



# **Southwest Wisconsin Technical College**

## **District Board Meeting**

**Regular Meeting**

**March 24, 2022**

Southwest Tech  
1800 Bronson Boulevard  
Fennimore, WI 53809  
Conference Room 430

## Contents

<b>Annotated Agenda.....</b>	<b>2</b>
<b>Open Meeting.....</b>	<b>6</b>
A. Roll Call.....	6
B. Reports/Forums/Public Input.....	6
<b>Consent Agenda.....</b>	<b>7</b>
A. Approval of Agenda.....	7
B. Minutes of the Regular Board Meeting of February 24, 2022.....	9
C. Financial Reports.....	15
1. Purchases Greater than \$2,500.....	15
2. Treasurer's Cash Balance.....	19
3. Budget Control.....	20
D. Contract Revenue.....	21
E. Personnel Report.....	22
<b>Other Items Requiring Board Action.....</b>	<b>23</b>
A. Resolution Awarding the Sale of \$4,000,000 General Obligation Promissory Notes.....	23
B. Bid: Buildings 300-400 Conference Center and Dining Remodel.....	47
C. Second Reading of Governance Policy 4.5: College Strategic Directions.....	49
D. Retirement Incentive Proposal.....	50
<b>Board Monitoring of College Effectiveness.....</b>	<b>51</b>
A. Board Monitoring Report: Quality Teaching & Learning.....	51
B. Strategic Directions – Roadmap to the Future.....	90
C. Staffing Update.....	90
<b>Information and Correspondence.....</b>	<b>94</b>
A. Enrollment Report.....	94
1. 2021-22 FTE Comparison YOY Report.....	94
2. FY 2023 Application Report.....	94
B. Chairperson's Report.....	99
1. Executive Board Leadership Ad Hoc Committee Update.....	99
2. ACCT National Awards.....	101
C. College President's Report.....	101
D. Other Information Items.....	105
<b>Establish Board Agenda Items for Next Meeting.....</b>	<b>105</b>
A. Agenda.....	105
B. Time and Place.....	105
<b>Adjournment.....</b>	<b>105</b>

## **Annotated Agenda**

### **BOARD MEETING NOTICE/AGENDA**

Thursday, March 24, 2022

6:00 p.m. – Student Presentations  
6:30 p.m. – Dinner  
7:00 p.m. – Regular Board Meeting

Southwest Tech  
1800 Bronson Boulevard  
Fennimore, WI 53809  
Conference Room 430

### **ANNOTATED AGENDA**

#### **OPEN MEETING**

The following statement will be read: “The March 24, 2022, 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, posted on the College’s website at [www.swtc.edu/about/board/meetings](http://www.swtc.edu/about/board/meetings), 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 Regular Board Meeting of February 24, 2022**

Minutes of the February 24, 2022, Board meeting are included with the electronic 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. Kelly Kelly, Controller, will be at the meeting and available for any questions.

**D. Contract Revenue**

There were ten contracts totaling \$70,938 in February 2022 being presented for Board approval. The Contract Revenue Report is included with the electronic Board material.

**E. Personnel Items**

The Personnel Report includes two retirements and one resignation being presented for approval. The report is included with the Board material.

**Recommendation** – *Approve the Consent Agenda as presented.*

**OTHER ITEMS REQUIRING BOARD ACTION**

**A. Resolution Awarding the Sale of \$4,000,000 General Obligation Promissory Notes**

Bids received on March 24, 2022, will be available at the meeting for the sale of \$4,000,000 in General Obligation Promissory Notes. John Mehan, Managing Director of Robert W. Baird & Co. will present the bids. Kelly Kelly will be available at the meeting for questions. The draft resolution is available electronically with all other material. The Moody's Investors Service assignment of an Aa2 rating to the College for sale of the \$4,000,000 in General Obligation Promissory Notes is included in the electronic Board packet.

**Recommendation:** *Approve the resolution awarding the sale of \$4,000,000 General Obligation Promissory Notes.*

**B. Bid: Buildings 300-400 Conference Center and Dining Remodel**

Invitations to bid on the Building 300/400 Conference Center and Dining Remodel project were provided to an extensive list of vendors and posted widely in applicable electronic and physical venues. Six bids were received. Included in the electronic Board material is the bid summary. Dan Imhoff, Executive Director of Facilities, Safety & Security, will be present at the meeting for any questions.

**Recommendation:** *Award the low bid for the Building 300/400 Conference Center and Dining Remodel Project, in the amount of \$1,154,900 to Fowler & Hammer of La Crosse, WI. This project was approved by the WTCS State Board on March 16, 2022, in the amount of \$1,500,000 which is inclusive of audio/visual allowance and engineering/architecture fees.*

**C. Second Reading of Governance Policy 4.5: College Strategic Directions**

The District Board approved the first reading of Governance Policy 4.5: College Strategic Directions at its February 24, 2022, Board meeting. The policy includes the Strategic Directions for 2022-2025. Included in the Board material is the updated policy.

**Recommendation:** *Approve the second reading of the Governance Policy 4.5: Strategic Directions.*

**D. Retirement Incentive Proposal**

Included in the electronic Board material is a proposal to offer a one-time \$2,000 retirement incentive to faculty and staff if they provide a 90-day notice to retire and retire by July 1, 2022. Jason Wood will provide additional information at the Board meeting.

**Recommendation:** *Approve the retirement proposal to increase the incentive payment to \$2,000 as a one-time option for notice of retirement effective prior to July 1, 2022 with a 90-day notice through a formal letter of retirement submitted to Human Resources on or before April 1, 2022.*

**BOARD MONITORING OF COLLEGE EFFECTIVENESS**

**A. Board Monitoring Report: Quality Teaching & Learning**

Katie Garrity, Chief Academic Officer, will provide a presentation on the Board Monitoring Report: Quality Teaching & Learning. The Board Monitoring Report is included in the electronic packet of information.

**B. Strategic Directions – Roadmap to the Future**

Katie Glass, Executive Director of Marketing, will update the Board on the Strategic Directions document including the Roadmap to the Future. The document will be available at the meeting.

**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**

- 1. FY 2022 Comparison FTE Report**
- 2. FY 2023 Application Report**

Jason Wood will be available for any questions on the reports. The two reports are included in the electronic Board packet.

**B. Chairperson's Report**

- 1. Executive Board Leadership Ad Hoc Committee Update**

Included in the electronic Board material are the latest Executive Board Leadership Ad Hoc Committee minutes from March 9, 2022.

- 2. ACCT National Awards**

**C. College President's Report**

- 1. Review Governance Policy 1.13: Board Members' Code of Conduct and Governance Policy 1.14: College Budget Process**
- 2. Budget Update**
- 3. Presidents' Association Meeting Update**

4. Student Interactions
5. April Board Retreat
6. College Happenings

**D. Other Information Items**

**ESTABLISH BOARD AGENDA ITEMS FOR NEXT MEETING**

**A. Agenda**

1. RFP: Renewable Energy
2. 2022-23 Budget
3. Out-of-State Tuition Waivers
4. Foundation Quarterly Report

**B. Time and Place**

Board Retreat - Friday, April 22, 2022, at 12:00 Noon, Southwest Tech Campus, Conference Room 430

Board Meeting – Monday, April 25, 2022, at 5:00 p.m., Southwest Tech Campus, Conference Room 430

**ADJOURNMENT**

### **Open Meeting**

The following statement will be read: "The February 24, 2022, 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](http://www.swtc.edu/about/board/meetings), 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, 2022

6:00 p.m. – Student Presentations  
6:30 p.m. – Dinner  
7:00 p.m. – Regular Board Meeting

Southwest Tech  
1800 Bronson Boulevard  
Fennimore, WI 53809  
Conference Room 430

## **AGENDA**

### **OPEN MEETING**

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

### **CONSENT AGENDA**

- A. Approval of Agenda
- B. Minutes of the Regular Board Meeting of February 24, 2022
- C. Financial Reports
  - 1. Purchases Greater than \$2,500
  - 2. Treasurer's Cash Balance
  - 3. Budget Control
- D. Contract Revenue
- E. Personnel Items



### **OTHER ITEMS REQUIRING BOARD ACTION**

- A. Resolution Awarding the Sale of \$4,000,000 General Obligation Promissory Notes
- B. Bid: Buildings 300-400 Conference Center and Dining Remodel
- C. Second Reading of Governance Policy 4.5: College Strategic Directions
- D. Retirement Incentive Proposal

### **BOARD MONITORING OF COLLEGE EFFECTIVENESS**

- A. Board Monitoring Report: Quality Teaching & Learning
- B. Strategic Directions – Roadmap to the Future
- C. Staffing Update

### **INFORMATION AND CORRESPONDENCE**

- A. Enrollment Report
  - 1. FY 2022 Comparison FTE Report
  - 2. FY 2023 Application Report
- B. Chairperson's Report
  - 1. Executive Board Leadership Ad Hoc Committee Update
  - 2. ACCT National Awards
- C. College President's Report
  - 1. Review Governance Policy 1.13: Board Members' Code of Conduct and Governance Policy 1.14: College Budget Process
  - 2. Budget Update
  - 3. Presidents' Association Meeting Update
  - 4. Student Interactions
  - 5. April Board Retreat
  - 6. College Happenings
- D. Other Information Items

### **ESTABLISH BOARD AGENDA ITEMS FOR NEXT MEETING**

- A. Agenda
- B. Time and Place

### **RECONVENE TO OPEN SESSION**

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

### **ADJOURNMENT**

***B. Minutes of the Regular Board Meeting of February 24, 2022***



**MINUTES OF THE REGULAR MEETING OF THE  
BOARD OF DIRECTORS OF SOUTHWEST WISCONSIN TECHNICAL COLLEGE  
FEBRUARY 24, 2022**

The Board of Southwest Wisconsin Technical College met in open session of the regular Board meeting commencing at 7:04 p.m. on February 24, 2022, in Conference Room 430 on the District Campus located at 1800 Bronson Boulevard in the City of Fennimore, Grant County, Wisconsin. The following members were present:

David Blume, Charles Bolstad, Kent Enright, Jeanne Jordie, Chris Prange,  
Donald Tuescher, Jane Wonderling

Absent: Tracy Fillback, Crystal Wallin

Others present for all or a portion of the meeting included Jason Wood and College Staff: Karen Campbell, Holly Clendenen, Dennis Cooley, Katie Garrity, Katie Glass, Dan Imhoff, Cynde Larsen, Kim Maier, Kim Schmelz, Krista Weber, Caleb White, and Jake Wienkes. Others present include Student Senate President Celeste Sangster.

Chairperson Tuescher 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 24, 2022

6:00 p.m. –Criterion Five: Institutional Effectiveness, Resources & Planning

6:30 p.m. – Dinner

7:00 p.m. – Regular Board Meeting

Southwest Tech  
1800 Bronson Boulevard  
Fennimore, WI 53809  
Conference Room 430

**AGENDA**

**OPEN MEETING**

The following statement will be read: "The February 24, 2022, 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, posted on the College's website at [www.swtc.edu/about/board/meetings](http://www.swtc.edu/about/board/meetings), 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
  - 1. Student Senate Legislative Priorities

### **CONSENT AGENDA**

- A. Approval of Agenda
- B. Minutes of the Regular Board Meeting of January 20, 2022
- C. Financial Reports
  - 1. Purchases Greater than \$2,500
  - 2. Treasurer's Cash Balance
  - 3. Budget Control
- D. Contract Revenue
- E. Personnel Items

### **OTHER ITEMS REQUIRING BOARD ACTION**

- A. First Reading of Governance Policy 4.5: College Strategic Directions

### **BOARD MONITORING OF COLLEGE EFFECTIVENESS**

- A. Budget Priorities & Assumptions
- B. Foundation Quarterly Report
- C. Real Estate Foundation Quarterly Report
- D. Lenz Center Remodel
- E. Strategic Directions – Roadmap to the Future
- F. Staffing Update

### **INFORMATION AND CORRESPONDENCE**

- A. Enrollment Report
  - 1. FY 2022 Comparison FTE Report
  - 2. FY 2023 Application Report
- B. Chairperson's Report
  - 1. Recognition of the WI Technical College District Boards Association Board Member of the Year
- C. College President's Report
  - 1. Review Governance Policy 1.11: Board Committees and Governance Policy 1.12: Board Planning & Agenda
  - 2. Board Monitoring Report – Safety & Security Update
  - 3. 2023 Aspen Prize Update
  - 4. Facilities Naming
  - 5. Economic Development
  - 6. Renewable Energy Plan
  - 7. Board Appointment

- 8. COVID Response
- 9. 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. Discussing preliminary notices of non-renewal per Wis. Stats. 19.85(1)(c) {Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.}
  - 2. Discussing potential legal situations per Wisconsin Statutes 19.85(1)(g) {Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.}
  - 3. Discussing property expansion 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.}
  - 4. Discussing 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.}
- B. Approval of Closed Session Minutes from January 20, 2021

### **RECONVENE TO OPEN SESSION**

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

### **ADJOURNMENT**

{If you need an accommodation to attend, call 608-822-2632 (TDD: 608-822-2072) or email [diabilityservices@swtc.edu](mailto:diabilityservices@swtc.edu).}

Celeste Sangster, Student Senate President, presented on the recent Wisconsin Student Government Legislative Seminar. Wisconsin Student Government presented a proposal to legislators for \$1 million to be invested into Open Education Resources (OER) to make OER a more universal resource for students. They also presented their support for all 16 WTCS colleges to be able to offer the Associate of Arts and Associate of Science degree and to increase the Wisconsin Student Grants.

After a review of the Consent Agenda, including the February 24, 2022, agenda; January 20, 2022, Board meeting minutes; financial reports; 28 contracts totaling \$131,101.62 in January 2022; one employment recommendation for Seth Henkel – Business Management Instructor/Experiential Learning Coordinator; and four resignations from Jen Taylor – Student Services Specialist, Jonna Schutte – Farm Business & Production Management Instructor, Camille Chappell – Data Analyst, and Katie Snitker – Academic Services Supervisor, Mr. Bolstad moved to approve the Consent Agenda, as presented, with Mr. Enright seconding the motion. The motion carried.

At the January 20, 2022, Board meeting, the proposed Strategic Directions for 2022-2025 were brought forth. The Strategic Directions will read: 1. Engage students in High-Quality Experiential Learning; 2. Strengthen a Culture of Caring and Success; and 3. Enhance the College's Economic Impact. The Strategic Directions were presented as the first reading of Governance Policy 4.5: College Strategic Directions. Mr. Bolstad moved to approve the first reading of Governance Policy 4.5: College Strategic Directions. Ms. Jordie seconded the motion; the motion unanimously carried.

Caleb White, Vice President for Administrative Services, presented the 2022-23 Budget Priorities and Assumptions. The Budget Priorities have been aligned with the Strategic Directions and eight key initiatives. The Budget Assumptions include estimates for revenue and expenses with a slight increase in new construction, tuition, and general aid. A partial shift of Project RISE personnel costs from capital to operational will begin, health and dental insurance rates will remain flat, there will be a steep decline in grant funding as the federal relief funding lapses, and projecting a 6% increase in utilities. The budget is being built on 1190 FTEs (5% decrease). Inflation will make the budget more volatile as the CPI was 4.7% and supplies and services are expected to increase 5 – 20%. The preliminary budget will be brought to the board in April

Kim Schmelz, Director of the Foundation, presented a quarterly Foundation report to the Board highlighting the activities and results of fundraising efforts and other initiatives. Highlights included gifts received for the fiscal year so far total almost \$900,000; the audit received an unqualified opinion with total liabilities and net assets at \$6.7 million, and the Fuel a Charger program has been supported by donors.

Caleb White provided an update on the Real Estate Foundation noting there are 112 occupied leases for the spring semester putting housing at three-fourths capacity. New leases will start going out in the spring for fall 2022.

The Board reviewed the preliminary drawings and cost estimates for the Lenz Center Remodel at the December Board meeting when the resolution to submit the project to the WTCS was approved by the Board. Dan Imhoff, Executive Director of Facilities, Safety & Security; Dennis Cooley, Charger Leadership Director; and Jake Wienkes, IT Support Specialist, presented additional research and planning conducted to address concerns and opportunities related to the remodel. During fall semester 2019, there were 171 events serving about 5,000 people in the event space. A remodeled facility

will aid in Universal Design allowing for improved screen and presenter site lines, adjustable furniture and podiums, and digital signage with audible options. In addition, the IT technology will be more enhanced for video conferencing and hyflex options. Business & Industry Services will be able to partner with organizations on campus and stream their trainings to other locations.

Katie Glass, Executive Director of Marketing, updated the Board on the Strategic Directions document including the Roadmap to the Future. The Board members liked the Good, Better, Best and the goals. The goals and actions will be more defined and brought back to the Board for review.

A College staffing report was presented by Krista Weber, Chief Human Resources Officer. Ms. Weber noted there are three positions that will be posted – a Data Analyst, an Institutional Research Analyst, and a Mental Health Counselor.

The Board reviewed the enrollment reports. Caleb White provided an update noting the FTE count is trending slightly below our goal of 1250 FTEs. The application report for Fall 2022 reflected a decrease of 63 applicants as compared to a year ago.

Under the Chairperson's Report, Mr. Tuescher recognized Chuck Bolstad as the 2022 District Boards Association Board Member of the Year recipient. A Board resolution was read and presented to Mr. Bolstad.

The College President's Report included:

- A review of Governance Policy 1.11: Board Committees and Governance Policy 1.12: Board Planning & Agenda;
- An update to the Board Monitoring Report – Safety & Security that was presented in January - Dr. Wood noted the mod factor for workmen's compensation used in the report was the mod factor from the prior year.
- An update on the 2023 Aspen Prize - The College interviewed with the Aspen Institute, and they were impressed with student success numbers (very high and rising over the past several years), the fact that we are doing things they simply don't see anywhere else and are doing them well, and one of the interviewers wants to tell our story in 1,000 places. If the College is selected as one of the top 10 colleges, the Aspen Institute will send a team out to visit the College.
- A note regarding Facilities Naming – The College is working with hospitals in the region to commit to \$25,000 for 3 years to fund a model that would have nursing starting twice a year. There may be some room sponsorships during the duration of the gift.
- An update on Economic Development – Conversations are continuing with Grant County regarding Grant County Economic Development Corporation.
- An update on the Renewable Energy Plan – The bids have been received and are being reviewed. There will be a focus on what the College can do in operations with one-time funds to reduce future expenses and also be a learning model.

- An announcement that the Board Appointment meeting will be held on Thursday, March 10, 2022. There are three candidates, one for each position.
- An update on COVID Response – The College has moved to masks are recommended and is starting to open up more.
- A note that the Board may be asked to provide a one-time small retirement incentive. Dr. Wood will bring back to the next meeting.
- An ask to move the Executive Board Leadership Ad Hoc Committee meeting back a week to March 9; permission granted.

Under Other Information Items, Mr. Bolstad asked for the ACCT National Awards to be added to the agenda for the March Board meeting.

Mr. Blume moved to adjourn to Closed Session to discuss preliminary notices of non-renewal per Wis. Stats. 19.85(1)(c), potential legal situations per Wisconsin Statutes 19.85(1)(g), property expansion per Wisconsin Statutes 19.85(1)(e), and personnel issues per Wisconsin Statutes 19.85(1)(f). Mr. Enright seconded the motion. Upon a roll call vote with all members voting affirmatively, the motion carried and the meeting adjourned to closed session at 8:44 p.m.

The meeting reconvened to open session at 9:41 p.m. With no further business to come before the Board, Mr. Bolstad moved to adjourn the meeting with Mr. Enright seconding the motion. The motion carried and the meeting adjourned at 9:42 p.m.

