Southwest Wisconsin Technical College

District Board Meeting

Regular Meeting

March 26, 2021

Held virtually due to the COVID-19 Public Health Emergency

Contents

Annotated Agenda

BOARD MEETING NOTICE/AGENDA
Thursday, March 25, 2021

6:30 – Pre-Board Meeting Activity – Dual Enrollment Opportunities
7:00 p.m. – Board Meeting
Virtual Meeting using Zoom – www.Zoom.us,
Meeting ID: 998 9284 0051
Passcode: 382017
Dial in Option: 1-312-626-6799,,99892840051# US

ANNOTATED AGENDA

OPEN MEETING
The following statement will be read: "The March 25, 2021, regular Board 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, posted on the College's website at www.swtc.edu/about/board/meetings, and posted on campus and in the City of Fennimore and at CESA 3 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
    The March 25, 2021, agenda is included with the electronic Board material.

    B. Minutes of the Regular Meeting of February 25, 2021
    Minutes of the February 25, 2021, regular Board meeting are included with the Board packet.

    C. Financial Reports
      1. Purchases 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
There were 10 contracts totaling $89,126,70 in February 2021 being presented for Board approval. The Contract Revenue Report is included with the electronic Board material.

E. Personnel Items
Three employment recommendations, one transfer, and one retirement are being presented for approval in the Personnel Report. The Personnel Report is available in the electronic Board material.
RECOMMENDATION: Approve the Consent Agenda

BOARD MONITORING OF COLLEGE EFFECTIVENESS
A. Round Robin: This is an opportunity for each Board member to share their perspective. We are planning an in-person Board meeting in April which may or may not serve as our annual spring retreat. The topics will determine the best format for the meeting and who to include.
1. What is something you'd like to learn more about at the college? These suggestions will probably be presentations from faculty and staff.
2. What topics would you like to discuss together as a Board?

OTHER ITEMS REQUIRING BOARD ACTION
A. RFP: External Auditor
A Request for Proposals (RFP) to provide auditing services for the College was conducted recently with proposals due on January 22, 2021. Proposals were received from five (5) vendors. A summary of the RFPs is included in the electronic board material. Caleb White will present the RFP summary.
RECOMMENDATION: Award the RFP for Auditing Services to Clifton, Larson & Allen LLP.

B. First Reading of Governance Policy 4.4 - College Values
At the February Board meeting, Krista Weber, Chief Human Resources Officer/Co-Chair of the College Council, and Josh Bedward, Co-Chair of the College Council, presented on adding an inclusivity value and modifying other values. Included in the electronic Board material is the Governance Policy 4.4 – College Values with edits noted. Ms. Weber, Mr. Bedward, and Kim Schmelz, Chair of the Culture Workgroup, will present the PowerPoint which is also included in the electronic Board material.
RECOMMENDATION: Approve the First Reading of Governance Policy 4.4 – College Values as presented.

BOARD MONITORING OF COLLEGE EFFECTIVENESS

A. Wisconsin Technical Colleges Employee Benefits Consortium (WTCEBC) Update

Karen Garvey, Executive Director of the WI Technical College Employee Benefits Consortium (WTCEBC), will present an update on the overall Employee Benefits Consortium and how that affects Southwest Tech. Caleb White; Connie Haberkorn, HR/Benefits & Compensation Manager; and Krista Weber, will be present for questions. Included in the electronic Board material is information which will be presented.

B. Academic Master Plan

Included in the electronic Board material is the Academic Master Plan. An update on the Plan will be provided by Cynde Larsen, Derek Dachelet, Kim Maier, and Katie Garrity.

C. Staffing Update

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

INFORMATION AND CORRESPONDENCE

A. Enrollment Report
   a. 2020-21 FTE Comparison YOY Report
   b. Fall 2021 Application Report
   The 2020-21 Comparison Enrollment Report and Fall 2021 Application Report are included in the electronic Board material.

B. Chairperson's Report

C. College President's Report
   a. Timekeeping System
   b. Graduation Update
   c. Program Accreditation Update
   d. Acting President Policy
   e. WTCS Update
   f. College Happenings

D. Other Information Items

ESTABLISH BOARD AGENDA ITEMS FOR NEXT MEETING

A. Agenda
   a. Out-of-State Tuition Waivers
   b. RFP: Timekeeping

      c. Foundation Quarterly Report
      d. Board Monitoring Report: Quality Teaching & Learning

B. Time and Place
Thursday, April 22, 2021, Time TBD, Southwest Tech Campus / Virtual

ADJOURN TO CLOSED SESSION
    A. Consideration of adjourning to closed session for the purpose of:
      1. Deliberating over potential college property opportunities per Wisconsin Statutes 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. Discussing President's Contract per Wisconsin Statutes 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.
    B. Approval of Closed Session Minutes of February 25, 2021

RECONVENE TO OPEN SESSION
    A. Action, if necessary, on Closed Session Items

ADJOURNMENT

Open Meeting

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A. ***Roll Call***

B. ***Reports/Forums/Public Input***

Consent Agenda

A. Approval of Agenda

BOARD MEETING NOTICE/AGENDA

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

CONSENT AGENDA

A. Approval of Agenda
B. Minutes of the Regular Meeting of February 25, 2021
C. Financial Reports
1. Purchases Greater than $2,500
2. Treasurer's Cash Balance
3. Budget Control
D. Contract Revenue
E. Personnel Items

BOARD MONITORING OF COLLEGE EFFECTIVENESS

A. Round Robin: This is an opportunity for each Board member to share their perspective. We are planning an in-person Board meeting in April which may or may not serve as our annual spring retreat. The topics will determine the best format for the meeting and who to include.
1. What is something you'd like to learn more about at the college? These suggestions will probably be presentations from faculty and staff.

2. What topics would you like to discuss together as a Board?

OTHER ITEMS REQUIRING BOARD ACTION
    A. RFP: External Auditor
    B. First Reading of Governance Policy 4.4 - College Values

BOARD MONITORING OF COLLEGE EFFECTIVENESS
    A. Wisconsin Technical Colleges Employee Benefits Consortium (WTCEBC) Update
    B. Academic Master Plan
    C. Staffing Update

INFORMATION AND CORRESPONDENCE
    A. Enrollment Report
        1. 2020-21 FTE Comparison YOY Report
        2. Fall 2021 Application 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. Deliberating over potential college property opportunities per Wisconsin Statutes 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. Discussing President's Contract per Wisconsin Statutes 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.
    B. Approval of Closed Session Minutes of February 25, 2021

RECONVENE TO OPEN SESSION
    A. Action, if necessary, on Closed Session Items

ADJOURNMENT

{Facilities at Southwest Tech are handicap accessible. For all accommodations, call 608-822-2632 or e-mail disabilityservices@swtc.edu.}

B. Minutes of the Regular Board Meeting of February 25, 2021

**MINUTES OF THE
REGULAR MEETING OF THE BOARD OF
DIRECTORS OF SOUTHWEST WISCONSIN TECHNICAL COLLEGE
FEBRUARY 25, 2021**

Southwest Wisconsin TECHNICAL COLLEGE

The Board of Southwest Wisconsin Technical College met in open session of the regular Board meeting commencing at 7:00 p.m. on February 25, 2021. Due to the COVID-19 pandemic, the meeting was conducted using Zoom videoconferencing technology. The following members were present:

David Blume, Charles Bolstad, Melissa Fitzsimons, Jeanne Jordie, Donald Tuescher, Jane Wonderling

Absent: Tracy Fillback, Chris Prange, Crystal Wallin

Others present for all or a portion of the meeting included Jason Wood and College Staff: Heath Ahnen, Matthew Baute, Josh Bedward, Karen Campbell, Holly Clendenen, Derek Dachelet, Dan Imhoff, Cynde Larsen, Kim Maier, Krista Weber, and Caleb White. Public present included Sarah Delegge, Campus Works Project Manager for ERP.

Chairperson Bolstad 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, February 25, 2021

6:30 – Complaints Process & Behavior Intervention Team
7:00 p.m. – Board Meeting
Virtual Meeting using Zoom – www.Zoom.us,
Meeting ID: 916 9450 3894
Passcode: 141501
Dial in Option: 1-312-626-6799

AGENDA

OPEN MEETING
The following statement will be read: "The February 25, 2021, regular Board 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, posted on the College's website at
www.swtc.edu/about/board/meetings, and posted on campus and in the City of
Fennimore and at CESA 3 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, 2021
    C. Financial Reports
        1. Purchases Greater than $2,500
        2. Treasurer's Cash Balance
        3. Budget Control
    D. Contract Revenue
    E. Personnel Items

BOARD MONITORING OF COLLEGE EFFECTIVENESS
    A. Round Robin: Using Megatrends to Shape Strategy

OTHER ITEMS REQUIRING BOARD ACTION
    A. Concept Review: Surgical Technician

BOARD MONITORING OF COLLEGE EFFECTIVENESS
    A. Budget Priorities & Assumptions
    B. Project RISE Update including Timekeeping RFP
    C. 10-year Facilities Plan
    D. Inclusivity College Value
    E. Staffing Update

INFORMATION AND CORRESPONDENCE
    A. Enrollment Report
        1. FTE Comparison YOY Report
        2. Fall 2021 Application Report
    B. Chairperson's Report
        1. District Boards Association - Nominations for Officers
        2. Fennimore Schools / Southwest Tech Partnership
    C. College President's Report
        1. WTCS Update
        2. College Happenings
    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. Deliberating over potential college property opportunities per Wisconsin Statutes 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. Discussing specific personnel issues per Wisconsin Statutes 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. Discussing President's Contract per Wisconsin Statutes 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.
B. Approval of Closed Session Minutes of January 28, 2021

RECONVENE TO OPEN SESSION

A. Action, if necessary, on Closed Session Items

ADJOURNMENT

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After a review of the Consent Agenda, including the February 25, 2021, agenda; January 28, 2021, Board meeting minutes; financial reports; two contracts totaling $1,920.00 in January 2021; and employment recommendations for Robert Lund – Evening Custodian, Austin Whiteaker – Evening Custodian, and Chris Reuter – Evening Custodian, Mr. Tuescher moved to approve the Consent Agenda, as presented. Ms. Fitzsimons seconded the motion; motion carried on a unanimous roll call vote.

President Wood had shared an article with the Board on "Using Megatrends to Shape Strategy." Based on the article, each Board member had the opportunity to share feedback related to how the college invests for long-term disruption while continuing to win in the short run and how does the college solve the now, explore the next, and imagine the beyond. Demographic trends and decarbonization are important factors to consider as the college moves forward in the short-term and long-term, how does our program mix need to change to offer jobs of the future, and the college needs to remain nimble as this is only the beginning of the changes.

