



Southwest Wisconsin Technical College

District Board Meeting

Regular Meeting

March 24, 2016

Held at

Southwest Tech
1800 Bronson Boulevard
Fennimore, WI

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Annotated Agenda

BOARD MEETING NOTICE/AGENDA

Thursday, March 24, 2016

6:15 p.m. – Dinner & 50th Anniversary Presentation

7:00 p.m. – Board Meeting

Room 492-493 – College Connection

ANNOTATED AGENDA

OPEN MEETING

The following statement will be read: "The March 24, 2016, 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

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

B. Minutes of the Board Retreat/Regular Meeting of February 26-27, 2016

Minutes of the February 26-27, 2016, Board retreat and regular 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

Contract revenue totaled \$12,912.52 in February 2016. There are 11 contracts being presented to the Board for approval. The Contract Revenue Report is included with the electronic Board material.

E. Personnel Items

Four employment recommendations, two internal transfers, and two retirements 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. Bid for Building 400 Reroof Project

Bids were accepted for a reroofing project to Building 400 with the opening of the bids on March 18, 2016. A summary of the eight bids received is below. Caleb White will be present to discuss this with the Board.

Recommendation – Accept the low bid for the Building 413/415 Reroof Project including Additives I and II, in the amount of \$186,533 from Hasheider Roofing & Siding, LTD of Prairie du Sac, Wisconsin.

B. Lease with Darlington School District

The 2016-17 agreement with Darlington Community Schools for lease of one classroom space is being presented for approval. The proposed rental agreement is included with the electronic Board material.

Recommendation: Approve the 2016-17 lease with Darlington Community Schools for one classroom to be used as an outreach site.

C. Lease with Platteville School District

The 2016-17 agreement with Platteville School District for lease of two classroom spaces is being presented for approval. The proposed rental agreement is included with the electronic Board material.

Recommendation: Approve the 2016-17 lease with Platteville School District for two classrooms to be used as an outreach site.

BOARD MONITORING OF COLLEGE EFFECTIVENESS

A. Cost for Feasibility Study of Facilities Master Plan

The Board requested costs for a feasibility study of the Facilities Master Plan be brought to them for discussion. Costs will be presented at the Board meeting.

B. Staffing Update

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

INFORMATION AND CORRESPONDENCE

A. Enrollment Report

The 2015-16 Comparison FTE and 2016-17 Application Reports are available electronically with all other Board material.

B. Chairperson's Report

C. College President's Report

1. College Update
2. Campus Climate Survey

D. Other Information Items

ESTABLISH BOARD AGENDA ITEMS FOR NEXT MEETING

A. Agenda

1. Out-of-State Tuition Waiver
2. RFP for Auditing Services

B. Time and Place

Thursday, April 28, 2016, at 7:00 p.m. in Rooms 492-493, College Connection, Southwest Tech Campus

ADJOURN TO CLOSED SESSION

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

1. Discussion of property acquisition per Wis. Stats. 19.85(1)(e) {Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.}
2. Discussion of a personnel issue per Wis. Stats. 19.85 (1) (f) {Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations.}
3. Discussion of a compensation issue 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.}

RECONVENE TO OPEN SESSION

A. Action, if necessary, on Closed Session Items

ADJOURNMENT

Open Meeting

The following statement will be read: "The March 24, 2016, 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

BOARD MEETING NOTICE/AGENDA

Thursday, March 24, 2016

6:15 p.m. – Dinner & 50th Anniversary Presentation

7:00 p.m. – Board Meeting

Room 492-493 – College Connection

AGENDA

OPEN MEETING

The following statement will be read: “The March 24, 2016, 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 Board Retreat/Regular Meeting of February 26-27, 2016
- 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. Bid for Building 400 Reroof Project
- B. Lease with Darlington School District
- C. Lease with Platteville School District

BOARD MONITORING OF COLLEGE EFFECTIVENESS

- A. Cost for Feasibility Study of Facilities Master Plan
- B. 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 property acquisition per Wis. Stats. 19.85(1)(e) {Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.}
 - 2. Discussion of a personnel issue per Wis. Stats. 19.85 (1) (f) {Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations.}
 - 3. Discussion of a compensation issue 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.}

RECONVENE TO OPEN SESSION

- B. 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}

B. Minutes of the Board Retreat/Regular Meeting of February 26-27, 2016

MINUTES OF THE REGULAR MEETING/BOARD RETREAT OF THE BOARD OF DIRECTORS OF SOUTHWEST WISCONSIN TECHNICAL COLLEGE FEBRUARY 26-27, 2016

The Board of Southwest Wisconsin Technical College met in open session of a Board Retreat/regular meeting commencing at 12:30 p.m. on February 26, 2016, at the Super 8, located at 201 Christensen Drive, Darlington, Lafayette County, Wisconsin. The following members were present:

Linda Erickson (arrived at 1:30 p.m.), Melissa Fitzsimons, James Kohlenberg, Darlene Mickelson, Eileen Nickels, Chris Prange, Rhonda Sutton, and Donald Tuescher

Absent: Russell Moyer

Others present for all or a portion of the meeting included Dr. Jason S. Wood, College President; College Staff: Karen Campbell, Katie Garrity, Holly Miller, Barb Tucker, Krista Weber, and Caleb White.

Chairperson Kohlenberg 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 RETREAT/MEETING NOTICE/AGENDA

February 26-27, 2016

Super 8

**201 Christensen Drive
Darlington, WI 53530**

Friday, February 26, 2016

11:45 a.m. – Lunch

12:30 – Board Meeting/Retreat

AGENDA

OPEN MEETING

The following statement will be read: "The February 26-27, 2016, Board Retreat/regular meeting of the Southwest Wisconsin Technical College District 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 and Darlington 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 January 28, 2016
- 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. Second Reading of Governance Policy 4.4 – College Values

BOARD MONITORING OF COLLEGE EFFECTIVENESS

- A. Budget Parameters & Assumptions
- B. 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

BOARD MONITORING OF COLLEGE EFFECTIVENESS

- A. Data/Performance/Accountability
- B. Administrative Services Report

The Board will adjourn until 8:30 a.m. on Saturday, February 27, 2016. The Board will have dinner and breakfast for social purposes only and no College business will be conducted.

Saturday, February 27, 2016

8:30 a.m. – Board Retreat

Super 8

201 Christensen Drive

Darlington, WI 53530

BOARD MONITORING OF COLLEGE EFFECTIVENESS

- A. Human Resources Report
- B. President's Time

ADJOURNMENT

Mr. Tuescher moved to approve the Consent Agenda, as presented, including the February 26-27, 2016, agenda; January 28, 2016, Board minutes; financial reports; seven contracts totaling \$9,843.76 in January 2016; employment recommendations for Jordyn Poad – Student Success Coach, Anna Stremlau – Student Success Coach, Scott Swan – Academic Success Coach, and Carol Soden – Academic Success Coach; transfers for Dan Scullion – Evening Custodian – Lead Worker and Katie Garrity – Chief Academic Officer/Executive Dean; the retirement of Patty Hartline, Communications Instructor; and the resignations of Marcia Taddy

– Academic Success Coach, Randy Leibfried – Evening Custodian, and Marijke vanRoojen – Midwifery Instructor. Mr. Prange seconded the motion; motion carried.

