total assets | \$ 61,610,770 | \$ 60,493,311 | \$ 1,117,459 | 1.85 |
| LIABILITIES | | | | |
| Current liabilities | \$ 7,312,053 | \$ 7,092,212 | \$ 219,841 | 3.10 |
| Long-term liabilities | 32,088,829 | 32,044,457 | 44,372 | 0.14 |
| Total liabilities | \$ 39,400,882 | \$ 39,136,669 | \$ 264,213 | 0.68 |
| Net Position | | | | |
| Invested in capital assets, net of related debt | \$ 13,485,141 | \$ 13,000,829 | \$ 484,312 | 3.73 |
| Restricted for student financial aid | 243,155 | 229,976 | 13,179 | 5.73 |
| Restricted for capital projects | 795,529 | 553,929 | 241,600 | 43.62 |
| Restricted for debt service | 1,244,645 | 1,204,893 | 39,752 | 3.30 |
| Unrestricted | 6,441,418 | 6,367,015 | 74,403 | 1.17 |
| Total Net Position | \$ 22,209,888 | \$ 21,356,642 | \$ 853,246 | 4.00 |

CAPITAL ASSET AND DEBT ADMINISTRATION

Capital Assets

At June 30, 2014, Southwest Tech had \$69,665,579 in capital assets, including land, land improvements, buildings and improvements, and moveable equipment. Total accumulated depreciation on these assets was \$25,120,438. Asset acquisitions totaled \$2,074,991. Southwest Tech recognized depreciation expense of \$2,569,388. Detailed information about capital assets can be found in Note 3 to the financial statements.

SOUTHWEST WISCONSIN TECHNICAL COLLEGE
MANAGEMENT'S DISCUSSION AND ANALYSIS
June 30, 2014

CAPITAL ASSET AND DEBT ADMINISTRATION (continued)

Long-term Debt

As of June 30, 2014, Southwest Tech had \$31,060,000 in general obligation debt outstanding compared to \$32,060,000 in 2013. Southwest Tech maintained its Aa2 rating from Moody's Investor service on its current and outstanding long-term debt. Debt service requirements of Southwest Tech are current and are secured by a tax levy adopted by the District Board. Wisconsin statutes require that the first property tax receipts be segregated for annual debt service payments. All general obligation debt for equipment is repaid in five years, while debt related to building and major remodeling is repaid in 10-20 years. The current debt adequately replaces and expands the equipment and facility needs of the College. Detailed information about Southwest Tech's long-term debt is presented in Note 4 to the financial statements.

FINANCIAL POSITION

Southwest Tech continues to maintain a strong financial position. Its major revenue sources are property taxes, state aids, student tuition and fees, federal and state grants and contracts with business and industry.

Moody's "Aa2" rating reflects Southwest Tech's:

- Relatively stable tax base value throughout the economic downturn,
- Conservative financial management has grown the General Fund and Enterprise Fund reserves to healthy levels
- Return to enrollment growth in fiscal 2014 following two years of declines,
- Low unfunded pension liabilities.

"...the district's healthy financial operations are expected to remain stable due to conservative financial management that has resulted in strong reserve levels and alternate liquidity available to the district."

ECONOMIC FACTORS

The current state's economy coupled with the state's continuing budget challenges causes considerable concern for future funding levels. Southwest Tech's strengths in countering an economic downturn are summarized in the following statements:

- Southwest Tech has had moderate growth in FTE's of approximately 2.0% percent since 2008-09 (5 years ago).
- Southwest Tech has articulation agreements with other institutions of higher learning that provide options for students to fulfill program requirements locally and finish with minimal time elsewhere.

SOUTHWEST WISCONSIN TECHNICAL COLLEGE
MANAGEMENT'S DISCUSSION AND ANALYSIS
June 30, 2014

ECONOMIC FACTORS (continued)

- Unique programs such as Golf Course Management, Midwifery and online programs/courses draw students from outside of the district and state.
- Southwest Tech is 1 of 2 colleges in the state technical college system that provide student housing on campus. This benefits students that decide not to commute or reside further than reasonable daily travel distances.
- The level of our fund balances affords us time and flexibility to adjust to changing conditions.
- Capital financing through debt service allows us to keep pace with current technology.
- A higher than average percentage of revenue is gained through grant opportunities.

Southwest Wisconsin Technical College faces challenges among which are:

- Historically below the state average in equalized valuation growth.
- Declining K-12 population equating to a smaller future customer base from high school graduates.
- Cost of operations continues to increase (wages, benefits, insurance, utilities, etc.)

These challenges make the execution of the budget a continuous work in progress as adjustments need to occur when revenue sources change. Southwest Tech has effectively survived previous difficult times and is a stronger institution as a result of it. The current financial position of the Southwest Tech allows us the flexibility to adjust to change and maintain this positive status in the future.

CONTACTING SOUTHWEST WISCONSIN TECHNICAL COLLEGE'S FINANCIAL MANAGEMENT

The financial report is designed to provide a general overview of Southwest Tech's finances for all those with an interest in Southwest Tech's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to Caleb White, Vice President for Administrative Services, 1800 Bronson Boulevard, Fennimore, WI 53809.

Additional information about Southwest Wisconsin Technical College and its services can also be found at <http://www.swtc.edu>.

SOUTHWEST WISCONSIN TECHNICAL COLLEGE
STATEMENTS OF NET POSITION
June 30, 2014 and 2013

| | 2014 | 2013 |
|--|---------------|---------------|
| ASSETS | | |
| CURRENT ASSETS | | |
| Cash and investments | \$ 9,123,735 | \$ 7,782,012 |
| Taxes receivable | 5,512,898 | 5,476,465 |
| Accounts receivable, net | 1,116,636 | 966,833 |
| Student accounts receivable | 474,788 | 437,585 |
| Due from other governments | 65,750 | 116,777 |
| Inventories | 648,355 | 571,817 |
| Prepaid expenses | 123,467 | 80,994 |
| Total current assets | 17,065,629 | 15,432,483 |
| NONCURRENT ASSETS | | |
| Capital assets not being depreciated | 813,445 | 813,445 |
| Capital assets being depreciated, net | 43,731,696 | 44,247,383 |
| Total noncurrent assets | 44,545,141 | 45,060,828 |
| Total assets | 61,610,770 | 60,493,311 |
| LIABILITIES | | |
| CURRENT LIABILITIES | | |
| Accounts payable and other current liabilities | 1,187,509 | 928,951 |
| Accrued salaries and benefits | 1,162,512 | 1,393,668 |
| Accrued interest | 89,214 | 91,357 |
| Accrued self-insurance | 431,000 | 375,000 |
| Compensated absences | 838,122 | 984,178 |
| Unearned revenue | 443,696 | 319,058 |
| Current portion of long-term debt | 3,160,000 | 3,000,000 |
| Total current liabilities | 7,312,053 | 7,092,212 |
| NONCURRENT LIABILITIES | | |
| Long-term debt, net of current portion | 27,900,000 | 29,060,000 |
| Post-employment benefits | 4,188,829 | 2,984,457 |
| Total noncurrent liabilities | 32,088,829 | 32,044,457 |
| Total liabilities | 39,400,882 | 39,136,669 |
| NET POSITION | | |
| Net investment in capital assets | 13,485,141 | 13,000,829 |
| Restricted | | |
| Student financial assistance | 243,155 | 229,976 |
| Capital projects | 795,529 | 553,929 |
| Debt service | 1,244,645 | 1,204,893 |
| Unrestricted | 6,441,418 | 6,367,015 |
| Total net position | \$ 22,209,888 | \$ 21,356,642 |

SOUTHWEST WISCONSIN TECHNICAL COLLEGE
STATEMENTS OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
Years Ended June 30, 2014 and 2013

| | 2014 | 2013 |
|--|----------------------|----------------------|
| OPERATING REVENUES | | |
| Tuition and fees | | |
| Program fees (net of \$181,251 and \$144,132 scholarship allowances, respectively) | \$ 4,127,479 | \$ 4,138,452 |
| Material fees (net of \$13,287 and \$12,304 scholarship allowances, respectively) | 325,729 | 325,104 |
| Other student fees (net of \$26,573 and \$19,335 scholarship allowances, respectively) | 597,740 | 579,192 |
| Federal grants and contracts | 4,388,900 | 4,312,145 |
| State grants and contracts | 1,579,115 | 1,418,635 |
| Non-governmental grants and contracts | 2,682,670 | 2,506,064 |
| Auxiliary enterprise services | 1,636,041 | 1,996,511 |
| Total operating revenues | 15,337,674 | 15,276,103 |
| OPERATING EXPENSES | | |
| Instruction | 16,154,063 | 14,156,895 |
| Instructional resources | 360,711 | 336,861 |
| Student services | 2,492,747 | 2,397,460 |
| General institution | 3,430,105 | 3,102,121 |
| Physical plant | 1,911,448 | 1,865,267 |
| Auxiliary enterprise services | 1,326,957 | 1,254,790 |
| Depreciation | 2,569,388 | 2,417,109 |
| Student aid | 2,994,455 | 3,040,225 |
| Total operating expenses | 31,239,874 | 28,570,728 |
| Operating loss | (15,902,200) | (13,294,625) |
| NONOPERATING REVENUES (EXPENSES) | | |
| State appropriations | 2,457,009 | 2,520,089 |
| Local property taxes | 15,823,152 | 15,600,920 |
| Loss on disposal of capital assets | (21,291) | (28,907) |
| Investment income | 25,021 | 17,975 |
| Interest on capital asset-related debt | (1,528,445) | (1,586,787) |
| Total non-operating revenues (expenses) | 16,755,446 | 16,523,290 |
| Change in net position | 853,246 | 3,228,665 |
| Net position - beginning of year | 21,356,642 | 18,127,977 |
| Net position - end of year | <u>\$ 22,209,888</u> | <u>\$ 21,356,642</u> |

SOUTHWEST WISCONSIN TECHNICAL COLLEGE
STATEMENTS OF CASH FLOWS
Years Ended June 30, 2014 and 2013

| | 2014 | 2013 |
|---|----------------------------|----------------------------|
| Cash flows from operating activities | | |
| Tuition and fees received | \$ 5,138,383 | \$ 4,902,976 |
| Federal and state grants received | 6,019,042 | 5,724,861 |
| Business, industry and school district contract revenues received | 2,532,867 | 2,319,086 |
| Payments to employees, including related benefits | (20,650,558) | (21,735,358) |
| Payments to suppliers | (6,997,221) | (5,056,605) |
| Auxiliary enterprise revenues received | 1,636,041 | 1,996,512 |
| Net Cash Flows from Operating Activities | <u>(12,321,446)</u> | <u>(11,848,528)</u> |
| Cash flows from non-capital financing activities | | |
| Local property taxes received | 15,786,719 | 15,831,151 |
| State appropriations received | 2,457,009 | 2,520,089 |
| Net Cash Flows from Non-Capital Financing Activities | <u>18,243,728</u> | <u>18,351,240</u> |
| Cash flows from capital and related financing activities | | |
| Purchases of capital assets | (2,074,991) | (3,510,805) |
| Proceeds from issuance of capital debt | 2,500,000 | 2,500,000 |
| Principal paid on capital debt | (3,500,000) | (3,445,000) |
| Interest paid on capital debt | (1,530,589) | (1,572,227) |
| Net Cash Flows from Capital and Related Financing Activities | <u>(4,605,580)</u> | <u>(6,028,032)</u> |
| Cash flows from capital and related financing activities | | |
| Investment income received | 25,021 | 17,975 |
| Net Increase in Cash and Cash Equivalents | 1,341,723 | 492,655 |
| Cash and Cash Equivalents - Beginning of Year | 7,782,012 | 7,289,357 |
| Cash and Cash Equivalents - End of Year | <u><u>\$ 9,123,735</u></u> | <u><u>\$ 7,782,012</u></u> |
| Reconciliation of operating loss to net cash used in operating activities: | | |
| Operating loss | \$ (15,902,200) | \$ (13,294,625) |
| Adjustments to reconcile operating loss to net cash used in operating activities: | | |
| Depreciation | 2,569,388 | 2,417,109 |
| Changes in assets and liabilities | | |
| Accounts receivable, net | (149,803) | (186,978) |
| Student accounts receivable | (37,203) | (9,046) |
| Due from other governments | 51,027 | (5,919) |
| Inventories | (76,538) | 315,840 |
| Prepaid expenses | (42,473) | 9,819 |
| Accounts payable and other current liabilities | 258,558 | (344,574) |
| Accrued salaries and benefits | (231,156) | 625,409 |
| Accrued self-insurance | 56,000 | (225,000) |
| Compensated absences | (146,056) | 24,157 |
| Unearned revenue | 124,638 | (130,726) |
| Post-employment benefits | 1,204,372 | (1,043,994) |
| Net cash used in operating activities | <u>(12,321,446)</u> | <u>(11,848,528)</u> |

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NOTE 1—SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Southwest Wisconsin Technical College (Southwest Tech), comprised of five full Southwest Wisconsin counties and portions of four others, became operational on July 1, 1967, pursuant to Chapter 292, Laws of Wisconsin of 1965. The geographic area of the Southwest Tech is comprised of most of Crawford, Grant, Iowa, Lafayette, and Richland counties and part of Dane, Green, Sauk, and Vernon counties covering 3,800 square miles. There are 30 public K-12 school districts within Southwest Tech boundaries.

Southwest Tech is governed by a nine-member District Board elected by the 30 school districts boards comprising Southwest Tech. Pursuant to Wisconsin Statute, the District Board consists of two employer members, two employee members, three additional members, one elected official member who holds a state or local office, and one school district administrator. Board members serve staggered three-year terms. The District Board powers are established under the provisions of Chapter 38 of the Wisconsin Statutes and include:

- Authority to borrow money and levy taxes;
- Budgetary authority; and
- Authority over other fiscal and general management of Southwest Tech, which includes, but is not limited to, the authority to execute contracts, to exercise control over facilities and properties, to determine the outcome or disposition of matters affecting the recipients of the services being provided and to approve the hiring or retention of key management personnel who implement board policies and directives.

The accounting policies of Southwest Tech conform to accounting principles generally accepted in the United States of America as applicable to public colleges and universities as well as those prescribed by the Wisconsin Technical College System (WTCS). The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing accounting and financial reporting principles. The following is a summary of the more significant policies.

Reporting Entity

The reporting entity of Southwest Tech is based upon criteria set forth by GASB Statement No. 61 *The Financial Reporting Entity: Omnibus an Amendment* to GASB Statements No. 14 and No 34. The reporting entity for Southwest Tech consists of (a) the primary government, (b) organizations for which the primary government is financially accountable, and (c) other organizations for which the nature and significance of their relationship with the primary government are such that their exclusion would cause the reporting entity's financial statements to be misleading or incomplete. If a primary government appoints a voting majority of an organization's officials or if the organization is fiscally dependent on the primary government and there is a potential for those organizations either to provide specific financial benefits to, or to impose specific financial burdens on, the primary government, the primary government is financially accountable for those organizations. An organization has a financial benefit or burden relationship with the primary government if, for example, any one of these conditions exists. The primary government may be financially accountable if an organization is fiscally dependent on the primary government. The report does not contain any component units

SOUTHWEST WISCONSIN TECHNICAL COLLEGE
NOTES TO FINANCIAL STATEMENTS
June 30, 2014 and 2013

NOTE 1—SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Southwest Tech is affiliated with SWTC Foundation, Inc. (Foundation), a not-for-profit corporation whose purpose is to solicit, hold, manage, invest and expend endowment funds and other gifts, grants, and bequests exclusively for the maintenance and benefit of Southwest Tech. The Foundation is managed by an independent board of directors. Southwest Tech provides office space, certain equipment and furnishings, most related utility services and some insurance coverage to the Foundation without charge. The financial resources of the Foundation are not significant to Southwest Tech as a whole and accordingly, financial information related to the Foundation is not included in these financial statements.

Basis of Accounting and Financial Statement Presentation

For financial reporting purposes, Southwest Tech is considered a special-purpose government engaged only in business-type activities. Accordingly, the financial statements of Southwest Tech have been prepared using the economic resources measurement focus and the accrual basis of accounting. Under the accrual basis, revenues are recognized when earned, and expenses are recorded when an obligation has been incurred, regardless of the timing of the related cash flows. Property taxes are recognized as revenues in the years for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met. All significant inter-governmental transactions have been eliminated.

Use of Estimates

The preparation of basic financial statements in conformity with accounting principles generally accepted in the United States of America requires Southwest Tech to make estimates and assumptions that affect the reported amounts of assets, deferred inflows and outflows of revenues and liabilities, and disclosures of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Assets, Liabilities, Deferred Outflows/Inflows of Resources and Net Position

Cash and Cash Equivalents

Southwest Tech's cash and cash equivalents are considered to be cash on hand, demand deposits, investments in the Local Government Investment Pool, and short-term investments with original maturities less than ninety days from date of acquisition.

The Wisconsin Local Government Investment Pool (LGIP) is part of the State Investment Fund (SIF) and is managed by the State of Wisconsin Investment Board. The SIF is not registered with the Securities and Exchange Commission, but operates under the statutory authority of Wisconsin Chapter 25. The SIF reports the fair value of its underlying assets annually. The SIF is not rated. Participants in the LGIP have the right to withdraw their funds in total on one day's notice. At June 30, 2014 and 2013, the fair value of Southwest Tech's share of the LGIP's assets was substantially equal to the amount reported in these statements.

SOUTHWEST WISCONSIN TECHNICAL COLLEGE
NOTES TO FINANCIAL STATEMENTS
June 30, 2014 and 2013

NOTE 1—SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Inventories

Inventories of books and supplies reflected in the proprietary fund types are stated at the lower of cost or market; cost is determined using the first-in, first-out method. Instructional and administrative inventories are expensed as incurred.

Capital Assets

Capital assets are reported at historical cost, or estimated historical cost if actual historical cost is not available. Donated capital assets are valued at their estimated fair market value at the time of receipt. Interest costs incurred during construction are not capitalized and are not considered material.

The costs of maintenance and repairs are charged to operations as incurred. Equipment assets having a cost of \$500 or more per unit and building or remodeling projects of \$15,000 or more are capitalized. Depreciation on buildings and equipment is provided in amounts sufficient to relate the cost of depreciable assets to operations on the straight-line basis over the estimated useful life of the asset, which range from four to ten years for equipment and fifty years for buildings and remodeling.

Property Tax and Taxes Receivable

The District Board, under Section 38.16 of the Wisconsin Statutes, may levy a tax not to exceed 1.5 mills on the full value of taxable property within the area served by Southwest Tech for the purposes of operating and maintaining schools. The mill rate limitation is not applicable to taxes levied for the purposes of paying principal and interest on general obligation debt issued by Southwest Tech that is used for capital improvements and equipment additions.

Southwest Tech's operational mill rate was 1.52915 and 1.5000 mills for fiscal years ending 2014 and 2013. The debt service mill rate for the fiscal years ending 2014 and 2013 was .63447 and .63494 respectively.

Southwest Tech communicates its property tax levy to city, village and town treasurers or clerks in October of the fiscal year for which the taxes are levied.

The following dates are pertinent to Southwest Tech's tax calendar:

| | |
|---------------------------------|------------------|
| Levy date | Month of October |
| Tax bills are mailed | Month of October |
| Payments | |
| Taxes paid in one installment | January 31 |
| Taxes paid in two installments: | |
| First installment due | January 31 |
| Second installment due | July 31 |

SOUTHWEST WISCONSIN TECHNICAL COLLEGE
NOTES TO FINANCIAL STATEMENTS
June 30, 2014 and 2013

NOTE 1—SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Historically, Southwest Tech has received the majority of its property tax levy from municipalities in the fiscal year for which the taxes were levied. However, in most fiscal years, a portion of such revenues has been receivable at year-end because the second installment of real estate taxes and delinquent taxes is not required to be collected by the county treasurer until the month of August following Southwest Tech's year-end.

Compensated Absences

Southwest Tech employees are granted vacation, and sick leave benefits in varying amounts in accordance with Southwest Tech policies. In the event of retirement, death or resignation of an employee, Southwest Tech is obligated to pay for all unused vacation days. All vacation is accrued when incurred as accrued compensated absences in the statement of net position.

Retirement Plan

Southwest Tech employees participate in the Wisconsin Retirement System. All contributions made by Southwest Tech on behalf of its employees are reported as expenses when incurred.

Post-Employment Benefits

For employees hired prior to July 1, 2006, Southwest Tech's employee fringe benefit program includes a provision which allows academic, administrative, and support staff to be carried with the group insurance plan or plans at their own expense after retirement or layoff. However, the Board will continue to pay health insurance premiums based on type of employee and years of service or number of accumulated hours of sick leave.

For employees, any academic staff, administrative staff, or support staff with less than thirteen years of service to Southwest Tech that retire under the Wisconsin Retirement System or are laid off, one-half of their unused accumulated sick leave at full pay will be used to continue the payment of health insurance premiums at the time of retirement or layoff.

At time of separation, support staff with thirteen or more years of service to Southwest Tech will have one years worth of health insurance premiums banked to pay future post separation premiums. Those with fifteen or more years of service to Southwest Tech will have two years worth of health insurance premiums banked to pay future post separation premiums. Those with seventeen or more years of service will have three years worth of health insurance premiums banked to pay future separation premiums.

Academic and administrative staff with thirteen or more years of service to Southwest Tech will have three years worth of health insurance premiums banked to pay future separation premiums. Those with fifteen or more years of service will have four years worth of health insurance premiums banked to pay future post separation premiums. Those with seventeen or more years of service will have five years worth of health insurance premiums banked to pay future post separation premiums.

These benefits are financed on a pay-as-you-go basis. In the current year, Southwest Tech paid \$627,534 of health insurance for 71 former employees.

SOUTHWEST WISCONSIN TECHNICAL COLLEGE
NOTES TO FINANCIAL STATEMENTS
June 30, 2014 and 2013

NOTE 1—SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Deferred Outflows/Inflows of Resources

In addition to assets, the balance sheet will report a separate section for deferred outflows of resources. Deferred outflows of resources represent a consumption of net position that applies to a future period and so will not be recognized as an outflow of resources (expense/expenditure) until then. Southwest Tech has no qualifying deferred outflows as of June 30, 2014.

In addition to liabilities, the balance sheet will report a separate section for deferred inflows of resources. Deferred inflows of resources represent an acquisition of net position that applies to a future period and so will not be recognized as an inflow of resources (revenue) until that time. Southwest Tech has no qualifying deferred inflows as of June 30, 2014.

Fees and Tuition

Fees and tuition are recorded as revenue in the period in which the related activity or instruction takes place. Revenues for the summer semester are prorated on the basis of student class days occurring before and after June 30. Southwest Tech's student fee receivable is stated at amounts due from students, net of an allowance for doubtful accounts. Amounts outstanding longer than the agreed upon payment terms are considered past due. Southwest Tech determines its allowance for doubtful accounts by considering a number of factors including length of time amounts are past due, Southwest Tech's previous loss history and the student's ability to pay his or her obligation. Southwest Tech writes off receivables when they become uncollectible, and payments subsequently collected on such receivables are credited to the allowance for doubtful accounts.

State and Federal Revenues

Southwest Tech receives funding from various federal and state contracts and grants. These revenues are earned as expenses are incurred. Such expenses may be incurred during the grantor's fiscal period, which may be different than that of Southwest Tech.

Southwest Tech participates in federally funded Pell Grants, SEOG Grants, Federal Work Study and Federal Direct Student Loan Programs. Federal and State programs are audited in accordance with *OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations*; and the *State Single Audit Guidelines*.

Scholarship Allowances and Student Aid

Financial aid to students is reported in the financial statements under the following method: All aid is reflected in the basic financial statements as operating expenses or scholarship allowances, which reduce revenues. Southwest Tech receives and disburses cash and, as a result, must record all federal and state loan funds as federal and state grants, and the crediting of the funds to the student's account as student aid expense. The amount reported as operating expenses represents the portion of aid that was provided to the student in the form of cash. Scholarship allowances represent the portion of aid provided to the student in the form of reduced tuition.

SOUTHWEST WISCONSIN TECHNICAL COLLEGE
NOTES TO FINANCIAL STATEMENTS
June 30, 2014 and 2013

NOTE 1—SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Classification of Revenue and Expense

Southwest Tech has classified its revenue and expenses as either operating or non-operating according to the following criteria:

Operating revenue/expenses - Operating revenues and expenses include activities that have the characteristics of exchange transactions to provide goods or services related to Southwest Tech's principal ongoing operations. Operating revenues include (1) student tuition and fees, net of scholarship allowances, (2) sales and services of auxiliary enterprises, and (3) most federal, state and local grants and contracts that are essentially the same as contracts for services that finance programs of Southwest Tech. Operating expenses include the cost of providing educational services, student aid, administrative expenses and depreciation on capital assets.

Non-operating revenues/expenses – Non-operating revenues and expenses include activities that have the characteristics of non-exchange transactions. Non-operating revenues as defined by GASB Statement No.9, *Reporting Cash Flows of Proprietary and Nonexpendable Trust Funds and Governmental Entities That Use Proprietary Fund Accounting*, and GASB Statement No. 34, *Basic Financial Statements and Management's Discussion and Analysis for State and Local Governments*. These revenues include gifts and contributions, and other revenue sources such

Self Insurance

Southwest Tech is self insured for health and dental coverage. Southwest Tech accounts for its medical self-insurance program in an internal service fund. The purpose of this fund is to pay medical insurance claims of Southwest Tech employees and their covered dependents and to minimize the total costs of annual insurance to Southwest Tech. The accrued liability for estimated claims represents an estimate of the eventual loss on claims arising prior to year end, including claims incurred but not yet reported. The amounts not reported to Southwest Tech were determined by the Plan administrator. As part of the health care coverage of the Plan, Southwest Tech purchases stop-loss coverage, which pays claims in excess of \$100,000 per individual and/or 125% of the annual estimated claims. Southwest Tech has no stop-loss coverage for dental care coverage of the Plan.

Change in the claims liability for the years ended June 30 is as follows:

| | | Estimated claims outstanding | | | |
|------|----|------------------------------|----------------|-------------------|-------------------|
| | | Beginning Balance | Claims IBNR | Claim Payments | Ending Balance |
| 2014 | \$ | 375,000 | \$ 3,149,879 | \$ 3,205,879 | 431,000 |
| 2013 | | 600,000 | 2,926,538 | 2,701,538 | 375,000 |

SOUTHWEST WISCONSIN TECHNICAL COLLEGE
NOTES TO FINANCIAL STATEMENTS
June 30, 2014 and 2013

NOTE 1—SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Net Position

Net position is classified according to restrictions on availability of assets for satisfaction of Southwest Tech's obligations.

Net investment in capital assets: The value of capital assets (land, buildings and equipment) less the debt incurred to acquire or construct the assets plus the borrowed resources not yet expended, but restricted for capital purchases.

Restricted net position: Restricted net position includes resources in which Southwest Tech is legally or contractually obligated to spend resources in accordance with restrictions imposed by external third parties.

- Restricted net position for debt service can only be used to repay debt service costs (principal and interest) as they are levied for that specific purpose.
- Restricted net position for student financial assistance can only be used for student financial assistance activities.
- Restricted net position for capital projects results from unspent from general obligation debt issued specifically for capital projects.

Unrestricted net position: Unrestricted net position represents resources derived from student tuition and fees, state appropriations, and sales and services provided by educational departments and auxiliary enterprises. These resources are used for transactions relating to the educational and general operations of Southwest Tech and may be used at the discretion of the governing board to meet current expenses. These resources also include auxiliary enterprises, which are substantially self-supporting activities that provide services for students, faculty and staff.

When an expense is incurred that can be paid using either restricted or unrestricted resources, Southwest Tech's policy is to first apply the expense towards restricted resources and then towards unrestricted resources.

SOUTHWEST WISCONSIN TECHNICAL COLLEGE
NOTES TO FINANCIAL STATEMENTS
June 30, 2014 and 2013

NOTE 2—CASH AND CASH EQUIVALENTS

Southwest Tech cash and cash equivalents consist of the following at June 30:

| | 2014 | 2013 | Risk |
|--|---------------------|---------------------|--------------------------|
| Cash and cash equivalents: | | | |
| Cash on hand | \$ 1,750 | \$ 4,908 | |
| Deposit accounts | 7,961,827 | 6,617,901 | Custodial |
| Wisconsin Local Government Investment Pool | 1,160,158 | 1,159,203 | Credit and interest rate |
| Total cash and cash equivalents | <u>\$ 9,123,735</u> | <u>\$ 7,782,012</u> | |

Southwest Tech voluntarily invests excess funds in the Wisconsin Local Government Investment Pool (LGIP), an external investment pool. The LGIP is part of the State Investment Fund (SIF) and is managed by the State of Wisconsin Investment Board. The SIF is not registered with the Securities and Exchange Commission but operates under the statutory authority of Wisconsin Chapter 25. The SIF reports the fair value of its underlying assets annually. The SIF is not rated. Participants in the LGIP have the right to withdraw their funds in total on one day's notice. At June 30, the fair value of the Southwest Tech's share of the LGIP's assets was substantially equal to the amounts reported above.

Southwest Tech is limited to investments authorized by Wisconsin State Statute 66.0603 including the following:

1. Time deposits in any credit union, bank, savings bank, trust company, or savings and loan association which is authorized to transact business in the state if the time deposits mature in not more than three years.
2. Bonds or securities issued or guaranteed as to principal and interest by the federal government, or by a commission, board, or other instrumentality of the federal government.
3. Bonds or securities of any county, city, drainage district, technical college district, village, town, or school district of the state, as well as bonds issued by a local exposition district, a local professional baseball park district, a local professional football stadium district, the University of Wisconsin Hospitals and Clinics Authority, a local cultural arts district, or the Wisconsin Aerospace Authority.
4. Any security which matures or which may be tendered for purchase at the option of the holder within not more than seven years of the date on which it is acquired, if that security has a rating which is the highest or second highest rating category assigned by Standard & Poor's corporation, Moody's investors service, or other similar nationally recognized rating agency or if that security is senior to, or on a parity with, a security of the same issuer which has such a rating.

SOUTHWEST WISCONSIN TECHNICAL COLLEGE
NOTES TO FINANCIAL STATEMENTS
June 30, 2014 and 2013

NOTE 2—CASH AND CASH EQUIVALENTS (continued)

5. Securities of an open-end management investment company or investment trust, with certain limitations:
 - a. Bonds or securities issued under the authority of the municipality;
 - b. The local government pooled-investment fund as established under Section 25.50 of the Wisconsin Statutes; the state of Wisconsin local government investment fund (LGIP)
 - c. Agreements in which a public depository agrees to repay funds advanced to it by Southwest Tech, plus interest, if the agreement is secured by bonds or securities issued or guaranteed as to principal and interest by the federal government.
 - d. Securities of an open-end management investment company or investment trust, subject to various conditions and investment options.
 - e. Repurchase agreements with public depositories, with certain conditions.

Custodial Credit Risk

Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, Southwest Tech would not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. Southwest Tech's carrying values for bank deposits were \$7,961,827 and \$6,617,901 at June 30, 2014 and 2013.

The bank balances were \$8,176,599 and \$6,772,880. Deposits in each local and area bank are insured by the FDIC in the amount of \$250,000. Bank accounts and the local government investment pool are also insured by the State Deposit Guarantee Fund in the amount of \$400,000. However, due to the relatively small size of the Guarantee Fund in relationship to the total deposits covered and other legal implications, recovery of material principal losses may be significant to individual organizations. As of June 30, 2014, \$250,000 of Southwest Tech's deposits was covered by the FDIC, and \$7,926,599 was secured by pledged securities.

For investments, custodial credit risk is the risk that, in the event of failure of the counterparty (e.g. broker-dealer) to the transaction, Southwest Tech will not be able to recover the value of its investment or collateral securities that are in the possession of another party. Southwest Tech's investment policy minimizes credit risk by limiting investments to the safest type of securities and diversifying the investment portfolio. Individual securities may not exceed 5% of the market value of the portfolio at the time of purchase with the exception of U.S. Government issues fully guaranteed as to both principal and interest by the U.S. government or agencies thereof, shares of open-ended investment companies, the LGIP, or the Wisconsin Investment Series Cooperative (WISC). The LGIP and WISC do not carry a credit quality rating.

Interest Rate Risk

As a means of limiting its exposure to fair value losses arising from rising interest rates, Southwest Tech's investment policy limits the maturity of any security to no more than five years from the date of purchase or in accordance with state and local statutes and ordinances, whichever is less. The policy indicates that the investment portfolio should be structured so that securities mature to meet the cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity. The policy sets a maximum duration range of two years with a target duration of one year. As of June 30, 2014, Wisconsin Local Government Investment Pool (LGIP) investments have a maturity of 12 months or less.

SOUTHWEST WISCONSIN TECHNICAL COLLEGE
NOTES TO FINANCIAL STATEMENTS
June 30, 2014 and 2013

NOTE 3—CAPITAL ASSETS

The following is a summary of changes in capital assets for the year ended June 30, 2014:

| | Balance 7/1/2013 | Additions | (Deletions) | Balance 6/30/2014 |
|--|---------------------|-------------|-------------|----------------------|
| Capital assets not being depreciated | | | | |
| Land | \$ 813,445 | \$ - | \$ - | \$ 813,445 |
| Construction in progress | - | 656,980 | - | 656,980 |
| Total capital assets not being depreciated | 813,445 | 656,980 | - | 1,470,425 |
| Capital assets being depreciated | | | | |
| Land improvements | 1,053,467 | - | - | 1,053,467 |
| Buildings & improvements | 43,702,935 | 413,340 | (6,900) | 44,109,375 |
| Equipment | 22,187,195 | 1,004,671 | (159,554) | \$ 23,032,312 |
| Total capital assets being depreciated | 66,943,597 | 1,418,011 | (166,454) | 68,195,154 |
| Less accumulated depreciation for | | | | |
| Land improvements | 441,088 | 44,960 | (345) | 485,703 |
| Buildings & improvements | 7,186,011 | 1,047,887 | - | 8,233,898 |
| Equipment | 15,069,114 | 1,476,541 | (144,818) | 16,400,837 |
| Total accumulated depreciation | 22,696,213 | 2,569,388 | (145,163) | 25,120,438 |
| Total capital assets being depreciated-net | 44,247,384 | (1,151,377) | (21,291) | \$ 43,074,716 |
| Net capital assets | 45,060,829 | (494,397) | (21,291) | 44,545,141 |
| Less general obligation debt | (32,060,000) | | | (31,060,000) |
| Plus unexpended debt proceeds included in general obligation debt | - | | | - |
| Total net investment in capital assets | \$ 13,000,829 | | | \$ 13,485,141 |

SOUTHWEST WISCONSIN TECHNICAL COLLEGE
NOTES TO FINANCIAL STATEMENTS
June 30, 2014 and 2013

NOTE 3—CAPITAL ASSETS (continued)

The following is a summary of changes in capital assets for the year ended June 30, 2013:

| | Balance 7/1/2012 | Additions | (Deletions) | Balance 6/30/2013 |
|--|---------------------|-----------|-------------|----------------------|
| Capital assets not being depreciated | | | | |
| Land | \$ 813,445 | | | \$ 813,445 |
| Capital assets being depreciated | | | | |
| Land improvements | 919,768 | 133,699 | - | 1,053,467 |
| Buildings & improvements | 42,234,563 | 1,468,372 | - | 43,702,935 |
| Equipment | 20,513,166 | 1,908,734 | (234,705) | \$ 22,187,195 |
| Total capital assets being depreciated | 63,667,497 | 3,510,805 | (234,705) | 66,943,597 |
| Less accumulated depreciation for | | | | |
| Land improvements | 398,045 | 43,043 | - | 441,088 |
| Buildings & improvements | 6,181,538 | 1,004,473 | - | 7,186,011 |
| Equipment | 13,905,324 | 1,369,593 | (205,803) | 15,069,114 |
| Total accumulated depreciation | 20,484,907 | 2,417,109 | (205,803) | 22,696,213 |
| Total capital assets being depreciated-net | 43,182,590 | 1,093,696 | (28,902) | \$ 44,247,384 |
| Net capital assets | 43,996,035 | 1,093,696 | (28,902) | 45,060,829 |
| Less general obligation debt | (33,005,000) | | | (32,060,000) |
| Plus unexpended debt proceeds included in general obligation debt | 944,718 | | | - |
| Total net investment in capital assets | \$ 11,935,753 | | | \$ 13,000,829 |

SOUTHWEST WISCONSIN TECHNICAL COLLEGE
NOTES TO FINANCIAL STATEMENTS
June 30, 2014 and 2013

NOTE 4—LONG-TERM OBLIGATIONS

Long-term obligations of Southwest Tech consist of general obligation bonds, general obligation promissory notes and compensated absences for vacation and sick pay benefits.