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Crystal Wallin, Secretary

## ***C. Financial Reports***

### **1. Purchases Greater than \$2,500**

**SOUTHWEST WISCONSIN TECHNICAL COLLEGE  
PURCHASES GREATER THAN \$2,500  
FOR THE PERIOD 2/01/2022 - 2/28/2022**

Expenditure			
Vendor	Invoice #	Description	Amount
Playposit	6927987467-2022	2 YEAR LICENSE SUBSC 2022-24	30,390.50
Constellation	3406019	GAS BILL	21,835.94
HSR	21051-4	SWTC BLDG 300/400 Conf	18,139.20
WE	4034503243	UTLITILY BILL	12,014.88
H2I	214931	MEC LAB COMPONENTS	9,588.98
3253571	1997527	Student Refund	4,863.62
2672433	1997437	Student Refund	4,818.58
PCARD-UPS	588664072	Shipping charges	4,622.86
3285443	1997709	Student Refund	4,563.70
3286636	1997726	Student Refund	4,300.18
3286229	1997717	Student Refund	4,236.59
3290251	1997819	Student Refund	4,191.90
3289283	1997789	Student Refund	4,092.91
3286604	1997710	Student Refund	4,021.28
3369855	1997917	Student Refund	3,992.31
3282648	1997665	Student Refund	3,990.02
2519922	1997484	Student Refund	3,872.00
3286929	1997733	Student Refund	3,799.09
3289120	1997784	Student Refund	3,742.42
3287963	1997758	Student Refund	3,718.50
3320238	1997877	Student Refund	3,716.94
2635631	1997500	Student Refund	3,691.88
3256619	1997536	Student Refund	3,653.74



2634070	1997446	Student Refund	3,634.69
3287291	1997736	Student Refund	3,627.71
2674580	1997457	Student Refund	3,606.68
2535807	1997487	Student Refund	3,591.45
3274247	1997586	Student Refund	3,569.80
3289508	1997797	Student Refund	3,558.92
3290965	1997863	Student Refund	3,556.33
3258121	1997538	Student Refund	3,546.37
3287924	1997757	Student Refund	3,540.58
3358997	1997880	Student Refund	3,505.61
3273137	1997574	Student Refund	3,494.12
EPA	198377	IT EQUIPMENT	3,494.08
3289447	1997795	Student Refund	3,459.28
2601027	1997448	Student Refund	3,458.35
3287710	1997753	Student Refund	3,439.98
3287583	1997750	Student Refund	3,406.61
WTA Properties	MARCH RENT	MARCH RENT	3,400.00
Lamar	112954282	ADVERTISING	3,380.00
3290300	1993237	Student Refund	3,356.00
3368651	1997901	Student Refund	3,337.74
3290261	1997822	Student Refund	3,294.86
3290445	1997831	Student Refund	3,224.38
3289573	1997802	Student Refund	3,215.36
2656075	1997451	Student Refund	3,213.93
3283513	1997675	Student Refund	3,202.90
2530018	1997476	Student Refund	3,135.70
3274078	1997584	Student Refund	3,134.96
2512822	1997473	Student Refund	3,127.09
2512701	1997516	Student Refund	3,042.24
SWTC Foundation	1/7/22 PR DED	1/7/22 PR DED	3,029.76
3285199	1997705	Student Refund	2,998.18
3273321	1997578	Student Refund	2,995.79
3290022	1993234	Student Refund	2,954.36
2656120	1997480	Student Refund	2,925.40
2626542	1997513	Student Refund	2,911.65
3275620	1997591	Student Refund	2,896.48
3286516	1997719	Student Refund	2,880.82
1921918	1997443	Student Refund	2,862.96
3285078	1997703	Student Refund	2,852.05
2700551	1997460	Student Refund	2,840.22
3281888	1997655	Student Refund	2,835.78
3265954	1997552	Student Refund	2,833.23
3289197	1997785	Student Refund	2,791.92
3283814	1997685	Student Refund	2,767.16
3287523	1997746	Student Refund	2,766.19

3369566	1997910	Student Refund	2,736.72
3290537	1997838	Student Refund	2,717.75
2690640	1997483	Student Refund	2,712.50
3287756	1997754	Student Refund	2,711.09
3274807	1997588	Student Refund	2,700.88
3284503	1997694	Student Refund	2,699.04
2581806	1997447	Student Refund	2,691.88
3273183	1997576	Student Refund	2,681.10
2684658	1997485	Student Refund	2,676.34
3289472	1997798	Student Refund	2,658.02
3286409	1997720	Student Refund	2,652.16
Fennimore Times	321782	MID TERM	2,645.48
Lamar	113113692	ADVERTISING	2,630.00
3279021	1997617	Student Refund	2,626.42
3252738	1997523	Student Refund	2,616.24
2540162	1997442	Student Refund	2,600.39
2588114	1997510	Student Refund	2,597.77
3283549	1997677	Student Refund	2,579.11
2547087	1997449	Student Refund	2,577.08
3368588	1997898	Student Refund	2,571.02
3307871	1997867	Student Refund	2,565.40
PCARD-UPS	588664022	Shipping charges	2,565.35
2580882	1997498	Student Refund	2,563.23
3286982	1997735	Student Refund	2,546.48
1846254	1997452	Student Refund	2,526.51
3266111	1997554	Student Refund	2,512.15
2630900	1997507	Student Refund	2,508.50
3277050	1997602	Student Refund	2,504.15
KellyAl	020422	PRESENTATION	2,500.00
WIDS	INV170576	WIDS SOFTWARE	2,500.00

Total Invoices

\$388,928.45

Bank Withdrawals			
Vendor	Transaction Date	Audit Trail	Amount
ACH ITEMS WI TECHNICAL COL WTCEBC MONTHLY PULL	2/4/2022	GNJL001948	326,309.53
EMPLOYE TRUST FU WRS REMIT 4715000	2/28/2022	GNJL002125	65,911.31
EMPLOYE TRUST FU WRS REMIT 4715000	2/28/2022	GNJL002126	63,794.75
IRS USATAXPYMT 270244911410673	2/18/2022	GNJL002034	61,361.78
IRS USATAXPYMT 270243571129429	2/4/2022	GNJL001945	57,949.46
IRS USATAXPYMT 270244911410673	2/18/2022	GNJL002036	47,096.56
IRS USATAXPYMT 270243571129429	2/4/2022	GNJL001947	39,262.24
WI DEPT REVENUE TAXPAYMNT XXXXX8832	2/18/2022	GNJL002037	20,536.49
HEALTHEQUITY INC HealthEqui 8942105	2/4/2022	GNJL001944	19,015.86
HEALTHEQUITY INC HealthEqui 8942105	2/17/2022	GNJL002029	18,755.42
WI DEPT REVENUE TAXPAYMNT XXXXXX5024	2/4/2022	GNJL001943	18,614.36
IRS USATAXPYMT 270244911410673	2/18/2022	GNJL002035	14,353.58
IRS USATAXPYMT 270243571129429	2/4/2022	GNJL001946	13,555.64
GREAT-WEST TRUST PAYMENTS 120020568837	2/22/2022	GNJL002048	9,552.70
GREAT-WEST TRUST PAYMENTS 702814909015	2/7/2022	GNJL001958	8,613.25
WAGeworks FSA RECEIVABLE INV3438862	2/16/2022	GNJL002055	7,450.96
NEWPORT TRUST CO PAYMENT 15802829	2/4/2022	GNJL001942	6,636.07
WAGeworks FSA RECEIVABLE INV3396275	2/3/2022	GNJL001918	6,390.97
Delta Dental WI ASO Pymt	2/9/2022	GNJL001979	6,323.28
MERCHANT SERVICE MERCH FEE XXXXXX2524	2/2/2022	GNJL001908	6,176.90
Delta Dental WI ASO Pymt	2/2/2022	GNJL001911	5,859.37
WI DEPT REVENUE TAXPAYMNT XXXXXX9232	2/14/2022	GNJL001994	4,952.12
WAGeworks FSA RECEIVABLE INV3416938	2/10/2022	GNJL001985	4,852.19
Delta Dental WI ASO Pymt	2/16/2022	GNJL002056	3,915.78
NEWPORT TRUST CO PAYMENT 15977137	2/22/2022	GNJL002047	3,672.78
WI DEPT REVENUE TAXPAYMNT XXXXXX9232	2/14/2022	GNJL001995	3,071.11
WAGeworks FSA RECEIVABLE INV3427447	2/15/2022	GNJL002028	2,633.58
Delta Dental WI ASO Pymt	2/23/2022	GNJL002060	2,556.65
Total Bank Withdrawals			<b>\$849,174.69</b>
Payroll			
02/18/2022 Payroll	2/18/2022		376,929.16
02/04/2022 Payroll	2/4/2022		358,396.87
Total Payroll			<b>735,326.03</b>
Total Purchases >= \$2,500			<b>\$1,973,429.17</b>

## 2. Treasurer's Cash Balance

Southwest Wisconsin Technical College			
Report of Treasurers Cash Balance 2/28/2022			
<b>Receipts</b>			
Fund			
1 General	7,353,428.00		
2 Special Revenue	-		
3 Capital Projects	8,172.00		
4 Debt Service	-		
5 Enterprise	54,446.00		
6 Internal Service	330,156.00		
7 Financial Aid/Activities	1,365,599.00		
<b>Total Receipts</b>		<b>9,111,801.00</b>	
<b>Expenses</b>			
Fund			
1 General	1,616,885.00		
2 Special Revenue			
3 Capital Projects	96,606.00		
4 Debt Service	-		
5 Enterprise	79,663.00		
6 Internal Service	369,252.00		
7 Financial Aid/Activities	1,806,140.00		
<b>Total Expenses</b>		<b>3,968,546.00</b>	
<b>Net cash change - month</b>			<b>5,143,255.00</b>
<b>EOM Cash Balances</b>			
-Midwest One Operating 0356	19,088.46		
-Midwest One Investment 1324	22,689,174.78		
-Cash on Hand	2,940.00		
-Local Government Investment Pool	1,233,176.71		
<b>Ending Cash/Investment Balance</b>		<b>23,944,379.95</b>	

### 3. Budget Control

Southwest Wisconsin Technical College							
YTD Summary for Funds 1-7							
For 8 Months ended February 2022							
	<b>2021-22</b>	<b>2021-22</b>	<b>2021-22</b>	<b>2020-21</b>	<b>2019-20</b>	<b>2018-19</b>	<b>2017-18</b>
	<b><u>Budget</u></b>	<b><u>YTD Actual</u></b>	<b><u>Percent</u></b>	<b><u>Percent</u></b>	<b><u>Percent</u></b>	<b><u>Percent</u></b>	<b><u>Percent</u></b>
General Fund Revenue	25,822,200.00	19,723,524.68	76.38	85.56	83.20	81.05	84.30
General Fund Expenditures	26,558,800.00	14,947,044.38	56.28	63.11	59.80	61.41	60.07
Capital Projects Fund Revenue	4,335,000.00	129,103.30	2.98	100.13	0.69	99.46	103.56
Capital Projects Fund Expenditures	4,352,500.00	900,149.13	20.68	36.45	23.66	41.86	43.37
Debt Service Fund Revenue	6,090,500.00	4,254,696.91	69.86	64.95	63.38	63.17	64.94
Debt Service Fund Expenditures	7,080,000.00	1,157,475.00	16.35	17.91	8.03	10.85	12.27
Enterprise Fund Revenue	1,621,500.00	1,681,809.15	103.72	80.17	72.18	64.20	59.41
Enterprise Fund Expenditure	1,541,300.00	1,840,693.08	119.42	64.52	73.17	60.47	56.91
Internal Service Fund Revenue	4,425,000.00	2,643,105.99	59.73	59.04	56.05	58.57	61.91
Internal Service Fund Expenditures	4,435,000.00	2,750,729.48	62.02	62.99	59.33	61.70	63.49
Trust & Agency Fund Revenue	9,800,000.00	5,601,695.15	57.16	51.62	36.80	62.82	69.50
Trust & Agency Fund Expenditures	9,800,000.00	6,670,127.65	68.06	58.92	63.64	65.31	69.62
<b>Grand Total Revenue</b>	<b>52,094,200.00</b>	<b>34,033,935.18</b>	<b>65.33</b>	<b>75.80</b>	<b>63.04</b>	<b>74.66</b>	<b>77.23</b>
<b>Grand Total Expenditures</b>	<b>53,767,600.00</b>	<b>28,266,218.72</b>	<b>52.57</b>	<b>53.34</b>	<b>51.05</b>	<b>54.64</b>	<b>55.24</b>

### D. Contract Revenue

There were ten contracts totaling \$70,938 in February 2022 being presented for Board approval. The Contract Revenue Report is included below.

2021-2022 CONTRACTS 2/1/2022 to 2/28/2022							INDIRECT COST FACTOR		
Contract Holder	Contract #	Service Provided	Contact	Number Served	Price	Exchange of Services (Instructional Fees Waived)	On-Campus	Off-Campus	Waiver
Prairie du Chien School District	03-2022-0096-I-11	Introduction to Criminal Justice	Kim Maier	16	\$ 9,174.00	No		X	
Platteville School District	03-2022-0097-I-11	Baking I	Kim Maier	27	\$ 18,500.00	No		X	
Platteville School District	03-2022-0097-I-11	ECE Infant & Toddler	Kim Maier	35	\$ 16,300.00	No		X	
CouleeCap	03-2022-0105-I-41	OSHA 10 Construction	Dennis Cooley	5	\$ 2,250.00	No		X	
Amcpr Flexibles-Lancaster	03-2022-0107-I-41	Leadership Academy-28 Hr	Dennis Cooley	10	\$ 7,650.00	No		X	
Prairie Industries	03-2022-0108-I-41	LEAN White Belt	Dennis Cooley	25	\$ 1,900.00	No		X	
Prairie Industries	03-2022-0108-I-41	LEAN Yellow Belt w/ 40 hours extra assistance	Dennis Cooley	25	\$ 6,300.00	No		X	
Sielaff Corporation	03-2022-0109-I-41	GMAW Stainless (3rd of 6 installments)	Dennis Cooley	8	\$ 650.00	No		X	
Sielaff Corporation	03-2022-0109-I-41	GTAW Stainless (3rd of 6 installments)	Dennis Cooley	8	\$ 650.00	No		X	
Sielaff Corporation	03-2022-0109-I-41	GMAW Stainless (4th of 6 installments)	Dennis Cooley	8	\$ 650.00	No		X	
Sielaff Corporation	03-2022-0109-I-41	GTAW Stainless (4th of 6 installments)	Dennis Cooley	8	\$ 650.00	No		X	
Sielaff Corporation	03-2022-0109-I-41	GMAW Stainless (5th of 6 installments)	Dennis Cooley	8	\$ 650.00	No		X	
Sielaff Corporation	03-2022-0109-I-41	GTAW Stainless (5th of 6 installments)	Dennis Cooley	8	\$ 650.00	No		X	
USA Clay Target League	03-2022-0113-T-42	League Director Duties - December	Galeb White		\$ 500.00	No		X	
Prairie du Chien Dentistry	03-2022-0114-I-41	BLS for Healthcare Provider-CPR Recertification	Ken Bartz	10	\$ 720.00	No		X	
Eastman First Responders	03-2022-0119-T-42	Emergency Medical Technician 1 - Participant Guarantee	Ken Bartz	6	\$ 1,944.00	No		X	
Rockwell Automation	03-2022-0137-I-41	Heartsaver CPR/AED w/ First Aid	Ken Bartz	20	\$ 1,800.00	No		X	
<b>TOTAL of all Contracts</b>				<b>227</b>	<b>\$ 70,938.00</b>				
Exchange of Services				-	\$ -				
For Pay Service				<b>227</b>	<b>\$ 70,938.00</b>				

### ***E. Personnel Report***

Two retirements and one resignation are being presented for approval in the Personnel Report. The Personnel Report follows:

#### **PERSONNEL REPORT March 24, 2022**

#### **Employment: NEW HIRES**

Name:	
Title:	
Number of Applicants & Interviewees:	
Start Date:	
Salary/Wages:	
Classification:	
Education and/or Experience:	

#### **PROMOTIONS / TRANSFERS**

None	
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#### **RETIREMENTS / RESIGNATIONS**

Karen Dombek (Retirement – 6/30/2022)	Culinary Management Instructor
Joan Young (Retirement – 6/30/2022)	Medical Lab Tech Program Director/Instructor
JoAnn Wiederholt (Resignation– 6/30/2022)	Medical Lab Tech Instructor (50%)

**Recommendation** – Approve the Consent Agenda as presented.

## **Other Items Requiring Board Action**

### ***A. Resolution Awarding the Sale of \$4,000,000 General Obligation Promissory Notes***

Bids received on March 24, 2022, will be available at the meeting for the sale of \$4,000,000 in General Obligation Promissory Notes. John Mehan, Managing Director of Robert W. Baird & Co. will present the bids. Kelly Kelly will be available at the meeting for questions. The draft resolution is available below. The [Moody's Investors Service assignment of an Aa2](#) rating to the College for sale of the \$4,000,000 in General Obligation Promissory Notes is included below.

**Recommendation:** *Approve the resolution awarding the sale of \$4,000,000 General Obligation Promissory Notes.*



RESOLUTION NO. \_\_\_\_\_

RESOLUTION AWARDING THE SALE OF \$4,000,000  
GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2022A

WHEREAS, on January 20, 2022, the District Board of the Southwest Wisconsin Technical College District, Crawford, Grant, Iowa, Lafayette, Richland, Green, Dane, Sauk and Vernon Counties, Wisconsin (the "District") adopted a resolution (the "Authorizing Resolution") which authorized the issuance of general obligation promissory notes (the "Notes") in the amount of \$1,500,000 for the public purpose of paying the cost of building remodeling and improvement projects and in the amount of \$2,500,000 for the public purpose of paying the cost of acquiring movable equipment (collectively, the "Project");

WHEREAS, the District caused Notices to Electors to be published in The Dodgeville Chronicle on January 27, 2022 giving notice of adoption of the Authorizing Resolution, identifying where and when the Authorizing Resolution could be inspected, and advising electors of their right to petition for a referendum on the question of the issuance of general obligation promissory notes to finance building remodeling and improvement projects and acquiring movable equipment;

WHEREAS, no petition for referendum has been filed with the District and the time to file such a petition has expired;

WHEREAS, the District Board hereby finds and determines that the Project is within the District's power to undertake and therefore serves a "public purpose" as that term is defined in Section 67.04(1)(b), Wisconsin Statutes;

WHEREAS, the District is authorized by the provisions of Section 67.12(12), Wisconsin Statutes, to borrow money and issue general obligation promissory notes for such public purposes;

WHEREAS, the District has directed Robert W. Baird & Co. Incorporated ("Baird") to take the steps necessary to sell the Notes to pay the cost of the Project;

WHEREAS, Baird, in consultation with the officials of the District, prepared an Official Notice of Sale (a copy of which is attached hereto as Exhibit A and incorporated herein by this reference) setting forth the details of and the bid requirements for the Notes and indicating that the Notes would be offered for public sale on March 24, 2022;

WHEREAS, the Secretary (in consultation with Baird) caused a form of notice of the sale of the Notes to be published and/or announced and caused the Official Notice of Sale to be distributed to potential bidders offering the Notes for public sale;

WHEREAS, the District has duly received bids for the Notes as described on the Bid Tabulation attached hereto as Exhibit B and incorporated herein by this reference (the "Bid Tabulation"); and

WHEREAS, it has been determined that the bid proposal (the "Proposal") submitted by the financial institution listed first on the Bid Tabulation fully complies with the bid requirements set forth in the Official Notice of Sale and is deemed to be the most advantageous to the District. Baird has recommended that the District accept the Proposal. A copy of said Proposal submitted by such institution (the "Purchaser") is attached hereto as Exhibit C and incorporated herein by this reference.

NOW, THEREFORE, BE IT RESOLVED by the District Board of the District that:

Section 1A. Ratification of the Official Notice of Sale and Offering Materials. The District Board hereby ratifies and approves the details of the Notes set forth in Exhibit A attached hereto as and for the details of the Notes. The Official Notice of Sale and any other offering materials prepared and circulated by Baird are hereby ratified and approved in all respects. All actions taken by officers of the District and Baird in connection with the preparation and distribution of the Official Notice of Sale, and any other offering materials are hereby ratified and approved in all respects.

Section 1B. Award of the Notes. For the purpose of paying the cost of the Project, there shall be borrowed pursuant to Section 67.12(12), Wisconsin Statutes, the principal sum of FOUR MILLION DOLLARS (\$4,000,000) from the Purchaser in accordance with the terms and conditions of the Proposal. The Proposal of the Purchaser offering to purchase the Notes for the sum set forth on the Proposal [(as modified on the Bid Tabulation and reflected in the Pricing Summary referenced below and incorporated herein)], plus accrued interest to the date of delivery, resulting in a true interest cost as set forth on the Proposal, is hereby accepted. The Chairperson and Secretary or other appropriate officers of the District are authorized and directed to execute an acceptance of the Proposal on behalf of the District. The good faith deposit of the Purchaser shall be applied in accordance with the Official Notice of Sale, and any good faith deposits submitted by unsuccessful bidders shall be promptly returned. The Notes shall bear interest at the rates set forth on the Proposal.

Section 2. Terms of the Notes. The Notes shall be designated "General Obligation Promissory Notes, Series 2022A"; shall be issued in the aggregate principal amount of \$4,000,000; shall be dated April 14, 2022; shall be in the denomination of \$5,000 or any integral multiple thereof; shall be numbered R-1 and upward; and shall bear interest at the rates per annum and mature on the dates and in the principal amounts as set forth on the Pricing Summary attached hereto as Exhibit D-1 and incorporated herein by this reference. Interest shall be payable semi-annually on June 1 and December 1 of each year commencing on December 1, 2022. Interest shall be computed upon the basis of a 360-day year of twelve 30-day months and will be rounded pursuant to the rules of the Municipal Securities Rulemaking Board. The schedule of principal and interest payments due on the Notes is set forth on the Debt Service Schedule attached hereto as Exhibit D-2 and incorporated herein by this reference (the "Schedule").

Section 3. Redemption Provisions. The Notes are not subject to optional redemption.

Section 4. Form of the Notes. The Notes shall be issued in registered form and shall be executed and delivered in substantially the form attached hereto as Exhibit E and incorporated herein by this reference.

Section 5. Tax Provisions.

(A) Direct Annual Irrepealable Tax Levy. For the purpose of paying the principal of and interest on the Notes as the same becomes due, the full faith, credit and resources of the District are hereby irrevocably pledged, and there is hereby levied upon all of the taxable property of the District a direct annual irrepealable tax in the years 2022 through 2025 for the payments due in the years 2022 through 2026 in the amounts set forth on the Schedule. The amount of tax levied in the year 2022 shall be the total amount of debt service due on the Notes in the years 2022 and 2023; provided that the amount of such tax carried onto the tax rolls shall be abated by any amounts appropriated pursuant to subsection (D) below which are applied to payment of principal and interest on the Notes in the year 2022.