Krista Weber, Director of Human Resources, presented the revised definitions of the College Values. Ms. Fitzsimons motioned to approve the second reading of Governance Policy 4.4 – College Values as presented with the modification that the Values statements read ‘The College values:’ instead of ‘The employees at Southwest Tech value:’. Ms. Nickels seconded the motion; motion unanimously carried.

Mr. White presented information relevant to the budget assumptions and parameters for the FY2017 Operational Budget. Priority initiatives include the strategic priorities based on the three strategic directions vetted by the Board. The strategic directions include increase student access and improve student success, entrepreneurial sustainability, and service culture. Budget assumptions include a slight increase in district net new construction valuation, minimal tuition increase, an increase in health and dental coverage premiums, increase in utility rates, reduction of grants, slight decrease in Wisconsin Retirement System contribution rate, and a projected 1420 FTEs.

Ms. Weber provided an update on College staffing. It was noted there are open positions in various stages of the hiring process including Basic Computer Skills Coordinator, two Evening Custodians, and two Child Care Assistants.

The FTE year-over-year comparison report reflected an increase of 1.78 percent from the previous year and applications for Fall 2016 are behind as compared to the 2015 application numbers.

The College President’s Report included a summary of the ACCT National Legislative Summit, a plan to work with the K-12 school districts in offering 30 credits to high school students in their junior and senior years, and a synopsis of meetings he has had in the region.

In addition to the March 24 Board meeting, a Board meeting will be held on March 30 for an Executive Session.

The Board discussed data, performance, and accountability with several members of the Executive Team. Topics focused on data the Board reviews, enrollment trends, Board Monitoring reports, and holding meetings around the College to allow for authentic interaction with students and staff. Dr. Wood presented a draft tool focused on the strategic priorities and the College health. This tool will be developed over the next several months and brought back to the Board.

Mr. White provided a report on the Administrative Services department. Mr. White reviewed notable projects in Facilities, Information Technology, and Fiscal Services. He also presented a three-year projected budget and an update on the Facilities Master Plan. Consensus of the Board members was to bring back to the Board the scope and cost of a feasibility study for the Facilities Master Plan.

Mr. Tuescher moved to recess until February 27 at 8:30 with Ms. Mickelson seconding the motion. The motion carried, and the meeting recessed at 4:55 p.m.

The Board reconvened at 8:34 a.m. on February 27, 2016, at the Super 8, located at 201 Christensen Drive, Darlington, Lafayette County, Wisconsin. The following members were present:

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

Absent: Linda Erickson and Russell Moyer

Others present for all or a portion of the meeting included Dr. Jason S. Wood, College President; College Staff: Karen Campbell, Krista Weber, and Caleb White.

Krista Weber presented a report on human resource trends at the College including culture and compensation initiatives. Discussion on a compensation philosophy was held. Ms. Weber will work on developing the philosophy and bring it back to the Board for review and approval.

Dr. Wood provided an overview of the 50th Anniversary celebration noting that the kick off will be at the May graduation ceremonies followed by a Presidents' Event to include Drs. Wood, Ford, Knox, and Rogers. All activities starting in 2016-17 will be branded as the 50th Anniversary. The Board was updated on meetings held with various communities regarding outreach. Mobile labs are being looked at to be developed in welding and possibly manufacturing, health, business, and agriculture. The Board and Dr. Wood discussed the College's culture and initiatives at the state level.

With no further business to come before the Board, Ms. Fitzsimons motioned to adjourn. Ms. Nickels seconded the motion. The motion carried and the meeting adjourned at 11:49 a.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 02/01/2016 TO 02/29/2016**

<u>PO DATE</u>	<u>PO #</u>	<u>VENDOR NAME</u>	<u>PO AMOUNT</u>	<u>DESCRIPTION</u>
<u>GENERAL FUND</u>				
		None this month		
		SUBTOTAL	\$0.00	
<u>CAPITAL FUND</u>				
02/11/16	6381	Signs To Go!	\$3,384.00	Facilities: 20-24"x32" acrylic panels for student photos in 1700 hallway
02/18/16	6384	Lab Midwest	\$2,918.75	Electromech: 2 Licenses for Automation Studio Software & Maintenance
		SUBTOTAL	\$6,302.75	
<u>ENTERPRISE FUND</u>				
		None this month		
		SUBTOTAL	\$0.00	
		TOTAL	\$6,302.75	

2. Treasurer's Cash Balance

Southwest Wisconsin Technical College Report of Treasurers Cash Balance 02/29/2016

Liability End of Month Balances			
FICA	-		
Federal Withholding	-		
State Withholding	21,265.07		
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	350,390.35		
Sick Leave Payable	441,372.11		
Other (Due To)	(8,173,875.65)		
Total Liability Adjustment	(7,360,848.12)		
Beginning Treasurers Balance			23,086,170.09
Receipt			
Fund			
1 General	6,770,810.04		
2 Special Revenue	-		
3 Capital Projects	2,098.63		
4 Debt Service	-		
5 Enterprise	78,829.05		
6 Internal Service	325,737.98		
7 Financial Aid/Activities	2,046,558.24		
Total Receipts		9,224,033.94	
Cash Available			32,310,204.03
Expenses			
Fund			
1 General	1,576,071.67		
2 Special Revenue	-		
3 Capital Projects	163,186.88		
4 Debt Service	-		
5 Enterprise	133,216.63		
6 Internal Service	341,322.77		
7 Financial Aid/Activities	2,267,306.56		
Total Expenses		4,481,104.51	
Treasurers Cash Balance			27,829,099.52
Liability Adjustment			(7,360,848.12)
Cash in Bank			20,468,251.40

3. Budget Control

Southwest Wisconsin Technical College
YTD Summary for Funds 1-7
For 8 Months ended February 2016

	2015-16 <u>Budget</u>	2015-16 <u>YTD Actual</u>	2015-16 <u>Percent</u>	2014-15 <u>Percent</u>	2013-14 <u>Percent</u>	2012-13 <u>Percent</u>
General Fund Revenue	23,568,000.00	22,018,059.45	93.42	89.06	82.49	85.49
General Fund Expenditures	23,968,000.00	14,802,124.86	61.76	58.49	60.94	59.54
Capital Projects Fund Revenue	2,530,000.00	2,519,626.91	99.59	100.52	100.13	101.99
Capital Projects Fund Expenditures	2,357,000.00	883,423.00	37.48	58.41	44.14	37.59
Debt Service Fund Revenue	5,194,000.00	216,998.95	4.18	3.47	3.62	0.00
Debt Service Fund Expenditures	5,261,000.00	667,152.51	12.68	14.03	13.74	11.40
Enterprise Fund Revenue	2,132,000.00	1,519,583.89	71.28	79.83	71.04	72.15
Enterprise Fund Expenditure	1,966,000.00	1,306,510.41	66.46	57.18	51.68	57.03
Internal Service Fund Revenue	4,100,000.00	2,838,576.61	69.23	62.45	65.10	64.26
Internal Service Fund Expenditures	4,100,000.00	3,097,495.03	75.55	74.63	63.41	63.80
Trust & Agency Fund Revenue	8,500,000.00	5,738,402.96	67.51	78.57	91.25	88.71
Trust & Agency Fund Expenditures	8,450,000.00	5,836,921.50	69.08	80.78	89.94	94.25
Grand Total Revenue	46,024,000.00	34,851,248.77	75.72	75.63	74.11	74.34
Grand Total Expenditures	46,102,000.00	26,593,627.31	57.68	58.93	60.07	58.92

D. Contract Revenue

Contract revenue totaled \$12,912.52 in February 2016. There are 11 contracts being presented to the Board for approval. The Contract Revenue Report follows.