Cynde Larsen, Executive Dean of Health Occupations, presented the WTCS Concept Review request to develop an associate degree program in Surgical Technology, 10-512-1. Surgical technologists are allied health professionals who are an integral part of the team of medical practioners providing surgical care to patients in a variety of settings. Surgical technicians work under medical supervision to facilitate the safe and effective conduct of invasive surgical procedures. Mr. Tuescher moved to approve the concept review for an associate degree in Surgical Technology, 10-512-1. Ms. Jordie seconded the motion; upon a roll call vote with all members voting affirmatively, the motion carried.

Caleb White presented information relevant to the budget assumptions and parameters for 2021-22. The strategic directions and priorities were reviewed, which included strategic direction 1 – Engage Students in High-Quality Learning with two priorities – Academic Master Plan will be the guide for program investments and Quality Improvement through Accreditation; strategic direction 2 – Strengthen Culture of Accountability with two priorities – College Transformation of Excellence-Enterprise Resource Planning System upgrades and More Students Learning More – Student Recruitment; and the third strategic direction – Enhance the College's Economic Impact with one priority – Development of small business development center for small business startups. The budget assumptions included a slight increase in valuation, tuition rates, and state aid; elimination of the application fee and online fee; increase in health insurance rates by 2 percent; dental insurance rates will remain flat; utility rates will increase 0-3 percent, grant funding is expected to remain flat, WI Retirement System contribution rates remain the same; projecting 1250 FTEs; and a CPI increase of 1.23 percent on wages with performance management increases. At this time, the budget gap is approximately $1,500,000. This is the first look at the budget with no prioritization completed. The biggest decrease is in revenue and expenditures are 3 percent higher. Mr. White will bring the budget development back to the Board each month starting in April until it is approved at the June meeting.

The Project RISE team of Matthew Baute, Director of Enterprise Applications/Project Rise Project Manager; Sarah Delegge, Project RISE Project Manager; and Heath Ahnen, Director of Information Technology Services provided an update on the Enterprise Resource System (ERP) project. The implementation phase is one-third of the way complete and is on schedule and on budget. Historical data since the beginning of the college is being loaded into the system, Finance will go live July 1, design and blueprinting have been completed, data mapping (configuration) has started – currently in phase 1 of student, the new general ledger structure has been developed, and work is beginning on automating business processes and aligning staff to value-added activities. The Risks – Assumptions – Issues – Dependencies (RAID) chart was reviewed noting current risks include the continuing ed shopping car experience, state reporting by fiscal year, contract courses and charges, course versioning, and revenue tracking at the course level.   There are no assumptions or issues at this time. Under the dependencies category the decision has been made to load all the data since the beginning of the college, need a solution for custom transcripts, and in process of deciding on the third-party software for timekeeping. Caleb White reported there are

vendor demonstrations for the timekeeping software next week and a detailed update along with the RFP recommendation will be brought to the Board in March. Dr. Wood shared early on there were some issues Anthology with billable hours and being on time and on schedule. Those issues have been mitigated with the vendor, and things are progressing well.

Caleb White and Dan Imhoff, Director of Facilities, reviewed the long-range draft Facilities Plan. Mr. White noted as part of the budget development for capital funds, a capital process through a facilities master project was started. The full plan will be presented to the Board in July. The plan is a 10-year projection of capital expenditures by year. Mr. Imhoff review the first three years beginning with the 2020-21 fiscal year. He noted the auditorium project is on schedule and will be completed this spring. Some of the projects highlighted for FY22 and FY23 included lighting, lock system, and roof top unit upgrades; Buildings 100, 200, and 300 clerestory window replacement; a bridge crane for the 1716 shop; farmette improvements; interior signage; and remodel of the Lenz Center/Cafeteria/Culinary. Also included in next year's plan is an alternative energy project. The first year will included a study of what can be done with a prioritized plan implemented in subsequent years.

The College Council has been working on developing a new College Value on Inclusivity, under the direction of Krista Weber, Chief Human Resources Officer. A draft inclusivity value along with updates to the other values were presented to the Board. The values will be brought back to the Board in March as a first reading of the policy.

An update on College staffing was provided by Krista Weber. She noted the evening custodian positions are starting to be filled and there is a limited-term employment assistant position in Financial Aid/Business Office which has been posted.

The 2020-21 Comparison Year-Over-Year FTE Report and the Fall 2021 Application report were reviewed. The FTE report indicated a 4.8 percent decline in FTE compared to one year ago. The Fall 2021 Application Report reflected 44 more applications received compared to last year at this time. Medical Coding Specialist has increased 60 applications and plans are being put into place to run a second section of the program in the fall.

Mr. Bolstad presented a letter from the WI Technical College District Boards Association seeking nominations for the District Board Association's officers. The nominating committee would like Mr. Bolstad to be on the ballot for vice president. Board consensus was given to nominate Mr. Bolstad for the vice president position. Mr. Bolstad noted that the Boards Association is looking at moving to in-person meetings.

Ms. Wonderling discussed the partnership between Fennimore Schools and Southwest Tech related to providing opportunities for Fennimore High School students to earn credits while in high school. Sixteen transcripted credit courses and two advanced standing courses were offered to Fennimore High School students. In addition 25 students participated in Start College Now courses, 13 students enrolled in Summer

2020 courses, and 4 students enrolled in the Welding Academy. CLEP test results included 4 of 5 students passing and earning the Southwest Tech credit. All-in-all, Fennimore High School students earned college credits totaling more than $100,000.

Under the College President's Report, Dr. Wood provided a WI Technical College System (WTCS) Update noting the Presidents' Association is focusing on the 36.21 legislation which was not included in the Governor's budget, UW System President Tommy Thompson's recent article regarding the UW System and WTCS and combining of efforts, and the COVID federal relief funding. Dr. Wood also noted there is new compliance guidelines in the Financial Administrative Manual regarding a certified diversity supplier vendor list (minority, veteran, and women) who will receive a 5 percent allowance when bidding for contracts. Other items noted include the Board Appointment meeting will be held on March 18, a CARcade will be held on campus for graduation, and in the Phase IV plan of the COVID Return to Campus Plan an in-person/online option for Board meetings is included.

Mr. Tuescher moved to adjourn to closed session for the purposes of deliberating over potential college property opportunities per Wis. Statutes 19.85(1)(e), discussing specific personnel issues per Wis. Stats. 19.85(1)(f), and discussing the President's Contract per Wis. Stats. 19.85(1)(c). Mr. Blume seconded the motion. Upon a roll call vote with all members voting affirmatively, the motion carried and the meeting adjourned to closed session at 8:43 p.m.

The Board reconvened to open session at 9:39 p.m. With no further business to come before the Board, Mr. Blume moved to adjourn the meeting with Ms. Fitzsimons seconding the motion. The motion carried and the meeting adjourned at 9:40 p.m.

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Chris J. Prange, Secretary

C. Financial Reports

1. Purchases Greater than $2,500

SOUTHWEST WISCONSIN TECHNICAL COLLEGE				
PURCHASES GREATER THAN $2,500				
FOR THE PERIOD 02/01/2021 - 02/28/2021				
Invoices				
Vendor	**Invoice #**	**Description**	**Amount**	
ELSEVIER	38621DE3	Texbooks	$12,172.05	
QUARLES & BRADY LLP	6336016	General Obligation Prom Notes	$9,750.00	
SAN-A-CARE INC	537204	Floor Scrubber and battery sweeper	$6,836.20	
TYPHON GROUP LLC	3502-012621	Student tracking system	$5,940.00	
GARY'S AUTO	CP06	2015 White Ford Escape	$5,850.00	
MBS TEXTBOOK EXHANGE LLC	47-5025483	Textbooks	$5,670.00	
HEARTLAND BUSINESS SYSTEMS	407798-H	Network Engineer Hours	$5,320.63	
MIDWEST AIRFLOW & COLLISION	80489	Walcom Thermospray Kit	$5,295.00	
ELSEVIER	38608DE3	Textbooks	$4,743.75	
FENNIMORE TIMES	263694	Advertising LEAN	$4,721.76	
FENNIMORE TIMES	263702	Advertsing CollEDGE Pville	$4,571.60	
COMMUNICATIONS ENGINEERING	351984	Inspection	$4,320.00	
BLOCK IRON & SUPPLY COMPANY INC.	752213	Electro-mech locks	$4,319.36	
ELSEVIER	WEB00182806-3	Grad class of 7.21	$4,072.64	
LAMAR COMPANIES	112171323	Billboard Ads	$3,954.00	
LACOONA CONSULTING LLC	132	Emotional Intelligence Training	$3,864.00	
KEYSTONE AUTOMOTIVE	DU734300	Keco glue pull kit	$3,554.10	
AMER ASSOC OF COMMUNITY	1000173148	2021 Calendar Year fee	$3,538.00	
CENGAGE LEARNING	72949942	Textbooks	$3,285.00	
WPS HEALTH INSURANCE	020321010107	J Senn Medicare Prem	$3,001.94	
ELSEVIER	47148DE4	Textbooks	$2,895.90	
HUSCH BLACKWELL LLP	2955986	Jan 2021 Misc Labor/Employement	$2,850.00	
NEBRASKA BOOK COMPANY	915622-N	Textbooks	$2,667.26	
FENNIMORE TIMES	263688	Advertising Fast Track	$2,512.50	
FENNIMORE TIMES	263695	Advertsing CNA	$2,512.50	
Total Invoices				$118,218.19

Purchase Orders				
Vendor	**PO #**	**Description**	**Amount**	
EPA AUDIO VISUAL INC	6998	Facilities: Building 400 Lecture Hall AV Integration (Fixed Equipment rev2)	$142,222.93	
CDW GOVERNMENT	7009	ITS: Unitrends Backup Hardware/Software and Support	$83,571.77	
VANGUARD COMPUTERS INC	7001	ITS: Computer Hardware	$41,071.12	
BELL LUMBER & POLE CO	7006	Electric Power Distribution: Distribution Poles for EPD Training	$12,210.00	
DEXTER APPACHE HOLDINGS INC	7005	Fire Technology: Fire Gear Washing Machine	$9,516.00	
EPA AUDIO VISUAL INC	6999	Facilities: Replacement hardware for Platteville Outreach	$9,046.96	
PLANET POWERSPORTS LLC	7008	Motorcycle Safety: New motorcycle	$5,272.50	
VANGUARD COMPUTERS INC	7002	Facilities: Replacement hardware for Platteville Outreach - Water damage	$3,275.35	
Total Purchase Orders				**$306,186.63**