Changes in long-term obligations for the years ended June 30, 2014 and 2013 was as follows:

| | Balance 7/1/2013 | Additions | Reductions | Balance 6/30/2014 | Due Within One Year |
|------------------------------|----------------------|---------------------|---------------------|----------------------|------------------------|
| Notes and bonds payable | \$ 32,060,000 | \$ 2,500,000 | \$ 3,500,000 | \$ 31,060,000 | \$ 3,160,000 |
| Accrued compensated absences | 984,178 | 528,765 | 674,821 | 838,122 | 838,122 |
| Total long-term liabilities | <u>\$ 33,044,178</u> | <u>\$ 3,028,765</u> | <u>\$ 4,174,821</u> | <u>\$ 31,898,122</u> | <u>\$ 3,998,122</u> |

| | Balance 7/1/2012 | Additions | Reductions | Balance 6/30/2013 | Due Within One Year |
|------------------------------|----------------------|---------------------|---------------------|----------------------|------------------------|
| Notes and bonds payable | \$ 33,005,000 | \$ 2,500,000 | \$ 3,445,000 | \$ 32,060,000 | \$ 3,000,000 |
| Accrued compensated absences | 960,022 | 24,156 | - | 984,178 | 984,178 |
| Total long-term liabilities | <u>\$ 33,965,022</u> | <u>\$ 2,524,156</u> | <u>\$ 3,445,000</u> | <u>\$ 33,044,178</u> | <u>\$ 3,984,178</u> |

All general obligation debt is secured by the full faith and credit and taxing powers of Southwest Tech. Long-term debt will be retired by future property tax levies and resources accumulated in the debt service fund.

Wisconsin State Statute 67.03 (1) limits total general obligation debt of Southwest Tech to 5% of the equalized value of taxable property located within the district. Wisconsin State Statute 67.03 (9) limits bonded indebtedness of Southwest Tech to 2% of the equalized value of taxable property, including tax incremental districts. The legal debt limit and the margin of indebtedness, as of June 30, 2014 is as follows:

| | Bonds | Aggregate |
|---|-----------------------|-----------------------|
| Debt limit (2% for bonds, 5% for aggregate) | \$ 146,265,052 | \$ 365,662,631 |
| Debt outstanding at June 30, 2014 net of resources available to pay principle | <u>24,915,355</u> | <u>29,815,355</u> |
| Margin of indebtedness: | <u>\$ 121,349,697</u> | <u>\$ 335,847,276</u> |

SOUTHWEST WISCONSIN TECHNICAL COLLEGE
NOTES TO FINANCIAL STATEMENTS
June 30, 2014 and 2013

NOTE 4—LONG-TERM OBLIGATIONS (continued)

General obligation debt at June 30, 2014 and 2013 are as follows:

| | <u>Buyer</u> | <u>2014</u> | <u>2013</u> |
|---|----------------------------|--------------|--------------|
| 2008 \$8,000,000 general obligation school improvement bonds payable with annual principle payments of \$150,000 - \$585,000 through June 1, 2028, interest at 4.00%-4.75%, payable semi-annually in June 1 and December 1. Proceeds used to finance construction and remodeling. | Sterne, Agee & Leach, Inc. | \$ 6,190,000 | \$ 6,500,000 |
| 2009 \$2,000,000 general obligation promissory note payable with annual principle payments of \$400,000 through June 1, 2014, interest at 2.00%-2.50%, payable semi-annually in June 1 and December 1. Proceeds used to finance facility improvements. | First Trust Portfolios L.P | - | 400,000 |
| 2009 \$23,900,000 taxable general obligation Build America Bonds payable, authorized by the American Recovery and Reinvestment Act, with annual principle payments of \$600,000 - \$1,745,000 through June 1, 2029, interest at 1.65%-6.125%, payable semi-annually in June 1 and December 1. Interest payments are reduced by a 35% federal subsidy. Proceeds used to finance new construction and remodeling. | Robert W. Baird | 19,970,000 | 20,860,000 |
| 2010 \$2,000,000 promissory notes payable with annual principle payments of \$400,000 through June 1, 2015, interest at 1.50%-2.00%, payable semi-annually in June 1 and December 1. Proceeds used to finance remodeling, facility improvements, and equipment purchases. | M&I Marshall & Isley Bank | 400,000 | 800,000 |
| 2011 \$2,500,000 promissory notes payable with annual principle payments of \$500,000 through June 1, 2016, interest at 1.0%-2.0%, payable semi-annually in June 1 and December 1. Proceeds used to finance remodeling, facility improvements, and equipment purchases. | Robert W. Baird | 1,000,000 | 1,500,000 |

SOUTHWEST WISCONSIN TECHNICAL COLLEGE
NOTES TO FINANCIAL STATEMENTS
June 30, 2014 and 2013

NOTE 4—LONG-TERM OBLIGATIONS (continued)

| | <u>Buyer</u> | <u>2014</u> | <u>2013</u> |
|--|-----------------|----------------------|----------------------|
| 2012 \$2,500,000 promissory notes payable with annual principle payments of \$500,000 through June 1, 2017, interest at 0.40%-1.0%, payable semi-annually in June 1 and December 1. Proceeds used to finance remodeling, facility improvements, and equipment purchases. | UMB Bank, N.A | 1,500,000 | 2,000,000 |
| 2013 \$2,500,000 promissory notes payable with annual principle payments of \$500,000 through June 1, 2018, interest at 1.75%-2%, payable semi-annually in June 1 and December 1. Proceeds used to finance remodeling, facility improvements, and equipment purchases. | Robert W. Baird | 2,000,000 | - |
| Total General Obligation Debt | | <u>\$ 31,060,000</u> | <u>\$ 32,060,000</u> |

Future debt service requirements as of June 30, 2014 are as follows:

| <u>Year Ended June 30</u> | <u>Principal</u> | <u>Interest</u> | <u>Federal Subsidy</u> | <u>Total</u> |
|-------------------------------|----------------------|---------------------|----------------------------|----------------------|
| 2015 | 3,160,000 | 1,070,567 | \$ (382,771) | \$ 3,847,796 |
| 2016 | 2,825,000 | 999,678 | (370,009) | 3,454,669 |
| 2017 | 2,395,000 | 929,716 | (354,495) | 2,970,221 |
| 2018 | 1,970,000 | 865,744 | (337,205) | 2,498,539 |
| 2019 | 1,545,000 | 803,134 | (318,340) | 2,029,794 |
| 2020-2024 | 8,890,000 | 3,129,821 | (1,253,186) | 10,766,635 |
| 2025-2029 | 10,275,000 | 1,246,667 | (531,682) | 10,989,985 |
| | <u>\$ 31,060,000</u> | <u>\$ 9,045,327</u> | <u>\$ (3,547,688)</u> | <u>\$ 36,557,639</u> |

SOUTHWEST WISCONSIN TECHNICAL COLLEGE
NOTES TO FINANCIAL STATEMENTS
June 30, 2014 and 2013

NOTE 5—EMPLOYEE'S RETIREMENT SYSTEM

All eligible Southwest Tech employees participate in the Wisconsin Retirement System (WRS), a cost-sharing, multiple-employer, defined benefit, public employee retirement system. All employees, initially employed by a participating WRS employer prior to July 1, 2011, expected to work at least 600 hours a year (400 hours for teachers and school educational support employees) and expected to be employed for at least one year from employee's date of hire are eligible to participate in the WRS. All employees, initially employed by a participating WRS employer on or after July 1, 2011, and expected to work at least 1200 hours a year (800 hours for teachers and school educational support employees) and expected to be employed for at least one year from employee's date of hire are eligible to participate in the WRS. Employees hired to work nine or ten months per year (e.g. teachers contracts), but expect to return year after year are considered to have met the one-year requirement.

Effective the first day of the first pay period on or after June 29, 2011 the employee required contribution was changed to one-half of the actuarially determined contribution rate for general category employees including teachers, and executives and elected officials. Required contributions for protective occupations are the same rate as general employees. Employers are required to contribute the remainder of the actuarially determined contribution rate. The employer may not pay the employee required contribution unless provided for by an existing collective bargaining agreement. Contribution rates for 2014 are:

| | <u>Employee</u> | <u>Employer</u> |
|------------------------------------|-----------------|-----------------|
| General (including teachers) | 6.65% | 6.65% |
| Executives and elected officials | 7.00% | 7.00% |
| Protective with Social Security | 6.65% | 9.75% |
| Protective without Social Security | 6.65% | 12.35% |

The payroll for Southwest Tech employees covered by the WRS for the year ended June 30, 2014 was \$11,851,572; the employer's total payroll was \$12,920,452. The total required contribution for the year ended June 30, 2014 was \$1,640,090, which consisted of \$820,045, or 6.35% of payroll from Southwest Tech and \$820,045 or 6.35% of payroll from employees. The amount contributed equaled the required contribution. Total contributions for the years ended June 30, 2013 and 2012 were \$1,432,734 and \$1,328,367, respectively, equal to the required contributions for each year.

Employees who retire at or after age 65 (62 for elected officials and 54 for protective occupation employees with less than 25 years of service, 53 for protective occupation employees with more than 25 years of service) are entitled to receive a retirement benefit. Employees may retire at age 55 (50 for protective occupation employees) and receive actuarially reduced benefits. The factors influencing the benefits are: (1) final average earnings, (2) years of creditable service, and (3) a formula factor. Final average earnings is the average of the employee's three highest years' earnings. Employees terminating covered employment and submitting application before becoming eligible for retirement benefits may withdraw their contributions and, by doing so, forfeit all rights to any subsequent benefit. For employees beginning participation on or after January 1, 1990, and no longer actively employed on or after April 24, 1998, creditable service in each of five years is required for eligibility for a retirement annuity. Participants employed prior to 1990 and on

SOUTHWEST WISCONSIN TECHNICAL COLLEGE
NOTES TO FINANCIAL STATEMENTS
June 30, 2014 and 2013

NOTE 5—EMPLOYEE'S RETIREMENT SYSTEM (continued)

or after April 24, 1998 and prior to July 1, 2011 are immediately vested. Participants who initially become WRS eligible on or after July 1, 2011 must have five years of creditable service to be vested.

The WRS also provides death and disability benefits for employees. Eligibility and the amount of all benefits are determined under Chapter 40 of the Wisconsin Statutes.

The WRS issues an annual financial report that may be obtained by writing to the Department of Employee Trust Funds, P.O. Box 7931, Madison, WI 53707-7931.

NOTE 6—OTHER POST-EMPLOYMENT BENEFITS

Southwest Tech provides other post-employment benefits (OPEB) for its employees through a single-employer retiree benefit plan that provides postemployment health and dental insurance benefits to eligible employees and their spouses in accordance with employee contracts. There are approximately 181 active and 68 retired members in the plan as of June 30, 2014. Benefits and eligibility are established and amended by the governing body.

Funding Policy. Southwest Tech has no invested plan assets accumulated for payment of future benefits. The employer makes all contributions. Southwest Tech's funding policy is to provide annual contributions on a pay-as-you-go basis.

Annual OPEB Cost and Net OPEB Obligation. Southwest Tech's annual OPEB cost (expense) is calculated based on the annual required contribution of the employer (ARC), an amount actuarially determined in accordance with the parameters of GASB Statement 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal costs each year and amortize any unfunded actuarial liabilities (or funding excess) over a period not to exceed thirty years.

The following table shows the components of Southwest Tech's annual OPEB cost for the year, the amount actually contributed to the plan, and changes in Southwest Tech's net OPEB obligation.

| | 2014 | 2013 |
|--|---------------------|---------------------|
| Annual required contribution | \$ 368,605 | \$ 474,925 |
| Interest on net OPEB obligation | 68,098 | 63,208 |
| Adjustment to annual required contribution | (74,149) | (66,902) |
| Annual OPEB cost (expense) | 362,554 | 471,231 |
| OPEB payments made | (627,534) | (360,913) |
| Increase in net OPEB obligation | (264,980) | 110,318 |
| Net OPEB obligation - beginning of year | 1,702,451 | 1,592,133 |
| Net OPEB obligation - end of year | <u>\$ 1,437,471</u> | <u>\$ 1,702,451</u> |

SOUTHWEST WISCONSIN TECHNICAL COLLEGE
NOTES TO FINANCIAL STATEMENTS
June 30, 2014 and 2013

NOTE 6—OTHER POSTEMPLOYMENT BENEFITS (continued)

Southwest Tech's annual OPEB costs, the percentage of the annual OPEB cost contributed to the plan, and the net OPEB obligation for June 30, 2014 and the preceding two years was as follows:

| Fiscal Year Ended | Annual OPEB Cost | Percentage of Annual OPEB Cost Contributed | Net OPEB Obligation |
|-------------------------|---------------------|---|---------------------------|
| 6/30/2014 | \$ 362,554 | 173.09% | \$ 1,437,471 |
| 6/30/2013 | \$ 471,230 | 76.59% | \$ 1,702,450 |
| 6/30/2012 | 919,052 | 72.20% | 1,592,133 |

Funded Status and Funding Progress. As of July 1, 2013, the most recent actuarial valuation date, Southwest Tech's actuarial accrued liability (AAL) for benefits was \$5,919,556 and the actuarial value of assets was \$0 resulting in an unfunded actuarial accrued liability (UAAL) of \$5,919,556. The annual payroll for active employees covered by the plan in the actuarial valuation for the 2013-14 fiscal year was \$5,795,408 for a ratio of the UAAL to covered payroll of 102.14%.

Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future, such as assumptions about future terminations, mortality, and healthcare cost trends. Actuarially determined amounts are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. The schedule of funding progress, presented as required supplementary information following the notes to the financial statements, presents multiyear trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for benefits.

Actuarial Methods and Assumptions. Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan members to that point. The actuarial methods and assumptions used include techniques that are designed to reduce short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

In the July 1, 2013, actuarial valuation, the unit credit actuarial cost method was used. The actuarial assumptions included a 4.00% investment rate of return and an initial annual healthcare cost trend rate of 7.50%, reduced by decrements to an ultimate rate of 5%. Both rates include a 3% inflation assumption. The UAAL is being amortized on a level dollar basis. The remaining amortization period on July 1, 2013 was 27 years.

SOUTHWEST WISCONSIN TECHNICAL COLLEGE
NOTES TO FINANCIAL STATEMENTS
June 30, 2014 and 2013

NOTE 7—COMMITMENTS AND CONTINGENCIES

Southwest Tech has received federal and state grants for specific purposes that are subject to review and audit by the grantor agencies. Such audits could lead to request for reimbursements to the grantor agency for expenditures disallowed under terms of the grants. Management believes such disallowances, if any, would be immaterial.

From time to time Southwest Tech is party to various pending claims and legal proceedings. Although the outcome of such matters cannot be forecasted with certainty, it is the opinion of management and Southwest Tech's legal counsel that the likelihood is remote that any such claims or proceedings will have a material adverse effect on the Southwest Tech's financial position.

Operating Leases

Southwest Tech leases various facilities as outreach center to off Adult Basic Education, GED/HSED and other course options. Current facilities are located in Richland Center, Fennimore, Platteville and Darlington. Future minimum lease payments for the years ending June 30, 2015, 2016, 2017, 2018, and 2019 are \$87,801, \$28,401, \$28,401, \$29,262, and \$30,122. Rent expenses under all operating leases for the years ended June 30, 2014 and 2013 were \$48,281 and \$38,490.

NOTE 8—RELATED PARTY TRANSACTIONS

Southwest Tech purchases building supplies from a company owned by a member of the Board of Directors for Southwest Wisconsin Technical College. The total amount paid to this company for the years ended June 30, 2014 and 2013 was \$1,338 and \$33,322, respectively.

NOTE 9—RISK MANAGEMENT

Districts Mutual Insurance Company (DMI)

In July 2004 all sixteen WTCS technical colleges created Districts Mutual Insurance Company (DMI). Districts Mutual Insurance Company is a fully-assessable mutual company authorized under Wisconsin Statute 611 to provide property, casualty, and liability insurance and risk management services to its members. The scope of insurance protection provided by DMI is broad, covering property at \$350,000,000 per occurrence; general liability, auto, and educators' legal liability at \$5,000,000 per occurrence; and workers' compensation at the statutorily required limits.

At this time, settled claims have not approached the coverage limits as identified above. Southwest Tech's exposure to its layer of insurance is limited to its deductible amounts, which vary by coverage from \$2,500 to \$100,000 per occurrence. DMI purchases reinsurance for losses in excess of its retained layer of coverage.

DMI operations are governed by a five-member board of directors. Member colleges do not exercise any control over the activities of DMI beyond election of the board of directors at the annual meeting. The board has the authority to adopt its own budget, set policy matters, and control the financial affairs of the company.

SOUTHWEST WISCONSIN TECHNICAL COLLEGE
NOTES TO FINANCIAL STATEMENTS
June 30, 2014 and 2013

NOTE 9—RISK MANAGEMENT (continued)

Each member college is assessed an annual premium. Future premiums will be based on relevant rating exposure bases as well as the historical loss experience by members. DMI's ongoing operational expenses, other than loss adjustment expenses, are apportioned pro rata to each participant based on equity interest in the company. Since DMI is fully capitalized, member districts have not been assessed a capitalization amount for fiscal years 2014 and 2013.

The DMI financial statements can be obtained through Districts Mutual Insurance Co., 212 W. Pinehurst Trail, Dakota Dunes, SD 57049.

Supplemental Insurance

In July 1997, WTCS technical colleges formed the WTCS Insurance Trust to jointly purchase commercial insurance to provide coverage for losses from theft of, damages to, or destruction of assets. The trust is organized under Wisconsin Statutes 66.0301 and is governed by a board of trustees consisting of one trustee from each member college. Member entities include all sixteen Wisconsin Technical College System districts.

The WTCS Insurance Trust has purchased the following levels of coverage for its participating members:

- *Foreign travel liability:* \$2,000,000 aggregate general; \$1,000,000 auto per accident; \$1,000,000 employee benefits; includes benefit for accidental death and dismemberment, repatriation, and medical expenses \$1,000 deductible for employee benefits.
- *Crime:* \$750,000 coverage for employee dishonesty, forgery, computer fraud and funds transfer fraud; \$500,000 coverage for theft, robbery, burglary, disappearance and destruction of money and securities; \$25,000 coverage for investigation expenses; \$2,500 deductible for investigation, \$15,000 deductible for employee dishonesty, forgery, and fraud.
- *Business Travel Accident:* Coverage for Local Board of Trustee Members \$1,000,000 aggregate general; \$100,000 for scheduled losses, assistance services medical evacuation and repatriation.

The Trust financial statements can be obtained through Lakeshore Technical College, 1290 North Avenue, Cleveland, WI 53015.

NOTE 11—SUBSEQUENT EVENT

On October 1, 2014, Southwest Tech issued \$5,215,000 of General Obligation Refunding Bonds, the proceeds of which are to be used to advance refund outstanding bonds. Interest rate on the issue is 2.55 percent.

SOUTHWEST WISCONSIN TECHNICAL COLLEGE
NOTES TO FINANCIAL STATEMENTS
June 30, 2014 and 2013

NOTE 14—EFFECT OF NEW ACCOUNTING STANDARDS ON CURRENT-PERIOD FINANCIAL STATEMENTS

The Governmental Accounting Standards Board (GASB) has issued GASB Statement No. 68, Accounting and Financial Reporting for Pensions – An Amendment of GASB Statement No. 27. The statement will require Southwest Tech to disclose their net pension liability on their statement of net position, effective for the year ending June 30, 2015. GASB Statement No. 68 defines the liability as the difference between the total pension liability and the value of assets set aside to pay benefits. The Wisconsin Retirement System (WRS) will provide net pension liability using a measurement date no earlier than the end of Southwest Tech's prior fiscal year. The WRS will allocate the net pension liability to all employers based on their proportionate share of the employer contributions. This statement may have a material effect on the Southwest Tech's pension liability compared to what is disclosed under current standards.

DRAFT

REQUIRED SUPPLEMENTARY INFORMATION

DRAFT

SOUTHWEST WISCONSIN TECHNICAL COLLEGE
SCHEDULES OF FUNDING PROGRESS AND EMPLOYER CONTRIBUTIONS
June 30, 2014 and 2013

Schedule of Funding Progress

| Actuarial Valuation Date | Actuarial Value of Assets (a) | Actuarial Accrued Liability (AAL) (b) | Unfunded AAL (UAAL) (b) - (a) | Funded Ratio (a/b) | Covered Payroll (c) | UAAL as a Percentage of Covered Payroll ((b-a)/c) |
|--------------------------------|--|---|--|--------------------------|-----------------------------|---|
| 7/1/2013 | \$ - | \$ 5,919,556 | \$ 5,919,556 | 0.00% | \$ 5,795,408 | 102.14% |
| 7/1/2012 | \$ - | \$ 6,699,033 | \$ 6,699,033 | 0.00% | \$ 6,456,777 | 103.75% |
| 7/1/2010 | - | 11,936,782 | 11,936,782 | 0.00% | 12,396,947 | 96.29% |

Schedule of Employer Contributions

| Fiscal Year Ended | Employer Contributions | Annual Required Contribution | Net Percentage Contributed |
|-------------------------|---------------------------|------------------------------------|----------------------------------|
| 6/30/2014 | \$ 627,534 | \$ 368,605 | 170.25% |
| 6/30/2013 | \$ 360,913 | \$ 474,925 | 75.99% |
| 6/30/2012 | 664,184 | 919,052 | 72.27% |

The data presented in the Schedule of Funding Progress was taken from the reports issued by the actuary.

Southwest Tech is required to present information for the pension and other postemployment benefit plans for the three most recent actuarial studies. Two have been completed to date. Duplicate information for intervening years is not repeated.

OTHER SUPPLEMENTARY INFORMATION

The following supplementary information is provided to document Southwest Tech's compliance with budgetary requirements. This accountability is an essential requirement to maintain the public trust. The method of accounting used for budgetary compliance monitoring is substantially different from the method of preparing the basic financial statements of the Southwest Tech. At the end of this section is a reconciliation between the two methods.

SOUTHWEST WISCONSIN TECHNICAL COLLEGE
GENERAL FUND
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCE - BUDGET AND ACTUAL (NON-GAAP BUDGETARY BASIS)
Year Ended June 30, 2014 with Comparative Totals for Year Ended June 30, 2013

| | 2014 | | | | 2013 |
|--|---------------------|---------------------|-----------------------------------|----------------------------------|--------------------------------|
| | Original Budget | Final Budget | Actual on a Budgetary Basis | Variance with Final Budget | Actual (Budgetary Basis) |
| REVENUES | | | | | |
| Local government - tax levy | \$ 10,962,000 | \$ 10,962,000 | \$ 11,183,152 | \$ 221,152 | \$ 10,960,920 |
| Intergovernmental revenue | | | | | |
| State | 3,171,000 | 3,171,000 | 3,531,440 | 360,440 | 3,487,472 |
| Federal | 1,675,000 | 1,675,000 | 1,422,004 | (252,996) | 901,963 |
| Tuition and fees | | | | | |
| Statutory program fees | 4,440,000 | 4,440,000 | 4,127,479 | (312,521) | 4,138,452 |
| Materials fees | 350,000 | 350,000 | 325,729 | (24,271) | 325,104 |
| Other student fees | 350,000 | 350,000 | 386,638 | 36,638 | 351,829 |
| Institutional | 1,600,000 | 1,600,000 | 2,024,019 | 424,019 | 2,250,443 |
| Total revenues | 22,548,000 | 22,548,000 | 23,000,461 | 452,461 | 22,416,183 |
| EXPENDITURES | | | | | |
| Current: | | | | | |
| Instruction | 15,170,000 | 15,170,000 | 15,084,643 | 85,357 | 15,810,131 |
| Instructional resources | 362,000 | 412,000 | 360,711 | 51,289 | 340,491 |
| Student services | 1,605,000 | 1,705,000 | 1,657,388 | 47,612 | 1,673,756 |
| General institutional | 3,304,000 | 3,454,000 | 3,430,105 | 23,895 | 3,109,513 |
| Physical plant | 2,407,000 | 2,107,000 | 1,911,448 | 195,552 | 1,866,721 |
| Total expenditures | 22,848,000 | 22,848,000 | 22,444,295 | 403,705 | 22,800,612 |
| Excess (deficiency) of revenues over (under) expenditures | (300,000) | (300,000) | 556,166 | 856,166 | (384,429) |
| OTHER FINANCING SOURCES (USES) | | | | | |
| Transfers in | 300,000 | 300,000 | 267,268 | (32,732) | 300,000 |
| Net change in fund balance | - | - | 823,434 | 823,434 | (84,429) |
| Fund balance—beginning of year | 5,750,233 | 5,750,233 | 5,564,834 | (185,399) | 5,649,262 |
| Fund balance—end of year | <u>\$ 5,750,233</u> | <u>\$ 5,750,233</u> | <u>\$ 6,388,268</u> | <u>\$ 638,035</u> | <u>\$ 5,564,833</u> |

SOUTHWEST WISCONSIN TECHNICAL COLLEGE
SPECIAL REVENUE NON-AIDABLE FUND
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCE - BUDGET AND ACTUAL (NON-GAAP BUDGETARY BASIS)
Year Ended June 30, 2014 with Comparative Totals for Year Ended June 30, 2013

| | 2014 | | | | 2013 |
|--|--------------------|-------------------|-----------------------------------|----------------------------------|--------------------------------|
| | Original Budget | Final Budget | Actual on a Budgetary Basis | Variance with Final Budget | Actual (Budgetary Basis) |
| REVENUES | | | | | |
| Intergovernmental revenue | | | | | |
| State | \$ 400,000 | \$ 400,000 | \$ 493,026 | \$ 93,026 | \$ 442,404 |
| Federal | 7,500,000 | 7,500,000 | 6,697,185 | (802,815) | 6,674,358 |
| Student fees | 250,000 | 250,000 | 211,102 | (38,898) | 227,363 |
| Institutional | 200,000 | 200,000 | 304,898 | 104,898 | 230,096 |
| Total revenues | 8,350,000 | 8,350,000 | 7,706,211 | (643,789) | 7,574,221 |
| EXPENDITURES | | | | | |
| Student services | 8,350,000 | 8,350,000 | 7,643,030 | 706,970 | 7,494,376 |
| Excess (deficiency) of revenues over (under) expenditures | - | - | 63,181 | (1,350,759) | 79,845 |
| OTHER FINANCING SOURCES (USES) | | | | | |
| Transfers out | - | - | (50,000) | (50,000) | (250,000) |
| Net change in fund balance | - | - | 13,181 | (1,400,759) | (170,155) |
| Fund balance—beginning of year | 200,131 | 200,131 | 229,974 | 29,843 | 400,131 |
| Fund balance—end of year | <u>\$ 200,131</u> | <u>\$ 200,131</u> | <u>\$ 243,155</u> | <u>\$ (1,370,916)</u> | <u>\$ 229,976</u> |

SOUTHWEST WISCONSIN TECHNICAL COLLEGE
CAPITAL PROJECTS FUND
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCE - BUDGET AND ACTUAL (NON-GAAP BUDGETARY BASIS)
Year Ended June 30, 2014 with Comparative Totals for Year Ended June 30, 2013

| | 2014 | | | 2013 |
|--|--------------------|-----------------|-----------------------------------|--------------------------------|
| | Original Budget | Final Budget | Actual on a Budgetary Basis | Actual (Budgetary Basis) |
| REVENUES | | | | |
| Institutional | \$ 50,000 | \$ 50,000 | \$ 45,162 | \$ (4,838) |
| | | | | \$ 122,206 |
| EXPENDITURES | | | | |
| Current: | | | | |
| Instruction | 565,000 | 415,000 | 412,556 | 2,444 |
| Instructional resources | 84,000 | 134,000 | 96,421 | 37,579 |
| Student services | - | - | - | - |
| General institutional | 707,000 | 157,000 | 154,892 | 2,108 |
| Physical plant | 815,000 | 1,465,000 | 1,422,425 | 42,575 |
| | | | | 1,635,935 |
| Total expenditures | 2,171,000 | 2,171,000 | 2,086,294 | 84,706 |
| | | | | 2,615,431 |
| Excess (deficiency) of revenues over (under) expenditures | (2,121,000) | (2,121,000) | (2,041,132) | 79,868 |
| | | | | (2,493,225) |
| OTHER FINANCING SOURCES | | | | |
| Promissory notes issued | 2,500,000 | 2,500,000 | 2,500,000 | - |
| Transfers in | - | - | 50,000 | 50,000 |
| Transfers out | - | (270,000) | (267,268) | 2,732 |
| | | | | - |
| Total other financing sources | 2,500,000 | 2,230,000 | 2,282,732 | 52,732 |
| | | | | 2,750,000 |
| Net change in fund balance | 379,000 | 109,000 | 241,600 | 132,600 |
| | | | | 256,775 |
| Fund balance—beginning of year | (347,846) | (347,846) | 553,929 | 901,775 |
| | | | | 297,154 |
| Fund balance—end of year | \$ 31,154 | \$ (238,846) | \$ 795,529 | \$ 1,034,375 |
| | | | | \$ 553,929 |

SOUTHWEST WISCONSIN TECHNICAL COLLEGE
DEBT SERVICE FUND
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCE - BUDGET AND ACTUAL (NON-GAAP BUDGETARY BASIS)
Year Ended June 30, 2014 with Comparative Totals for Year Ended June 30, 2013

| | 2014 | | | | 2013 |
|-----------------------------------|---------------------|---------------------|-----------------------------------|----------------------------------|--------------------------------|
| | Original Budget | Final Budget | Actual on a Budgetary Basis | Variance with Final Budget | Actual (Budgetary Basis) |
| REVENUES | | | | | |
| Local government - tax levy | \$ 4,640,000 | \$ 4,640,000 | \$ 4,640,000 | \$ - | \$ 4,640,000 |
| Intergovernmental revenue | | | | | |
| State | 405,000 | 405,000 | 11,658 | (393,342) | 8,848 |
| Institutional | 1,000 | 1,000 | 416,539 | 415,539 | 386,310 |
| Total revenues | 5,046,000 | 5,046,000 | 5,068,197 | 22,197 | 5,035,158 |
| EXPENDITURES | | | | | |
| Physical plant | 5,060,000 | 5,060,000 | 5,030,588 | 29,412 | 5,017,226 |
| Net change in fund balance | (14,000) | (14,000) | 37,609 | 51,609 | 17,932 |
| Fund balance—beginning of year | 1,286,092 | 1,286,092 | 1,296,250 | 10,158 | 1,278,318 |
| Fund balance—end of year | \$ 1,272,092 | \$ 1,272,092 | \$ 1,333,859 | \$ 61,767 | \$ 1,296,250 |

SOUTHWEST WISCONSIN TECHNICAL COLLEGE
PROPRIETARY FUNDS - ENTERPRISE FUNDS
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCE - BUDGET AND ACTUAL (NON-GAAP BUDGETARY BASIS)
Year Ended June 30, 2014 with Comparative Totals for Year Ended June 30, 2013

| | 2014 | | | | 2013 |
|--|---------------------|---------------------|-----------------------------------|----------------------------------|--------------------------------|
| | Original Budget | Final Budget | Actual on a Budgetary Basis | Variance with Final Budget | Actual (Budgetary Basis) |
| OPERATING REVENUES | | | | | |
| Institutional | \$ 1,850,000 | \$ 1,850,000 | \$ 1,636,041 | \$ (213,959) | \$ 1,996,511 |
| OPERATING EXPENSES | | | | | |
| Auxiliary services | 1,650,000 | 1,650,000 | 1,464,867 | 185,133 | 1,961,324 |
| Excess (deficiency) of revenues over (under) expenses | 200,000 | 200,000 | 171,174 | (28,826) | 35,187 |
| NON-OPERATING EXPENSES | | | | | |
| Transfers out | (300,000) | (300,000) | - | 300,000 | (300,000) |
| Net change in net position | (100,000) | (100,000) | 171,174 | 271,174 | (264,813) |
| Net Position—beginning of year | 3,230,066 | 3,230,066 | 2,815,253 | (414,813) | 3,080,066 |
| Net Position—end of year | <u>\$ 3,130,066</u> | <u>\$ 3,130,066</u> | <u>\$ 2,986,427</u> | <u>\$ (143,639)</u> | <u>\$ 2,815,253</u> |

SOUTHWEST WISCONSIN TECHNICAL COLLEGE
PROPRIETARY FUNDS - INTERNAL SERVICE FUNDS
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCE - BUDGET AND ACTUAL (NON-GAAP BUDGETARY BASIS)
Year Ended June 30, 2014 with Comparative Totals for Year Ended June 30, 2013

| | 2014 | | | | 2013 |
|-----------------------------------|--------------------|-------------------|-----------------------------------|----------------------------------|--------------------------------|
| | Original Budget | Final Budget | Actual on a Budgetary Basis | Variance with Final Budget | Actual (Budgetary Basis) |
| OPERATING REVENUES | | | | | |
| Institutional | \$ 4,100,000 | \$ 4,100,000 | \$ 4,011,339 | \$ (88,661) | \$ 3,992,674 |
| OPERATING EXPENDITURES | | | | | |
| Auxiliary services | 4,050,000 | 4,050,000 | 3,917,942 | 132,058 | 3,343,808 |
| Net change in net position | 50,000 | 50,000 | 93,397 | 43,397 | 648,866 |
| Net Position—beginning of year | 86,901 | 86,901 | 585,767 | 498,866 | (63,099) |
| Net Position—end of year | <u>\$ 136,901</u> | <u>\$ 136,901</u> | <u>\$ 679,164</u> | <u>\$ 542,263</u> | <u>\$ 585,767</u> |

SOUTHWEST WISCONSIN TECHNICAL COLLEGE
SCHEDULE TO RECONCILE BUDGET (NON-GAAP BUDGETARY) BASIS FINANCIAL STATEMENTS
TO STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
For the Year Ended June 30, 2014

| | Governmental Funds | | | | Proprietary Funds | | | | Statement of |
|---|--------------------|-----------------|------------------|--------------|-------------------|------------------|---------------|-------------------|--|
| | General | Special Revenue | Capital Projects | Debt Service | Enterprise Funds | Internal Service | Total | Reconciling Items | Revenues, Expenses and Changes in Net Position |
| REVENUES | | | | | | | | | |
| Local government - tax levy | \$ 11,183,152 | \$ - | \$ - | \$ 4,640,000 | \$ - | \$ - | \$ 15,823,152 | \$ - | \$ 15,823,152 |
| Intergovernmental revenue | | | | | | | | | |
| State | 3,531,440 | 493,026 | - | 11,658 | - | - | 4,036,124 | - | 4,036,124 |
| Federal | 1,422,004 | 6,697,185 | - | - | - | - | 8,119,189 | (3,730,289) | 4,388,900 |
| Tuition and fees | | | | | | | | | |
| Statutory program fees | 4,127,479 | - | - | - | - | - | 4,127,479 | - | 4,127,479 |
| Materials fees | 325,729 | - | - | - | - | - | 325,729 | - | 325,729 |
| Other student fees | 386,638 | 211,102 | - | - | - | - | 597,740 | - | 597,740 |
| Institutional | 2,024,019 | 304,898 | 45,162 | 416,539 | 1,636,041 | 4,011,339 | 8,437,998 | (4,094,266) | 4,343,732 |
| Total revenues | 23,000,461 | 7,706,211 | 45,162 | 5,068,197 | 1,636,041 | 4,011,339 | 41,467,411 | (7,824,555) | 33,642,856 |
| EXPENDITURES | | | | | | | | | |
| Current: | | | | | | | | | |
| Instruction | 14,539,816 | - | - | - | - | - | 14,539,816 | 1,614,247 | 16,154,063 |
| Instructional resources | 360,711 | - | - | - | - | - | 360,711 | - | 360,711 |
| Student services | 1,657,388 | 7,643,030 | - | - | - | - | 9,300,418 | (6,807,671) | 2,492,747 |
| General institutional | 3,430,105 | - | - | - | - | - | 3,430,105 | - | 3,430,105 |
| Physical plant | 1,911,448 | - | 565,000 | - | 35,801 | - | 2,512,249 | (600,801) | 1,911,448 |
| Auxiliary services | - | - | - | - | 1,429,066 | 3,917,942 | 5,347,008 | (4,020,051) | 1,326,957 |
| Capital outlay | 544,827 | - | 1,521,294 | - | - | - | 2,066,121 | (2,066,121) | - |
| Depreciation | - | - | - | - | - | - | - | 2,569,388 | 2,569,388 |
| Student aid | - | - | - | - | - | - | - | 2,994,455 | 2,994,455 |
| Debt service: | | | | | | | | | |
| Principal | - | - | - | 3,500,000 | - | - | 3,500,000 | (3,500,000) | - |
| Interest | - | - | - | 1,530,588 | - | - | 1,530,588 | (2,143) | 1,528,445 |
| Total expenditures | 22,444,295 | 7,643,030 | 2,086,294 | 5,030,588 | 1,464,867 | 3,917,942 | 42,587,016 | (9,818,697) | 32,768,319 |
| Excess (deficiency) of revenues over (under) expenditures | 556,166 | 63,181 | (2,041,132) | 37,609 | 171,174 | 93,397 | (1,119,605) | 1,994,142 | 874,537 |
| OTHER FINANCING SOURCES (USES) | | | | | | | | | |
| Long-term debt issued | - | - | 2,500,000 | - | - | - | 2,500,000 | (2,500,000) | - |
| Transfers in | 267,268 | - | 50,000 | - | - | - | 317,268 | (317,268) | - |
| Transfer out | - | (50,000) | (267,268) | - | - | - | (317,268) | 317,268 | - |
| Loss on disposal of capital assets | - | - | - | - | - | - | - | (21,291) | (21,291) |
| Total other financing sources (uses) | 267,268 | (50,000) | 2,282,732 | - | - | - | 2,500,000 | (2,521,291) | (21,291) |
| Net change in fund balance/net position | 823,434 | 13,181 | 241,600 | 37,609 | 171,174 | 93,397 | 1,380,395 | (527,149) | 853,246 |
| Fund balance/Net Position - beginning of year | 5,564,834 | 229,974 | 553,929 | 1,296,250 | 2,815,253 | 585,767 | 11,046,007 | 10,310,635 | 21,356,642 |
| Fund balance/Net Position - end of year | \$ 6,388,268 | \$ 243,155 | \$ 795,529 | \$ 1,333,859 | \$ 2,986,427 | \$ 679,164 | \$ 12,426,402 | \$ 9,783,486 | \$ 22,209,888 |

SOUTHWEST WISCONSIN TECHNICAL COLLEGE
SCHEDULE TO RECONCILE BUDGET (NON-GAAP BUDGETARY) BASIS FINANCIAL STATEMENTS
TO STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
For the Year Ended June 30, 2014

- (a) State grant revenue is presented on the basic financial statement as follows:

| | |
|---------------|---------------------|
| Operating | \$ 1,579,115 |
| Non-operating | 2,457,009 |
| | <u>\$ 4,036,124</u> |

- (b) Institutional revenue is reported on the basic financial statement as follows:

| | |
|---------------------------------------|--------------|
| Non-governmental grants and contracts | \$ 2,682,670 |
| Auxiliary enterprises | 1,636,041 |
| Investment income | 25,021 |

- (c) Reconciliation of budgetary basis fund balance and net position as presented in the basic financial statements:

| | |
|--|----------------------|
| Budgetary basis fund balance | \$ 12,426,402 |
| Capital assets capitalized - at cost | 69,404,961 |
| Accumulated depreciation on capital assets | (24,891,890) |
| General obligation notes payable | (31,060,000) |
| Other post employment benefits and long-term portion of retiree health insurance | (4,188,829) |
| Accrued interest on notes payable | (89,214) |
| Encumbrances outstanding at year end | 608,458 |
| | <u>\$ 22,209,888</u> |
| Net position per basic financial statements | <u>\$ 22,209,888</u> |

SOUTHWEST WISCONSIN TECHNICAL COLLEGE
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION
June 30, 2014

NOTE 1—BUDGETS AND BUDGETARY ACCOUNTING

Southwest Tech's reporting structure used in the preparation of the basic financial statements is different than the fund structure used for budgetary accounting. Annual budgets are adopted for all funds in accordance with the requirements of the Wisconsin Technical College System Board. The process includes an administrative compilation and review of campus and departmental requests, public hearings, and approval by the District Board prior to June 30 of each year. Capital outlays for multi-year projects are budgeted annually in the Capital Projects Fund upon planned inception of the project.