2015-2016 CONTRACTS

2/01/16 through 2/29/16

<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)	<u>INDIRECT COST FACTOR</u>		
						<u>On-Campus</u>	<u>Off-Campus</u>	<u>Waiver</u>
03-2016-0060-I-41 Prairie Maison	BLS for Healthcare Providers-CPR Recert	Kris Wubben	8	\$ 610.38	No		X	
03-2016-0065-I-18 UW Platteville	Driver Education Van	Kris Wubben	3	\$ 180.00	No		X	
03-2016-0068-I-42 Boscobel Care and Rehabilitation	BLS for Healthcare Providers-CPR Recert	Kris Wubben	22	\$ 990.00	No		X	
03-2016-0078-F-23 Prosperity Southwest	Administrative & Financial Services	Amy Charles		\$ 1,162.50	No		X	
03-2016-0099-I-11 Boscobel School District	Family & Friends CPR	Kris Wubben	63	\$ 778.00	Yes		X	
03-2016-0106-I-41 Weir Minerals	Basic Electrical Theory and Safety	Amy Charles	16	\$ 4,350.00	No		X	
03-2016-0112-I-11 River Ridge School District	Heartsaver CPR/AED First Aid Training	Kris Wubben	20	\$ 1,200.00	No		X	
03-2016-0113-I-42 Hollandale First Responders	First Responder Refresher with CPR	Kris Wubben	7	\$ 1,373.00	No		X	
03-2016-0114-I-42 Mt. Hope Fire Department	Heartsaver CPR/AED	Kris Wubben	13	\$ 683.13	No		X	
03-2016-0115-I-41 Greenway Manor	BLS for Healthcare Providers-CPR Recert	Kris Wubben	4	\$ 235.51	No		X	
03-2016-0119-T-41 Weir Minerals	Electrical Safety Compliance Audit	Amy Charles		\$ 1,350.00	No		X	
TOTAL of all Contracts			156	\$ 12,912.52				
Exchange of Services			63	\$ 778.00				
For Pay Service			93	\$ 12,134.52				

E. Personnel Items

Four employment recommendations, two internal transfers, and two retirements are being presented for approval in the Personnel Report. The report is available below.

PERSONNEL REPORT March 24, 2016

Employment: NEW HIRE

Name	Ben Neuroth
Title	Evening Custodian
Number of Applicants and Number Interviewed	41 Applicants/6 Interviewed
Start Date	March 7, 2016
Salary/Wages	\$13.75/hour
Classification	Regular Full-Time
Education and/or Experience	Bricklaying diploma from Southwest Tech and 8 years of farm laborer and management experience

Name	Bridget Kazda
Title	Child Care Assistant (Part-time)
Number of Applicants and Number Interviewed	3 Applicants/1 Interviewed
Start Date	March 8, 2016
Salary/Wages	\$12.07/hour
Classification	Part-time
Education and/or Experience	Graduate of Southwest Tech Child Care Services and Cosmetology programs with one year of child care experience.

Name	Laura Nelson
Title	Basic Computer Skills (BITS) Coordinator (Part-Time, Limited-term Employment)
Number of Applicants and Number Interviewed	8 Applicants/2 Interviewed
Start Date	March 17, 2016
Salary/Wages	\$25.00/hour
Classification	Part-Time – Limited-Term Employment/Grant funded (thru 3/15/17)
Education and/or Experience	Doctorate in Educational Leadership, Masters in Education and Instructional Technology & Telecommunications with 10 years of administrator, trainer and teacher experience.

Name	Gina Trollop
Title	Mental Health Counselor
Number of Applicants and Number Interviewed	10 Applicants/2 Interviewed
Start Date	March 9, 2016
Salary/Wages	\$60,019
Classification	Regular Full-Time (220 days)
Education and/or Experience	Masters in Psychology & BA in Social Work with over 20 years of experience in the psychology field

PROMOTIONS/TRANSFERS

Matthew Baute	Director of Software Development
Randy Leibfried	Evening Custodian

RETIREMENTS / RESIGNATIONS

Colleen Watters (Retirement 5/31/2016)	Nursing Instructor
Lori Wiest (Retirement 8/4/2016)	Financial Aid Specialist

Recommendation: Approve the Consent Agenda.

Other Items Requiring Board Action

A. Bid for Building 400 Reroof Project

Bids were accepted for a reroofing project to Building 400 with the opening of the bids on March 18, 2016. A summary of the eight bids received is below. Caleb White will be present to discuss this with the Board.

Recommendation – Accept the low bid for the Building 413/415 Reroof Project including Additives I and II, in the amount of \$186,533 from Hasheider Roofing & Siding, LTD of Prairie du Sac, Wisconsin.

Bid #1516-01 Building 413/415 Reroof Project
March 18, 2016 @ 2:00 p.m., Room 490

Invitations to bid on the Building 413/415 Roof Replacement project were provided to an extensive list of vendors and posted widely in applicable electronic and physical venues. A mandatory pre-bid meeting was held on March 8 for interested bidders.

Public opening of the bids was held on Friday, March 18, 2016 at 2:00 p.m. in Room 490 of the College Campus. Eight vendors responded to the bid request. The results of the eight bids are as follows:

Organization	Base Bid	Additive I: Standing Seam Metal Panels on 2 Unit Screen Walls	Additive II: Add Downspouts at All Building 400 Through- Soffit Drains	Total (Base Bid plus Additives)	UNIT PRICES				Time & Material	
					Replace Deteriorat ed Metal Deck (Per Square Foot)	Replace Deteriorated Wood Blocking & Nailer (per Board Foot)	Coat Rusted Deck (Per Squire Foot)	Overlay rusted/pitted Deck (Per Square Foot)	Repair of Cond. Not Described	
									Material Cost Plus %	Per Man Hour
Hasheider Roofing & Siding, LTD Prairie du Sac, WI	167,293	16,540	2,700	\$ 186,533	25.00	10.00	10.00	15.00	10%	65.00
Performance Roofing Systems, Inc. Richfield, WI	169,606	23,000	1,800	\$ 194,406	6.50	3.50	4.50	4.50	10%	70.00
Nations Roof North Waukesha, WI	171,185	25,900	2,300	\$ 199,385	8.50	4.50	3.00	6.50	15%	75.00
Maurer Roofing, Inc. Marshfield, WI	175,810	29,630	2,500	\$ 207,940	9.50	5.00	3.50	8.50	10%	85.00
Pioneer Roofing, LLC Johnson Creek, WI	179,998	26,640	4,866	\$ 211,504	7.00	4.00	4.00	5.00	25%	85.00
Jim Giese Commercial Roofing, Inc. Dubuque, IA	197,653	20,980	4,125	\$ 222,758	10.45	4.87	2.63	7.98	15%	72.45
Northern Metal & Roofing West Bend, WI	188,400	41,900	7,200	\$ 237,500	8.50	15.00	5.50	6.50	15%	76.00
Rock Church Construction, Inc. Livingston, WI	230,400	40,000	4,000	\$ 274,400	12.00	5.00	4.00	8.00	25%	65.00

RECOMMENDATION: The recommendation is to accept the low bid for the Building 413/415 Reroof Project including Additives I and II, in the amount of **\$186,533** from Hasheider Roofing & Siding, LTD of Prairie due Sac, Wisconsin.

B. Lease with Darlington School District

The 2016-17 agreement with Darlington Community Schools for lease of one classroom space is being presented for approval. The proposed rental agreement is included with the electronic Board material.

Recommendation: Approve the 2016-17 lease with Darlington Community Schools for one classroom to be used as an outreach site.

LEASE AGREEMENT

THIS AGREEMENT OF LEASE is made as of this 1st day of July 2016 by and between Darlington Community Schools, Lessor, and Southwest Wisconsin Technical College, Lessee:

1. PREMISES AND TERM.

- 1.1 Demised Premises. Lessor leases to Lessee the following: 780 square feet of floor space located in Room 18 of the Darlington High School Building.
- 1.2 Term. This lease is for a term of 12 months commencing on July 1, 2016, and ending June 30, 2017.
- 1.3 Termination This lease shall continue until the date specified in paragraph 1.2 or an extension date agreed upon as specified in paragraph 1.4 or until terminated in accordance with this paragraph. This lease or any renewal thereof may be terminated by mutual written agreement of the parties before the end of the fixed term or the end of each and every renewal period hereafter upon such terms and conditions as the parties shall agree.
- 1.4 Renewal. This lease may be renewed by mutual written agreement of the parties before the end of the fixed term or the end of each and every renewal period hereafter upon such terms and conditions as the parties shall agree.

2. RENT.

- 2.1 Payments. The Lessee shall yield and pay the sum of \$3,200 per year as rent for the premises for the term of this Agreement, payable in two equal payments July 15 and January 15.

3. USE AND SIGNS.

- 3.1 Use. Lessee shall use and occupy the demised premises solely for educational and office purposes. Lessee shall not use the demised premises in any way which, in the judgment of the Lessor, poses a hazard to the Lessor, the premises, other Lessees, if any, or the building in part or in whole; nor shall Lessee use the demised premises so as to cause damage to the building in part or in whole; nor shall Lessee use the premises so as to cause damage, annoyance, nuisance or inconvenience to the building occupants or others.
- 3.2 Signs. Lessee shall have the privilege of placing on and in the demised premises such interior and exterior signs as Lessee deems necessary and proper in the conduct of Lessee's business, provided:

- (a) Lessee obtains all permits and licenses at its own cost which may be required for the erection and maintenance thereof; and
- (b) Such signs may lawfully be permitted to be erected and maintained; and
- (c) Lessee obtains the Lessor's consent to the placement of any exterior sign on the building or grounds.

4. CARE AND REPAIR OF DEMISED PREMISES; UTILITIES.

4.1 Utilities.

- (a) Lessor shall be responsible for water, sewer, heat, electricity, gas, and WiFi/broadband service.
- (b) Lessee shall be responsible for telephone expenses.

4.2 Maintenance.

- (a) Lessee is responsible for purchasing cleaning and paper products and is further responsible for providing general interior custodial and maintenance services.
- (b) Lessor is responsible for all exterior maintenance, including snow removal from the parking lot and sidewalks, mowing of grass and care of shrubbery and trees. Lessor is not responsible for the maintenance of exterior signage placed on the premises by Lessee.
- (c) Lessor shall, except as otherwise specifically provided herein and except for damages resulting from the act or negligence of Lessee, its agents, employees, invitees or permittees, maintain in good repair and tenantable condition the demised premises including the building and any and all equipment, fixtures and appurtenances whether severable or nonseverable, furnished by the Lessor under this lease. Lessee shall promptly report any problems with heating, air conditioning, electricity or plumbing.
- (d) Lessee shall commit no waste and shall take good care of the demised premises. Upon the expiration or termination of this lease or any renewal thereof, Lessee shall vacate the demised premises, remove its property therefrom and forthwith yield and place Lessor in peaceful possession of the leased premises free and clear of any liens, claims or encumbrances and in as good condition as the premises existed at the commencement of this lease, ordinary wear and tear, and damage by fire, act of God, casualty or other cause not due to misuse and neglect by Lessee or Lessee's agents, servants,

customers, visitors or permittees excepted.

- 4.2 Lessee property. All improvements made by Lessee to the demised premises which are or become so attached to the demised premises that they cannot be removed without material injury to the demised premises shall become the property of the Lessor. No such improvements will be made without written approval by the lessor. Not later than the last day on which Lessee has the right to possession of the premises, Lessee may, nevertheless, remove all Lessee's personal property.

5. ALTERATIONS.

- 5.1 Lessee shall have the right, at Lessee's expenses, from time to time, without Lessor's consent, to redecorate the demised premises, and to make nonstructural alterations, changes, installations, additions or improvements (collectively "changes") in, on, to or about such parts thereof as he shall deem expedient or necessary for its purpose.

6. ASSIGNMENT AND SUBLETTING.

- 6.1 Lessee shall not have the right, without Lessor's written consent, to assign this lease or sublet the demised premises or any part thereof.

7. OTHER FACILITIES.

- 7.1 Lessee shall have nonexclusive access to all off street parking available on the premises.

8. INDEMNITY - LIABILITY INSURANCE

- 8.1 Liability insurance. The Lessee must obtain and maintain during the term of this lease, a liability insurance policy covering its operations on the demised premises.
- 8.2 Contents insurance. During the term of this lease, Lessee shall, at Lessee's expense, be responsible for insuring its personal property located on the demised premises against damage and destruction by fire, theft or other perils.

9. NOTICES.

- 9.1 Any notice, demand, request or other communication hereunder given or made by either party to the other shall be in writing and shall be deemed to be duly given only if personally served on the other party or mailed by first class, postage prepaid regular mail addressed as follows:

- (a) if to Lessor, to District Office, Darlington Community Schools, 11630 Center Hill Road, Darlington, WI 53530

- (b) if to Lessee, to Vice President for Administrative Services, Southwest Wisconsin Technical College, 1800 Bronson Boulevard, Fennimore, WI 53809

or at such other addresses as Lessor or Lessee, respectively, may designate in writing by notice pursuant to this paragraph.

