



# **Southwest Wisconsin Technical College**

## **District Board Meeting**

**Regular Meeting**

**November 17, 2022**

Held at

Southwest Tech  
1800 Bronson Boulevard  
Fennimore, WI  
Room 430

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## **Annotated Agenda**

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

Thursday, November 17, 2022

6:00 p.m. – Adult Basic Education Spotlight

6:30 p.m. – Dinner

7:00 p.m. – Regular District Board Meeting

Southwest Tech  
1800 Bronson Boulevard  
Fennimore, WI 53809  
Room 430

### **ANNOTATED AGENDA**

#### **OPEN MEETING**

The following statement will be read: “The November 17, 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), posted on campus, the Platteville Outreach Site, the Richland Center Outreach Site, 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**

#### **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 Retreat/Meeting of October 20, 2022**

Minutes of the October 20, 2022, Board retreat/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. Caleb White, Vice President for Administrative Services, will be at the meeting and available for any questions.

**D. Contract Revenue**

There were 31 contracts totaling \$134,024.95 in October 2022 being presented for Board approval. The Contract Revenue Report is included with the electronic Board material.

**E. Personnel Items**

The Personnel Report includes one employment recommendation; two promotion/transfers; and four resignations being presented for approval. The report is included with the Board material.

**OTHER ITEMS REQUIRING BOARD ACTION**

**A. Resolution Awarding the Sale of \$4,000,000 General Obligation Promissory Notes, Series 2022B**

Bids received on November 17, 2022, will be available at the meeting for the sale of \$4,000,000 in General Obligation Promissory Notes, Series 2022B. John Mehan, Managing Director of Robert W. Baird & Co. will present the bids. Caleb White 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, Series 2022B is included in the electronic Board packet.

**Recommendation:** *Approve the resolution awarding the sale of \$4,000,000 General Obligation Promissory Notes, Series 2022B.*

**B. Procurement Bid: New UW56 Bobcat Toolcat**

Bids were sought for a new UW56 Bobcat Toolcat. The public bid opening was held virtually on September 30, 2022, with three vendors responding to the bid request from a total of 8 plan holders. Information on leasing rather than purchasing the Toolcat was also investigated. Mr. White will present a summary of the bids received and provide the leasing information to the Board members. The summary is included in the electronic Board material.

**Recommendation:** *Award the bid for a new UW56 Bobcat Toolcat in the amount of \$60,985.00 to Richie Implement, Cobb, WI.*

**C. Wisconsin Code of Ethics Resolution**

A resolution indicating college employees to whom the Wisconsin Code of Ethics for Public Officials and Employees applies is available electronically with all other material. This is an annual resolution that comes before the Board for approval.

**Recommendation:** *Approve the Code of Ethics Resolution as presented.*

**D. Concept Review: Artisanal Modern Meat Butchery Technical Diploma (30-316-x)**

Included in the electronic Board material is a Concept Review for a Technical Diploma in Artisanal Modern Meat Butchery (30-316-x). Kim Maier, Executive Dean, will present the information at the Board meeting. Also included in the

electronic material is a Board Resolution requesting approval. If approved, the Concept Review and the Board Resolution will be sent to the Wisconsin Technical College System Office.

**Recommendation:** *Approve the Concept Review for the Artisanal Modern Meat Butchery Technical Diploma (30-316-x)*

**E. 2022-23 Employee Compensation**

Krista Weber, Chief Human Resources Officer, and Caleb White will present a proposal to complete step 3 of the 2022-2023 employee compensation proposal presented in May 2022 with consideration of additional compensation options to be presented.

**Recommendation:** *Increase regular employee pay by 1.7% as of the first paycheck in January 2023 to complete the second and final step in attaining the WERC CPI-U wage adjustment for July 1, 2022.*

**BOARD MONITORING OF COLLEGE EFFECTIVENESS**

**A. 2023-24 Budget Process**

Caleb White will present the 2023-24 budget process. An outline of the process is available electronically with all other Board material.

**B. SWTC Foundation Quarterly Report**

Kim Schmelz, Director of Foundation, will present a quarterly Foundation report to the Board highlighting the activities and results of fundraising efforts and other initiatives. The FY 2023 1<sup>st</sup> Quarter report is available with the electronic Board material.

**C. SWTC Real Estate Foundation Quarterly Report**

Caleb White will present a quarterly Real Estate Foundation report to the Board highlighting the resident life, board members and future investments. The FY 2023 2nd Quarter report is available with the electronic Board material.

**D. Staffing Update**

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

**INFORMATION AND CORRESPONDENCE**

**A. Enrollment Report**

**1. FY 2023 Comparison FTE Report**

**2. FY 2024 Application Report**

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

**B. Chairperson's Report**

**C. College President's Report**

1. Review Governance Policies: 3.7 ~ Communication & Counsel to the Board; 4.1 ~ College Vision
2. Save the Date: Platteville Chamber of Commerce's "Good Morning, Platteville" ~ 1/26/2023
3. College Teams Attending Conferences
4. Executive Board Leadership Committee Meeting Agenda Topics

**D. Other Information Items**

**ESTABLISH BOARD AGENDA ITEMS FOR NEXT MEETING**

**A. Agenda**

1. Fund & Account Transfers (2022-23 Budget Modifications)
2. Financial Audit
3. Board Monitoring Report – Student Access

**B. Time and Place**

**ADJOURN TO CLOSED SESSION**

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

1. **Discussing personnel issues** 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 legal issues** per Wis. Stats. 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.}

**B. Approval of Closed Session Minutes from October 20, 2022**

**RECONVENE TO OPEN SESSION**

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

**ADJOURNMENT**

## **Open Meeting**

The following statement will be read: "The November 17, 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), posted on campus, the Platteville Outreach Site, the Richland Center Outreach Site, 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***

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

## **Consent Agenda**

### ***A. Approval of Agenda***



## **BOARD MEETING NOTICE/AGENDA**

Thursday, November 17, 2022

6:00 p.m. – Adult Basic Education Spotlight

6:30 p.m. – Dinner

7:00 p.m. – Regular District Board Meeting

Southwest Tech  
1800 Bronson Boulevard  
Fennimore, WI 53809  
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 Retreat/Meeting of October 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. Resolution Awarding the Sale of \$4,000,000 General Obligation Promissory Notes, Series 2022B
- B. Procurement Bid: New UW56 Bobcat Toolcat
- C. Wisconsin Code of Ethics Resolution
- D. Concept Review: Artisanal Modern Meat Butchery Technical Diploma (30-316-x)
- E. 2022-23 Employee Compensation

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

- A. 2023-24 Budget Process
- B. SWTC Foundation Quarterly Report
- C. SWTC Real Estate Foundation Quarterly Report
- D. Staffing Update

### **INFORMATION AND CORRESPONDENCE**

- A. Enrollment Report
  - 1. FY 2023 Comparison FTE Report
  - 2. FY 2024 Application Report
- B. Chairperson's Report
- C. College President's Report
  - 1. Review Governance Policies: 3.7 ~ Communication & Counsel to the Board; 4.1 ~ College Vision
  - 2. Save the Date: Platteville Chamber of Commerce's "Good Morning, Platteville" ~ 1/26/2023
  - 3. College Teams Attending Conferences
  - 4. Executive Board Leadership Committee Meeting Agenda Topics
- D. Other Information Items

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

- A. Agenda
  - 1. Fund & Account Transfers (2022-23 Budget Modifications)
  - 2. Financial Audit
  - 3. Board Monitoring Report – Student Access
- B. Time and Place

### **ADJOURN TO CLOSED SESSION**

- A. Consideration of adjourning to closed session for the purpose of
  1. Discussing personnel issues 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 legal issues per Wis. Stats. 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.}
- B. Approval of Closed Session Minutes from October 20, 2022

### **RECONVENE TO OPEN SESSION**

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

### **ADJOURNMENT**

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

### ***B. Minutes of the Board Retreat / Regular Meeting of October 20, 2022***

#### **MINUTES OF THE BOARD RETREAT/REGULAR MEETING OF THE BOARD OF DIRECTORS OF SOUTHWEST WISCONSIN TECHNICAL COLLEGE OCTOBER 20, 2022**



The Board of Southwest Wisconsin Technical College met in open session of the Board retreat/regular meeting commencing at 12:38 p.m. on October 20, 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, Tracy Fillback, Jeanne Jordie, Chris Prange, Donald Tuescher, Crystal Wallin

Absent: Jane Wonderling

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

- SWTC Foundation Board members:  
Helen Mar Adams, Theresa Braudt, Lisa Gotzinger, Anthony Isabell, Rose Kelley, Sara Saylor, Kris Schoville, Natalie Tollefson

- SWTC Real Estate Foundation Board members:  
Brad Biddick, Daniel Glass, Ryan Rands, Kevin Raisbeck, Ben Wood
- Liz Murphy, CampusWorks; Sarah Delegee, CampusWorks (Remote)
- Jon Anderson, SWTC Legal Counsel

SWTC President Jason Wood and SWTC Executive Team Members: Heath Ahnen, Holly Clendenen, Derek Dachelet, Katie Garrity, Katie Glass, Dan Imhoff, Cynde Larsen, Kim Maier, Lori Needham, Krista Weber, and Caleb White.

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 RETREAT / MEETING NOTICE AND AGENDA**

Thursday, October 20, 2022  
Southwest Tech Campus  
1800 Bronson Blvd., Fennimore, WI 53809

11:00 a.m. – 12:30 p.m.	Foundation Donor Appreciation Luncheon & Program (Lenz Center)
12:30 p.m. – 1:30 p.m.	Joint Meeting: District, SWTC Foundation & SWTC Real Estate Foundation Boards (Room 430)
1:30 p.m. – 5:30 p.m.	District Board Retreat (Room 430)
5:30 p.m. – 6:00 p.m.	District Board Dinner (Room 430)
6:15 p.m.	District Board Meeting (Room 430)

## **AGENDA**

***12:30 p.m. – District Board Meets Jointly with  
SWTC Foundation & SWTC Real Estate Foundation Boards  
Room 430***

### **OPEN MEETING**

The following statement will be read: "The October 20, 2022, retreat/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), posted on campus, the Platteville Outreach Site, the Richland Center Outreach Site, 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

### **STUDENT SUCCESS NOW AND INTO THE FUTURE**

- A. Review of College Health Indicators and Student Success Research
- B. Outcomes Review – Board Monitoring of Student Access

***1:30 p.m. – District Board Retreat ~ Room 430***

### **BOARD RETREAT**

- A. Project RISE / ERP Discussions
- B. Board Development & Policy Question/Answer

***5:30 p.m. – Dinner ~ Room 430***

***6:15 p.m. – Regular Board Meeting ~Room 430***

### **OPEN MEETING**

- A. Reports/Forums/Public Input

### **CONSENT AGENDA**

- A. Approval of Agenda
- B. Minutes of the Regular Meeting of September 22, 2022
- C. Financial Reports
  - 1. Purchases Greater than \$2,500
  - 2. Treasurer's Cash Balance
  - 3. Budget Control
- D. Contract Revenue
- E. Personnel Items
- F. American Association of Community Colleges Membership

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

- A. Resolution for Adoption of 2022 Tax Levy
- B. Resolution Authorizing the Issuance of Not to Exceed \$4,000,000 General Obligation Promissory Notes, Series 2022B; and Setting the Sale
- C. Procurement Bid 2223-03: 2021 or Newer Dodge RAM 1500
- D. Procurement Bid 2223-04: New UW56 Bobcat Toolcat
- E. Concept Review: Associate Degree IT – Cybersecurity Specialist (10-151-2)

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

- A. Review of Purchasing Activity
- B. Staffing Update

### **INFORMATION AND CORRESPONDENCE**

- A. Enrollment Report
  - 1. FY 2023 Comparison FTE Report
- B. Chairperson's Report
  - 1. Voting Delegate – Annual ACCT Leadership Congress (Oct. 26-29, 2022)

- C. College President's Report
  - 1. Review Board Policies 3.5: Financial Condition and 3.6: Asset Protection
  - 2. Strategic Directions (2022-2025)
  - 3. Update on Sale of Property: Brownwood Road & Bronson Boulevard
  - 4. Dodgeville Outreach Site Update and Partnership
  - 5. College Happenings
- D. Other Information Items

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

- A. Agenda
  - 1. Fund & Account Transfers (2021-22 Budget Modifications)
  - 2. WI Code of Ethics Resolution
  - 3. Foundation Quarterly Report
  - 4. Real Estate Foundation Quarterly Report
  - 5. Student Access Monitoring Report
  - 6. 2021-22 Budget Process
- B. Time and Place
  - 1. Thursday, November 17, 2022, at 7:00 p.m. at Southwest Tech Campus

### **ADJOURN TO CLOSED SESSION**

- A. Consideration of adjourning to closed session for the purpose of
  - 1. Discussing personnel issues 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 legal issues per Wis. Stats. 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.}
- B. Approval of Closed Session Minutes from July 11, 2022, and September 22, 2022

### **RECONVENE TO OPEN SESSION**

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

### **ADJOURNMENT**

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

President Jason Wood thanked the District, Foundation and Real Estate Foundation Boards for gathering for a joint meeting. He believes that meeting and working together will lead to an impact on every Southwest Tech student and graduate.

Tyler Platz, Data Analyst, led an interactive activity relaying the results of recent in-depth analysis of Southwest Tech student data including the factors which affect

student outcomes (retention, graduation, and transfer). Mandy Henkel, Director of College Effectiveness/Accreditation Liaison Officer, related the interactive exercise to the Southwest Tech College Health Indicators. Ms. Henkel defined each indicator and described their alignment with strategic initiatives and added that the indicators are the key measurements used to inform College stakeholders of Student and College success specific to the College's strategic decisions. Emphasis is placed on Indicator #1 Equity in Student Learning, with high focus on Special Populations.

A review of Board Monitoring of Student Access was presented by Holly Clendenen, Chief Student Services Officer. The Board provided feedback for ways to enhance the reporting with hopes to improve student success.

The District Board retreat included a Project RISE / ERP discussion updating the progress, project timeline, and budget. Future project options and considerations were also discussed, as well as cost considerations, an updated timeline, and staffing plans. Guidance was provided by Liz Murphy, President of CampusWorks, and Jon Anderson, SWTC Legal Counsel. The Board extended full support to President Wood to continue contract negotiations with Anthology.

Board Development conversation included member attendance and using a self-assessment tool to assess the Board as a whole.