Local property taxes are levied on a calendar year basis by various taxing municipalities located in Southwestern Wisconsin. Southwest Tech records as revenue its share of the local tax when levied.

Annual budgets are prepared on a different basis from the basic financial statements by recognizing encumbrances as expenditures and by recognizing revenues related to encumbrances.

The legal level of control for each budget is by function and within each fund. Budget amendments during the year are legally authorized. Budget transfers (between funds and functional areas within funds) and changes in expenditures (appropriations) require approval by the Board and require publishing a Class I public notice in the District's official newspaper within 10 days according to Wisconsin Statutes. The budget was modified during the year and also subsequent to the fiscal year end. These budget modifications reflect (1) actual property tax revenues in excess of estimates; (2) changes in expected state aid payments, both for the current year and prior year adjustments; (3) various other minor adjustments. Expenditures may not exceed appropriations. Unencumbered appropriations lapse at the end of each fiscal year. Management is authorized to transfer appropriations within functions without the approval of the Board.

**SCHEDULE OF EXPENDITURES OF FEDERAL AND STATE AWARDS
AND OTHER AUDITORS' REPORTS**

DRAFT

SOUTHWEST WISCONSIN TECHNICAL COLLEGE
SCHEDULE OF EXPENDITURES OF FEDERAL AND STATE AWARDS
Year Ended June 30, 2014

| Federal Grantor/ Pass-Through Grantor/Program or Cluster Title | Federal CFDA Number | Project Identification Number | Grant Period | Federal Grant Amount | Expenditures | | Total Expenditures |
|--|---------------------------|-------------------------------------|-----------------|----------------------------|--------------|-------|-----------------------|
| | | | | | Federal | Match | |
| Department of Agriculture | | | | | | | |
| Commodity Partnerships for Small Agricultural Risk Management Education Sessions | 10.459 | 03-187-000-013 | 7/1/13-9/30/13 | \$ 85,328 | \$ 74,109 | \$ - | \$ 74,109 |
| Pass-through Program from University of Minnesota Farm Business Management and Benchmarking Competitive Grants Program | 10.319 | 03-120-000-013 | 9/1/12-8/31/14 | 62,320 | 56,868 | - | 56,868 |
| Pass-through Program from Northeast Wisconsin Technical College Farm Business Management and Benchmarking Competitive Grants Program | 10.319 | 03-151-000-012 | 7/1/13-8/31/13 | 8,595 | 6,232 | - | 6,232 |
| Total Farm Business Management and Benchmarking Competitive Grants Program | | | | 70,915 | 63,100 | - | 63,100 |
| Total Department of Agriculture | | | | 156,243 | 137,209 | - | 137,209 |
| Department of Labor | | | | | | | |
| Pass-through Program from Northeast Iowa Community College H-1B Job Training Grants | 17.268 | 03-156-000-012 | 7/1/13-9/30/13 | 62,595 | 62,595 | - | 62,595 |
| H-1B Job Training Grants | 17.268 | 03-156-000-012 | 10/1/13-6/30/14 | 104,139 | 104,139 | - | 104,139 |
| Total H-1B Job Training Grants | | | | 166,734 | 166,734 | - | 166,734 |
| Trade Adjustment Assistance Community College and Career Training (TAACCCT) Grants | 17.282 | 03-152-000-012 | 07/1/12-9/30/13 | 29,011 | 29,011 | - | 29,011 |
| Trade Adjustment Assistance Community College and Career Training (TAACCCT) Grants | 17.282 | 03-152-000-012 | 10/1/12-6/30/13 | 386,920 | 386,920 | - | 386,920 |
| Trade Adjustment Assistance Community College and Career Training (TAACCCT) Grants | 17.282 | 03-174-000-013 | 10/1/12-6/30/13 | 256,428 | 78,825 | - | 78,825 |
| Trade Adjustment Assistance Community College and Career Training (TAACCCT) Grants | 17.282 | 03-180-000-013 | 7/1/13-9/30/13 | 163,941 | 163,941 | - | 163,941 |
| Trade Adjustment Assistance Community College and Career Training (TAACCCT) Grants | 17.282 | 03-180-000-013 | 10/1/13-6/30/14 | 108,812 | 58,659 | - | 58,659 |
| Total Trade Adjustment Assistance Community College and Career Training (TAACCCT) Grants | | | | 945,112 | 717,356 | - | 717,356 |
| Total Department of Labor | | | | 1,111,846 | 884,090 | - | 884,090 |

SOUTHWEST WISCONSIN TECHNICAL COLLEGE
SCHEDULE OF EXPENDITURES OF FEDERAL AND STATE AWARDS
Year Ended June 30, 2014

Department of Education

Department of Education Direct Programs

Student Financial Assistance Cluster

| | | | | | | |
|--|--------|----------------|---|-----------|---|-----------|
| Federal Supplemental Education Opportunity Grant | 84.007 | 7/1/13-6/30/14 | - | 38,305 | - | 38,305 |
| Federal College Work Study | 84.033 | 7/1/13-6/30/14 | - | 63,221 | - | 63,221 |
| Federal Pell Grant | 84.063 | 7/1/13-6/30/14 | - | 2,865,370 | - | 2,865,370 |
| Direct Student Loans | | | - | | | |
| Federal Student Stafford Loans | 84.268 | 7/1/13-6/30/14 | - | 3,718,251 | - | 3,718,251 |
| Federal Student Plus Loans | 84.268 | 7/1/13-6/30/14 | - | 12,038 | - | 12,038 |

| | | | | | | |
|----------------------------|--|--|---|-----------|---|-----------|
| Total Direct Student Loans | | | - | 3,730,289 | - | 3,730,289 |
|----------------------------|--|--|---|-----------|---|-----------|

Total Student Financial Assistance Cluster

| | | | |
|---|-----------|---|-----------|
| - | 6,697,185 | - | 6,697,185 |
|---|-----------|---|-----------|

Pass-through program from Wisconsin Technical College Systems Board

Adult Education Act

| | | | | | | | |
|---------------------------------------|--------|----------------|----------------|--------|--------|---------|---------|
| Forward to Civic Literacy | 84.002 | 03-111-146-164 | 7/1/13-6/30/14 | 13,753 | 13,753 | - | 13,753 |
| Adult Basic Education - Disadvantaged | 84.002 | 03-110-146-123 | 7/1/13-6/30/14 | 80,395 | 80,394 | 109,600 | 189,994 |

| | | | | | | | |
|---------------------------|--|--|--|--------|--------|---------|---------|
| Total Adult Education Act | | | | 94,148 | 94,147 | 109,600 | 203,747 |
|---------------------------|--|--|--|--------|--------|---------|---------|

Career and Technical Education Basic Grants to States

| | | | | | | | |
|--|--------|----------------|----------------|--------|--------|---------|---------|
| Strengthening Career & Technical Program | 84.048 | 03-193-150-254 | 7/1/13-6/30/14 | 29,127 | 29,127 | - | 29,127 |
| NTO Connections to NTO Recruit | 84.048 | 03-194-150-264 | 7/1/13-6/30/14 | 7,282 | 7,282 | - | 7,282 |
| Student Success | 84.048 | 03-198-150-234 | 7/1/13-6/30/14 | 72,818 | 72,818 | 165,400 | 238,218 |
| Career Prep | 84.048 | 03-106-150-214 | 7/1/13-6/30/14 | 39,266 | 39,266 | - | 39,266 |
| High School to College Transition | 84.048 | 03-137-150-244 | 7/1/13-6/30/14 | 36,408 | 36,408 | - | 36,408 |

| | | | | | | | |
|---|--|--|--|---------|---------|---------|---------|
| Total Career and Technical Education Basic Grants to States | | | | 184,901 | 184,901 | 165,400 | 350,301 |
|---|--|--|--|---------|---------|---------|---------|

Total Department of Education

| | | | |
|---------|-----------|---------|-----------|
| 279,049 | 6,976,233 | 275,000 | 7,251,233 |
|---------|-----------|---------|-----------|

Department of Health & Human Services

Rural Health Care Services Outreach, Rural Health Network Development
and Small Health Care Provider Quality Improvement Program

| | | | | | | |
|--------|----------------|-----------------|---------|--------|---|--------|
| 93.912 | 03-172-000-013 | 9/15/13-8/31/14 | 203,859 | 91,134 | - | 91,134 |
|--------|----------------|-----------------|---------|--------|---|--------|

Department of Homeland Security

Homeland Security Grant Program

| | | | | | | |
|--------|----------------|-----------|--------|--------|---|--------|
| 97.067 | 03-112-000-014 | 4/11/2014 | 42,800 | 30,523 | - | 30,523 |
|--------|----------------|-----------|--------|--------|---|--------|

Total Federal Awards

| | | | |
|--------------|--------------|------------|--------------|
| \$ 1,793,797 | \$ 8,119,189 | \$ 275,000 | \$ 8,394,189 |
|--------------|--------------|------------|--------------|

SOUTHWEST WISCONSIN TECHNICAL COLLEGE
SCHEDULE OF EXPENDITURES OF FEDERAL AND STATE AWARDS
Year Ended June 30, 2014

| State Grantor/Program | State Identifying Number | Project Identification Number | Grant Period | Grant Amount | Expenditures | | Total Expenditures |
|---|--------------------------------|-------------------------------------|------------------|-----------------|--------------|--------|-----------------------|
| | | | | | State | Match | |
| Wisconsin Higher Education Board | | | | | | | |
| Wisconsin Higher Education Grant | 235.102 | | 7/1/13-6/30/14 | \$ 410,586 | \$ 410,586 | \$ - | \$ 410,586 |
| Remission of Fees for Veterans and Dependents | 235.105 | | 7/1/13-6/30/14 | 15,094 | 15,094 | - | 15,094 |
| Minority Undergraduate Retention Grant | 235.107 | | 7/1/13-6/30/14 | 1,615 | 1,615 | - | 1,615 |
| Talent Incentive Program Grant | 235.114 | | 7/1/13-6/30/14 | 33,200 | 33,200 | - | 33,200 |
| Nursing | 235.117 | | 7/1/13-6/30/14 | 12,000 | 12,000 | - | 12,000 |
| Wisconsin Covenant Scholars Grant Revenue | 235.131 | | 7/1/13-6/30/14 | 24,625 | 24,625 | - | 24,625 |
| Wisconsin Covenant Foundation Grant Revenue | 235.131 | | 7/1/13-6/30/14 | 11,000 | 11,000 | - | 11,000 |
| Total Wisconsin Higher Education Board | | | | 508,120 | 508,120 | - | 508,120 |
| Wisconsin Department of Transportation | | | | | | | |
| Motorcycle Safety | 266.7348 | 03-123-000-003 | 1/1/13-12/31/13 | 9,133 | 6,806 | - | 6,806 |
| 3 Wheel Safety | 266.7348 | 03-127-000-004 | 11/4/13-12/31/14 | 465 | 465 | - | 465 |
| Total Wisconsin Department of Transportation | | | | 9,598 | 7,271 | - | 7,271 |
| Wisconsin Technical College Systems Board | | | | | | | |
| State Aids for Vocational Technical and Adult Education | 292.105 | | 7/1/13-6/30/14 | 2,351,302 | 2,351,302 | - | 2,351,302 |
| State Aids prior years | 292.105 | | 7/1/13-6/30/14 | - | 3,336 | - | 3,336 |
| Displaced Homemakers Project Pivot | 292.106 | 03-113-106-114 | 7/1/13-6/30/14 | 35,364 | 35,364 | 3,929 | 39,293 |
| Students of Color Service and Support | 292.109 | 03-104-109-114 | 7/1/13-6/30/14 | 7,989 | 7,989 | 2,663 | 10,652 |
| Incentive Grants: | | | | | | | |
| Gold Collar - Adult Literacy | 292.112 | 03-105-112-164 | 7/1/13-6/30/14 | 31,674 | 31,674 | 10,558 | 42,232 |
| Investing in Sustained Service to SW WI | 292.112 | 03-117-112-144 | 2/1/13-6/30/14 | 200,000 | 200,000 | - | 200,000 |
| TSA Construction Electrician Apprentice | 292.112 | 03-125-112-154 | 11/1/13-6/30/14 | 20,000 | 20,000 | - | 20,000 |
| Advanced Manufacturing | 292.112 | 03-118-112-114 | 10/1/13-6/30/14 | 58,835 | 58,835 | - | 58,835 |
| Electrician Lab Assistant Expansion | 292.112 | 03-128-112-184 | 9/1/13-6/30/14 | 1,550 | 1,550 | - | 1,550 |
| Basic Skills | 292.112 | 03-167-112-124 | 7/1/13-6/30/14 | 44,868 | 44,868 | - | 44,868 |
| Total Incentive Grants | | | | 356,927 | 356,927 | 10,558 | 367,485 |
| Transition Services | 292.115 | 03-157-115-114 | 7/1/13-6/30/14 | 23,638 | 23,638 | 7,878 | 31,516 |

SOUTHWEST WISCONSIN TECHNICAL COLLEGE
SCHEDULE OF EXPENDITURES OF FEDERAL AND STATE AWARDS
Year Ended June 30, 2014

| State Grantor/Program | State Identifying Number | Project Identification Number | Grant Period | Grant Amount | Expenditures | | Total Expenditures |
|--|--------------------------------|-------------------------------------|----------------|-----------------|--------------|------------|-----------------------|
| | | | | | State | Match | |
| Wisconsin Technical College Systems Board (continued) | | | | | | | |
| Workforce Advancement Training Grants: | | | | | | | |
| Cabela's Leadership | 292.116 | 03-103-116-114 | 7/1/13-6/30/14 | 14,160 | 14,101 | - | 14,101 |
| Community Health Services | 292.116 | 03-126-116-114 | 2/4/14-8/31/14 | 3,288 | 338 | - | 338 |
| BAPI | 292.116 | 03-175-116-114 | 7/1/13-6/30/14 | 23,774 | 21,286 | - | 21,286 |
| 3M | 292.116 | 03-169-116-114 | 7/1/13-8/31/14 | 123,200 | 57,701 | - | 57,701 |
| Cummins | 292.116 | 03-176-116-113 | 7/1/13-8/31/13 | 55,831 | 55,831 | - | 55,831 |
| Muscoda Multi-Company | 292.116 | 03-197-116-114 | 7/1/13-8/31/14 | 49,910 | 7,117 | - | 7,117 |
| Upland Hills - Lean Health | 292.116 | 03-191-116-113 | 7/1/13-8/31/13 | 6,309 | 6,309 | - | 6,309 |
| Rayovac - Lean Manufacturing | 292.116 | 03-199-116-113 | 7/1/13-8/31/13 | 11,926 | 11,926 | - | 11,926 |
| Total Workforce Advancement Training Grants: | | | | 291,584 | 174,609 | - | 174,609 |
| Faculty Development | 292.123 | 03-162-123-114 | 7/1/13-6/30/14 | 43,600 | 43,600 | 43,600 | 87,200 |
| Fire Fighter Training 2% | 292.137 | | 7/1/12-6/30/13 | 26,284 | 26,284 | - | 26,284 |
| Occupational Competency Grants: | | | | | | | - |
| Occupational Competency | 292.138 | 03-132-000-004 | 7/1/13-6/30/14 | 300 | 300 | - | 300 |
| Occupational Competency | 292.138 | 03-133-000-004 | 7/1/13-6/30/14 | 300 | 300 | - | 300 |
| Occupational Competency | 292.138 | 03-134-000-004 | 7/1/13-6/30/14 | 300 | 300 | - | 300 |
| Occupational Competency | 292.138 | 03-135-000-004 | 7/1/13-6/30/14 | 653 | 653 | - | 653 |
| Dairy & Food Processing | 292.138 | 03-171-138-214 | 8/1/13-6/30/14 | 10,370 | 10,370 | 3,424 | 13,794 |
| Pass-through Nicolet College Occupational Competency | 292.138 | 03-195-112-144 | 7/1/13-6/30/14 | 3,869 | 3,869 | - | 3,869 |
| Total Occupational Competency Grants: | | | | 15,792 | 15,792 | 3,424 | 19,216 |
| Healthcare Education Grants | | | | | | | - |
| Healthcare: Certified Nursing Assistant | 292.161 | 03-147-161-114 | 7/1/13-6/30/14 | 104,181 | 104,181 | 69,454 | 173,635 |
| Healthcare: Nursing Retention & Program Completion | 292.161 | 03-148-161-114 | 7/1/13-6/30/14 | 100,067 | 100,067 | 74,824 | 174,891 |
| Healthcare: Midwife Clinical Support | 292.161 | 03-179-161-114 | 7/1/13-6/30/14 | 178,609 | 178,609 | - | 178,609 |
| Total Healthcare Education Grants | | | | 382,857 | 382,857 | 144,278 | 527,135 |
| Total Wisconsin Technical College Systems Board | | | | 3,535,337 | 3,418,362 | 216,330 | 3,634,692 |
| Wisconsin Department of Natural Resource | | | | | | | |
| DNR payment in lieu of taxes | | | 7/1/13-6/30/14 | 62,170 | 62,170 | - | 62,170 |
| Wisconsin Department of Revenue | | | | | | | |
| State Aid Computers | | | 7/1/13-6/30/14 | 40,201 | 40,201 | - | 40,201 |
| Total State Awards | | | | \$ 4,155,426 | \$ 4,036,124 | \$ 216,330 | \$ 4,252,454 |

SOUTHWEST WISCONSIN TECHNICAL COLLEGE
NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AND STATE AWARDS
June 30, 2014

NOTE 1—BASIS OF PRESENTATION

The accompanying schedule of expenditures of federal and state awards includes the federal and state grant activity of Southwest Tech under programs of the federal government and state agencies for the year ended June 30, 2014. The information in this schedule is presented in accordance with requirements of the Office of Management and Budget (OMB) Circular A-133, *Audits of States, Local Governments, and Non-profit Organizations*, and the *State Single Audit Guidelines*. Because the schedule presents only a selected portion of the operations of the Southwest Tech, it is not intended to and does not present the financial position, changes in net position, or cash flows of Southwest Tech.

NOTE 2—SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Expenditures reported on the schedule are reported on the modified accrual basis of accounting. Specifically, debt service expenditures, as well as expenditures related to claims and judgments, and compensated absences are recorded only when payment is due. Such expenditures are recognized following the cost principles contained in OMB Circular A-87, *Costs Principles for State, Local and Indian Tribal Governments*, wherein certain types of expenditures are not allowable or are limited as to reimbursement. Pass-through entity identifying numbers are presented where available.

NOTE 3—RECONCILIATION OF FEDERAL AND STATE AWARDS TO THE BASIC FINANCIAL STATEMENTS

Federal Revenue reported in the basic financial statements is reconciled to the Schedule of Expenditures of Federal and State Awards as follows:

| | |
|---|----------------------------|
| Federal and State Awards | <u>\$ 8,119,189</u> |
| Federal Revenue reported in the Statement of Revenues, and Expenses and Changes in Net Position | \$ 4,388,900 |
| Direct Student Loans included on the Schedule of Expenditures of Federal and State Awards | <u>3,730,289</u> |
| Total Federal Revenues | <u>\$ 8,119,189</u> |

State Revenue reported in the basic financial statements is reconciled to the Schedule of Expenditures of Federal and State Awards as follows:

| | |
|---|----------------------------|
| State revenues reported on the Schedule of Expenditures of Federal and State Awards | <u>\$ 4,036,124</u> |
| State Revenue reported in the Statement of Revenues, and Expenses and Changes in Net Position | |
| Operating | \$ 1,579,115 |
| Non-operating | <u>2,457,009</u> |
| Total State Revenues | <u>\$ 4,036,124</u> |

NOTE 4—SUBRECIPIENT PAYMENTS

Southwest Tech did not pay federal and state awards to subrecipients.

SOUTHWEST WISCONSIN TECHNICAL COLLEGE
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS
Year Ended June 30, 2014

No Prior Audit Findings

DRAFT

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL
STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

To the Board of Directors
Southwest Wisconsin Technical College
Fennimore, Wisconsin

We have audited in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the business type activities and the aggregate remaining fund information of Southwest Wisconsin Technical College (Southwest Tech) as of and for the year ended June 30, 2014, and the related notes to the financial statements, which collectively comprise Southwest Tech's basic financial statements, and have issued our report thereon dated December 1, 2014.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered Southwest Tech's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Southwest Tech's internal control. Accordingly, we do not express an opinion on the effectiveness of Southwest Wisconsin Technical College's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant* deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charge with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify and deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Southwest Tech's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the result of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Wegner CPAs, LLP
Madison, Wisconsin
December 1, 2014

DRAFT

INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL AND
MAJOR STATE PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY
OMB CIRCULAR A-133 AND THE *STATE SINGLE AUDIT GUIDELINES*

To the Board of Directors
Southwest Wisconsin Technical College
Fennimore, Wisconsin

Report on Compliance for Each Major Federal and Major State Program

We have audited Southwest Wisconsin Technical College's (Southwest Tech's) compliance with the types of compliance requirements described in the *OMB Circular A-133 Compliance Supplement* and the *State Single Audit Guidelines* that could have a direct and material effect on each of Southwest Tech's major federal and major state programs for the year ended June 30, 2014. Southwest Tech's major federal and major state programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its federal and state programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of Southwest Tech's major federal and major state programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*; and the *State Single Audit Guidelines*. Those standards, OMB Circular A-133, and the *Guidelines* require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal or major state program occurred. An audit includes examining, on a test basis, evidence about Southwest Tech's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal and major state program. However, our audit does not provide a legal determination of Southwest Tech's compliance.

Opinion on Each Major Federal and Major State Program

In our opinion, Southwest Tech complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal and major state programs for the year ended June 30, 2014.

Report on Internal Control Over Compliance

Management of Southwest Tech is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered Southwest Tech's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal and major state program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal and major state program and to test and report on internal control over compliance in accordance with OMB Circular A-133 and the *State Single Audit Guidelines*, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of Southwest Tech's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal or state program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal or state program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal or state program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of OMB Circular A-133 and the *State Single Audit Guidelines*. Accordingly, this report is not suitable for any other purpose.

Wegner CPAs, LLP
Madison, Wisconsin
December 1, 2014

SOUTHWEST WISCONSIN TECHNICAL COLLEGE
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
Year Ended June 30, 2014

Section I—Summary of Auditor's Results

Financial Statements

| | |
|---|---------------|
| Type of auditor's report issued: | Unmodified |
| Internal control over financial reporting: | |
| Material weakness(es) identified? | No |
| Significant deficiency(ies) identified? | None reported |
| Noncompliance material to financial statements noted? | No |

Federal Awards

| | |
|--|---------------|
| Internal control over major programs: | |
| Material weakness(es) identified? | No |
| Significant deficiency(ies) identified? | None reported |
| Type of auditor's report issued on compliance for major programs: | Unmodified |
| Any audit findings disclosed that are required to be reported in accordance with section 510(a) of OMB Circular A-133? | No |

Identification of major programs:

| CFDA Number(s) | Name of Federal Program or Cluster |
|-------------------|--|
| 17.282 | Trade Adjustment Assistance Community College and Career Training Grants |
| | Student Financial Assistance Cluster |
| 84.007 | Federal Supplemental Education Opportunity Grant |
| 84.033 | Federal College Work Study |
| 84.063 | Federal Pell Grant |
| 84.268 | Federal Student Stafford Loans |
| 84.268 | Federal Student Plus Loans |

| | |
|--|------------|
| Dollar threshold used to distinguish between type A and type B programs: | \$ 300,000 |
| Auditee qualified as low-risk auditee? | Yes |

State Awards

| | |
|---|---------------|
| Internal control over major programs: | |
| Material weakness(es) identified? | No |
| Significant deficiency(ies) identified? | None reported |
| Type of auditor's report issued on compliance for major programs: | Unmodified |

SOUTHWEST WISCONSIN TECHNICAL COLLEGE
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
Year Ended June 30, 2014

Any audit findings disclosed that are required to be reported? No

Identification of state major programs:

| State Identifying Number | Name of State Program |
|--------------------------------|---|
| 235.102 | Wisconsin Higher Education Grant |
| 292.105 | State Aids for Vocational Technical and Adult Education |

Dollar threshold used to distinguish between type A and type B programs: \$ 100,000

Section II—Financial Statement Findings

None

Section III—Federal and State Award Findings and Questioned Costs

None

Section IV—Other Issues

Does the auditor's report or the notes to the financial statements include disclosure with regard to substantial doubt as to the auditee's ability to continue as a going concern? No

Does the audit report show audit issues (i.e., material non-compliance, non-material non-compliance, questioned costs, material weakness, significant deficiency, management letter comment, excess revenue, or excess reserve) related to grants/contracts with funding agencies that require audits to be in accordance with the *State Single Audit Guidelines*:

| | |
|-------------------------------------|----|
| Technical College System Board | No |
| Higher Education Board | No |
| Department of Public Instruction | No |
| Department of Workforce Development | No |
| Department of Justice | No |

Was a management letter or other document conveying audit comments issued as a result of this audit? Yes

Name and signature of partner

Scott R. Haumersen, CPA

Date of report

December 1, 2014

Adjourn to Closed Session

A. Consideration of adjourning to closed session for the purpose of

1. Discussion of President Search 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}.
2. Approval of November 20, 2014, Closed Session Minutes

Reconvene to Open Session

A. Action, if necessary, on Closed Session Items

Consent Agenda

A. Approval of Agenda

BOARD MEETING NOTICE/AGENDA

Thursday, December 18, 2014

6:15 p.m. - Dinner

7:00 p.m. – Board Meeting

Room 492-493 – College Connection

OPEN MEETING

The following statement will be read: "The December 18, 2014, Board 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 campus and in the City of Fennimore 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

OTHER ITEMS REQUIRING BOARD ACTION

- A. FY2014 Financial Audit

ADJOURN TO CLOSED SESSION

- A. Consideration of adjourning to closed session for the purpose of
 - 1. Discussion of Presidential Search 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}.
 - 2. Approval of November 20, 2014, Closed Session Minutes

RECONVENE TO OPEN SESSION

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

CONSENT AGENDA

- A. Approval of Agenda
- B. Minutes of the Regular Meeting of November 20, 2014
- C. Financial Reports
 - 1. Purchase Orders Greater than \$2,500
 - 2. Treasurer's Cash Balance
 - 3. Budget Control
- D. Contract Revenue
- E. Personnel Items

OTHER ITEMS REQUIRING BOARD ACTION

- A. Grant County Economic Development Corporation Lease for 2015
- B. Five-Year Affirmative Action Plan
- C. Concept Review: Precision Machining Technology

BOARD MONITORING OF COLLEGE EFFECTIVENESS

- A. WTCS Health Insurance Consortium
- B. Business, Management & General Studies Report
- C. Staffing Update

INFORMATION AND CORRESPONDENCE

- A. Enrollment Report
- B. Chairperson's Report
- C. College President's Report
- D. Other Information Items

ESTABLISH BOARD AGENDA ITEMS FOR NEXT MEETING

- A. Agenda
- B. Time and Place

ADJOURNMENT

{Facilities at Southwest Tech are handicap accessible. For all accommodations call 608-822-2400 or 608-822-2401 to reach the Director of Facilities, or e-mail accom@swtc.edu}

B. Minutes of the Regular Board Meeting of November 20, 2014

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF SOUTHWEST WISCONSIN TECHNICAL COLLEGE NOVEMBER 20, 2014

The Board of Southwest Wisconsin Technical College met in open session of a regular meeting commencing at 7:00 p.m. on November 20, 2014, in Rooms 492-493, College Connection, on the District Campus located at 1800 Bronson Boulevard in the City of Fennimore, Grant County, Wisconsin. The following members were present:

Melissa Fitzsimons, James Kohlenberg, Diane Messer, Darlene Mickelson, Russell Moyer, Eileen Nickels, Chris Prange, Rhonda Sutton, and Donald Tuescher

Others present for all or a portion of the meeting included Dr. Duane M. Ford, College President; College Staff: Matthew Baute, Laura Bodenbender, Karen Campbell, Derek Dachelet, Mandy Henkel, Dan Imhoff, Sue Reukauf, Deb Thomas, Phil Thomas, Barb Tucker, and Caleb White. Public present included Rob Callahan, Fennimore Times editor.

Chairperson Nickels 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, November 20, 2014

5:45 p.m. – Tour of Karen R. Knox Learning Center

6:15 p.m. - Dinner

7:00 p.m. – Board Meeting

Room 492-493 – College Connection

OPEN MEETING

The following statement will be read: “The November 20, 2014, Board 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 campus and in the City of Fennimore 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

CONSENT AGENDA

- A. Approval of Agenda
- B. Minutes of the Regular Meeting of October 27, 2014
- C. Financial Reports
 - 1. Purchase Orders Greater than \$2,500
 - 2. Treasurer's Cash Balance
 - 3. Budget Control

- D. Contract Revenue
- E. Personnel Items

OTHER ITEMS REQUIRING BOARD ACTION

- A. RFP For Enterprise Content Management (ECM) and Document Imaging System
- B. Request to Change Online Out-of-State Tuition
- C. Acceptance of President's Retirement

BOARD MONITORING OF COLLEGE EFFECTIVENESS

- A. 2015-16 Budget Process
- B. Institutional Advancement Report
- C. Staffing Update

INFORMATION AND CORRESPONDENCE

- A. Enrollment Report
- B. Chairperson's Report
- C. College President's Report
- D. Other Information Items

ESTABLISH BOARD AGENDA ITEMS FOR NEXT MEETING

- A. Agenda
- B. Time and Place

ADJOURN TO CLOSED SESSION

- A. Consideration of adjourning to closed session for the purpose of
 - 1. Discussion of Presidential search 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}.
 - 2. Approval of October 27, 2014, Closed Session Minutes

RECONVENE TO OPEN SESSION

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

ADJOURNMENT

{Facilities at Southwest Tech are handicap accessible. For all accommodations call 608-822-2400 or 608-822-2401 to reach the Director of Facilities, or e-mail accom@swtc.edu}

After reviewing the Consent Agenda, Mr. Kohlenberg moved to approve the Consent Agenda including the November 20, 2014, agenda; October 27, 2014, Board meeting minutes; financial reports; six contracts totaling \$6,192.21; hiring of Amy Poteet, Online Specialist, and the resignation of JoAnn Peterson, Farm Business & Production Management Instructor. Mr. Prange seconded the motion; motion unanimously carried.

Caleb White, Vice President for Administrative Services, reported that the RFP for Enterprise Content Management and Document Imaging System bids were received and opened. A committee reviewed the proposals and decided to reject all proposals. The committee will develop a new, more firm RFP and open it up for bids.

Mr. White presented a recommendation to request authorization from the Wisconsin Technical College System to set out-of-state tuition for distance education courses at a variable alternate rate. Mr. White explained that Statute 38.24(3)(f) authorizes each technical college's district board to request from the WTCS State Board authority to charge 0 to 150 percent for out-of-state tuition to students for alternative delivery courses. In 2006, the District Board requested the System Office waive the alternative delivery out-of-state tuition. With an increase in online course offerings that are attractive to out-of-state students, to offer a competitive pricing structure, and to cover additional costs by different states to serve out-of-state students, administration recommends requesting authorization from the System Office. Mr. Tuescher approved the recommendation to request authorization from the System President to set the out-of state tuition rate for all distance education courses at a variable alternate rate ranging from \$0 per credit up to the uniform out-of-state tuition rate established by the State Board. Ms. Fitzsimons seconded the motion; motion carried unanimously.

Ms. Nickels presented Duane Ford's letter of retirement for Board approval. Mr. Tuescher moved to accept President Duane M. Ford's letter of retirement effective June 30, 2015, with Ms. Fitzsimons seconding the motion. The motion unanimously carried.

Mr. White outlined the 2015-16 budget process noting that initial information will be available in February with the budget parameters and assumptions being brought to the Board for approval in February 2015. The initial budget projection will be reviewed with the Board in April 2015. In June 2015, the final budget will be brought to the Board for approval.

Barb Tucker, Director of Institutional Advancement, presented an overview of Institutional Advancement including grants, Quality Review Process (QRP), and data. Grant funds received have increased 30 percent from FY2014. Ms. Tucker reviewed the federal Trade Adjustment Assistance Community College and Career Training (TAACCCT) grants. The four TAAACCT grants the College is a partner in focus on healthcare, manufacturing, supply chain, credit for prior learning, and computer training.

Ms. Tucker presented the ten programs and five service areas being reviewed in the Quality Review Process this fiscal year. She also reviewed the data collected for various federal and state agencies. Matthew Baute, Computer Programmer/Software Developer, demonstrated a data dashboard currently under development.

Laura Bodenbender, Human Resources Director, provided the Board with an update on staffing. She noted Amy Poteet, Online Specialist, was hired and approved under the Consent Agenda. Current open positions include the Counselor, Welding Instructor, part-time Administrative Assistant, Foundation Director, and Math/Science Instructor.

In reviewing the enrollment report, Mr. White noted that FTEs compared to one year ago reflect a four percent decrease. Eleven of the sixteen colleges are experiencing decreased FTEs this year. The application comparison report for January 2015 reflects a slight increase in applications with the report showing a slight decrease for August 2015 applications.