10. COMPLETE AGREEMENT AND CONSTRUCTION FORM OF AGREEMENT.

- 10.1 Complete agreement. Both parties acknowledge that no representations, warranties, promises, covenants or undertakings of any kind have been made to either party as an inducement to enter into this lease agreement, other than those expressly set forth herein or in any attachment hereto. This lease is intended to be and is the complete agreement of the parties.
- 10.2 Paragraph headings. Paragraph headings are for convenience only. They are not part of this lease agreement of the parties and shall not be used in the construction or interpretation thereof.
- 10.3 Form of agreement. With respect to the form of the lease agreement, both parties assume joint responsibility for the form and composition of each paragraph, and they further agree that this lease agreement shall be interpreted as though each of the parties participated equally in the composition of each and every part thereof.
- 10.4 Construction. This lease agreement is not to be strictly construed for or against either of the parties. It shall be interpreted simply and fairly with regard to both parties.
- 10.5 Choice of law. The parties intend this lease agreement to be construed in accordance with the laws of the State of Wisconsin.
- 10.6 Severability. Both parties agree that in the event any court of competent jurisdiction at any time holds that a portion of this lease agreement is invalid, illegal, unenforceable, void or voidable, the remainder of the lease agreement, to the extent consistent with such holding, shall not be affected thereby and shall continue in full force and effect.

11. MISCELLANEOUS PROVISIONS.

- 11.1 Revision or modification Any future revision, modification, amendment or waiver of any of the provisions of this lease agreement shall be effective only if made in writing, dated, signed and executed with the same formality as this lease agreement. Any such revision, modification or amendment shall specifically provide that it is

intended to revise, modify, or amend this lease agreement. Failure of either party to insist upon strict performance of any of the provisions of this lease agreement shall not be construed as a waiver of any subsequent default of the same or similar nature.

- 11.2 Access to premises. Lessor may enter the demised premises at any reasonable time on reasonable notice to Lessee for any purpose related to the performance of Lessor's obligations thereunder.
- 11.3 Interruption of services. Interruption of any service maintained in the demised premises if caused by mechanical difficulties or any causes beyond the Lessors's control shall not entitle Lessee to any claim against Lessor or to any abatement in rent, nor shall the same constitute constructive or partial eviction, unless Lessor fails to take such measures as may be reasonable in the circumstances to restore the service without undue delay. If the demised premises are rendered unfit in whole or in part for the uses specified in this lease agreement, for a period of more than 3 days, by the making of repairs, replacement or additions, other than those made with Lessee's consent or caused by misuse or neglect by Lessee or Lessee's agent, customers, visitors or permittees, there shall be a proportionate abatement of rent during the period of such unfitness.

IN WITNESS WHEREOF, the said Lessor has caused these presents to be signed this 8th day of June 2016.

DARLINGTON COMMUNITY SCHOOLS

BY:

Denise Wellnitz
Denise Wellnitz, Administrator

Date of Board authorization:

IN WITNESS WHEREOF, the said Lessee has caused these presents to be signed this ____ day of June 2016.

SOUTHWEST WISCONSIN TECHNICAL COLLEGE

BY:

Caleb White, Vice President for Administrative Services

Date of Board authorization:

C. Lease with Platteville School District

The 2016-17 agreement with Platteville School District for lease of two classroom spaces is being presented for approval. The proposed rental agreement is included with the electronic Board material.

Recommendation: Approve the 2016-17 lease with Platteville School District for two classrooms to be used as an outreach site.

Rental Agreement
Between the Platteville School District and Southwest Technical College
July 1, 2016 - June 30, 2017

This Memorandum of Understanding is between the Platteville School District and Southwest Wisconsin Technical College known in this agreement as "SWTC". It serves as a rental agreement to establish the terms and conditions by which the Platteville School District will rent space to SWTC at the OE Gray School Building. This agreement will be for the 2016-17 school year beginning July 1, 2016 and ending June 30, 2017. The rent will be \$350 per room per month through June 30, 2017

Under this rental agreement the following space and conditions will be provided for SWTC:

Classroom #8 in the northwest corner of the OE Gray School Building. The classroom includes an additional storage room, its own outside exit, water, sink, storage cabinets, bookshelves, curtains, white boards and bulletin boards.

Classroom #7 in the northeast corner of the OE Gray School Building

The School District will provide general maintenance, heating, air conditioning and electricity and will provide for routine cleaning.

The School District will provide connections to the computer network and provide access to Internet.

SWTC will provide classroom furnishings for room 7 and 8.

SWTC must obtain permission from Art Beaulieu, Business Manager or Connie Valenza, Superintendent to use any other portion of the OE Gray facility.

SWTC employees will be provided with building key cards and keys as necessary to access their classroom.

This memorandum may be modified to address unanticipated circumstances by mutual agreement of the Platteville School District and SWTC.

At the termination of this rental agreement, SWTC shall leave the rented premises in as good condition as at the beginning of the rental term - ordinary wear and tear and damage by the elements excluded; however, SWTC shall not be required to replace or repair any damage covered by the School District's insurance.

Tenant will not sublet rented premises, or any part thereof, without prior consent of the Platteville School District.

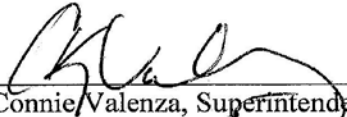
SWTC may not make structural alterations or additions to the premises without prior consent of Art Beaulieu, Business Manager or Connie Valenza, Superintendent of the Platteville School District. Tenant may paint, erect, hang or place upon the interior or

exterior of the building only such identification signs or other advertising displays as may be consented to by Platteville School District.

SWTC shall carry comprehensive public liability insurance on the leased portion of the premises with limits no less than \$1,000,000/\$5,000,000 bodily injury and \$250,000 property damage.

This agreement may be terminated without prejudice by either party with a 90 day written notice.

This agreement contains the option to renew for one year following the expiration of this term.

Signed: 
Connie Valenza, Superintendent
School District of Platteville

Signed: _____
Southwest Wisconsin Technical College

Date: 3/7/16

Date: _____

Board Monitoring of College Effectiveness

A. Cost for Feasibility Study of Facilities Master Plan

The Board requested costs for a feasibility study of the Facilities Master Plan be brought to them for discussion. Costs will be presented at the Board meeting.

B. Staffing Update

Krista Weber will provide an update on College staffing at the Board meeting. A summary is available below.