Mr. Prange moved, seconded by Ms. Wallin, to adjourn to Closed Session to discuss personnel issues per Wisconsin Statutes 19.85(1)(c) and to discuss legal issues per Wisconsin Statutes 19.85 (1)(g). Upon a roll call vote all members that were present voted affirmatively: Mr. Bolstad, Mr. Enright, Ms. Fillback, Ms. Jordie, Mr. Prange, Mr. Tuescher, and Ms. Wallin. The motion carried and the meeting adjourned to closed session at 5:00 p.m.

The Board reconvened to open session at 5:23 p.m. with no action taken and then recessed for dinner at 5:24 p.m. At 6:15 p.m. members reconvened.

After a review of the Consent Agenda, including the October 20, 2022, agenda; September 22, 2022, Board meeting minutes; financial reports; six contracts totaling \$13,848.92 in September 2022; employment recommendation for Margaret Gardner, Reference & Instruction Librarian and the resignation of Craig Woodhouse, Regional Engagement Coordinator; and the 2023 membership renewal to the American Association of Community Colleges for \$3,549.00, Mr. Bolstad moved, seconded by Mr. Enright, to approve the Consent Agenda, as presented. Motion adopted.

The resolution authorizing Southwest Wisconsin Technical College to levy taxes for 2022, in the amounts of \$5,016,626 for operational expenses and \$6,510,000 for debt retirement for a total tax levy of \$11,526,626, was presented for approval. Caleb White, Vice President for Administrative Services, provided a summary of the factors that impact the tax levy noting that the valuation in the district increased significantly this year. Mr. Blume moved to approve as presented, seconded by Ms. Jordie, the

Resolution Providing for Tax Levy for the Year 2022. Upon a roll call vote all members that were present voted affirmatively: Ms. Jordie, Ms. Fillback, Mr. Enright, Mr. Bolstad, Mr. Blume, Mr. Tuescher, Mr. Prange, and Ms. Wallin. The motion to approve the Resolution Providing for Tax Levy for the Year 2022, as presented, was carried.

Mr. White presented the resolution to borrow up to the amount of \$4,000,000 for the public purpose of paying the cost of acquiring movable equipment is being requested. Mr. White also noted the sale will be in November 2022. Mr. Prange moved to approve, seconded by Mr. Blume, the resolution authorizing the issuance of not to exceed \$4,000,000 general obligation promissory notes, Series 2022B; and setting the sale. Upon a roll call vote all members that were present voted affirmatively: Mr. Bolstad, Mr. Blume, Mr. Enright, Ms. Jordie, Mr. Tuescher, Ms. Wallin, Ms. Fillback, and Mr. Prange. The motion to approve the resolution authorizing the issuance of not to exceed \$4,000,000 general obligation promissory notes, Series 2022B; and setting the sale, was adopted.

The bid summary for a 2021 or newer Dodge RAM 1500 (Bid 2223-03) was summarized by Mr. White. It was noted that the public bid was held virtually on September 30, 2022, with one vendor responding to the bid request from a total of two plan holders. Mr. Enright moved, seconded by Ms. Wallin, to award the bid for a 2021 or new Dodge RAM 1500 in the amount of \$64,719.00 to Les Mack, Lancaster, WI. Motion carried.

Mr. White presented a bid summary for a new UW56 Bobcat Toolcat (2223-04). It was noted that the public bid opening was held virtually on September 30, 2022, with three vendors responding to the bid request from a total of 8 plan holders. Mr. Bolstad moved, seconded by Mr. Enright, to award the bid for a new UW 56 Bobcat Toolcat in the amount of \$60,985.00 to Richie Implement, Cobb, WI. Upon member debate, the question was asked to Mr. White about the potential to lease, rather than purchase, the Toolcat. There was a request to investigate this option before approving the purchase as presented. Chairperson Tuescher called for a voice vote asking if the Board would like to adopt the motion for awarding the procurement bid, as presented. Two members voted yay; six members voted nay. Based on the voice vote results, the motion to approve the procurement bid, as presented, was not carried. Chairperson Tuescher asked Mr. White to investigate leasing as an option, rather than purchasing the UW56 Bobcat, and asked him to present his findings at the November Board meeting.

Derek Dachelet, Executive Dean, presented a Concept Review for a new Associate Degree in IT-Cybersecurity Specialist (Program Number 10-151-2). He noted that the industry has changed dramatically over the years and that this new program is the existing IT-Network Specialist program with several modifications. There are enough modifications that warrant a brand-new program to replace the prior. Ms. Wallin moved, seconded by Ms. Fillback, to approve the Concept Review for an Associate Degree in IT-Cybersecurity Specialist (Program Number 10-151-2). Motion carried.

A six-year Purchase Card Activity Summary report and a listing of the FY2022 >\$50,000 Vendors were presented to the Board by Caleb White. Mr. White noted the purchase card activity was down slightly from last year.

Krista Weber, Chief Human Resources Officer, provided an update on College staffing. She noted that the Multicultural Success Coach and Reference & Instructional Librarian positions have been filled. In addition, a Systems Analyst was just posted.

The Board reviewed the Enrollment Report noting that the FTE count has increased 2.10 percent compared to this time last year.

Under the Chairperson's Report, Mr. Tuescher informed the Board that the College is entitled to one vote at the upcoming Association of College Trustees (ACCT) Leadership Conference on October 26-29, 2022, in New York City. Board trustee Chuck Bolstad will be attending and representing Southwest Tech as the voting delegate.

Under the College President's Report President Wood asked the Board for recommendations for updates to Governance Policies 3.5 – Financial Condition and 3.6 – Asset Protection. The Board did not have any recommendations for updates or changes.

President Wood reminded the Board that the Strategic Directions (2022-2025) document will be utilized as a roadmap in front of administration, faculty and staff as the team works into the future. The Board requested that this document be placed in future Board packets for easy reference.

The President's update on the sale of property Brownwood Road and Bronson Boulevard included that the sale is near completion and that the transfer is expected to go through without any issues.

President Wood presented an update regarding the Dodgeville Outreach and Partnership with Iowa County. He noted that the Iowa County Board is preparing to present an MOU to the SWTC Real Estate Foundation. The agreement specifies that that both parties will enter a partnership where each exercises due diligence working through the processes in relation to the property transfer.

College Happenings reported by President Wood included:

- Dr. Wood will be bringing a compensation increase recommendation to the District Board next month.
- Close to 200 high school students here for Ag Day today, October 20, 2022.
- Midwifery program students, along with three instructors, were on campus this week.
- Congratulations to the Clay Target trapshooting team for their 1<sup>st</sup> place finish in the conference this week!
- The Graphic Web Design 2<sup>nd</sup> year students and instructors are currently at a conference in Los Angeles, CA.
- Human Service Associate student club attended an event at Wisconsin Dells.



Other informational items discussed included an update from Mr. Bolstad and Mr. Prange that the fall quarter's District Boards Association meeting held a very educational session on parliamentary procedure.

With no further business to come before the Board, Mr. Blume moved to adjourn the meeting, seconded by Ms. Wallin. The motion carried and the meeting adjourned at 7:13 p.m.

---

Crystal Wallin, Secretary

## C. Financial Reports

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

**SOUTHWEST WISCONSIN TECHNICAL COLLEGE  
PURCHASES GREATER THAN \$2,500  
FOR THE PERIOD 10/01/2022 - 10/31/2022**

Vendor	Expenditure Invoice #	Description	Amount
Fowler	21051-7	300/400 REMODEL	344,969.70
Sikich	Sikich - Oct 2022	Sikich - Oct 2022	310,247.47
Fowler	21051-6	300/400 RENO	276,917.60
Hewlett-Packard	600754550	LEASE	200,993.03
SWTC REF	FALL 2223	FALL 2223 HOUSING	132,698.36
IRS	SWTC-140004236	Staff PP 2022-21 10122022 15076	121,815.40
National Business	ZK187346	300/400 FURNITURE	106,642.56
WRS-PR	WRS 10.14.22	WRS 10.14.22	99,318.77
WRS-PR	WRS Faculty 10.14.22	WRS Faculty 10.14.22	95,667.52
EPA	200092	300/400 RENO IT EQUIP	87,728.48
Creative Bus	173632	FURNITURE FOR 300/400	63,795.00
Gordon Flesch	IN13842250	COPIERS	50,565.35
Braun	4865	PAINTING	40,650.00
Campus Works	10402	ERP	29,167.00
Marianna	001-020463-22	SALON SUPPLIES	26,850.78
EPA	200093	300/400 RENO IT EQUIP	23,978.45
EPA	200119	300/400 RENO IT	22,207.00
WI DOR- PR	SWTC-140004239	Staff PP 2022-21 10122022 15076	20,536.48
Healthequity	HSA 10.14.22	HSA 10.14.22	17,380.27
SWTC REF	SUM 2223	HOUSING 2223	14,878.03
eCampus.com	6557-220831-430	AUG BILLING	14,567.12
MEAC	3638	MIDWIFERY PRGM ACCRED	13,279.00
CDW	CR90827	APC SMART UPS SRT	13,145.88
Vanguard	56610	HP ELITEBOOKS - DARLINGTON	10,541.44
eCampus.com	6557-220930-2639	BOOK VOUCHERS	10,124.49
Great West	WI Deferred 10.14.22	WI Deferred 10.14.22	10,014.21
SWTC REF	PREVIOUS TERM	HOUSING PREVIOUS TERMS	7,652.47
Trane	313016352	SVC AGREEMENT	7,592.83
HLC	H16577	MEMBERSHIP	7,000.00
Gordon Flesch	IN13842500	PRINTER	6,435.00

Expenditure			
Vendor	Invoice #	Description	Amount
3371850	2065440	Student Refund	6,057.75
Delta	Delta 10.13-10.19	Delta 10.13-10.19	5,920.90
Delta	Delta 10.06-10.12	Delta 10.06-10.12	5,518.18
3286604	2063372	Student Refund	5,000.00
Signs to Go	31187	SIGNAGE	4,695.00
Dubuque Glass	1202749	DOORS	4,621.35
Supreme Graphics	149098	PREVIEW GUIDE	4,580.00
H & N	10239	SINK INSTALL/EYE WASH	4,085.00
2104742	2065134	Student Refund	3,836.00
3265965	2064425	Student Refund	3,642.56
US Omni	Vanguard 10.14.22	Vanguard 10.14.22	3,608.34
Lakeshore Technical	L00013957	CTSO MEMBERSHIP DUES	3,600.00
CLA	3394253	AUDIT SERVICES	3,583.00
AACC	10000177889	YEARLY FEES	3,549.00
WTA Properties	NOV '22 RENT	NOVEMBER RENT	3,502.00
3256619	2065179	Student Refund	3,475.00
PCARD-Badger Welding	485472224	ELECTRODE	3,435.00
Constellation	3586122	UTILITIES	3,393.83
3371816	2063391	Student Refund	3,388.49
Empathia	44975	TRAUMA RESPONSE	3,375.00
UWSP	83966	MENTAL HEALTH CONF	3,365.00
3371473	2064445	Student Refund	3,323.00
3269189	2060969	Student Refund	3,291.94
3256619	2064423	Student Refund	3,278.52
3286030	2063374	Student Refund	3,249.26
2682962	2064418	Student Refund	3,229.74
3370005	2065414	Student Refund	3,146.00
Grainger	9425436756	FLOOR BOX COVER	3,103.38
Convergeone	IE9081400	MAINTENANCE	2,995.00
3290022	2060990	Student Refund	2,941.71
3290715	2065339	Student Refund	2,881.00
3307881	2064441	Student Refund	2,860.00
Constellation	3567212	UTILITIES	2,845.71
2634070	2060963	Student Refund	2,840.52
3286229	2060980	Student Refund	2,838.64
3273137	2065203	Student Refund	2,651.00
3290853	2065346	Student Refund	2,651.00
3307894	2065354	Student Refund	2,651.00
Reinhart	283065/284893	CAFE SUPPLIES	2,638.97

Expenditure			
Vendor	Invoice #	Description	Amount
3267869	2065195	Student Refund	2,637.05
3283610	2064429	Student Refund	2,632.89
2527121	2065121	Student Refund	2,599.00
3258121	2065181	Student Refund	2,599.00
3269189	2065198	Student Refund	2,599.00
3285199	2065262	Student Refund	2,599.00
3287579	2065287	Student Refund	2,599.00
3289120	2065298	Student Refund	2,599.00
3290445	2065324	Student Refund	2,599.00
2705170	2065136	Student Refund	2,598.00
Reinhart	272968	CAFE FOOD/SUPPLIES	2,591.76
3371473	2065434	Student Refund	2,587.00
3289004	2060988	Student Refund	2,573.00
3287983	2060987	Student Refund	2,542.75
Total Invoices			\$2,363,362.93
Bank Withdrawals			
Vendor	Transaction Date	Audit Trail	Amount
WI DEPT REVENUE TAXPAYMNT - Sept 20022	10/19/2022	GNJL004913	9,530.78
Delta Dental WI ASO Pym	10/5/2022	GNJL004870	6,606.69
WAGeworks FSA RECEIVABLE INV4279102	10/6/2022	GNJL004871	3,435.95
WAGeworks FSA RECEIVABLE INV4300240	10/13/2022	GNJL004903	2,934.15
MERCHANT SERVICE MERCH FEE - Sept	10/3/2022	GNJL004864	2,878.20
Total Bank Withdrawals			\$25,385.77
Payroll			
Payroll Period	Payroll Date	Amount	
10/14/2022 Payroll	10/14/2022	400,781.92	
10/28/2022 Payroll	10/28/2022	400,250.28	
Total Payroll			\$801,032.20
Total Purchases >= \$2,500			\$3,189,780.90

## 2. Treasurer's Cash Balance

Southwest Wisconsin Technical College			
Report of Treasurers Cash Balance 10/31/2022			
<b>Receipts</b>			
Fund			
1 General	729,533.00		
2 Special Revenue	-		
3 Capital Projects	163.00		
4 Debt Service	-		
5 Enterprise	90,608.00		
6 Internal Service	334,224.00		
7 Financial Aid/Activities	1,512,771.00		
<b>Total Receipts</b>		<b>2,667,299.00</b>	
<b>Expenses</b>			
Fund			
1 General	1,716,089.00		
2 Special Revenue	-		
3 Capital Projects	1,077,675.00		
4 Debt Service	-		
5 Enterprise	113,747.00		
6 Internal Service	338,734.00		
7 Financial Aid/Activities	722,774.00		
<b>Total Expenses</b>		<b>3,969,019.00</b>	
<b>Net cash change - month</b>			<b>(1,301,720.00)</b>
<b>EOM Cash Balances</b>			
-Midwest One Operating 0356	9,528.74		
-Midwest One Investment 1324	13,476,294.91		
-Cash on Hand	2,940.00		
-Local Government Investment Pool	1,241,630.04		
<b>Ending Cash/Investment Balance</b>		<b>14,730,393.69</b>	