(B) Tax Collection. So long as any part of the principal of or interest on the Notes remains unpaid, the District shall be and continue without power to repeal such levy or obstruct the collection of said tax until all such payments have been made or provided for. After the issuance of the Notes, said tax shall be, from year to year, carried onto the tax roll of the District and collected in addition to all other taxes and in the same manner and at the same time as other taxes of the District for said years are collected, except that the amount of tax carried onto the tax roll may be reduced in any year by the amount of any surplus money in the Debt Service Fund Account created below.

(C) Additional Funds. If at any time there shall be on hand insufficient funds from the aforesaid tax levy to meet principal and/or interest payments on said Notes when due, the requisite amounts shall be paid from other funds of the District then available, which sums shall be replaced upon the collection of the taxes herein levied.

(D) Appropriation. The District hereby appropriates from taxes levied in anticipation of the issuance of the Notes, proceeds of the Notes or other funds of the District on hand a sum sufficient to be irrevocably deposited in the segregated Debt Service Fund Account created below and used to pay debt service on the Notes coming due in 2022 as set forth on the Schedule.

Section 6. Segregated Debt Service Fund Account.

(A) Creation and Deposits. There shall be and there hereby is established in the treasury of the District, if one has not already been created, a debt service fund, separate and distinct from every other fund, which shall be maintained in accordance with generally accepted accounting principles. Debt service or sinking funds established for obligations previously issued by the District may be considered as separate and distinct accounts within the debt service fund.

Within the debt service fund, there hereby is established a separate and distinct account designated as the "Debt Service Fund Account for General Obligation Promissory Notes, Series 2022A" (the "Debt Service Fund Account") and such account shall be maintained until the indebtedness evidenced by the Notes is fully paid or otherwise extinguished. There shall be deposited into the Debt Service Fund Account (i) all accrued interest received by the District at the time of delivery of and payment for the Notes; (ii) any premium which may be received by the District above the par value of the Notes and accrued interest thereon; (iii) all money raised by the taxes herein levied and any amounts appropriated for the specific purpose of meeting principal of and interest on the Notes when due; (iv) such other sums as may be necessary at any time to pay principal of and interest on the Notes when due; (v) surplus monies in the Borrowed Money Fund as specified below; and (vi) such further deposits as may be required by Section 67.11, Wisconsin Statutes.

(B) Use and Investment. No money shall be withdrawn from the Debt Service Fund Account and appropriated for any purpose other than the payment of principal of and interest on the Notes until all such principal and interest has been paid in full and the Notes canceled; provided (i) the funds to provide for each payment of principal of and interest on the Notes prior to the scheduled receipt of taxes from the next succeeding tax collection may be invested in direct obligations of the United States of America maturing in time to make such payments when they are due or in other investments permitted by law; and (ii) any funds over and above the amount of such principal and interest payments on the Notes may be used to reduce the next succeeding tax levy, or may, at the option of the District, be invested by purchasing the Notes as permitted by and subject to Section 67.11(2)(a), Wisconsin Statutes, or in permitted municipal investments under the pertinent provisions of the Wisconsin Statutes ("Permitted Investments"), which investments shall continue to be a part of the Debt Service Fund Account. Any investment of the Debt Service Fund Account shall at all times conform with the provisions of the Internal Revenue Code of 1986, as amended (the "Code") and any applicable Treasury Regulations (the "Regulations").

(C) Remaining Monies. When all of the Notes have been paid in full and canceled, and all Permitted Investments disposed of, any money remaining in the Debt Service Fund Account shall be transferred and deposited in the general fund of the District, unless the District Board directs otherwise.

Section 7. Proceeds of the Notes; Segregated Borrowed Money Fund. The proceeds of the Notes (the "Note Proceeds") (other than any premium and accrued interest which must be paid at the time of the delivery of the Notes into the Debt Service Fund Account created above) shall be deposited into a special fund (the "Borrowed Money Fund") separate and distinct from all other funds of the District and disbursed solely for the purpose or purposes for which borrowed. Monies in the Borrowed Money Fund may be temporarily invested in Permitted Investments. Any monies, including any income from Permitted Investments, remaining in the Borrowed Money Fund after the purpose or purposes for which the Notes have been issued have been accomplished, and, at any time, any monies as are not needed and which obviously thereafter cannot be needed for such purpose(s) shall be deposited in the Debt Service Fund Account.

Section 8. No Arbitrage. All investments made pursuant to this Resolution shall be Permitted Investments, but no such investment shall be made in such a manner as would cause the Notes to be "arbitrage bonds" within the meaning of Section 148 of the Code or the Regulations and an officer of the District, charged with the responsibility for issuing the Notes, shall certify as to facts, estimates, circumstances and reasonable expectations in existence on the date of delivery of the Notes to the Purchaser which will permit the conclusion that the Notes are not "arbitrage bonds," within the meaning of the Code or Regulations.

Section 9. Compliance with Federal Tax Laws. (a) The District represents and covenants that the projects financed by the Notes and the ownership, management and use of the projects will not cause the Notes to be "private activity bonds" within the meaning of Section 141 of the Code. The District further covenants that it shall comply with the provisions of the Code to the extent necessary to maintain the tax-exempt status of the interest on the Notes including, if applicable, the rebate requirements of Section 148(f) of the Code. The District further covenants that it will not take any action, omit to take any action or permit the taking or omission of any action within its control (including, without limitation, making or permitting any use of the proceeds of the Notes) if taking, permitting or omitting to take such action would cause any of the Notes to be an arbitrage bond or a private activity bond within the meaning of the Code or would otherwise cause interest on the Notes to be included in the gross income of the recipients thereof for federal income tax purposes. The Secretary or other officer of the District charged with the responsibility of issuing the Notes shall provide an appropriate certificate of the District certifying that the District can and covenanting that it will comply with the provisions of the Code and Regulations.

(b) The District also covenants to use its best efforts to meet the requirements and restrictions of any different or additional federal legislation which may be made applicable to the Notes provided that in meeting such requirements the District will do so only to the extent consistent with the proceedings authorizing the Notes and the laws of the State of Wisconsin and to the extent that there is a reasonable period of time in which to comply.

Section 10. Designation as Qualified Tax-Exempt Obligations. The Notes are hereby designated as "qualified tax-exempt obligations" for purposes of Section 265 of the Code, relating to the ability of financial institutions to deduct from income for federal income tax purposes, interest expense that is allocable to carrying and acquiring tax-exempt obligations.

Section 11. Execution of the Notes; Closing; Professional Services. The Notes shall be issued in printed form, executed on behalf of the District by the manual or facsimile signatures of the Chairperson and Secretary, authenticated, if required, by the Fiscal Agent (defined below), sealed with its official or corporate seal, if any, or a facsimile thereof, and delivered to the Purchaser upon payment to the District of the purchase price thereof, plus accrued interest to the date of delivery (the "Closing"). The facsimile signature of either of the officers executing the Notes may be imprinted on the Notes in lieu of the manual signature of the officer but, unless the District has contracted with a fiscal agent to authenticate the Notes, at least one of the signatures appearing on each Note shall be a manual signature. In the event that either of the officers whose signatures appear on the Notes shall cease to be such officers before the Closing, such signatures shall, nevertheless, be valid and sufficient for all purposes to the same extent as if they had remained in office until the Closing. The aforesaid officers are hereby authorized and



directed to do all acts and execute and deliver the Notes and all such documents, certificates and acknowledgements as may be necessary and convenient to effectuate the Closing. The District hereby authorizes the officers and agents of the District to enter into, on its behalf, agreements and contracts in conjunction with the Notes, including but not limited to agreements and contracts for legal, trust, fiscal agency, disclosure and continuing disclosure, and rebate calculation services. Any such contract heretofore entered into in conjunction with the issuance of the Notes is hereby ratified and approved in all respects.

Section 12. Payment of the Notes; Fiscal Agent. The principal of and interest on the Notes shall be paid by the Secretary or the Treasurer (the "Fiscal Agent").

Section 13. Persons Treated as Owners; Transfer of Notes. The District shall cause books for the registration and for the transfer of the Notes to be kept by the Fiscal Agent. The person in whose name any Note shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes and payment of either principal or interest on any Note shall be made only to the registered owner thereof. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Note to the extent of the sum or sums so paid.

Any Note may be transferred by the registered owner thereof by surrender of the Note at the office of the Fiscal Agent, duly endorsed for the transfer or accompanied by an assignment duly executed by the registered owner or his attorney duly authorized in writing. Upon such transfer, the Chairperson and Secretary shall execute and deliver in the name of the transferee or transferees a new Note or Notes of a like aggregate principal amount, series and maturity and the Fiscal Agent shall record the name of each transferee in the registration book. No registration shall be made to bearer. The Fiscal Agent shall cancel any Note surrendered for transfer.

The District shall cooperate in any such transfer, and the Chairperson and Secretary are authorized to execute any new Note or Notes necessary to effect any such transfer.

Section 14. Record Date. The 15th day of the calendar month next preceding each interest payment date shall be the record date for the Notes (the "Record Date"). Payment of interest on the Notes on any interest payment date shall be made to the registered owners of the Notes as they appear on the registration book of the District at the close of business on the Record Date.

Section 15. Utilization of The Depository Trust Company Book-Entry-Only System. In order to make the Notes eligible for the services provided by The Depository Trust Company, New York, New York ("DTC"), the District agrees to the applicable provisions set forth in the Blanket Issuer Letter of Representations, which the Secretary or other authorized representative of the District is authorized and directed to execute and deliver to DTC on behalf of the District to the extent an effective Blanket Issuer Letter of Representations is not presently on file in the District office.

Section 16. Official Statement. The District Board hereby approves the Preliminary Official Statement with respect to the Notes and deems the Preliminary Official Statement as "final" as of its date for purposes of SEC Rule 15c2-12 promulgated by the Securities and Exchange Commission pursuant to the Securities and Exchange Act of 1934 (the "Rule"). All

actions taken by officers of the District in connection with the preparation of such Preliminary Official Statement and any addenda to it or final Official Statement are hereby ratified and approved. In connection with the Closing, the appropriate District official shall certify the Preliminary Official Statement and any addenda or final Official Statement. The Secretary shall cause copies of the Preliminary Official Statement and any addenda or final Official Statement to be distributed to the Purchaser.

Section 17. Undertaking to Provide Continuing Disclosure. The District hereby covenants and agrees, for the benefit of the owners of the Notes, to enter into a written undertaking (the "Undertaking") if required by the Rule to provide continuing disclosure of certain financial information and operating data and timely notices of the occurrence of certain events in accordance with the Rule. The Undertaking shall be enforceable by the owners of the Notes or by the Purchaser on behalf of such owners (provided that the rights of the owners and the Purchaser to enforce the Undertaking shall be limited to a right to obtain specific performance of the obligations thereunder and any failure by the District to comply with the provisions of the Undertaking shall not be an event of default with respect to the Notes).

To the extent required under the Rule, the Chairperson and Secretary, or other officer of the District charged with the responsibility for issuing the Notes, shall provide a Continuing Disclosure Certificate for inclusion in the transcript of proceedings, setting forth the details and terms of the District's Undertaking.

Section 18. Record Book. The Secretary shall provide and keep the transcript of proceedings as a separate record book (the "Record Book") and shall record a full and correct statement of every step or proceeding had or taken in the course of authorizing and issuing the Notes in the Record Book.

Section 19. Bond Insurance. If the Purchaser determines to obtain municipal bond insurance with respect to the Notes, the officers of the District are authorized to take all actions necessary to obtain such municipal bond insurance. The Chairperson and Secretary are authorized to agree to such additional provisions as the bond insurer may reasonably request and which are acceptable to the Chairperson and Secretary including provisions regarding restrictions on investment of Note proceeds, the payment procedure under the municipal bond insurance policy, the rights of the bond insurer in the event of default and payment of the Notes by the bond insurer and notices to be given to the bond insurer. In addition, any reference required by the bond insurer to the municipal bond insurance policy shall be made in the form of Note provided herein.

Section 20. Conflicting Resolutions; Severability; Effective Date. All prior resolutions, rules or other actions of the District Board or any parts thereof in conflict with the provisions hereof shall be, and the same are, hereby rescinded insofar as the same may so conflict. In the event that any one or more provisions hereof shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions hereof. The foregoing shall take effect immediately upon adoption and approval in the manner provided by law.

Adopted, approved and recorded March 24, 2022.

\_\_\_\_\_  
Donald L. Tuescher  
Chairperson

ATTEST:

\_\_\_\_\_  
Crystal Wallin  
Secretary

(SEAL)



EXHIBIT A

Official Notice of Sale

To be provided by Robert W. Baird & Co. Incorporated and incorporated into the Resolution.

(See Attached)

DRAFT

EXHIBIT B

Bid Tabulation

To be provided by Robert W. Baird & Co. Incorporated and incorporated into the Resolution.

(See Attached)

DRAFT

EXHIBIT C

Winning Bid

To be provided by Robert W. Baird & Co. Incorporated and incorporated into the Resolution.

(See Attached)

DRAFT

EXHIBIT D-1

Pricing Summary

To be provided by Robert W. Baird & Co. Incorporated and incorporated into the Resolution.

(See Attached)

DRAFT

EXHIBIT D-2

Debt Service Schedule and Irrepealable Tax Levies

To be provided by Robert W. Baird & Co. Incorporated and incorporated into the Resolution.

(See Attached)

DRAFT

## EXHIBIT E

(Form of Note)

UNITED STATES OF AMERICA  
 REGISTERED STATE OF WISCONSIN DOLLARS  
 NO. R- \_\_\_\_\_ SOUTHWEST WISCONSIN TECHNICAL COLLEGE DISTRICT \$ \_\_\_\_\_  
 GENERAL OBLIGATION PROMISSORY NOTE, SERIES 2022A

MATURITY DATE: ORIGINAL DATE OF ISSUE: INTEREST RATE: CUSIP:  
 \_\_\_\_\_ April 14, 2022 \_\_\_\_\_ % \_\_\_\_\_

DEPOSITORY OR ITS NOMINEE NAME: CEDE & CO.

PRINCIPAL AMOUNT: \_\_\_\_\_ THOUSAND DOLLARS  
 (\$ \_\_\_\_\_)

FOR VALUE RECEIVED, the Southwest Wisconsin Technical College District, Crawford, Grant, Iowa, Lafayette, Richland, Green, Dane, Sauk and Vernon Counties, Wisconsin (the "District"), hereby acknowledges itself to owe and promises to pay to the Depository or its Nominee Name (the "Depository") identified above (or to registered assigns), on the maturity date identified above, the principal amount identified above, and to pay interest thereon at the rate of interest per annum identified above, all subject to the provisions set forth herein regarding redemption prior to maturity. Interest shall be payable semi-annually on June 1 and December 1 of each year commencing on December 1, 2022 until the aforesaid principal amount is paid in full. Both the principal of and interest on this Note are payable to the registered owner in lawful money of the United States. Interest payable on any interest payment date shall be paid by wire transfer to the Depository in whose name this Note is registered on the Bond Register maintained by the Secretary or the Treasurer (the "Fiscal Agent") or any successor thereto at the close of business on the 15th day of the calendar month next preceding each interest payment date (the "Record Date"). This Note is payable as to principal upon presentation and surrender hereof at the office of the Fiscal Agent.

For the prompt payment of this Note together with interest hereon as aforesaid and for the levy of taxes sufficient for that purpose, the full faith, credit and resources of the District are hereby irrevocably pledged.

This Note is one of an issue of Notes aggregating the principal amount of \$4,000,000, all of which are of like tenor, except as to interest rate and maturity date, issued by the District pursuant to the provisions of Section 67.12(12), Wisconsin Statutes, for the public purposes of paying the cost of building remodeling and improvement projects (\$1,500,000) and acquiring movable equipment (\$2,500,000), as authorized by resolutions adopted on January 20, 2022 and March 24, 2022. Said resolutions are recorded in the official minutes of the District Board for said dates.

This Note is not subject to optional redemption.

It is hereby certified and recited that all conditions, things and acts required by law to exist or to be done prior to and in connection with the issuance of this Note have been done, have existed and have been performed in due form and time; that the aggregate indebtedness of the District, including this Note and others issued simultaneously herewith, does not exceed any limitation imposed by law or the Constitution of the State of Wisconsin; and that a direct annual irrepealable tax has been levied sufficient to pay this Note, together with the interest thereon, when and as payable.

This Note has been designated by the District Board as a "qualified tax-exempt obligation" pursuant to the provisions of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

This Note is transferable only upon the books of the District kept for that purpose at the office of the Fiscal Agent, only in the event that the Depository does not continue to act as depository for the Notes, and the District appoints another depository, upon surrender of the Note to the Fiscal Agent, by the registered owner in person or his duly authorized attorney, together with a written instrument of transfer (which may be endorsed hereon) satisfactory to the Fiscal Agent duly executed by the registered owner or his duly authorized attorney. Thereupon a new fully registered Note in the same aggregate principal amount shall be issued to the new depository in exchange therefor and upon the payment of a charge sufficient to reimburse the District for any tax, fee or other governmental charge required to be paid with respect to such registration. The Fiscal Agent shall not be obliged to make any transfer of the Notes after the Record Date. The Fiscal Agent and District may treat and consider the Depository in whose name this Note is registered as the absolute owner hereof for the purpose of receiving payment of, or on account of, the principal or redemption price hereof and interest due hereon and for all other purposes whatsoever. The Notes are issuable solely as negotiable, fully-registered Notes without coupons in the denomination of \$5,000 or any integral multiple thereof.

No delay or omission on the part of the owner hereof to exercise any right hereunder shall impair such right or be considered as a waiver thereof or as a waiver of or acquiescence in any default hereunder.

IN WITNESS WHEREOF, the Southwest Wisconsin Technical College District, Crawford, Grant, Iowa, Lafayette, Richland, Green, Dane, Sauk and Vernon Counties, Wisconsin, by its governing body, has caused this Note to be executed for it and in its name by the manual or facsimile signatures of its duly qualified Chairperson and Secretary; and to be sealed with its official or corporate seal, if any, all as of the original date of issue specified above.

SOUTHWEST WISCONSIN TECHNICAL  
COLLEGE DISTRICT, WISCONSIN

By: \_\_\_\_\_  
Donald L. Tuescher  
Chairperson

(SEAL)

By: \_\_\_\_\_  
Crystal Wallin  
Secretary



ASSIGNMENT

FOR VALUE RECEIVED, the undersigned sells, assigns and transfers unto

\_\_\_\_\_  
(Name and Address of Assignee)

\_\_\_\_\_  
(Social Security or other Identifying Number of Assignee)

the within Note and all rights thereunder and hereby irrevocably constitutes and appoints \_\_\_\_\_, Legal Representative, to transfer said Note on the books kept for registration thereof, with full power of substitution in the premises.

Dated: \_\_\_\_\_

Signature Guaranteed:

\_\_\_\_\_  
(e.g. Bank, Trust Company  
or Securities Firm)

\_\_\_\_\_  
(Depository or Nominee Name)

NOTICE: This signature must correspond with the name of the Depository or Nominee Name as it appears upon the face of the within Note in every particular, without alteration or enlargement or any change whatever.

\_\_\_\_\_  
(Authorized Officer)

**Moody's Rating**

U.S. PUBLIC FINANCE

MOODY'S

INVESTORS SERVICE

CREDIT OPINION

14 March 2022

✓ Rate this Research

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CLIENT SERVICES

Americas

1-212-553-1653

Asia Pacific

852-3551-3077

Japan

81-3-5408-4100

EMEA

44-20-7772-5454

Southwest Wisconsin Tech. College Dist., WI

Update to credit analysis

Summary

Southwest Wisconsin Technical College District's (Aa2) credit profile is driven by a large diverse tax base in southwestern Wisconsin (Aa1 stable). While resident income levels are near the national median, they trail similarly rated districts. Like many technical colleges, Southwest Wisconsin Technical College District has experienced enrollment declines though the pandemic, though the student count has stabilized over the past academic year. The state sets tuition and fee rates and has approved modest increases over the past several years, which, coupled with growing property tax revenue and federal stimulus funds, have supported the maintenance of healthy reserves. Debt and pension liabilities are modest, though in line with similarly rated technical college districts.

Credit strengths

- » Sound financial operations resulting in healthy reserves
- » Sizeable and modestly growing tax base
- » Low debt and pension liabilities

Credit challenges

- » Limited revenue raising flexibility
- » Resident income levels trail medians for similar credits

Rating outlook

Moody's does not typically assign outlooks to local governments with this amount of debt.