Staffing Update 2015-16 Fiscal Year

	Name	Title	Status and/or Additional Info	Effective Date	Funding Source &/or Estimated Wage Range/Hired Salary
1	New Position	Midwife Clinical Coordinator	Marijke van Roojen	Summer 2015	Grade 4, Hourly \$16.33 - \$21.09 Hired at \$20.78/hour
2	Replacement-Beth Whitish (Retirement)	Early Childhood Education Instructor	Renae Blaschke	Fall 2015	BS \$40,368-\$68,225 MS \$44,159-\$74,437 Hired at \$64,000
3	Replacement-Marla Leibfried (Retirement)	Dental Assistant Instructor	Krista Demo	Fall 2015	BS \$40,368-\$68,225 MS \$44,159-\$74,437 Hired at \$45,000
4	Replacement-Heather Fifrick	Resident & Student Life Coordinator	Stephanie Brown	Summer 2015	Grade 8, Salaried Professional \$44,817 - \$60,580 Hired at \$49,000 (internal)
5	Replacement-Lena Robinson (Resignation)	Learning Services Assistant	Will not be filling	Summer 2015	
6	New Position	Grants Coordinator	Darnell Hendricks	Summer 2015	Grade 7, Salaried Professional \$52,190 - \$70,611; Hired at current salary (internal)
7	New Position	Safety Instructor	Hold - not hiring	Fall 2015	BS \$40,368-\$68,225 MS \$44,159-\$74,437

Staffing Update 2015-16 Fiscal Year

	Name	Title	Status and/or Additional Info	Effective Date	Funding Source &/or Estimated Wage Range/Hired Salary
8	New Position	Cook	Tim Evans	7/23/2015	Grade 1, Hourly \$12.07 - \$15.59 Hired at \$14.00/hour
9	Replacement - Laura Nyberg-Comins (Resignation)	Dean of Student Services	Holly Bigelow	Summer 2015	Grade 2, Salaried Professional \$89,258 - \$120,763 Hired at \$93,000
10	Replacement - Dennis Cooley (Resignation)	Executive Director of the Foundation	Holly Clendenen	8/19/2015	Grade 4, Salaried Professional \$74,431 - \$100,700 Hired at \$93,000
11	Replacement - Chase Varvil	Electrical Power & Distribution Lab Assistant-PT LTE	Bill O'Herrin	Fall 2015	Grade 5 Hourly \$17.40 - \$22.42
12	Replacement - Stephanie Brown (transfer)	Advisor	Matt Schneider	Jan. 2016	Grade 8, Salaried Professional \$44,817 - \$60,580 Hired at \$45,000 (internal)
13	New Position	Cook - PT Regular	Susan Friederick	Summer 2015	Grade 1, Hourly \$12.07 - \$15.59 Hired at \$14.00/hour
14	Replacement - George Dulzo (Retirement-12/15)	Criminal Justice Instructor	Gary Roberts	12/1/2015	BS \$40,974-\$69,248 MS \$44,821-\$75,554 Hired at \$48,000 (BS)

Staffing Update 2015-16 Fiscal Year

	Name	Title	Status and/or Additional Info	Effective Date	Funding Source &/or Estimated Wage Range/Hired Salary
15	Replacement - Cindy Albrecht (Resigned)	Communications Instructor	Yasmin Rioux	1/1/2016	BS \$40,974-\$69,248 MS \$44,821-\$75,554 Hired at \$51,000 (MS)
16	New Position	IT Instructional/Lab Assistant-LTE	Kelly Flynn (KJ)	8/8/2015	Grade 3 Support Staff \$15.25-\$20.19 Hired at \$18.75
17	New Position	Coordinator of Annual Giving & Donor Relations	Gina Udelhofen	10/26/2015	Grade 8, Salaried Professional \$44,817 - \$60,580 Hired at \$59,000
18	New Position	Student Success Tutors 2 Part-time/LTE	David Wright	11/12/2015	Grade 6 Support Staff \$21.05-\$27.24 Hired at \$25.00
19	New Position	Student Success Coach LTE	Kirsten Reichmann	12/7/2015	Grade 7, Support Staff \$23.38-\$36.20 Hired at \$32.00
20	New Position	Director of External Relations & Alumni Development	Kim Schmelz	10/14/2015	Grade 5, Salaried Professional \$67,017 - \$90,671 Hired at \$67,500
21	New Position	Foundation Accounting & Payroll Administrator	Samantha Redman	Jan. 2016	Grade 8, Salaried Professional \$44,115-\$59,685 Hired at \$52,000 (internal)

Staffing Update 2015-16 Fiscal Year

	Name	Title	Status and/or Additional Info	Effective Date	Funding Source &/or Estimated Wage Range/Hired Salary
22	Replacement Dave Hardyman (Retired 11/4/2015)	Network Administrator	Heath Ahnen	1/11/2016	Grade 7, Support Staff \$23.38-\$36.20 Hired at \$32.21/hour
23	Replacement -Matt Schneider (Transfer)	Student Success Coach (formerly College Admissions Representative)	Jordyn Poad	1/28/2016	Grade 8, Salaried Professional \$44,115-\$59,685 Hired at \$45,000
24	Replacement-Samantha Redman (Transfer)	Grant & Finance Accountant	Sarah Imhoff	1/19/2016	Grade 6, Support Staff \$21.05-\$27.24 Hired at \$24.00/hour
25	New Position	Midwifery Instructor	Marijke van Roojen	1/11/2016	BS \$40,974-\$69,248 MS \$44,821-\$75,554 Hired at \$54,000 (MS)
26	Replacement-Marijke van Roojen (Transfer)	Midwife Onsite Clinical Coordinator	Heather Kramer	1/11/2016	Grade 4, Hourly \$16.33 - \$21.09 Hired at \$21.00/hour
27	New Position - (Part-time)	Midwife Onsite Clinical Coordinator	Vanessa Caldari	1/11/2016	Grade 4, Hourly \$16.33 - \$21.09 Hired at \$21.00/hour
28	New Position (Part-time, LTE, Grant Funded)	Basic Computer Skills Coordinator (Part-time, LTE, Grant Funded)	Laura Nelson	42,446.00	Grade 6, Support Staff \$21.05-\$27.24 Hired at \$25.00/hour

Staffing Update 2015-16 Fiscal Year

	Name	Title	Status and/or Additional Info	Effective Date	Funding Source &/or Estimated Wage Range/Hired Salary
29	Replacement-Betty Frydenlund (retirement 12/31/15)	Nursing Assistant Instructor	On Hold	Spring 2016	BS \$40,974-\$69,248 MS \$44,821-\$75,554
30	Replacement -Allison Carroll (Resignation)	Student Success Coach	Anna Stremlau	2/4/2016	Grade 8, Salaried Professional \$44,115-\$59,685 Hired at \$45,000
31	Replacement-Susie Bischoff (retirement 2/2/16)	Evening Custodian - Lead Worker	Dan Scullion	2/3/2016	Grade 3, Hourly \$15.25 - \$20.19 Hired at \$18.53
32	New Position	Academic Success Coach Part time/LTE	Scott Swan	2/8/2016	Grade 6 Support Staff \$21.05-\$27.24 Hired at \$25.00/hour
33	Replacement - Marcia Taddy	Academic Success Coach Part time/LTE	Carol Soden	2/15/2016	Grade 6 Support Staff \$21.05-\$27.24 Hired at \$25.00/hour
34	New Position	Mental Health Counselor	Gina Trollop	3/9/2016	Grade 7, Salaried Prof \$52,190-\$70,611 Hired at \$60,019
35	Replacement - Phil Thomas	Chief Academic Officer/Executive Dean	Katie Garrity	Feb. 2016	Grade 1, Salaried Prof \$96,672-\$130,791 Salary: \$115,000