### 3. Budget Control

Southwest Wisconsin Technical College							
YTD Summary for Funds 1-7							
For 4 Months ended October 2022							
	<b>2022-23 Budget</b>	<b>2022-23 YTD Actual</b>	<b>2022-23 Percent</b>	<b>2021-22 Percent</b>	<b>2020-21 Percent</b>	<b>2019-20 Percent</b>	<b>2018-19 Percent</b>
General Fund Revenue	24,757,300.00	5,585,466.04	22.56	24.47	26.42	22.95	22.66
General Fund Expenditures	25,265,400.00	7,759,419.10	30.71	28.55	35.16	29.17	29.00
Capital Projects Fund Revenue	4,275,000.00	100,794.37	2.36	0.47	0.22	0.06	99.07
Capital Projects Fund Expenditure	5,134,000.00	254,757.01	4.96	2.53	13.03	8.40	10.36
Debt Service Fund Revenue	6,538,500.00	-	-	-	-	-	-
Debt Service Fund Expenditures	7,401,644.00	-	-	-	-	-	0.50
Enterprise Fund Revenue	1,547,000.00	458,154.85	29.62	39.17	47.87	43.20	37.74
Enterprise Fund Expenditure	1,815,700.00	509,556.30	28.06	65.93	36.57	41.70	29.71
Internal Service Fund Revenue	4,455,000.00	1,338,458.44	30.04	26.24	29.98	28.14	9.28
Internal Service Fund Expenditure:	4,455,000.00	1,387,420.49	31.14	30.02	30.92	30.16	31.68
Trust & Agency Fund Revenue	8,302,800.00	2,522,525.79	30.38	35.31	19.11	30.61	27.15
Trust & Agency Fund Expenditure:	7,702,800.00	2,862,338.97	37.16	32.68	30.56	33.76	35.21
<b>Grand Total Revenue</b>	<b>49,875,600.00</b>	<b>10,005,399.49</b>	<b>20.06</b>	<b>22.26</b>	<b>20.54</b>	<b>20.91</b>	<b>28.49</b>
<b>Grand Total Expenditures</b>	<b>51,774,544.00</b>	<b>12,773,491.87</b>	<b>24.67</b>	<b>24.63</b>	<b>26.83</b>	<b>24.88</b>	<b>25.53</b>

### ***D. Contract Revenue***

There were 31 contracts totaling \$134,024.95 in October 2022 being presented for Board approval. The Contract Revenue Report is below.

2022-2023 CONTRACTS 10/1/2022 to 10/31/2022							INDIRECT COST FACTOR		
<u>Contract Holder</u>	<u>Contract #</u>	<u>Service Provided</u>	<u>Contact</u>	<u>Number Served</u>	<u>Price</u>	<u>Exchange of Services</u> (Instructional Fees Waived)	<u>On-Campus</u>	<u>Off-Campus</u>	<u>Waiver</u>
Plain Ambulance Service	03-2023-0034-T-42	EMT 1 Participant Agreement	Ken Bartz		\$ 2,253.30	No		X	
CESA 3	03-2023-0035-I-11	CollEDGE Up - Gear Up - Fall 22/23 Economics	Kim Maier	14	\$ 6,297.90	No			X
CESA 3	03-2023-0035-I-11	CollEDGE Up - Gear Up - Fall 22/23 Intro to Diversity Studies	Kim Maier	53	\$ 24,291.90	No			X
CESA 3	03-2023-0035-I-11	CollEDGE Up - Gear Up - Fall 22/23 Intro to Psychology	Kim Maier	57	\$ 25,641.45	No			X
CESA 3	03-2023-0035-I-11	CollEDGE Up - Gear Up - Fall 22/23 Speech	Kim Maier	28	\$ 12,595.80	No			X
CESA 3	03-2023-0036-I-11	CollEDGE Up - Nursing - Fall 22/23 Medical Terminology	Kim Maier	14	\$ 5,598.05	No			X
CESA 3	03-2023-0037-I-11	CollEDGE Up - Healthcare - Fall 22/23 Fundamentals of Chemistry	Kim Maier	9	\$ 2,212.60	No			X
CESA 3	03-2023-0037-I-11	CollEDGE Up - Healthcare - Fall 22/23 Medical Terminology	Kim Maier	20	\$ 8,747.00	No			X
CESA 3	03-2023-0038-I-11	CollEDGE Up - Lab Science - Sum 22/23 Lab Science Practicum	Kim Maier	8	\$ 2,371.20	No			X
CESA 3	03-2023-0038-I-11	CollEDGE Up - Lab Science - Fall 22/23 Basic Lab Skills	Kim Maier	2	\$ 366.90	No			X
CESA 3	03-2023-0038-I-11	CollEDGE Up - Lab Science - Fall 22/23 Quality Lab Skills	Kim Maier	2	\$ 366.90	No			X
CESA 3	03-2023-0038-I-11	CollEDGE Up - Lab Science - Fall 22/23 Quality Lab Microbiology	Kim Maier	2	\$ 733.80	No			X
CESA 3	03-2023-0038-I-11	CollEDGE Up - Lab Science - Fall 22/23 QA Lab Math	Kim Maier	2	\$ 305.90	No			X
CESA 3	03-2023-0039-I-11	CollEDGE Up - CNC - Fall 22/23 Intro to Manual Lathe	Kim Maier	7	\$ 1,333.15	No			X
CESA 3	03-2023-0039-I-11	CollEDGE Up - CNC - Fall 22/23 Intro to Manual Mill	Kim Maier	7	\$ 1,333.15	No			X



<u>Contract Holder</u>	<u>Contract #</u>	<u>Service Provided</u>	<u>Contact</u>	<u>Number Served</u>	<u>Price</u>	<u>Exchange of Services</u> (Instructional Fees Waived)	<u>On-Campus</u>	<u>Off-Campus</u>	<u>Waiver</u>
CESA 3	03-2023-0039-I-11	ColLEDGE Up - CNC - Fall 22/23 Intro to Mastercam Mill 2D	Kim Maier	7	\$ 1,070.65	No			X
CESA 3	03-2023-0039-I-11	ColLEDGE Up - CNC - Fall 22/23 Intro to Print Reading	Kim Maier	7	\$ 1,070.65	No			X
CESA 3	03-2023-0039-I-11	ColLEDGE Up - CNC - Fall 22/23 Intro to Quality Practices & Measurement	Kim Maier	7	\$ 1,333.15	No			X
CESA 3	03-2023-0039-I-11	ColLEDGE Up - CNC - Fall 22/23 Intro to Surface Grinding	Kim Maier	7	\$ 1,333.15	No			X
CESA 3	03-2023-0039-I-11	ColLEDGE Up - CNC - Fall 22/23 Machine Shop Safety Practices & Maint	Kim Maier	7	\$ 1,333.15	No			X
CESA 3	03-2023-0039-I-11	ColLEDGE Up - CNC - Fall 22/23 Manual Machine Speeds & Feeds	Kim Maier	7	\$ 1,333.15	No			X
CESA 3	03-2023-0039-I-11	ColLEDGE Up - CNC - Fall 22/23 Tooling & Materials Manufacturing	Kim Maier	7	\$ 1,333.15	No			X
CESA 3	03-2023-0039-I-11	ColLEDGE Up - CNC - Fall 22/23 Adv Manual Lathe Machine	Kim Maier	7	\$ 1,333.15	No			X
CESA 3	03-2023-0039-I-11	ColLEDGE Up - CNC - Fall 22/23 Advanced Manual Mill	Kim Maier	7	\$ 1,333.15	No			X
CESA 3	03-2023-0039-I-11	ColLEDGE Up - CNC - Fall 22/23 Advanced Print Reading	Kim Maier	7	\$ 1,333.15	No			X
CESA 3	03-2023-0040-I-11	ColLEDGE Up - EMT/Firefighter - Fall 22/23 Firefighting Principles	Kim Maier	2	\$ 1,327.60	No			X
CESA 3	03-2023-0040-I-11	ColLEDGE Up - EMT/Firefighter - Fall 22/23 Haxmat Awareness & Ops	Kim Maier	1	\$ 301.40	No			X
CESA 3	03-2023-0041-I-11	ColLEDGE Up - Pistons to Pathways - Fall 22/23 Automotive Maint	Kim Maier	36	\$ 18,300.60	No			X
CESA 3	03-2023-0041-I-11	ColLEDGE Up - Pistons to Pathways - Fall 22/23 Applied Auto Maint	Kim Maier	9	\$ 1,375.65	No			X
CESA 3	03-2023-0042-I-11	ColLEDGE Up - Criminal Justice - Fall 22/23 Introductions to Corrections	Kim Maier	10	\$ 4,498.50	No			X
Livingston Fire and First Response	03-2023-0094-T-42	EMT 1 Participant Agreement	Ken Bartz		\$ 965.70	No		X	
<b>TOTAL of all Contracts</b>				<b>353</b>	<b>\$ 134,024.95</b>				
Exchange of Services				-	\$ -				
For Pay Service				353	\$ 134,024.95				



### ***E. Personnel Items***

The Personnel Report includes one employment recommendation; two promotion/transfers; and four resignations being presented for approval. The Personnel Report follows.



#### **PERSONNEL REPORT November 7, 2022**

##### **EMPLOYMENT: NEW HIRE**

Name:	Akshay Sukhwai
Title:	Multicultural Success Coach
How many applicants & interviewed	17 applicants/ 5 interviews
Start Date:	10/19/2022
Salary/Wages	\$58,000
Classification	Full-Time
Education and/or Experience	Bachelor's in biology/chemistry with 2 years of multicultural work experience.

##### **PROMOTIONS/TRANSFER**

##### **NEW POSITION**

Holly Straka – Business & Industry Services Specialist	Workforce Innovation Grant Coordinator
Christina Winch – Agriculture Instructor Part-Time	Agriculture Instructor Full-Time

##### **RETIREMENTS / RESIGNATIONS**

Kim Schmelz (last day 12/2/2022)	Director of Foundation
Andy Draus (last day 10/17/2022)	Systems Analyst-Finance, HR & Payroll
Dan Kieffer (last day 12/16/2022)	Farm Operations & Management Instructor
Jenna Taylor (last day 12/16/2022)	Associate Degree Nursing Instructor

**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, Series 2022B***

Bids received on November 17 2022 will be available at the meeting for the sale of \$4,000,000 in General Obligation Promissory Notes, Series 2022B. John Mehan, Managing Director of Robert W. Baird & Co. will present the bids. Caleb White 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 of the \$4,000,000 in General Obligation Promissory Notes, Series 2022B is included below.

**Recommendation:** Approve the resolution awarding the sale of \$4,000,000 General Obligation Promissory Notes, Series 2022B

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

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

WHEREAS, on October 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 \$4,000,000 for the public purpose of paying the cost of acquiring movable equipment (the "Project");

WHEREAS, the District caused a Notice to Electors to be published in The Dodgeville Chronicle on October 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 the Notes to finance acquiring movable equipment;

WHEREAS, no petition for referendum has been filed with the District and the time to file such a petition expires on November 28, 2022;

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 November 17, 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, subject to expiration of the petition period provided for under Section 67.12(12)(e)5, Wisconsin Statutes, without the filing of a sufficient petition for a referendum with respect to the issuance of the Notes. 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 2022B"; shall be issued in the aggregate principal amount of \$4,000,000; shall be dated December 8, 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 June 1 of each year, in the years and 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 June 1, 2023. 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 2023 through 2026 for the payments due in the years 2023 through 2027 in the amounts set forth on the Schedule. The amount of tax levied in the year 2023 shall be the total amount of debt service due on the Notes in the years 2023 and 2024; 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 of or interest on the Notes in the year 2023.

(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 2023 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 2022B" (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 November 17, 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 2022B

MATURITY DATE:	ORIGINAL DATE OF ISSUE:	INTEREST RATE:	CUSIP:
June 1.	December 8, 2022	%	

DEPOSITORY OR ITS NOMINEE NAME: CEDE &amp; 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 June 1, 2023 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 denomination, interest rate and maturity date, issued by the District pursuant to the provisions of Section 67.12(12), Wisconsin Statutes, for [the public purpose] of paying the cost of acquiring movable equipment, as authorized by resolutions adopted on October 20, 2022 and November 17, 2022. Said resolutions are recorded in the official minutes of the District Board for said dates.

QB/76407717.1

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)



## **Rating Action: Moody's assigns Aa2 to Southwest Wisconsin Technical College District, WI's GO notes**

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28 Oct 2022

New York, October 28, 2022 – Moody's Investors Service has assigned a Aa2 rating to Southwest Wisconsin Technical College District, WI's General Obligation Promissory Notes, Series 2022B, in an approximate amount of \$4 million. Moody's maintains the Aa2 rating on the district's outstanding general obligation unlimited tax (GOULT) debt. Following the sale, the district will have about \$26 million debt outstanding.

### **RATINGS RATIONALE**

The Aa2 rating reflects the technical college district's broad tax base in southwestern Wisconsin (Aa1 stable) with solid resident incomes and stabilizing enrollment following a few years of declines driven by the coronavirus pandemic. The rating also reflects the maintenance of strong financial reserves and liquidity despite limited revenue raising ability that is constrained by state control of tuition and fee increases. The district's debt and pension liabilities are modest.

### **RATING OUTLOOK**

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

### **FACTORS THAT COULD LEAD TO AN UPGRADE OF THE RATING**

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

### **FACTORS THAT COULD LEAD TO A DOWNGRADE OF THE RATING**

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

### **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.

### **USE OF PROCEEDS**

The notes will finance building remodeling and improvement projects and acquiring movable equipment that are part of the district's capital improvement plan.

### **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 current enrollment of more than 1,200 students.

#### METHODOLOGY

The principal methodology used in this rating was US Local Government General Obligation Debt published in January 2021 and available at <https://ratings.moodys.com/api/rmc-documents/70015>. Alternatively, please see the Rating Methodologies page on <https://ratings.moodys.com> for a copy of this methodology.

#### REGULATORY DISCLOSURES

For further specification of Moody's key rating assumptions and sensitivity analysis, see the sections Methodology Assumptions and Sensitivity to Assumptions in the disclosure form. Moody's Rating Symbols and Definitions can be found on <https://ratings.moodys.com/rating-definitions>.

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### ***B. Procurement Bid: New UW56 Bobcat Toolcat***

Bids were sought for a new UW56 Bobcat Toolcat. The public bid opening was held virtually on September 30, 2022, with three vendors responding to the bid request from a total of 8 plan holders. Information on leasing rather than purchasing the Toolcat was also investigated. The summary is included below.