Factors that could lead to an upgrade

- » Material strengthening of the district's wealth and income characteristics
- » Sustained bolstering of operating reserves and liquidity

Factors that could lead to a downgrade

- » Weakening of enrollment trends that materially impact district reserve levels
- » Increase in the debt, pension or other post employment benefits (OPEB) burden

## Key indicators

Exhibit 1

Southwest Wisconsin Tech. College Dist., WI	2017	2018	2019	2020	2021
<b>Economy/Tax Base</b>					
Total Full Value (\$000)	\$8,004,565	\$8,243,486	\$8,508,708	\$8,776,869	\$9,132,180
Population	128,075	125,717	125,717	125,851	125,851
Full Value Per Capita	\$63,491	\$65,572	\$67,681	\$69,740	\$72,563
Median Family Income (% of US Median)	91.3%	91.0%	91.1%	90.2%	90.0%
<b>Finances</b>					
Operating Revenue (\$000)	\$34,954	\$33,715	\$34,781	\$34,448	\$34,666
Fund Balance (\$000)	\$7,668	\$11,645	\$12,180	\$12,379	\$12,885
Cash Balance (\$000)	\$12,151	\$13,492	\$14,668	\$14,711	\$16,180
Fund Balance as a % of Revenues	21.9%	34.5%	35.0%	35.9%	37.1%
Cash Balance as a % of Revenues	34.8%	40.0%	42.2%	42.7%	46.6%
<b>Debt/Pensions</b>					
Net Direct Debt (\$000)	\$28,905	\$27,455	\$25,820	\$25,035	\$25,115
3-Year Average of Moody's ANPL (\$000)	\$25,252	\$28,536	\$30,740	\$30,921	\$33,071
Net Direct Debt / Full Value (%)	0.4%	0.3%	0.3%	0.3%	0.3%
Net Direct Debt / Operating Revenues (x)	0.8x	0.8x	0.7x	0.7x	0.7x
Moody's - adjusted Net Pension Liability (3-yr average) to Full Value (%)	0.3%	0.3%	0.4%	0.4%	0.4%
Moody's - adjusted Net Pension Liability (3-yr average) to Revenues (x)	0.7x	0.8x	0.9x	0.9x	1.0x

Financial metrics based on full accrual financial statements

Source: U.S. Census Bureau, Southwest Wisconsin TCD's financial statements and Moody's Investors Service

## Profile

Southwest Wisconsin Technical College District provides vocational education to residents of [Iowa](#) (Aa2), Grant and Lafayette Counties as well as portions of several surrounding counties. The district encompasses approximately 3,800 square miles, with 163 municipalities and 30 public school districts within southwest boundaries. There is one centrally located campus at Fennimore, approximately 70 miles southwest of the [City of Madison](#) (Aaa stable), with 2022 enrollment of 1,250 full-time equivalent students.

## Detailed credit considerations

### Economy and tax base: large and growing tax base

The district's local economy will remain solid given continued valuation growth, though resident income trails similarly rated districts. The district's \$10.3 billion tax base increased at an average annual rate of 4.8% over the last five years.

The district's local economy is diverse with agriculture and manufacturing institutions. Land's End Incorporated operated a warehouse and distribution center and is the largest area employer with about 4,000 employees followed by the University of Wisconsin - Platteville with 1,000 employees. Other major employers are in manufacturing and food processing sectors. At 1.5% in December 2021, the unemployment rate in Grant County was below the state (2%) and nation (3.7%). Median family income levels are solid at 90% of the nation, though trail medians for similarly rated credits.

From 2018 through 2021 district enrollment declined by 100 students, down to full-time equivalent (FTE) of 1,250. In 2022 enrollment has remained stable and is projected to remain level over the next few years with increased recruitment and retention efforts.

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### Financial operations and reserves: stable financial operations with healthy reserves

Financial operations will likely remain healthy given conservative budgeting practices and the ability to adjust expenses. For fiscal 2022 the college is on track for a modest surplus with better-than-budgeted expenditures from open positions. Fiscal 2021 ended with a \$740,000 surplus across district operations due to expenditure reductions related to the impact of the coronavirus and the availability of federal stimulus funds. This district has \$3.6 million available in institutional aid under the Higher Education Emergency Relief Fund (HEERF) and district officials are currently planning on using these funds to replace any lost revenue from enrollment declines, IT upgrades and laptops for all enrolled students. On a full accrual basis, the net current asset position of the district totaled \$11 million for fiscal 2021, equivalent to a strong 37% of revenue. Across operating funds (general and debt service funds), available fund balance totaled \$13 million or 44% of operating fund revenue.

State aid (including state appropriations and property tax relief aid) and property taxes accounted for 31% of total revenue each in fiscal 2021, while tuition and fees made up 16%. Increases to the district's property tax levy are typically limited to valuation growth from net new construction.

The State of Wisconsin regularly increases community college aid and, in the event of state cuts to community college appropriations, the district would be allowed to increase property tax levy by the amount cut. Tuition and fees are set for each district at the state level by the Wisconsin Technical College System (WTCS) board, which limits the ability to raise rates in order to combat declining revenue from enrollment. A 1.5% increase was approved for the 2022 academic year. Favorably there is strong flexibility reduce operating expenditures, including personnel and other administrative costs.

### Liquidity

The district maintains healthy liquidity across all funds with fiscal 2021 net cash totaling \$15 million, 47% of revenue.

### Debt and pensions: low debt and pension burden

The debt burden will remain low given its large tax base and level annual borrowing plans. Following an upcoming issuance for projects that are part of the district's capital improvement plan the district's direct debt burden will total 0.3% of full value or 0.7x operating revenue, modest relative to similarly rated districts. Annual borrowing of around \$4 million is planned over the next several years, part of annual borrowing for capital needs as existing debt is repaid.

### Legal security

Debt service on the GOULT debt is backed by the district's pledge to levy a dedicated property tax that is unlimited by rate or amount.

### Debt structure

All of the district's debt is long-term and fixed rate. Principal amortization is quick with 100% scheduled to be retired in 10 years.

### Debt-related derivatives

The district does not have any exposure to any debt-related derivatives.

### Pensions and OPEB

The district participates in the Wisconsin Retirement System (WRS), a statewide cost-sharing plan. Contributions are determined using a level contribution actuarial method in an effort to keep employer and employee contribution rates at a level percentage of payroll over time, and are set at 100% of the plan's funding requirement.

The three-year average adjusted net pension liability (ANPL) is \$36.7 million, a modest 0.4% of full value and 1x operating revenue compared to rating category medians. The district provides other post employment benefits (OPEB) through through a single-employer defined benefit plan. The adjusted net OPEB liability (ANOL) is less than 0.1x revenue. Fixed costs inclusive of debt service, pension and other post-employment benefit (OPEB) contributions totaled 20% of fiscal 2021 operating revenue.

### ESG considerations

#### Environmental

We do not view environmental risks as material to the district's credit profile. According to data from Moody's ESG Solutions, Grant County's environmental hazard scores range from high risk for heat stress and no risk to medium risk for extreme rainfall, sea level rise and exposure to hurricanes and typhoons. Heat stress is measured as the relative change in both the frequency and severity of hot

days, as well as average temperature. Rising temperatures could affect the region's agricultural production over the long-term, but we expect near term challenges will be mitigated by the strength and diversity of local economy.

#### Social

Social considerations for the district include demographics, labor force, income and education. Since the 2010 Census, the district's population has remained relatively flat. Median age of the district's population sits at 36 compared to the national median at 38. The proportion of school-aged children has remained steady over the past decade at 15%, meaning a stable pool of potential students as they age into the postsecondary level. The district's poverty rate of 15% is at the national average.

#### Governance

Southwest Technical College District is governed by a nine-member board elected by the 30 school board presidents of the school districts comprising the district. The management team is strong, adhering to its reserve policy and long-term capital plans.

Wisconsin community college districts have an Institutional Framework score of "A", which is moderate. Revenue raising ability is moderate. The sector's major revenue source, state aid, is based on a formula that incorporates enrollment and equalized property valuations of the district. The sector's other major revenue source, property tax revenue, is subject to a cap which can only be increased with net new construction or via referendum. Revenues and expenditures tend to be predictable. Across the sector, fixed and mandated costs are generally moderate.



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REPORT NUMBER 1321843

CLIENT SERVICES

Americas	1-212-553-1653
Asia Pacific	852-3551-3077
Japan	81-3-5408-4100
EMEA	44-20-7772-5454

***B. Bid: Buildings 300-400 Conference Center and Dining Remodel***

Invitations to bid on the Building 300/400 Conference Center and Dining Remodel project were provided to an extensive list of vendors and posted widely in applicable electronic and physical venues. Six bids were received.

Included below is the bid summary. Dan Imhoff, Executive Director of Facilities, Safety & Security, will be present at the meeting for any questions.

**Recommendation:** *Award the low bid for the Building 300/400 Conference Center and Dining Remodel Project, in the amount of \$1,154,900 to Fowler & Hammer of La Crosse, WI. This project was approved by the WTCS State Board on March 16, 2022, in the amount of \$1,500,000 which is inclusive of audio/visual allowance and engineering/architecture fees.*



**Bid #2122-02 Bldg. 300/400 Conf. Center and Dining Remodel**  
**March 10, 2022 @ 2:00 p.m., Lenz Conference Center**

Invitations to bid on the Building 300/400 Conference Center and Dining Remodel project were provided to an extensive list of vendors and posted widely in applicable electronic and physical venues. A pre-bid meeting was held on February 24, 2022 for interested bidders.

In accordance with the College's master facilities plan, this project consists of renovating and updating the Lenz Conference Center, adjacent corridors, the cafeteria dining area and the restrooms that serve those spaces. Included is the updating of finishes and technologies and raising the drop ceiling in the Lenz Conference Center creating better sight lines for participants. The renovations incorporate universal design features such as adjustable and responsive electronic signage system and more inclusive ADA enhancements. The remodel also adds sprinkler systems in those spaces. Interior renovations include demolition, concrete slab, masonry opening infill, gypsum assemblies, wood casework and paneling, paint, wall coverings, carpet tile, resilient flooring, ceramic tile, acoustic ceiling tile, sound absorbing units, linear metal ceiling. Building services work including lighting, AV wiring, power, toilet room remodel, plumbing, HVAC diffuser and duct modifications.

Public opening of the bids was held on Thursday, March 10, at 2:00 p.m. in the Lenz Conference Center. Six vendors responded to the bid request. The results of the six bids are as follows:

<b>Organization</b>	<b>Base Bid</b>	<b>Alternate #1 Reconfigure 340 &amp; 341</b>	<b>Alternate #2 Folding Partition 115</b>	<b>Alternate #3 Large Group Room 126</b>	<b>Final Total Bid</b>	<b>Receipt of Addendums (Y/N)</b>	<b>Bid Security (Y/N)</b>
Fowler & Hammer, Inc. La Crosse, WI	934,000	163,000	33,900	24,000	<b>1,154,900</b>	Y	Y
Epic Construction Kieler, WI	998,000	155,000	33,000	22,000	<b>1,208,000</b>	Y	Y
Portzen Construction, Inc. Dubuque, IA	1,142,000	176,000	42,000	20,000	<b>1,380,000</b>	Y	Y
Midwest Builders Fennimore, WI	1,110,720	212,865	38,661	38,772	<b>1,401,018</b>	Y	Y
Tricon Construction Group Dubuque, IA	1,287,000	119,000	49,200	30,000	<b>1,485,200</b>	Y	Y
Rock Church Construction Livingston, WI	1,217,300	172,000	49,000	50,000	<b>1,488,300</b>	Y	Y

### ***C. Second Reading of Governance Policy 4.5: College Strategic Directions***

The District Board approved the first reading of Governance Policy 4.5: College Strategic Directions at its February 24, 2022, Board meeting. The policy includes the Strategic Directions for 2022-2025. Included below is the updated policy.

**Recommendation:** *Approve the second reading of the Governance Policy 4.5: Strategic Directions.*

SECTION 4 – ENDS  
POLICY 4.5

#### **4.5 - COLLEGE STRATEGIC DIRECTIONS**

- 2022-2025
  1. Engage Students in High-Quality Experiential Learning
  2. Strengthen a Culture of Caring and Success
  3. Enhance the College's Economic Impact

Adopted: 1/24/02  
Reviewed: 11/2/02, 6/19/08  
Revised: 3/24/05, 7/14/08, 3/22/12, 3/28/15, 10/22/15, 1/24/19, 12/23/19

### ***D. Retirement Incentive Proposal***

Included below is a proposal to offer a one-time \$2,000 retirement incentive to faculty and staff if they provide a 90-day notice to retire and retire by July 1, 2022. Jason Wood will provide additional information at the Board meeting.

**Recommendation:** *Approve the retirement proposal to increase the incentive payment to \$2,000 as a one-time option for notice of retirement effective prior to July 1, 2022 with a 90-day notice through a formal letter of retirement submitted to Human Resources on or before April 1, 2022.*

### **Retirement Proposal March 24, 2022**

Several years ago, the College implemented a small incentive (\$500) to encourage faculty and staff to give 60 days of notice and share their plans with Human Resources. By giving notice in advance, the College is better able to plan for transitions of employment.

Specific details include:

1. Increase the incentive payment to \$2,000 as a one-time option for notice of retirements effective prior to July 1, 2022.
2. Require 90 days of notice through a formal letter of resignation submitted to Human Resources on or before April 1, 2022.
3. Eligibility
  - a. Employee must be at least age 55 and eligible to retire under the Wisconsin Retirement System.
  - b. Employees must actually apply for retirement under the WRS to receive the incentive payment.

Administration does not intend the amount of money to incentivize retirement. The hope is that it does provide mutually beneficial value for sharing retirement decisions sooner. The proposal is only for the time period above as a one-time offering. Something similar may or may not be considered in the future based on need, funds, and assessment of how well this attempt works.

## **Board Monitoring of College Effectiveness**

### ***A. Board Monitoring Report: Quality Teaching & Learning***

Katie Garrity, Chief Academic Officer, will provide a presentation on the Board Monitoring Report: Quality Teaching & Learning. The Board Monitoring Report is available below.

## Board Monitoring Report

Academic Council – Quality Teaching & Learning – March 24, 2022

### BOARD MONITORING REPORT

#### Engaging Students in High-Quality Learning

March 2022

#### EXECUTIVE SUMMARY

##### Alignment with Mission, Vision, Values, and Purposes

Quality Teaching and Learning is key to the college mission and provides education and training opportunities responsive to students, employers, and communities. Long standing traditions contribute to our successful mission accomplishments, including strong ties to advisory committees and employers. Areas of emphasis help us strengthen our ability to deliver on our mission and develop closer connections with high school partners, business and industry.

Our Vision is to be a preferred provider of education, source of talent, and place of employment in the region. Our strong performance, as evidenced by our state and national rankings, indicates we do indeed change lives by providing opportunities for success through excellence in Teaching and Learning. Our faculty and staff are highly motivated and well-qualified to continue leadership in this area.

One of our College Values is Learning which states: We make high-quality, affordable education accessible to our diverse population. We help students develop the knowledge, skills, and attitudes needed for workforce success. This value is achieved when we work closely with industry partners through our Advisory Committees and program review, and development.

Central to our purpose is helping people learn. This includes providing programming that is responsive to district workforce needs, preparing students for family-sustaining employment, and providing customized training that fosters economic growth. We also collaborate with K-12 institutions in preparation for post-secondary education, provide Adult Basic Education to bridge unskilled/low skilled individuals into post-secondary programming, and provide education and services to eliminate barriers for all in the district. We excel in delivery of our purpose and offer high quality instruction and ensure students are learning. We excel in rates of placement and student/employer satisfaction >90%, outcomes-based funding indicators (high demand, dual enrollment, workforce training, et al.). Faculty engagement is evidenced by their quick response during the pandemic, compliance in WIDS, ongoing development of Team Action Plans, Schoology (LMS) use, and continued service on councils and workgroups.

## Board Monitoring Report

Academic Council – Quality Teaching & Learning – March 24, 2022

The years 2019-2022 have proven to be challenging years for Southwest Tech. Each program required alternate delivery plans to provide continued learning opportunities and have emerged in varied formats and delivery methods. As reported in past Board Monitoring reports, faculty, staff, and students had to adjust and provide new learning strategies for delivery of didactic, skilled, and experiential learning. Creative and alternative strategies have included movement to remote and online delivery, face to face skills, recorded and live delivery, and exponential increases in software and technology. Some of these strategies have proven to be successful in purposeful, yet flexible delivery, and been implemented through structural and technology efforts throughout the college this academic year. While over 40 programs were impacted by restrictions imposed during Covid-19, Southwest Tech was able to continue programming in varied delivery models with quality student learning at the center of all efforts. The college continues to be committed to student centered delivery models for best outcomes.

### **Alignment with Strategic Priorities**

#### **Engage students in high quality learning:**

Southwest Tech has identified high quality learning as integral to student success. The alignment of student needs and increased student access points and technology came to the forefront of the complexities of successful retention, persistence, and completion. This focus encouraged initiatives related to student retention, completion, and success. From these considerations, initiatives were focused on technology access and use, new flexible scheduling of courses, Technical Skill Attainment (TSA) evaluation, team action plans (TAPs) for use in analysis of student learning, access, and success, and the expansion of alternative delivery methods for all.

#### **Initiatives:**

##### **Charger 360 Program**

The Charger 360 Program was developed and executed in spring 2020. This program provided laptops for qualifying students and included technical and software support to augment changes in program delivery and student access to courses without interruption. Additionally, students who struggled with access to due connectivity were provided "hotspot" technology to gain and maintain access to programs, instructors, and resources in a virtual format. To date, over 800 laptops have been deployed to program students with plans for expanded access for all credit programs. Academics continues integrating software and other technology into coursework to facilitate laptop use in the classrooms, on campus, and in remote settings. Students have reported great satisfaction with this

## Board Monitoring Report

Academic Council – Quality Teaching & Learning – March 24, 2022

program and plans to continue and expand into the 22- 23 academic year are being formalized.

### **Open Educational Resources (OER)**

Open educational resources have been a focus in an effort to decrease costs for student texts and for ready access via the laptop. Full texts can be loaded on laptops for a fraction of the cost of printed materials and provides ready access to assigned readings, assignments, and the ability to submit work. OER has expanded into use in 15+ courses to date and is planning expansion in program use for the 22-23 academic year. Faculty have received several trainings on OER integration into coursework and student have positively responded to reduction in costs and ready access to materials.

### **Technical Skill Attainment**

Technical Skill Attainment (TSA) is a statewide strategy for evaluating student acquisition of skills upon program completion. Evaluation of required competencies are embedded in each course and instructors are then able to assess student learning cumulatively. Initial TSA projects were completed statewide (a total of 3 phases will complete the projects) for programming, and multiple programs are currently in review for modification and revision of desirable and updated outcomes. All evaluation and outcomes are reported to the state with each skill evaluated as: “met, not met, or not assessed.” Advisories reviewed elements of technical skills and approved evaluation and assessment documents initially, and review on an annual basis for relevance, industry standard changes, or course modifications. A TSA document is defined and measured as seen below (WTCS, 2021).



## Board Monitoring Report

Academic Council – Quality Teaching & Learning – March 24, 2022

Technical Skill Attainment assessments are formal, direct measurements that provide evidence that students have achieved intended program outcomes or skills. TSAs may include third-party exams, performance-based assessments, portfolios, capstone projects, clinical evaluations or other measures. TSAs measure student achievement in core industry-relevant program outcomes, while ensuring that those outcomes derive directly from valid industry standards.

**Table 4: Industry-Validated Programs and TSAs, 2019-20**

	Industry-Validated Programs	Technical Skills Attainment Assessment
Blackhawk	61	49
Chippewa Valley	109	93
Fox Valley	164	137
Gateway	120	66
Lakeshore	102	72
Madison Area	155	92
Mid-State	84	60
Milwaukee Area	218	102
Moraine Park	93	40
Nicolet Area	55	35
Northcentral	131	81
Northeast Wisconsin	170	107
Southwest Wisconsin	72	57
Waukesha County	105	81
Western	114	72
Wisconsin Indianhead	111	80
<b>Statewide</b>	<b>1,864</b>	<b>1,224</b>

Seventy five percent of the funds are distributed based on each college's proportionate share of active programs (i.e., having enrolled students) and the remaining 25 percent is distributed based on each college's proportionate share of programs with TSA assessments.

### Team Action Plans

Team Action Plans (TAP) have been designed to analyze current assessment of student learning and overall design of curriculum, resources, and services with identification of improvement areas. TAPs require faculty to evaluate data such as retention, completion, and student success in programming, and in turn develop action items for quality improvement, compliance with curricular design (WIDS), and gauge effectiveness of delivery aligned with planning for future institutional planning. TAPs are a method used to "close the loop" on the assessment process, guide future development, and assure quality learning is taking place. TAP plans have continued to remain active during the 2021-2022 academic year in all areas of the college for the purpose of program and service review, adjustment, and improvement. TAP plans have become part of the foundation of program and campus improvement at the college and have provided multiple new approaches in student success.



## Board Monitoring Report

Academic Council – Quality Teaching & Learning – March 24, 2022

TAP considerations include:

### Student Access:

- Have we considered flexible scheduling for learning?
- Have we considered strategies for recruiting non-traditional students to our program?
- What can we do to ease access and to encourage enrollment in our program and in the College?
- What additional points of contact can we make with potential students?

### Student Success:

- Are 100% of program courses accurate in WIDS through the learning plan level?
- Have we considered using different learning methods to provide greater flexibility to students?
- Have we considered how we measure the quality of our teaching and assessed learning?
- Do we inform our students about supportive services on campus? (ie. Knox Learning Center, the Student Success Coaches, Career Connections, etc.)