Bank Withdrawals				
Vendor	**Transaction #**	**Audit Trail**	**Amount**	
WI Tech EE Benefits Feb 2021	CMTRX00002916	WDL000007852	$307,727.10	
WI EE Trust Funds #242054	CMTRX00002931	WDL000007893	$129,706.06	
941 ER Fed Tax #6186089	CMTRX00002925	WDL000007878	$117,226.96	
941 ER Fed Tax #1960838	CMTRX00002916	WDL000007851	$115,529.10	
WI DOR PR Tax #188-859-680	CMTRX00002925	WDL000007876	$23,220.16	
WI DOR PR Tax 798-256-416	CMTRX00002916	WDL000007850	$23,015.54	
Delta Dental #434422	CMTRX00002919	WDL000007862	$11,677.83	
WI DOR Jan 2021 Sales Tax	CMTRX00002922	WDL000007866	$10,138.26	
Symetra Life Ins #1512907	CMTRX00002925	WDL000007877	$9,544.56	
Great-West Trust #890226144	CMTRX00002929	WDL000007890	$7,576.36	
Great-West Trust #887554896	CMTRX00002918	WDL000007861	$7,490.93	
Delta Dental #435602	CMTRX00002922	WDL000007867	$6,860.27	
Merchant Service Jan 2021	CMTRX00002917	WDL000007855	$6,632.47	
Delta Dental #439880	CMTRX00002930	WDL000007892	$5,686.15	
Hasler Advance Postage Feb 2	CMTRX00002929	WDL000007886	$5,000.00	
Delta Dental #433242	CMTRX00002915	WDL000007845	$4,821.15	
Total Bank Withdrawals				**$791,852.90**

Payroll				
Payroll Date	**Transaction #**	**Audit Trail**	**Amount**	
Direct Deposit 2/19/2021	UPRCC00001216	WDL000007868	$296,104.80	
Direct Deposit 2/5/2021	UPRCC00001211	WDL000007836	$294,276.67	
Direct Deposit 2/5/2021	UPRCC00001214	WDL000007840	$39,477.10	
Direct Deposit 2/19/2021	UPRCC00001219	WDL000007871	$35,358.83	
Direct Deposit 2/19/2021	UPRCC00001218	WDL000007870	$9,658.29	
Direct Deposit 2/19/2021	UPRCC00001217	WDL000007869	$7,102.03	
Direct Deposit 2/5/2021	UPRCC00001210	WDL000007835	$5,708.04	
Direct Deposit 2/19/2021	UPRCC00001220	WDL000007872	$4,003.77	
Direct Deposit 2/5/2021	UPRCC00001213	WDL000007839	$3,753.26	
Direct Deposit 2/5/2021	UPRCC00001212	WDL000007838	$3,355.18	
Total Payroll				**$698,797.97**
Purchase Cards				
Vendor	**Transaction #**	**Audit Trail**	**Amount**	
US Bank ending 01.19.2021	CMTRX00002915	WDL000007846	$64,878.60	
US Bank ending 02.02.2021	CMTRX00002922	WDL000007865	$57,847.87	
Total Purchase Cards				**$122,726.47**
Total Purchases >= $2,500				**$2,037,782.16**

2. Treasurer's Cash Balance

Southwest Wisconsin Technical College			
Report of Treasurers Cash Balance 02/28/2021			
Receipts			
Fund			
1 General	6,972,680.54		
2 Special Revenue			
3 Capital Projects	3,920,000.00		
4 Debt Service			
5 Enterprise	34,171.66		
6 Internal Service	325,800.53		
7 Financial Aid/Activities	1,860,634.16		
Total Receipts		**13,113,286.89**	
Expenses			
Fund			
1 General	1,703,902.64		
2 Special Revenue			
3 Capital Projects	262,380.26		
4 Debt Service	9,750.00		
5 Enterprise	132,402.10		
6 Internal Service	342,685.02		
7 Financial Aid/Activities	1,939,695.81		
Total Expenses		**4,390,815.83**	
Net cash change - month			**8,722,471.06**
EOM Cash Balances			
-Midwest One Operating 0356	-		
-Midwest One Investment 1324	23,211,365.17		
-Midwest One Cash Account 5062	-		
-Cash on Hand	2,940.00		
-Local Government Investment Pool	1,232,404.94		
Ending Cash/Investment Balance		**24,446,710.11**	

3. Budget Control

	2020-21 Budget	2020-21 YTD Actual	2020-21 Percent	2019-20 Percent	2018-19 Percent	2017-18 Percent	2016-17 Percent
Southwest Wisconsin Technical College							
YTD Summary for Funds 1-7							
For 8 Months ended February 2021							
General Fund Revenue	23,130,100.00	19,790,776.44	85.56	83.20	81.05	84.30	80.03
General Fund Expenditures	23,782,100.00	15,008,579.23	63.11	59.80	61.41	60.07	58.66
Capital Projects Fund Revenue	4,020,000.00	4,025,402.00	100.13	0.69	99.46	103.56	101.09
Capital Projects Fund Expenditures	5,862,000.00	2,136,475.84	36.45	23.66	41.86	43.37	33.51
Debt Service Fund Revenue	5,690,500.00	3,695,695.94	64.95	63.38	63.17	64.94	63.62
Debt Service Fund Expenditures	6,767,500.00	1,212,252.77	17.91	8.03	10.85	12.27	12.57
Enterprise Fund Revenue	1,336,000.00	1,071,006.49	80.17	72.18	64.20	59.41	61.13
Enterprise Fund Expenditure	1,706,000.00	1,100,752.32	64.52	73.17	60.47	56.91	53.52
Internal Service Fund Revenue	4,427,000.00	2,613,807.43	59.04	56.05	58.57	61.91	60.31
Internal Service Fund Expenditures	4,427,000.00	2,788,631.39	62.99	59.33	61.70	63.49	61.83
Trust & Agency Fund Revenue	8,000,000.00	4,129,845.52	51.62	36.80	62.82	69.50	72.42
Trust & Agency Fund Expenditures	8,000,000.00	4,713,595.42	58.92	63.64	65.31	69.62	74.19
Grand Total Revenue	**46,603,600.00**	**35,326,533.82**	**75.80**	**63.04**	**74.66**	**77.23**	**75.26**
Grand Total Expenditures	**50,544,600.00**	**26,960,286.97**	**53.34**	**51.05**	**54.64**	**55.24**	**54.55**

D. Contract Revenue

There were 10 contracts totaling $89,126,70 in February 2021 being presented for Board approval. The Contract Revenue Report is included below.

2020-2021 CONTRACTS
2/1/2021 to 2/28/2021

Contract Holder	Contract #	Service Provided	Contact	Number Served	Price	Exchange of Services (Instructional Fees Waived)	On-Campus	Off-Campus	Waiver
						INDIRECT COST FACTOR			
CESA 3	03-2021-0029-I-11	CollEDGE UP Gear Up-Barneveld	Kim Maier	2	$ 842.40	No		X	
CESA 3	03-2021-0029-I-11	CollEDGE UP Gear Up-Belmont	Kim Maier	3	$ 1,263.60	No		X	
CESA 3	03-2021-0029-I-11	CollEDGE UP Gear Up-Boscobel	Kim Maier	12	$ 5,054.40	No		X	
CESA 3	03-2021-0029-I-11	CollEDGE UP Gear Up-Dodgeville	Kim Maier	1	$ 421.20	No		X	
CESA 3	03-2021-0029-I-11	CollEDGE UP Gear Up-Highland	Kim Maier	3	$ 1,263.60	No		X	
CESA 3	03-2021-0029-I-11	CollEDGE UP Gear Up-Ithaca	Kim Maier	4	$ 1,684.80	No		X	
CESA 3	03-2021-0029-I-11	CollEDGE UP Gear Up-Lancaster	Kim Maier	1	$ 421.20	No		X	
CESA 3	03-2021-0029-I-11	CollEDGE UP Gear Up-Mineral Point	Kim Maier	12	$ 5,054.40	No		X	
CESA 3	03-2021-0029-I-11	CollEDGE UP Gear Up-North Crawford	Kim Maier	2	$ 842.40	No		X	
CESA 3	03-2021-0029-I-11	CollEDGE UP Gear Up-Pecatonica	Kim Maier	4	$ 1,684.80	No		X	
CESA 3	03-2021-0029-I-11	CollEDGE UP Gear Up-Potosi	Kim Maier	5	$ 2,106.00	No		X	
CESA 3	03-2021-0029-I-11	CollEDGE UP Gear Up-Riverdale	Kim Maier	4	$ 1,684.80	No		X	
CESA 3	03-2021-0029-I-11	CollEDGE UP Gear Up-River Ridge	Kim Maier	6	$ 2,527.20	No		X	
CESA 3	03-2021-0029-I-11	CollEDGE UP Gear Up-Seneca	Kim Maier	3	$ 1,263.60	No		X	
CESA 3	03-2021-0029-I-11	CollEDGE UP Gear Up-Southwestern	Kim Maier	3	$ 1,263.60	No		X	
CESA 3	03-2021-0029-I-11	CollEDGE UP Gear Up-Wauzeka	Kim Maier	33	$ 13,899.60	No		X	
CESA 3	03-2021-0029-I-11	CollEDGE UP Gear Up-Weston	Kim Maier	8	$ 3,369.60	No		X	
CESA 3	03-2021-0030-I-11	CollEDGE Up Healthcare - Benton	Kim Maier	1	$ 421.20	No		X	
CESA 3	03-2021-0030-I-11	CollEDGE Up Healthcare - Blackhawk	Kim Maier	1	$ 421.20	No		X	
CESA 3	03-2021-0030-I-11	CollEDGE Up Healthcare - Cassville	Kim Maier	3	$ 1,124.70	No		X	
CESA 3	03-2021-0030-I-11	CollEDGE Up Healthcare - Dodgeville	Kim Maier	4	$ 1,684.80	No		X	
CESA 3	03-2021-0030-I-11	CollEDGE Up Healthcare - Fennimore	Kim Maier	2	$ 703.50	No		X	
CESA 3	03-2021-0030-I-11	CollEDGE Up Healthcare - Ithaca	Kim Maier	1	$ 421.20	No		X	
CESA 3	03-2021-0030-I-11	CollEDGE Up Healthcare - Mineral Point	Kim Maier	3	$ 1,263.60	No		X	
CESA 3	03-2021-0030-I-11	CollEDGE Up Healthcare - Platteville	Kim Maier	4	$ 1,684.80	No		X	
CESA 3	03-2021-0030-I-11	CollEDGE Up Healthcare - Potosi	Kim Maier	1	$ 421.20	No		X	
CESA 3	03-2021-0030-I-11	CollEDGE Up Healthcare - Richland Center	Kim Maier	2	$ 703.50	No		X	
CESA 3	03-2021-0030-I-11	CollEDGE Up Healthcare - Riverdale	Kim Maier	2	$ 842.20	No		X	
CESA 3	03-2021-0030-I-11	CollEDGE Up Healthcare - River Ridge	Kim Maier	1	$ 421.20	No		X	
CESA 3	03-2021-0030-I-11	CollEDGE Up Healthcare - Southwestern	Kim Maier	2	$ 842.40	No		X	
CESA 3	03-2021-0030-I-11	CollEDGE Up Healthcare - Weston	Kim Maier	2	$ 842.20	No		X	
CESA 3	03-2021-0033-I-11	CollEDGE Up Lab Science - Richland Center	Kim Maier	30	$ 6,727.80	No		X	
Platteville School District	03-2021-0083-I-11	Baking 1	Kim Maier	13	$ 11,500.00	No		X	
Platteville School District	03-2021-0083-I-11	Infant & Toddler Development	Kim Maier	22	$ 9,300.00	No		X	
USA Clay Target League	03-2021-0089-T-42	League Director Duties - February	Caleb White		$ 100.00	No		X	
Montfort Rescue Squad	03-2021-0112-I-42	BLS for Healthcare Provider	Ken Bartz	14	$ 1,024.00	Yes		X	