**Recommendation:** Award the bid for a new UW56 Bobcat Toolcat in the amount of \$60,985.00 to Richie Implement, Cobb, WI.

Bid # 2223-04 New UW56 Bobcat Toolcat  
Opening held virtually on September 30, 2022 @ 3:00 p.m. CST

Invitations to bid on a New UW56 Bobcat Toolcat. The bid specification included the following:

The public opening of bids was held on September 30, 2022. Three vendors responded to the bid request from a total of 8 plan holders. A summary of the bid is included below.

Vendor Bid Response Form Bid# 2223-04
New UW56 Bobcat Toolcat Base Model with the following options:
<ul style="list-style-type: none"> <li>▪ Deluxe Road Package</li> <li>▪ High Flow Package</li> <li>▪ Heavy Duty Battery</li> <li>▪ Attachment Control</li> <li>▪ Power Back-Tech</li> <li>▪ Radio Option</li> <li>▪ Traction Control</li> <li>▪ Engine Block Heater</li> <li>▪ Interior Trim</li> <li>▪ 29 X 10.5 Trac Tire</li> </ul>
Final bid price should include all fees/charges related to the equipment; freight, assembly, etc.
<ul style="list-style-type: none"> <li>▪ If additional fees relate to this bid, they need to be identified in the final bid cost.</li> </ul>

Vendor	Location	Bid Price
St Joseph Equipment	Norwalk, WI	\$ 63,099.00
<b>Ritchie Implement</b>	<b>Cobb, WI</b>	<b>\$ 60,985.00</b>
Bobcat of Madison	Madison, WI	\$ 61,483.04

**Recommendation:** Award the bid for a New UW56 Bobcat Toolcat in the amount of \$60,985 to Ritchie Implement of Cobb, WI.

#### **Leasing Option**

36-month lease \$48,151.08 with option to buy \$20,748.90. Total: \$68,899.98

60-month lease \$60,301.20 with option to buy \$14,650.40. Total: \$74,951.60

\*Applicable taxes may apply and are not included in any of the leasing costs. Leasing would be an operations expense vs. capital.



### ***C. Wisconsin Code of Ethics Resolution***

A resolution indicating college employees to whom the Wisconsin Code of Ethics for Public Officials and Employees applies is shown below. This is an annual resolution that comes before the Board for approval.

**Recommendation:** *Approve the Code of Ethics Resolution as presented.*

## **RESOLUTION CODE OF ETHICS FOR PUBLIC OFFICIALS AND EMPLOYEES**

Resolved that for purposes of Wisconsin's Code of Ethics for Public Officials and Employees, sec. 19.41 through 19.59, Stats., the Southwest Wisconsin Technical College District Board has designated the following positions deputy, associate, or assistant district directors and indicated its understanding that the current occupants of those positions and their successors to those positions are state public officials to whom Wisconsin's Ethics Code applies:

Jason S. Wood	College President
Holly Clendenen	Chief Student Services Officer
Katie Glass	Executive Director of Marketing
Krista M. Weber	Chief Human Resources Officer
Caleb J. White	Vice President for Administrative Services

Approved this 17th day of November 2022

\_\_\_\_\_  
Donald L. Tiescher, Chairperson

ATTEST:

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



November 2022

### ***D. Concept Review: Artisanal Modern Meat Butchery Technical Diploma (30-316-X)***

Included below is the Concept Review for a Technical Diploma in Artisanal Modern Meat Butchery (30-316-x), followed by the Board Resolution indicating approval.

**Recommendation:** *Approve the Concept Review for the Artisanal Modern Meat Butchery Technical Diploma (30-316-x)*

#### **3-1 CONCEPT REVIEW FORM**

Today's Date: 10/31/2022

College: Southwest Wisconsin



College Contact: Kim Maier

College Contact Phone: 608.822.2463

College Contact Email: kmaier@swtc.edu

Education Director Consulted: K Roberts



Date Consulted: 10/24/2022

WTCS [Calendar of Events](#)

Expected WTCB Concept Review Approval Date: 01/17/2023

Expected WTCB Program Approval Date: 03/14/2023

a. Proposed Aid Code - Program Number: 30-316-X

b. Proposed Credential: TD

c. Proposed Program Title: (limit of 65 characters)

Artisanal Modern Meat Butchery

d. Tentative Program Description: (limit of 550 characters)

The Artisanal Modern Meat Butchery program offers the student a unique opportunity to learn about the entire lifecycle of an animal from an agricultural, meat production, and culinary arts (sausage making) perspective. Students in the program will have the opportunity to learn about farm practices in class and on the farm where you will explore livestock terminology, selection, and care. Students will also learn about identifying, inspect, and process carcasses, as well as prepare and package meat for sale.

e. SOC {Standard Occupational Classification}

51-3021

51-3022

51-3023

1) Please provide your rationale for using the above SOC Code(s): (limit of 275 characters)

Three SOC codes identified for this spectrum of employment opportunities were validated by Lightcast and the Ad-Hoc Advisory Meeting.

☒ Supporting documentation attached as "Attachment A"

Last Modified: 08/23/2021

f. Proposed CIP {Classified Instructional Program} 12.0506

1) Please provide your rationale for using this CIP Code: (limit of 275 characters)

The CIP code identified is the code that aligns with the SOC codes.

☒ Supporting documentation attached as "Attachment B"

g. Mean Starting Hourly Salary: \$ 14.36

h. Single Source Request: (limit of 275 characters)

☒ Not Applicable

☐ Supporting documentation attached as "Attachment C"

i. Summary of Analysis of how this program supports employment demand (limit of 550 characters).  
Refer to Chapter 3 for explanation of required documentation.

Through extensive conversation with local employers and meat processing research, it was determined the program is needed to serve SWTC's district.

☒ Supporting documentation attached as "Attachment D"

j. Advanced Technical Certificate (ATC) programs must include clear description of prior knowledge required as "Attachment E."

☒ Not Applicable

☐ Supporting documentation attached as "Attachment E"

k. Projected job openings per year: Year 1 7      Year 3 21      Year 5 35

Projected completers per year: Year 1 7      Year 3 20      Year 5 25

l. Program method of delivery:

☐ 100% Online      ☐ 100% Face to face      ☒ Hybrid      ☐ Competency Based

m. Documentation of member participation and outcomes of the Ad Hoc/advisory group

☒ Supporting documentation attached as "Attachment F"

Last Modified: 08/23/2021

- n. Summary of initial discussions with other WTCS districts offering a similar or same program. Included is evidence of Notification letter to ISA as described in Chapter One of ESM (limit of 275 characters).

Feedback was positive and supportive. Deans were helpful in their input on topics such as capital investments, enrollment/graduate trends, and employer feedback in their districts. Feedback received validated the concept request.

☒ Supporting documentation attached as "Attachment G"

- o. Documentation of District Board Approval of the Concept Review attached as "Attachment H" ☒

- p. Date of conversation with Financial Aid Manager about program concept and what is needed if we are interested in making program financial aid eligible for our students.

Date: 10/31/22

- q. Equity Prompts: Response to the equity prompts listed in ESM Chapter 3 is required. Indicate the prompts addressed below and include your response as "Attachment I."

- Starting with the November 2021 WTCS Board meeting (9/24/21 submission deadline), colleges are required to respond to one of the equity prompts.
- Starting with the July 2022 WTCS Board meeting (5/27/22 submission deadline), colleges are required to respond to two of the equity prompts.

Equity Prompt 1: **B. Equity in Student Recruitment, Access, Retention & Completion**

*Required starting with the November 2021 WTCS Board Meeting (9/24/21 submission deadline)*

Equity Prompt 2: **D. Program Interface/Alignment with College DEI/Strategic Initiatives**

*Required starting with the July 2022 WTCS Board meeting (5/27/22 submission deadline)*

☒ Supporting documentation attached as "Attachment I"

Signature: Caleb J White Date: 11/09/2022  
District President or Instructional Services Administrator

Printed Name: Caleb J White

When document is complete, please follow your district's procedures for review and submission. The appropriate personnel should submit this form along with all attached documentation in a single .pdf file to [programs@wtcsystem.edu](mailto:programs@wtcsystem.edu).

Last Modified: 08/23/2021

**ATTACHMENT B**  
**CIP Code**

## Detail for CIP Code 12.0506

Print

**Title:** Meat Cutting/Meat Cutter;

**Definition:** A program that prepares individuals to receive, cut, and package animal meat products in commercial establishments and to function as licensed meat cutters/butchers. Includes instruction in product recognition for beef, veal, lamb, pork, poultry, and fancy and smoked meats; retail and wholesale cutting and specialty cuts; packaging and counter display; shop safety; meat sanitation, storage and rotation; quality control; meat handling laws and regulations; and customer service.

**Action:** No Substantive Changes

# **ATTACHMENT A**

## **SOC Codes**



## Butchers and Meat Cutters

51-3021.00

Cut, trim, or prepare consumer-sized portions of meat for use or sale in retail establishments.

**Sample of reported job titles:** Butcher, Meat Clerk, Meat Cutter, Meat Specialist, Meat Trimmer, Meat Wrapper

Summary Details Custom Easy Read Veterans Español

### Contents

#### Occupation-Specific Information

##### Tasks

5 of 12 displayed

- Prepare and place meat cuts and products in display counter to appear attractive and catch the shopper's eye.
- Wrap, weigh, label, and price cuts of meat.
- Cut, trim, bone, tie, and grind meats, such as beef, pork, poultry, and fish, to prepare in cooking form.
- Prepare special cuts of meat ordered by customers.
- Receive, inspect, and store meat upon delivery to ensure meat quality.

## Meat, Poultry, and Fish Cutters and Trimmers

51-3022.00

Updated 2022

Use hands or hand tools to perform routine cutting and trimming of meat, poultry, and seafood.

**Sample of reported job titles:** Beef Trimmer, Breast Trimmer, Chicken Cutter, Deboner, Fish Processor, Meat Cutter, Meat Trimmer, Seafood Processor, Trimmer, Wing Scorer

Summary Details Custom Easy Read Veterans Español

### Contents

#### Occupation-Specific Information

##### Tasks

5 of 13 displayed

- Use knives, cleavers, meat saws, bandsaws, or other equipment to perform meat cutting and trimming.
- Weigh meats and tag containers for weight and contents.
- Inspect meat products for defects, bruises or blemishes and remove them along with any excess fat.
- Cut and trim meat to prepare for packing.
- Separate meats and byproducts into specified containers and seal containers.



# Slaughterers and Meat Packers

51-3023.00

Updated 2022

Perform nonroutine or precision functions involving the preparation of large portions of meat. Work may include specialized slaughtering tasks, cutting standard or premium cuts of meat for marketing, making sausage, or wrapping meats. Work typically occurs in slaughtering, meat packing, or wholesale establishments.

**Sample of reported job titles:** Boning Room Worker, Meat Packager, Meat Packer, Meat Processor, Meat Trimmer, Meat Wrapper, Saw Man, Side Puller, Wrapper

Summary Details Custom Easy Read Veterans Español

Contents

## Occupation-Specific Information

### Tasks

5 of 15 displayed

- Remove bones, and cut meat into standard cuts in preparation for marketing.
- Sever jugular veins to drain blood and facilitate slaughtering.
- Tend assembly lines, performing a few of the many cuts needed to process a carcass.
- Shackle hind legs of animals to raise them for slaughtering or skinning.
- Slit open, eviscerate, and trim carcasses of slaughtered animals.

**ATTACHMENT D**  
**Employment Demand Support**

### **Projected Job Growth**

Projections as listed on Form 3-1 (letter i.) are determined by using the job posting activity of seven unique jobs from January 2022 until August 2022 as reported by Lightcast.

- i. 2022: 7 new jobs annually
- ii. 2022-2025: 7 new jobs x 3 years = 21
- iii. 2022-2027: 7 new jobs x 5 years = 35

## **Job Posting Activity**



### **7 Unique Job Postings**

The number of unique postings for this job from Jan 2022 to Aug 2022.

Additionally, employer job data doesn't fully consider the number of retiring butchers that are expected, which was the feedback from the focus group. Along with the aging population of meat cutters, the Bureau of Labor, Statistics is forecasting a national annual opening of 17,700 over the next decade.



### **Retiring Soon**

Retirement risk is high in your area. The national average for an area this size is 13\* employees 55 or older, while there are 19 here.

### **Mean Starting Salary**

The median annual salary for a Meat Butcher in Southwest Tech's district is \$29,860, which was derived from recent job postings in Lightcast.



#### **Statement of Need for an Artisanal Modern Meat Butchery at Southwest Tech**

According to a report from Wisconsin Farmers Union, local meat processing is crucial for family farms that sell processed meat directly to consumers or through food co-ops and other retail venues. This allows farmers to set their own prices rather than having to sell animals through unpredictable conventional markets; it's an important pathway to ensuring a future for family farms in Wisconsin. But for several years, Wisconsin Farmers Union has heard rising concerns from farmers about meat processing capacity challenges statewide.

The lack of processing capacity is a stumbling block that hinders farmers from growing to meet consumer demand. Farmers throughout the state are reporting processing wait times as far as a year or two out, meaning some are having to reserve butcher appointments even before the animal to be processed is born.

On a national level, meat processing has become increasingly vertically integrated, with four companies controlling a majority of U.S. meat processing. A mere 50 meat plants slaughter and process 98% of the national meat supply — investing in processing is an investment in the security of our food supply.

The issue of meat processing is clearly large and complex. There are aspects that need to be addressed at the state, national, and international levels. There are other aspects that need to be addressed by communities, farmers, or consumers. Because of the complexity of the issue, it will be important for a variety of stakeholders to find their place in solving this issue at both large and local scales.

#### **Laborer**

While there are some promising opportunities for skills education throughout the state, most do not provide program graduates with the breadth and depth of skills they would need to start a new operation. Instead, they focus on accessing entry-level positions within existing operations. Students who provided feedback said that they were unlikely to meet their income needs if they pursued a career pathway in processing after their training.

No matter the scale of the processing plant, all laborers need a safe and ergonomic working environment, a living wage, and access to reasonable benefits to justify this demanding, essential, and skilled workers.

The ability to organize — especially in larger facilities — has been highlighted as an important piece of the labor perspective. It is too easy for the needs of labor to be ignored as an industrial system speeds to meet demand and profit metrics. Farmers and laborers must support each other in fair prices and fair wages.

#### **Build the Labor Force**

More work needs to be done to develop low-cost, high-skill training programs and career pathways to develop future generations of small-scale processors. Training opportunities and encouraging youth to pursue careers in butchery and agriculture were highlighted across the industry. A lack of labor was noted as a stumbling block for the expansion of existing small meat processing facilities.