Under the Chairperson's Report, Mr. Moyer volunteered to attend the ACCT National Legislative Summit February 9-12, 2015.

Dr. Ford shared the 2013 high school graduate report from the WTCS which shows how many graduates enroll directly in a Wisconsin Technical College. Southwest Tech's district leads the state in percentage of high school graduates attending Wisconsin Technical College System

colleges. Also included in the President's Report, was a plan for intellectual property management for the College and an update on the WTCS healthcare consortium.

Ms. Fitzsimons made a motion to adjourn to closed session for the purpose of discussing the Presidential Search per Wis. Stats. 19.85(1)(c). Ms. Mickelson seconded the motion; upon roll call vote with all members voting affirmatively, the meeting adjourned to closed session at 7:55 p.m. Upon reconvening to open session at 8:38 p.m. the Board consensus was to contract with Michael Best & Friederich as an executive search firm to conduct the Presidential Search to provide services through the hire process based on the 2010 RFP and the 2014 Proposal One in the Presidential Search Process Proposal Request for an amount not to exceed \$45,000, plus up to \$4,000 in expenses.

With no further business to come before the Board, Mr. Prange moved to adjourn the meeting, with Mr. Tuescher seconding the motion. The motion carried and the meeting adjourned at 8:39 p.m.

Darlene Mickelson, Secretary

C. Financial Reports

1. Expenditures Greater Than \$2500

**SOUTHWEST WISCONSIN TECHNICAL COLLEGE
OUTSTANDING PURCHASE ORDERS GREATER THAN \$2,500
FOR THE PERIOD 11/01/2014 TO 11/30/2014**

| <u>PO DATE</u> | <u>PO #</u> | <u>VENDOR NAME</u> | <u>PO AMOUNT</u> | <u>DESCRIPTION</u> |
|-------------------------------|--------------------|------------------------------------|-------------------------|--|
| <u>GENERAL FUND</u> | | | | |
| 11/7/2014 | 6253 | Protection Technologies | <u>2,835.00</u> | Fire Alarm Service Agreement - Facilities |
| SUBTOTAL | | | \$ 2,835.00 | |
| <u>CAPITAL FUND</u> | | | | |
| 11/7/2014 | 6252 | EPA Audio Visual Inc. | 5,118.68 | Epson Pro Projectors - Media Center |
| 11/12/2014 | 6258 | Overhead Door Co. of Madison | 4,542.00 | Coiling Service for 2 Doors in Bldg 500 |
| 11/12/2014 | 6259 | Rock Church Construction | 33,250.00 | Overhead Door Alteration Project in Bldg 500 |
| 11/19/2014 | 6262 | First Technologies Inc. | 14,115.00 | LJ eLearning System for DC/AC Circuits & Semiconductors - Electro Mech |
| 11/26/2014 | 6263 | Boelter Supply | <u>17,358.30</u> | Combi Oven for Culinary Arts |
| SUBTOTAL | | | \$ 74,383.98 | |
| <u>ENTERPRISE FUND</u> | | | | |
| 11/7/2014 | 6257 | Accu Clime Mechanical Services LLC | <u>39,940.00</u> | Heating and Air Conditioning for Foundation New Housing Project |
| SUBTOTAL | | | \$ 39,940.00 | |
| TOTAL | | | \$ 117,158.98 | |

2. Treasurer's Cash Balance

Southwest Wisconsin Technical College Report of Treasurers Cash Balance 11/30/2014

| | | |
|---------------------------------|---------------|-----------------|
| Liability End of Month Balances | | |
| FICA | 72,656.38 | |
| Federal Withholding | 50,915.39 | |
| State Withholding | - | |
| Teachers Retirement | - | |
| Wisconsin Retirement | - | |
| Hospitalization | - | |
| Dental Insurance | - | |
| Credit Union | - | |
| Tax Sheltered Annuity | | |
| Deferred Compensation | | |
| American Family Insurance | - | |
| Foundation | - | |
| PSA Dues | - | |
| SWACTE Dues | - | |
| Garnishment | - | |
| Child Care | - | |
| Accrued Vacation Payable | 337,323.00 | |
| Sick Leave Payable | 500,798.00 | |
| Other (Due To) | 9,227,090.46 | |
| Total Liability Adjustment | 10,188,783.23 | |
| Beginning Treasurers Balance | | 1,968,611.97 |
| Receipt | | |
| Fund | | |
| 1 General | 619,265.25 | |
| 2 Special Revenue | - | |
| 3 Capital Projects | 5,378.37 | |
| 4 Debt Service | 177,414.52 | |
| 5 Enterprise | 112,569.90 | |
| 6 Internal Service | 310,886.96 | |
| 7 Financial Aid/Activities | 105,595.26 | |
| Total Receipts | 1,331,110.26 | |
| Cash Available | | 3,299,722.23 |
| Expenses | | |
| Fund | | |
| 1 General | 1,763,033.80 | |
| 2 Special Revenue | - | |
| 3 Capital Projects | 94,753.31 | |
| 4 Debt Service | 726,669.40 | |
| 5 Enterprise | 56,955.44 | |
| 6 Internal Service | 273,108.76 | |
| 7 Financial Aid/Activities | 106,546.72 | |
| Total Expenses | 3,021,067.43 | |
| Treasurers Cash Balance | | 278,654.80 |
| Liability Adjustment | | 10,188,783.23 |
| Cash in Bank | | \$10,467,438.03 |

3. Budget Control

**Southwest Wisconsin Technical College
YTD Summary for Funds 1-7
For 5 Months ended November 2014**

| | <u>2014-15 Budget</u> | <u>2014-15 YTD Actual</u> | <u>2014-15 Percent</u> | <u>2013-14 Percent</u> | <u>2012-13 Percent</u> | <u>2011-12 Percent</u> | <u>2010-11 Percent</u> |
|------------------------------------|----------------------------------|--------------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|
| General Fund Revenue | 24,456,000.00 | 5,827,944.03 | 23.83 | 23.69 | 26.75 | 25.33 | 26.05 |
| General Fund Expenditures | 24,756,000.00 | 8,786,841.91 | 35.49 | 38.03 | 36.50 | 35.81 | 36.64 |
| Capital Projects Fund Revenue | 2,550,000.00 | 2,564,417.54 | 100.57 | 100.99 | 100.96 | 101.82 | 94.08 |
| Capital Projects Fund Expenditures | 3,324,000.00 | 968,348.77 | 29.13 | 34.71 | 13.60 | 84.12 | 99.98 |
| Debt Service Fund Revenue | 5,132,000.00 | 178,257.41 | 3.47 | - | - | - | - |
| Debt Service Fund Expenditures | 5,180,000.00 | 726,669.40 | 14.03 | 10.14 | 7.39 | 8.08 | - |
| Enterprise Fund Revenue | 1,850,000.00 | 824,792.18 | 44.58 | 44.67 | 45.17 | 45.59 | 54.89 |
| Enterprise Fund Expenditure | 1,600,000.00 | 500,346.88 | 31.27 | 29.66 | 31.52 | 27.27 | 32.41 |
| Internal Service Fund Revenue | 4,100,000.00 | 1,623,594.29 | 39.60 | 38.49 | 39.04 | 30.82 | 37.15 |
| Internal Service Fund Expenditures | 4,050,000.00 | 1,975,970.80 | 48.79 | 39.77 | 43.01 | 47.72 | 40.25 |
| Trust & Agency Fund Revenue | 8,500,000.00 | 3,619,403.54 | 42.58 | 48.12 | 49.88 | 46.37 | 49.99 |
| Trust & Agency Fund Expenditures | 8,450,000.00 | 3,653,811.50 | 43.24 | 48.37 | 49.51 | 46.83 | 56.82 |
| Grand Total Revenue | 46,588,000.00 | 14,638,408.99 | 31.42 | 32.26 | 34.20 | 32.58 | 32.75 |
| Grand Total Expenditures | 47,360,000.00 | 16,611,989.26 | 35.08 | 36.47 | 34.23 | 38.88 | 39.29 |

D. Contract Revenue

Seven contracts totaling \$6,876.00 in November 2014 will be presented for Board approval. The Contract Revenue Report follows.

| 2014-2015 CONTRACTS | | | | | | | INDIRECT COST FACTOR | | |
|---|--|----------------|----------------------|--------------------|--|--|----------------------|------------|--------|
| 11/01/14 through 11/30/14 | | | | | | | On-Campus | Off-Campus | Waiver |
| <u>Contract #</u> | <u>Service Provided</u> | <u>Contact</u> | <u>Number Served</u> | <u>Price</u> | <u>Exchange of Services</u> (Instructional Fees Waived) | | | | |
| 03-2015-0058-I-32 WI Secure Program Facility | CPR AED Heartsaver Recert | Kris Wubben | 1 | \$ 35.00 | Yes | | | X | |
| 03-2015-0065-I-47 Cabela's Inc WAT Grant #03-164-124-175 | DiSC Training | Amy Charles | 35 | \$ 2,320.00 | No | | | X | |
| 03-2015-0066-I-47 Community Health Services Corporation WAT Grant #03-129-124-175 | Trends & Issues-Conflict Resolution | Amy Charles | 15 | \$ 775.00 | No | | | X | |
| 03-2015-0081-T-18 Wisconsin Technical College System | WTCS Statewide Marketing Group Facilitator | Amy Charles | | \$ 1,235.00 | No | | | X | |
| 03-2015-0084-I-41 Universal AET | Heartsaver CPR/AED First Aid | Kris Wubben | 3 | \$ 180.00 | No | | | X | |
| 03-2015-0091-F-41 Prosperity Southwest | Administrative & Financial Services | Amy Charles | | \$ 1,036.00 | No | | | X | |
| 03-2015-0095-I-41 Bemis Performance Packaging | Heartsaver CPR/AED | Kris Wubben | 38 | \$ 1,330.00 | No | | | X | |
| TOTAL of all Contracts | | | 92 | \$ 6,911.00 | | | | | |
| Exchange of Services | | | 1 | \$ 35.00 | | | | | |
| For Pay Service | | | 91 | \$ 6,876.00 | | | | | |

E. Personnel Items

Three employment recommendations and one retirement are being presented for approval in the Personnel Report. The report is available below.

PERSONNEL REPORT

November 20, 2014

Employment: NEW HIRE

| | |
|--|--|
| Name | Heather McLimans |
| Title | Counselor |
| Number of Applicants / Number Interviewed | 31 Applicants / 7 Interviewed |
| Start Date | 12/15/2014 |
| Salary/Wage | \$52,190 Annual |
| Classification | Regular Full Time Annual |
| Education and/or Experience | BS from UW Platteville – Human Services Emphasis, MS from UW Madison – Mental Health Concentration Licensed Clinical Social Worker - Wisconsin |

| | |
|--|---|
| Name | Edward Anderson |
| Title | Welding Instructor (LTE) |
| Number of Applicants / Number Interviewed | 5 Applicants / 2 Interviewed |
| Start Date | 1/5/2015 |
| Salary/Wage | \$53,500 Annual |
| Classification | Regular Full-time Annual |
| Education and/or Experience | North Central Technical College – Welding Hobart Training School/Certified Weld Inspector Weld Test Conductor Manufacturing (Welding/Quality) – 12 Years |

| | |
|---|---|
| Name | Amanda Vissers |
| Title | Math/Science Instructor |
| Number of Applicants / Number Interviewed | 3 Applicants / 1 Interviewed |
| Start Date | 1/5/2015 |
| Salary/Wage | \$48,000 Annual |
| Classification | Regular Full-Time Annual |
| Education and/or Experience | UW Madison BS Atmospheric/Oceanic Sciences (Certificate: Mathematics) UW Madison MS Atmospheric Sciences (Certificate: Business) SWTC Adjunct |

PROMOTIONS/TRANSFERS

| | |
|----------------|--|
| None to Report | |
|----------------|--|

RETIREMENTS / RESIGNATIONS

| | |
|------------------------------------|--|
| Bill O'Herrin (Retirement 6/30/15) | Electrical Power Distribution Instructor |
|------------------------------------|--|

Recommendation: Approve the consent agenda.

Other Items Requiring Board Action

A. Grant County Economic Development Corporation Lease for 2015

The 2015 office space lease with Grant County Economic Development Corporation is available with the Board material. A copy of the lease is available with the electronic Board material.

Recommendation: Approve the 2015 lease for Grant County Economic Development Corporation.

RENTAL/LEASE AGREEMENT

between

Grant County Economic Development Corporation
and Southwest Wisconsin Technical College

This agreement between Southwest Wisconsin Technical College (college) and Grant County Economic Development Corporation (GCEDC) covers the following:

1. Director's office including credenza and storage shelf, side chair, table, one storage cabinet: \$185 monthly.
2. Secretary's office including side chair, credenza and storage shelf, three filing cabinets and: \$185 monthly.
3. GCEDC will be responsible for a separate line for all outgoing calls.
4. Copy machine costs to be billed at the current rate of .10 per copy or .20 for back to back.
5. Fax machine usage billed at .50 per page.
6. Postage to be billed as used.
7. Additional fees to be agreed upon if additional services are to be provided.

All of the above will be billed on or before the 23rd of the following month, commencing January 1, 2015. This rental/lease agreement covers the calendar year 2015 through December 31, 2015 with an option to renew for an additional one year at that time. If either party chooses to cancel this agreement, at least thirty (30) days notice must be made in writing.

s/ 
Executive Director
Grant County Economic Development Corporation

s/ _____
District Board Chairperson
Southwest Wisconsin Technical College

s/ 
President
Grant County Economic Development Corporation

s/ _____
President
Southwest Wisconsin Technical College

B. Five-Year Affirmative Action Plan

The Five-Year Affirmative Action Plan (2014-2019) affirms the continued commitment of the Southwest Wisconsin Technical College District to actively implement all appropriate federal and state equal opportunity and affirmative action laws, executive orders, plans, rules, and regulations. Laura Bodenbender will present the plan. A draft plan follows.

Recommendation: Approve the 2014-2019 Affirmative Action Plan as presented.



Affirmative Action/Equal Opportunity Five-Year
Plan

July 2014 to June 2019

Dr. Duane Merlin Ford
President

Prepared by:
Laura Bodenbender
Equal Opportunity Officer

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Section I

INTRODUCTION

This Five-Year Affirmative Action Plan (2014-2019) affirms the continued commitment of the Southwest Wisconsin Technical College District to actively implement all appropriate federal and state equal opportunity and affirmative action laws, executive orders, plans, rules, and regulations. This Plan was developed in accordance with the provision of the "Uniform Guidelines for district Affirmative Action/Civil Rights Five Year Compliance Plans and Annual Updates, as established by the Wisconsin Technical College System Board.

Southwest Wisconsin Technical College is firmly committed to Equal Opportunity for all its employees and students in all programs and educational activities including, but not limited to: outreach, recruitment, certification, selection, transfer, referrals, promotions, testing, placement training, compensation, support services, benefits, layoffs, terminations, and committee appointments. Discrimination against persons because of their sex, sexual preference, race, religion, color, national origin or ancestry, age, disability, political affiliation or beliefs, arrest or conviction records or refusal to consent to sexual harassment is strictly prohibited.

To achieve equal employment and educational opportunities, the College recognizes the need to take appropriate Affirmative Action steps, when necessary with respect to persons of color, women, the disabled, and other protected groups, be setting policies and procedures to obtain equality. Southwest Wisconsin Technical College will continue to make all reasonable accommodations as requested and required. In addition, the College shall encourage the purchase of services and/or products from women.

While the responsibility for overall development and implementation of the college's Affirmative Action program rests with the President, all staff are responsible for the application of Affirmative Action and Equal Opportunity policies. This includes initiating and supporting programs and practices designed to develop understanding, acceptance, commitment, and compliance with in the framework of this Plan.

Southwest Wisconsin Technical College looks forward to the positive outcomes that will result from the provisions of this Plan which reflect the convictions and values of the District.

Affirmative Action/Equal Opportunity Goals

July 1, 2014 – June 30, 2019

1. Balance individual occupational program enrollment percentages for students by race, sex and disability percentages in the general population.
2. Assure non-discrimination in career planning, counseling and placement services for students.
 - * Analyze and report demographic, program enrollment and completion and job referral and placement data for minorities, women and disabled students and take steps to assure nondiscrimination in referral and placement services.
3. Analyze and address employment of faculty and staff within each district in the Wisconsin Technical College System to match availability percentages for race, sex and disability categories in the general population.
 - * Implement a plan for recruiting and hiring minorities, women and disabled faculty and staff in all employment categories where there is under representation.
4. Create an educational and work environment that reflects, appreciates and celebrates the diverse society and community in which we live and one that creates a climate for the success of every person by appreciating the uniqueness that they bring to the technical college district.
 - * Implement faculty and staff in-service programs, professional development activities, mentoring and student orientation programs to promote cultural, sex and disability awareness and sensitivity.
 - * Integrate the history, culture, accomplishments and contributions of minorities, women and the disabled into curricula at each WTCS district.
 - * Insure that cultural competency is practiced at every campus.

Affirmative Action/Equal Opportunity Policy Statement

The Southwest Wisconsin Technical College (SWTC) District Board has an established policy intended to bring about equal employment and educational opportunities within this institution. The District makes every attempt to stay in compliance with federal, state, and local antidiscrimination and affirmative action laws and executive orders, including Title VI and Title VII of the Civil Rights Act of 1964 as amended; Title IX of the Education Amendments of 1972, Sec. 38.23 statutes, Section 504 of the Federal Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, the Civil Rights Act of 1991, the Equal Pay Act of 1973, the Age Discrimination Acts of 1967 and 1975, the Civil Rights Restoration Act of 1987, the Wisconsin Fair Employment law, other appropriate laws and executive orders and/or administrative directives and codes. The District has actively worked to promote and implement this policy, and it will continue to reinforce the concept that our educational institution is committed to providing equitable opportunities for all persons.

It is the District policy to maintain fair and impartial relations with employees and applicants for employment, and students and student applicants in any service, program, activity, course, or use of facilities on the basis of sex, age, race, color, creed, religion, national origin, disability, ancestry, political affiliation, marital status, pregnancy, sexual orientation, parental status, arrest record, conviction record, genetic testing, and the use and non-use of lawful products off the premises during nonworking hours, and membership in National Guard, State Defense Force, or other military forces of the United States. Lack of English reading/speaking skills, will not be a barrier to admission and participation in district programs.

Affirmative Action will be utilized to achieve a work force and student body that includes an appropriate balance of women, racial/ethnic groups, and persons with disabilities. All employment practices, opportunities, and personnel actions such as recruitment, promotions, compensation, benefits, transfers, layoffs, return from layoffs, communication of information, terminations, retention, certification, testing, committee assignments, institution sponsored training and education, tuition assistance, and social and recreation programs will be administered without regard to the factors noted. The District will provide reasonable accommodation to employees for religious observances and practices.

The District will seek assurance from all contractors and suppliers of products and services that they do not discriminate. The District Board also encourages the purchase of products and services from women, minority and disabled business owners.

The management staff share the Affirmative Action Program responsibility and performance standards including the Affirmative Action Plan. The College Equal

Opportunity Officer is responsible for implementing, monitoring, and evaluating the District Equal Opportunity Policy and for coordinating the Affirmative Action Plan, and shall report directly to the President of the College. The Equal Opportunity Officer is also responsible for District compliance with the regulations of the Federal Rehabilitation Act of 1973 - Section 504, Title IX, and the development of activities that relate to gender equity.

Employees discriminating against students will be subject to discipline under appropriate Southwest Tech employment policies, and as applicable, collective bargaining agreements. Students discriminating against other students, staff, or nonemployees will be subject to discipline under procedures included in the Southwest Tech Student Handbook and Employees' and Students' Right to Know. The College will take necessary corrective action to remedy any instances when discrimination is determined to have occurred.

The Southwest Wisconsin Technical College District Board has an established procedure for resolving complaints relating to discrimination. Alleged acts of discrimination shall be filed directly with the District Affirmative Action Officer. Complaints must be filed within three hundred (300) calendar days from the date of the action causing the complaint. Reports of alleged acts of discrimination or inquiries concerning the equal opportunity policies of the District should be addressed to: [Laura Bodenbender](#), Equal Opportunity Officer Southwest Wisconsin Technical College 1800 Bronson Boulevard Fennimore, WI 53809 608.822.2315 TDD 608.822.2072

Section II

Affirmative Action/Equal Opportunity Dissemination Activities

Southwest Wisconsin Technical College is committed to equal employment and educational opportunity as well as affirmative action in its dealings with staff, applicants, students and the public. Efforts are made to communicate this affirmative action and equal opportunity information as follows:

1. Five Year Plan will be reviewed and approved by the District Board.
2. Electronic or hard copies of the Five Year Plan and Annual Updates will be distributed to all staff, at all campus locations following board approval.
3. Electronic or hard copies of the Five Year Plan and Annual Updates will be available via the internet to all students and staff.
4. Electronic or hard copies of the Five Year Plan and Annual Updates will be provided to Wisconsin Technical College Affirmative Action Officer and other technical college affirmative action officers, when requested.
5. New employees will view the Five-Year Plan as part of the new staff orientation process. These documents allow new staff the opportunity to learn Southwest Tech's Affirmative Action/Equal Opportunity Policy and complaint procedure.
6. All recruitment materials, brochures, application and admission forms and other district created forms will include the Equal Opportunity Employer/Educator statement. Notification of intent to accommodate disabilities in the employment process and the relay service information are included in all recruitment materials.
7. Annually, public notices will be published in official district newspapers at the beginning of the fall semester.
8. Management/confidential staff will receive training regarding the affirmative action/equal opportunity policy and complaint procedure.

Section III
Self-Evaluation Questionnaire
Wisconsin Technical College District

I. Title VI, Civil Rights Act of 1964

1. Regulation 80.6 (a & b) - Requires recipients to file an assurance stating that no person shall, on the basis of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program receiving federal financial assistance.

Question: Does the district have on file with the Department of Education an assurance of compliance for Title VI?

☒ Yes ☐ No

2. Regulation 80.6 (b & c) - Requires recipients to keep, and to submit to the federal agency or designee, such records or information necessary to ascertain whether the recipient has complied or is complying with Title VI.

Question: Does the district have available racial / ethnic data showing the extent to which members of minority groups are beneficiaries of and participants in all educational programs?

☒ Yes ☐ No

3. Regulation 80.6 (d) - Requires recipients to make such information concerning the provisions of this regulation and its applicability available to participants, beneficiaries, and other interested persons in such manner as the department official finds necessary to apprise such persons of the protections against discrimination assured by the Act and the regulation. This includes Section 80.7(b), "Procedures for Filing Complaints of Discrimination Prohibited by this Part" (Title VI).

Question: Has the district adopted such procedures for filing complaints (grievances)?

☒ Yes ☐ No

Question: Has the district made such information available to apprise persons of the protections assured by the Act and this regulation?

☒ Yes ☐ No

4. Regulation 80.6(d) - Requires all recipients to make available to participants, beneficiaries, and other interested persons, information regarding the provision of Title VI and its application to recipients' programs.

Question: Does the district have a policy statement which affirms nondiscrimination on the basis of race, color, or national origin and the application of this policy?

☒ Yes ☐ No

Question: Has this policy notification been disseminated to participants, beneficiaries, and other interested persons?

☒ Yes ☐ No

Question: Is this policy statement currently posted in bulletins, catalogs, application forms, and other general information materials?

☒ Yes ☐ No

II. Title IX - Self Evaluation

Procedural Requirements

1. Regulation 86.3 (c & d) - Requires each recipient to evaluate its policies and practices and the effects thereof concerning student admission and treatment, and employment of academic and non-academic personnel connected with the educational program or activities.

Question: Did the district undertake such a self-evaluation?

☒ Yes ☐ No

Question: Does the district have the results of the Title IX self-evaluation on file?

☒ Yes ☐ No

Question: Can the district provide evidence of the modification of policies and practices that occurred or remedial steps taken as a result of the Title IX self-evaluation?

☒ Yes ☐ No

2. Regulation 86.3(d) - Requires recipients to keep self-evaluation and related materials on file for at least three years following completion including a description of any modification made and any remedial steps taken as a result of the self-evaluation.
3. Regulation 86.4 - Requires each recipient to file a statement that no persons shall, on the basis of sex, be excluded from participation in, be denied the

benefits of, or be subjected to discrimination under any educational program or activity receiving federal assistance.

Question: Does such statement of assurance include a commitment to take whatever remedial action necessary to eliminate existing sex discrimination or the effects of past discrimination?

☒ Yes ☐ No

Question: Can the district document its remedial action efforts?

☒ Yes ☐ No

4. Regulation 86.8(a) - Requires all recipients to designate a specific employee (coordinator) to coordinate the recipient's compliance activities and investigate complaints alleging the recipient's noncompliance with Title IX.

Question: Has the district designated an employee(s) to coordinate compliance efforts and to investigate complaints of sex discrimination?

☒ Yes ☐ No

Question: Has this person's title, address, and telephone number been given to students, parents, and employees?

☒ Yes ☐ No

5. Regulation 86.8(b) - Requires all recipients to adopt and publish grievance procedures providing for prompt and equitable resolution of student and employee complaints alleging any action which would be prohibited by Title IX.

Question: Has the district adopted such grievance procedures?

☒ Yes ☐ No

Question: Can the district document the publication of grievance procedures providing for prompt and equitable resolution of student and employee complaints of sex discrimination?

☒ Yes ☐ No

6. Regulation 86.9 - Requires recipients to take specific and continuing steps to notify applicants for admission and employment, students, parents, employees, applicants for employment, sources of referral, and all union and professional organizations of the provisions and application of Title IX in offering educational programs.

Question: Has a policy statement of nondiscrimination on the basis of sex been adopted, published, and disseminated to students, parents, employees, applicants for employment, sources of referral, and all unions or professional organizations?

☒ Yes ☐ No

Question: Was and does such notification continue to be made in newspapers and publications operated by recipient or by student alumni groups for or in connection with recipient; memorandum or other written communication distributed to every student and employee?

☒ Yes ☐ No

Question: Is such notification currently posted in bulletins, catalogs, application forms, other recruitment materials for students and employees?

☒ Yes ☐ No

Question: Does such notification identify the Title IX coordinator by giving the title, address and telephone number?

☒ Yes ☐ No

III. Section 504 - Self Evaluation

Procedural Requirements

1. Regulation 84.5 - Requires each recipient to submit an assurance stating that no otherwise qualified handicapped persons shall, by reason of disability, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity.

Question: Has the district provided an assurance stating its commitment to nondiscrimination on the basis of disability?

☒ Yes ☐ No

2. Regulation 84.6(c) - Requires the recipient to evaluate, with the assistance of interested persons including disabled persons or organizations representing them, its current policies and practices and the effects thereof.

Question: Did the district undertake such a self-evaluation?

☒ Yes ☐ No

Question: Does the district have the results of their Section 504 self-evaluation?

☒ Yes ☐ No

Question: Can the district provide evidence of the interested persons consulted, a description of areas examined, and problems identified; and any modification of policies and practices that occurred or remedial steps taken to eliminate the effects of past discrimination?

☒ Yes ☐ No

3. Regulation 84.6(c2) - Requires recipients that employ 15 or more persons to, for at least three years following completion of the self-evaluation, maintain on file the list of interested persons consulted, a description of areas and problems examined, and a description of any modifications made.

4. Regulation 84.7(a) - Requires a recipient that employs 15 or more persons to designate at least one person to coordinate its efforts to comply with Section 504.

Question: Has the district designated an employee to coordinate compliance efforts?

☒ Yes ☐ No

Question: Has this person's title, address, and telephone number been given to students, parents and employees?

☒ Yes ☐ No

5. Regulation 84.7(b) - Requires a recipient that employs 15 or more persons to adopt grievance procedures that incorporate appropriate due process standards and that provide for the resolution of complaints alleging unlawful discrimination against the disabled.

Question: Can the district document the adoption and existence of such grievance procedures?

☒ Yes ☐ No

Question: Has the district taken steps to inform its beneficiaries of such grievance procedures?

☒ Yes ☐ No

6. Regulation 84.8 - Requires each recipient that employs 15 or more persons to take initial and continuing steps to notify participants, beneficiaries,

applicants, employees, unions, or professional organizations that it does not discriminate on the basis of disability in admission or access to, or treatment of or employment in its programs and activities.

Question: Has a policy statement of nondiscrimination on the basis of disability been adopted, published and disseminated as required?

☒ Yes ☐ No

Question: Does such notification identify the specific persons designated to coordinate compliance to Section 504?

☒ Yes ☐ No

Question: Is such notification currently posted in recruitment materials or publications containing general information?

☒ Yes ☐ No

7. Regulation 84.22(e) - Requires recipients that employ 15 or more persons to develop a transition plan setting forth the steps necessary to complete structural changes to facilities that are necessary for program accessibility.

Question: Did the district develop a transition plan?

☒ Yes ☐ No

Question: Was the plan developed with the assistance of interested persons or organizations representing disabled persons?

☒ Yes ☐ No

Question: Is the transition plan available for review?

☒ Yes ☐ No

Question: Has the district completed all the structural changes addressed in the transition plan?

☒ Yes ☐ No

Question: Can the district document the steps taken toward meeting the requirements of its transition plan for program accessibility?

☒ Yes ☐ No

IV. Career and Technical Education Program Guidelines – Self-Evaluation

Procedural Requirements

1. Guideline IV - Requires recipients to locate educational facilities at sites that are readily accessible to both non-minority and minority communities.

Question: Does the district provide educational facilities at locations that are accessible to all communities regardless of race, color, or national origin?

☒ Yes ☐ No

2. Guideline IV(L) - Requires recipients to: (a) identify its applicants with limited English-speaking skills and to assess their ability to participate; (b) use acceptable methods of identification; (c) take steps to open all programs to these students; and (d) if necessary, demonstrate that a concentration of such students in one or a few programs is not the result of discriminatory limitations of opportunities available to such students.

Question: Does the district use a system to identify its limited English language students and to assess their ability to participate?

☒ Yes ☐ No

Question: Does the district provide language-related support services to its limited English language students?

☒ Yes ☐ No

Question: Have steps been taken by the district to open all programs to limited English language students?

☒ Yes ☐ No

Question: Can the district demonstrate that a concentration of limited English language students in one or a few programs is not the result of unlawful discrimination?

☒ Yes ☐ No

3. Guideline IV(N) - Requires recipients to, if necessary, (1) modify instructional equipment, (2) modify or adapt the manner in which courses are offered, (3) house the program in facilities that are accessible or alter facilities to make them readily accessible to mobility impaired students, and (4) provide auxiliary or related aids and services.

Question: Are there architectural barriers which deny disabled students access to educational programs and courses?

☐ Yes ☒ No

Question: Is the district providing the necessary related aids or services to disabled students so they may have access to educational programs and courses?

☒ Yes ☐ No

4. Guideline IV(O) - Requires recipients to issue public notification that all educational opportunities will be offered without regard to race, color, national origin, sex or disability; and, if necessary, disseminate public notification materials in the language of persons of national origin.

Question: At the beginning of each year, does the district advise the students, parents, employees, and the general public of its nondiscrimination policy?

☒ Yes ☐ No

Question: Is this notification advertised in a manner that is accessible to all members of the general public regardless of race, color, national origin, sex or disability?

☒ Yes ☐ No

Question: Does the announcement provide information on course offerings, admissions criteria, and the titles, telephone numbers and addresses of the coordinators of Title IX and Section 504?

☒ Yes ☐ No

Question: Is the announcement communicated in the native language of national origin minorities for communities of national origin minorities in the service area?

☒ Yes ☐ No

Question: Does the announcement include an assurance that the lack of English language skills will not be a barrier to admission and participation?

☒ Yes ☐ No

5. Guideline V(A) - Requires recipients to ensure that counseling materials and activities (such as student program selection and career / employment selection), promotional, and recruitment efforts do not discriminate on the basis of race, color, national origin, sex, or disability.

Question: Does the district take steps to ensure that counseling materials and activities, and promotional and recruitment efforts do not discriminate on the basis of race, color, national origin, sex or disability?

☒ Yes ☐ No

6. Guideline V(B) - Requires recipients operating career and technical educational programs to ensure that counselors do not direct or urge any student to enroll in a particular career or program area or measure or predict a student's prospects for success in any career or program based upon the student's race, color, national origin, sex, or disability; and if there is disproportionate enrollment of either sex, minority group, or disabled students in a program, recipients are required to take steps to ensure that such an occurrence does not result from unlawful discrimination in counseling.

Question: Do counselors direct or urge any students to enroll in a particular career or program on the basis of race, color, national origin, sex, or disability?

☐ Yes ☒ No

Question: Do counselors measure or predict a student's prospects for success in any career or program based on the student's race, color, national origin, sex, or disability?

☐ Yes ☒ No

Question: Do counselors counsel handicapped students toward more restrictive career objectives than non-disabled students with similar abilities and interests?

☐ Yes ☒ No

Question: Does the district take steps to ensure that disproportionate enrollment of either sex, minority group, or disabled students in a program are not the result of unlawful discrimination?

☒ Yes ☐ No

7. Guideline V(C) - Requires recipients to conduct student recruitment activities in a manner that does not exclude or limit opportunities on the basis of race, color, national origin, sex, or disability.

Question: Are students recruited and counseled to education programs without regard to race, color, national origin, sex, or disability?

☒ Yes ☐ No

Question: Are career opportunities and curricular programs presented in a manner that does not discriminate on the basis of race, color, national origin, sex, or disability?

☒ Yes ☐ No

Question: Do the materials used in recruiting or promotional efforts limit the portrayal of career opportunities or tend to perpetuate or create stereotypes or limitations based on race, national origin, sex, or disability through text or illustration?

☒ Yes ☐ No

Question: Are members of the protected groups represented and active in recruitment and counseling activities?

☒ Yes ☐ No

Question: Are provisions made for the limited English language minorities and disabled persons to receive promotional literature and comparable recruitment efforts in a medium in which they can communicate?

☒ Yes ☐ No

8. Guideline V(D) - Requires recipients to ensure that counselors can effectively communicate with national origin minority students with limited English language skills and with students who have hearing or visual impairments.

Question: Has the district taken steps to ensure that counselors can effectively communicate with national origin minority students with limited language skills and with students who have hearing or visual impairments.

☒ Yes ☐ No

9. Guideline V(E) - Requires recipients to, if necessary, distribute promotional literature to national origin minority persons in their native language.

Question: Does the district provide promotional literature to national origin minorities in their native language for identified communities of national origin minority persons with limited English language skills?

☒ Yes ☐ No

10. Guideline VI(B) - Requires recipients to, if necessary, provide materials and information used as notification of opportunities for financial assistance to be distributed and communicated in a manner that it can be accessed by national origin minority persons with limited English language skills.

Question: Does the district provide materials and information used as notification of opportunities for financial assistance distributed and communicated in a manner that is accessible to national origin minority students with limited English language skills?

☒ Yes ☐ No

11. Guideline VI(C) - Requires recipients that provide housing in residential post-secondary education centers to extend housing opportunities, whether on campus or off campus, without discrimination, and provide comparable, convenient, and accessible housing at the same cost and under the same conditions for disabled students.

Question: If provided by a district that has career and technical education programs, is on campus and off campus housing provided for all regardless of race, sex, or disability?

☒ Yes ☐ No

Question: Is the housing provided for disabled students comparable, convenient and offered at the same cost and conditions as for other students?

☒ Yes ☐ No

12. Guideline VI(D) - Requires recipients that provide facilities for one sex to provide comparable facilities to those of the other sex and be readily accessible to disabled persons.

Question: Does the district provide common facilities which have been modified or are separate comparable facilities (changing rooms, showers, etc.) offered for students of both sexes?

☒ Yes ☐ No

Question: Have facilities been adapted or modified to the extent necessary to make the educational program readily accessible to the disabled?

☒ Yes ☐ No

13. Guideline VII(A) - Requires recipients to ensure that they do not discriminate against students on the basis of race, color, national origin, sex, or disability in making cooperative educational programs, job placement and apprentice training opportunities available to students; and that students participating in these types of programs are not discriminated against by employers or prospective employers in recruitment, hiring, placement, assignment to work tasks, hours of employment, levels of responsibility, and in pay; contracts or written agreements when used in relation to these opportunities must contain a statement of assurance indicating that students will be accepted and

assigned to jobs and otherwise treated without regard to race, color, national origin, sex, or disability.

Question: Does the district make opportunities in its work study, cooperative education and job placement programs available to students without regard to race, color, national origin, sex, or disability?

☒ Yes ☐ No

Question: Does the district ensure that students placed in cooperative education work study, or job placement programs receive equal treatment with regard to task assignment, numbers of hours worked, responsibility levels, and pay?

☒ Yes ☐ No

Question: Are assurances of non-discrimination contained in written agreements for the referral or assignment of students to an employer?