Staffing Update 2015-16 Fiscal Year

	Name	Title	Status and/or Additional Info	Effective Date	Funding Source &/or Estimated Wage Range/Hired Salary
36	Replacement - Dan Scullion	Evening Custodian	Ben Neuroth	3/7/2016	Grade 1 Support Staff \$12.07-\$15.59 Hired at \$13.75/hour
37	Replacement - Randy Leibfried	Evening Custodian	Randy Leibfried	2/26/2016	Grade 1 Support Staff \$12.07-\$15.59 Hired at \$14.75/hour
38	Replacement - Katie Eitsert	Child Care Assistant - PT (less than 20 hrs)	Bridget Kazda	3/8/2016	Grade 1 Support Staff \$12.07-\$15.59 Hired at \$12.07/hour
39	Replacement - Olivia Dudenbostel	Child Care Assistant - PT (less than 20 hrs)	Posted	Mar. 2016	Grade 1 Support Staff \$12.07-\$15.59
40	New Position	Software Developer	Interviewing process	Apr. 2016	Grade 6, Salaried Professional \$59,604 - \$80,641
41	New Position	TAACCCT 4 Grant Coordinator (Full time, LTE)	Derek Kruempel	3/29/2016	Grade 8, Salaried Professional \$44,115- \$59,685 Hired at \$55,000
42	New Position	Director of Software Development	Matthew Baute	2/15/2016	Grade 4, Salaried Professional \$74,431 - \$100,700 Hired at \$90,000

Staffing Update 2015-16 Fiscal Year

	Name	Title	Status and/or Additional Info	Effective Date	Funding Source &/or Estimated Wage Range/Hired Salary
43	New Position	Registrar	Posting closes 3/21/2016	Apr. 2016	Grade 6, Salaried Professional \$59,604 - \$80,641
44	Replacement- Patty Hartline (retirement 5/2016)	Communications Instructor	Posting closes 3/27/2016	Aug. 2016	BS \$40,974-\$69,248 MS \$44,821-\$75,554
45	New Position	Industrial Occupations & Safety Compliance Lab Assistant	Posting closes 3/27/2016	Apr. 2016	Grade 5 Hourly \$17.40 - \$22.42

Updated 3/17/2016

Information and Correspondence

A. Enrollment Report

The year-over-year 2015-16 Comparison FTE Report and 2016 Application Report are available below.

2014-2015 and 2015-2016 FTE Comparison

Program Code	Program Title	03-11-15 Students	03-11-16 Students	Student Change	03-11-15 FTE	03-11-16 FTE	FTE Change
10-101-1	Accounting	24	32	8	19.36	19.37	0.00
10-106-6	Administrative Professional	13	15	2	10.10	12.47	2.37
10-006-2	Agri-Business/Science Technology	66	69	3	62.70	62.80	0.10
10-102-3	Business Management	85	86	1	56.23	60.43	4.21
10-530-5	Cancer Information Management	9	21	12	4.67	12.83	8.17
10-504-1	Criminal Justice - Law Enforcement	64	54	(10)	46.83	48.50	1.67
10-316-1	Culinary Arts	21	22	1	16.94	17.50	0.56
10-317-1	Culinary Management	10	7	(3)	8.50	4.83	(3.67)
10-510-6	Direct Entry Midwife	35	53	18	14.70	24.20	9.50
10-307-1	Early Childhood Education	41	40	(1)	29.40	29.07	(0.33)
10-620-1	Electromechanical Technology	60	39	(21)	51.23	31.97	(19.26)
10-623-8	Engineering Technologist-Suspended	10	-	(10)	8.73	-	(8.73)
10-325-1	Golf Course Management	30	21	(9)	26.10	20.27	(5.83)
10-201-2	Graphic And Web Design	36	36	-	27.30	30.80	3.50
10-530-1	Health Information Technology	36	46	10	17.80	23.67	5.87
10-520-3	Human Services Associate	44	58	14	33.90	43.87	9.97
10-825-1	Individualized Technical Studies	5	5	-	2.97	3.73	0.77
10-154-3	IT-Computer Support Specialist	1	-	(1)	0.20	-	(0.20)
10-150-1	IT-Network Communications Specialist	34	43	9	22.87	35.83	12.97
10-152-7	IT-Web & Software Developer-Suspended	10	1	(9)	7.03	0.60	(6.43)
10-513-1	Medical Laboratory Technician	17	18	1	14.97	15.87	0.90
10-543-1	Nursing - Associate Degree	283	214	(69)	142.04	106.97	(35.07)
10-524-1	Physical Therapist Assistant	47	42	(5)	28.17	30.00	1.83
10-196-1	Supervisory Management	23	25	2	10.59	13.67	3.08
10-182-1	Supply Chain Management	8	13	5	2.67	7.23	4.57
10-499-5	Technical Studies-Journey Worker	1	1	-	0.20	0.50	0.30
	Total Associate Degree	1,013	961	(52)	666.19	656.97	(9.22)
31-101-1	Accounting Assistant	13	5	(8)	8.97	4.50	(4.47)
30-531-6	Advanced EMT	-	6	6	-	0.80	0.80
32-070-1	Agricultural Power & Equipment Technician	41	43	2	40.00	40.43	0.43