**Meat Talent Development**

In January 2022, Governor Evers announced he is providing up to \$5 million in American Rescue Plan Act (ARPA) funding for meat talent development programming. This funding will be used to attract students to meat careers, provide financial support to students in Wisconsin meat processing training programs, support program development, and connect the meat processing industry with potential employees.

DATCP will work cooperatively with stakeholders and the industry to implement a program that strengthens Wisconsin's meat processing supply chain and workforce.

**ATTACHMENT G**  
**Initial Discussions with other WTCS**  
**districts**

On November 2, 2022, a notification email was sent to Madison College sharing SWTC's intent to start a Modern Butchery Technical Diploma. The feedback was positive and supportive. Points of guidance were offered in their experience with the development and implementation of the technical diploma.



## Meat Butchery



Kim Maier  
To: rortiz2@madisoncollege.edu



Hello Ramon,

Southwest Tech is investigating new programming in Meat Butchery. As you may know, our rural area in Southwest Wisconsin is woefully lacking in available butchers, and our district constituents have requested reviewing the possibility of starting a short-term technical diploma. The intent of this possible program is to best serve our Southwest Tech district and constituents. We have used EMSI and O-Net data to support this programming and ask for any input you may have.

Thanks,  
Kim Maier

**Kim Maier**

Executive Dean



608.822.2463  
800.362.3322, ext. 2463  
tdd: 608.822.2072

**ATTACHMENT H**  
**Documentation of the District Board**  
**Approval**



Will include when the documentation is ready.

2025-01-01 10:00:00

# **ATTACHMENT I**

## **Equity Prompt**

**Equity in Student Recruitment, Access, Retention & Completion**

The proposed Artisanal Modern Meat Butchery technical diploma will contain a technical diploma and various industry-recognized credentials. Students will have multiple career pathways without first needing to complete an entire associate's degree. Furthermore, the intention is that the program will utilize multiple Universal Design for Learning principles and practices as the campus continues to implement positive academic changes.

**Program Interface/Alignment with College DEI/Strategic Initiatives**

Southwest Tech has set strategic directions (2022-2025) that align with the desired outcomes of the proposed Artisanal Modern Meat Butchery technical diploma. A priority project within the strategic directions plan is to provide access to high-quality academic programming that helps students succeed in the workforce. The campus Academic Plan focuses on emerging industries and revitalizing programs. The proposed program directly aligns with future academic programming goals. Inclusivity is a cornerstone of the campus's strategic directions, and the proposed program will participate in supporting student success by providing a learning environment that focuses on bridging achievement gaps between our special and non-special populations.

**ATTACHMENT E**  
**Ad Hoc Advisory Committee**  
**Members/Minutes**



# Meat Processing Ad Hoc Advisory

## Meeting Minutes

<i>Meeting Date:</i>	September 30, 2022	<i>Time:</i>	10:00 am
<i>Location</i>	Southwest Wisconsin Technical College, Fennimore	<i>Room:</i>	430
<i>Facilitator:</i>	Deb Ihm	<i>Minute Taker:</i>	Holly Straka

Members Present-	Company Represented	Members Present-	SWTC Employees
Jake Sailer	Sailer's Food Market and Meat	Deb Ihm	Director of Agriculture
Curt Zinkle	Piggly Wiggly (Prairie du Chien)	Holly Straka	Business & Industry Services
Josh Crubel	The Butcher Shop	BJ Ragatz	Meat Processing Coordinator
Rick McLimans	Excalibur Seasoning (former owner of Butcher Shop)		
Dianne Handsaker	Wisconsin Association of Meat Processors (WAMP)		

Item 1: Welcome, Introductions, Overview of the Meat Processing Project

<p><b>Discussion:</b> Deb Ihm called the meeting to order at 10:05 am and introductions were made. The agenda was reviewed and the plan for the meeting was shared. The purpose of this meeting is to understand future trends within the meat processing and butchery fields, as well as learn about what education/training is needed in the Southwest Tech five-county district area.</p> <p>Each member was asked to mention an occupational trend they are seeing in the industry when they did their introductions. <b>These trends were mentioned:</b></p> <ul style="list-style-type: none"> <li>• Bottleneck of processing at our local meat lockers</li> <li>• Retiring meat cutters</li> <li>• Lack of applicants for open positions</li> </ul>		
Action items: N/A	Person responsible: N/A	Deadline: N/A

Item 2: Employment Data Needs		
<p><b>Discussion:</b> Deb discussed the projected need for Meat Processing employees. The data indicate that Southwest Wisconsin's population of meat cutters is aging and impending retirement is a large concern. Nationwide, there are looked to be 17,000 openings for meat cutters. Currently, there isn't an educational opportunity in Southwest Wisconsin to prepare residents for the positions.</p>		
Action items: N/A	Person responsible: N/A	Deadline: N/A

Item 3: Employer Needs and Feedback to Questions		
<p><b>Discussion:</b> At 10:14 a.m. the group moved to learning about employer needs and gathering feedback from the members.</p> <p><b>Discussion:</b></p> <p>1. <i>What would be your labor market projections for hiring within the next year? Three years? Five years?</i></p> <p>Josh Crubel—currently has four full-time employees and two part-time employees. Within the next three-four years, he plans to hire three more full-time employees and one part-time employee.</p>		

Curt Zinkle---currently doesn't have any full-time employees and has at least six part-time employees. Within the next three-four years, he plans to hire at least one full-time employees and at least four part-time employees.

Jake Sailer has six or more full time employees and six-part time employees. Over the next three-four years, he plans to hire six or more full-time employees and six or more part-time employees.

Other members indicated there is a need to hire employees, especially those that are genuinely interested in the industry.

***2. What types of skills sets/broad-based areas would you see a graduate of this program needing to be successful within the meat processing/talent field?***

- Sanitation
- HACCP
- Knife Skills and ability to sharpen a knife
- Safety Awareness
- Basic knowledge of meat cuts
- Awareness of the slaughtering process and the kill floor
  - Knock and block
  - Bleeding rail
  - Skinning
  - Gutting
  - Splitting
  - Cleaning
  - Humane handling
- Meat storage

***3. Would you hire someone with a credential from Southwest Tech?***

The overwhelming response of ...YES!

***4. Do you approve moving forward with this concept?***

Any objections? No objections.

Curt Zinkle. Is in favor. There is a need. It would be a good thing and good for the students because there will be more jobs available than there will be graduates (in his opinion) for a long time.

<p>Josh Crubel – Supports.</p> <p>Rick McLimans – knowing what he knows for the Wisconsin market, he is in support.</p> <p>Jake Sailer – Viable for the area, the state, and across the nation. Students could go anywhere across the nation to be employed if they don't want to stay in Wisconsin.</p> <p>A motion was made by Jake Sailer to support SWTC in the continued exploration in the concept of a meat processing educational offering.</p> <p>Motion seconded by Dianne Handsaker, Motion carried.</p>		
Action items: N/A	Person responsible: N/A	Deadline: N/A

Item 4: Next steps		
<p><b>Discussion:</b></p> <p>At 10:55 a.m. Deb presented the group with the next steps.</p> <p>Based on the results, there will be a consideration for a variety of educational programming to meet the needs of the industry.</p>		
Action items: N/A	Person responsible: N/A	Deadline:

Josh Crubel made the motion to adjourn the meeting at 10:58. Curt Zinkle seconded. Motion carried.



**RESOLUTION  
OF THE  
SOUTHWEST WISCONSIN TECHNICAL COLLEGE  
DISTRICT BOARD OF DIRECTORS**

WHEREAS, the Southwest Wisconsin Technical College Board has approved the Concept Review for a Technical Diploma in Artisanal Modern Meat Butchery (30-316-x),

BE IT THEREFORE RESOLVED that the Southwest Wisconsin Technical College Board submits for State Board approval the Concept Review for Technical Diploma in Artisanal Modern Meat Butchery (30-316-x).

Approved this 17th day of November, 2022.

---

Donald L. Tuescher  
Chairperson

ATTEST:

---

Crystal Wallin  
Secretary



***E. 2022-23 Employee Compensation***

Krista Weber, Chief Human Resources Officer, and Caleb White will present a proposal to complete step 3 of the 2022-2023 employee compensation proposal presented in May 2022 with consideration of additional compensation options to be presented.

**Recommendation:** *Increase regular employee pay by 1.7% as of the first paycheck in January 2023 to complete the second and final step in attaining the WERC CPI-U wage adjustment for July 1, 2022.*

## **Board Monitoring of College Effectiveness**

### **A. 2023-24 Budget Process**

Included below is an overview of the 2023-24 Budget Process. Caleb White will present the outline.

#### **DISTRICT BUDGETARY PROCESS**

Budget development is an integral step in planning and dedicating operational resources to facilitate the implementation of strategic directions for Southwest Tech in the forthcoming year and beyond. The budget allocates financial resources for on-going programs, courses and services, as well as for new initiatives. Budgeting is done in accordance with Chapter 65 of the Wisconsin Statutes, Wisconsin Technical College System (WTCS) Administrative Rules and local district policy; prepared in the format required by the WTCS; and submitted to the state office by July 1.

In planning for the prudent use of the College's resources, a budget will be developed:

- that complements the vision, mission and strategic directions of the College;
- that addresses the needs of students, business and industry, and other external agencies;
- that is sensitive to public concerns and local economic trends.

<b><u>TIMELINE</u></b>	<b><u>ACTIVITY</u></b>
November 15	Fiscal Services initiates process and schedule for each department to plan staffing needs and define programs/services, both new and ongoing.
November 15 – December 22	Budget managers collect budget requests from staff and develop program and overall departmental budgets by cost center encompassing the collective input of staff and accounting for all elements of operational and capital expenditures.
December 22 – February 1	Controller meets with supervisors to adjust departmental chart-of-accounts for tracking/reporting (including proposed grants) and integrates budget requests to specific accounts. Schedule budget review sessions with College Leadership to balance priorities and new initiatives within budget capacity.
January to March 1	Grant proposals for upcoming year by main sources are due. Other grants/projects may filter in throughout a budget year such as federal, state and private grant application windows dictate.
February 1	Fiscal Services compiles the College's aggregate budget. This provides the basis for comparative analysis at various levels of detail among multiple years.
February District Board Meeting	District Board reviews College priorities and establishes budget assumptions and parameters.
April District Board Meeting	Detail review of the proposed budget by the full District Board. Modify assumptions and parameters if necessary.
May 15	Review budget changes with the respective departments and staff.
May District Board Meeting	Second update of the proposed budget to the District Board.
June 15	Final adjustment to budget document.
June District Board Meeting	Public hearing on proposed budget followed by regular board meeting and budget adoption.

## **B. SWTC Foundation Quarterly Report**

Kim Schmelz, Director of Foundation, will present a quarterly Foundation report to the Board. The FY 2023 1st Quarter report is included below.



### **Southwest Tech Foundation FY23 First Quarter Report**

#### **Fundraising Totals 7/1/22-9/30/2022**

##### **\$227,810.61 total gifts received**

\$159,249.62 cash received (Goal \$2,000,000)

\$68,560.90 Gift In-Kind total

We received 1450 gifts from 188 donors

#### **Donor Appreciation Event**

October 20, 2022

To show appreciation for our donors who have given gifts to the Southwest Tech Foundation in fiscal year 2021-22 we hosted a Donor Appreciation event for any donor organization or individual who has given \$10,000+ and was added to our Donor Wall or who have given a significant amount of gifts that have moved them up to the next level on our wall. For this past fiscal year, we added 16 new donors to our wall and moved 15 donors to new levels on the wall.

#### **New donors to the Donor Wall included:**

- |  |  |
|--|--|
| o Boardman and Clark                         | o The Rossard Family                               |
| o Holly and Matt Clendenen                   | o Schreiber Foods                                  |
| o Community Foundation of Southern Wisconsin | o Toby Washburn                                    |
| o ERS, Inc                                   | o Walter F. & Eileen M Hermser                     |
| o Lactalis American Group, Inc               | o Memorial Hospital of Lafayette County            |
| o Majestic View Dairy LLC                    | o Municipal Electric Utilities of Wisconsin (MEUW) |
| o David and Joan Martin                      | o Walmart Stores, Inc.                             |
| o The Richland Hospital Foundation           |  |

#### **Donors who moved to a new level on the donor wall:**

- |   |  |
|---|--|
| o Karen M Campbell Family                           | o Daryl E. <u>Tresner</u>  |
| o <u>Dillman</u> , A Division of <u>Astec</u> , Inc | o 3M   |
| o Mound City Bank                                   | o Huff Family Foundation   |
| o Amcor   | o Sloan Implement  |
| o Community First Bank                              | o Patrick Thiele Family who was also recognized with the 2022 Philanthropy Award |
| o Hartung Brothers, Inc                             |  |
| o Tim and Joan <u>Senn</u>                          |  |
| o Compeer Financial                                 |  |
| o Doug and Karen Knox                               |  |





Upper Left: Kathy Kuepers and Deanna Wright of Memorial Hospital of Lafayette County

Upper Right: Terri Abing and Amanda Buschor of Majestic View Dairy

Lower Left: Patrick Thiele, recognized with the 2022 Philanthropic Award for gifts totaling more than \$1.2 million

Lower Right: Eileen Hermesen and her family



#### 1st Quarter Gift Highlights of \$2,500 +

- o \$73,405.65 from the Thomas Kieffer estate to create an endowed scholarship
- o \$61,800 from Sloan Implement for in-kind gifts of equipment use for our Ag-Power program
- o \$18,000 from Madison Community Foundation for the Garrison L. Lincoln Scholarship
- o \$15,000 from Linda C Kramer for the John and Linda Kramer Scholarship and the Charger Dream Fund
- o \$5,000 from Patrick Thiele for the Fuel a Charger Fund
- o \$6,000 from Alliant Energy for Alliant Energy Scholars Scholarship
- o \$2,500 from Mound City Bank for the Charger Annual Fund
- o \$3,000 from Mark Mittelstadt for in-kind automobile donation
- o \$3,500 from David Martin for the David and Joan Martin Scholarship
- o \$2,500 from Boardman & Clark LLP for Charger Annual Fund

## The Reality of the Market on our Investment Funds

### Southwest Tech Foundation Endowment Fund

#### Cash Flow Summary as of 9/30/2022

	QTD	YTD	2021	2020	2019	Since inception
Beginning Market Value	\$924,634	\$1,145,431	\$1,020,983	\$655,961	\$600,039	\$600,039
Net Contributions/Withdrawals	\$0	\$0	\$0	\$250,000	\$0	\$250,000
Earned Income	\$3,137	\$8,929	\$47,281	\$22,445	\$21,891	\$100,146
Net Investment Results	(\$52,308)	(\$278,896)	\$77,167	\$92,577	\$34,431	(\$74,722)
Ending Market Value	\$875,464	\$875,464	\$1,145,431	\$1,020,983	\$655,961	\$875,464
Period Returns	-5.32%	-23.57%	12.19%	15.3%	9.32%	2.24%