☒ Yes ☐ No

14. Guideline VII(B) - If written agreements with a labor unions or other sponsors providing apprentice training are used, recipients are required to include an assurance that the union or other sponsor does not engage in discrimination against its membership or applicants for membership; and that apprentice training will be offered and conducted free of discrimination on the basis of race, color, national origin, sex or disability.

Question: Does the district enter into any agreements for the provision or support of apprentice training with any labor union or other sponsor?

☒ Yes ☐ No

Question: Do written agreements contain an assurance that they do not discriminate against their members or applicants?

☒ Yes ☐ No

15. Guideline VIII(B) - Requires the recipient to notify every source of faculty that it does not discriminate on the basis of race, color, national origin, sex, or disability.

Question: Has the district attempted to notify every source of faculty that it does not discriminate on the basis of race, color, national origin, sex, or disability?

☒ Yes ☐ No

16. Guideline VIII(D) - Requires the recipient to establish and maintain faculty salary scales on the basis of the conditions and responsibilities of employment without regard to race, color, national origin, sex, or disability.

Question: Are faculty salary scales and policy based upon the conditions and responsibilities of employment without regard to race, color, national origin, sex, or disability?

☒ Yes ☐ No

17. Guideline VIII(E) - Requires recipients to provide equal employment opportunities for teaching and administrative positions to handicapped applicants who can perform the essential functions for the position; and make reasonable accommodations for the physical or mental limitations of disabled (otherwise qualified) applicants unless it can be demonstrated that such accommodations would impose undue hardship.

Question: Does the district provide reasonable accommodations to the known physical or mental limitations of an otherwise qualified disabled applicants or employees?

☒ Yes ☐ No

18. Guideline VIII(F) - Requires recipients to take steps to overcome the effects for past discrimination. Such steps may include the recruitment or reassignment of qualified persons of a particular race, national origin, or sex, or who are disabled.

Question: Does the district limit its recruitment efforts to schools, communities or companies which are disproportionately composed of persons of a particular race, national origin, sex, or disability?

☐ Yes ☒ No

V. Americans with Disabilities Act - Self Evaluation

1. Title 28, Part 35, Subpart A & C - Prohibits the denial of services or benefits on the basis of a disability.

Question: Has the district included disability in its non-discrimination policies?

☒ Yes ☐ No

2. Title 28, Part 35, Subpart B - Provides for equality of opportunity to participate in or benefit from a public entity's aids, benefits, and services. In addition, provides for equal participation in the "mainstream" of society.

Question: Are persons with disabilities afforded an equally effective opportunity to participate in or benefit from an aid, benefit or service?

☒ Yes ☐ No

Question: Are individuals with disabilities integrated to the maximum extent appropriate?

☒ Yes ☐ No

Question: If separate programs are offered, are they appropriate to the particular individual?

☒ Yes ☐ No

Question: Have any individuals with disabilities been excluded from a regular program or required to accept special services or benefits?

☐ Yes ☒ No

Question: Are individuals with disabilities provided accommodations necessary to allow them to participate in regular programs?

☒ Yes ☐ No

3. Title 28, Part 35, Subpart D - A public entity may not impose eligibility criteria for participation in its programs, services or activities that either screen out or tend to screen out persons with disabilities, unless it can show that such requirements are necessary for the provision of the service, program or activity.

Question: Are any safety requirements imposed based on real risks, not speculation, stereotypes or generalizations about individuals with disabilities?

☒ Yes ☐ No

Question: Are any inquiries made into a disability absolutely necessary to insure safe participation?

☒ Yes ☐ No

Question: In cases where extra costs are incurred does the district absorb the cost without charge to the disabled individual being served?

☒ Yes ☐ No

Question: Are modifications to policies, practices or procedures in programs made to accommodate disabled individuals except where the modification would fundamentally alter the nature of the service, program or activity?

☒ Yes ☐ No

4. Title 28, Part 35, Subpart D - A public entity may not deny the benefits of its programs, activities, and services to individuals because its facilities are inaccessible. The "program accessibility standard" requires that a public entity's services, programs, and activities, when viewed in their entirety, be readily accessible to and usable by individuals with disabilities.

Question: Has the district conducted a review of its facilities, developed a transition plan, and made changes as needed to achieve program accessibility?

☒ Yes ☐ No

Question: Where access involves back door or freight elevators, is such an arrangement used only as a last resort in cases where it provides accessibility comparable to that provided to persons without disabilities who generally use front doors and passenger elevators?

☒ Yes ☐ No

Question: Are adequate numbers of accessible parking spaces in existing parking lots or garages available?

☒ Yes ☐ No

5. Title 28, Part 35, Subpart E - Provides that a public entity must ensure that its communication with individuals with disabilities are as effective as communications with others. In order to provide equal access, a public accommodation is required to make available appropriate auxiliary aids and services where necessary to ensure effective communication.

Question: Is a procedure available that provides an opportunity for individuals with disabilities to request auxiliary aids and services of their choice?

☒ Yes ☐ No

Question: Does the procedure provide for primary consideration to and consultation with the individual in regard to their primary choice?

☒ Yes ☐ No

Question: Where interpreters are supplied, are they qualified, i.e., "able to sign to the individual who is deaf what is being said by the hearing person and who can voice to the hearing person what is being signed by the individual who is deaf ... effectively, accurately, and impartially including the use of necessary specialized vocabulary"?

☒ Yes ☐ No

Question: Where telephone communications are available, are equally effective communication devices or services provided for individuals with disabilities, including hearing and speech impaired individuals?

☒ Yes ☐ No

6. Title 28, Part 35, Subpart F - Provides for administrative requirements including preparation of a self-evaluation, development of a transition plan, providing notice to the public, designation of a responsible employee and development of a grievance procedure.

Question: Has the district developed a self-evaluation plan that identifies all of their programs, activities and services; and reviews all policies and practices that govern the programs, activities and services.

☒ Yes ☐ No

Question: Has the district developed a transition plan for structural modifications required to achieve program accessibility and provided a copy of that plan to the WTCS Facilities Director as part of the district's five-year facility plan?

☒ Yes ☐ No

Question: Has the district provided information on ADA's requirements to applicants, participants, beneficiaries, and other interested persons which explains ADA's prohibitions against discrimination?

☒ Yes ☐ No

Question: Has the district adopted and published a grievance procedure providing for prompt and equitable resolution of complaints alleging any action prohibited by ADA?

☒ Yes ☐ No

Question: Has the district designated at least one employee to coordinate its efforts to comply with and fulfill its responsibilities of the ADA, including the investigation of complaints?

☒ Yes ☐ No

VI. Wisconsin Fair Employment Act

1. Section 111.31, Wis. Stats. - Provides that the practice of unfair discrimination in employment against properly qualified individuals by reason of their age, race, creed, color, disability, marital status, sex, national origin, ancestry, sexual orientation, arrest record, conviction record, military service, or the use or non-use of lawful products off the employer's premises during non-working hours is illegal.

Question: Does the district as an employer base an evaluation of an employee or applicant for employment upon the employee's or applicant's individual qualifications rather than upon a particular class to which the individual may belong?

☒ Yes ☐ No

Question: Does the district avoid making, using or circulating any statement, advertisement or publication, or avoid using any form of application for employment or avoid making any inquiry in connection with prospective employment which is prohibited by the Wisconsin Fair Employment Act?

☒ Yes ☐ No

Question: Does the district as an employer refrain from prohibited honesty, genetic, and other testing prohibited by the Wisconsin Fair Employment Act?

☒ Yes ☐ No

VII. Chapter 38, Wis. Stats.

1. Chapter 38, Wis. Stats. - Includes the requirement at ss. 38.12(11), Wis. Stats. to conduct an orientation program and provide information on sexual harassment, and the general prohibition against discrimination in admission and/or participation in services, programs, courses and facilities usage based upon race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status.

Question: Does the district incorporate in its orientation program for newly entering students, oral and written information on sexual assault and sexual harassment?

☒ Yes ☐ No

Question: Does the district annually supply all students enrolled in the district printed material on sexual harassment and sexual assault?

☒ Yes ☐ No

Question: Does the district annually submit a report to the chief clerk of each house of the Wisconsin legislature indicating the methods used to comply with orientation and information requirements?

☒ Yes ☐ No

Question: Does the district have established policies to protect students from discrimination which provides criteria for determining discrimination as prohibited, provides remedies and sanctions for violations, establishes a 300-day time limit on filing and establishes a procedure with reasonable time limits to act on complaints?

☒ Yes ☐ No

VIII. Contract for Services - TCS 8

Policy and Procedural Requirements Relating to Non Discrimination

1. TCS 8.04(7)(a)(b) - Requires each district board to adopt policies and procedures governing contracts for services with service recipients.

Question: Does the district have a policy and procedure governing contracts for service with recipients?

☒ Yes ☐ No

Question: Does the district's contract for service policy include a statement of non-discrimination on the basis of age, race, color, sex, creed, disability, political persuasion, ancestry, or sexual orientation against students and employees or student and employee applicants?

☒ Yes ☐ No

2. TCS 8.05(4)(a)(b) - Requires that the service recipient certify that it does not discriminate on the basis of age, race, color, sex, creed, disability, political persuasion, ancestry, or sexual orientation against any employee, applicant for employment, any student, or applicant for enrollment.

Question: Does the district certify that service recipients do not discriminate on the basis of age, race, color, sex, creed, disability, political persuasion, ancestry, or sexual orientation against students and employees or student and employee applicants?

☒ Yes ☐ No

Section IV

District Self Analysis of Work Force and Goals Establishment

General Workforce Goals:

Total district employment of minorities is at .53% (1 of 190 full-time staff). The availability percentage in the district is at 2.91% (1,974 of 67,852). The College is underutilized in minority employees in the American Indian, Asian, Black and Hispanic categories.

College goal: To employ minority staff to match the working minority availability Percentage.

The College employs disabled staff at a rate of .53% (1 out of 190 full-time staff). The availability percentage in the district is at 6.01% (4,075 of 67,853).

College goal: To employ disabled staff to match the working disability availability percentage.

Females are employed at a rate of 68.42% at the College. Availability is 46.97%. Therefore, the College is not underutilized for females when looking at the total district workforce. Therefore, the College has no general goal in this area.

Specific Workforce Category Goals:

Exec/Admin/Mngr: Southwest Tech employs 0 minority in this category (1.82% is available). The College is underutilizing minority employees in the American Indian, Asian and Hispanic categories.

College goal: To employ minority staff in the Administrative category to match the working minority availability percentage.

Faculty: Southwest Tech employs 0 minority in this category (4.60% is available). The College is underutilizing minority employees in the Asian and Hispanic categories.

College goal: To employ minority staff in the Faculty category to match the working minority availability percentage.

Secretarial/Clerical: Southwest Tech employs 0 minority in this category (2.33% is available). The College is underutilizing minority employees in the American Indian, Black and Hispanic categories.

College goal: To employ minority staff in the Secretarial/Clerical category to match the working minority availability percentage.

Professional Non Faculty: Southwest Tech employs 0 minority in this category (2.03% is available). The College is underutilizing minority employees in the Asian, Black and Hispanic categories.

College goal: To employ minority staff in the Professional Non Faculty category to match the working minority availability percentage.

Technical/Para-Professional: Southwest Tech employs 1 minority in this category (2.05% is available). The College is underutilizing minority employees in the American Indian and Black categories.

College goal: To employ minority staff in the Technical/Para-Professional category to match the working minority availability percentage

Skilled Craft: Southwest Tech has no data on skilled craft employees.

Service Maintenance: Southwest Tech employs 0 minority in this category (3.91% is available). The College is underutilizing minority employees in the American Indian, Asian, Black and Hispanic categories.

Southwest Tech Initiatives:

Southwest Tech will participate in and support the WTCS recruitment consortium. This state wide group works collaboratively to support all recruiting efforts including minority recruitment initiatives.

Because the availability of minority candidates within our district is relatively low, the College has an interest in expanding the geographic size of our applicant pool. Specific tactics include expanded use of internet advertising of positions and conducting interviews via videoconferencing.

Developing a comprehensive listing of various community based organizations, minority Clubs, and organizations within our district would be helpful.

Section V

Affirmative Action Initiatives (Employment)

I. Identification of Initiative: Candidate Recruitment

A. Title of Program: Candidate Recruitment

- i. Responsible: Human Resources, Equal Opportunity Officer, and Hiring Managers

B. Summary: Because the availability of minority/disabled candidates within our district is relatively low, the College will expand the geographic size of our applicant pool by implementing the following:

- i. Utilize internet advertising and interviews via videoconference.
- ii. Work with College staff and community experts to identify new minority recruitment strategies.
- iii. Expand recruitment contacts with disability advocate organizations.
- iv. Implement a standard diversity-related interview question(s) for all positions.

C. Evaluation Method: The number of minority/disabled in the SWTC workforce and in specific categories of employment will be evaluated annually by the Equal Opportunity Officer. Increased minority (race, sex and disability) staff will be a general indicator of success and will be reviewed and evaluated each year through the Annual Update.

II. Identification of Initiative: Staff Training

A. Title of Program: Staff Training

- i. Responsible: Human Resources Staff and Equal Opportunity Officer

B. Summary: The objective is to provide College staff with in-service training and resources to promote a positive multi-cultural, gender and disability awareness and sensitivity by implementing the following:

- i. Identify online and face-to face diversity training opportunities.
- ii. Require cross-cultural, competency training for all staff including training on cultural awareness and building and maintaining positive interracial relationships.
- iii. Incorporate diversity expectations into all performance evaluation systems.

C. Evaluation Method: The improvement in awareness, competence and support for diversity in the organization will be measured through a follow up survey when training is conducted and during the one on one employee performance evaluation meeting. The program initiatives will be reviewed and evaluated each year through the Annual Update.

III. Identification of Initiative: Veteran Staff Recruitment

A. Title of Program: Military Service and Veteran staff recruitment and retention strategies

- i. Responsible: Human Resources Staff, Equal Opportunity Officer, and Hiring Managers
- B. Summary:** Implement military service and veteran staff recruitment and retention activities.
 - i. Post open positions to job boards relevant to veterans.
 - ii. Assign newly hired veterans to a mentor that is a veteran or active service member.
 - iii. Initiate an annual Veteran's Luncheon where the College invites local VFW branches to the College for a presentation on how to assist veterans with employment opportunities.
- C. Evaluation Method:** The College will track the number of military service and veteran staff members by gathering the data from employment applications. The survey response is voluntary. The College will evaluate the progress of this program by reviewing the number of military service and veteran staff members are employed at the College. This program will be reviewed and evaluated through the Annual Update.

IV. Identification of Initiative: Equal Opportunity/Diversity Team

- A. Title of Program:** Equal Opportunity/Diversity Team Initiation
 - i. Responsible: Human Resources Staff, Equal Opportunity Officer, and Team Members
- B. Summary:** To generate awareness and to increase diverse employee and student populations, the College will initiate a cross functional team that will meet and review progress with employee/student recruitment and staff development activities that focus on these populations. The following activities will be initiated:
 - i. Develop a Charter identifying a purpose statement and membership.
 - ii. Gain approval of Charter.
 - iii. Initiate team meetings with action items and identify outcomes for responsible team member.
- C. Evaluation Method:** The College will monitor the team effectiveness by viewing annual client and staff accounting. Increased minority and disabled populations will be a success indicator. This program will be reviewed and evaluated through the Annual Update.

Section VI

Student Program Affirmative Action Initiatives

Enrollment

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| I. Disabled Students |
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Category: Agriculture

Enrollment of disabled student population may be out of compliance (-1.08) as reported on the CLI660B Compliance Indicator Report. Twelve (12) out of a total enrollment of one hundred fifty seven (157) students were identified as having a disability. Initiatives from previous plan years have improved the validity of identified disabled students in the Agriculture program. The following will be continued and monitored during the 2014-2019 Affirmative Action plan years.

Purposed Solutions:

1. Provide student support through tutoring, transition plans, rehabilitation referrals, closed caption access, assigned interpreters, and consultation with students to discuss disability related services.
2. All students serviced will be required to complete a copy of the College's Client Reporting form. This form contains detailed information regarding disability categories that will allow the student or instructor to identify their disability.

Category: Marketing

Enrollment of disabled student population may be out of compliance (-5.12) as reported on the CLI660B Compliance Indicator Report. Five (5) of the one hundred thirty nine (139) students were identified as having a disability. Initiatives from previous plan years have improved the validity of identified disabled students in the Marketing program. The following will be continued and monitored during the 2014-2019 Affirmative Action plan years.

Purposed Solutions:

1. Provide student support through tutoring, transition plans, rehabilitation referrals, closed caption access, assigned interpreters, and consultation with students to discuss disability related services.
2. All students serviced will be required to complete a copy of the College's Client Reporting form. This form contains detailed information regarding disability categories that will allow the student or instructor to identify their disability.

Category: Health

Enrollment of disabled student population may be out of compliance (-1.34) as reported on the CLI660B Compliance Indicator Report. Sixty (60) of the eight hundred thirteen (813) students were identified as having a disability. The following will be continued and monitored during the 2014-2019 Affirmative Action plan years.

Purposed Solutions:

1. Provide student support through tutoring, transition plans, rehabilitation referrals, close caption access, assigned interpreters, and consultation with students to discuss disability related services.
2. All students serviced will be required to complete a copy of the College's Client Reporting form. This form contains detailed information regarding disability categories that will allow the student or instructor to identify their disability.

Category: General Education

Enrollment of disabled student population may be out of compliance (-3.08) as reported on the CLI660B Compliance Indicator Report. Eighty eight (88) of the one thousand five hundred sixty one (1,561) students were identified as having a disability. The following will be continued and monitored during the 2014-2019 Affirmative Action plan years.

Purposed Solutions:

3. Provide student support through tutoring, transition plans, rehabilitation referrals, close caption access, assigned interpreters, and consultation with students to discuss disability related services.
4. All students serviced will be required to complete a copy of the College's Client Reporting form. This form contains detailed information regarding disability categories that will allow the student or instructor to identify their disability.

Initiatives:

1. Train staff on the utilization of the Student Alert System that will inform staff and Advisors/Counselors regarding students with disabilities who need assistance and identify a responsible program/department to follow up.
2. Expand the use of degree completion plans, which outline necessary remediation and coursework for goal attainment.
3. Utilize peer mentors.
4. Provide specialized tours.
5. Initiate adaptive teaching methods and assistive learning tools.
6. Collaborate with the Division of Rehabilitation (DVR).
7. Implement a system that assists with the transition from high school to College.
8. Participate in Individual Education Plan (IEP) meetings.
9. Initiate a Special Education Teacher's conference to share best practices in transitioning students.
10. Inform students of Career Connections access and how they can assist with improving their interview skills or how to build a better resume.
11. Provide scholarships to students with disabilities

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| <p>II. Non-traditional Students</p> |
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Category: Agriculture – Agriculture programs include Agribusiness, Dairy Herd Management, Ag Power and Equipment Technician and Farm Business Management. Client reporting statistics show a 23.57% participation rate of the 47.00% females in the district population. The difference of -23.44% is indicative of the rural farm community primarily made up of white males. Recruitment materials for nontraditional occupations

highlight agribusiness programs as an area open to women. Through the Nontraditional Occupations Grant, the facilitators partner with all divisions to recruit females into this program area. Career awareness activities all include agribusiness recruitment activities. The division dean and program instructors participate in recruitment activities.

Category: Industrial Occupations – Industrial Occupations including Automotive Technology, Auto Collision, Welding, Carpentry, Electromechanical and Mechanical Design offer women high wage employment. The large differential of -45.88% participation rate of females in industrial occupation fields is a significant deviation. Of the 47.00% female population of the district, only 1.12% is enrolled in industrial programs. The Nontraditional Occupation grant has a target recruitment effort to increase enrollments in these program areas through career awareness activities. The division dean and program instructors participate in recruitment activities.

III. Minority Students

The population of the Southwest Wisconsin Technical College district is predominantly white (95.72%), and the makeup of the student body reflect (91.38%) as noted on the CLI660A Compliance Indicator Report.

This, combined with the college's rural location, makes the recruitment of students from outside the district, especially from urban areas, difficult.

Category: Agriculture

Enrollment of minority student population may be out of compliance (American Indian, -0.69; Asian American, -0.53; Blacks, -0.41; Hispanics, -0.92)

Category: Marketing

Enrollment of minority student population may be out of compliance (American Indian, -0.69; Asian American, -0.53; Blacks, -0.33; Hispanics, -0.12)

Category: Graphics

Enrollment of minority student population may be out of compliance (American Indian, -0.69; Asian, -0.53; Blacks, -1.05; Hispanics, -1.56)

Category: Family & Consumer Ed

Enrollment of American Indian student population (-0.22) may be out of compliance.

Category: Health

Enrollment of minority student population may be out of compliance (American Indian, -0.32; Blacks, -0.19; Hispanics, -0.20)

Category: Industrial

Enrollment of Asian students population (-0.53) may be out of compliance.

Initiatives:

1. Invite speakers to campus that highlight diverse cultures (Hispanic Heritage, American Indian Heritage, African American and Asian Heritage, Amish communities and LGBT).
2. Host workshops on campus that include a diversity-education activity.
3. Provide one on one counseling and case management to minority students. This would include systematic monitoring of student's academic performance, periodic phone calls, distribution of informative materials regarding workshops, financial assistance, and other information unique to each student's needs.
4. Utilize a peer mentoring program that includes students of color.
5. Initiate scholarships that are awarded to veterans who have served in active conflict.
6. Even though the Minority Grant ended June 30, 2014 Student Services will continue working on initiatives that including mentoring, tutoring, and financial assistance.
7. To better serve the students, the Student Services division will require that certain positions receive Career Development Certification within 2 years of hire.
8. Implement intrusive advising and proactively reaching out to students "before" they leave to help them work through barriers.
9. Develop recruitment flyers in Spanish in order to inform potential Hispanic student's parents of the services and training available to their children.
10. Partner with the Literacy Council and help train and provide resources (i.e. books, lesson plans, workshops) for tutors that go into the home to teach, rather than at an outreach facility.
11. Host ELL classes in Outreach facilities for students. Currently looking at the Darlington, Richland Center and Platteville as that is where the majority of Hispanic populations in Southwest Wisconsin are growing.
12. Implement the TABE class E assessment in Spanish
13. Implement the "Forward to Civic Literacy" grant. This grant is to assist minorities' transition culturally. They will learn how the government system works so they can be good/responsible citizens and also connect them with resources within their community.
14. Inform students of Career Connections access and how they can assist with improving their interview skills or how to build a better resume.
15. Inform students of Career Connections access and how they can assist with building a resume, and improving their interview skills.
16. Counselors/Advising staff will collaborate with the high school relations coordinators and local high school guidance counselors to recruit students to SWTC.

Student Program Affirmative Action Initiatives

Completion Rates

I. Disabled Students

Category: Health

Graduation rate for disabled student population may be out of compliance (-1.05) as reported on the CLI660B Compliance Indicator Report. Twenty five (25) out of a total enrollment of three hundred ninety five (395) graduates were identified as having a disability. The following two measures will be monitored during the 2014-2019 Affirmative Action plan years.

Category: Industrial

Graduation rate for disabled student population may be out of compliance (-0.84) as reported on the CLI660B Compliance Indicator Report. Sixteen (16) out of a total enrollment of ninety eight (98) graduates were identified as having a disability. The following two measures will be monitored during the 2014-2019 Affirmative Action plan years.

Initiatives:

1. The College's Disability Services Department will continue to utilize a formal evaluation instrument that will be given annually to all program teachers that will gather input as to why students with disabilities do not graduate from their perspective programs. The information gathered will be used to develop intervention strategies to help students with disabilities earn their diplomas (graduate).
2. The College's Disability Services Department will continue to utilize a formal evaluation instrument that will be given to all students with disabilities who fail to graduate for their training program. The information gathered will be used to develop intervention strategies by the College to assist students with disabilities earn their diploma (graduate).

II. Minority Students

The population of the Southwest Wisconsin Technical College district is predominantly white (95.72%), and the makeup of the student body reflect (91.38%) as noted on the CLI660A Compliance Indicator Report.

Category: Agriculture

Completion rates for Black grads population (-0.64), and Hispanics (-0.64) may be out of compliance. Reasons given by students for dropping out include family problems, poor grades and financial problems.

Category: Family & Consumer Ed

Completion rates for Indian grads population (-0.47), Asian grads population (-1.42), and Hispanic grads population (-0.27) may be out of compliance.

Category: Health

Completion rates for Asian grads population (-0.70), Black grads population (-0.86), and Hispanics (-0.85) may be out of compliance.

Category: Industrial

Completion rates for Indian grads population (-0.57), Black grads population (-5.22) and Hispanics (-1.22) may be out of compliance.

Category: Business

Completion rates for Indian grads population (-0.98), Black grads population (-3.22) may be out of compliance.

Category: General Education

Completion rates for Indian grads population (-0.64), Asian grads population (-1.79), Black grads population (-3.72), Hispanic grads population (-2.82) may be out of compliance.

Initiatives:

1. A formal evaluation instrument will be given to all program instructors to gather input as to why minority students do not graduate from their programs. The information gathered will be used to develop intervention strategies.
2. Develop a survey to be given to all minority students who fail to graduate. The information gathered will assist with the development of intervention strategies.
3. Invite speakers to campus that highlight diverse cultures (Hispanic Heritage, American Indian Heritage, African American and Asian Heritage, Amish communities and LGBT).
4. Provide one on one counseling and case management to minority students. This would include systematic monitoring of student's academic performance, periodic phone calls, distribution of informative materials regarding workshops, financial assistance, and other information unique to each student's needs.
5. Utilize a peer mentoring program that includes students of color.
6. Implement intrusive advising and proactively reaching out to students "before" they leave to help them work through barriers.
7. Develop recruitment flyers in Spanish in order to inform potential Hispanic student's parents of the services and training available to their children.
8. Partner with the Literacy Council and help train and provide resources (i.e. books, lesson plans, workshops) for tutors that go into the home to teach, rather than at an outreach facility.
9. Host ELL classes in Outreach facilities for students. Currently looking at the Darlington, Richland Center and Platteville as that is where the majority of Hispanic populations in Southwest Wisconsin are growing.
10. Implement the TABE class E assessment in Spanish

11. Implement the “Forward to Civic Literacy” grant. This grant is to assist minorities’ transition culturally. They will learn how the government system works so they can be good/responsible citizens and also connect them with resources within their community.

Student Program Affirmative Action Initiatives

Student Counseling & Placement

SWTC provides both counseling and placement services to all students based upon voluntary student participation.

Non-traditional Students. The NTO lead collaborates with counselors/advisors for retention and/or gender equity issues. Program counselors refer nontraditional occupation students to the lead for specific gender equity issues or concerns. The project lead will also make referrals to program counselors, deans, instructors or human resources for issues that may require Affirmative Action. It is part of the Nontraditional Project to show an increased placement rate for the NTO graduates.

Minority students. The minority lead collaborates with program counselors for retention/minority issues. Program counselors refer minority students to the minority lead for specific minority issues. The minority lead will also make referrals to program counselors, deans, instructors, or Human Resources for issues that may require Affirmative Action. The minority lead also collaborates with Student Services and the Financial Aid office to provide needed information and support for minority students.

APPENDIX A

EEOC Report Categories

- 1 = **ADMINISTRATIVE.** Include persons whose assignments require primary (and major) responsibility for management of the institution, or a customarily recognized department or subdivision thereof. Assignments require the performance of work directly related to management policies or general business operations of the institution, department or subdivision, etc. It is assumed that assignments in this category customarily and regularly require the incumbent to exercise discretion and independent judgment, and to direct the work of others. Report in this category all officers holding such titles as Director or Administrator or the equivalent. Report in this category Deans, Directors, or the equivalents, as well as Associate Deans, Assistant Deans, and executive officers of academic departments (chairpersons, heads or equivalents) if their principal activity is administrative. Also include supervisors of professional employees.
- 2 = **FACULTY.** Include all persons whose specific assignments customarily are made for the purpose of conducting instruction, research, or public service as a principal activity (or activities), and now hold academic rank titles of professor, associate professor, assistant professor, instructor, lecturer, or the equivalent of any one of these academic ranks. Report in this category Deans, Directors, or the equivalents, as well as Associate Deans, Assistant Deans, and executive officers of academic departments (chairpersons, heads, or the equivalent) if their principal activity is instructional. Do not include student teaching or research assistants.
- 3 = **PROFESSIONAL NON-FACULTY.** Include persons whose assignments would require either college graduation or experience of such kind and amount as to provide a comparable background. Included would be all staff members with assignments requiring specialized professional training who should not be reported under Executive (1) and who should not be classified under any of the four "nonprofessional" categories of activities.
- 4 = **CLERICAL / SECRETARIAL.** Include persons whose assignments typically are associated with clerical activities, or are specifically of a secretarial nature. Include personnel who are responsible for internal and external communications, recording and retrieval of data (other than computer programmers) and/or information and other paperwork required in an office, such as bookkeepers, stenographers, clerk typists, office machine operators, statistical clerks, payroll clerks, etc. Also include sales clerks such as those employed full-time in the bookstore, and library clerks who are not recognized as librarians.
- 5 = **TECHNICAL / PARAPROFESSIONAL.** Include persons whose assignments require specialized knowledge or skills which may be acquired through experience or academic work such as is offered in many two-year technical institutes, junior colleges or through equivalent on-the-job training. Include computer programmers and operators, drafters, engineering aides, junior engineers, mathematical aides, licensed practical or vocational nurses, dietitians, photographers, radio operators, scientific assistants, technical illustrators, technicians (medical, dental, electronic, physical sciences), and similar occupations not properly classifiable in other occupational-activity categories but which are institutionally defined as technical assignments. Include persons who perform some of the duties of a professional or technician in a supportive role, which usually require less formal training and/or experience normally required for professional or technical status.

- 6 = **SKILLED CRAFTS.** Include persons whose assignments typically require special manual skills and a thorough and comprehensive knowledge of the processes involved in the work, acquired through on-the-job training and experience or through apprenticeship or other formal training programs. Include mechanics and repairers, electricians, stationary engineers, skilled machinists, carpenters, compositors and typesetters.
- 7 = **SERVICE / MAINTENANCE.** Include persons whose assignments require limited degrees of previously acquired skills and knowledge, and in which workers perform duties which result in or contribute to the comfort, convenience and hygiene of personnel and the student body or which contribute to the upkeep and care of buildings, facilities or grounds of the institutional property. Include chauffeurs, laundry and dry cleaning operatives, cafeteria and restaurant workers, truck drivers, bus drivers, garage laborers, custodial personnel, gardeners and groundskeepers, refuse collectors, construction laborers, and security personnel.

District Statistics



Client Reporting System CLI660A Compliance Indicator I - Program Areas

Run On: 9/24/2014 2:25:01 PM

Fiscal Year: 2014
District: Southwest Wisconsin Technical College

| ALL PROGRAMS | | | | | | | | | | | | | | | | | |
|--|------------------|--------------------------------|---------|-------|---------|-------|---------|----------|---------|--------|---------|----------------------------------|---------|------------|---------|--------------|---------|
| ENROLLEE COMPARISON | | | | | | | | | | | | | | | | | |
| Factors For Consideration | Total Population | Native American Alaskan Native | | Asian | | Black | | Hispanic | | White | | Native Hawaiian Pacific Islander | | Multi Race | | Unknown Race | |
| | | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent |
| Total Enrollment (1) | 4,131 | 28 | 0.68 % | 52 | 1.26 % | 109 | 2.64 % | 86 | 2.08 % | 3,775 | 91.38 % | 3 | 0.07 % | 62 | 1.50 % | 16 | 0.39 % |
| District POP (2) | 77,620 | 534 | 0.69 % | 414 | 0.53 % | 813 | 1.05 % | 1,207 | 1.56 % | 74,295 | 95.72 % | 7 | 0.01 % | 350 | 0.45 % | | |
| % Difference (3) | | | -0.01 % | | 0.73 % | | 1.59 % | | 0.53 % | | -4.33 % | | 0.06 % | | 1.05 % | | |
| GRADUATE COMPARISON | | | | | | | | | | | | | | | | | |
| Factors For Consideration | Total Population | Native American Alaskan Native | | Asian | | Black | | Hispanic | | White | | Native Hawaiian Pacific Islander | | Multi Race | | Unknown Race | |
| | | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent |
| Total Graduates (4) | 730 | 4 | 0.55 % | 6 | 0.82 % | 3 | 0.41 % | 8 | 1.10 % | 700 | 95.89 % | 0 | 0.00 % | 9 | 1.23 % | 0 | 0.00 % |
| Total Enrollment (1) | 4,131 | 28 | 0.68 % | 52 | 1.26 % | 109 | 2.64 % | 86 | 2.08 % | 3,775 | 91.38 % | 3 | 0.07 % | 62 | 1.50 % | 16 | 0.39 % |
| % Difference (5) | | | -0.13 % | | -0.44 % | | -2.23 % | | -0.99 % | | 4.51 % | | -0.07 % | | -0.27 % | | -0.39 % |
| ** INDIAN GRADS POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | | | | | | | | | | | |
| ** ASIAN GRADS POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | | | | | | | | | | | |
| ** BLACK GRADS POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | | | | | | | | | | | |
| ** HISPANIC GRADS POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | | | | | | | | | | | |

- (1) : Student Program Or Course Enrollment Count
 (2) : District Population (18-64 years old) Value from 5-year ACS
 (3) : (Student Program Or Course Enrollment Count% - District Population Value from Census Records%)
 (4) : Student Graduate



Client Reporting System
CLI660A Compliance Indicator I - Program Areas

Run On: 9/24/2014 2:25:01 PM

Fiscal Year: 2014
District: Southwest Wisconsin Technical College

| Agriculture | | | | | | | | | | | | | | | | | |
|--|------------------|--------------------------------|---------|-------|---------|-------|---------|----------|---------|--------|----------|----------------------------------|---------|------------|---------|--------------|---------|
| ENROLLEE COMPARISON | | | | | | | | | | | | | | | | | |
| Factors For Consideration | Total Population | Native American Alaskan Native | | Asian | | Black | | Hispanic | | White | | Native Hawaiian Pacific Islander | | Multi Race | | Unknown Race | |
| | | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent |
| Total Enrollment (1) | 157 | 0 | 0.00 % | 0 | 0.00 % | 1 | 0.64 % | 1 | 0.64 % | 154 | 98.09 % | 0 | 0.00 % | 1 | 0.64 % | 0 | 0.00 % |
| District POP (2) | 77,820 | 534 | 0.69 % | 414 | 0.53 % | 813 | 1.05 % | 1,207 | 1.56 % | 74,295 | 95.72 % | 7 | 0.01 % | 350 | 0.45 % | | |
| % Difference (3) | | | -0.69 % | | -0.53 % | | -0.41 % | | -0.92 % | | 2.37 % | | -0.01 % | | 0.19 % | | |
| ** INDIAN STUDENT POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | | | | | | | | | | | |
| ** ASIAN STUDENT POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | | | | | | | | | | | |
| ** BLACK STUDENT POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | | | | | | | | | | | |
| ** HISPANIC STUDENT POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | | | | | | | | | | | |
| GRADUATE COMPARISON | | | | | | | | | | | | | | | | | |
| Factors For Consideration | Total Population | Native American Alaskan Native | | Asian | | Black | | Hispanic | | White | | Native Hawaiian Pacific Islander | | Multi Race | | Unknown Race | |
| | | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent |
| Total Graduates (4) | 34 | 0 | 0.00 % | 0 | 0.00 % | 0 | 0.00 % | 0 | 0.00 % | 34 | 100.00 % | 0 | 0.00 % | 0 | 0.00 % | 0 | 0.00 % |
| Total Enrollment (1) | 157 | 0 | 0.00 % | 0 | 0.00 % | 1 | 0.64 % | 1 | 0.64 % | 154 | 98.09 % | 0 | 0.00 % | 1 | 0.64 % | 0 | 0.00 % |
| % Difference (5) | | | 0.00 % | | 0.00 % | | -0.64 % | | -0.64 % | | 1.91 % | | 0.00 % | | -0.64 % | | 0.00 % |
| ** BLACK GRADS POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | | | | | | | | | | | |
| ** HISPANIC GRADS POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | | | | | | | | | | | |

(1) : Student Program Or Course Enrollment Count
 (2) : District Population (18-64 years old) Value from 5-year ACS
 (3) : (Student Program Or Course Enrollment Count% - District Population Value from Census Records%)
 (4) : Student Graduate