Southwest Wisconsin Technical College

1

Contract Holder	Contract #	Service Provided	Contact	Number Served	Price	Exchange of Services (Instructional Fees Waived)	On-Campus	Off-Campus	Waiver
Durr Universal, Inc.	03-2021-0118-I-41	Heartsaver CPR/AED First Aid	Ken Bartz	15	$ 1,350.00	No		X	
Skyline Homes	03-2021-0119-I-41	Heartsaver CPR/AED First Aid Course	Ken Bartz	11	$ 990.00	No		X	
Argyle EMS	03-2021-0120-I-42	EMS EVOC	Ken Bartz	7	$ 910.00	No		X	
Mineral Point Family Dentistry	03-2021-0124-I-41	BLS for Healthcare Provider	Ken Bartz	13	$ 780.00	No		X	

TOTAL of all Contracts	**260**	**$ 89,126.70**
Exchange of Services	14	$ 1,024.00
For Pay Service	246	$ 88,102.70

E. *Personnel Items*

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

RECOMMENDATION: Approve the Consent Agenda, as presented.

PERSONNEL REPORT
February 25, 2021

Employment: NEW HIRES

Name	Jaimie Flogel
Title	Student Services Specialist
Number of Applicants and Number Interviewed	8 applicants; 3 interviewed
Start Date	03/08/21
Salary/Wages	$17.00
Classification	Full-time (Limited Term Employment)
Education and/or Experience	Four years of customer service experience with an associate's degree from SWTC in Accounting

Name	Renee Schlaugat
Title	Evening Custodian
Number of Applicants and Number Interviewed	7 applicants; 4 interviewed
Start Date	03/22/21
Salary/Wages	$16.00
Classification	Full-Time
Education and/or Experience	Enrolled in liberal arts degree at Madison College, Five years of custodial experience

Name	Bryce Kazda
Title	Evening Custodian
Number of Applicants and Number Interviewed	7 applicants; 4 interviewed
Start Date	04/05/21
Salary/Wages	$16.00
Classification	Full-Time
Education and/or Experience	Six years of automotive detailer and one year of manufacturing machine maintenance experience

PROMOTIONS / TRANSFERS

Tina Leis (Transfer) – 03/01/2021	Financial Aid Assistant/Accounting Bursar

RETIREMENTS / RESIGNATIONS

Jacki Schultz-Sloan (Retirement 5/21/2021)	Physical Therapist Assistant Instructor

Board Monitoring of College Effectiveness

A. _Round Robin: Expectations of Remote Work_

This is an opportunity for each Board member to share their perspective. We are planning an in-person Board meeting in April which may or may not serve as our annual spring retreat. The topics will determine the best format for the meeting and who to include.

3. What is something you'd like to learn more about at the college? These suggestions will probably be presentations from faculty and staff.
4. What topics would you like to discuss together as a Board?

Other Items Requiring Board Action

A. RFP: External Auditor

A Request for Proposals (RFP) to provide auditing services for the College was conducted recently with proposals due on January 22, 2021. Proposals were received from five (5) vendors. A summary of the RFPs is included below. Caleb White will present the RFP summary.

RECOMMENDATION: Award the RFP for Auditing Services to Clifton, Larson & Allen, LLP of Wauwatosa, WI.

Auditing Services
RFP #21003

Proposals to provide auditing services for the College were received on Friday, January 22, 2021. The scope of the Request for Proposals (RFP) included the performance of audits of financial accounts and records covering fiscal years ending June 30, 2021, 2022, 2023, 2024 & 2025, with an option to renew for two more fiscal years, for the purpose of rendering an auditor's opinion regarding the fairness of the financial statements in accordance with generally accepted auditing standards and accounting principles. Proposals were received from five (5) vendors.

An evaluation team consisting of Kelly Kelly, Caleb White and Kim Govier reviewed and rated the proposals based on the following evaluation criteria:

    A. Price – 20%
    B. Qualifications – 30%
    C. References and Higher Education Experience – 25%
    D. Relevant Experience/Technical Approach – 25%

The evaluation team's average composite score ranking from high to low is as follows:

Ranking	Vendor		Team Avg. Points	5-year Cost
1	Clifton, Larson & Allen LLP	Wauwatosa, WI	87.5	139,001
2	Wipfli LLP	Madison, WI	85.25	130,200
3	Sikich LLP	Brookfield, WI	81	112,396
4	Rehman Robson LLC	Traverse City, MI	79	117,600
5	Plante & Moran PLLC	Portage, MI	67	220,700

Recommendation: Award the RFP for Auditing Services to Clifton, Larson & Allen LLP.

B. *First Reading of Governance Policy 4.4 – College Values*

At the February Board meeting, Krista Weber, Chief Human Resources Officer/Co-Chair of the College Council, and Josh Bedward, Co-Chair of the College Council, presented on adding an inclusivity value and modifying other values. Included below is the Governance Policy 4.4 – College Values with edits noted. Ms. Weber, Mr. Bedward, and Kim Schmelz, Chair of the Culture Workgroup, will present the PowerPoint which is also included below.

RECOMMENDATION: Approve the First Reading of Governance Policy 4.4 – College Values as presented.

4.4 - COLLEGE VALUES

Inclusivity. We provide a welcoming environment that promotes respect for all members of the college community. We commit to learning about our differences and commonalities in order to better appreciate the value of each person. We empower the college community to cultivate connections and defend the dignity and humanity of all. We expect all members of our college community to live our Charger Respect Pledge.

Learning. We work together to make high-quality, affordable education accessible to our diverse population. We help students develop the knowledge, skills, and attitudes needed ~~for~~ to contribute to an inclusive workforce and community success. Through partnerships, we seek opportunities to improve lives.

Integrity. We promote a cohesive culture that is based on honesty, ~~professionalism,~~ fairness, trust, kindness, and respect. We work ~~as a team~~ collaboratively to maintain a healthy environment of ~~open~~ clear communication, transparency, and dedication to the mission of Southwest Tech.

Accountability. We hold ourselves and our teams responsible for achieving academic and fiscal College goals as established by the District Board. We practice self-awareness and hold each other accountable to recognize and confront biases that impact our thinking, behavior, and performance in order to realize positive and equitable results.

Partnerships. ~~We work together to set and attain goals that support our strategic directions. We collaborate internally with students and staff and externally with businesses, donors, alumni, retirees, and the community to identify needs and provide services that impact lives.~~

Innovation. ~~We foster creativity and student success while exceeding industry needs. We leverage our rural perspective and progressive entrepreneurial spirit by utilizing emerging technologies that incorporate trend-setting techniques and strategies.~~

Continuous Improvement. ~~We attract forward-thinking team members. We support and promote their personal and professional development in order to produce~~ We leverage our rural perspective and progressive entrepreneurial spirit to attract people who strive for excellence in student success through innovation in technology, services, and strategies. We support and promote personal and professional development in order to exceed industry standards and produce competent and skilled graduates in high-quality, relevant programs ~~and services,~~ essential to our ~~growth and~~ sustainability as a college.

Adopted: 1/24/02
Reviewed: 11/2/02, 3/24/05
Revised: 2/26/16

Southwest Wisconsin TECHNICAL COLLEGE

Refreshing the College Value

Changes Recommended

- New Inclusivity Value
- Added inclusive language to other values
- Reduced the number of College Values
- Added Partnership and Innovation language into the other values

www.swtc.edu

Southwest Wisconsin
TECHNICAL COLLEGE

Additional College Value

Inclusivity - We provide a welcoming environment that promotes respect for all members of the college community. We commit to learning about our differences and commonalities to better appreciate the value of each person. We empower the college community to cultivate connections and defend the dignity and humanity of all. We expect all members of our college community to live our Charger Respect Pledge.

Southwest Wisconsin
TECHNICAL COLLEGE

Update College Value

Learning – We work together to make high-quality, affordable education accessible to our diverse population. We help students develop the knowledge, skills, and attitudes needed to contribute to an inclusive workforce and community success. Through partnerships, we seek opportunities to improve lives.

Update College Value

Integrity - We promote a cohesive culture that is based on honesty, fairness, trust, kindness, and respect. We work collaboratively to maintain a healthy environment of clear communication, transparency, and dedication to the mission of Southwest Tech.

Update College Value

Accountability - We hold ourselves and our teams responsible for achieving academic and fiscal College goals as established by the District Board. We practice self-awareness and hold each other accountable to recognize and confront biases that impact our thinking, behavior, and performance to realize positive and equitable results.

Southwest Wisconsin
TECHNICAL COLLEGE

Update College Value

Continuous Improvement - We leverage our rural perspective and progressive entrepreneurial spirit to attract people who strive for excellence in student success through innovation in technology, services, and strategies. We support and promote personal and professional development to exceed industry standards and produce competent and skilled graduates in high-quality, relevant programs essential to our sustainability as a college.

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Southwest Wisconsin
TECHNICAL COLLEGE

Current College Values

Learning. We make high-quality, affordable education accessible to our diverse population. We help students develop the knowledge, skills, and attitudes needed for workforce success.