The development and annual cycle of the TAP is as follows:

### Fall Instructional Vitality Process and Program TAP plan development and guidance

- 1 of 3 TAP plans address an improvement in one of the Program student learning outcomes
- If retention/completion rate is below (an identified Program/College goal), 1 Program TAP plan will address retention/completion
- TAP plans in extra-academic departments (co-curricular) are designed to address learning, completion and retention

### To Date:

- Over 700+ syllabi have submitted through the Worldwide Instructional Development System (WIDS) and Schoology (LMS)
- Implementation of dual-credit course assessment has occurred
- Course assessment at SWTC is occurring and is verified
- 1<sup>st</sup> Organization-wide Program Student Learning Outcome Assessments with loop closure has occurred

## Board Monitoring Report

Academic Council – Quality Teaching & Learning – March 24, 2022

Fall 2021:

- Instructional Vitality Process – Year 5 for Academic Units and expansion of other college resource areas occurred (expanded to institutional TAP development)
- Commitment to engaging all College employees in the TAP process has occurred.
- Worked toward improvement of at least 2 quantified goals aligned with Strategic Priorities (HLC # 2)
- Continued an '**Ongoing professional develop and involvement of faculty and staff across the college regarding a culture of assessment that is systematic**' (HLC #2) through scheduled Learning Academies, education reimbursement, virtual conferencing, et al.
- Integrated Student Program Learning Outcome/TSA data collection continues to strengthen assessment foundations (bridge mastery)

### **Statewide Initiatives - Development of Student Success Centers (Knox Learning Center) which focus on:**

- Support of academically underprepared/poorly prepared students (Charge Forward program, tutoring, contracting, 1:1 meetings)
- Identification of gateway courses (development of preparatory courses to ready students for core coursework) Math, Communication, and Science
- Exploring careers/areas of study and pathways
- Math Course Alignment
- ABE/HSED/Contracted offerings (118.15 contracts)

### **Alternative and Innovative Learning**

In the past 5 1/2 years, SWTC has made a concerted effort to expand delivery of courses and programming in alternative and creative formats, particularly during the pandemic. Financial commitments were made to provide for the development of alternative methods of delivery and unique programming to meet the needs of an ever-growing “on demand” learning environment in both the K-12 and adult populations. This was particularly true in 2020 as Southwest Tech moved swiftly from multiple face to face modalities to virtual formats. Alternative and Innovative Learning sat at the ready to provide resources and support for all programs.

## Board Monitoring Report

Academic Council – Quality Teaching & Learning – March 24, 2022

Schoology as a Learning Management System (LMS) was implemented in late 2017. Moving to Schoology as the LMS allowed for the continued opportunity to create and provide students with technological tools for success. The top two tools for consideration of adopting Schoology were consistency and transparency created through curricular development of standardized templates, and this has provided swift movement to a virtual platform.

There has been a 100% class adoption of Schoology campus-wide regardless of class delivery method. Currently, Southwest Tech offers approximately 500 classes per semester or 1500 per year via a standardized template within Schoology.

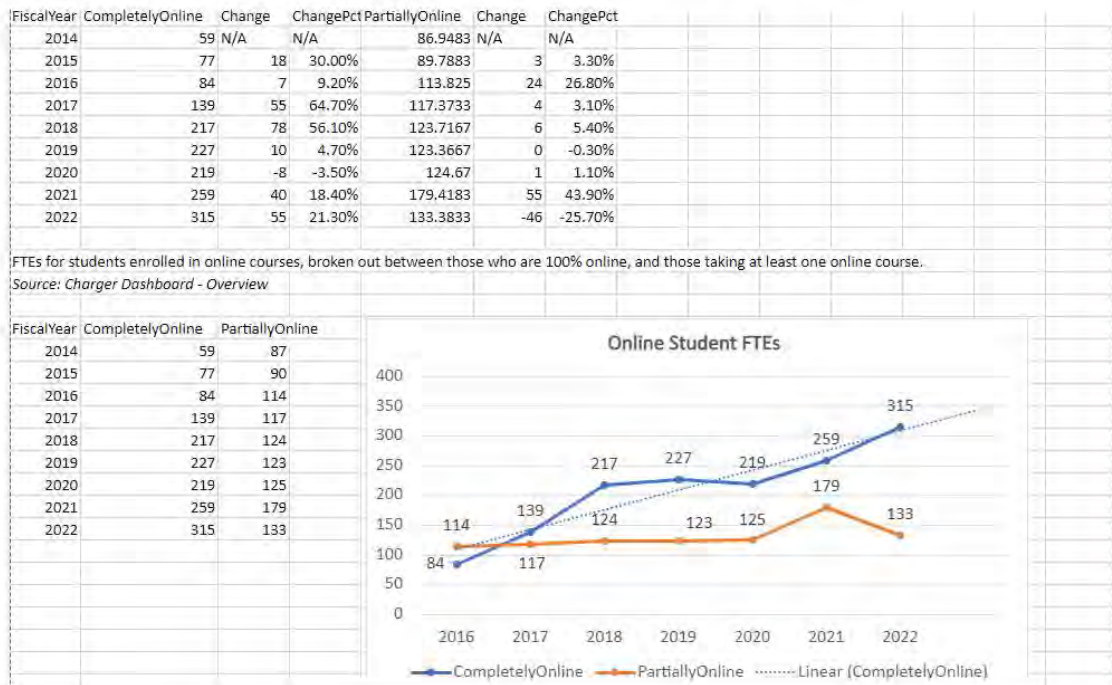
Alternative Delivery has experienced steady growth. Currently the programs offered 100% online are: Leadership Development, Supply Chain Management, Cancer Information Management, Health Information Technology and Medical Coding. Partial delivery online and remote has been implemented in over 65% of programming offered at Southwest Tech via Hy-flex, blended, and online specific courses with laptop and technology growth that included Open Educational Resources.

The graph below provides the FTE from 2014 to 2022 (Charger dashboard, 2022).

Additionally, online student enrollment is provided. The graph provides student enrollment numbers from the years 2014-2022 and provides a look at student profiles from partial to completely online enrollment.

## Board Monitoring Report

### Academic Council – Quality Teaching & Learning – March 24, 2022



#### Focus areas:

1. There continues to be steady development in alternative delivery (hybrid, blend, online, etc.)
2. Completely online enrollment is higher than partial enrollment.
3. Online delivery FTE generation accounts for approximately 25% of total FTE.
4. Average 1 in 4 students enrolled take online offerings.

#### Priorities for 2021-2022:

- Student Success: 2% increase in course completion
- Retention strategies analysis and resources offerings (continued)
- Analysis of online delivery (district versus non-district) will occur with efforts to focus on in-district delivery and duplicate efforts (current enrollment versus new)
- New programming will be developed and offered in online

## Board Monitoring Report

Academic Council – Quality Teaching & Learning – March 24, 2022

### Competitive Positioning Statement

Program development and consideration for training are based on multiple factors and include: identified future employer and district needs; alignment with the mission, purpose, and values of the college; sustainable wages; niche or unique programs; value added to the overall program mix; and changing industry trends. Southwest Tech has developed processes to ensure a robust program mix by evaluating and making recommendations for current offerings that include: continuance, suspension, modification, or discontinuance. The viability process is seen below. These criteria are reviewed and documented in the Academic Master Plan for budgetary considerations and future growth

### Existing Program Viability and Quality Review

Program quality review and program viability are integral to decisions made regarding program integrity, future sustainability, industry need and relevance, and future job market trends. These processes provide opportunity for the development of program improvement plans, marketing strategies, and operational budgetary considerations. Program viability, overall program mix, delivery methods, relevancy, cost, and continued enrollment are all factors for consideration of continuance. Programs will be reviewed annually using the scoring rubric and an algorithm as provided below. Additionally, the Academic Master Plan has been developed to review and maintain a dynamic process for current and future program modification and development (presented to Board April, 2021).

**\*\* NOTE:** The program quality review process is currently being reviewed with planned Standard Operating Procedure refinement and development

### Program Viability Review Process

*Steps in Program Viability Review process:*

**Step 1:**  
**Program Viability**  
**Assessment**

- This step is initiated annually. The assessment process is conducted to identify programs outside the expected range of program health.

**Step 2:**  
**Data Collection**

- Collect program data.
  - Utilize Program Viability Criteria
  - Identify and review special circumstances

**Step 3: Dean and Faculty**  
**Planning**

- Division dean will meet with program faculty to discuss findings. Division dean and faculty create Plan of Improvement (PI) that is adopted by the program and Division Dean.

## Board Monitoring Report

Academic Council – Quality Teaching & Learning – March 24, 2022

### Step 4:

#### Administrative Review

- The deans present summary reports to Academic Council and complete an Action Plan utilizing the follow options:
  - Continue program as is
  - Continue program with modifications
  - Suspend program
  - Discontinue program
- Chief Academic Officer presents action plan to Executive Team for confirmation. Board action may or may not be required and will be scheduled as needed.
- Academic Council is responsible for accountability of the approved Action Plan

#### Program Scoring Rubric:

	0 points	1 point	2 points	3 points	4 points
Criteria					
Job market Annual Openings - High Demand	WI less than 20 in Wisconsin, 3 in SW WI	WI 20 - 60, SW WI 3	WI 61 - 100 openings, SW WI 10	WI 101 - 195, SW WI 15 - 20	WI 196 +, SW WI 25+
High Wage Jobs (avg. starting wage)	Starting wage below \$5.00	Starting wage from \$5.00 - \$11.00	Starting wage from \$11.00 - \$15.00	Starting wage from \$15.00 - \$20.00	Starting wage above \$20.00
Competition	At all adjacent CC/TC areas	At some adjacent CC/TC areas	At no adjacent CC/TC areas	No competition in three state area	No competition in Greater Midwest
Economic Dev.	Not tied to Economic Dev. Planning	Mentioned in Economic Dev. Planning	Key for local economic sector	Key factor in regional econ dev	Key factor in state econ dev
Financial Efficiency	Course additions only (vs. full program) - add 1 point	Minimal equipment needs - add 1 point	Minimal facilities needs - add 1 point	Partnership funding ( <u>not</u> WTCS funded) - add 1 point	
WTCS Priority	Not a priority at State level	Encouraged but no State funding	possible grant funding available	Grant and/or gift funded program	



## Board Monitoring Report

Academic Council – Quality Teaching & Learning – March 24, 2022

Program viability results for the 2021-22 Academic Year:

**Lab Science** –high school delivery in cheese production areas (Richland Center, Platteville)

**Culinary Arts/Mgmt** –\_teach out current students, program suspended. Placement of Culinary courses in Platteville High School

**Agriculture programs** – *reduction in offerings with reorganization of agriculture to reflect current practice*

**Golf Course Management** – *program Modification and experiential coursework to augment job placement opportunities*

**New Programming:** Surgical Technology (fall 2022), Renewable Energy (fall 2023), AS/AL fall 2023

Southwest Tech has made considerable investments in the areas of program development and delivery, delivery of programming on sites, and future facility development that aligns with a robust program mix. Additionally, Southwest Tech is partnering with the 30 K-12 school districts for specific identified program coursework for earned credit prior to graduation (CollegeUP). The opportunities identified in these initiatives will increase both adult (alternative delivery methods) and K-12 enrollment and will be aligned with current program offering prior to high school graduation. Additionally, facility updates and alternative delivery methods such as synchronous/asynchronous, and 8 week course offerings will provide a more attractive and current program showcase while allowing for best use of space on campus.

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### RECOGNIZING AND VALUING PEOPLE

#### **Christina Bowers:**

Chris has led the initiative on Universal Design and has developed a model for implementation that is being sought throughout the 16 college system. Chris is a leader in student focused success, accommodation, and ready access to all resources at the college and is a strong advocate for student program completion through her dedicated activities

#### **Heath Ahnen:**

Health has been instrumental in improved and expanded technology throughout the campus. He has championed projects such as Charger 360, the Anthology implementation, updating classrooms, and ongoing technical support and resource availability for students.

## Board Monitoring Report

Academic Council – Quality Teaching & Learning – March 24, 2022

### Dan Imhoff:

Dan has also worked closely with vendors and businesses to develop a cohesive and creative facilities plan to meet the needs of students and the college. Dan has student use and function as the primary purpose in planning and he and his team work across the college to find best solutions for instructional areas, student recreational areas, labs, and installation of updated equipment.

### Current State of Initiatives and People to Note as of April 2021:

	Programs Meeting Standard	Programs Not Meeting Standard	Key Leaders in This Area. (*large number of 'volunteer hours and tasks')
WIDS Curriculum – 'Above the Line'	96% -( N=714 courses): *Current audit being conducted	None	*Denise Janssen, *, * Lisa Riley,
WIDS Curriculum – 'Below the Line' (Learning Plans)	Over 95% (N=448 courses): *Current audit being conducted.	none.	All of the group above and faculty members who are assigned to mentor and review work product for colleagues in the use of WIDS curriculum design.
Documentation of Program Outcome Assessment Plans in WIDS	100% - All programs: * Currently being audited for completion and compliance.	None	Lisa Riley, Christina Winch, Cynde Larsen, and Assessment team.
Faculty compliance with TAP plans for programs and co-curricular offerings	All faculty were compliant with the TAP plans and semester update requirements.		Cynde Larsen, Faculty members, Lisa Riley, Doris Pulvermacher, Mandy Henkel.
Faculty club advisor compliant with co-curricular assessment activities.	The Co-Curricular assessment work is currently being updated and will be systematic in assessment of learning in 2022-2023 academic year		Faculty Club Advisors, Robin Hamel



## Board Monitoring Report

Academic Council – Quality Teaching & Learning – March 24, 2022

### PRESENTATION OF THE DATA

#### 1. College Health Indicators are aligned with Department of Education Assessment Targets:

- End-of-Program Student Learning Outcomes (TSA)
- Completion/Retention/Graduation Rates
- Employment Rates

Licensure/Certification Examination success rates with standardized end-of-program assessments in specific programs

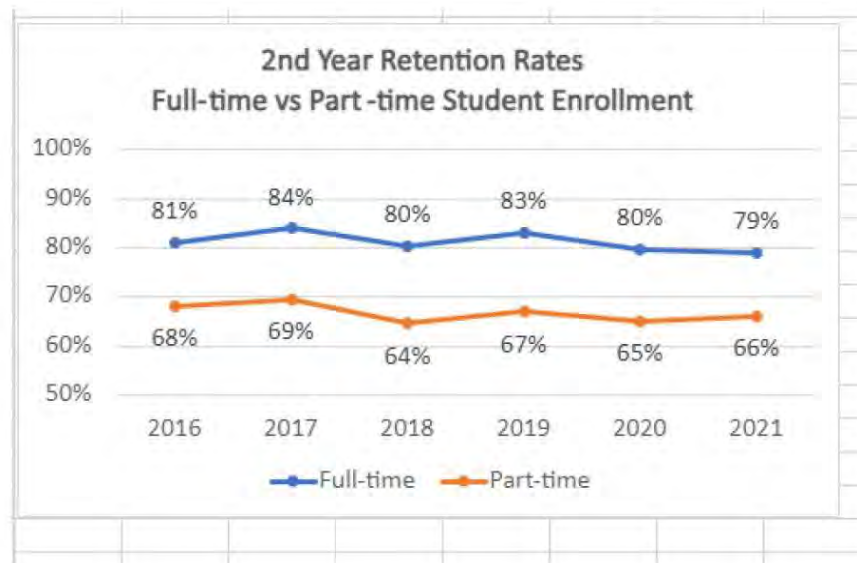
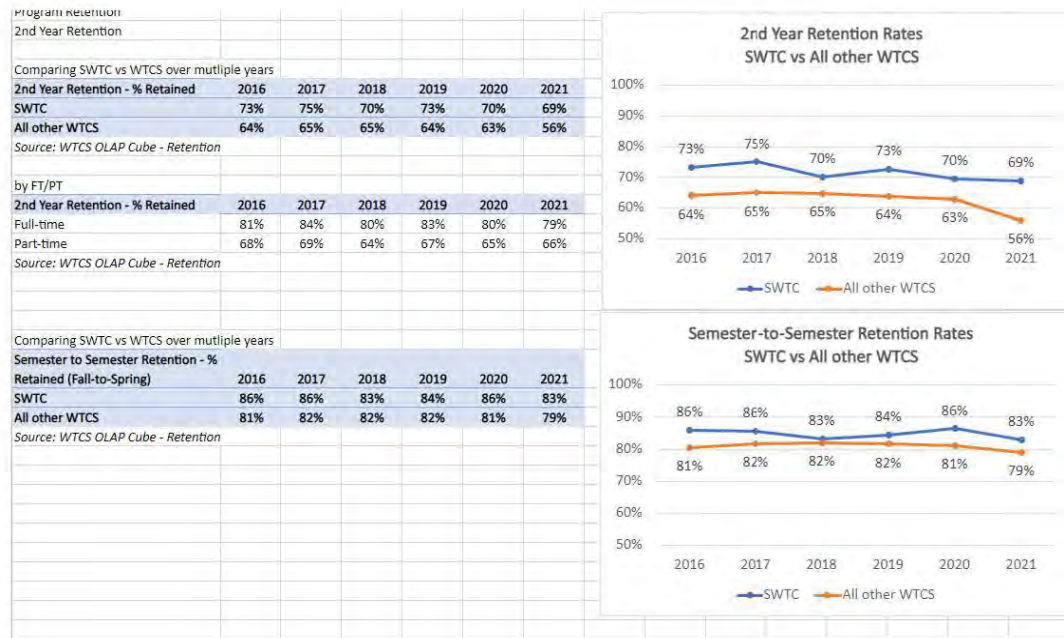
### Course Completion



## Board Monitoring Report

Academic Council – Quality Teaching & Learning – March 24, 2022

### Program Retention

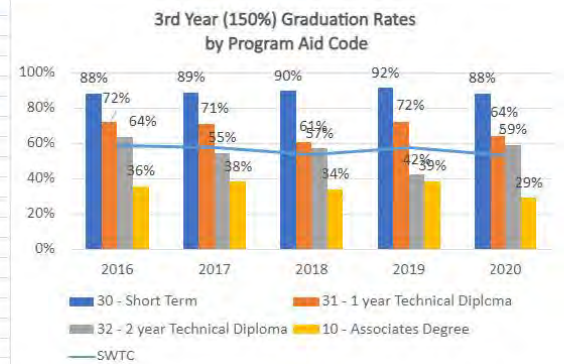
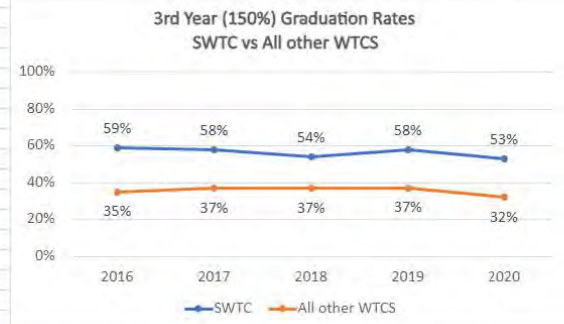


## Board Monitoring Report

Academic Council – Quality Teaching & Learning – March 24, 2022

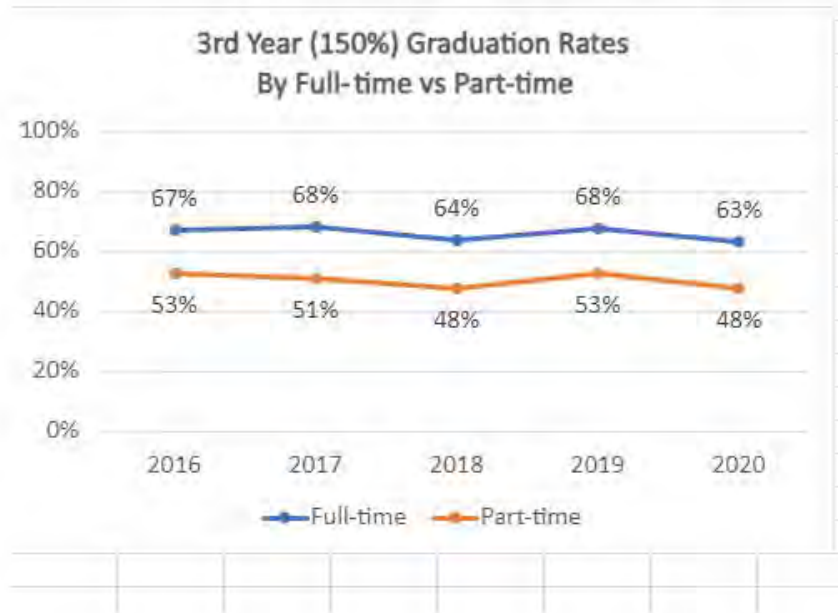
### Graduation Rates

Graduation	3rd year (150%)				
Comparing SWTC vs Statewide over multiple years					
3rd Year Graduation - % Graduated	2016	2017	2018	2019	2020
SWTC	59%	58%	54%	58%	53%
All other WTCS	35%	37%	37%	37%	32%
Source: WTCS OLAP Cube - Graduation					
by FT/PT					
3rd Year Graduation - % Graduated	2016	2017	2018	2019	2020
Full-time	67%	68%	64%	68%	63%
Part-time	53%	51%	48%	53%	48%
Source: WTCS OLAP Cube - Graduation					
by Overall, short term programs, 1-yr, and 2-yr					
3rd Year Graduation - % Graduated	2016	2017	2018	2019	2020
30 - Short Term	88%	89%	90%	92%	88%
31 - 1 year Technical Diploma	72%	71%	61%	72%	64%
32 - 2 year Technical Diploma	64%	55%	57%	42%	59%
10 - Associates Degree	36%	38%	34%	39%	29%
SWTC	59%	58%	54%	58%	53%
20 - Liberal Arts Excluded - do not graduate students from these programs					
50 - Apprenticeships Excluded - due to different programmatic circumstances					