Client Reporting System
CLI660A Compliance Indicator I - Program Areas

Run On: 9/24/2014 2:25:01 PM

Fiscal Year: 2014
District: Southwest Wisconsin Technical College

| Business | | | | | | | | | | | | | | | | | |
|--|------------------|--------------------------------|---------|-------|---------|-------|---------|----------|---------|--------|---------|----------------------------------|---------|------------|---------|--------------|---------|
| ENROLLEE COMPARISON | | | | | | | | | | | | | | | | | |
| Factors For Consideration | Total Population | Native American Alaskan Native | | Asian | | Black | | Hispanic | | White | | Native Hawaiian Pacific Islander | | Multi Race | | Unknown Race | |
| | | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent |
| Total Enrollment (1) | 714 | 7 | 0.98 % | 5 | 0.70 % | 23 | 3.22 % | 11 | 1.54 % | 659 | 92.30 % | 1 | 0.14 % | 8 | 1.12 % | 0 | 0.00 % |
| District POP (2) | 77,620 | 534 | 0.69 % | 414 | 0.53 % | 813 | 1.05 % | 1,207 | 1.56 % | 74,296 | 95.72 % | 7 | 0.01 % | 350 | 0.45 % | | |
| % Difference (3) | | | 0.29 % | | 0.17 % | | 2.17 % | | -0.01 % | | -3.42 % | | 0.13 % | | 0.07 % | | |
| GRADUATE COMPARISON | | | | | | | | | | | | | | | | | |
| Factors For Consideration | Total Population | Native American Alaskan Native | | Asian | | Black | | Hispanic | | White | | Native Hawaiian Pacific Islander | | Multi Race | | Unknown Race | |
| | | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent |
| Total Graduates (4) | 65 | 0 | 0.00 % | 1 | 1.54 % | 0 | 0.00 % | 2 | 3.08 % | 61 | 93.85 % | 0 | 0.00 % | 1 | 1.54 % | 0 | 0.00 % |
| Total Enrollment (1) | 714 | 7 | 0.98 % | 5 | 0.70 % | 23 | 3.22 % | 11 | 1.54 % | 659 | 92.30 % | 1 | 0.14 % | 8 | 1.12 % | 0 | 0.00 % |
| % Difference (5) | | | -0.98 % | | 0.84 % | | -3.22 % | | 1.54 % | | 1.55 % | | -0.14 % | | 0.42 % | | 0.00 % |
| ** INDIAN GRADS POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | | | | | | | | | | | |
| ** BLACK GRADS POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | | | | | | | | | | | |

- (1) : Student Program Or Course Enrollment Count
 (2) : District Population (18-64 years old) Value from 5-year ACS
 (3) : (Student Program Or Course Enrollment Count% - District Population Value from Census Records%)
 (4) : Student Graduate



Client Reporting System
CLI660A Compliance Indicator I - Program Areas

Run On: 9/24/2014 2:25:01 PM

Fiscal Year: 2014
District: Southwest Wisconsin Technical College

| Family & Consumer Ed | | | | | | | | | | | | | | | | | |
|--|------------------|--------------------------------|---------|-------|---------|-------|---------|----------|---------|--------|---------|----------------------------------|---------|------------|---------|--------------|---------|
| ENROLLEE COMPARISON | | | | | | | | | | | | | | | | | |
| Factors For Consideration | Total Population | Native American Alaskan Native | | Asian | | Black | | Hispanic | | White | | Native Hawaiian Pacific Islander | | Multi Race | | Unknown Race | |
| | | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent |
| Total Enrollment (1) | 212 | 1 | 0.47 % | 3 | 1.42 % | 4 | 1.89 % | 4 | 1.89 % | 194 | 91.51 % | 0 | 0.00 % | 6 | 2.83 % | 0 | 0.00 % |
| District POP (2) | 77,620 | 534 | 0.69 % | 414 | 0.53 % | 813 | 1.05 % | 1,207 | 1.56 % | 74,295 | 95.72 % | 7 | 0.01 % | 350 | 0.45 % | | |
| % Difference (3) | | | -0.22 % | | 0.88 % | | 0.84 % | | 0.33 % | | -4.21 % | | -0.01 % | | 2.38 % | | |
| ** INDIAN STUDENT POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | | | | | | | | | | | |
| GRADUATE COMPARISON | | | | | | | | | | | | | | | | | |
| Factors For Consideration | Total Population | Native American Alaskan Native | | Asian | | Black | | Hispanic | | White | | Native Hawaiian Pacific Islander | | Multi Race | | Unknown Race | |
| | | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent |
| Total Graduates (4) | 62 | 0 | 0.00 % | 0 | 0.00 % | 3 | 4.84 % | 1 | 1.61 % | 55 | 88.71 % | 0 | 0.00 % | 3 | 4.84 % | 0 | 0.00 % |
| Total Enrollment (1) | 212 | 1 | 0.47 % | 3 | 1.42 % | 4 | 1.89 % | 4 | 1.89 % | 194 | 91.51 % | 0 | 0.00 % | 6 | 2.83 % | 0 | 0.00 % |
| % Difference (5) | | | -0.47 % | | -1.42 % | | 2.95 % | | -0.27 % | | -2.80 % | | 0.00 % | | 2.01 % | | 0.00 % |
| ** INDIAN GRADS POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | | | | | | | | | | | |
| ** ASIAN GRADS POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | | | | | | | | | | | |
| ** HISPANIC GRADS POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | | | | | | | | | | | |

(1) : Student Program Or Course Enrollment Count
(2) : District Population (18-64 years old) Value from 5-year ACS
(3) : (Student Program Or Course Enrollment Count% - District Population Value from Census Records%)
(4) : Student Graduate



Client Reporting System
CLI660A Compliance Indicator I - Program Areas

Run On: 9/24/2014 2:25:01 PM

Fiscal Year: 2014
District: Southwest Wisconsin Technical College

| General Ed | | | | | | | | | | | | | | | | | |
|--|------------------|--------------------------------|---------|-------|---------|-------|---------|----------|---------|--------|----------|----------------------------------|---------|------------|---------|--------------|---------|
| ENROLLEE COMPARISON | | | | | | | | | | | | | | | | | |
| Factors For Consideration | Total Population | Native American Alaskan Native | | Asian | | Black | | Hispanic | | White | | Native Hawaiian Pacific Islander | | Multi Race | | Unknown Race | |
| | | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent |
| Total Enrollment (1) | 1,561 | 10 | 0.64 % | 28 | 1.79 % | 58 | 3.72 % | 44 | 2.82 % | 1,370 | 87.76 % | 2 | 0.13 % | 33 | 2.11 % | 16 | 1.02 % |
| District POP (2) | 77,620 | 534 | 0.69 % | 414 | 0.53 % | 813 | 1.05 % | 1,207 | 1.56 % | 74,295 | 95.72 % | 7 | 0.01 % | 350 | 0.45 % | | |
| % Difference (3) | | | -0.05 % | | 1.26 % | | 2.67 % | | 1.26 % | | -7.95 % | | 0.12 % | | 1.66 % | | |
| GRADUATE COMPARISON | | | | | | | | | | | | | | | | | |
| Factors For Consideration | Total Population | Native American Alaskan Native | | Asian | | Black | | Hispanic | | White | | Native Hawaiian Pacific Islander | | Multi Race | | Unknown Race | |
| | | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent |
| Total Graduates (4) | 3 | 0 | 0.00 % | 0 | 0.00 % | 0 | 0.00 % | 0 | 0.00 % | 3 | 100.00 % | 0 | 0.00 % | 0 | 0.00 % | 0 | 0.00 % |
| Total Enrollment (1) | 1,561 | 10 | 0.64 % | 28 | 1.79 % | 58 | 3.72 % | 44 | 2.82 % | 1,370 | 87.76 % | 2 | 0.13 % | 33 | 2.11 % | 16 | 1.02 % |
| % Difference (5) | | | -0.64 % | | -1.79 % | | -3.72 % | | -2.82 % | | 12.24 % | | -0.13 % | | -2.11 % | | -1.02 % |
| ** INDIAN GRADS POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | | | | | | | | | | | |
| ** ASIAN GRADS POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | | | | | | | | | | | |
| ** BLACK GRADS POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | | | | | | | | | | | |
| ** HISPANIC GRADS POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | | | | | | | | | | | |

(1) : Student Program Or Course Enrollment Count
(2) : District Population (18-64 years old) Value from 5-year ACS
(3) : (Student Program Or Course Enrollment Count% - District Population Value from Census Records%)
(4) : Student Graduate



Client Reporting System
CLI660A Compliance Indicator I - Program Areas

Run On: 9/24/2014 2:25:01 PM

Fiscal Year: 2014
District: Southwest Wisconsin Technical College

| Graphics | | | | | | | | | | | | | | | | | |
|--|------------------|--------------------------------|---------|-------|---------|-------|---------|----------|---------|--------|----------|----------------------------------|---------|------------|---------|--------------|---------|
| ENROLLEE COMPARISON | | | | | | | | | | | | | | | | | |
| Factors For Consideration | Total Population | Native American Alaskan Native | | Asian | | Black | | Hispanic | | White | | Native Hawaiian Pacific Islander | | Multi Race | | Unknown Race | |
| | | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent |
| Total Enrollment (1) | 36 | 0 | 0.00 % | 0 | 0.00 % | 0 | 0.00 % | 0 | 0.00 % | 36 | 100.00 % | 0 | 0.00 % | 0 | 0.00 % | 0 | 0.00 % |
| District POP (2) | 77,620 | 534 | 0.69 % | 414 | 0.53 % | 813 | 1.05 % | 1,207 | 1.56 % | 74,295 | 95.72 % | 7 | 0.01 % | 350 | 0.45 % | | |
| % Difference (3) | | | -0.69 % | | -0.53 % | | -1.05 % | | -1.56 % | | 4.28 % | | -0.01 % | | -0.45 % | | |
| ** INDIAN STUDENT POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | | | | | | | | | | | |
| ** ASIAN STUDENT POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | | | | | | | | | | | |
| ** BLACK STUDENT POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | | | | | | | | | | | |
| ** HISPANIC STUDENT POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | | | | | | | | | | | |
| GRADUATE COMPARISON | | | | | | | | | | | | | | | | | |
| Factors For Consideration | Total Population | Native American Alaskan Native | | Asian | | Black | | Hispanic | | White | | Native Hawaiian Pacific Islander | | Multi Race | | Unknown Race | |
| | | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent |
| Total Graduates (4) | 9 | 0 | 0.00 % | 0 | 0.00 % | 0 | 0.00 % | 0 | 0.00 % | 9 | 100.00 % | 0 | 0.00 % | 0 | 0.00 % | 0 | 0.00 % |
| Total Enrollment (1) | 36 | 0 | 0.00 % | 0 | 0.00 % | 0 | 0.00 % | 0 | 0.00 % | 36 | 100.00 % | 0 | 0.00 % | 0 | 0.00 % | 0 | 0.00 % |
| % Difference (5) | | | 0.00 % | | 0.00 % | | 0.00 % | | 0.00 % | | 0.00 % | | 0.00 % | | 0.00 % | | 0.00 % |

- (1) : Student Program Or Course Enrollment Count
 (2) : District Population (18-64 years old) Value from 5-year ACS
 (3) : (Student Program Or Course Enrollment Count% - District Population Value from Census Records%)
 (4) : Student Graduate



Client Reporting System
CLI660A Compliance Indicator I - Program Areas

Run On: 9/24/2014 2:25:01 PM

Fiscal Year: 2014
District: Southwest Wisconsin Technical College

| Health | | | | | | | | | | | | | | | | | |
|--|------------------|--------------------------------|---------|-------|---------|-------|---------|----------|---------|--------|---------|----------------------------------|---------|------------|---------|--------------|---------|
| ENROLLEE COMPARISON | | | | | | | | | | | | | | | | | |
| Factors For Consideration | Total Population | Native American Alaskan Native | | Asian | | Black | | Hispanic | | White | | Native Hawaiian Pacific Islander | | Multi Race | | Unknown Race | |
| | | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent |
| Total Enrollment (1) | 813 | 3 | 0.37 % | 16 | 1.97 % | 7 | 0.86 % | 11 | 1.35 % | 770 | 94.71 % | 0 | 0.00 % | 6 | 0.74 % | 0 | 0.00 % |
| District POP (2) | 77,820 | 534 | 0.69 % | 414 | 0.53 % | 813 | 1.05 % | 1,207 | 1.56 % | 74,295 | 95.72 % | 7 | 0.01 % | 350 | 0.45 % | | |
| % Difference (3) | | | -0.32 % | | 1.43 % | | -0.19 % | | -0.20 % | | -1.01 % | | -0.01 % | | 0.29 % | | |
| ** INDIAN STUDENT POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | | | | | | | | | | | |
| ** BLACK STUDENT POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | | | | | | | | | | | |
| ** HISPANIC STUDENT POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | | | | | | | | | | | |
| GRADUATE COMPARISON | | | | | | | | | | | | | | | | | |
| Factors For Consideration | Total Population | Native American Alaskan Native | | Asian | | Black | | Hispanic | | White | | Native Hawaiian Pacific Islander | | Multi Race | | Unknown Race | |
| | | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent |
| Total Graduates (4) | 395 | 2 | 0.51 % | 5 | 1.27 % | 0 | 0.00 % | 2 | 0.51 % | 383 | 96.96 % | 0 | 0.00 % | 3 | 0.76 % | 0 | 0.00 % |
| Total Enrollment (1) | 813 | 3 | 0.37 % | 16 | 1.97 % | 7 | 0.86 % | 11 | 1.35 % | 770 | 94.71 % | 0 | 0.00 % | 6 | 0.74 % | 0 | 0.00 % |
| % Difference (5) | | | 0.14 % | | -0.70 % | | -0.86 % | | -0.85 % | | 2.25 % | | 0.00 % | | 0.02 % | | 0.00 % |
| ** ASIAN GRADS POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | | | | | | | | | | | |
| ** BLACK GRADS POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | | | | | | | | | | | |
| ** HISPANIC GRADS POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | | | | | | | | | | | |

(1) : Student Program Or Course Enrollment Count
(2) : District Population (18-64 years old) Value from 5-year ACS
(3) : (Student Program Or Course Enrollment Count% - District Population Value from Census Records%)
(4) : Student Graduate



Client Reporting System
CLI660A Compliance Indicator I - Program Areas

Run On: 9/24/2014 2:25:01 PM

Fiscal Year: 2014
District: Southwest Wisconsin Technical College

| Industrial | | | | | | | | | | | | | | | | | |
|--|------------------|--------------------------------|---------|-------|---------|-------|---------|----------|---------|--------|---------|----------------------------------|---------|------------|---------|--------------|---------|
| ENROLLEE COMPARISON | | | | | | | | | | | | | | | | | |
| Factors For Consideration | Total Population | Native American Alaskan Native | | Asian | | Black | | Hispanic | | White | | Native Hawaiian Pacific Islander | | Multi Race | | Unknown Race | |
| | | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent |
| Total Enrollment (1) | 268 | 7 | 2.61 % | 0 | 0.00 % | 14 | 5.22 % | 6 | 2.24 % | 235 | 87.69 % | 0 | 0.00 % | 6 | 2.24 % | 0 | 0.00 % |
| District POP (2) | 77,620 | 534 | 0.69 % | 414 | 0.53 % | 813 | 1.05 % | 1,207 | 1.55 % | 74,295 | 95.72 % | 7 | 0.01 % | 350 | 0.45 % | | |
| % Difference (3) | | | 1.92 % | | -0.53 % | | -4.18 % | | 0.68 % | | -8.03 % | | -0.01 % | | 1.79 % | | |
| ** ASIAN STUDENT POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | | | | | | | | | | | |
| GRADUATE COMPARISON | | | | | | | | | | | | | | | | | |
| Factors For Consideration | Total Population | Native American Alaskan Native | | Asian | | Black | | Hispanic | | White | | Native Hawaiian Pacific Islander | | Multi Race | | Unknown Race | |
| | | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent |
| Total Graduates (4) | 98 | 2 | 2.04 % | 0 | 0.00 % | 0 | 0.00 % | 1 | 1.02 % | 93 | 94.90 % | 0 | 0.00 % | 2 | 2.04 % | 0 | 0.00 % |
| Total Enrollment (1) | 268 | 7 | 2.61 % | 0 | 0.00 % | 14 | 5.22 % | 6 | 2.24 % | 235 | 87.69 % | 0 | 0.00 % | 6 | 2.24 % | 0 | 0.00 % |
| % Difference (5) | | | -0.57 % | | 0.00 % | | -5.22 % | | -1.22 % | | 7.21 % | | 0.00 % | | -0.20 % | | 0.00 % |
| ** INDIAN GRADS POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | | | | | | | | | | | |
| ** BLACK GRADS POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | | | | | | | | | | | |
| ** HISPANIC GRADS POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | | | | | | | | | | | |

(1) : Student Program Or Course Enrollment Count
(2) : District Population (18-64 years old) Value from 5-year ACS
(3) : (Student Program Or Course Enrollment Count% - District Population Value from Census Records%)
(4) : Student Graduate



Client Reporting System
CLI660A Compliance Indicator I - Program Areas

Run On: 9/24/2014 2:25:01 PM

Fiscal Year: 2014
District: Southwest Wisconsin Technical College

| Marketing | | | | | | | | | | | | | | | | | |
|--|------------------|--------------------------------|---------|-------|---------|-------|---------|----------|---------|--------|----------|----------------------------------|---------|------------|---------|--------------|---------|
| ENROLLEE COMPARISON | | | | | | | | | | | | | | | | | |
| Factors For Consideration | Total Population | Native American Alaskan Native | | Asian | | Black | | Hispanic | | White | | Native Hawaiian Pacific Islander | | Multi Race | | Unknown Race | |
| | | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent |
| Total Enrollment (1) | 139 | 0 | 0.00 % | 0 | 0.00 % | 1 | 0.72 % | 2 | 1.44 % | 136 | 97.84 % | 0 | 0.00 % | 0 | 0.00 % | 0 | 0.00 % |
| District POP (2) | 77,820 | 534 | 0.69 % | 414 | 0.53 % | 813 | 1.05 % | 1,207 | 1.56 % | 74,295 | 95.72 % | 7 | 0.01 % | 350 | 0.45 % | | |
| % Difference (3) | | | -0.69 % | | -0.53 % | | -0.33 % | | -0.12 % | | 2.13 % | | -0.01 % | | -0.45 % | | |
| ** INDIAN STUDENT POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | | | | | | | | | | | |
| ** ASIAN STUDENT POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | | | | | | | | | | | |
| ** BLACK STUDENT POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | | | | | | | | | | | |
| ** HISPANIC STUDENT POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | | | | | | | | | | | |
| GRADUATE COMPARISON | | | | | | | | | | | | | | | | | |
| Factors For Consideration | Total Population | Native American Alaskan Native | | Asian | | Black | | Hispanic | | White | | Native Hawaiian Pacific Islander | | Multi Race | | Unknown Race | |
| | | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent |
| Total Graduates (4) | 0 | 0 | 0.00 % | 0 | 0.00 % | 0 | 0.00 % | 0 | 0.00 % | 0 | 0.00 % | 0 | 0.00 % | 0 | 0.00 % | 0 | 0.00 % |
| Total Enrollment (1) | 139 | 0 | 0.00 % | 0 | 0.00 % | 1 | 0.72 % | 2 | 1.44 % | 136 | 97.84 % | 0 | 0.00 % | 0 | 0.00 % | 0 | 0.00 % |
| % Difference (5) | | | 0.00 % | | 0.00 % | | -0.72 % | | -1.44 % | | -97.84 % | | 0.00 % | | 0.00 % | | 0.00 % |

- (1) : Student Program Or Course Enrollment Count
 (2) : District Population (18-64 years old) Value from 5-year ACS
 (3) : (Student Program Or Course Enrollment Count% - District Population Value from Census Records%)
 (4) : Student Graduate



Client Reporting System
CLI660A Compliance Indicator I - Program Areas

Run On: 9/24/2014 2:25:01 PM

Fiscal Year: 2014
District: Southwest Wisconsin Technical College

| Service | | | | | | | | | | | | | | | | | |
|--|------------------|--------------------------------|---------|-------|---------|-------|---------|----------|---------|--------|---------|----------------------------------|---------|------------|---------|--------------|---------|
| ENROLLEE COMPARISON | | | | | | | | | | | | | | | | | |
| Factors For Consideration | Total Population | Native American Alaskan Native | | Asian | | Black | | Hispanic | | White | | Native Hawaiian Pacific Islander | | Multi Race | | Unknown Race | |
| | | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent |
| Total Enrollment (1) | 148 | 0 | 0.00 % | 0 | 0.00 % | 1 | 0.68 % | 6 | 4.05 % | 140 | 94.59 % | 0 | 0.00 % | 1 | 0.68 % | 0 | 0.00 % |
| District POP (2) | 77,820 | 534 | 0.69 % | 414 | 0.53 % | 813 | 1.05 % | 1,207 | 1.55 % | 74,295 | 95.72 % | 7 | 0.01 % | 350 | 0.45 % | | |
| % Difference (3) | | | -0.69 % | | -0.53 % | | -0.37 % | | 2.50 % | | -1.12 % | | -0.01 % | | 0.22 % | | |
| ** INDIAN STUDENT POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | | | | | | | | | | | |
| ** ASIAN STUDENT POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | | | | | | | | | | | |
| ** BLACK STUDENT POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | | | | | | | | | | | |
| GRADUATE COMPARISON | | | | | | | | | | | | | | | | | |
| Factors For Consideration | Total Population | Native American Alaskan Native | | Asian | | Black | | Hispanic | | White | | Native Hawaiian Pacific Islander | | Multi Race | | Unknown Race | |
| | | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent |
| Total Graduates (4) | 44 | 0 | 0.00 % | 0 | 0.00 % | 0 | 0.00 % | 2 | 4.55 % | 42 | 95.45 % | 0 | 0.00 % | 0 | 0.00 % | 0 | 0.00 % |
| Total Enrollment (1) | 148 | 0 | 0.00 % | 0 | 0.00 % | 1 | 0.68 % | 6 | 4.05 % | 140 | 94.59 % | 0 | 0.00 % | 1 | 0.68 % | 0 | 0.00 % |
| % Difference (5) | | | 0.00 % | | 0.00 % | | -0.68 % | | 0.49 % | | 0.86 % | | 0.00 % | | -0.68 % | | 0.00 % |
| ** BLACK GRADS POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | | | | | | | | | | | |

(1) : Student Program Or Course Enrollment Count
(2) : District Population (18-64 years old) Value from 5-year ACS
(3) : (Student Program Or Course Enrollment Count% - District Population Value from Census Records%)
(4) : Student Graduate



Client Reporting System
CLI660A Compliance Indicator I - Program Areas

Run On: 9/24/2014 2:25:01 PM

Fiscal Year: 2014
District: Southwest Wisconsin Technical College

| Technical And Tv | | | | | | | | | | | | | | | | | |
|--|------------------|--------------------------------|---------|-------|---------|-------|---------|----------|---------|--------|----------|----------------------------------|---------|------------|---------|--------------|---------|
| ENROLLEE COMPARISON | | | | | | | | | | | | | | | | | |
| Factors For Consideration | Total Population | Native American Alaskan Native | | Asian | | Black | | Hispanic | | White | | Native Hawaiian Pacific Islander | | Multi Race | | Unknown Race | |
| | | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent |
| Total Enrollment (1) | 83 | 0 | 0.00 % | 0 | 0.00 % | 0 | 0.00 % | 1 | 1.20 % | 81 | 97.59 % | 0 | 0.00 % | 1 | 1.20 % | 0 | 0.00 % |
| District POP (2) | 77,620 | 534 | 0.69 % | 414 | 0.53 % | 813 | 1.05 % | 1,207 | 1.56 % | 74,295 | 95.72 % | 7 | 0.01 % | 350 | 0.45 % | | |
| % Difference (3) | | | -0.69 % | | -0.53 % | | -1.05 % | | -0.35 % | | 1.87 % | | -0.01 % | | 0.75 % | | |
| ** INDIAN STUDENT POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | | | | | | | | | | | |
| ** ASIAN STUDENT POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | | | | | | | | | | | |
| ** BLACK STUDENT POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | | | | | | | | | | | |
| ** HISPANIC STUDENT POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | | | | | | | | | | | |
| GRADUATE COMPARISON | | | | | | | | | | | | | | | | | |
| Factors For Consideration | Total Population | Native American Alaskan Native | | Asian | | Black | | Hispanic | | White | | Native Hawaiian Pacific Islander | | Multi Race | | Unknown Race | |
| | | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent |
| Total Graduates (4) | 20 | 0 | 0.00 % | 0 | 0.00 % | 0 | 0.00 % | 0 | 0.00 % | 20 | 100.00 % | 0 | 0.00 % | 0 | 0.00 % | 0 | 0.00 % |
| Total Enrollment (1) | 83 | 0 | 0.00 % | 0 | 0.00 % | 0 | 0.00 % | 1 | 1.20 % | 81 | 97.59 % | 0 | 0.00 % | 1 | 1.20 % | 0 | 0.00 % |
| % Difference (5) | | | 0.00 % | | 0.00 % | | 0.00 % | | -1.20 % | | 2.41 % | | 0.00 % | | -1.20 % | | 0.00 % |
| ** HISPANIC GRADS POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | | | | | | | | | | | |

(1) : Student Program Or Course Enrollment Count
(2) : District Population (18-64 years old) Value from 5-year ACS
(3) : (Student Program Or Course Enrollment Count% - District Population Value from Census Records%)
(4) : Student Graduate



Client Reporting System
CLI660B Compliance Indicator I - Program Areas

Run On: 9/24/2014 2:25:

Fiscal Year: 2014
District: Southwest Wisconsin Technical College

| ALL PROGRAMS | | | | | | | |
|--|------------------|--------|---------|----------|---------|----------|---------|
| ENROLLEE COMPARISON | | | | | | | |
| Factors For Consideration | Total Population | Female | | Disabled | | Minority | |
| | | Count | Percent | Count | Percent | Count | Percent |
| Total Enrollment (1) | 4,131 | 2,094 | 50.69 % | 340 | 8.23 % | 340 | 8.23% |
| District POP (2) | 77,620 | 36,484 | 47.00 % | 6,769 | 8.72 % | 3,325 | 4.28% |
| % Difference (3) | | | 3.69 % | | -0.49 % | | 3.95% |
| ** DISABLED STUDENT POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | |
| ** MINORITY STUDENT POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | |
| GRADUATE COMPARISON | | | | | | | |
| Factors For Consideration | Total Population | Female | | Disabled | | Minority | |
| | | Count | Percent | Count | Percent | Count | Percent |
| Total Graduates (4) | 730 | 475 | 65.07 % | 86 | 11.78 % | 30 | 4.11% |
| Total Enrollment (1) | 4,131 | 2,094 | 50.69 % | 340 | 8.23 % | 340 | 8.23% |
| % Difference (5) | | | 14.38 % | | 3.55 % | | -4.12% |



Client Reporting System
CLI660B Compliance Indicator I - Program Areas

Run On: 9/24/2014 2:25:

Fiscal Year: 2014
District: Southwest Wisconsin Technical College

| Agriculture | | | | | | | |
|--|------------------|--------|----------|----------|---------|----------|---------|
| ENROLLEE COMPARISON | | | | | | | |
| Factors For Consideration | Total Population | Female | | Disabled | | Minority | |
| | | Count | Percent | Count | Percent | Count | Percent |
| Total Enrollment (1) | 157 | 37 | 23.57 % | 12 | 7.64 % | 3 | 1.91% |
| District POP (2) | 77,620 | 36,484 | 47.00 % | 6,769 | 8.72 % | 3,325 | 4.28% |
| % Difference (3) | | | -23.44 % | | -1.08 % | | -2.37% |
| ** FEMALE STUDENT POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | |
| ** DISABLED STUDENT POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | |
| GRADUATE COMPARISON | | | | | | | |
| Factors For Consideration | Total Population | Female | | Disabled | | Minority | |
| | | Count | Percent | Count | Percent | Count | Percent |
| Total Graduates (4) | 34 | 9 | 26.47 % | 6 | 17.65 % | 0 | 0.00% |
| Total Enrollment (1) | 157 | 37 | 23.57 % | 12 | 7.64 % | 3 | 1.91% |
| % Difference (5) | | | 2.90 % | | 10.00 % | | -1.91% |



Client Reporting System
CLI660B Compliance Indicator I - Program Areas

Run On: 9/24/2014 2:25:

Fiscal Year: 2014
District: Southwest Wisconsin Technical College

| Business | | | | | | | |
|--|------------------|--------|---------|----------|---------|----------|---------|
| ENROLLEE COMPARISON | | | | | | | |
| Factors For Consideration | Total Population | Female | | Disabled | | Minority | |
| | | Count | Percent | Count | Percent | Count | Percent |
| Total Enrollment (1) | 714 | 372 | 52.10 % | 66 | 9.24 % | 55 | 7.70% |
| District POP (2) | 77,620 | 36,484 | 47.00 % | 6,769 | 8.72 % | 3,325 | 4.28% |
| % Difference (3) | | | 5.10 % | | 0.52 % | | 3.42% |
| ** MINORITY STUDENT POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | |
| GRADUATE COMPARISON | | | | | | | |
| Factors For Consideration | Total Population | Female | | Disabled | | Minority | |
| | | Count | Percent | Count | Percent | Count | Percent |
| Total Graduates (4) | 65 | 45 | 69.23 % | 16 | 24.62 % | 4 | 6.15% |
| Total Enrollment (1) | 714 | 372 | 52.10 % | 66 | 9.24 % | 55 | 7.70% |
| % Difference (5) | | | 17.13 % | | 15.37 % | | -1.55% |



Client Reporting System
CLI660B Compliance Indicator I - Program Areas

Run On: 9/24/2014 2:25:

Fiscal Year: 2014
District: Southwest Wisconsin Technical College

| Family & Consumer Ed | | | | | | | |
|--|------------------|--------|---------|----------|---------|----------|---------|
| ENROLLEE COMPARISON | | | | | | | |
| Factors For Consideration | Total Population | Female | | Disabled | | Minority | |
| | | Count | Percent | Count | Percent | Count | Percent |
| Total Enrollment (1) | 212 | 149 | 70.28 % | 34 | 16.04 % | 18 | 8.49% |
| District POP (2) | 77,620 | 36,484 | 47.00 % | 6,769 | 8.72 % | 3,325 | 4.28% |
| % Difference (3) | | | 23.28 % | | 7.32 % | | 4.21% |
| ** MINORITY STUDENT POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | |
| GRADUATE COMPARISON | | | | | | | |
| Factors For Consideration | Total Population | Female | | Disabled | | Minority | |
| | | Count | Percent | Count | Percent | Count | Percent |
| Total Graduates (4) | 62 | 47 | 75.81 % | 12 | 19.35 % | 7 | 11.29% |
| Total Enrollment (1) | 212 | 149 | 70.28 % | 34 | 16.04 % | 18 | 8.49% |
| % Difference (5) | | | 5.52 % | | 3.32 % | | 2.80% |
| ** MINORITY GRAD POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | |



Client Reporting System
CLI660B Compliance Indicator 1 - Program Areas

Run On: 9/24/2014 2:25:

Fiscal Year: 2014
District: Southwest Wisconsin Technical College

| General Ed | | | | | | | |
|--|------------------|--------|---------|----------|---------|----------|---------|
| ENROLLEE COMPARISON | | | | | | | |
| Factors For Consideration | Total Population | Female | | Disabled | | Minority | |
| | | Count | Percent | Count | Percent | Count | Percent |
| Total Enrollment (1) | 1,561 | 680 | 43.56 % | 88 | 5.64 % | 175 | 11.21% |
| District POP (2) | 77,620 | 36,484 | 47.00 % | 6,769 | 8.72 % | 3,325 | 4.28% |
| % Difference (3) | | | -3.44 % | | -3.08 % | | 6.93% |
| ** FEMALE STUDENT POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | |
| ** DISABLED STUDENT POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | |
| ** MINORITY STUDENT POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | |
| GRADUATE COMPARISON | | | | | | | |
| Factors For Consideration | Total Population | Female | | Disabled | | Minority | |
| | | Count | Percent | Count | Percent | Count | Percent |
| Total Graduates (4) | 3 | 2 | 66.67 % | 0 | 0.00 % | 0 | 0.00% |
| Total Enrollment (1) | 1,561 | 680 | 43.56 % | 88 | 5.64 % | 175 | 11.21% |
| % Difference (5) | | | 23.10 % | | -5.64 % | | -11.21% |
| ** DISABLED GRAD POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | |

- (1) : Student Program Or Course Enrollment Count
(2) : District Population (18-64 years old) Value from 5-year ACS
(3) : (Student Program Or Course Enrollment Count% - District Population Value from Census Records%)
(4) : Student Graduate



Client Reporting System
CLI660B Compliance Indicator I - Program Areas

Run On: 9/24/2014 2:25:

Fiscal Year: 2014
District: Southwest Wisconsin Technical College

| Graphics | | | | | | | |
|---|------------------|--------|---------|----------|---------|----------|---------|
| ENROLLEE COMPARISON | | | | | | | |
| Factors For Consideration | Total Population | Female | | Disabled | | Minority | |
| | | Count | Percent | Count | Percent | Count | Percent |
| Total Enrollment (1) | 36 | 21 | 58.33 % | 5 | 13.89 % | 0 | 0.00% |
| District POP (2) | 77,620 | 36,484 | 47.00 % | 6,769 | 8.72 % | 3,325 | 4.28% |
| % Difference (3) | | | 11.33 % | | 5.17 % | | -4.28% |
| GRADUATE COMPARISON | | | | | | | |
| Factors For Consideration | Total Population | Female | | Disabled | | Minority | |
| | | Count | Percent | Count | Percent | Count | Percent |
| Total Graduates (4) | 9 | 7 | 77.78 % | 2 | 22.22 % | 0 | 0.00% |
| Total Enrollment (1) | 36 | 21 | 58.33 % | 5 | 13.89 % | 0 | 0.00% |
| % Difference (5) | | | 19.44 % | | 8.33 % | | 0.00% |
| ** MINORITY GRAD POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | |

- (1) : Student Program Or Course Enrollment Count
 (2) : District Population (18-64 years old) Value from 5-year ACS
 (3) : (Student Program Or Course Enrollment Count% - District Population Value from Census Records%)
 (4) : Student Graduate



Client Reporting System
CLI660B Compliance Indicator I - Program Areas

Run On: 9/24/2014 2:25:

Fiscal Year: 2014
District: Southwest Wisconsin Technical College

| Health | | | | | | | |
|--|------------------|--------|---------|----------|---------|----------|---------|
| ENROLLEE COMPARISON | | | | | | | |
| Factors For Consideration | Total Population | Female | | Disabled | | Minority | |
| | | Count | Percent | Count | Percent | Count | Percent |
| Total Enrollment (1) | 813 | 693 | 85.24 % | 60 | 7.38 % | 43 | 5.29% |
| District POP (2) | 77,620 | 36,484 | 47.00 % | 6,769 | 8.72 % | 3,325 | 4.28% |
| % Difference (3) | | | 38.24 % | | -1.34 % | | 1.01% |
| ** DISABLED STUDENT POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | |
| ** MINORITY STUDENT POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | |
| GRADUATE COMPARISON | | | | | | | |
| Factors For Consideration | Total Population | Female | | Disabled | | Minority | |
| | | Count | Percent | Count | Percent | Count | Percent |
| Total Graduates (4) | 395 | 340 | 86.10 % | 25 | 6.33 % | 12 | 3.04% |
| Total Enrollment (1) | 813 | 693 | 85.24 % | 60 | 7.38 % | 43 | 5.29% |
| % Difference (5) | | | 2.86 % | | -1.05 % | | -2.25% |
| ** DISABLED GRAD POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | |

- (1) : Student Program Or Course Enrollment Count
 (2) : District Population (18-64 years old) Value from 5-year ACS
 (3) : (Student Program Or Course Enrollment Count% - District Population Value from Census Records%)
 (4) : Student Graduate



Client Reporting System
CLI660B Compliance Indicator I - Program Areas

Run On: 9/24/2014 2:25:

Fiscal Year: 2014
District: Southwest Wisconsin Technical College

| Industrial | | | | | | | |
|--|------------------|--------|----------|----------|---------|----------|---------|
| ENROLLEE COMPARISON | | | | | | | |
| Factors For Consideration | Total Population | Female | | Disabled | | Minority | |
| | | Count | Percent | Count | Percent | Count | Percent |
| Total Enrollment (1) | 268 | 3 | 1.12 % | 46 | 17.16 % | 33 | 12.31% |
| District POP (2) | 77,620 | 36,484 | 47.00 % | 6,769 | 8.72 % | 3,325 | 4.28% |
| % Difference (3) | | | -45.88 % | | 8.44 % | | 8.03% |
| ** FEMALE STUDENT POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | |
| ** MINORITY STUDENT POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | |
| GRADUATE COMPARISON | | | | | | | |
| Factors For Consideration | Total Population | Female | | Disabled | | Minority | |
| | | Count | Percent | Count | Percent | Count | Percent |
| Total Graduates (4) | 98 | 2 | 2.04 % | 16 | 16.33 % | 5 | 5.10% |
| Total Enrollment (1) | 268 | 3 | 1.12 % | 46 | 17.16 % | 33 | 12.31% |
| % Difference (5) | | | 0.92 % | | -0.84 % | | -7.21% |
| ** DISABLED GRAD POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | |

- (1) : Student Program Or Course Enrollment Count
(2) : District Population (18-64 years old) Value from 5-year ACS
(3) : (Student Program Or Course Enrollment Count% - District Population Value from Census Records%)
(4) : Student Graduate



Client Reporting System
CLI660B Compliance Indicator I - Program Areas

Run On: 9/24/2014 2:25:

Fiscal Year: 2014
District: Southwest Wisconsin Technical College

| Marketing | | | | | | | |
|--|------------------|--------|----------|----------|---------|----------|---------|
| ENROLLEE COMPARISON | | | | | | | |
| Factors For Consideration | Total Population | Female | | Disabled | | Minority | |
| | | Count | Percent | Count | Percent | Count | Percent |
| Total Enrollment (1) | 139 | 59 | 42.45 % | 5 | 3.60 % | 3 | 2.16% |
| District POP (2) | 77,620 | 36,464 | 47.00 % | 6,769 | 8.72 % | 3,325 | 4.28% |
| % Difference (3) | | | -4.56 % | | -5.12 % | | -2.13% |
| ** FEMALE STUDENT POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | |
| ** DISABLED STUDENT POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | |
| GRADUATE COMPARISON | | | | | | | |
| Factors For Consideration | Total Population | Female | | Disabled | | Minority | |
| | | Count | Percent | Count | Percent | Count | Percent |
| Total Graduates (4) | 0 | 0 | 0.00 % | 0 | 0.00 % | 0 | 0.00% |
| Total Enrollment (1) | 139 | 59 | 42.45 % | 5 | 3.60 % | 3 | 2.16% |
| % Difference (5) | | | -42.45 % | | -3.60 % | | -2.16% |
| ** MINORITY GRAD POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | |

- (1) : Student Program Or Course Enrollment Count
(2) : District Population (18-64 years old) Value from 5-year ACS
(3) : (Student Program Or Course Enrollment Count% - District Population Value from Census Records%)
(4) : Student Graduate



Client Reporting System
CLI660B Compliance Indicator I - Program Areas

Run On: 9/24/2014 2:25:

Fiscal Year: 2014
District: Southwest Wisconsin Technical College

| Service | | | | | | | |
|--|------------------|--------|----------|----------|---------|----------|---------|
| ENROLLEE COMPARISON | | | | | | | |
| Factors For Consideration | Total Population | Female | | Disabled | | Minority | |
| | | Count | Percent | Count | Percent | Count | Percent |
| Total Enrollment (1) | 148 | 79 | 53.38 % | 13 | 8.78 % | 8 | 5.41% |
| District POP (2) | 77,620 | 36,484 | 47.00 % | 6,769 | 8.72 % | 3,325 | 4.28% |
| % Difference (3) | | | 6.38 % | | 0.06 % | | 1.12% |
| ** MINORITY STUDENT POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | |
| GRADUATE COMPARISON | | | | | | | |
| Factors For Consideration | Total Population | Female | | Disabled | | Minority | |
| | | Count | Percent | Count | Percent | Count | Percent |
| Total Graduates (4) | 44 | 15 | 34.09 % | 6 | 13.64 % | 2 | 4.55% |
| Total Enrollment (1) | 148 | 79 | 53.38 % | 13 | 8.78 % | 8 | 5.41% |
| % Difference (5) | | | -19.29 % | | 4.85 % | | -0.86% |
| ** FEMALE GRAD POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | |

- (1) : Student Program Or Course Enrollment Count
(2) : District Population (18-64 years old) Value from 5-year ACS
(3) : (Student Program Or Course Enrollment Count% - District Population Value from Census Records%)
(4) : Student Graduate



Client Reporting System
CLI660B Compliance Indicator I - Program Areas

Run On: 9/24/2014 2:25:

Fiscal Year: 2014
District: Southwest Wisconsin Technical College

| Technical And Tv | | | | | | | |
|--|------------------|--------|----------|----------|---------|----------|---------|
| ENROLLEE COMPARISON | | | | | | | |
| Factors For Consideration | Total Population | Female | | Disabled | | Minority | |
| | | Count | Percent | Count | Percent | Count | Percent |
| Total Enrollment (1) | 83 | 1 | 1.20 % | 11 | 13.25 % | 2 | 2.41% |
| District POP (2) | 77,620 | 36,484 | 47.00 % | 6,769 | 8.72 % | 3,325 | 4.28% |
| % Difference (3) | | | -45.80 % | | 4.53 % | | -1.67% |
| ** FEMALE STUDENT POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | |
| GRADUATE COMPARISON | | | | | | | |
| Factors For Consideration | Total Population | Female | | Disabled | | Minority | |
| | | Count | Percent | Count | Percent | Count | Percent |
| Total Graduates (4) | 20 | 0 | 0.00 % | 3 | 15.00 % | 0 | 0.00% |
| Total Enrollment (1) | 83 | 1 | 1.20 % | 11 | 13.25 % | 2 | 2.41% |
| % Difference (5) | | | -1.20 % | | 1.75 % | | -2.41% |
| ** FEMALE GRAD POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | |

- (1) : Student Program Or Course Enrollment Count
(2) : District Population (18-64 years old) Value from 5-year ACS
(3) : (Student Program Or Course Enrollment Count% - District Population Value from Census Records%)
(4) : Student Graduate



Client Reporting System
CLI670 Compliance Indicator II - Sex

Run On: 9/24/2014 2:28:11

Fiscal Year: 2014
District: Southwest Wisconsin Technical College

| ENROLLEE COMPARISON | | | | | | | |
|----------------------------|------------------|--------|---------|--------|----------|-------------|---------|
| Factors For Consideration | Total Population | Female | | Male | | Unknown Sex | |
| | | Count | Percent | Count | Percent | Count | Percent |
| Total Enrollment (1) | 4,131 | 2,094 | 50.69 % | 2,037 | 49.31 % | 0 | 0.00 % |
| District POP (2) | 77,620 | 36,484 | 47.00 % | 41,136 | 53.00 % | 0 | 0.00 % |
| % Difference (3) | | | 3.69 % | | -3.69 % | | |
| Quotient (4) | | | 1.08 | | 0.93 | | |
| Difference = 152.29 | | | | | | | |
| Standard Deviation = 64.16 | | | | | | | |
| GRADUATE COMPARISON | | | | | | | |
| Factors For Consideration | Total Population | Female | | Male | | Unknown Sex | |
| | | Count | Percent | Count | Percent | Count | Percent |
| Total Graduates (5) | 687 | 436 | 63.46 % | 251 | 36.54 % | 0 | 0.00 % |
| Total Enrollment (1) | 4,131 | 2,094 | 50.69 % | 2,037 | 49.31 % | 0 | 0.00 % |
| % Difference (6) | | | 12.77 % | | -12.77 % | | |
| Quotient (7) | | | 1.25 | | 0.74 | | |
| Difference = 87.76 | | | | | | | |
| Standard Deviation = 26.21 | | | | | | | |

- (1) : Student Program Or Course Enrollment Count
 (2) : District Population (18-64 years old) Value from 5-year ACS
 (3) : (Student Program Or Course Enrollment Count% - District Population Value from Census Records%)
 (4) : (Student Program



Client Reporting System
CLI680 Compliance Indicator III - Disabled

Run On: 9/24/2014 2:28:49 PM

Fiscal Year: 2014
District: Southwest Wisconsin Technical College

| ENROLLEE COMPARISON | | | |
|---|------------------|----------|---------|
| Factors For Consideration | Total Population | Disabled | |
| | | Count | Percent |
| Total Enrollment (1) | 4,131 | 340 | 8.23 % |
| Working Age Population (2) | 77,620 | 6,769 | 8.72 % |
| % Difference (3) | | | -0.49 % |
| Quotient (4) | | | 0.94 |
| Difference = 20.25 | | | |
| Standard Deviation = 36.27 | | | |
| *** ENROLLMENT DISABLED POPULATION MAY BE OUT OF COMPLIANCE *** | | | |
| GRADUATE COMPARISON | | | |
| Factors For Consideration | Total Population | Disabled | |
| | | Count | Percent |
| Total Graduates (5) | 687 | 84 | 12.23 % |
| Total Enrollment (1) | 4,131 | 340 | 8.23 % |
| % Difference (6) | | | 4.00 % |
| Quotient (7) | | | 1.49 |
| Difference = 27.46 | | | |
| Standard Deviation = 14.41 | | | |

- (1) : Student Program Or Course Enrollment Count
 (2) : District Population (18-64 years old) Value from 5-year ACS
 (3) : (Student Program Or Course Enrollment Count% - Workage Population Value from Census Records%)
 (4) : (Student Program O



Client Reporting System
CLI690 Compliance Indicator IV - LEP

Run On: 9/26

Fiscal Year: 2014
District: Southwest Wisconsin Technical College

| ENROLLEE COMPARISON | | | |
|--|------------------|-------|---------|
| Factors For Consideration | Total Population | LEP | |
| | | Count | Percent |
| Total Enrollment (1) | 4,131 | 3 | 0.07 % |
| Adult POP (2) | 77,620 | 1,051 | 1.35 % |
| % Difference (3) | | | -1.28 % |
| Quotient (4) | | | 0.05 |
| Difference = 52.94 | | | |
| Standard Deviation = 14.86 | | | |
| *** ENROLLMENT LEP POPULATION MAY BE OUT OF COMPLIANCE *** | | | |
| GRADUATE COMPARISON | | | |
| Factors For Consideration | Total Population | LEP | |
| | | Count | Percent |
| Total Graduates (5) | 667 | 1 | 0.15 % |
| Total Enrollment (1) | 4,131 | 3 | 0.07 % |
| % Difference (6) | | | 0.07 % |
| Quotient (7) | | | 2.00 |
| Difference = 0.50 | | | |
| Standard Deviation = 1.41 | | | |

(1) : Student Program Or Course Enrollment Count
(2) : District Population (18-64 years old) Value Speaking English Well, Not Well, and Not Well At All from 5-year ACS
(3) : (Student Program Or Course Enrollment Count% - Adult Population Va



Staff Accounting System (STF533)
COMPLIANCE INDICATOR V

Run On: 9/24/2014 2:28:45 PM

Fiscal Year: 2013
District: Southwest Wisconsin Technical College

| ALL STAFF | | | | | | | | | | | | | | | | | | | | | |
|--|--------|--------|---------|------------|---------|-------------|---------|----------|---------|-------|---------|-------|---------|----------|---------|---------|---------|--------------|---------|---------|---------|
| Factors For | Total | Female | | Disability | | Race/Ethnic | | American | | Asian | | Black | | Hispanic | | Pacific | | Multi Racial | | Unknown | |
| | | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent |
| Employees (1) | 190 | 130 | 68.42% | 1 | 0.53% | 1 | 0.53% | 0 | 0.00% | 0 | 0.00% | 0 | 0.00% | 0 | 0.00% | 1 | 0.53% | 0 | 0.00% | 0 | 0.00% |
| Work Force (2) | 67,852 | 31,872 | 46.97% | 4,075 | 6.01% | 1,974 | 2.91% | 162 | 0.24% | 235 | 0.35% | 217 | 0.32% | 1,007 | 1.48% | 0 | 0.00% | 355 | 0.52% | N/A | N/A |
| % Difference (3) | | | 21.45% | | -5.48% | | -2.38% | | -0.24% | | -0.35% | | -0.32% | | -1.48% | | 0.53% | | -0.52% | | |
| Quotient (4) | | | 1.46 | | 0.09 | | 0.18 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | |
| Female Difference (5) = 40.75 | | | | | | | | | | | | | | | | | | | | | |
| Racial Difference (6) = 4.53 | | | | | | | | | | | | | | | | | | | | | |
| ** MINORITY ALL STAFF POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | | | | | | | | | | | | | | | |

- (1) : Full-time Staff Count Or Employee Count
 (2) : District 16-64 Work Force value from 3-year ACS
 (3) : (Staff Count Or Employee Count % - District Work Force %)
 (4) : (Staff Count Or Employee Count % / District Work Force %)
 (5) : (T



Staff Accounting System (STF533)
COMPLIANCE INDICATOR V

Run On: 9/24/2014 2:28:45 PM

Fiscal Year: 2013
District: Southwest Wisconsin Technical College

| ADMINISTRATIVE | | | | | | | | | | | | | | | | | | | | | |
|---|-------|--------|---------|------------|---------|-------------|---------|----------|---------|-------|---------|-------|---------|----------|---------|---------|---------|--------------|---------|---------|---------|
| Factors For | Total | Female | | Disability | | Race/Ethnic | | American | | Asian | | Black | | Hispanic | | Pacific | | Multi Racial | | Unknown | |
| | | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent |
| Employees (1) | 14 | 9 | 64.29% | 0 | 0.00% | 0 | 0.00% | 0 | 0.00% | 0 | 0.00% | 0 | 0.00% | 0 | 0.00% | 0 | 0.00% | 0 | 0.00% | 0 | 0.00% |
| Work Force (2) | 5,341 | 2,518 | 47.14% | 189 | 3.54% | 97 | 1.82% | 28 | 0.52% | 19 | 0.36% | 13 | 0.24% | 23 | 0.43% | 0 | 0.00% | 15 | 0.28% | N/A | N/A |
| % Difference (3) | | | 17.14% | | -3.54% | | -1.82% | | -0.52% | | -0.36% | | -0.24% | | -0.43% | | 0.00% | | -0.28% | | |
| Quotient (4) | | | 1.36 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | |
| Female Difference (5) = 2.40 | | | | | | | | | | | | | | | | | | | | | |
| Racial Difference (6) = .25 | | | | | | | | | | | | | | | | | | | | | |
| ** MINORITY ADMINISTRATIVE POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | | | | | | | | | | | | | | | |

- (1) : Full-time Staff Count Or Employee Count
 (2) : District 16-64 Work Force value from 3-year ACS
 (3) : (Staff Count Or Employee Count % - District Work Force %)
 (4) : (Staff Count Or Employee Count % / District Work Force %)
 (5) : (T



Staff Accounting System (STF533)
COMPLIANCE INDICATOR V

Run On: 9/24/2014 2:28:45 PM

Fiscal Year: 2013
District: Southwest Wisconsin Technical College

| FACULTY | | | | | | | | | | | | | | | | | | | | | |
|--|-------|--------|---------|------------|---------|-------------|---------|----------|---------|-------|---------|-------|---------|----------|---------|---------|---------|--------------|---------|---------|---------|
| Factors For | Total | Female | | Disability | | Race/Ethnic | | American | | Asian | | Black | | Hispanic | | Pacific | | Multi Racial | | Unknown | |
| | | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent |
| Employees (1) | 87 | 53 | 60.92% | 0 | 0.00% | 0 | 0.00% | 0 | 0.00% | 0 | 0.00% | 0 | 0.00% | 0 | 0.00% | 0 | 0.00% | 0 | 0.00% | 0 | 0.00% |
| Work Force (2) | 543 | 240 | 44.20% | 21 | 3.87% | 25 | 4.60% | 0 | 0.00% | 12 | 2.21% | 0 | 0.00% | 1 | 0.18% | 0 | 0.00% | 11 | 2.03% | N/A | N/A |
| % Difference (3) | | | 16.72% | | -3.87% | | -4.60% | | 0.00% | | -2.21% | | 0.00% | | -0.18% | | 0.00% | | -2.03% | | |
| Quotient (4) | | | 1.38 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | |
| Female Difference (5) = 14.55 | | | | | | | | | | | | | | | | | | | | | |
| Racial Difference (6) = 4.01 | | | | | | | | | | | | | | | | | | | | | |
| ** MINORITY FACULTY POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | | | | | | | | | | | | | | | |

- (1) : Full-time Staff Count Or Employee Count
 (2) : District 16-64 Work Force value from 3-year ACS
 (3) : (Staff Count Or Employee Count % - District Work Force %)
 (4) : (Staff Count Or Employee Count % / District Work Force %)
 (5) : (T



Staff Accounting System (STF533)
COMPLIANCE INDICATOR V

Run On: 9/24/2014 2:28:45 PM

Fiscal Year: 2013
District: Southwest Wisconsin Technical College

| PROFESSIONAL NONFACULTY | | | | | | | | | | | | | | | | | | | | | |
|--|-------|--------|---------|------------|---------|-------------|---------|----------|---------|-------|---------|-------|---------|----------|---------|---------|---------|--------------|---------|---------|---------|
| Factors For | Total | Female | | Disability | | Race/Ethnic | | American | | Asian | | Black | | Hispanic | | Pacific | | Multi Racial | | Unknown | |
| | | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent |
| Employees (1) | 7 | 7 | 100.00% | 0 | 0.00% | 0 | 0.00% | 0 | 0.00% | 0 | 0.00% | 0 | 0.00% | 0 | 0.00% | 0 | 0.00% | 0 | 0.00% | 0 | 0.00% |
| Work Force (2) | 2,754 | 2,216 | 80.46% | 69 | 2.51% | 56 | 2.03% | 0 | 0.00% | 25 | 0.91% | 20 | 0.73% | 4 | 0.15% | 0 | 0.00% | 3 | 0.11% | N/A | N/A |
| % Difference (3) | | | 19.54% | | -2.51% | | -2.03% | | 0.00% | | -0.91% | | -0.73% | | -0.15% | | 0.00% | | -0.11% | | |
| Quotient (4) | | | 1.24 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | |
| Female Difference (5) = 1.37 | | | | | | | | | | | | | | | | | | | | | |
| Racial Difference (6) = .14 | | | | | | | | | | | | | | | | | | | | | |
| ** MINORITY PROFESSIONAL NONFACULTY POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | | | | | | | | | | | | | | | |

- (1) : Full-time Staff Count Or Employee Count
 (2) : District 16-64 Work Force value from 3-year ACS
 (3) : (Staff Count Or Employee Count % - District Work Force %)
 (4) : (Staff Count Or Employee Count % / District Work Force %)
 (5) : (T



Staff Accounting System (STF533)
COMPLIANCE INDICATOR V

Run On: 9/24/2014 2:28:45 PM

Fiscal Year: 2013
District: Southwest Wisconsin Technical College

| CLERICAL/SECRETARIAL | | | | | | | | | | | | | | | | | | | | | |
|---|-------|--------|---------|------------|---------|-------------|---------|----------|---------|-------|---------|-------|---------|----------|---------|---------|---------|--------------|---------|---------|---------|
| Factors For | Total | Female | | Disability | | Race/Ethnic | | American | | Asian | | Black | | Hispanic | | Pacific | | Multi Racial | | Unknown | |
| | | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent |
| Employees (1) | 35 | 34 | 97.14% | 1 | 2.86% | 0 | 0.00% | 0 | 0.00% | 0 | 0.00% | 0 | 0.00% | 0 | 0.00% | 0 | 0.00% | 0 | 0.00% | 0 | 0.00% |
| Work Force (2) | 4,467 | 4,139 | 92.66% | 167 | 3.74% | 104 | 2.33% | 5 | 0.11% | 0 | 0.00% | 3 | 0.07% | 27 | 0.60% | 0 | 0.00% | 68 | 1.52% | N/A | N/A |
| % Difference (3) | | | 4.49% | | -0.88% | | -2.33% | | -0.11% | | 0.00% | | -0.07% | | -0.60% | | 0.00% | | -1.52% | | |
| Quotient (4) | | | 1.05 | | 0.76 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | |
| Female Difference (5) = 1.57 | | | | | | | | | | | | | | | | | | | | | |
| Racial Difference (6) = .81 | | | | | | | | | | | | | | | | | | | | | |
| ** MINORITY CLERICAL/SECRETARIAL POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | | | | | | | | | | | | | | | |

- (1) : Full-time Staff Count Or Employee Count
 (2) : District 16-64 Work Force value from 3-year ACS
 (3) : (Staff Count Or Employee Count % - District Work Force %)
 (4) : (Staff Count Or Employee Count % / District Work Force %)
 (5) : (T



Staff Accounting System (STF533)
COMPLIANCE INDICATOR V

Run On: 9/24/2014 2:28:45 PM

Fiscal Year: 2013
District: Southwest Wisconsin Technical College

| TECHNICAL/PARAPROFESSIONAL | | | | | | | | | | | | | | | | | | | | | |
|---|-------|--------|---------|------------|---------|-------------|---------|----------|---------|-------|---------|-------|---------|----------|---------|---------|---------|--------------|---------|---------|---------|
| Factors For | Total | Female | | Disability | | Race/Ethnic | | American | | Asian | | Black | | Hispanic | | Pacific | | Multi Racial | | Unknown | |
| | | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent |
| Employees (1) | 37 | 23 | 62.16% | 0 | 0.00% | 1 | 2.70% | 0 | 0.00% | 0 | 0.00% | 0 | 0.00% | 0 | 0.00% | 1 | 2.70% | 0 | 0.00% | 0 | 0.00% |
| Work Force (2) | 1,413 | 927 | 65.61% | 30 | 2.12% | 29 | 2.05% | 2 | 0.14% | 0 | 0.00% | 1 | 0.07% | 0 | 0.00% | 0 | 0.00% | 25 | 1.77% | N/A | N/A |
| % Difference (3) | | | -3.44% | | -2.12% | | 0.65% | | -0.14% | | 0.00% | | -0.07% | | 0.00% | | 2.70% | | -1.77% | | |
| Quotient (4) | | | 0.95 | | 0.00 | | 1.32 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | |
| Female Difference (5) = 1.27 | | | | | | | | | | | | | | | | | | | | | |
| Racial Difference (6) = .24 | | | | | | | | | | | | | | | | | | | | | |
| ** FEMALE TECHNICAL/PARAPROFESSIONAL POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | | | | | | | | | | | | | | | |

- (1) : Full-time Staff Count Or Employee Count
 (2) : District 16-64 Work Force value from 3-year ACS
 (3) : (Staff Count Or Employee Count % - District Work Force %)
 (4) : (Staff Count Or Employee Count % / District Work Force %)
 (5) : (T



Staff Accounting System (STF533)
COMPLIANCE INDICATOR V

Run On: 9/24/2014 2:28:45 PM

Fiscal Year: 2013
District: Southwest Wisconsin Technical College

| SERVICE/MAINTENANCE | | | | | | | | | | | | | | | | | | | | | |
|--|-------|--------|---------|------------|---------|-------------|---------|----------|---------|-------|---------|-------|---------|----------|---------|---------|---------|--------------|---------|---------|---------|
| Factors For | Total | Female | | Disability | | Race/Ethnic | | American | | Asian | | Black | | Hispanic | | Pacific | | Multi Racial | | Unknown | |
| | | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent | Count | Percent |
| Employees (1) | 10 | 4 | 40.00% | 0 | 0.00% | 0 | 0.00% | 0 | 0.00% | 0 | 0.00% | 0 | 0.00% | 0 | 0.00% | 0 | 0.00% | 0 | 0.00% | 0 | 0.00% |
| Work Force (2) | 6,949 | 3,632 | 52.27% | 514 | 7.40% | 272 | 3.91% | 9 | 0.13% | 17 | 0.24% | 23 | 0.33% | 184 | 2.65% | 0 | 0.00% | 37 | 0.53% | N/A | N/A |
| % Difference (3) | | | -12.27% | | -7.40% | | -3.91% | | -0.13% | | -0.24% | | -0.33% | | -2.65% | | 0.00% | | -0.53% | | |
| Quotient (4) | | | 0.77 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | |
| Female Difference (5) = 1.23 | | | | | | | | | | | | | | | | | | | | | |
| Racial Difference (6) = .39 | | | | | | | | | | | | | | | | | | | | | |
| ** FEMALE SERVICE/MAINTENANCE POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | | | | | | | | | | | | | | | |
| ** MINORITY SERVICE/MAINTENANCE POPULATION MAY BE OUT OF COMPLIANCE ** | | | | | | | | | | | | | | | | | | | | | |

- (1) : Full-time Staff Count Or Employee Count
 (2) : District 16-64 Work Force value from 3-year ACS
 (3) : (Staff Count Or Employee Count % - District Work Force %)
 (4) : (Staff Count Or Employee Count % / District Work Force %)
 (5) : (T

C. Concept Review: Precision Machining Technology

A one-year technical diploma program is being developed in Precision Machining Technology. Derek Dachelet, Dean of Industry, Trades, and Agriculture, will present the Concept Review for submission to the WTCS State Board. The Concept Review is available with all other electronic Board material.

Recommendation: Approve the Concept Review to be submitted to the WTCS State Board for a one-year technical diploma in Precision Machining Technology.

CONCEPT REVIEW/PROGRAM APPROVAL

Wisconsin Technical

District Request (TC-OCCCRPA-1A)

College System

For Applied Associate Degree (Code 10), Technical Diploma (Codes 30, 31, and 32), and Apprenticeship (Code 50).

12/11/14

District: Southwest Wisconsin Technical
College

Date:

Program Title: Precision Machining Technology
31-420-7

Program Aid Code and
Number:

District Contact Person : Derek Dachelet Phone : 608-822-2417

Primary Education Director : James Mackey Phone : 608-266-0790


For Program Approval Stage:

Date of State Board Concept Review Approval Date : _____

CONCEPT REVIEW CRITERIA and SIGNATURE

- a. Proposed Aid Code and Proposed Program Number : 31-420-7
- b. Proposed Program Title : Precision Machining Technology
- c. Tentative Program Description : The Precision Machining Technology technical diploma program is designed to meet the needs of advanced manufacturers for entry and mid-level operators and programmers of computer-numerical controlled (CNC) machines and manual machining processes. In this program, students will learn to operate a variety of conventional machine tools, setup/operate/program CNC machines, read and analyze engineering drawings and use precision measuring and inspection instruments. Graduates of the Precision Machining Technology program are employed as machinists, CNC machinists, process control technicians, quality control inspectors, CNC programmers, or field service representatives.
- d. Occupational Area to be Served (occupational title and Standard Occupational Classification ({SOC} Code) : Drilling and Boring Machine Tool Setters, Operators, and Tenders, Metal and Plastic (51-4032); Computer-Controlled Machine Tool Operators, Metal and Plastic (51-4011); Grinding, Lapping, Polishing, and Buffing Machine Tool Setters, Operators, and Tenders, Metal and Plastic (51-4033); Tool Grinders, Filers, and Sharpeners (51-4194); Computer Numerically Controlled Machine Tool Programmers, Metal and Plastic (51-4012); Lathe and Turning Machine Tool Setters, Operators, and Tenders, Metal and Plastic (51-4034); Machinists (51-4041); Milling and Planing Machine Setters, Operators, and Tenders, Metal and Plastic (51-4035)
- e. Mean Starting Hourly Salary: \$16.82/hour
- f. Source of Single Source Request (If applicable): N/A

- g. Analysis of how this program supports employment demand: (attached)
- h. Documentation of member participation and outcomes of the Ad Hoc group (attached)
- i. Summary of initial discussions with other WTCS districts offering a similar or same program (attached)
- j. Expected State Board "Program Approval" meeting date: 3/24/15 (If not the meeting immediately following the Concept Review meeting, attach narrative)
- k. Documentation of District Board Approval of the Concept Review (attached)

 ☐ Notification of districts with the same or similar program has been completed.

Signed: _____ Date _____
President or Instructional Services Administrator

Southwest Tech



1800 Bronson Boulevard
Fennimore, Wisconsin 53809

Precision Machining Technology 2013-2023 Occupation Report District plus borders



Report Info

| | |
|----------------------------|--|
| Dataset Version | 2014.2 Class of Worker |
| Class of Worker Categories | QCEW Employees + Non-QCEW Employees + Self-Employed + Extended Proprietors |
| Timeframe | 2013 - 2023 |
| Region Name | District plus borders |
| Counties | |

| | | |
|------------------------|----------------------|---------------------|
| Jo Daviess, IL (17085) | Clayton, IA (19043) | Dubuque, IA (19061) |
| Crawford, WI (55023) | Grant, WI (55043) | Iowa, WI (55049) |
| Lafayette, WI (55065) | Richland, WI (55103) | |

Occupation Group



| |
|---|
| Computer-Controlled Machine Tool Operators, Metal and Plastic (51-4011) |
| Computer Numerically Controlled Machine Tool Programmers, Metal and Plastic (51-4012) |
| Drilling and Boring Machine Tool Setters, Operators, and Tenders, Metal and Plastic (51-4032) |
| Grinding, Lapping, Polishing, and Buffing Machine Tool Setters, Operators, and Tenders, Metal and Plastic (51-4033) |
| Lathe and Turning Machine Tool Setters, Operators, and Tenders, Metal and Plastic (51-4034) |
| Milling and Planing Machine Setters, Operators, and Tenders, Metal and Plastic (51-4035) |
| Machinists (51-4041) |
| Layout Workers, Metal and Plastic (51-4192) |
| Tool Grinders, Filers, and Sharpeners (51-4194) |






Job Distribution



Overview

| | |
|---------------------------------|------------------------|
| Annual Openings Estimate (2014) | 80 |
| Related Completions (2012) | 10 |
| Current Job Postings | N/A for Multiple Codes |

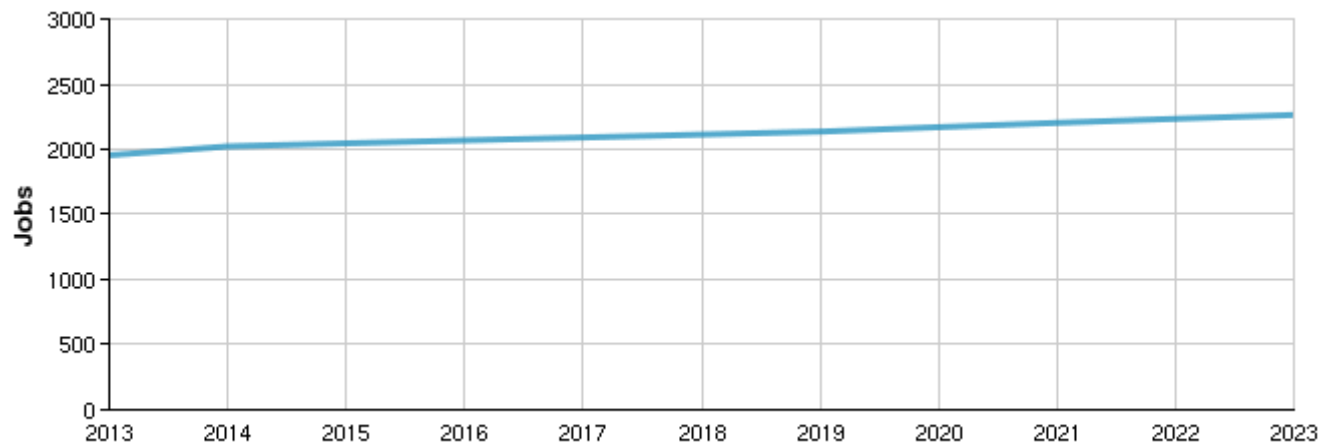
| | | |
|--------|-----|---|
| Gender | | |
| Male | 94% |  |
| Female | 6% |  |

| | | |
|-------|-----|---|
| Age | | |
| 14-18 | 0% |  |
| 19-24 | 7% |  |
| 25-44 | 44% |  |
| 45-64 | 47% |  |
| 65+ | 1% |  |

| | | |
|---|--|---|
| 2,022 Jobs (2014) National Location Quotient: 2.92 | 15.8% % Change (2013-2023) Nation: 10.2% | \$16.76/hr Median Earnings Nation: \$18.10/hr |
|---|--|---|

District plus borders | Growth

| | | | |
|------------------|------------------|---------------------------|-----------------------------|
| 1,954 | 2,264 | 309 | 15.8% |
| 2013 Jobs | 2023 Jobs | Change (2013-2023) | % Change (2013-2023) |

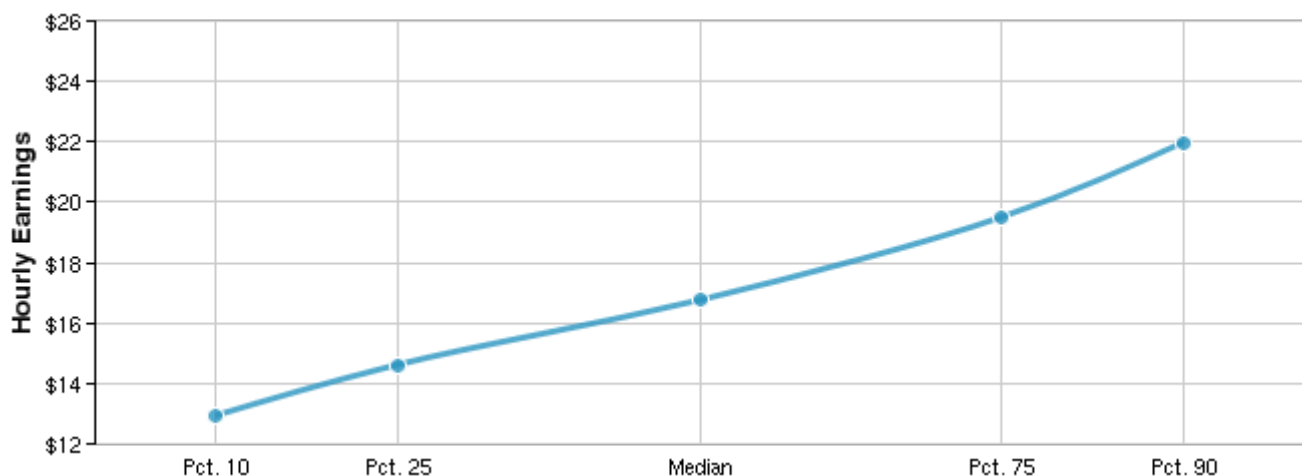


| Occupation | 2013 Jobs | 2023 Jobs | Change | % Change |
|---|-----------|-----------|--------|----------|
| Drilling and Boring Machine Tool Setters, Operators, and Tenders, Metal and Plastic (51-4032) | 26 | 24 | -2 | -8% |
| Computer-Controlled Machine Tool Operators, Metal and Plastic (51-4011) | 1,002 | 1,143 | 141 | 14% |
| Grinding, Lapping, Polishing, and Buffing Machine Tool Setters, Operators, and Tenders, Metal and Plastic (51-4033) | 119 | 122 | 3 | 3% |
| Tool Grinders, Filers, and Sharpeners (51-4194) | 11 | 13 | 2 | 18% |
| Computer Numerically Controlled Machine Tool Programmers, Metal and Plastic (51- | 28 | 41 | 13 | 46% |

| Occupation | 2013 Jobs | 2023 Jobs | Change | % Change |
|---|------------------|------------------|---------------|-----------------|
| 4012) | | | | |
| Lathe and Turning Machine Tool Setters, Operators, and Tenders, Metal and Plastic (51-4034) | 58 | 62 | 4 | 7% |
| Machinists (51-4041) | 688 | 834 | 146 | 21% |
| Milling and Planing Machine Setters, Operators, and Tenders, Metal and Plastic (51-4035) | 17 | 20 | 3 | 18% |
| Layout Workers, Metal and Plastic (51-4192) | 5 | 6 | 1 | 20% |

District plus borders | Percentile Earnings

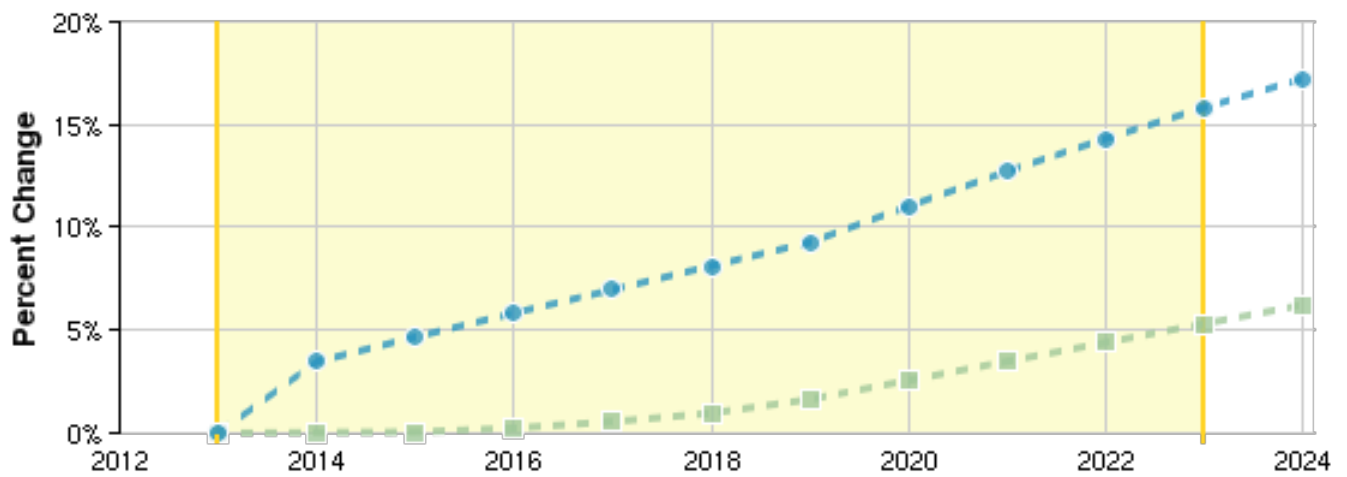
| | | |
|---------------------------------|------------------------|---------------------------------|
| \$12.95/hr | \$16.76/hr | \$21.98/hr |
| 10th Percentile Earnings | Median Earnings | 90th Percentile Earnings |



| Occupation | 10th Percentile Earnings | Median Earnings | 90th Percentile Earnings |
|---|--------------------------|-----------------|--------------------------|
| Drilling and Boring Machine Tool Setters, Operators, and Tenders, Metal and Plastic (51-4032) | \$11.70 | \$16.64 | \$20.44 |
| Computer-Controlled Machine Tool Operators, Metal and Plastic (51-4011) | \$14.11 | \$17.15 | \$21.61 |
| Grinding, Lapping, Polishing, and Buffing Machine Tool Setters, Operators, and Tenders, Metal and Plastic (51-4033) | \$10.34 | \$13.83 | \$18.27 |
| Tool Grinders, Filers, and Sharpeners (51-4194) | \$10.16 | \$15.05 | \$18.53 |
| Computer Numerically Controlled Machine Tool Programmers, Metal and Plastic (51-4012) | \$14.57 | \$20.22 | \$25.63 |
| Lathe and Turning Machine Tool Setters, Operators, and Tenders, Metal and | \$12.25 | \$17.44 | \$21.12 |

| Occupation | 10th Percentile Earnings | Median Earnings | 90th Percentile Earnings |
|--|---------------------------------|------------------------|---------------------------------|
| Plastic (51-4034) | | | |
| Machinists (51-4041) | \$11.83 | \$16.54 | \$23.24 |
| Milling and Planing Machine Setters, Operators, and Tenders, Metal and Plastic (51-4035) | \$12.10 | \$17.66 | \$21.72 |
| Layout Workers, Metal and Plastic (51-4192) | \$12.55 | \$15.56 | \$17.92 |

Regional Trends



| | Region | 2013 Jobs | 2023 Jobs | % Change |
|---|-----------------------|-----------|-----------|----------|
| ● | District plus borders | 1,954 | 2,264 | 15.8% |
| ● | State | 96,269 | 101,387 | 5.3% |

Educational programs

| 3 Programs (2012) | | | 10 Completions (2012) | | |
|---|------|------|--------------------------|------|------|
| Program | 2008 | 2009 | 2010 | 2011 | 2012 |
| Machine Shop Technology/Assistant (48.0503) | 9 | 10 | 11 | 3 | 7 |
| Data Processing and Data Processing Technology/Technician (11.0301) | 0 | 0 | 2 | 4 | 3 |
| Computer Programming/Programmer, General (11.0201) | 5 | 1 | 0 | 0 | 0 |

Inverse Staffing Patterns

| Industry | Occupation Group Jobs in Industry (2014) | % of Occupation Group in Industry (2014) | % of Total Jobs in Industry (2014) |
|--|--|--|------------------------------------|
| Machine Shops (332710) | 454 | 22.4% | 62.4% |
| Construction Machinery Manufacturing (333120) | 420 | 20.8% | 16.7% |
| All Other Miscellaneous General Purpose Machinery Manufacturing (333999) | 169 | 8.3% | 20.4% |
| All Other Miscellaneous Fabricated Metal Product Manufacturing (332999) | 116 | 5.7% | 25.6% |
| Aluminum Die-Casting Foundries (331521) | 67 | 3.3% | 20.2% |

Data Sources and Calculations

State Data Sources

This report uses state data from the following agencies: Illinois Department of Employment Security, Employment Projections; Iowa Workforce Development; Wisconsin Department of Workforce Development, Bureau of Workforce Information

Occupation Data

EMSI occupation employment data are based on final EMSI industry data and final EMSI staffing patterns. Wage estimates are based on Occupational Employment Statistics (QCEW and Non-QCEW Employees classes of worker) and the American Community Survey (Self-Employed and Extended Proprietors). Occupational wage estimates also affected by county-level EMSI earnings by industry.