Integrity. We promote a cohesive culture that is based on professionalism, fairness, trust, and respect. We work as a team to maintain a healthy environment of open communication, transparency, and dedication to the mission of Southwest Tech.

Accountability. We hold ourselves and our teams responsible for achieving academic and fiscal College goals as established by the District Board.

Southwest Wisconsin
TECHNICAL COLLEGE

Current College Values

Partnerships. We work together to set and attain goals that support our strategic directions. We collaborate internally with students and staff and externally with businesses, donors, alumni, retirees, and the community to identify needs and provide services that impact lives.

Innovation. We foster creativity and student success while exceeding industry needs. We leverage our rural perspective and progressive entrepreneurial spirit by utilizing emerging technologies that incorporate trend-setting techniques and strategies.

Continuous Improvement. We attract forward-thinking team members. We support and promote their personal and professional development in order to produce high-quality, relevant programs and services, essential to our growth and sustainability as a college.

Board Monitoring of College Effectiveness

A. Wisconsin Technical Colleges Employee Benefits Consortium (WTCEBC) Update

Karen Garvey, Executive Director of the WI Technical College Employee Benefits Consortium (WTCEBC), will present an update on the overall Employee Benefits Consortium and how that affects Southwest Tech. Caleb White; Connie Haberkorn, HR/Benefits & Compensation Manager; and Krista Weber, will be present for questions. Included below is information which will be presented.

WTCEBC
Wisconsin Technical
College Employee
Benefit Consortium

2020 Update - Prepared for Southwest Wisconsin Technical College
March 25, 2021

Mission Statement -*The mission of the WTCEBC is to provide long term value, provide high quality benefits through strategic collaboration and implement cost control initiatives for member colleges and their employees.*

Vision - *WTCEBC will be the leader in cost effective and innovative employee benefits*

WTC-EBC Executive Summary

- Membership has grown to nine colleges and 4,260 employees and four Associate Memberships (i.e. accessing voluntary benefit programs through the WTCEBC)

WTCEBC - Number of Employees Enrolled in Medical by College
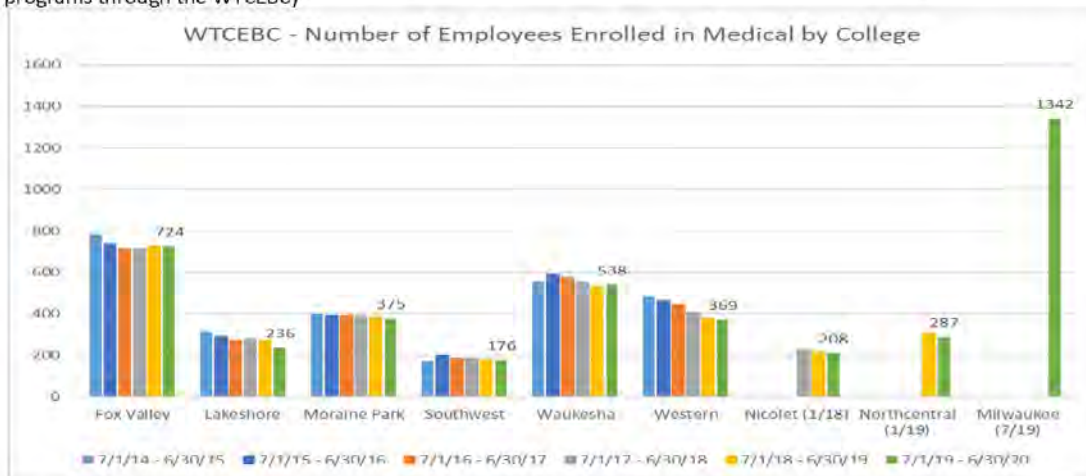
- Stop loss insurance premium savings continues to be the most significant savings to members with almost $26 million in cumulative savings since July 2015 (including the 7/1/2021 renewal).
- The number of large claimants (i.e. individuals with claims greater than $100,000) continues to grow, by more than doubling since FY2016 and outpacing the growth in membership at 42%.
- Strategic initiative to address claims costs, health advocacy and patient navigation underway with Accolade Total Health & Benefits (Accolade). Accolade becomes the single point of entry for all health and benefits questions and needs for each college's employees and their families. Through this dedicated model of health assistants and nurses, who are supported by a deep bench of experts and clinicians, this model delivers improved health outcomes for the member population, and substantial, sustainable cost savings including a guaranteed ROI in each service year.
- Autonomy in plan design maintained while per employee per costs for medical and pharmacy remain flat since 2015. Actuarial values of plans continue at above benchmark for majority of schools
- 2020 Key Accomplishments
    - Associate Membership added to allow access to voluntary benefits
    - Evaluation of current WTCEBC financial model; Key Performance Metrics established
    - Requests for Proposals:

WTCEBC
Wisconsin Technical
College Employee
Benefit Consortium

2020 Update
Southwest Wisconsin Technical College

- o Life Insurance ($210,000 in annual premium savings)
- o Short-term and Long-term Disability ($70,000 in annual premium savings)
- o Patient Navigation & Advocacy Vendor – Awarded to Accolade in 2021.
- 2021 Initiatives
  - Medical and Pharmacy Requests for Proposals for a 1/1/2022 effective date
  - Implementation of Accolade for colleges that elect
  - Review of stop loss policy coverage levels and premium banding methodology
  - Contract Renewals: Delta Dental Admin fee (completed and rate maintained/guaranteed through July 1, 2025), Annual Letters of Engagement for Accounting and Legal.

Key Performance metrics

✓ **Stop Loss Insurance Premiums**

Stop Loss Premium Per Employee Per Month

- Yr Prior to WTCEBC: Southwest $228.05, WTCEBC $141.93
- 7/1/15-6/30/16: Southwest $63.14, WTCEBC $51.22
- 7/1/16-6/30/17: Southwest $54.33, WTCEBC $51.22
- 7/1/17-6/30/18: Southwest $38.38, WTCEBC $48.40
- 7/1/18-6/30/19: Southwest $41.60, WTCEBC $41.71
- 7/1/19-6/30/2020: Southwest $43.35, WTCEBC $43.56
- 7/1/2020-6/30/21: Southwest $60.62, WTCEBC $51.15
- 7/1/2021-6/30/2022: Southwest $102.48, WTCEBC $86.47

✓ **Claims pooling/risk sharing** – Southwest has received a total of $1.46 million in cost reductions due to the claims pooling and stop loss reimbursement sharing of the WTCEBC

Claims >$100K Pooling Adjustment	Southwest
7/1/15-6/30/16 $	(399,288)
7/1/16-6/30/17 $	(82,269)
7/1/17-6/30/18 $	(247,082)
7/1/18-6/30/19 $	(130,194)
7/1/2019-6/30/2020 $	(240,410)
$	(1,099,243)

Sharing of Stop Loss Reimbursement	Southwest
7/1/15-6/30/16 $	(63,766)
7/1/16-6/30/17 $	-
7/1/17-6/30/18 $	(15,500)
7/1/18-6/30/19 $	(205,005)
7/1/2019-6/30/2020 $	(75,809)
$	(360,080)

Net Impact Total Pooling Expense /[$	Southwest
7/1/15-6/30/16 $	(463,054)
7/1/16-6/30/17 $	(82,269)
7/1/17-6/30/18 $	(262,582)
7/1/18-6/30/19 $	(335,199)
7/1/2019-6/30/2020 $	(316,219)
Net Impact $	(1,459,323)

✓ **Per Employee Per Year Medical & Rx costs (PEPY)** – Southwest's PEPY reflects a -3.4% compound annual growth rate (CAGR) from FY16 to FY20. The WTCEBC's PEPY reflects a CAGR of -0.1%.

Per Employee Per Year Medical & Rx Costs
(WTCEBC Total Excludes Partial Years)
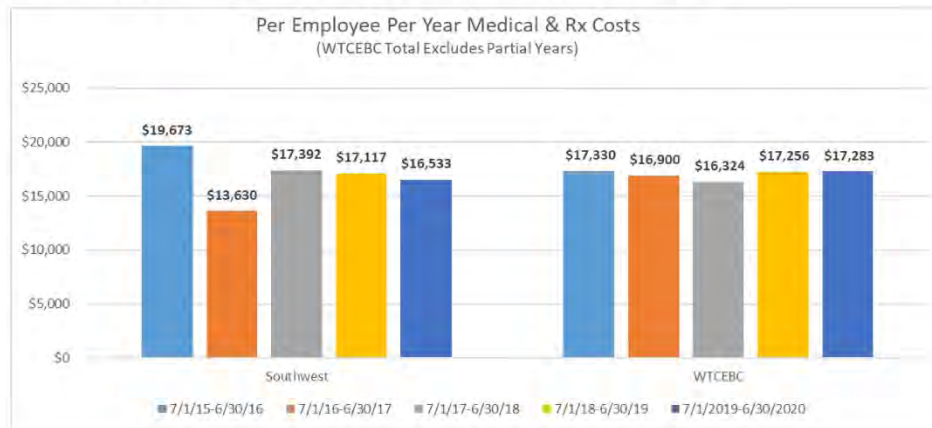
- Southwest's 2020 plan design has an actuarial value of 91.3%, not including HSA funding, reflecting a richer benefit than the benchmarks