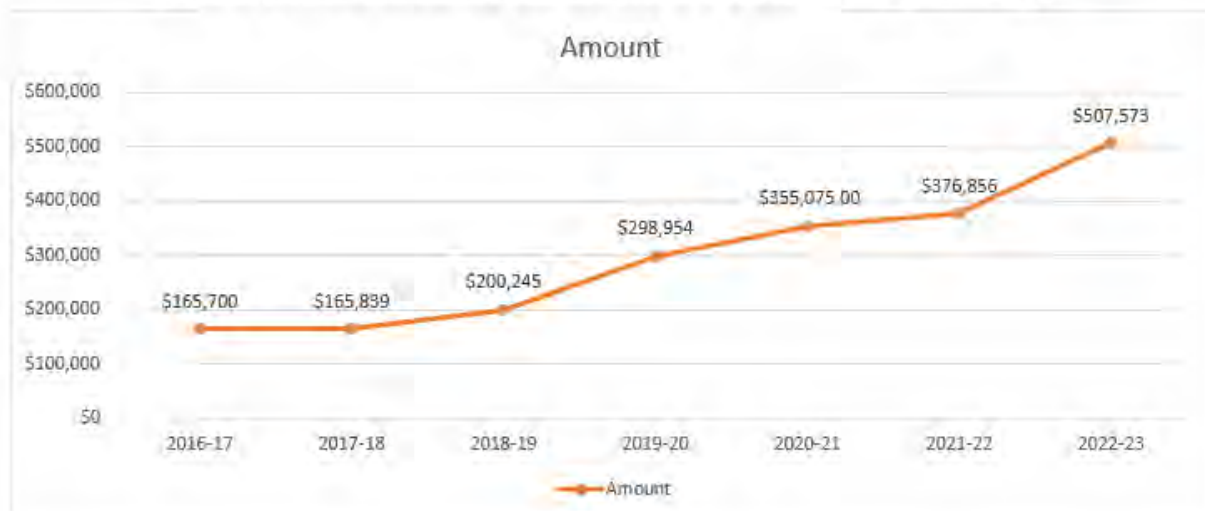
### Southwest Tech Foundation Temporarily Restricted Fund

#### Cash Flow Summary as of 9/30/2022

	QTD	YTD	2021	2020	2019	2018	Since Inception
Beginning Market Value	\$952,651	\$1,067,178	\$740,313	\$604,326	\$524,792	\$728,768	\$726,000
Net Contributions/Withdrawals	(\$281,117)	(\$247,607)	\$281,859	\$60,771	\$6,095	(\$180,012)	(\$99,287)
Earned Income	\$4,346	\$11,949	\$31,541	\$22,776	\$19,928	\$25,949	\$131,286
Net Investment Results	(\$17,892)	(\$173,631)	\$13,962	\$52,440	\$53,513	(\$49,912)	(\$100,111)
Ending Market Value	\$657,888	\$657,888	\$1,067,178	\$740,313	\$604,326	\$524,792	\$657,888
Period Returns	-3.01%	-16.16%	6.32%	12.09%	13.94%	-4.17%	2.07%

## Scholarships

2022-23 projected scholarship awards = \$507,573 to 848 individual scholarships



### Foundation Sponsorship Campaign - Committed sponsorship dollars = \$20,350

We invite area businesses and organizations that have a relationship with Southwest Tech to sponsor the Southwest Tech Foundation sponsorship. Funding from sponsorships supports the Charger Annual Fund. We have four sponsorship levels ranging from \$500 to \$2,500; sponsor benefits include business promotions in our publications, e-newsletter, website, and opportunities to get in front of students at events throughout the year.

Sponsors include:

Southwest Accounting, Wolf's Grantland Graphics, WCC Brands Custom Apparel, Lands' End, Wood Law Firm, Sloan Implement, Biddick Inc, HSR Associates, Wisconsin Mutual Insurance Company, Hartung Brothers, Boardman & Clark, Community First Bank, Mound City Bank, Lamar Advertising, and Queen B Radio and TC Networks.

### Thank you Thursday Stewardship Events



Southwest Tech Foundation staff members Kim Schmelz and Brianna Williamson had a wonderful visit to [Building Automation Products, Inc.](#) in Gays Mills. In addition to great conversations, we received a tour of their facility. We are so grateful for BAPI's partnership and enjoyed our visit so much that we forgot to snap a photo.

We also visited two branches and the operations office of [Peoples State Bank](#) in Prairie du Chien. The Southwest Tech Foundation is so grateful for the support and opportunities Peoples State Bank has provided our students over the years.

Thank [you BAPI](#) and [Peoples State Bank](#) for the wonderful visits and for being great partners! [##SWTCProud](#)

### Alumni and Foundation Related News Releases

[Hill's academic journey took shape at Southwest Tech](#)

[Lancaster Community Fund supports Southwest Tech students](#)

[Hospitals pledge support for Southwest Tech's Nursing program](#)

[Need for Nurses - Kindra \(Yoose\) Keen - Spotlight](#)

### ***C. SWTC Real Estate Foundation Quarterly Report***

Caleb White will present a quarterly Real Estate Foundation report to the Board. The FY 2023 2nd Quarter report is shown below

#### **Southwest Tech Real Estate Foundation Second Quarter Report – Fiscal Year 2023**

- Fall leases – 131 students (at capacity)
- 6/30/22 financial audit was approved – unmodified opinion (clean audit)
- Last of 'older' quadplexes scheduled to be demolished this month.
- Future investments options being considered – SWTC Dodgeville outreach site, additional housing units, providing furnishings in a segment of the housing units

### ***D. Staffing Update***

Krista Weber will provide an update on College staffing. The November 2022, Staffing Update is included below.




	<b>Name</b>	<b>Title</b>	<b>Status and/or Additional Info</b>	<b>Effective Date</b>	<b>Funding Source &amp;/or Estimated Wage Range/Hired Salary</b>
1	New	Institutional Research Analyst	Leonor Chivas	7/11/2022	D63-Salary Band: \$66,953 - \$97,083 Hired at \$83,000
2	Replacement	Medical Lab Tech Instructor-50%	Shannon Cathman	7/1/2022	BS: \$48,898 - \$77,750 AS: \$51,434 - \$81,781 MS: \$53,969 - \$85,811 Hired at \$62,000
3	Replacement	Electromechanical Technician Instructor	Stephen Goss	7/1/2022	BS: \$48,898 - \$77,750 AS: \$51,434 - \$81,781 MS: \$53,969 - \$85,811 Hired at \$69,027.13
4	Replacement	Administrative Assistant	Nanette Hubbard	6/27/2022	B22 - Hourly Range: \$18.48 - \$24.03 Hired at \$19.23/hour
5	New	Administrative Assistant	Tina Lies	7/1/2022	B22: \$18.48 - \$24.03 Hired at \$19.23/hour
6	Replacement	Carpentry Instructor	Andy Reynolds	7/15/2022	BS: \$48,898 - \$77,750 AS: \$51,434 - \$81,781 MS: \$53,969 - \$85,811 Hired at \$55,000
7	Replacement	Child Care Aide (Part-time)	Anna Schmitz	8/29/2022	A12: \$19.23/hour Hired at \$19.23/hour
8	New	Associate Degree Nursing Instructor	Heather Norsby	8/1/2022	BS: \$48,898 - \$77,750 AS: \$51,434 - \$81,781 MS: \$53,969 - \$85,811 Hired at \$69,000
9	Replacement	Associate Degree Nursing Instructor	Brianna Spehle	8/3/2022	BS: \$48,898 - \$77,750 AS: \$51,434 - \$81,781 MS: \$53,969 - \$85,811 Hired at \$68,000
10	Replacement	Multicultural Success Coach	Akshay Sukhwai	10/19/2022	C42: \$48,795 - \$68,313 Hired at \$58,000
11	Replacement	Carpenter	Timothy Hoffman	8/30/2022	B24: \$21.64 - \$28.13 Hired at \$25.50/hour
12	Replacement	Reference & Instruction Librarian	Margaret Gardner	11/1/2022	C42: \$54,876-\$71,227 Hired at \$64,000
13	Replacement	Associate Degree Nursing Instructor	Posted	12/1/2022	BS: \$50,365 - \$80,083 AS: \$52,977 - \$84,234 MS: \$55,588 - \$88,385
14	Replacement	IT Systems Analyst (Finance, HR & Payroll)	Posted	12/1/2022	C42: \$24.46 - \$32.24
15	Replacement	Student Services Specialist	Posted	12/12/2022	A13: \$19.23-\$22.73
16	New	Programmer/Analyst	Posted	12/12/2022	C44 : \$57,152 - \$80,013
17	New	Administrative Assistant - Business & Industry Services	Approved for Posting	12/12/2022	B22: \$19.23 - \$24.94



## Information and Correspondence

### A. Enrollment Report

#### 1. 2022-23 FTE Enrollment Comparison Report

		November 07 2022: School Years 2020-21, 2021-22, and 2022-23 FTE Comparison									
Program Code	Program Title	SY 20-21 11/09/20 Students	SY 21-22 11/08/21 Students	SY 22-23 11/07/22 Students	21 to '23 Student Change	22 to '23 Student Change	SY 20-21 11/09/20 FTE	SY 21-22 11/08/21 FTE	SY 22-23 11/07/22 FTE	21 to '23 FTE Change	22 to '23 FTE Change
10-101-1	Accounting	57	55	49	(8)	(6)	22.87	22.83	19.23	(3.63)	(3.60)
10-006-7	Agribusiness Science & Technology - AgBus Mgmt	8	11	14	6	3	3.53	5.97	8.17	4.63	2.20
10-006-5	Agribusiness Science & Technology - Agronomy	18	11	11	(7)	-	9.90	5.60	6.30	(3.60)	0.70
10-006-6	Agribusiness Science & Technology - Animal Science	16	30	34	18	4	8.40	13.00	17.93	9.53	4.93
10-102-3	Business Management	116	90	87	(29)	(3)	46.90	36.57	37.90	(9.00)	1.33
10-530-5	Cancer Information Management	92	76	57	(35)	(19)	30.20	28.60	22.07	(8.13)	(6.53)
10-504-X	Criminal Justice	42	40	32	(10)	(8)	18.70	20.93	16.03	(2.67)	(4.90)
10-316-1	Culinary Arts	5	5		(5)	(5)	2.17	3.43		(2.17)	(3.43)
10-317-1	Culinary Management	3			(3)	-	1.47			(1.47)	-
10-102-1	Data Analytics		1	5	5	4		0.50	2.33	2.33	1.83
10-510-6	Direct Entry Midwife	58	96	108	50	12	18.50	35.47	40.63	22.13	5.17
10-307-1	Early Childhood Education	60	43	48	(12)	5	23.03	17.70	20.30	(2.73)	2.60
10-620-1	Electro-Mechanical Technology	33	26	22	(11)	(4)	16.73	12.37	11.37	(5.37)	(1.00)
10-325-1	Golf Course Management	10	11	14	4	3	4.93	6.17	7.53	2.60	1.37
10-201-2	Graphic And Web Design	16	25	25	9	-	6.87	10.53	11.93	5.07	1.40
10-530-1	Health Information Technology	39	47	39	-	(8)	12.70	14.40	12.77	0.07	(1.63)
10-520-3	Human Services Associate	30	29	34	4	5	14.63	14.63	16.00	1.37	1.37
10-825-1	Individualized Technical Studies	2			(2)	-	0.70			(0.70)	-
10-620-3	Instrumentation and Controls Technology	4		2	(2)	2	0.63		1.13	0.50	1.13
10-150-2	IT-Network Specialist	23	26	20	(3)	(6)	9.53	11.30	10.13	0.60	(1.17)
10-196-1	Leadership Development	7	10	12	5	2	1.43	3.87	5.10	3.67	1.23
10-513-1	Medical Laboratory Technician	19	19	12	(7)	(7)	6.93	7.63	4.93	(2.00)	(2.70)
10-196-6	Nonprofit Leadership		3	10	10	7		1.47	4.13	4.13	2.67
10-543-1	Nursing-Associate Degree	217	200	192	(25)	(8)	69.53	61.40	61.40	(8.13)	-
10-524-1	Physical Therapist Assistant	27	18	15	(12)	(3)	9.27	6.93	6.10	(3.17)	(0.83)
10-182-1	Supply Chain Management	23	29	29	6	-	7.20	9.70	10.87	3.67	1.17
10-512-1	Surgical Technology			8	8	8			4.07	4.07	4.07
10-499-5	Technical Studies-Journeyworker		1	2	2	1		0.20	0.20	0.20	-
Total Associate Degree		925	902	881	(44)	(21)	346.77	351.20	358.57	11.80	7.37