## Board Monitoring Report

Academic Council – Quality Teaching & Learning – March 24, 2022



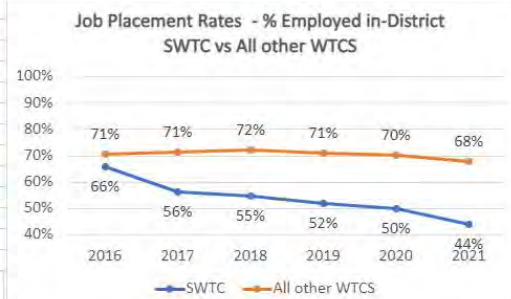
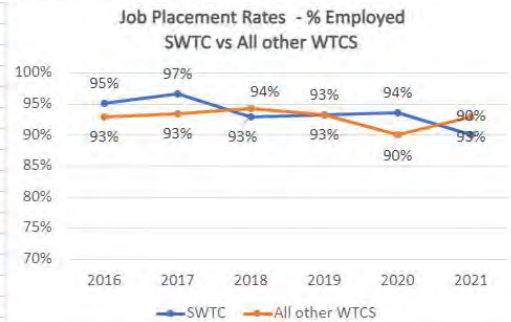
## Board Monitoring Report

Academic Council – Quality Teaching & Learning – March 24, 2022

### Job Placement Rates and student satisfaction with SWTC

Job Placement by Employed & Employed Related						
<b>% Employed</b>	2016	2017	2018	2019	2020	2021
SWTC	95%	97%	93%	93%	94%	90%
All other WTCS	93%	93%	94%	93%	90%	93%
<b>% Employed Related</b>	2016	2017	2018	2019	2020	2021
SWTC	87%	80%	78%	79%	82%	83%
All other WTCS	78%	79%	79%	79%	75%	77%
<b>% Employed in District</b>	2016	2017	2018	2019	2020	2021
SWTC	66%	56%	55%	52%	50%	44%
All other WTCS	71%	71%	72%	71%	70%	68%
<b>% Satisfied or Very Satisfied</b>	2016	2017	2018	2019	2020	2021
SWTC	98%	97%	97%	97%	97%	98%
All other WTCS	97%	98%	97%	97%	97%	97%
Source: WTCS OLAP Cube - Job Placement						
<b>Employment Rates</b>	2016	2017	2018	2019	2020	2021
% Employed	95%	97%	93%	93%	94%	90%
% Employed Related	87%	80%	78%	79%	82%	83%

Job Placement Rates

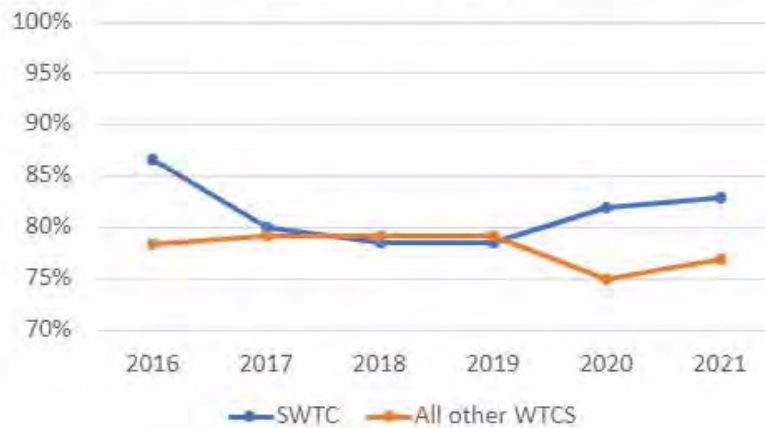




## Board Monitoring Report

Academic Council – Quality Teaching & Learning – March 24, 2022

**Job Placement Rates - % Employed in a Related Field  
SWTC vs All other WTCS**

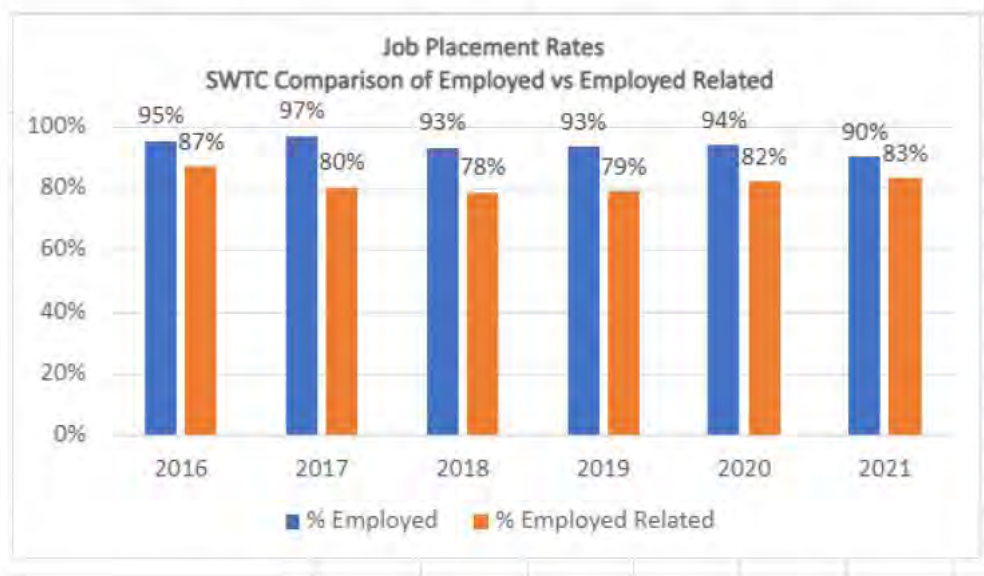


**Graduate's Overall Satisfaction with Education  
SWTC vs All other WTCS**

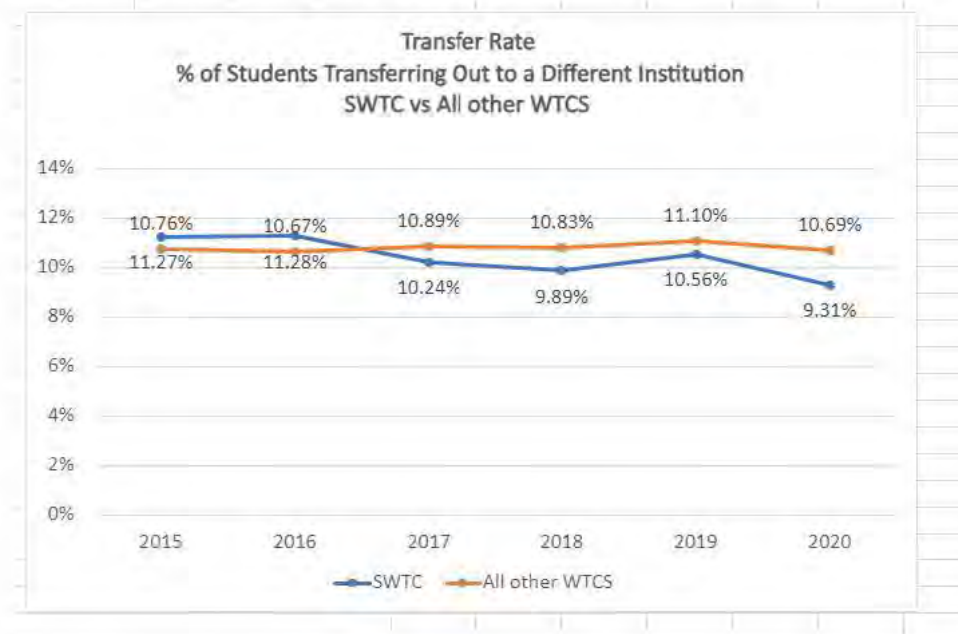


## Board Monitoring Report

Academic Council – Quality Teaching & Learning – March 24, 2022



### Student Transfer from SWTC to Other Institutions for Continued Opportunities



## Board Monitoring Report

Academic Council – Quality Teaching & Learning – March 24, 2022

### Key Trend Data:

Outcomes Based Funding (OBF) defines state values placed on specific criteria. Southwest Tech criteria for OBF includes: Job placement, Industry validated curriculum, ABE success, Dual enrollment, Workforce Training, Collaboration

### 2021-22 OUTCOMES FUNDING

#### 2021-22 OUTCOMES FUNDING

**TABLE 1:** Distribution of 2021-22 Outcomes-Based Funding, by College and Criteria (in \$)

	Criteria 1: Job Placement	Criteria 2: High Demand Fields	Criteria 3: Industry Validated Curriculum	Criteria 4: ABE Transition	Criteria 5: ABE Success	Criteria 6: Dual Enrollment	Criteria 7: Workforce Training	Criteria 8: Collaboration	Criteria 9: Special Populations	Criteria 10: Credit for Prior Learning	College Total
Blackhawk	189,595	0	135,472	150,187	207,255	187,446	0	188,043	170,004	0	1,228,002
Chippewa Valley	323,940	302,770	273,092	0	0	329,802	190,847	268,541	0	222,644	1,911,436
Fox Valley	390,858	454,031	392,626	0	0	425,136	647,354	328,375	0	408,105	3,046,485
Gateway	0	325,960	252,951	0	308,518	424,759	252,196	290,681	305,256	0	2,160,321
Lakeshore	192,227	169,041	232,246	0	219,933	0	100,866	186,436	183,742	0	1,284,491
Madison Area	417,235	419,277	0	702,908	461,623	0	0	411,739	435,850	500,722	3,349,354
Mid-State	231,726	114,083	181,998	0	128,900	0	0	188,275	219,804	178,206	1,242,991
Milwaukee Area	0	0	457,601	691,512	646,855	0	389,182	449,657	435,960	443,247	3,514,014
Moraine Park	210,150	186,573	0	162,194	325,447	0	386,766	216,254	361,866	0	1,849,250
Nicolet Area	151,232	56,824	133,024	111,725	150,123	0	0	156,437	193,713	0	953,077
Northcentral	251,870	249,117	300,576	0	258,967	328,483	259,870	0	261,707	0	1,910,590
Northeast Wisconsin	379,600	398,575	384,477	0	0	454,791	0	331,106	291,125	293,495	2,533,170
Southwest Wisconsin	218,883	0	182,091	0	112,253	120,284	0	177,601	135,830	125,492	1,072,434
Waukesha County	250,525	272,617	251,092	0	263,242	269,904	0	250,642	243,959	0	1,801,983
Western	0	208,271	254,668	201,063	0	196,123	0	241,879	309,075	262,661	1,673,740
Wisconsin Indianhead	264,191	314,893	247,611	0	181,426	113,028	0	201,349	131,634	0	1,454,133
<b>Total</b>	<b>3,472,033</b>	<b>3,472,033</b>	<b>3,679,525</b>	<b>2,019,589</b>	<b>3,264,541</b>	<b>2,849,557</b>	<b>2,227,081</b>	<b>3,887,017</b>	<b>3,679,525</b>	<b>2,434,573</b>	<b>30,985,470</b>

WTCS gathers job placement data by annually surveying all credential completers six months after graduation. While not all graduates choose to answer the survey, approximately two-thirds of all graduates do respond to the survey's standardized questions.

The percentage of graduates employed within 6 months has been 86 percent or higher for each of the past 18 years. Technical college graduates overwhelmingly stay to work and



## Board Monitoring Report

Academic Council – Quality Teaching & Learning – March 24, 2022

live in Wisconsin, with 93 percent of graduates employed in the state.

As shown in Table 2, between 65.9 and 84.1 percent of employed graduates report being employed in jobs related to their education, within six months of completing a technical college program. These averages have been shown to be consistent over time, regardless of the state's unemployment rate or the overall state of the economy.

**TABLE 2: 3-Year Total, Graduates in Related Fields**

	<b>Graduates Employed</b>	<b>Graduates Employed in Related Fields</b>	<b>Percentage Employed in Related Fields</b>
Blackhawk	586	501	85.5%
Chippewa Valley	2,258	1,925	85.3%
Fox Valley	3,296	2,694	81.7%
Gateway	1,716	1,261	73.5%
Lakeshore	912	694	76.1%
Madison Area	4,286	3,127	73.0%
Mid-State	1,143	965	84.4%
Milwaukee Area	2,723	1,937	71.1%
Moraine Park	889	746	83.9%
Nicolet Area	285	223	78.2%
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Northeast Wisconsin	3,331	2,626	78.8%
Southwest Wisconsin	1,144	912	79.7%
Waukesha County	1,539	1,236	80.3%
Western	1,068	837	78.4%
Wisconsin Indianhead	1,977	1,478	74.8%
<b>Statewide</b>	<b>28,638</b>	<b>22,381</b>	<b>78.2%</b>

Fifty percent of the funds are distributed based on a college's job placement rate and fifty percent based on a college's proportionate share of statewide graduates that report they are working in jobs related to their programs of study.

## Board Monitoring Report

Academic Council – Quality Teaching & Learning – March 24, 2022

### ABE Transitions:

Adult Basic Education (ABE) helps adults with reading, writing, mathematics skills and career education at levels ranging from first through twelfth grade. English Language Learning (ELL) provides instruction for those whose native or dominant language is other than English. ELL helps these learners to read, write and communicate in English in order to achieve high school completion, entry into occupational programs and work placement.

A primary mission of Wisconsin technical colleges is to enable full participation in the workforce, regardless of an individual's prior educational background. Over the past three years, technical colleges helped almost 18,000 students transition out of basic education.

Table 5 shows the number of adults over a three-year period transitioning from ABE to postsecondary coursework in the same year or the following year.

**TABLE 5: 3-Year Total, Transitions from Adult Basic to Postsecondary Education**

	<b>3-Year Total</b>
Blackhawk	738
Chippewa Valley	574
Fox Valley	425
Gateway	340
Lakeshore	190
Madison Area	3,454
Mid-State	532
Milwaukee Area	3,398
Moraine Park	797
Nicolet Area	549
Northcentral	1,031
Northeast Wisconsin	318
Southwest Wisconsin	80
Waukesha County	471
Western	988
Wisconsin Indianhead	338
<b>Statewide</b>	<b>14,223</b>

Funds are distributed based on each college's share of the number of adult students who: (a) were enrolled in at least 12 hours of adult basic education, adult high school, or ELL.

## Board Monitoring Report

Academic Council – Quality Teaching & Learning – March 24, 2022

courses; and then (b) successfully completed a postsecondary course, in either the year of their ABE enrollment or in the following academic year.

### Analysis

Systematic processes and common understandings of meaningful retention and completion goals to include the ABE population require SWTC to set goals at both program and/or institution levels, and use of retention and completion data will support improvements across the College.

### STRENGTHS

1. Rates of placement and student/employer satisfaction >90%
2. Outcomes based funding indicators (high demand, dual enrollment, workforce training, et al.)
3. Faculty Engagement as evidenced by the rapid response and movement to a virtual platform, WIDS, TAP, and Schoology, and college service on councils and workgroups
4. Charger 360, OER, technology increases
5. New programming

### WEAKNESSES

1. Outcomes Based Funding Indicators (ABE/GED transitions to college) <40%
2. Recruitment and enrollment, retention
3. Co-Curricular assessment and systematic development (clubs, teams, etc.)

### STRATEGIC INITIATIVES DESIGNED TO IMPROVE OUR PERFORMANCE

1. Development and work of assessment teams – Team Action Plans aligned with Strategic Directions and based on data analysis
2. Continued Alternative Delivery resources and training
3. Continued Student Success Resources (Knox, Charger 360, Charge Forward)
4. Program Viability annual process
5. Development and maintenance of Academic Master Plan (ongoing)
6. 3 year budget, academic, master facility plan alignment



## Board Monitoring Report

Academic Council – Quality Teaching & Learning – March 24, 2022

### APPENDICES

1. Culture of Assessment Continuum Graphic
2. Outcomes-Based Funding Report

#### Appendix 1 - ASSESSMENT CONTINUUM



## Board Monitoring Report

Academic Council – Quality Teaching & Learning – March 24, 2022

### Appendix 2 - OUTCOME-BASED FUNDING REPORT: WTCS 2020



## Outcomes-Based Funding

2020-21 report of the  
Wisconsin Technical College System

August 2021

## Board Monitoring Report

Academic Council – Quality Teaching & Learning – March 24, 2022

Annual WTCS Outcomes-Based Funding Report 2

### EXECUTIVE SUMMARY

The Wisconsin Technical College System (WTCS) is the first higher education sector in Wisconsin to distribute a portion of its state aid based on the outcomes of its 16 colleges. This model of distributing state funding began with 2014-15 state fiscal year. Now in its eighth year of implementation, the outcomes-based funding model has already successfully:

- demonstrated the link between college outcomes and the funding provided by the State of Wisconsin;
- encouraged continuous improvement by the colleges in areas of strategic importance; and
- struck a balance in the distribution of state funding between accountability and innovation (i.e., outcomes-based funding at 30 percent) and the need to maintain a continuous, predictable source of funding to address on-going educational and workforce needs (i.e., formula funding at 70 percent).

WTCS has seen statewide improvements in a number of areas as established by the Legislature.

- The number of programs with technical skills attainment assessment expanded by over 15 percent between 2017-18 and 2019-20.
- The number of dual enrollment credits awarded to Wisconsin high school students grew by 20 percent from 2017-18 to 2019-20.
- The number of credits earned by students enrolled in an apprenticeship program increased by 15 percent from 2018-19 to 2019-20.
- The total number of minority students who received education or training increased by more than 2 percent from 2017-18 to 2019-20.
- The number of credits awarded to students for prior education and training increased by 50 percent from 2017-18 to 2019-20.

August 2021

## Board Monitoring Report

Academic Council – Quality Teaching & Learning – March 24, 2022

Annual WTCS Outcomes-Based Funding Report 3

### BACKGROUND

As authorized under 2013 Act 20 (the 2013-15 biennial budget), the WTCS Board established a new funding model for allocating a portion of general state aid to technical colleges.

### Statutory Criteria

The funding model is based on ten criteria:

- 1) job placement rates in jobs related to students' programs of study;
- 2) number of degrees and certificates awarded in high demand fields;
- 3) number of programs or courses with industry-validated curriculum;
- 4) the transition of adult basic education students to skills training;
- 5) the success rate of adults in basic education courses;
- 6) participation in dual enrollment programs;
- 7) workforce training provided to businesses and individuals;
- 8) participation in collaboration or efficiency initiatives; and
- 9) training provided to special populations or demographic groups unique to the district;
- 10) number of credits awarded to students for relevant education experience or training, including skills and training received during military service.

Act 20 further specified that:

- the funding model be used to distribute 30 percent of general state aid funding;
- the remainder of general state aid be distributed based on the enrollment and cost-based statutory aid formula;
- the model use data from the three previous fiscal years; and
- each college designate seven of ten statutory criteria for use in the funding allocations.

August 2021



## Board Monitoring Report

Academic Council – Quality Teaching & Learning – March 24, 2022

Annual WTCS Outcomes-Based Funding Report **4**

### Allocation of Funds among Criteria

Each year, 25 percent of the total outcomes-based funding is divided equally among the ten statutorily defined outcomes criteria as the base allocation for each criterion. The remaining 75 percent of outcomes-based funding is then distributed among all criteria proportionately, based on the number of colleges selecting each criterion.

### 2021-22 OUTCOMES FUNDING

TABLE 1: Distribution of 2021-22 Outcomes-Based Funding, by College and Criteria (in \$)

	Criteria 1: Job Placement	Criteria 2: High Demand Fields	Criteria 3: Industry Validated Curriculum	Criteria 4: ABE Transition	Criteria 5: ABE Success	Criteria 6: Dual Enrollment	Criteria 7: Workforce Training	Criteria 8: Collaboration	Criteria 9: Special Populations	Criteria 10: Credit for Prior Learning	College Total
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<b>Total</b>	<b>3,472,033</b>	<b>3,472,033</b>	<b>3,679,525</b>	<b>2,019,589</b>	<b>3,264,541</b>	<b>2,849,557</b>	<b>2,227,081</b>	<b>3,887,017</b>	<b>3,679,525</b>	<b>2,434,573</b>	<b>30,985,470</b>

August 2021



## Board Monitoring Report

Academic Council – Quality Teaching & Learning – March 24, 2022

Annual WTCS Outcomes-Based Funding Report **5**

### JOB PLACEMENT

WTCS gathers job placement data by annually surveying all credential completers six months after graduation. While not all graduates choose to answer the survey, 62% of 2020 graduates responded to the survey's standardized questions.

Among 2020 graduates, 91 percent of respondents were employed within six months of graduation. Technical college graduates overwhelmingly stay to work and live in Wisconsin, with 94 percent of 2020 graduates who reported location are employed in the state.

As shown in the Table below, 78 percent of employed graduates report being employed in jobs related to their specific programs of study within six months of completing a technical college program. These high levels of employment and employment related to their specific programs of study have been shown to be consistent over time, regardless of the state's unemployment rate or the overall state of the economy.

TABLE 2: 3-Year Total, Graduates in Related Fields

	Graduates Employed	Graduates Employed in Related Fields	Percentage Employed in Related Fields
Blackhawk	586	501	85.5%
Chippewa Valley	2,258	1,925	85.3%
Fox Valley	3,296	2,694	81.7%
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Wisconsin Indianhead	1,977	1,478	74.8%
<b>Statewide</b>	<b>28,638</b>	<b>22,381</b>	<b>78.2%</b>

Fifty percent of the funds are distributed based on a college's job placement rate and fifty percent based on a college's proportionate share of statewide graduates that report they are working in jobs related to their programs of study.

August 2021

## Board Monitoring Report

Academic Council – Quality Teaching & Learning – March 24, 2022

Annual WTCs Outcomes-Based Funding Report **6**

### GRADUATES IN HIGH-DEMAND FIELDS

High-demand fields are defined as the top 50 occupations in Wisconsin with heavy employer demand for qualified workers for both new jobs as well as replacements created by turnover or retirements. Occupations are identified by comparing the Wisconsin Department of Workforce Development's (DWD) statewide, long-term occupational projections with the technical colleges' occupational training.