Actuarial Plan Values
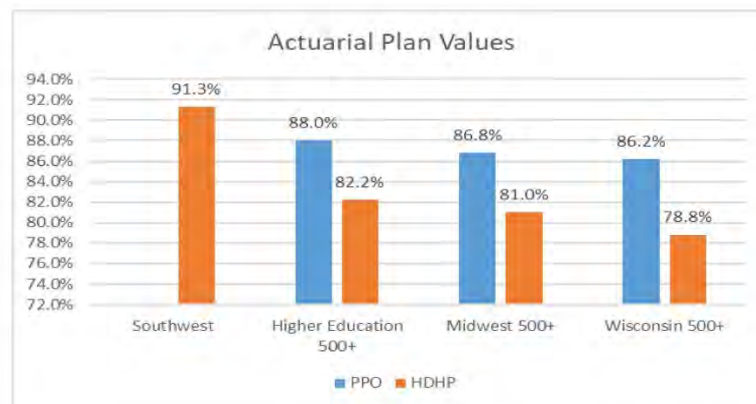
✓ **Large Claimants (>$100,000)** – Southwest's number of large claimants has remained fairly steady except for the decrease in FY17. However, the total cost of high cost claimants is on an upward trend and the average cost per high cost claimant is consistently higher than the WTCEBC average.
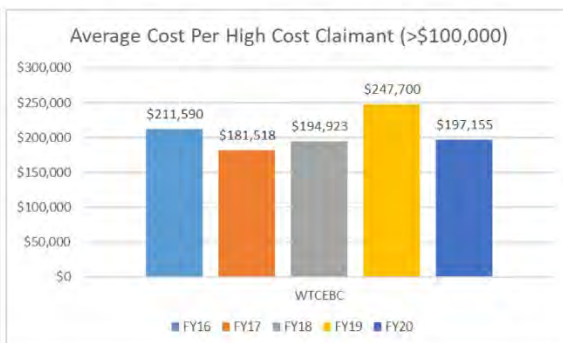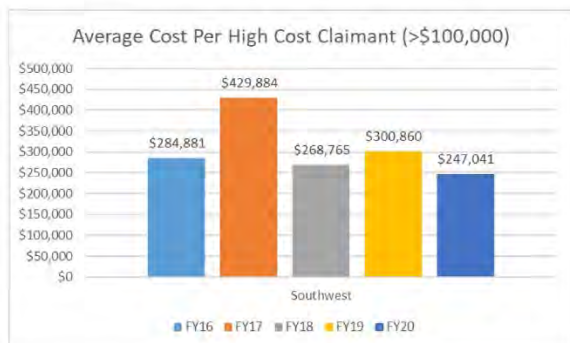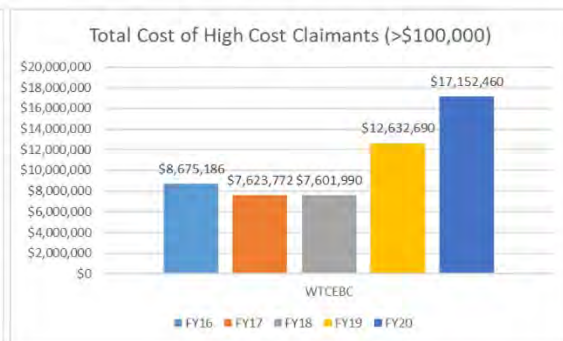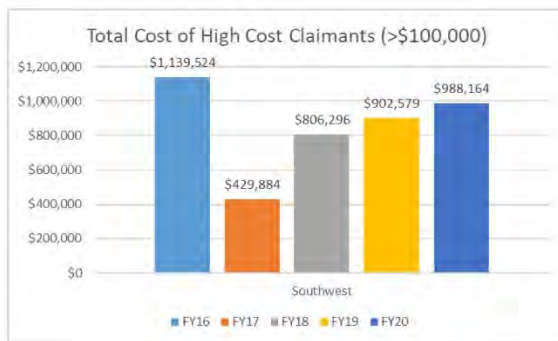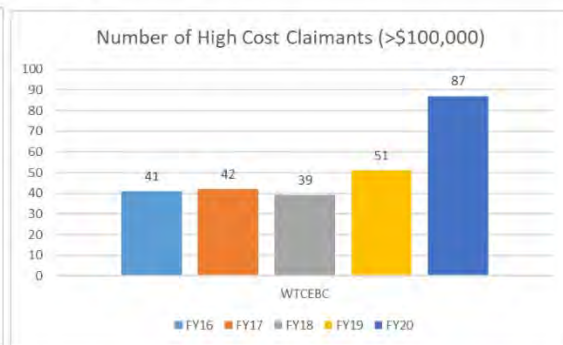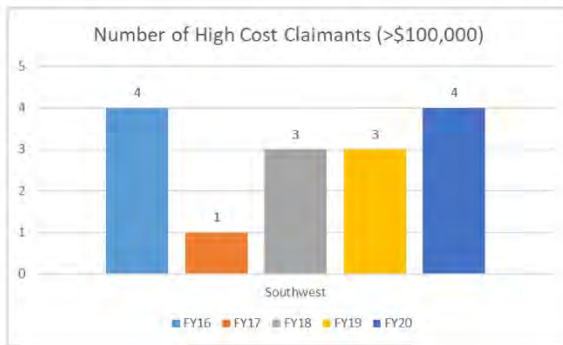
✓ **Claims Reserve Requirement –** Southwest has a positive reserve surplus of $1,454,728 as of Jan 31, 2021. This surplus can provide relief due to claims fluctuations and/or funding variances.

Reserve Requirement vs. Actual Reserve
Southwest WisconsinTechnical College

5
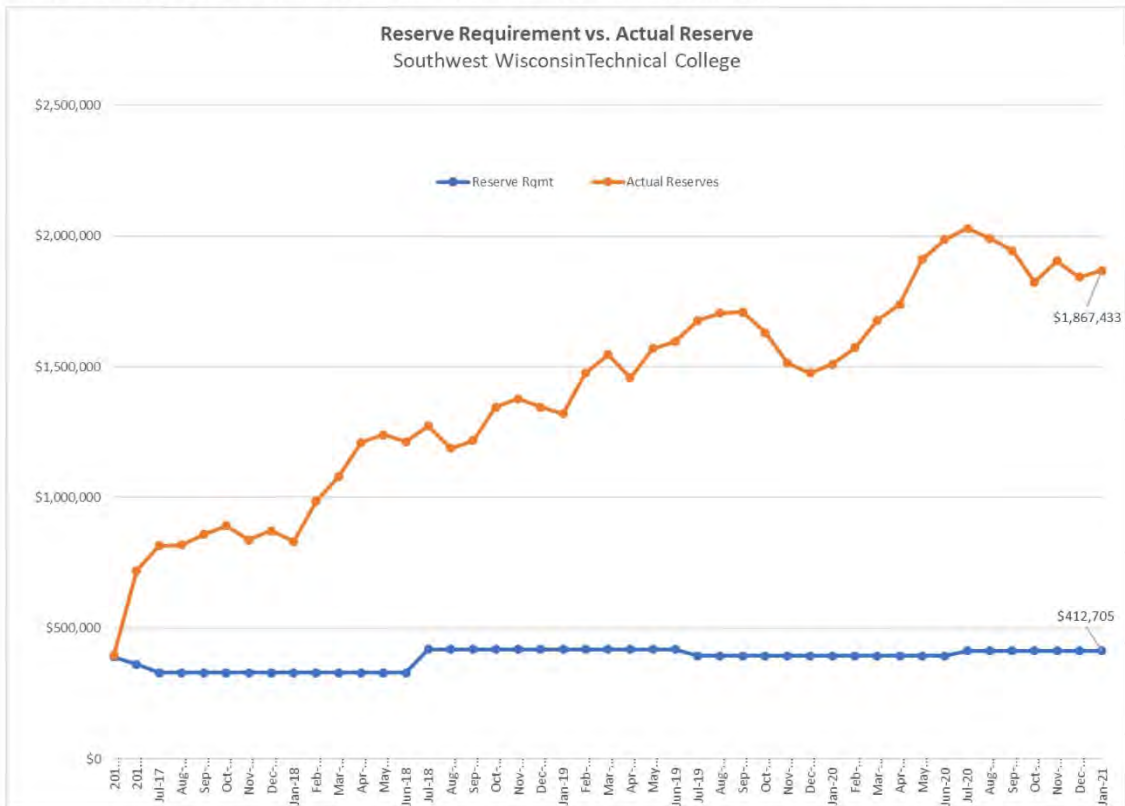
B. *Academic Master Plan*

Included below is the Academic Master Plan. An update on the Plan will be provided by Cynde Larsen, Derek Dachelet, Kim Maier, and Katie Garrity.

Academic Master Plan

The Academic Master Plan is a living document meant to change on a frequent basis.   The first page contains a glossary as some of the terms can mean different things. The four-year Academic Master Plan begins on page two.

GLOSSARY OF TERMS

Program:
AD – Associate Degree (2 Years)
TD – Technical Diploma (1 and 2 Years)
HS – High School

Program Phase:
New Program – Program has been approved by the WTCS and will start enrolling students.
Program Development – In process of developing the program following the WTCS Approval Process
Program Modification – In process of making changes to the curriculum; reviewing faculty, student, industry, and advisory committee input.
Re-designing Program Mix – Looking at a career area to identify what is needed for programming; gathering industry input
Program Suspended – Enrollment has been suspended and the program is being evaluated.
Program Discontinued – The program has been evaluated, and the College will no longer offer the program.
Teach Out – The program has been suspended/discontinued and teaching out the students who are enrolled in the program.
Delivery Mode Change – Focus on the type of student has changed; face-to-face, online, hybrid, high school, adult students
Added Section – An extra section of students has been added permanently or for a short period of time.

Timeline for Enrollment:
Fall – Program will accept students for the fall term
Spring – Program will accept students for the spring term

Enrollment Projections:
Headcount – the number of students enrolled
FTE – number of credits enrolled students are taking divided by 30 (30 credits = 1 FTE)

Investment:
Current Operational Costs – Current operational costs in the budget
Additional Operational Costs – The additional cost to offer the program, extra section, or make any changes to the delivery mode
Capital Budget – Equipment, facilities remodeling??
Grant Funds – Percent of funds received from grants

ACADEMIC MASTER PLAN
2020-2024

2020-21

Program	Person(s) Responsible	Program Phase									Timeline for Enrollment		Enrollment Projections		Investment			
		New Program	Program Development	Program Modification	Re-designing Program Mix	Program Suspended	Program Discontinued	Teach Out	Delivery Mode Change	Added Section	Fall	Spring	Head-count	FTE	Current Operational Costs	Additional Operational Costs	Capital Budget	Grant Funds
Non-Profit Leadership (AD)	K. Maier	X										X	10	4.0		$44,000	$0	100%
Data/Business Analytics (AD)	K. Maier		X															
DE-Midwife (AD)	C. Larsen							X				X	123 (40)	48.8 (T)	$250,730	$102,282	$0	
Leadership Development (AD)	K. Maier			X								X	10	4.0	$42,940	$0	$0	Partial
Surgical Technology (AD)	C. Larsen		X															
Agribusiness, Science & Technology and Farm Operations & Mgt. Programs (AD & TD)	D. Dachelet/ D. Ihm				X													
Farm Operations Mgt. – Crop & Crop Operations (TD)	D. Dachelet/ D. Ihm					X												
Culinary Programs (AD)	K. Garrity					X		X			X	X	9	6.4	$105.000		$1,000	