		2014-2015 and 2015-2016 FTE Comparison					
Program Code	Program Title	03-11-15 Students	03-11-16 Students	Student Change	03-11-15 FTE	03-11-16 FTE	FTE Change
32-404-2	Automotive Technician	30	36	6	24.97	33.10	8.13
31-408-1	Bricklaying & Masonry-PDC Correctional	1	-	(1)	0.07	-	(0.07)
31-475-1	Building Trades - Carpentry	21	11	(10)	18.74	9.83	(8.90)
30-420-2	CNC Setup/Operation	9	4	(5)	4.87	2.13	(2.73)
31-307-1	Child Care Services	15	21	6	10.30	16.60	6.30
50-413-2	Electricity (Construction) Apprentice	19	22	3	2.57	3.23	0.67
31-502-1	Cosmetology	39	41	2	34.14	33.97	(0.17)
30-504-1	Criminal Justice-Law Enforcement 520 Academy	15	18	3	7.80	9.60	1.80
31-317-1	Culinary Specialist	6	8	2	3.77	5.60	1.83
31-091-1	Dairy Herd Management	18	20	2	17.37	20.30	2.93
30-508-2	Dental Assistant - Short Term	27	13	(14)	14.40	7.30	(7.10)
31-413-2	Electrical Power Distribution	26	24	(2)	23.70	23.23	(0.46)
30-531-3	Emergency Medical Technician	-	18	18	-	4.10	4.10
50-413-1	Industrial Electrician Apprentice	11	12	1	1.47	2.07	0.60
31-620-1	Industrial Mechanic	6	9	3	2.17	8.20	6.03
31-154-6	IT-Computer Support Technician	14	16	2	9.40	12.10	2.70
31-513-1	Laboratory Science Technician	-	5	5	-	3.63	3.63
31-509-1	Medical Assistant	41	40	(1)	34.37	31.53	(2.84)
30-530-1	Medical Coding Specialist	48	46	(2)	15.80	16.17	0.37
30-543-1	Nursing Assistant	194	197	3	24.90	24.83	(0.07)
31-106-8	Office Support Specialist	12	6	(6)	8.77	5.60	(3.17)
50-427-5	Plumbing Apprentice	15	21	6	2.15	3.57	1.42
31-182-1	Supply Chain Assistant	-	1	1		0.50	0.50
31-442-1	Welding	52	60	8	44.56	47.03	2.47
	Total Technical Diploma	673	703	30	355.23	369.97	14.73
20-800-1	Liberal Arts - Associate of Arts	12	12	-	4.80	4.00	(0.80)
20-800-2	Liberal Arts - Associate of Science	15	10	(5)	6.27	2.13	(4.13)
	Undeclared Majors	2,128	2,025	(103)	252.14	252.90	0.76
	Total	3,841	3,711	(130)	1,284.63	1,285.97	1.34
	Percent of Change						0.10%
	Vocational Adult (Aid Codes 42-47)	3,908	3,966	58	75.18	74.16	(1.02)
	Community Services (Aid Code 60)	87	70	(17)	0.22	0.20	(0.03)
	Basic Skills (Aid Codes 73,74,75,76)	253	341	88	22.78	32.37	9.59
	Basic Skills (Aid Codes 77 & 78)	1,182	1,398	216	53.42	70.50	17.08
	Grand Total	9,271	9,486	215	1,436.24	1,463.20	26.96
	Total Percent of Change						1.88%

APPLICATION COMPARISON of 2016-17 vs 2015-16



Program	Cap	2016-2017			2015-2016						YOY
		Mar 17, 2016			Mar 17, 2015			1st day 8-24-15			
		Acpt	Petition/ W.L.	Total	Acpt.	Petition/ W.L.	Total	Acpt.	Petition/ W.L.	Total	
Accounting		24		24	6		6	16		16	18
Accounting Assistant		1		1	6		6	3		3	-5
Administrative Professional		4		4	8		8	9		9	-4
AgBus Sci & Tech-Ag Management		2		2			0	9		9	2
AgBus Sci & Tech-Agronomy		1		1			0	9		9	1
AgBus Sci & Tech-Animal Science		5		5			0	9		9	5
Agri-Business/Science Tech	36	16		16	29		29	36	1	37	-13
Ag Power & Equipment	22	22	7	29	22	15	37	22		22	-8
Auto Collision Repair&Refinish	22	7		7	8		8	10		10	-1
Automotive Technician	22	9		9	14		14	22	1	23	-5
Building Trades- Carpentry	20	10		10	6		6	9		9	4
Business Management		15		15	6		6	37		37	9
Cancer Information Management		6		6	5		5	16		16	1
Child Care Services	13	10		10	11		11	13	3	16	-1
CNC Setup/Operation	5			0	1		1	6		6	-1
Cosmetology	24	6		6	16		16	23		23	-10
Criminal Justice-Law Enforce	48	25		25	23		23	31		31	2
Culinary Arts		8		8	4		4	6		6	4
Culinary Management		2		2	1		1	4		4	1
Culinary Specialist		1		1	3		3	8		8	-2
Dairy Herd Management	24	17		17	13		13	19		19	4
Dental Assistant	18	18	3	21	16		16	17		17	5
Early Childhood Education	28	16		16	20		20	28		28	-4
Electrical Power Distribution	24	24	8	32	24	11	35	24		24	-3
Electro-Mech Tech	24	16		16	5		5	17		17	11
Golf Course Management		5		5	4		4	8		8	1
Graphic and Web Design	25	14		14	18		18	25		25	-4
Health Information Technology	22	22	6	28	22	1	23	22	5	27	5
Human Services Associate	31	14		14	16		16	29		29	-2
Industrial Mechanic	6	1		1	1		1	5		5	0
Instrumentation & Controls Tech	6	1		1			0			0	1
IT-Computer Support Tech		4		4	4		4	15		15	0
IT-Network Communication Spec		11		11	9		9	24		24	2
Laboratory Science Technician	15	2		2			0	5		5	2
Liberal Arts- Associate of Arts		1		1			0	8		8	1
Liberal Arts-Associate of Science		2		2			0	4		4	2
Medical Assistant	32	25		25	32	3	35	32	2	34	-10
Medical Coding Specialist	23	23	13	36	23	6	29	23	5	28	7
Medical Laboratory Technician	16	1		1	7		7	15		15	-6
Nail Technician	4	1		1			0			0	1
Nursing-Associate Degree	54	54		54	54	71	125	54	30	84	-71
Nursing-Assoc Degree- Part-time	28	17	3	20	28	15	43	28	3	31	-23
Office Support Specialist		3		3	5		5	5		5	-2
Pharmacy Tech (shared)				0	1		1			0	-1
Physical Therapist Assistant	18		9	9	15	2	17	16	10	26	-8
Precision Machining Technology	15	3		3			0			0	3
Supervisory Management		3		3	6		6	9		9	-3
Supply Chain Assistant				0			0	1		1	0
Supply Chain Mgt		3		3			0	3		3	3
Undecided				0			0			0	0
Welding	40	20		20	25		25	33		33	-5
Sub Total 8/22/2016		495	49	544	517	124	641	767	60	827	-97

Business Management				0			0			12		0
Direct-Entry Midwife (Jan Start)	32	14		14	7		7	9	2	11		7
Liberal Arts - Arts				0			0			0		0
Liberal Arts - Science				0			0			0		0
Supervisory Management				0			0			0		0
Supply Chain Management				0			0			0		0
Welding - (Jan Start)	20			0			0	1		1		0
Sub Total 1/11/2016		14	0	14	7	0	7	10	2	24		7
TOTALS		50 9	49	55 8	52 4	124	64 8	77 7	62	851		-90

Fall Year over Year	-22	-75	-97
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B. Chairperson's Report

C. College President's Report

1. College Happenings
2. Campus Climate Survey

D. Other Information Items

Establish Board Agenda Items for Next Meeting

A. Agenda for Next Board meeting

1. Out-of-State Tuition Waiver
2. RFP for Auditing Services

B. Time and Place

Thursday, April 28, 2016, at 7:00 p.m. in Rooms 492-493, College Connection,
Southwest Tech Campus

Adjourn to Closed Session

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

1. Discussion of property acquisition per Wis. Stats. 19.85(1)(e) {Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.}
2. Discussion of a personnel issue per Wis. Stats. 19.85 (1) (f) {Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations.}
3. Discussion of a compensation issue 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.}

Reconvene to Open Session

A. Action, if necessary, on Closed Session Items

Adjournment