Examples of high-demand occupations for 2020-21 include: nurses and related health care professionals, truck drivers, welders, machinists, carpenters, first-line supervisors, accountants/auditors, and computer systems analysts.

Over the past three years, over 70% of Wisconsin technical college graduates are in high-demand fields. This is the result of the longstanding practices of the technical colleges to participate in meaningful, ongoing engagement with local employers and information from local labor market analyses. Such efforts influence and inform every technical college program, including its capacity, curriculum, equipment and skillsets.

As shown in Table 3, technical colleges produced over 89,000 degrees and credentials for Wisconsin's workforce in the past three years, including more than 63,000 credentials in fields with the most acute talent needs in the state.

**TABLE 3: 3-Year Credential Totals, by Category and College**

	High-Demand Fields	All Fields	Percentage
Blackhawk	1,266	1,699	75%
Chippewa Valley	4,870	7,103	69%
Fox Valley	7,303	10,526	69%
Gateway	5,243	6,067	86%
Lakeshore	2,719	2,885	94%
Madison Area	6,744	11,724	58%
Mid-State	1,835	2,550	72%
Milwaukee Area	4,656	7,524	62%
Moraine Park	3,001	3,926	76%
Nicolet Area	914	1,330	69%
Northcentral	4,007	5,417	74%
Northeast Wisconsin	6,411	9,116	70%
Southwest Wisconsin	1,585	2,278	70%
Waukesha County	4,385	5,979	73%
Western	3,350	4,679	72%
Wisconsin Indianhead	5,065	6,317	80%
<b>Statewide</b>	<b>63,354</b>	<b>89,120</b>	<b>71%</b>

Funds are distributed based on each college's proportionate share of the total number of degrees and certificates awarded in high-demand fields statewide.

August 2021

## Board Monitoring Report

Academic Council – Quality Teaching & Learning – March 24, 2022

Annual WTCS Outcomes-Based Funding Report **7**

### INDUSTRY-VALIDATED CURRICULUM

Industry-validated curriculum is defined in two ways, as active industry advised programs and Technical Skills Attainment (TSA). Industry-validated curriculum are technical college degree and certificate programs which have enrolled students and advisory committees comprised of local employers and employees in the relevant occupation. The advisory committees provide input on equipment, course materials, instructional methods and career guidance counseling to ensure relevance to current industry practiced standards.

Technical Skill Attainment assessments are formal, direct measurements that provide evidence that students have achieved intended program outcomes or skills. TSAs may include third-party exams, performance-based assessments, portfolios, capstone projects, clinical evaluations or other measures. TSAs measure student achievement in core industry-relevant program outcomes, while ensuring that those outcomes derive directly from valid industry standards.

**Table 4: Industry-Validated Programs and TSAs, 2019-20**

	Industry-Validated Programs	Technical Skills Attainment Assessment
Blackhawk	61	49
Chippewa Valley	109	93
Fox Valley	164	137
Gateway	120	66
Lakeshore	102	72
Madison Area	155	92
Mid-State	84	60
Milwaukee Area	218	102
Moraine Park	93	40
Nicolet Area	55	35
Northcentral	131	81
Northeast Wisconsin	170	107
Southwest Wisconsin	72	57
Waukesha County	105	81
Western	114	72
Wisconsin Indianhead	111	80
<b>Statewide</b>	<b>1,864</b>	<b>1,224</b>

Seventy five percent of the funds are distributed based on each college's proportionate share of active programs (i.e., having enrolled students) and the remaining 25 percent is distributed based on each college's proportionate share of programs with TSA assessments.

August 2021

## Board Monitoring Report

Academic Council – Quality Teaching & Learning – March 24, 2022

Annual WTCS Outcomes-Based Funding Report **8**

### ABE TRANSITIONS

Adult Basic Education (ABE) helps adults with reading, writing, mathematics skills and career education at levels ranging from first through twelfth grade. English Language Learning (ELL) provides instruction for those whose native or dominant language is other than English. ELL helps these learners to read, write and communicate in English in order to achieve high school completion, entry into occupational programs and work placement.

A primary mission of Wisconsin's technical colleges is to enable full participation in the workforce, regardless of an individual's prior educational background. Over the past three years, technical colleges helped over 14,200 students transition out of basic education and successfully complete postsecondary work.

Table 5 shows the number of adults over a three-year period transitioning from ABE to postsecondary coursework in the same year or the following year.

**TABLE 5: 3-Year Total, Transitions from Adult Basic to Postsecondary Education**

	<b>3-Year Total</b>
Blackhawk	738
Chippewa Valley	574
Fox Valley	425
Gateway	340
Lakeshore	190
Madison Area	3,454
Mid-State	532
Milwaukee Area	3,398
Moraine Park	797
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Northcentral	1,031
Northeast Wisconsin	318
Southwest Wisconsin	80
Waukesha County	471
Western	988
Wisconsin Indianhead	338
<b>Statewide</b>	<b>14,223</b>

Funds are distributed based on each college's share of the number of adult students who: (a) were enrolled in at least 12 hours of adult basic education, adult high school, or ELL courses; and then (b) successfully completed a postsecondary course, in either the year of their ABE enrollment or in the following academic year.

August 2021



## Board Monitoring Report

Academic Council – Quality Teaching & Learning – March 24, 2022

Annual WTCS Outcomes-Based Funding Report **9**

### ABE SERVICES AND SUCCESS

A core function of Wisconsin's technical colleges is to provide basic skills education and promote a fully literate society. Basic skills education enables students to fully participate in Wisconsin's workforce and helps ensure that all state residents have an opportunity to better themselves economically.

As shown in Table 6, more than 65,000 students took advantage of ABE services at technical colleges over the past three years. (To facilitate access to Wisconsin's technical colleges and to promote these statewide interests, state law requires ABE services must be provided tuition-free.)

**TABLE 6: 3-Year Total, Adult Basic Education Students**

	Number of Students
Blackhawk	2,092
Chippewa Valley	1,742
Fox Valley	4,835
Gateway	4,512
Lakeshore	2,244
Madison Area	10,366
Mid-State	1,496
Milwaukee Area	17,867
Moraine Park	5,071
Nicolet Area	1,387
Northcentral	3,274
Northeast Wisconsin	2,183
Southwest Wisconsin	616
Waukesha County	2,781
Western	3,236
Wisconsin Indianhead	1,636
<b>Statewide</b>	<b>65,338</b>

Student success in ABE courses is defined as demonstrated educational gains on standardized national tests, which are administered and reported as a condition of the colleges' receiving federal adult basic education grants.

August 2021

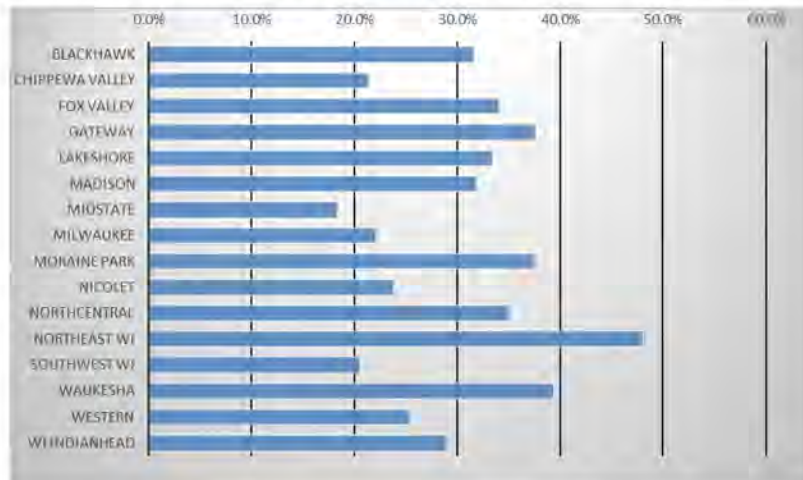
## Board Monitoring Report

Academic Council – Quality Teaching & Learning – March 24, 2022

Annual WTCS Outcomes-Based Funding Report 10

Figure 1 shows the average ABE student success rates by college.

**FIGURE 1: 3-Year Success Rate: ABE Students Demonstrating Educational Gains**



Funds are distributed based on two factors. Fifty percent of funding is distributed based on each college's proportionate share of the number of adult students who were enrolled in at least 12 hours of adult basic education, adult high school or ELL courses. The other 50 percent of funding is distributed based on each college's "success rate," which is defined as the percentage of adult basic education, adult high school or ELL students who have demonstrated educational gains under standardized pre- and post-testing regimens.

### DUAL ENROLLMENT

Wisconsin's technical colleges have provided college credit to high school students for more than 20 years, under a variety of programs designed to maximize access and minimize costs to students and their school districts.

The most popular and fastest growing of these is known as "transcripted credit." It permits students to study technical college curricula at their high school — taught by qualified high school instructors — under agreements that are revenue-neutral to both the college and the school district.

Each college works to establish and continually grow participation in these programs, even in those districts that are sparsely populated, cover a large geographical area, or have other challenges to participation.

August 2021

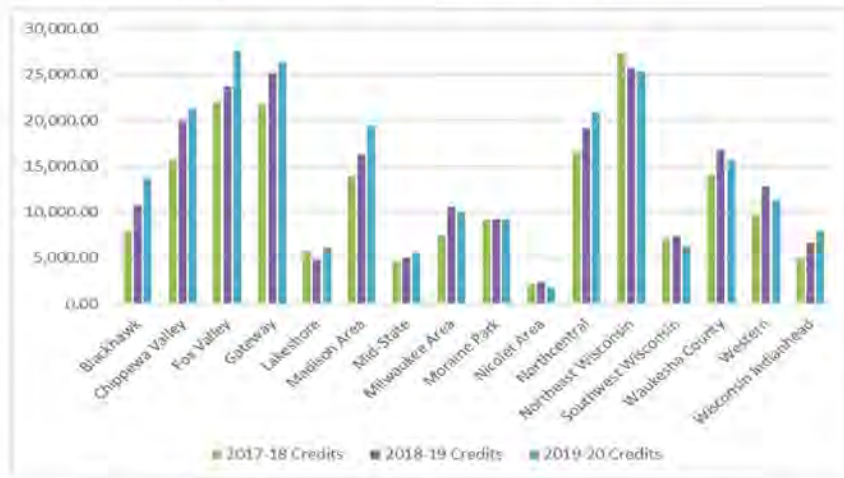
## Board Monitoring Report

Academic Council – Quality Teaching & Learning – March 24, 2022

Annual WTCS Outcomes-Based Funding Report **11**

Figure 2 shows the number of dual enrollment credits issued by colleges, over the three years.

**FIGURE 2: Credits Awarded Under Dual Enrollment**



Total statewide dual enrollment credits earned by high school students at Wisconsin's technical colleges increased from 190,063 in 2017-18 to 228,769 in 2019-20 — an increase of over 20 percent in three years. Thanks to WTCS dual enrollment programs, more than 52,000 Wisconsin high school students get a head start on college each year.

Funds are distributed based on each college's proportionate share of statewide credits earned in all types of dual enrollment offerings, which include transcribed credit, advanced standing (reported once the student enrolls at a technical college, post-high school), and Youth Apprenticeship, Start College Now (Formerly known as Youth Options) and Course Options programs.

### WORKFORCE TRAINING

Wisconsin's technical colleges are an integral component of employer success across the state: as the premier providers of customized business solutions; apprenticeship-related classroom instruction; on-site training; and professional development, including APICS and supply chain, Lean Six Sigma, health care and human services, sustainability, continuous improvement, project management, leadership development, and other specialized training.

August 2021

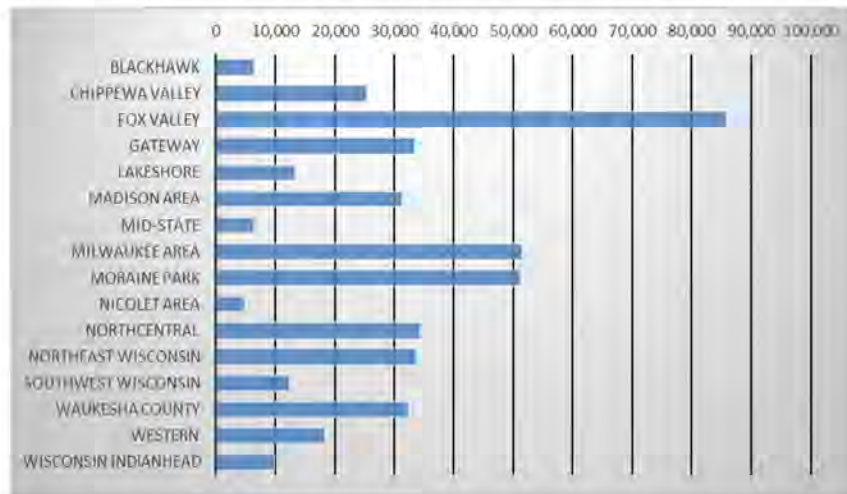
## Board Monitoring Report

Academic Council – Quality Teaching & Learning – March 24, 2022

Annual WTCS Outcomes-Based Funding Report 12

WTCS-delivered customized training helps businesses increase their efficiency, productivity and worker safety. For employees, it allows them to improve their employability and earning potential. Technical colleges provide workforce training for more than 5,000 employers each year, including businesses of every size and in every industry in the state. As shown in Figure 3, WTCS-delivered more than 451,000 workforce training credits over the last three years.

FIGURE 3: 3-Year Total, Workforce Training Credits



Workforce training funds are distributed based on each college's proportionate share of credits generated in each of the following areas:

- contracts to provide customized instruction to public and private employers;
- employer-paid tuition and training;
- apprenticeship education; and
- professional development seminars.

### COLLABORATION

Wisconsin's technical colleges participate in a variety of local and regional collaborations and partnerships aimed at increasing efficiencies, maximizing student success and opportunities, and making the most of instructional resources. The six statewide partnerships in which all 16 technical colleges participate were chosen as standard measures for the purposes of the collaboration criteria.

Districts Mutual Insurance (DMI), for example, was formed by the colleges for the

August 2021



## Board Monitoring Report

Academic Council – Quality Teaching & Learning – March 24, 2022

Annual WTCS Outcomes-Based Funding Report **13**

purposes of insuring property, automobile, liability, workers' compensation and other risk. Since its establishment more than 15 years ago, DMI has saved taxpayers \$18.5 million in insurance premiums, through the collective buying power of all 16 institutions and lowered administrative overhead. Similarly, the WTCS Purchasing Consortium takes advantage of the colleges' combined purchasing power to save on supplies and services common across all 16 colleges.

Funds are distributed based 50 percent on each college's proportionate share of full-time equivalent students and 50 percent as an amount equally divided among the colleges. To be eligible under these criteria, a college must maintain membership in the following collaborative partnerships:

- Districts Mutual Insurance;
- District Boards Association;
- Purchasing Consortium;
- Marketing Consortium;
- Wisconsin Student Government; and
- Worldwide Instructional Design System (WIDS).

### SPECIAL POPULATIONS

The special populations criteria recognizes special student populations or demographic groups that may be considered unique to certain technical college districts, such as older dislocated workers and returning veterans. These groups may require specialized support services in order to reach their academic and career goals.

TABLE 7: 3-Year Total, Special Populations Served by Wisconsin Technical Colleges

	All Students	Pell Recipients (low income)	Students of Color	Veterans	Incarcerated	Dislocated Workers	Students with Disabilities
Blackhawk	24,481	3,253	4,263	229	301	59	700
Chippewa Valley	53,773	6,126	5,416	507	473	37	1,429
Fox Valley	147,510	7,012	21,574	1,028	2,333	210	1,576
Gateway	60,701	8,674	21,528	579	310	178	2,430
Lakeshore	29,799	2,764	4,556	257	636	101	509
Madison Area	98,644	12,170	24,708	1,261	714	486	3,756
Mid-State	23,763	3,596	2,307	289	385	107	769
Milwaukee Area	97,521	24,606	54,387	907	607	111	3,349
Moraine Park	46,914	3,127	8,105	260	5,918	144	2,823
Nicolet Area	15,213	1,478	1,552	100	149	104	659
Northcentral	56,088	5,099	5,833	375	1,647	224	1,217
Northeast Wisconsin	83,091	9,231	13,972	894	725	205	2,457
Southwest Wisconsin	20,800	1,775	1,602	81	609	34	974
Waukesha County	58,097	4,115	10,858	645	558	166	1,733
Western	38,290	4,980	5,889	533	1,979	97	2,356
Wisconsin Indianhead	54,390	4,028	3,787	266	320	93	1,136
<b>Statewide</b>	<b>909,075</b>	<b>102,034</b>	<b>190,337</b>	<b>8,191</b>	<b>17,664</b>	<b>2,356</b>	<b>27,873</b>

August 2021

## Board Monitoring Report

Academic Council – Quality Teaching & Learning – March 24, 2022

Annual WTCS Outcomes-Based Funding Report 14

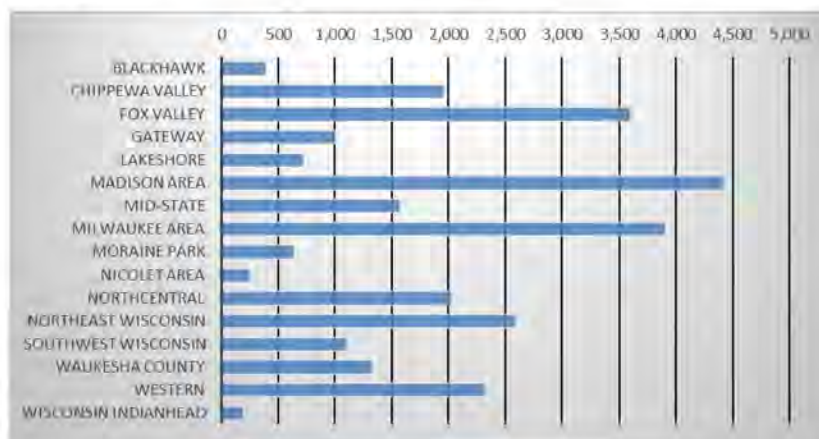
Half of available funds for these criteria are distributed based on each college's proportionate share of the six special populations: students of color, Pell Grant recipients, military veterans, incarcerated individuals, dislocated workers and persons with disabilities. The remainder is distributed based on each college's percentage of special population students, relative to their total student population.

### Credits Awarded for Relevant Educational Experience or Training

Wisconsin's technical colleges provide students with the opportunity to shorten their time to a credential by demonstrating their knowledge and skills they have gained outside the classroom.

Wisconsin's technical colleges award credits for relevant educational experience or training not obtained through an institution of higher education, including skills training received through military training. The colleges increased credits awarded for relevant educational experience and training in this category by 50 percent from 7,460 in 2017-18 to 11,181 in 2019-20.

**FIGURE 4: 3-Year Total, Credits Awarded for Relevant Educational Experience or Training**



Funds are distributed based on each college's credits awarded to students who successfully demonstrated relevant educational experience or training skills not obtained through an institution of higher education, but acquired through military and work experience, as well as other learning acquired outside traditional academic institutions.

August 2021

***B. Strategic Directions – Roadmap to the Future***

Katie Glass, Executive Director of Marketing, will update the Board on the Strategic Directions document including the Roadmap to the Future. The document will be available at the meeting.

***C. Staffing Update***

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

## Staffing Update 2021-2022

	Name	Title	Status and/or Additional Info	Effective Date	Funding Source &/or Estimated Wage Range/Hired Salary
7	Replacement	Director of Grants	Amy Seeboth-Wilson	11/8/2021	D62-Salary Band: \$64,304 - \$93,241 Hired at \$84,000
8	Replacement	Academic Success Coach- Full-Time LTE	Janine Schmitz	12/6/2021	B24 - Hourly Range: \$21.01 - \$27.31 Hired at \$25.00
9	Replacement	Electrical Power Distribution Lab Assistant	Todd Kasper	11/1/2021	B21 - Hourly Range: \$17.36 - \$22.57 Hired at \$20.50
10	Replacement	Grant Accountant	Crystal Brown	12/6/2021	C44-Salary Band: \$55,488 - \$77,683 Hired at \$57,000
11	Replacement	Agronomy Instructor	Andrew Dal Santo	1/3/2022	BS: \$48,898 - \$77,750 AS: \$51,434 - \$81,781 MS: \$53,969 - \$85,811 Hired at \$62,000
12	New	Business Management Instructor/Experiential Learning Coordinator	Seth Henkel	2/7/2022	C44-Salary Band: \$55,488 - \$77,683 Hired at \$64,000

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## Staffing Update 2021-2022

	Name	Title	Status and/or Additional Info	Effective Date	Funding Source &/or Estimated Wage Range/Hired Salary
13	Replacement	Data Analyst	Interviews scheduled	4/1/2022	D63-Salary Band: \$66,953 - \$97,083
14	New	Institutional Research Analyst	Interviews scheduled	4/1/2022	D63-Salary Band: \$66,953 - \$97,083
15	Replacement	Driver Education Coordinator	Posted	4/15/2022	C41-Salary Band: \$46,690 - \$65,366
16	Replacement	Mental Health Counselor	Posted	5/16/2022	C44-Salary Band: \$55,488 - \$77,683
17	Replacement	Medical Lab Tech Program Director/Instructor	Posted	7/1/2022	BS: \$48,898 - \$77,750 AS: \$51,434 - \$81,781 MS: \$53,969 - \$85,811
18	Replacement	Medical Lab Tech Instructor-50%	Posted	7/1/2022	BS: \$48,898 - \$77,750 AS: \$51,434 - \$81,781 MS: \$53,969 - \$85,811




## **Information and Correspondence**

### **A. Enrollment Report**

The 2021-22 FTE Comparison Enrollment Report and FY 2023 Application Report are below.