2021-22																		
Program	Person(s) Responsible	Program Phase									Timeline for Enrollment		Enrollment Projections		Investment			
		New Program	Program Development	Program Modification	Re-designing Program Mix	Program Suspended	Program Discontinued	Teach Out	Delivery Mode Change	Added Section	Fall	Spring	Head-count	FTE	Current Operational Costs	Additional Operational Costs	Capital Budget	Grant Funds
Data/Business Analytics (AD)	K. Maier	X	X								X		10	4.0	$0	$44,000	$0	?
Supply Chain Mgt (AD)	K. Maier			X							X		15	15.0	$72,000	$0	$0	
Paramedic (TD-Shared Program with LTC)	K. Garrity / K. Wubben	X									X							?
Surgical Technology (AD)	C. Larsen		X								X		15	15.0	$179,300 (1st Op Year – 1 Cohort)	$89,300	$90,000	?
CNC (1-year TD) at Platteville High School	D. Dachelet							X			X		10	8.5	$110,700	$0	$15,000	
Lab Science (TD) at Richland & Platteville High Schools	C. Larsen									X	X		18	9.3	$24,800 (1 K-12) $54,600 (2 K-12s)	$24,800	$5,000	
Golf Course Mgt. / Hospitality (AD)	K. Garrity			X							X	X	27				$0	
Ag Programs (AD & TD)	D. Dachelet/ D. Ihm			X	X								70	50	$147,900	$0	$30,000	
Farm Operations Mgt –Crop & Crop Ops (TD)	D. Dachelet/ D. Ihm					X												
Farm Business & Prod. Mgt (Develop / offer a Direct Farm-to-Market non-degree certificate program)	D. Dachelet/ D. Ihm			X													$0	North Central ERME Grant
Medical Coding Specialist (TD)	K. Maier									X	X		100	50	$75,000	TBD	$0	

| Culinary Programs (AD) Transition to High School | K. Garrity | | | | | X | X | | | | X | | 4 (HS = 30) | 12.9 | $107,000 | $0 | $0 | |

| **2022-23** | | | | | | | | | | | | | | | | | | |

Program	Person(s) Responsible	Program Phase									Timeline for Enrollment		Enrollment Projections		Additional Operational Costs			
		New Program	Program Development	Program Modification	Re-designing Program Mix	Program Suspended	Program Discontinued	Teach Out	Delivery Mode Change	Added Section	Fall	Spring	Head-count	FTE	Current Operational Costs	Operational Budget	Capital Budget	Grant Funds
Spanish CNA																		
Spanish Midwifery																		
Surgical Technology (AD)	C. Larsen		X								X		30	30.0	$183,800 (2nd Op Year – 2 Cohorts)	$163,800	$20,000	?
Agribusiness, Science & Technology and Farm Operations & Mgt. Programs (Mix AD & TD)	D. Dachelet/ D. Ihm			X														

| **2023-24** | | | | | | | | | | | | | | | | | | |

Program	Person(s) Responsible	Program Phase									Timeline for Enrollment		Enrollment Projections		Current Operational Costs	Additional Operational Costs		
		New Program	Program Development	Program Modification	Re-designing Program Mix	Program Suspended	Program Discontinued	Teach Out	Delivery Mode Change	Added Section	Fall	Spring	Head-count	FTE		Operational Budget	Capital Budget	Grant Funds

C. *Staffing Update*

Krista Weber, Chief Human Resources Officer, will provide an update on College staffing. A summary follows.

Staffing Update 2020-2021

	Name	Title	Status and/or Additional Info	Effective Date	Funding Source &/or Estimated Wage Range/Hired Salary
1	New Position	Midwifery Clinical Site Coordinator (Part-time)	Hired - David Carter-Plake	8/7/2020	Hourly Band B24 - $20.75 - $26.98 Hired at $22.00
2	New Position	Midwifery Program Coordinator (Part-time)	Hired - Sara Stites	8/7/2020	Hourly Band B24 - $20.75 - $26.98 Hired at $24.00
3	New Position	Midwifery Clinical Site Coordinator (Part-time)	Hired - Andrea Hill	9/1/2020	Hourly Band B24 - $20.75 - $26.98 Hired at $22.00
4	New Position	System Analyst - Advancement/Recruitment	Hired - Calvin Butteris	8/24/2020	Salary Band C42 Hourly- $23.46 - $32.8 Hired at $32.25
5	New Position	System Analyst - Student Services/Financial Aid/Business Office	Hired - Darwyn Wolfe	8/24/2020	Salary Band C42 Hourly- $23.46 - $32.84 Hired at $32.25
6	New Position	System Analyst - Finance/HR/Payroll	Hired - Andrew Draus	8/31/2020	Salary Band C42 Hourly- $23.46 - $32.84 Hired at $32.69

Staffing Update 2020-2021

	Name	Title	Status and/or Additional Info	Effective Date	Funding Source &/or Estimated Wage Range/Hired Salary
7	New Position	Student Services Assistant (LTE)	Hired – Tina Leis	8/24/2020	Hourly Band A13 - $16.77 - $20.12 Hired at $17.00
8	New Position	Financial Aid/Business Office Assistant (LTE)	Hired – Karen Forseth	8/24/2020	Hourly Band B22 - $18.26 - $23.74 Hired at $18.50
9	New Position	Administrative Assistant (LTE)	Hired – Stephanie Evanchik	9/1/2020	Hourly Band B22 - $18.26 - $23.74 Hired at $19.00
10	Replacement	Nursing Assistant Instructor - Part-time	Christina Chappell	8/17/2020	BS Salary Range - $48,304 - $76,805 Hired at $54,000
11	New Position	Math Instructor - Part-time (LTE)	Hired – Saikanth Ratnavale	8/17/2020	Master's Salary Range - $53,314 - $84,768 Hired at $55,000 anually
12	New Position	Multi-cultural Success Coach	Hired – Guilio Reyes	10/19/2020	Salary Band C42 - $48,795 - $68,313 Hired at $58,000

Staffing Update 2020-2021

	Name	Title	Status and/or Additional Info	Effective Date	Funding Source &/or Estimated Wage Range/Hired Salary
13	New Position	Marketing/Recruitment Assistant (LTE)	Hired - Holly Straka	11/2/2020	Hourly Band B22 $18.26 - $23.74 Hired at $22.00
14	New Position	Human Resources/Payroll Assistant (LTE)	Hired - Demi Vetesnik	11/1/2020	Hourly Band B24 $20.75 - $26.98 Hired at $21.25
15	New Position	Budget & Finance Assistant (LTE)	Hired - Mackenzie Marovets	11/2/2020	Hourly Band B22 $15.00
16	Replacement - Holly Miller	Chief Student Services Officer	Holly Clendenen	12/21/2020	Salary Band E83 $81,863 - $118,702 Salary: $112,000
17	Replacements	Evening Custodians	Matt Nation	2/1/2021	Hourly Range A12 $15.61 - $18.73 Hired at $16.50
18	Replacements	Evening Custodians	Robert Lund	2/10/2021	Hourly Range A12 $15.61 - $18.73 Hired at $15.50

Staffing Update 2020-2021

	Name	Title	Status and/or Additional Info	Effective Date	Funding Source &/or Estimated Wage Range/Hired Salary
19	Replacements	Evening Custodians	Austin Whiteaker	2/15/2021	Hourly Range A12 $15.61 - $18.73 Hired at $16.00
20	Replacements	Evening Custodians	Chris Reuter	2/15/2021	Hourly Range A12 $15.61 - $18.73 Hired at $16.00
21	Replacement	Financial Aid/Business Office Assistant (LTE)	Tina Leis	3/1/2021	Hourly Band B22 $18.26 - $23.74 Hired at $18.65
22	Replacement	Student Services Specialist (LTE)	Jaimie Flogel	3/8/2021	Hourly Band A13 $16.77 - $20.12 Hired at $17.00
23	Replacement	Evening Custodians	Renee Schlaugat	3/22/2021	Hourly Range A12 $15.61 - $18.73 Hired at $16.00
24	Replacement	Evening Custodians	Bryce Kazda	4/5/2021	Hourly Range A12 $15.61 - $18.73 Hired at $16.00

Staffing Update 2020-2021

	Name	Title	Status and/or Additional Info	Effective Date	Funding Source &/or Estimated Wage Range/Hired Salary
25	New Position	Data Analyst/Data Analytics Instructor	Posted	5/3/2021	Salary Band C43 $51.467 - $72.055

Information and Correspondence

A. *Enrollment Report*

1. **FTE Comparison YOY Report**
2. **Fall 2021 Application Report**

The 2020-21 Comparison Enrollment Report and Fall 2021 Application Report are below.

Program Code	Program Title	03-23-20 Students	03-15-21 Students	Student Change	03-23-20 FTE	03-15-21 FTE	FTE Change
10-101-1	Accounting	51	70	19	38.10	45.93	7.83
10-006-7	Agribusiness Science & Technology - AgBus Mgmt	14	9	(5)	14.23	4.57	(9.67)
10-006-5	Agribusiness Science & Technology - Agronomy	16	19	3	17.57	18.37	0.80
10-006-6	Agribusiness Science & Technology - Animal Science	29	20	(9)	29.87	16.57	(13.30)
10-102-3	Business Management	134	132	(2)	84.70	82.50	(2.20)
10-530-5	Cancer Information Management	95	111	16	50.97	56.20	5.23
10-504-X	Criminal Justice	46	49	3	37.07	33.47	(3.60)
10-316-1	Culinary Arts	6	6	-	2.77	5.10	2.33
10-317-1	Culinary Management	5	2	(3)	4.80	1.53	(3.27)
10-510-6	Direct Entry Midwife	77	123	46	31.80	49.07	17.27
10-307-1	Early Childhood Education	46	63	17	32.53	43.17	10.63
10-620-1	Electro-Mechanical Technology	31	33	2	29.10	31.10	2.00
10-325-1	Golf Course Management	18	10	(8)	14.63	9.87	(4.77)
10-201-2	Graphic And Web Design	26	19	(7)	18.63	15.00	(3.63)
10-530-1	Health Information Technology	52	47	(5)	24.63	18.87	(5.77)
10-520-3	Human Services Associate	42	32	(10)	31.63	26.07	(5.57)

2019-2020 and 2020-2021 FTE Comparison

Southwest Tech — Here. Now.