Program Code	Program Title	SY 20-21 11/09/20 Students	SY 21-22 11/08/21 Students	SY 22-23 11/07/22 Students	21 to '23 Student Change	22 to '23 Student Change	SY 20-21 11/09/20 FTE	SY 21-22 11/08/21 FTE	SY 22-23 11/07/22 FTE	21 to '23 FTE Change	22 to '23 FTE Change
31-101-1	Accounting Assistant	10	9	8	(2)	(1)	2.57	3.50	2.40	(0.17)	(1.10)
30-531-6	EMT-IV (Advanced EMT)		12		-	(12)		1.73		-	(1.73)
31-006-3	Agribusiness Science & Technology - Agronomy Tech	1	1		(1)	(1)	0.53	0.10		(0.53)	(0.10)
32-070-1	Agricultural Power & Equipment Technician	36	36	29	(7)	(7)	18.63	18.33	14.90	(3.73)	(3.43)
31-405-1	Auto Collision Repair & Refinish Technician	11	9	9	(2)	-	5.07	5.10	4.67	(0.40)	(0.43)
32-404-2	Automotive Technician	34	19	19	(15)	-	13.13	8.23	9.20	(3.93)	0.97
31-408-1	Bricklaying & Masonry		1	1	1	-		0.03	0.57	0.57	0.53
30-443-1	Building Maintenance & Construction	1	1	1	-	-	0.07	0.07	0.07	-	-
31-475-1	Building Trades-Carpentry	9	9	5	(4)	(4)	4.73	4.70	2.43	(2.30)	(2.27)
31-307-1	Child Care Services	5	4	5	-	1	2.00	1.73	1.80	(0.20)	0.07
30-420-2	CNC Machine Operator/Programmer	2	6	4	2	(2)	0.83	2.40	1.80	0.97	(0.60)
31-502-1	Cosmetology	18	25	35	17	10	8.80	11.93	16.83	8.03	4.90
30-504-2	Criminal Justice-Law Enforcement 720 Academy	15	7	10	(5)	3	10.03	5.13	8.00	(2.03)	2.87
30-508-2	Dental Assistant	11	18	18	7	-	5.57	8.77	9.30	3.73	0.53
30-812-1	Driver and Safety Education Certification	16	7	12	(4)	5	3.10	1.00	2.50	(0.60)	1.50
31-413-2	Electrical Power Distribution	44	44	43	(1)	(1)	21.33	19.93	22.03	0.70	2.10
50-413-2	Electricity (Construction) Apprentice	20	24	23	3	(1)	1.43	1.60	1.53	0.10	(0.07)
30-531-3	Emergency Medical Technician	62	28	44	(18)	16	10.20	4.30	6.53	(3.67)	2.23
32-080-4	Farm Operations & Management - Ag Mechanics	7	11	6	(1)	(5)	3.17	5.53	2.63	(0.53)	(2.90)
31-080-6	Farm Operations & Management - Crop Operations	1			(1)	-	0.07			(0.07)	-
32-080-3	Farm Operations & Management - Dairy	8	8	7	(1)	(1)	3.37	4.10	3.87	0.50	(0.23)
31-080-3	Farm Operations & Management - Dairy Technician	2	2	3	1	1	0.27	1.07	1.10	0.83	0.03
31-080-2	Farm Operations & Management - Farm Ag Maintenance	4	2	3	(1)	1	1.53	0.20	0.93	(0.60)	0.73
32-080-6	Farm Operations & Management - Livestock	1	3	5	4	2	0.60	1.53	2.60	2.00	1.07
31-080-7	Farm Operations & Management - Livestock Tech		1	1	1	-		0.37	0.53	0.53	0.17
50-413-1	Industrial Electrician Apprentice	10	6	11	1	5	0.87	0.40	1.20	0.33	0.80
31-620-1	Industrial Mechanic	2	2	1	(1)	(1)	1.13	1.00	0.57	(0.57)	(0.43)
31-154-6	IT-Computer Support Technician	10	6	3	(7)	(3)	4.83	1.57	1.33	(3.50)	(0.23)
31-513-1	Laboratory Science Technician	4	10	6	2	(4)	1.20	2.77	0.60	(0.60)	(2.17)
50-620-1	Mechatronics Technician Apprentice	6			(6)	-	0.73			(0.73)	-
31-509-1	Medical Assistant	37	32	23	(14)	(9)	19.37	14.53	11.90	(7.47)	(2.63)
31-530-2	Medical Coding Specialist	50	85	56	6	(29)	16.27	31.07	17.77	1.50	(13.30)
30-504-4	Nail Technician	2	1	5	3	4	0.53	0.17	0.73	0.20	0.57
30-543-1	Nursing Assistant	170	127	128	(42)	1	17.13	11.63	14.40	(2.73)	2.77
50-427-5	Plumbing Apprentice	15	21	23	8	2	0.97	2.00	1.98	1.01	(0.02)
31-182-1	Supply Chain Assistant	4	1	2	(2)	1	1.27	0.13	0.87	(0.40)	0.73
31-442-1	Welding	43	32	42	(1)	10	20.83	16.07	21.93	1.10	5.87
	<b>Total Technical Diploma</b>	<b>671</b>	<b>610</b>	<b>591</b>	<b>(80)</b>	<b>(19)</b>	<b>202.17</b>	<b>192.73</b>	<b>189.51</b>	<b>(12.66)</b>	<b>(3.22)</b>

Program Code	Program Title	SY 20-21 11/09/20 Students	SY 21-22 11/08/21 Students	SY 22-23 11/07/22 Students	21 to '23 Student Change	22 to '23 Student Change	SY 20-21 11/09/20 FTE	SY 21-22 11/08/21 FTE	SY 22-23 11/07/22 FTE	21 to '23 FTE Change	22 to '23 FTE Change
20-800-1	Liberal Arts - Associate of Arts	28	41	32	4	(9)	6.53	10.73	5.87	(0.67)	(4.87)
20-800-2	Liberal Arts - Associate of Science	10	8	8	(2)	-	2.27	2.30	1.77	(0.50)	(0.53)
	Undeclared Majors	371	482	603	232	121	52.07	65.80	84.63	32.57	18.83
	<b>Total Liberal Arts &amp; Undeclared Majors</b>	<b>409</b>	<b>531</b>	<b>643</b>	<b>234</b>	<b>112</b>	<b>60.87</b>	<b>78.83</b>	<b>92.27</b>	<b>31.40</b>	<b>13.43</b>
	<b>Total</b>	<b>2,005</b>	<b>2,043</b>	<b>2,115</b>	<b>110</b>	<b>72</b>	<b>609.80</b>	<b>622.77</b>	<b>640.34</b>	<b>30.54</b>	<b>17.57</b>
	<b>Percent of Change</b>									<b>5.01%</b>	<b>2.82%</b>
	Vocational Adult (Aid Codes 42-47)	1,909	1,958	2,157	248	199	40.96	40.27	40.49	(0.47)	0.22
	Community Services (Aid Code 60)	48	-	14	(34)	14	0.16	-	0.05	(0.11)	0.05
	Basic Skills (Aid Codes 73,74,75,76)	122	185	223	101	38	14.90	24.37	28.70	13.80	4.33
	Basic Skills (Aid Codes 77 & 78)	<u>60</u>	<u>52</u>	<u>72</u>	<u>12</u>	<u>20</u>	<u>-</u>	<u>1.07</u>	<u>0.23</u>	<u>0.23</u>	<u>(0.83)</u>
	<b>Grand Total</b>	<b><u>4,144</u></b>	<b><u>4,238</u></b>	<b><u>4,581</u></b>	<b><u>437</u></b>	<b><u>343</u></b>	<b><u>665.82</u></b>	<b><u>688.47</u></b>	<b><u>709.81</u></b>	<b><u>43.99</u></b>	<b><u>21.34</u></b>
	<b>Total Percent of Change</b>									<b><u>6.61%</u></b>	<b><u>3.10%</u></b>
					Budgeted/Goal FTEs		1,275	1,250	1,250		
					% of Budgeted/Goal FTEs Achieved to date		52.2%	55.1%	56.8%		
					Final Actual FTEs Achieved		1,256	1,253			
					% of Final Actual FTEs Achieved to date		53.0%	54.9%			
					<b>21/22 Projected Ending FTEs using historical trend</b>		<b>1,339</b>	<b>1,292</b>			
					<b>Will budget be met</b>		<b>YES</b>	<b>YES</b>			

## 2. FY 2024 Application Report

Program Application Comparison 2022/23 vs. 2023/24								
PROGRAM	CAP	11/08/21			11/04/22			YOY
		IP	ACCEPT	TOTAL	IP	ACCEPT	TOTAL	
Accounting		2	3	5	7	0	7	2
Accounting Assistant			0	0	2	0	2	2
Agribusiness Science & Technology - Agbus Mgm	20		4	4		14	14	10
Agribusiness Science & Technology - Agronomy	20		4	4		6	6	2
Agribusiness Science & Technology - Agronomy T	20		0	0		3	3	3
Agribusiness Science & Technology - Animal Scie	20		17	17		17	17	0
Agricultural Power & Equipment Technician	22		10	10		17	17	7
Auto Collision Repair & Refinish Technician	22		6	6		10	10	4
Automotive Technician	22		18	18		12	12	-6
Building Trades-Carpentry	20		5	5		7	7	2
Business Management		19	6	25	20	4	24	-1
Cancer Information Management	44	13	9	22	15	12	27	5
Child Care Services	13	3	5	8	4	0	4	-4
CNC Machine Operator/Programmer	5		0	0		0	0	0
Cosmetology	24		23	23		23	23	0
Criminal Justice Studies	70	10	1	11	5	1	6	-5
Criminal Justice-Law Enforcement 2		2	1	3	8	6	14	11
Data Analytics					2	0	2	2
Dental Assistant	18	1	14	15	3	2	5	-10
Early Childhood Education	28	17	2	19	18	5	23	4
Electrical Power Distribution	44		78	78		66	66	-12
Electro-Mechanical Technology	24		12	12		11	11	-1
Farm Operations & Management - Ag Mechanics	20		6	6				-6
Farm Operations & Management - Dairy	20		5	5				-5
Farm Operations & Management - Dairy Technici	20		0	0				0
Farm Operations & Management - Farm Ag Mntc	20		1	1				-1
Farm Operations & Management - Livestock	20		2	2				-2
Farm Operations & Management - Livestock Tech	20		2	2				-2
Golf Course Management			8	8		4	4	-4
Graphic and Web Design	25		11	11		11	11	0
Health Information Technology	22	3	5	8	3	10	13	5
Human Services Associate	31		13	13		11	11	-2
Industrial Mechanic	6		0	0		1	1	1
Instrumentation and Controls Technology	6		0	0		0	0	0
IT-Computer Support Technician			2	2		5	5	3
IT-Network Specialist			7	7		1	1	-6
Laboratory Science Technician	15		0	0		0	0	0
Leadership Development			0	0	1	0	1	1
Liberal Arts - Associate of Arts		12	0	12	10	0	10	-2
Liberal Arts - Associate of Science		10	0	10	7	0	7	-3
Medical Assistant	32		14	14		7	7	-7
Medical Coding Specialist	23	5	14	19	4	8	12	-7

### Program Application Comparison 2022/23 vs. 2023/24

PROGRAM	CAP	11/08/21			11/04/22			YOY
		IP	ACCEPT	TOTAL	IP	ACCEPT	TOTAL	
Medical Laboratory Technician	16	2	0	2	6	1	7	5
Nail Technician	6		5	5		4	4	-1
Nursing-Associate Degree	54	57	20	77	71	14	85	8
Nursing-Associate Degree-Part-time	28		9	9		1	1	-8
Pharmacy Tech (Shared)			0	0		0	0	0
Physical Therapist Assistant	18	6	4	10	9	3	12	2
Supply Chain Assistant			0	0		0	0	0
Supply Chain Management			1	1	2	0	2	1
Surgical Technology		7	2	9	10	3	13	4
Technical Studies-Journeyworker			0	0	2	0	2	2
Undecided		41	0	41	19	0	19	-22
Welding	40		29	29		21	21	-8
<b>TOTAL</b>		<b>210</b>	<b>378</b>	<b>588</b>	<b>228</b>	<b>321</b>	<b>549</b>	<b>-39</b>
PROGRAM	CAP	IP	ACCEPT	TOTAL	IP	ACCEPT	TOTAL	YOY
Accounting			5	5		2	2	-3
Accounting Assistant		3	3	6		1	1	-5
Agribusiness Science & Technology - Agbus			0	0		2	2	2
Agribusiness Science & Technology - Animal			0	0		2	2	2
Business Management		2	11	13		3	3	-10
Cancer Information Management			0	0		10	10	10
Direct Entry Midwife	32	58	88	146	84	87	171	25
Driver and Safety Education Certification		2	0	2	1	0	1	-1
Early Childhood Education			0	0		4	4	4
Electro-Mechanical Technology			0	0		4	4	4
Golf Course Management			0	0		1	1	1
Graphic and Web Design			0	0		3	3	3
Health Information Technology			0	0		7	7	7
Human Services Associate			0	0		6	6	6
Individualized Technical Studies			0	0		1	1	1
Industrial Mechanic			0	0		1	1	1
IT-Computer Support Technician			0	0		2	2	2
Leadership Development		1	0	1		0	0	-1
Liberal Arts - Associate of Arts		2	0	2		1	1	-1
Liberal Arts - Associate Science			1	1	1	0	1	0
Medical Coding Specialist			0	0		6	6	6
Nail Technician			1	1		0	0	-1
Nursing-Associate Degree			0	0		9	9	9
Nursing-Associate Degree-Part-time			0	0		3	3	3
Physical Therapist Assistant			0	0		1	1	1
Nonprofit Leadership			4	4		0	0	-4
Supply Chain Management		2	3	5	1	2	3	-2
Technical Studies Journeyworker		1	0	1		0	0	-1
Welding (January Start)	20		10	10				-10
<b>TOTAL</b>		<b>71</b>	<b>126</b>	<b>197</b>	<b>87</b>	<b>158</b>	<b>245</b>	<b>48</b>

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

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

### **1. Review Board Governance Policies: 3.7 ~ Communication & Counsel to the Board; 4.1 ~ College Vision**

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*SECTION 3 – EXECUTIVE LIMITATIONS*  
*POLICY 3.7*

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#### **3.7 - COMMUNICATION AND COUNSEL TO THE BOARD**

The President shall keep the Board adequately informed. Accordingly, the President shall:

1. Submit monitoring data required by the Board (see Policy 2.3, Monitoring College Effectiveness) in a timely, accurate, and understandable fashion, and directly addressing provisions of the Board policies being monitored.
2. Make the Board aware of relevant trends, anticipated adverse media coverage, actual or anticipated legal actions, or material external and internal changes, particularly changes in the assumptions upon which any Board policy has previously been established.
3. Advise the Board if, in the President's opinion, the Board is not in compliance with its own policies on Governance Process and Board/Staff Relationship, particularly in the case of Board behavior which is detrimental to the working relationship between the Board and the President.
4. Present information in an appropriate form that is accurate, complete, concise, and is not misleading.
5. Provide a mechanism for official Board, officer, or ad hoc committee communications.
6. Interact with the Board on matters within the area of Board responsibility.
7. Report in a timely manner on actual or anticipated non-compliance with any Board policy.

Adopted: 4/25/02  
Reviewed: 5/22/03, 5/1/07, 1/17/08, 10/15/10  
Revised: 5/22/03



#### **4.1 - COLLEGE VISION**

Southwest Wisconsin Technical College will be a preferred provider of education, source of talent, and place of employment in the region. We at the College change lives by providing opportunities for success.