1. **2021-22 FTE Comparison YOY Report**
2. [FY 2023 Application Report](#)

		School Years 2019-20, 2020-21, and 2021-22 FTE Comparison									
Program Code	Program Title	SY 19-20 03/23/20 Students	SY 20-21 03/15/21 Students	SY 21-22 03/14/22 Students	20 to '22 Student Change	21 to '22 Student Change	SY 19-20 03/23/20 FTE	SY 20-21 03/15/21 FTE	SY 21-22 03/14/22 FTE	20 to '22 FTE Change	21 to '22 FTE Change
10-101-1	Accounting	51	70	60	9	(10)	38.10	45.93	39.83	1.73	(6.10)
10-006-7	Agribusiness Science & Technology - AgBus Mgmt	14	9	14	-	5	14.23	4.57	13.93	(0.30)	9.37
10-006-5	Agribusiness Science & Technology - Agronomy	16	19	12	(4)	(7)	17.57	18.37	9.77	(7.80)	(8.60)
10-006-6	Agribusiness Science & Technology - Animal Science	29	20	29	-	9	29.87	16.57	23.57	(6.30)	7.00
10-102-3	Business Management	134	132	115	(19)	(17)	84.70	82.50	71.77	(12.93)	(10.73)
10-530-5	Cancer Information Management	95	111	86	(9)	(25)	50.97	56.20	52.33	1.37	(3.87)
10-504-X	Criminal Justice	46	49	45	(1)	(4)	37.07	33.47	31.97	(5.10)	(1.50)
10-316-1	Culinary Arts	6	6	5	(1)	(1)	2.77	5.10	5.60	2.83	0.50
10-317-1	Culinary Management	5	2		(5)	(2)	4.80	1.53		(4.80)	(1.53)
10-102-1	Data Analytics			5	5	5			2.27	2.27	2.27
10-510-6	Direct Entry Midwife	77	123	137	60	14	31.80	49.07	65.23	33.43	16.17
10-307-1	Early Childhood Education	46	63	49	3	(14)	32.53	43.17	31.83	(0.70)	(11.33)
10-620-1	Electro-Mechanical Technology	31	33	27	(4)	(6)	29.10	31.10	23.13	(5.97)	(7.97)
10-325-1	Golf Course Management	18	10	13	(5)	3	14.63	9.87	12.17	(2.47)	2.30
10-201-2	Graphic And Web Design	26	19	23	(3)	4	18.63	15.00	17.97	(0.67)	2.97
10-530-1	Health Information Technology	52	47	42	(10)	(5)	24.63	18.87	19.97	(4.67)	1.10
10-520-3	Human Services Associate	42	32	39	(3)	7	31.63	26.07	29.17	(2.47)	3.10
10-825-1	Individualized Technical Studies	2	3		(2)	(3)	1.00	1.40		(1.00)	(1.40)
10-620-3	Instrumentation and Controls Technology	10	4		(10)	(4)	7.57	0.90		(7.57)	(0.90)
10-150-2	IT-Network Specialist	23	27	23	-	(4)	13.27	14.53	12.03	(1.23)	(2.50)
10-196-1	Leadership Development	24	11	13	(11)	2	11.23	3.47	6.63	(4.60)	3.17

Program Code	Program Title	SY 19-20 03/23/20 Students	SY 20-21 03/15/21 Students	SY 21-22 03/14/22 Students	20 to '22 Student Change	21 to '22 Student Change	SY 19-20 03/23/20 FTE	SY 20-21 03/15/21 FTE	SY 21-22 03/14/22 FTE	20 to '22 FTE Change	21 to '22 FTE Change
10-513-1	Medical Laboratory Technician	21	21	20	(1)	(1)	16.37	14.57	14.93	(1.43)	0.37
10-196-6	Nonprofit Leadership		1	9	9	8		0.40	4.90	4.90	4.50
10-543-1	Nursing-Associate Degree	210	225	205	(5)	(20)	107.57	126.73	105.13	(2.43)	(21.60)
10-524-1	Physical Therapist Assistant	40	31	22	(18)	(9)	24.07	18.93	14.07	(10.00)	(4.87)
10-182-1	Supply Chain Management	44	25	33	(11)	8	25.47	10.97	15.30	(10.17)	4.33
10-499-5	Technical Studies-Journeyworker			1	1	1			0.30	0.30	0.30
	<b>Total Associate Degree</b>	<b>1,062</b>	<b>1,093</b>	<b>1,027</b>	<b>(35)</b>	<b>(66)</b>	<b>669.57</b>	<b>649.27</b>	<b>623.80</b>	<b>(45.77)</b>	<b>(25.47)</b>
31-101-1	Accounting Assistant	6	13	10	4	(3)	2.43	5.57	4.00	1.57	(1.57)
30-531-6	EMT-IV (Advanced EMT)	10		12	2	12	1.33		2.03	0.70	2.03
31-006-3	Agribusiness Science & Technology - Agronomy Tech		1	1	1	-		1.13	0.10	0.10	(1.03)
32-070-1	Agricultural Power & Equipment Technician	34	35	36	2	1	32.10	33.10	34.47	2.37	1.37
31-405-1	Auto Collision Repair & Refinish Technician	11	11	9	(2)	(2)	5.87	8.07	9.07	3.20	1.00
32-404-2	Automotive Technician	27	34	20	(7)	(14)	24.30	22.90	15.83	(8.47)	(7.07)
31-408-1	Bricklaying & Masonry	3		5	2	5	1.33		2.80	1.47	2.80
30-443-1	Building Maintenance & Construction	3	1	1	(2)	-	0.70	0.07	0.07	(0.63)	-
31-475-1	Building Trades-Carpentry	11	9	9	(2)	-	9.27	8.20	7.90	(1.37)	(0.30)
31-307-1	Child Care Services	8	5	4	(4)	(1)	3.83	3.40	2.10	(1.73)	(1.30)
30-420-2	CNC Machine Operator/Programmer	8	2	7	(1)	5	7.97	1.30	5.07	(2.90)	3.77
31-502-1	Cosmetology	29	19	26	(3)	7	19.83	13.60	19.23	(0.60)	5.63
30-504-2	Criminal Justice-Law Enforcement 720 Academy	17	14	7	(10)	(7)	12.23	9.33	5.13	(7.10)	(4.20)
31-317-1	Culinary Specialist	3			(3)	-	1.47			(1.47)	-
30-508-2	Dental Assistant	16	11	18	2	7	8.87	5.57	9.47	0.60	3.90
30-812-1	Driver and Safety Education Certification	26	26	13	(13)	(13)	5.80	5.40	2.10	(3.70)	(3.30)
31-413-2	Electrical Power Distribution	45	44	44	(1)	-	43.83	40.60	37.00	(6.83)	(3.60)
50-413-2	Electricity (Construction) Apprentice	19	20	23	4	3	2.47	3.03	3.07	0.60	0.03
30-531-3	Emergency Medical Technician	49	108	58	9	(50)	8.57	17.17	8.30	(0.27)	(8.87)
32-080-4	Farm Operations & Management - Ag Mechanics	2	9	11	9	2	1.67	7.47	10.10	8.43	2.63
31-080-6	Farm Operations & Management - Crop Operations	2	1		(2)	(1)	0.37	0.07		(0.37)	(0.07)
32-080-3	Farm Operations & Management - Dairy	16	8	7	(9)	(1)	14.87	5.97	6.10	(8.77)	0.13
31-080-3	Farm Operations & Management - Dairy Technician	4	3	2	(2)	(1)	1.80	0.67	1.50	(0.30)	0.83
31-080-2	Farm Operations & Management - Farm Ag Maint.	13	4	2	(11)	(2)	5.67	2.40	0.20	(5.47)	(2.20)
32-080-6	Farm Operations & Management - Livestock	1	1	3	2	2	0.97	1.03	2.73	1.77	1.70
31-080-7	Farm Operations & Management - Livestock Tech	3		1	(2)	1	1.77		0.77	(1.00)	0.77
50-413-1	Industrial Electrician Apprentice	8	10	6	(2)	(4)	1.40	1.67	0.80	(0.60)	(0.87)
31-620-1	Industrial Mechanic	4	3	1	(3)	(2)	3.43	2.83	0.47	(2.97)	(2.37)
31-154-6	IT-Computer Support Technician	26	15	13	(13)	(2)	20.47	11.53	9.33	(11.13)	(2.20)
31-513-1	Laboratory Science Technician	4	5	10	6	5	2.13	2.80	4.83	2.70	2.03





## FY 2023 Application Report

Program Application Comparison 2021/22 vs. 2022/23									
PROGRAM	CAP	3/18/2021			03/16/22			YOY	
		IP	ACCEPT	TOTAL	IP	ACCEPT	TOTAL		
Accounting		3	13	16	5	7	12	-4	
Accounting Assistant		2	2	4	4	0	4	0	
Agribusiness Science & Technology - Agbus Mgmt	20		10	10		11	11	1	
Agribusiness Science & Technology - Agronomy	20		10	10		6	6	-4	
Agribusiness Science & Technology - Agronomy Tech	20		0	0		0	0	0	
Agribusiness Science & Technology - Animal Science	20		23	23		26	26	3	
Agricultural Power & Equipment Technician	22		21	21		17	17	-4	
Auto Collision Repair & Refinish Technician	22		15	15		9	9	-6	
Automotive Technician	22		18	18		26	26	8	
Building Trades-Carpentry	20		18	18		7	7	-11	
Business Management		12	18	30	33	16	49	19	
Cancer Information Management	30	11	45	56	10	24	34	-22	
Child Care Services	13	5	3	8	4	2	6	-2	
CNC Machine Operator/Programmer	15		0	0		0	0	0	
Cosmetology	24		19	19		41	41	22	
Criminal Justice Studies	70		14	14	11	6	17	3	
Criminal Justice-Law Enforcement 2			16	16	2	16	18	2	
Dental Assistant	18		20	20	2	21	23	3	
Driver and Safety Education Certification			2	2	1	0	1	-1	
Early Childhood Education	28	10	20	30	17	17	34	4	
Electrical Power Distribution	44		91	91		87	87	-4	
Electro-Mechanical Technology	24		17	17		19	19	2	
Farm Operations & Management - Ag Mechanics	20		7	7		4	4	-3	
Farm Operations & Management - Dairy	20		4	4		5	5	1	
Farm Operations & Management - Dairy Technician	20		1	1		0	0	-1	
Farm Operations & Management - Farm Ag Maintenance	20		0	0		1	1	1	
Farm Operations & Management - Livestock	20		7	7		5	5	-2	
Farm Operations & Management - Livestock Tech	20		1	1		3	3	2	
Golf Course Management			9	9		9	9	0	
Graphic and Web Design	25		11	11		24	24	13	
Health Information Technology	22	8	21	29	2	7	9	-20	
Human Services Associate	31		24	24		27	27	3	
Industrial Mechanic	6		2	2		2	2	0	
Instrumentation and Controls Technology	6		0	0		2	2	2	
IT-Computer Support Technician			8	8		6	6	-2	
IT-Network Specialist			18	18		16	16	-2	
Laboratory Science Technician	15		0	0		2	2	2	
Leadership Development			0	0		0	0	0	
Liberal Arts - Associate of Arts		12	11	23	13	7	20	-3	
Liberal Arts - Associate of Science		3	2	5	13	0	13	8	
Medical Assistant	32		24	24		21	21	-3	
Medical Coding Specialist	23	34	65	99	8	27	35	-64	

		3/18/2021			03/16/22				
PROGRAM	CAP	IP	ACCEPT	TOTAL	IP	ACCEPT	TOTAL	YOY	
Medical Laboratory Technician	16	2	4	6	6	4	10	4	
Nail Technician			2	2		9	9	7	
Nonprofit Leadership			1	1		1	1	0	
Nursing-Associate Degree	54	117	63	180	105	49	154	-26	
Nursing-Associate Degree-Part-time	28		29	29		20	20	-9	
Pharmacy Tech (Shared)			1	1		0	0	-1	
Physical Therapist Assistant	18	8	9	17	5	4	9	-8	
Supply Chain Assistant			4	4	1	0	1	-3	
Supply Chain Management		5	0	5	1	1	2	-3	
Surgical Technology					11	3	14	14	
Undecided		34	0	34	42	0	42	8	
Welding	40		32	32		40	40	8	
TOTAL		266	755	1021	296	657	953	-68	

**Spring 2022-23**

PROGRAM	CAP	IP	ACCEPT	TOTAL	IP	ACCEPT	TOTAL	YOY
Cancer Information Management			1	1		0	0	-1
Direct Entry Midwife	32	36	35	71	35	46	81	10
Nail Technician			1	1		0	0	-1
Welding (January Start)	20		0	0		0	0	0
<b>TOTAL</b>		<b>36</b>	<b>37</b>	<b>73</b>	<b>35</b>	<b>46</b>	<b>81</b>	<b>8</b>

## ***B. Chairperson's Report***

### ***1. Executive Board Leadership Ad Hoc Committee Update***

Included below is the latest Executive Board Leadership Ad Hoc Committee minutes from March 9, 2022.

#### **MINUTES OF THE EXECUTIVE BOARD LEADERSHIP AD HOC COMMITTEE OF THE BOARD OF DIRECTORS OF SOUTHWEST WISCONSIN TECHNICAL COLLEGE NOVEMBER 3, 2021**



The Executive Board Leadership Ad Hoc Committee of the Board of Directors of Southwest Wisconsin Technical College met in open session commencing at 12:04 p.m. on March 9, 2022, in Conference Room 354 on the District Campus located at 1800 Bronson Boulevard in the City of Fennimore, Grant County, Wisconsin. The following members were present:

Charles Bolstad, Chris Prange, Donald Tuescher, Crystal Wallin

Others present for all or a portion of the meeting included President Jason Wood and College Staff: Holly Clendenen, Chief Student Services Officer, Krista Weber, Chief Human Resources Officer, and Caleb White, Vice President for Administrative Services.

Chairperson Tuescher called the meeting to order. Proof of notice was given as to the time, place, and purpose of the meeting. The following is the official agenda:

#### **DISTRICT BOARD EXECUTIVE BOARD LEADERSHIP AD HOC COMMITTEE**

Wednesday, March 9, 2022 – 12:00 p.m.

Southwest Wisconsin Technical College  
1800 Bronson Boulevard  
Fennimore, WI 53809  
Conference Room 354

#### **AGENDA/PUBLIC NOTICE**

##### **OPEN MEETING**

The following statement will be read: "The March 9, 2022, Southwest Wisconsin Technical College Board's Executive Board Leadership Ad Hoc Committee 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](http://www.swtc.edu/about/board/meetings), and posted on campus and at the Fennimore City Office in an attempt to make the general public aware of the time, place and agenda of the meeting.”

A. Roll Call

### **BOARD MONITORING OF COLLEGE EFFECTIVENESS**

- A. Reach out to faculty, staff, and friends of the college to express condolences for the loss of loved ones, celebrate birthdays, or express gratitude for exemplary performance at work. Messages conveyed to faculty, staff, and friends of the college will emphasize our College Values whenever possible.
- B. Review potential Board agenda items and design ways for everyone to share their perspective or ask questions to learn more. Conduct deeper research on key policy initiatives related to long-term planning and report findings to the Board as a whole for deliberation and decisions.
- C. Recommend people outside of the college who can help with specific projects based on their interest or expertise with a special focus on improving the success of our Special Populations as prescribed in our College Health Indicators.
- D. Review District Board Association activities and design discussions to engage the full board in developing a platform or plan of action based on the topic.
- E. Develop a Board self-evaluation process to be considered and implemented by amendment and/or approval of the full Board.

### **ADJOURNMENT**

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

Erin Kerkhoff, Graphic & Web Design Faculty and Graphic & Web Designer, and Marie Mueller, Graphic & Web Design student, attended to showcase the new cards they designed and developed. Board members signed cards and discussed faculty and staff accomplishments.

The group reviewed Board agenda topics. Discussion was held regarding the options to present to the full Board. The group discussed ways to gather input from Board members on key topics. The group spent the bulk of the time talking about the budget and ways to include the Board in the process. For example, the President will include an update during his monthly report.

The Board discussed outreach locations, strategies, and opportunities for involving partners and key stakeholders.

Mr. Bolstad provided an update on the DBA and the upcoming meeting.

The group reviewed the self-assessment process/tool scheduled to be used for the April retreat.

With no further business to come before the Board, Mr. Bolstad moved to adjourn the meeting with Mr. Tuescher seconding the motion. The motion carried and the meeting adjourned at 1:40 p.m.

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Crystal Wallin, Secretary

## ***2. ACCT National Awards***

### ***C. College President's Report***

1. Review Governance Policy 1.13: Board Members' Code of Conduct and Governance Policy 1.14: College Budget Process – The Board Governance Policies are included below.

### **1.13 - BOARD MEMBERS' CODE OF CONDUCT**

The Board expects ethical conduct by itself and its members. This includes proper use of authority and appropriate decorum in group and individual behavior when acting as Board members. Board members are specifically classified as "public officials" under Subchapter III of Wisconsin Statutes Chapter 19 and, as such, are subject to the Wisconsin Code of Ethics for Public Officials and Employees.

1. Board members must maintain unconflicted loyalty to the interests of the ownership. This accountability supersedes any conflicting loyalty such as that to advocacy or interest groups and membership on other boards or staffs. This accountability supersedes the personal interest of any Board member acting as an individual consumer of College services.
2. Board members must avoid any conflict of interest with respect to their fiduciary responsibility.
  - a. There must be no self-dealing or any conduct of private business or personal services between any Board member and the College except as procedurally controlled to assure openness, competitive opportunity, and equal access to "inside" information.
  - b. Board members must not use their positions to obtain employment by the College or the furnishing of services or goods to the College for or by themselves, family members, friends, or associates.
  - c. When a Board member's spouse is employed by the College, the Board member is prohibited from participating in any way on matters in which his/her spouse may have a financial interest or personal benefit and is also prohibited from taking any role in matters related directly to his/her spouse's employment, such as disciplinary matters and negotiations of future employment contracts for him/her.
3. Board members may not attempt to exercise individual authority over the organization except as explicitly set forth in Board policies.
  - a. Board members' interaction with the President or with staff must recognize the lack of authority in any individual Board member or group of Board members except as noted above in Board policies.
  - b. Board members' interaction with the public, press, or other entities must recognize the same limitation and the similar inability of any Board member or Board members to speak for the Board.



*SECTION 1 – GOVERNANCE PROCESS*  
*POLICY 1.13 (CONTINUED)*

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- c. Board members will express no judgments of the President or staff's performance except as that performance is assessed in accordance with explicit Board policies.
- 4. Board members will participate in educational activities, including state, regional, and national meetings, to enhance their ability to serve effectively as members of the College's governing Board.
- 5. Board members will not permit themselves to be used to circumvent established lines of authority or interfere in the normal procedures for the processing of complaints or grievances.
- 6. Board members will not violate confidentiality including discussions which occur at legally held closed meetings of the Board.
- 7. Board members will not present an item for action or discussion at a Board meeting which is not on the agenda.

Adopted: 1/24/02  
Reviewed: 12/19/02, 9/27/07  
Revised:

### **1.14 - COLLEGE BUDGET PROCESS**

The Board shall oversee the development of the annual budget.

The Board will delegate to the President the responsibility to prepare the annual budget, budget reports, and detailed schedules as required by state statute and applicable rules.

The College budget process will include the following sequence of activities:

1. The Board will annually review the College's Vision, Mission, Purposes, Values, financial assumptions (local, state, and federal funds) and other plans and related materials (e.g., strategic plan, capital budgeting plan, debt retirement schedule, etc.).
2. The Board will review the College's prior year's budget experience and discuss major issues and initiatives to be considered over the course of the development of the next year's budget.
3. The Board will review the budget process calendar which includes the timetables for completion of the budget process in November.
4. The Board will review the President's proposed direction statements and establish budget assumptions and parameters in February.
5. The Board will review the President's proposed operating budget projections as well as any major capital budget initiatives included in the three-year facilities plan.
6. The Board will review the President's final proposed College budget during the month of May.
7. Public hearings on the proposed budget will take place during the month of June.
8. Following the public hearings, the Board shall approve the budget by July 1.

Adopted: 1/24/02  
Reviewed: 12/19/02, 9/27/07  
Revised: 11/29/07, 2/28/13

2. Budget Update
3. Presidents' Association Meeting Update
4. Student Interactions
5. April Board Retreat
6. College Happenings

#### ***D. Other Information Items***

### **Establish Board Agenda Items for Next Meeting**

#### ***A. Agenda***

1. RFP: Renewable Energy
2. 2022-23 Budget
3. Out-of-State Tuition Waivers
4. Foundation Quarterly Report

#### ***B. Time and Place***

Board Retreat - Friday, April 22, 2022, at 12:00 Noon, Southwest Tech Campus, Conference Room 430

Board Meeting – Monday, April 25, 2022, at 5:00 p.m., Southwest Tech Campus, Conference Room 430

### **Adjournment**