Institution Data

The institution data in this report is taken directly from the national IPEDS database published by the U.S. Department of Education's National Center for Education Statistics.

Completers Data

The completers data in this report is taken directly from the national IPEDS database published by the U.S. Department of Education's National Center for Education Statistics.

Staffing Patterns Data

The staffing pattern data in this report are compiled from several sources using a specialized process. For QCEW and Non-QCEW Employees classes of worker, sources include Occupational Employment Statistics, the National Industry-Occupation Employment Matrix, and the American Community Survey. For the Self-Employed and Extended Proprietors classes of worker, the primary source is the American Community Survey, with a small amount of information from Occupational Employment Statistics.

Industry Data

EMSI industry data have various sources depending on the class of worker. (1) For QCEW Employees, EMSI primarily uses the QCEW (Quarterly Census of Employment and Wages), with supplemental estimates from County Business Patterns and Current Employment Statistics. (2) Non-QCEW employees data are based on a number of sources including QCEW, Current Employment Statistics, County Business Patterns, BEA State and Local Personal Income reports, the National Industry-Occupation Employment Matrix (NIOEM), the American Community Survey, and Railroad Retirement Board statistics. (3) Self-Employed and Extended Proprietor classes of worker data are primarily based on the American Community Survey, Nonemployer Statistics, and BEA State and Local Personal Income Reports. Projections for QCEW and Non-QCEW Employees are informed by NIOEM and long-term industry projections published by individual states.

Attachment H:

Employer Outreach:

EDUCATIONAL SERVICES MANUAL
July 2005

SOUTHWEST WISCONSIN TECHNICAL COLLEGE OFFICIAL MINUTES

MEETING OF: CNC Setup/Operation Advisory Committee Meeting

DATE/TIME: October 28, 2014, 6:30 p.m.

LOCATION: Southwest Tech College

MEMBERS PRESENT: Rich McNett Tim Tiller

MEMBERS ABSENT: Gary Humes Matt Jackson
Tim Nolan Jay Narasimhan
Carl Orr Greg Russell
Kyle Timmerman Mark Schwab
Kelly Tollefson Tony Schwab
Michael Vida

STAFF PRESENT: Jason Robbins Derek Dachelet

GUEST PRESENT: Kevin Elliott

Meeting Called to Order – Welcome – Dean Derek Dachelet at 7:00 PM

Dean's Report – Derek Dachelet

- We value the advisory committee members and appreciate their support and involvement.
- During the individual program meeting, please talk about shop safety and if the industry has any new safety items. We have not had any reportable safety issues this year.
- During the individual program meeting, please discuss pros and cons for students to wear uniforms (pants, shirts, coveralls). Consensus from program instructors within our division is it would be good idea as it provides an identity, students act differently, and they are more invested. This would be an added expense to the students and the goal is to stay around \$30-50.
- The overall program enrollment within our division is up a little bit this year.
- The College put forth \$500,000 capital money for our division this year.
- The College is in the process of budgeting for capital items and general expenses for 2015-16.

Approval of Minutes from Last Meeting

Minutes were presented – Rich McNett motioned to approve the May 15, 2014 minutes, Tim Tiller seconded, motion carried.

General Education Report – Lisa Riley

There was no updates or input from General Education staff.

EDUCATIONAL SERVICES MANUAL
July 2005

Instructor Report

Enrollments:

- Enrollment continues to be an issue with the CNC program. Jason reported that much of the planning for the next GPR grant will include increasing employer partnerships to capitalize on employer referrals and to integrate production experience into the program in a career pathways model. The plan is that these efforts will help increase enrollment in the program.

Program Activities:

- Jason reported that he had a very busy summer networking with employer partners. He worked on a summer occupational experience at PTC Machine, Mil3, Daleo Machining, Badger Machine, and Highland Machine. Employer feedback on program modifications was helpful and in addition to validating curriculum for an expanded one-year program (planned under a 2015-16 GPR Grant); Jason learned that employers wanted our students to have production experience before coming to work full-time. This is difficult because we do not run production runs in the program. However, the College will be looking at forming employer partnership that may allow us to have an internship component in the program; thus satisfying the employer request while also building program referrals. Jason and Derek Dachelet reviewed proposed changes to the program under the GPR grant and collected feedback on program content and structure that will be included in the grant application.
- Jason recently took his students to tour Grede Foundry and AY McDonald. They were observing the ways that these companies handle setups and the student feedback was that the trips were very beneficial for them to relate classroom content to actual job outcomes.
- The concept of requiring student uniforms was discussed. Feedback from the employer partners was that adding the cost of uniforms was worth the investment to the students.

Program Promotion:

- Jason reported that he continues to recruit heavily for the program. He talked to four prospective students and collected one application during the recent Southwest Tech Open House. As a way to engage prospective students, he had his current students running parts so that the prospective students could see machining in operation. Jason also participated in Camp Extreme during the summer months and had 18 middle school students participate.

Placement Opportunities:

- Jason reported that all his current students have been hired or have job offers even though the semester is only half over. Demand for students trained in CNC operation and machining is very high. Amy Loy from the Institutional Advancement office shared data that reinforced this point.

Program Budget:

- Jason is in the process of establishing a capital budget request. His plan is to request replacement of a CNC, and he collected feedback on models/features to purchase.

Graduate Placement Report, Employer Survey, Student Satisfaction Survey, Scorecard:

- Amy Loy presented a handout titled; "We're Listening to Them!" that summarizes student satisfaction feedback on the program. One item of feedback that students gave was that they sometimes don't know where to go to get information and materials. Jason took this feedback as something he could work on...being a fairly new instructor, he too is still learning how the College operates. The advisory board also reviewed the current employer satisfaction data and an EMSI handout on the labor market trends associated with CNC and machining jobs.

EDUCATIONAL SERVICES MANUAL
July 2005

QRP Improvement Plan Progress:

- Amy Loy reviewed the current QRP document with the advisory group.

Program Modification

- The merits of moving from a 3-credit College Math course to a 2-credit Applied Math were discussed. Jason and Derek reported that they had met at length with math faculty and the Dean of Business & General Education to discuss the merits of this proposed change. After reviewing the curriculum outline, the advisory board members gave positive feedback that change from College Math to Applied Math was advisable. Motion to make the change was made by Tim Tiller and seconded by Rich McNett. Motion passed.
- Immediately preceding the discussion on changes in math, the group discussed opportunities to apply the 1-credit made free by the lessening math credit requirement. The suggestion by the group was that a 1-credit MasterCAM (2 Dimension) course done in the first 8-weeks of the program. The recommendation was to include this 1-credit course in MasterCAM to the curriculum.

Shop Safety

- Current practices in shop safety were discussed and employers gave feedback on current safety/compliance items they are working on.

Tour of classroom, labs and shops:

- The offer for shop tours was made available to advisory board members.

Motion to adjourn, seconded, motion carried. Meeting adjourned at 9:15 p.m.

Minutes submitted by Derek Dachelet.

General

Technical College District: Southwest Wisconsin Technical College

Technical College Instructor: Jason Robbins

Cooperating Business/Industry: Mil-3, Inc., PTC Machining, Daleo Machining, Inc.

Dates of Training: Beginning: 5-19-2014 Ending: 6-6-2014

Location of Training: Platteville and Cuba City, Wisconsin

Specific

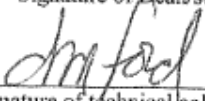
1. Describe the potential for improved instruction resulting from your instructor's participation in the training program.

Outcomes from Occupational Competency investment:

- Ensure viability of current CNC program curriculum and alignment with current industry practices.
- Enhanced employer network connections resulting in advisory board support, potential in-kind donations, placement opportunities for students, etc.
- Investigation of potentially expanding program to a 1-yr Technical diploma.
- Industry relevant lab experiences for students, tailored to regional job market.



Signature of Dean/supervisor



Signature of technical college president

Attachment I:

- a. Summary of initial discussions with other WTCS districts offering a similar or same program.

Email sent to the colleges with the following programs:

- a. 31-444-1
- b. 31-444-2
- c. 30-420-2
- d. 32-444-1
- e. 32-444-2
- f. 31-420-1
- g. 32-420-1
- h. 31-420-5
- i. 32-420-5

No negative feedback was received from these colleges. Multiple colleges replied in a supportive and positive manner.

Sample Email:

Derek Dachelet

To: Derek J Dachelet
Subject: Southwest Tech exploring Precision Machining Technology technical diploma program
Attachments: Precision Machining Technology 2013-2023 District plus borders.rtf

Hi All,

Southwest Tech is looking at starting a Precision Machining Technology 1-year technical diploma program. We currently offer a one-semester CNC Operator/Setup diploma and this new program would be an expansion of the career pathways offering that includes skillsets in CNC programming. We are making this investment based on employer demands and EMSI program viability data (attached). Per the WTCS Occupational Program Procedures, I would like to notify you of this expansion of services and ask for your feedback. Thanks for your help and please let me know if you need additional information.

Derek

Precision Machining Technology

- A. Proposed Aid Code: 31-420-X
- B. Precision Machining Technology
- C. The Precision Machining Technology technical diploma program is designed to meet the needs of advanced manufacturers for entry and mid-level operators and programmers of computer-numerical controlled (CNC) machines and manual machining processes. In this program, students will learn to operate a variety of conventional machine tools, setup/operate/program CNC machines, read and analyze engineering drawings and use precision measuring and inspection instruments. Graduates of the Precision Machining Technology program are employed as machinists, CNC machinists, process control technicians, quality control inspectors, CNC programmers, or field service representatives.
- D. Occupational Codes
 - a. Drilling and Boring Machine Tool Setters, Operators, and Tenders, Metal and Plastic (51-4032)
 - b. Computer-Controlled Machine Tool Operators, Metal and Plastic (51-4011)
 - c. Grinding, Lapping, Polishing, and Buffing Machine Tool Setters, Operators, and Tenders, Metal and Plastic (51-4033)
 - d. Tool Grinders, Filers, and Sharpeners (51-4194)
 - e. Computer Numerically Controlled Machine Tool Programmers, Metal and Plastic (51-4012)
 - f. Lathe and Turning Machine Tool Setters, Operators, and Tenders, Metal and Plastic (51-4034)
 - g. Machinists (51-4041)
 - h. Milling and Planing Machine Setters, Operators, and Tenders, Metal and Plastic (51-4035)
- E. Median Wage: \$16.82/hour
- F. NA
- G. (See Attached EMSI Report)
- H. (See Attached Advisory Board Meeting Minutes and Occupational Competency Report)
- I. An Email (Attached) has been sent to the colleges with the following programs:
 - a. 31-444-1
 - b. 31-444-2
 - c. 30-420-2
 - d. 32-444-1
 - e. 32-444-2
 - f. 31-420-1

- g. 32-420-1
- h. 31-420-5
- i. 32-420-5
- J. Expected State Board "Program Approval" on the meeting following the Concept Review meeting.

Derek Dachelet, Ed.D.
Dean of Industry, Trades, & Agriculture
Southwest Tech
1800 Bronson Blvd., Fennimore, WI 53809
Office: 608.822.2417
Mobile: 608.732.6276
ddachelet@swtc.edu

Attachment K

This Concept Review will be presented to the Southwest Wisconsin Technical College District Board at their December 18, 2014 meeting. Approval will be forwarded to the WTCS Office after that date.

Board Monitoring of College Effectiveness

A. WTCS Health Insurance Consortium

Caleb White and Laura Bodenbender will provide an update on the WTCS Health Insurance Consortium.

B. Business, Management & General Studies Report

Dr. Richard Ammon, Dean of Business, Management and General Studies, will present a report focusing on major activities and how they help the College achieve its seven Strategic Directions. The report will be available at the meeting.

C. Staffing Update

Laura Bodenbender will provide an update on College staffing. A summary is available electronically with all other Board material.

Position Tracking 2014/2015 Fiscal Year

| | Name | Title | Status and/or Additional Info | Effective Date | Funding Source &/or Estimated Wage Range |
|----|--|---|--|----------------|---|
| 1 | Replacement - Jenny Oyen | Administrative Asst. Public Safety | Transfer in - Tammie Engelke | TBD | Grade 4 Hourly \$16.09 - \$20.78 |
| 2 | New Position | Part Time Admin. Asst. Public Safety (Even & Weekends) | New Hire - Pam Johnson Loy | 7/21/2014 | Grade 4 Hourly \$16.09 - \$20.78 |
| 3 | Replacement - Donna Marchese | Assessment Specialist | Internal Transfer-Mary Jo Sherman | | Grade 5 Hourly \$17.14 - \$22.09 |
| 4 | Replacement - Pam Myhre | Associate Degree Nursing Instructor | New Hire - Christal Foreyt | 8/14/2014 | BS \$40,368-\$68,225 MS \$44,159-\$74,437 |
| 5 | New Position | Cancer Infor Mgmnt / H.I.T. Instructor | New Hire - Stacie Kreinbrink | 8/14/2014 | Grant & District Funded BS \$40,368-\$68,225 MS \$44,159-\$74,437 |
| 6 | Replacement - Jessica Brogley | Communications Instructor | Decision to hire adjuncts | | BS \$40,368-\$68,225 MS \$44,159-\$74,437 |
| 7 | New Position | Culinary Arts/Management Instructor | New Hire - Karen Bast | 8/14/2014 | BS \$40,368-\$68,225 MS \$44,159-\$74,437 |
| 8 | New Position - Limited Term Employment (LTE) | Healthcare Lab Asst. | Position is now being shared among faculty. | | Grant Funded Grade 6 Hourly \$20.74 - \$26.74 |
| 9 | New Position - Limited Term Employment (LTE) | Healthcare Tutors/Study Skill Tutors/Tutor Specialist (8 Positions) | New Hires - Marcia Taddy, Clark Benson, Jeff Stauffacher, and Carla Flesch | | Grant Funded Grade 6 Hourly \$20.74 - \$26.74 |
| 10 | Replacement - Robert Hampton (LTE) | Electrical Power Distribution Lab Assistant | New Hire - Chase Varvil | 8/14/2014 | Grade 5 Hourly \$17.14 - \$22.09 |
| 11 | New Position | Lab Science/Medical Lab Tech Instructor | New Hire - Linda Kious | 8/14/2014 | Grant Funded BS \$40,368-\$68,225 MS \$44,159-\$74,437 |

Position Tracking 2014/2015 Fiscal Year

| | Name | Title | Status and/or Additional Info | Effective Date | Funding Source &/or Estimated Wage Range |
|----|--|--|--------------------------------------|-----------------------|--|
| 12 | New Position - Limited Term Employment (LTE) | Media Support Specialist | New Hire-Kyle Ebel | 7/7/2014 | Grant Funded Grade 6 Hourly \$20.74 - \$26.74 |
| 13 | Replacement - Patti Obma | Nursing Assistant Instructor (1 FT or 2 PT) | New Hire - Jill Henry (1 Full time) | 8/14/2014 | Grant Funded BS \$40,368-\$68,225 MS \$44,159-\$74,437 |
| 14 | New Position - Limited Term Employment (LTE) | General Anatomy & Physiology Instructor (PT) | Decision to hire adjunct | 8/21/2014 | Grant Funded BS \$40,368-\$68,225 MS \$44,159-\$74,437 |
| 15 | Replacement-Dorie Hopkins Studnicka | Auto-Tutorial Lab Assistant | New Hire - Janet Giese | 8/14/2014 | Grade 4 Hourly \$16.09 - \$20.78 |
| 16 | Replacement-Heidi Deininger Kinney | Associate Degree Nursing Instructor | New Hire - Nicole Schopf | 8/14/2014 | BS \$40,368-\$68,225 MS \$44,159-\$74,437 |
| 17 | Replacement-Sue Elliott | Child Care Lab Assistant | New Hire - Mikayla Bryant | 8/14/2014 | Grade 1 Hourly \$11.89 - \$15.36 |
| 18 | Replacement - Mary Jo Sherman (Transfer) | Student Services Specialist | New Hire - Jennifer Taylor | 9/2/2014 | Grade 2 Hourly \$14.19 - \$18.34 |
| 19 | Replacement - Tammie Engelke (Transfer) | Grants Accountant | Internal Transfer - Holly Crubel | 8/25/2014 | Grade 6 Hourly \$21.05 - \$27.14 |
| 20 | Replacement - Holly Crubel (Transfer) | Accounts Payable | New Hire - Amy Campbell | 10/20/2014 | Grade 4 Hourly \$16.09 - \$20.78 |
| 21 | Replacement - Helen Laufenberg | Grant/Finance Accountant | Internal Transfer - Samantha Redman | 8/25/2014 | Grade 6 Hourly \$21.05 - \$27.14 |

Position Tracking 2014/2015 Fiscal Year

| | Name | Title | Status and/or Additional Info | Effective Date | Funding Source &/or Estimated Wage Range |
|----|---|--|--|----------------|---|
| 22 | Replacement - Samantha Redman (Transfer) | Financial Aid Accounting/Bursar | Decision to defer replacement at this time. | | Grade 4 Hourly \$16.09 - \$20.78 |
| 23 | New Position | Online Specialist | New Hire - Amy Poteet | 1/12/2015 | Grant Funded the first year, then District Funded Grade 7 Salaried Professional \$52,190 - \$70,611 |
| 24 | Replacement - Kathy Witzig (Retirement) | Counselor | New Hire - Heather Mclimans | 12/15/2014 | Grade 7 Salaried Professional \$52,190 - \$70,611 |
| 25 | New Position (Limited Term Employment) LTE | Welding Instructor | New Hire - Edward Anderson | 12/15/2014 | BS \$40,368-\$68,225 MS \$44,159-\$74,437 |
| 26 | New Position | Administrative Asst. Part Time Business Management & General Studies | Decision to defer hire at this time and to temporarily use internal resources. | | Grade 4 Hourly \$16.09 - \$20.78 |
| 27 | Replacement - Betsy Ralph Tollefson (Resignation) | Executive Director of the Foundation | Interviewing | | T B D (Foundation Funded) |
| 28 | Replacement - Kellie Knox (Retirement) | Math/Science Instructor | New Hire - Amanda Vissers | Spring 2015 | BS \$40,368-\$68,225 MS \$44,159-\$74,437 |
| 29 | Replacement - Samantha Redman (Transfer) | Financial Aid Accounting/Bursar | Posting/Advertising | | Grade 4 Hourly \$16.09 - \$20.78 |
| 30 | New Position | Adult Career Pathway Coordinator | Posting/Advertising | | Grant Funded the first year, then District Funded Grade 7 Salaried Professional \$52,190 - \$70,611 |

Position Tracking 2014/2015 Fiscal Year

| | Name | Title | Status and/or Additional Info | Effective Date | Funding Source &/or Estimated Wage Range |
|----|--|--|-------------------------------|----------------|--|
| 31 | Replacement - JoAnn Peterson (Resignation) | Farm Business Production Management Instructor | Posting/Advertising | Spring 2015 | BS \$40,368-\$68,225 MS \$44,159-\$74,437 |
| 32 | Replacement - Bill O'Herrin | Electrical Power & Distribution Instructor | Posting/Advertising | Summer 2015 | BS \$40,368-\$68,225 MS \$44,159-\$74,437 |
| 33 | New Positions (4) | Part Time (Limited Term Employment) Health Information Technology Virtual Tutors | Posting/Advertising | | Grant Funded, Grade 6 Hourly \$21.05 - \$27.14 |

Updated 12/11/2014

Information and Correspondence

A. Enrollment Report

The 2014-15 Comparison FTE and 2015-16 Application Reports are available below.



2013-2014 and 2014-2015 FTE Comparison

| Program Type | Program Title | 12-09-13 Students | 12-08-14 Students | Student Change | 12-09-13 FTE | 12-08-14 FTE | FTE Change |
|--------------|---|-------------------|-------------------|----------------|---------------|---------------|----------------|
| 10 | Accounting | 33 | 22 | (11) | 26.40 | 18.66 | (7.73) |
| 10 | Administrative Professional | 14 | 12 | (2) | 12.17 | 9.10 | (3.07) |
| 10 | Agri-Business/Science Technology | 42 | 61 | 19 | 41.34 | 59.84 | 18.50 |
| 10 | Business Management | 97 | 74 | (23) | 67.43 | 51.06 | (16.37) |
| 10 | Cancer Information Management-New | - | 6 | 6 | - | 3.37 | 3.37 |
| 10 | Criminal Justice - Law Enforcement | 57 | 57 | - | 51.53 | 43.13 | (8.40) |
| 10 | Culinary Arts | 6 | 20 | 14 | 5.64 | 17.17 | 11.54 |
| 10 | Culinary Management | 10 | 9 | (1) | 8.00 | 8.60 | 0.60 |
| 10 | Direct Entry Midwife | 25 | 30 | 5 | 12.37 | 13.70 | 1.33 |
| 10 | Early Childhood Education | 48 | 36 | (12) | 34.50 | 26.53 | (7.97) |
| 10 | Electromechanical Technology | 58 | 60 | 2 | 57.20 | 49.40 | (7.80) |
| 10 | Engineering Technologist-Suspended | 22 | 10 | (12) | 21.63 | 9.23 | (12.40) |
| 10 | Golf Course Management | 34 | 30 | (4) | 27.67 | 24.10 | (3.57) |
| 10 | Graphic And Web Design | 36 | 31 | (5) | 28.00 | 23.87 | (4.13) |
| 10 | Health Information Technology-New | - | 27 | 27 | - | 15.30 | 15.30 |
| 10 | Human Services Associate | 56 | 42 | (14) | 35.10 | 31.40 | (3.70) |
| 10 | Individualized Technical Studies | 6 | 5 | (1) | 5.87 | 2.90 | (2.97) |
| 10 | IT-Computer Support Specialist | 1 | 2 | 1 | 0.20 | 0.53 | 0.33 |
| 10 | IT-Network Communications Specialist | 34 | 29 | (5) | 25.47 | 20.00 | (5.47) |
| 10 | IT-Web & Software Developer-Suspended | 19 | 10 | (9) | 13.83 | 6.40 | (7.43) |
| 10 | Marketing-Suspended | 8 | 1 | (7) | 5.73 | 0.10 | (5.63) |
| 10 | Medical Laboratory Technician | 16 | 17 | 1 | 11.13 | 14.50 | 3.37 |
| 10 | Nursing - Associate Degree | 232 | 280 | 48 | 123.71 | 144.65 | 20.94 |
| 10 | Physical Therapist Assistant | 37 | 44 | 7 | 22.47 | 24.17 | 1.70 |
| 10 | Supervisory Management | - | 18 | 18 | - | 7.69 | 7.69 |
| 10 | Supply Chain Management-New | - | 1 | 1 | - | 0.43 | 0.43 |
| | Total Associate Degree | 891 | 934 | 43 | 637.37 | 625.84 | (11.53) |
| 31 | Accounting Assistant | 9 | 12 | 3 | 4.97 | 8.10 | 3.13 |
| 32 | Agricultural Power & Equipment Technician | 43 | 40 | (3) | 42.44 | 38.24 | (4.20) |
| 31 | Auto Collision Repair & Refinish Technician | 21 | 20 | (1) | 14.37 | 13.63 | (0.73) |

| Program Type | Program Title | 12-09-13 Students | 12-08-14 Students | Student Change | 12-09-13 FTE | 12-08-14 FTE | FTE Change |
|--------------|--|-------------------|-------------------|----------------|-----------------|-----------------|----------------|
| 32 | Automotive Technician | 31 | 32 | 1 | 24.87 | 27.60 | 2.73 |
| 31 | Bricklaying & Masonry-Suspended | 10 | - | (10) | 8.50 | - | (8.50) |
| 30 | Building Maintenance & Construction-PDC Correctional | 1 | - | (1) | 0.10 | - | (0.10) |
| 31 | Building Trades - Carpentry | 13 | 20 | 7 | 12.67 | 15.67 | 3.00 |
| 30 | CNC Setup/Operation | 11 | 8 | (3) | 6.77 | 3.87 | (2.90) |
| 31 | Child Care Services | 11 | 15 | 4 | 9.13 | 10.20 | 1.07 |
| 50 | Electricity (Construction) Apprentice | 17 | 19 | 2 | 2.93 | 1.97 | (0.97) |
| 31 | Cosmetology | 41 | 39 | (2) | 33.27 | 32.51 | (0.77) |
| 30 | Criminal Justice-Law Enforcement 520 Academy | 22 | 15 | (7) | 11.63 | 7.80 | (3.83) |
| 31 | Culinary Specialist | 6 | 5 | (1) | 3.23 | 3.67 | 0.43 |
| 31 | Dairy Herd Management | 16 | 17 | 1 | 17.53 | 17.10 | (0.43) |
| 30 | Dental Assistant - Short Term | 28 | 26 | (2) | 14.70 | 13.10 | (1.60) |
| 31 | Electrical Power Distribution | 28 | 26 | (2) | 24.70 | 24.23 | (0.47) |
| 31 | Esthetician-Suspended | 13 | 1 | (12) | 9.03 | 0.53 | (8.50) |
| 50 | Industrial Electrician Apprentice | 15 | 10 | (5) | 2.40 | 0.87 | (1.53) |
| 31 | Industrial Mechanic-New | - | 1 | 1 | - | 0.50 | 0.50 |
| 31 | IT-Computer Support Technician | 2 | 18 | 16 | 0.87 | 12.23 | 11.37 |
| 31 | Medical Assistant | 43 | 37 | (6) | 33.77 | 33.54 | (0.23) |
| 30 | Medical Coding Specialist | 55 | 40 | (15) | 18.17 | 11.80 | (6.37) |
| 31 | Medical Transcription-Discontinued | 4 | - | (4) | 1.37 | - | (1.37) |
| 30 | Nursing Assistant | 149 | 136 | (13) | 17.97 | 16.87 | (1.10) |
| 31 | Office Support Specialist | 8 | 11 | 3 | 5.73 | 8.57 | 2.83 |
| 50 | Plumbing Apprentice | 12 | 12 | - | 1.46 | 1.38 | (0.08) |
| 31 | Welding | 45 | 46 | 1 | 41.20 | 38.83 | (2.37) |
| | Total Technical Diploma | 654 | 606 | (48) | 363.78 | 342.79 | (20.99) |
| | Liberal Studies | 11 | 26 | 15 | 6.33 | 9.67 | 3.34 |
| | Undeclared Majors | 1,719 | 1,581 | (138) | 198.24 | 166.68 | (31.56) |
| | Total | 3,275 | 3,147 | (128) | 1,205.73 | 1,144.98 | (60.74) |
| | Percent of Change | | | | | | -5.04% |
| | Vocational Adult (Aid Codes 42-47) | 3857 | 2886 | (971) | 65.55 | 53.07 | (12.48) |
| | Community Services | 151 | 57 | (94) | 0.48 | 0.14 | (0.35) |
| | Basic Skills (Aid Codes 7x) | 189 | 194 | 5 | 15.72 | 12.95 | (2.76) |
| | Basic Skills Remedial(Aid Codes 78) | 816 | 481 | (335) | 40.00 | 22.78 | (17.22) |
| | Grand Total | 8,288 | 6,765 | (1,523) | 1,327.48 | 1,233.92 | (93.56) |
| | Total Percent of Change | | | | | | -7.05% |

| 2015-16 Application Comparison Report Program | Cap | 15-16 (12/9/14) | | | 14-15 (12/9/13) | | | YOY Change |
|---|-----|-----------------|-----------|-------|-----------------|-----------|-------|------------|
| | | Accepted | Wait List | Total | Accepted | Wait List | Total | |
| Accounting | | 2 | | 2 | 8 | | 8 | (6) |
| Accounting Assistant | | 3 | | 3 | 1 | | 1 | 2 |
| Administrative Professional | | 3 | | 3 | 3 | | 3 | 0 |
| Agri-Business/Science Tech | 24 | 10 | | 10 | 20 | | 20 | (10) |
| Ag Power & Equipment | 22 | 21 | | 21 | 22 | 9 | 31 | (10) |
| Auto Collision Repair&Refinish | 22 | 5 | | 5 | 3 | | 3 | 2 |
| Automotive Technician | 22 | 5 | | 5 | 3 | | 3 | 2 |
| Building Trades- Carpentry | 20 | 1 | | 1 | 2 | | 2 | (1) |
| Business Management | | 5 | | 5 | 11 | | 11 | (6) |
| Cancer Information Magt | | 1 | | 1 | | | | 1 |
| Child Care Services | 13 | 5 | | 5 | 4 | | 4 | 1 |
| CNC Setup/Operation | 15 | 1 | | 1 | | | 0 | 1 |
| Cosmetology | 24 | 3 | | 3 | 5 | | 5 | (2) |
| Criminal Justice-Law Enforce | 48 | 13 | | 13 | 8 | | 8 | 5 |
| Culinary Arts | | 3 | | 3 | 3 | | 3 | 0 |
| Culinary Management | | 0 | | 0 | | | 0 | 0 |
| Culinary Specialist | | 0 | | 0 | | | 0 | 0 |
| Dairy Herd Management | 24 | 4 | | 4 | 3 | | 3 | 1 |
| Dental Assistant | 18 | 6 | | 6 | 18 | 4 | 22 | (16) |
| Early Childhood Education | 28 | 10 | | 10 | 7 | | 7 | 3 |
| Electrical Power Distribution | 24 | 24 | 2 | 26 | 11 | | 11 | 15 |
| Electro-Mech Tech | 24 | 2 | | 2 | 4 | | 4 | (2) |
| Golf Course Management | | 2 | | 2 | 1 | | 1 | 1 |
| Graphic and Web Design | 25 | 4 | | 4 | 2 | | 2 | 2 |
| Health Information Technology | 22 | 16 | | 16 | | | 0 | 16 |
| Human Services Associate | 31 | 7 | | 7 | 14 | | 14 | (7) |
| Industrial Mechanic | 12 | | | 0 | 1 | | 1 | (1) |
| IT-Computer Support Tech | | 1 | | 1 | | | 0 | 1 |
| IT-Network Communication Spec | | 1 | | 1 | 2 | | 2 | (1) |
| IT-Web&A71Software (Disc.) | | | | 0 | | | | 0 |
| Laboratory Science Technician | 15 | 0 | | 0 | | | 0 | 0 |
| Liberal Arts- Associate of Arts | | 0 | | 0 | 1 | | 1 | (1) |
| Liberal Arts-Associate of Science | | 0 | | 0 | 1 | | 1 | (1) |
| Medical Assistant | 32 | 24 | | 24 | 32 | | 32 | (8) |
| Medical Coding Specialist | 23 | 10 | | 10 | 34 | 3 | 37 | (27) |
| Medical Laboratory Technician | 16 | 2 | | 2 | 2 | | 2 | 0 |
| Nail Technician | 4 | 0 | | 0 | | | 0 | 0 |
| Nursing-Associate Degree | 54 | 54 | 60 | 114 | 54 | 47 | 101 | 13 |
| Nursing-Assoc Degree- Part-time | 28 | 28 | 12 | 40 | 17 | | 17 | 23 |
| Office Support Specialist | | 2 | | 2 | 5 | | 5 | (3) |
| Pharmacy Tech (shared) | | 1 | | 1 | | | 0 | 1 |
| Physical Therapist Assistant | 15 | 0 | 1 | 1 | 15 | 13 | 28 | (27) |
| Supervisory Management | | 0 | | 0 | | | | 0 |
| Undecided | | 0 | | 0 | | | 0 | 0 |
| Welding | 40 | 7 | | 7 | 13 | | 13 | (6) |
| Totals | | 286 | 75 | 361 | 330 | 76 | 406 | -45 |

B. Chairperson's Report

C. College President's Report

4. Honkamp Krueger Project
5. Summer Career Academy – Richland County
6. Dept. of Transportation's Proposal for Bronson Boulevard/Hwy 18 Intersection

D. Other Information Items

Establish Board Agenda Items for Next Meeting

A. Agenda

1. District Boards Association Update, Paul Gabriel
2. Student Services Report

B. Time and Place

Thursday, January 22, 2015, at 7:00 p.m. in Rooms 492-493, College Connection, Southwest Tech Campus

Adjournment