Adopted: 1/24/02  
Reviewed: 11/2/02, 3/22/12  
Revised: 3/24/05, 2/22/14

2. **Save the Date: Platteville Chamber of Commerce’s “Good Morning, Platteville” ~ 1/26/2023**
3. **College Teams Attending Conferences**
4. **Executive Board Leadership Committee Meeting Agenda Topics**

***D. Other Information Items***

**Establish Board Agenda Items for Next Meeting**

***A. Agenda***

1. Fund & Account Transfers (2022-23 Budget Modifications)
2. Financial Audit
3. Board Monitoring Report – Student Access

***B. Time and Place***

1. Thursday, December 22, 2022, at Southwest Tech Campus, Fennimore, WI

**Adjourn to Closed Session**

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

1. **Discussing personnel issues** 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 legal issues** per Wis. Stats. 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.}

***B. Approval of Closed Session Minutes from October 20, 2022***

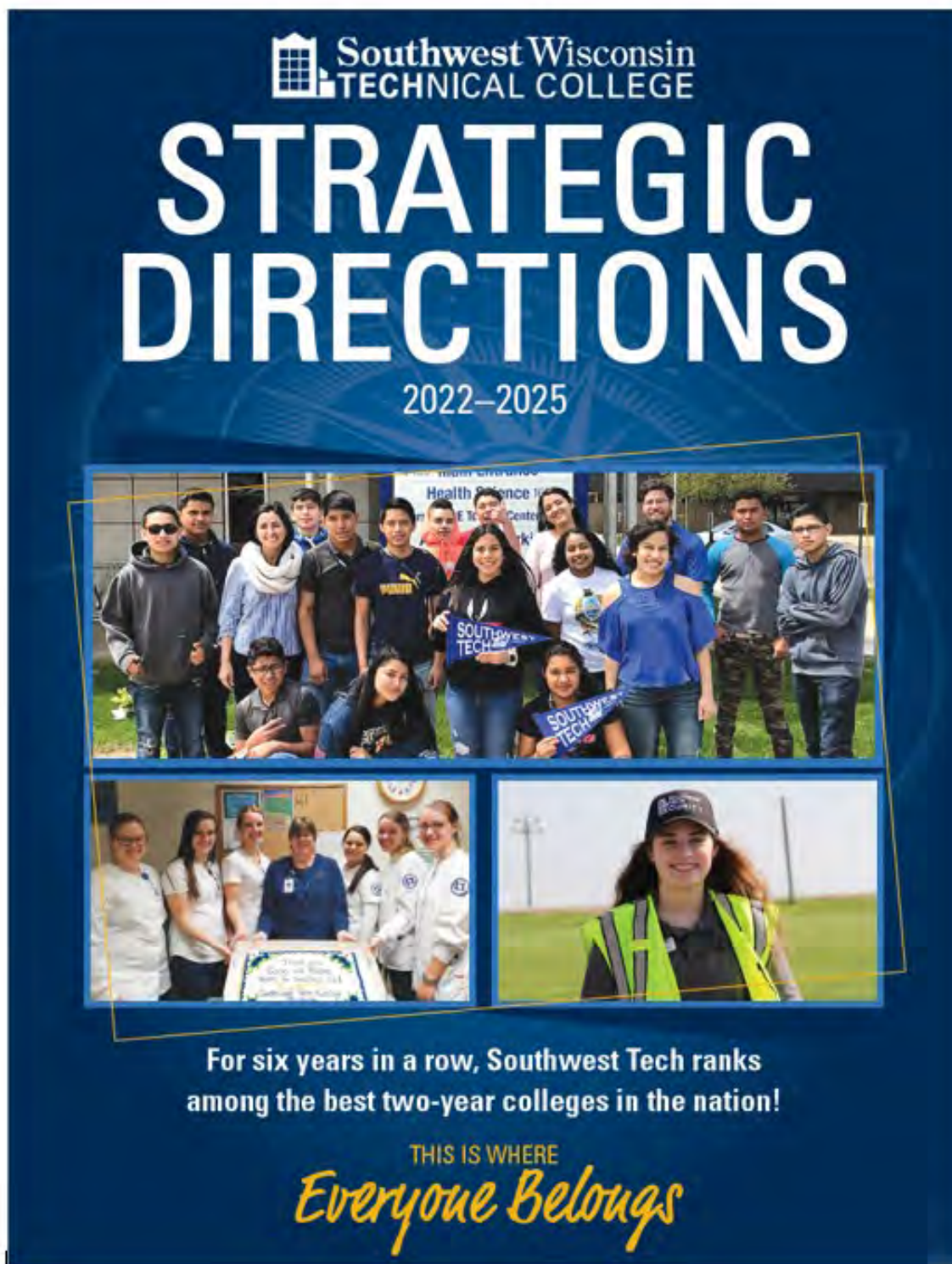
**Reconvene to Open Session**

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

**Adjournment**



**Appendix ~ Southwest Wisconsin Technical College Strategic Directions (2022-2025)**



# Who We Are

## Mission

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

## Vision

Southwest Wisconsin Technical College will be a preferred provider of education, source of talent, and place of employment in the region. We at the College change lives by providing opportunities for success.

## Values

### Integrity

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



*Joe Randall, Electrical Power Distribution program instructor, teaches his students integrity by volunteering in Richland Center to hang holiday lights in the park for the southwest Wisconsin community to enjoy.*

### Accountability

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

*Tom Kretschman, Criminal Justice Instructor, prepares students to take a leadership role in campus safety.*



### Learning

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

*Tonia Breuer, Medical Assistant program instructor, assists a student with essential hands-on education that helps them succeed in the workplace.*



### Inclusivity

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

*Christena Bowers, disability and support services manager, took students to a conference in Wisconsin Dells. They presented to*



*high school educators on their experiences transitioning from high school to college and how teachers can better prepare their students for that transition.*

### Continuous Improvement

We leverage our rural perspective and progressive entrepreneurial spirit to attract people who strive for excellence in student success through innovation in technology, services, and strategies. We support and promote personal and professional development to exceed industry standards and produce competent and skilled



graduates in high-quality, relevant programs essential to our sustainability as a college.

*Jake Mootz, IT support specialist, assists students with enrolling in Charger Tech 360 at New Student Orientation. Charger Tech 360 is more than just a laptop, it's*

*support, software, and service when you need it providing a successful learning experience.*



**Building relationships with prospective students, current students, and employers is what we do best. At Southwest Tech, we care.**

The front cover shows a recruiter meeting with students from Darlington High School, Nursing-Associate Degree students celebrating their last day of clinical at Boscobel Care and Rehab, and State Student Ambassador and Criminal Justice Studies student Hannah Masters serving in her campus security role.



## What We Do

### We Provide AFFORDABLE EDUCATION

Jenna graduated with zero debt. Average debt is \$3,815 and many students receive scholarships to further reduce costs.



### ANNUAL COST OF COLLEGE TUITION



Sources: U.S. Department of Education—Net Price Calculator Center; UW HELP System Tuition Chart; The College Board 2021, College Costs Calculator

### We Help OUR STUDENTS GET GOOD JOBS

Victoria was hired locally in the law enforcement field before graduation.



90%

Were Employed  
Within the First  
Year of Graduation.



\$42,820

Median Salary  
6 Months After  
Graduating  
With an Associate  
Degree.

Source: 2020 Graduate Outcomes Report

### We Promote LIFELONG LEARNING

Transfer credits helped Tory build his career.

- Benton High School, 2008
- UW-Platteville, Biology, 2012
- Southwest Tech, Nursing-Associate Degree, 2015
- UW-Madison, Bachelor of Science-Nursing, 2017
- Clarke University, Doctor of Nursing Practice, 2021



#### Transfer Credits to Southwest Tech

You may be able to transfer credits, utilize existing credits, or earn new credits for skills and knowledge you gained at another college, in the military, or on the job.



#### Transfer Credits from Southwest Tech

Southwest Tech has transfer agreements with private colleges, universities, and the University of Wisconsin System.

## College Health Indicators

The District Board of Directors reviews College Health Indicators (CHI) semi-annually. The CHI are metrics that provide a trend of performance year-over-year with benchmarks that compare Southwest Tech to other Wisconsin Technical College System colleges or national performance standards.

### GOAL

To achieve after implementing activities/initiatives. Targets are determined and approved by the Executive Team.

### ACTUAL

Current or most recent measure available.

#### STRATEGIC DIRECTION

#### Engage Students in High Quality Experiential Learning

COLLEGE HEALTH INDICATOR (CHI)	ACTUAL	GOAL
1. Equity in Student Learning	51%	75%
2. Enrollment Headcount	6805	6900
3. Retention Rate	71%	74%
4. Graduation Rate	55%	65%
5. Job Placement	90%	97%
6. Student Satisfaction (7-point scale)	5.79	6.00
7. Employer Satisfaction	100%	100%

#### STRATEGIC DIRECTION

#### Strengthen a Culture of Caring and Success

8. Employee Satisfaction (5-point scale)	4.07	4.50
9. Employee Retention	94.79%	95%

#### STRATEGIC DIRECTION

#### Enhance the College's Economic Impact

10. Full Time Equivalent (FTE) Count	1253.01	1300.00
11. Economic Impact:		
11 a. Job Placement In-District	44%	56%
11 b. Five-Year Graduate Wage Growth	47%	57%
11 c. Job Placement in Industry	83%	90%

## College Governance



### Executive Team

Leads the college to achieve excellence with integrity through learning and service.

*Krista Weber, chief human resources officer, works closely with the president to lead the Executive Team. Her efforts are part of our commitment to succession planning and leadership development.*



### College Council

Cultivates College Values as core behaviors of a positive, caring culture of wellness and trust.

*Josh Bedward, facilities manager and master electrician, co-leads the College Council and took a lead role in developing and implementing the performance management evaluations.*



### Academic Council

Leads efforts to ensure all students learn, progress, and achieve their goals, especially our Special Populations\*.

*Kim Maier, Ph.D., executive dean, leads the Academic Council.*



### Operations Council

Leads the achievement of sustainable college operations.

*Heath Ahnen, executive director of information technology services, is co-leading the implementation of a new Enterprise Resource Planning system.*



### Leadership Council

Creates mutual understanding among all supervisors to consistently communicate with and engage all faculty and staff.

*Kris Wubben, director of student success, and Chantel Hampton, diversity, equity, and inclusion coordinator, co-lead the Leadership Council.*

\*The Wisconsin Technical College System (WTCS) defines special populations as students of color, Pell Grant recipients, military veterans, incarcerated individuals, dislocated workers, and persons with disabilities.

10.07.22



**PRIORITY  
PROJECT  
1**

## This Is Where You Succeed

Access to high-quality academic programming helps students succeed in the workforce. The Academic Plan focuses on emerging industries and revitalizing existing programs.



*Karen Bricco, lab science adjunct instructor, brought her Laboratory Science Technician program students from Boscobel, Richland Center, and Platteville high schools to visit Southwest Tech's campus. We offer these courses in the high schools through Southwest Tech's COLLEGE Up program.*

**GOOD ★**

More students in relevant programs.

**BETTER ★★**

Recruit and graduate students into high-wage/high-demand jobs.

**BEST ★★★**

Dynamic programming provides life-long learning opportunities responsive to the workforce and individuals.

**■ PERFORMANCE**

We know we will be successful when all academic programs achieve high-wage/high-demand status. We also start new programs when an industry sector aligns with our mission as a technical college.

**■ ACADEMIC COUNCIL**
**GOALS**

1. Start five new programs that lead to high-wage/high-demand careers by 2025.
2. Revitalize at least three existing programs per year to increase enrollments leading to high-wage/high-demand careers.
3. Increase dual credit enrollments in each of our thirty school districts by 5% per year through 2025.
4. Offer two Spanish-speaker-supported degree programs by 2025.
5. 100% of Associate of Arts and Associate of Science Degree students will have transferability to a four-year college with junior status by 2024.
6. Expand services and programming to increase the number of students served in Prairie du Chien from 81 in FY2022 to 200 students by FY2025. Also increase the number of students served in Dodgeville from 31 in FY2022 to 100 by FY2025.
7. Increase the rate students in High School Equivalency Diploma (HSED) programs enroll in college-level programming from 20% to 40% by 2025.
8. Identify and begin at least one new academic program per year through 2025 to offer at the Prairie du Chien and Dodgeville outreach centers.

**PRIORITY  
PROJECT  
2**

## This Is Where Innovation Is Valued

Using one-time funding sources, we will reduce our operating expenses through investments in renewable energies. We will create student learning opportunities through partnerships between academics and operations.



*Dan Imhoff, executive director of facilities, safety, and security, reviews designs that utilize renewable energies to save money the college can invest in supporting students.*

**GOOD ★**

One-time capital dollars reduce operational costs in the long run.

**BETTER ★★**

Financial savings invested in student success.

**BEST ★★★**

Students engage in renewable energy trainings and programs leading to high-wage, high-demand employment opportunities

**■ PERFORMANCE**

We know we will be successful when sustainable projects in renewable energies save money to invest in supporting students.

**■ EXECUTIVE TEAM**
**GOALS**

1. Reduce our greenhouse gas emissions 20% by 2025.
2. Reduce our heat and electric costs 20% by 2025.
3. Graduate at least 20 students to serve renewable energy and energy efficiency needs of our region by 2025 through our new Sustainable Energy Management Associate Degree.

**PRIORITY  
PROJECT  
3**

## This Is Where People Care

At Southwest Tech we want every student to know we care about their success. We also want our faculty, staff, and leadership to be representative of our district population and student body.



Southwest Tech Midwifery students and faculty members were able to attend the Art and Science of Birth (Integrando la Ciencia y el Arte del Nacimiento) in Puerto Rico. These connections last a lifetime.

### GOOD ★

Student and employee recruitment, retention, and promotion result in improved outcomes for everyone.

### BETTER ★★

Everyone at Southwest Tech demonstrates fairness, trust, and respect for all people.

### BEST ★★★

All students are more successful throughout their lives because of the efforts of our faculty and staff.

### PERFORMANCE

We know we will be successful when student learning improves inside and outside of the classroom, focusing on achievement gaps between our special and non-special populations.

### COLLEGE COUNCIL

### GOALS

1. Increase the percent of racially diverse employees at the College to better reflect our student population.
2. Help all students be more successful by 3% each year AND ensure our special populations\* achieve at the same success rates as the general student body in:
  - a. Enrollment headcount
  - b. Graduation rate
  - c. Job placement
  - d. University transfer rate
  - e. Salary growth over 5 years
3. Provide technical assistance and guidance to at least three other organizations who decide to implement Universal Design by 2025.



## This Is Where Students Succeed

Southwest Wisconsin Technical College is one of the 10 finalists out of nearly 1,200 two-year colleges for the Aspen Prize for Community College Excellence.

The Aspen Prize honors colleges with outstanding achievement in five critical areas: teaching and learning, certificate and degree completion, transfer and bachelor's attainment, workforce success, and equity for students of color and students from low-income backgrounds. By focusing on student success and lifting up models that work, the Aspen Prize aims to celebrate excellence, advance a focus on equitable student success, and stimulate replication of effective culture and practice.



\*The Wisconsin Technical College System (WTCS) defines special populations as students of color, Pell Grant recipients, military veterans, incarcerated individuals, dislocated workers, and persons with disabilities.