Program Code	Program Title	03-23-20 Students	03-15-21 Students	Student Change	03-23-20 FTE	03-15-21 FTE	FTE Change
10-825-1	Individualized Technical Studies	2	3	1	1.00	1.40	0.40
10-620-3	Instrumentation and Controls Technology	10	4	(6)	7.57	0.90	(6.67)
10-150-2	IT-Network Specialist	23	27	4	13.27	14.53	1.27
10-196-1	Leadership Development	24	11	(13)	11.23	3.47	(7.77)
10-513-1	Medical Laboratory Technician	21	21	-	16.37	14.57	(1.80)
10-196-6	Nonprofit Leadership		1	1		0.40	0.40
10-543-1	Nursing-Associate Degree	210	225	15	107.57	126.73	19.17
10-524-1	Physical Therapist Assistant	40	31	(9)	24.07	18.93	(5.13)
10-182-1	Supply Chain Management	44	25	(19)	25.47	10.97	(14.50)
	Total Associate Degree	**1,062**	**1,093**	**31**	**669.57**	**649.27**	**(20.30)**
31-101-1	Accounting Assistant	6	13	7	2.43	5.57	3.13
30-531-6	Advanced EMT	10		(10)	1.33		(1.33)
31-006-3	Agribusiness Science & Technology - Agronomy Tech		1	1		1.13	1.13
32-070-1	Agricultural Power & Equipment Technician	34	35	1	32.10	33.10	1.00
31-405-1	Auto Collision Repair & Refinish Technician	11	11	-	5.87	8.07	2.20
32-404-2	Automotive Technician	27	34	7	24.30	22.90	(1.40)
31-408-1	Bricklaying & Masonry	3		(3)	1.33		(1.33)
30-443-1	Building Maintenance & Construction	3	1	(2)	0.70	0.07	(0.63)
31-475-1	Building Trades-Carpentry	11	9	(2)	9.27	8.20	(1.07)
31-307-1	Child Care Services	8	5	(3)	3.83	3.40	(0.43)
30-420-2	CNC Machine Operator/Programmer	8	2	(6)	7.97	1.30	(6.67)
31-502-1	Cosmetology	29	19	(10)	19.83	13.60	(6.23)
30-504-2	Criminal Justice-Law Enforcement 720 Academy	17	14	(3)	12.23	9.33	(2.90)
31-317-1	Culinary Specialist	3		(3)	1.47		(1.47)
30-508-2	Dental Assistant	16	11	(5)	8.87	5.57	(3.30)
30-812-1	Driver and Safety Education Certification	26	26	-	5.80	5.40	(0.40)
31-413-2	Electrical Power Distribution	45	44	(1)	43.83	40.60	(3.23)
50-413-2	Electricity (Construction) Apprentice	19	20	1	2.47	3.03	0.57
30-531-3	Emergency Medical Technician	49	108	59	8.57	17.17	8.60
32-080-4	Farm Operations & Management - Ag Mechanics	2	9	7	1.67	7.47	5.80
31-080-6	Farm Operations & Management - Crop Operations	2	1	(1)	0.37	0.07	(0.30)
32-080-3	Farm Operations & Management - Dairy	16	8	(8)	14.87	5.97	(8.90)
31-080-3	Farm Operations & Management - Dairy Technician	4	3	(1)	1.80	0.67	(1.13)
31-080-2	Farm Operations & Management - Farm Ag Maintenance	13	4	(9)	5.67	2.40	(3.27)
32-080-6	Farm Operations & Management - Livestock	1	1	-	0.97	1.03	0.07
31-080-7	Farm Operations & Management - Livestock Tech	3		(3)	1.77		(1.77)

Program Code	Program Title	03-23-20 Students	03-15-21 Students	Student Change	03-23-20 FTE	03-15-21 FTE	FTE Change
31-620-1	Industrial Mechanic	4	3	(1)	3.43	2.83	(0.60)
31-154-6	IT-Computer Support Technician	26	15	(11)	20.47	11.53	(8.93)
31-513-1	Laboratory Science Technician	4	5	1	2.13	2.80	0.67
50-620-1	Mechatronics Technician Apprentice	6	5	(1)	1.60	1.27	(0.33)
31-509-1	Medical Assistant	33	44	11	24.57	34.40	9.83
31-530-2	Medical Coding Specialist	65	102	37	30.83	42.23	11.40
30-504-4	Nail Technician	2	2	-	0.37	0.87	0.50
30-543-1	Nursing Assistant	196	217	21	26.60	28.13	1.53
50-427-5	Plumbing Apprentice	20	18	(2)	3.52	2.52	(1.00)
31-504-5	Security Operations	2	1	(1)	1.20	0.70	(0.50)
31-182-1	Supply Chain Assistant	3	7	4	0.37	3.93	3.57
31-442-1	Welding	45	53	8	30.47	41.10	10.63
	Total Technical Diploma	**772**	**851**	**79**	**364.85**	**368.35**	**3.50**
20-800-1	Liberal Arts - Associate of Arts	24	31	7	8.50	9.67	1.17
20-800-2	Liberal Arts - Associate of Science	9	12	3	4.73	3.27	(1.47)
	Undeclared Majors	546	480	(66)	94.60	84.17	(10.43)
	Total	**2,413**	**2,467**	**54**	**1,142.25**	**1,114.72**	**(27.53)**
	Percent of Change						**-2.41%**
	Vocational Adult (Aid Codes 42-47)	3,089	2,684	(405)	63.81	57.27	(6.54)
	Community Services (Aid Code 60)	-	48	48	-	0.16	0.16
	Basic Skills (Aid Codes 73,74,75,76)	311	189	(122)	36.07	33.37	(2.70)
	Basic Skills (Aid Codes 77 & 78)	693	307	(386)	36.60	11.50	(25.10)
	Grand Total	**6,506**	**5,695**	**(811)**	**1,278.73**	**1,217.01**	**(61.71)**
	Total Percent of Change						**-4.83%**

Fall 2021 Application Report

Program Application Comparison 2020/21 vs. 2021/22								
			03/20/20			3/18/2021		
PROGRAM	CAP	IP	ACCEPT	TOTAL	IP	ACCEPT	TOTAL	YOY
Accounting			16	16	3	13	16	0
Accounting Assistant			3	3	2	2	4	1
Agribusiness Science & Technology - Agbus Mgmt	20		6	6		10	10	4
Agribusiness Science & Technology - Agronomy	20		3	3		10	10	7
Agribusiness Science & Technology - Agronomy Tech	20		1	1		0	0	-1
Agribusiness Science & Technology - Animal Science	20		17	17		23	23	6
Agricultural Power & Equipment Technician	22		29	29		21	21	-8
Auto Collision Repair & Refinish Technician	22		17	17		15	15	-2
Automotive Technician	22		33	33		18	18	-15
Building Trades-Carpentry	20		18	18		18	18	0
Business Management			42	42	12	18	30	-12
Cancer Information Management	30	11	55	66	11	45	56	-10
Child Care Services	13		7	7	5	3	8	1
CNC Machine Operator/Programmer	15		5	5		0	0	-5
Cosmetology	24		17	17		19	19	2
Criminal Justice Studies	70		31	31		14	14	-17
Criminal Justice-Law Enforcement 2						16	16	16
Culinary Arts			4	4				-4
Culinary Management			2	2				-2
Dental Assistant	18		22	22		20	20	-2
Driver and Safety Education Certification			0	0		2		0
Early Childhood Education	28		29	29	10	20	30	1
Electrical Power Distribution	44		83	83		91	91	8
Electro-Mechanical Technology	24		25	25		17	17	-8
Farm Operations & Management - Ag Mechanics	20		1	1		7	7	6
Farm Operations & Management - Crops Operations	20		3	3				-3
Farm Operations & Management - Crops	20		1	1				-1
Farm Operations & Management - Dairy	20		8	8		4	4	-4
Farm Operations & Management - Dairy Technician	20		2	2		1	1	-1
Farm Operations & Management - Farm Ag Maintenance	20		1	1		0	0	-1
Farm Operations & Management - Livestock	20		0	0		7	7	7
Farm Operations & Management - Livestock Tech	20		2	2		1	1	-1
Golf Course Management			4	4		9	9	5
Graphic and Web Design	25		17	17		11	11	-6
Health Information Technology	22	4	16	20	8	21	29	9
Human Services Associate	31		17	17		24	24	7
Industrial Mechanic	6		3	3		2	2	-1
Instrumentation and Controls Technology	6		2	2		0	0	-2
IT-Computer Support Technician			10	10		8	8	-2
IT-Network Specialist			19	19		18	18	-1
Laboratory Science Technician	15		0	0		0	0	0
Leadership Development			1	1		0	0	-1
Liberal Arts - Associate of Arts		15	3	18	12	11	23	5
Liberal Arts - Associate of Science		8	1	9	3	2	5	-4

| PROGRAM | CAP | | 03/20/20 | | | 3/18/2021 | | | | |
			IP	ACCEPT	TOTAL		IP	ACCEPT	TOTAL		YOY
Medical Assistant	32			28	28			24	24		-4
Medical Coding Specialist	23		8	20	28		34	65	99		71
Medical Laboratory Technician	16		6	5	11		2	4	6		-5
Nail Technician				1	1			2	2		1
Nonprofit Leadership								1	1		1
Nursing-Associate Degree	54		106	50	156		117	63	180		24
Nursing-Associate Degree-Part-time	28		2	23	25			29	29		4
Pharmacy Tech (Shared)				2	2			1	1		-1
Physical Therapist Assistant	18		14	14	28		8	9	17		-11
Supply Chain Assistant				0	0			4	4		4
Supply Chain Management				2	2		5	0	5		3
Undecided			31	0	31		34	0	34		3
Welding	40			56	56			32	32		-24
TOTAL			#####	777	982		#####	755	1019		37

Spring 2021-22

PROGRAM	CAP		IP	ACCEPT	TOTAL		IP	ACCEPT	TOTAL		YOY
Cancer Information Management				0	0			1	1		1
Direct Entry Midwife	32		14	14	28		36	35	71		43
Nail Technician				0	0			1	1		1
Welding (January Start)	20			1	1			0	0		-1
TOTAL			14	15	29		36	37	73		44

B. Chairperson's Report

C. College President's Report
1. Timekeeping System
2. Graduation Update
3. Program Accreditation Update
4. Acting President Policy
5. WTCS Update
6. College Happenings

D. Other Information Items

Establish Board Agenda Items for Next Meeting

A. Agenda
1. Out-of-State Tuition Waivers
2. RFP: Timekeeping
3. Foundation Quarterly Report
4. Board Monitoring Report: Quality Teaching & Learning

B. *Time and Place*

Thursday, April 22, 2021, Time TBD, Southwest Tech Campus / Virtual

Adjourn to Closed Session

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

1. Deliberating over potential college property opportunities per Wisconsin Statutes 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. Discussing the President's Contract per Wisconsin Statutes 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

B. *Approval of Closed Session Minutes of February 25, 2021*

Reconvene to Open Session

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

Adjournment