



# **Southwest Wisconsin Technical College**

## **District Board Meeting**

**Regular Meeting**

**December 22, 2022**

Virtual Meeting using Zoom  
Meeting ID: 946 5422 2704  
Passcode: 777386

## Contents

<b>Annotated Agenda .....</b>	<b>3</b>
<b>Open Meeting .....</b>	<b>5</b>
A. Roll Call.....	5
B. Reports/Forums/Public Input.....	5
<b>Consent Agenda .....</b>	<b>6</b>
A. Approval of Agenda .....	6
B. Minutes of the Regular Board Meeting of November 17, 2022 .....	8
C. Financial Reports.....	13
1. Purchases Greater than \$2,500 .....	13
2. Treasurer's Cash Balance.....	16
3. Budget Control.....	17
D. Contract Revenue.....	18
E. Personnel Items.....	20
<b>Other Items Requiring Board Action.....</b>	<b>21</b>
A. Procurement Bid (2223-05): John Deere 460M Baler & S300 Side-Pull Rotary Mower-Conditioner 21	
<b>Board Monitoring of College Effectiveness .....</b>	<b>23</b>
A. Fund & Account Transfers (2021-22 Budget Modifications) and June 30, 2022 Financial Audit Updates .....	23
B. Dodgeville Outreach Update .....	23
C. Staffing Update.....	32
<b>Information and Correspondence .....</b>	<b>34</b>
A. Enrollment Report.....	34
1. 2022-23 FTE Enrollment Comparison Report .....	34
2. FY 2024 Application Report .....	37
B. Chairperson's Report .....	39
1. District Boards Association – Recommendation for 2023-24 Officers .....	39
2. District Boards Association – Legislative Conference (Jan. 11-13, 2023) .....	39
3. National Legislative Summit (Feb. 5-8, 2023).....	39
C. College President's Report .....	39
1. Review Board Governance Policies: 4.2 ~ College Mission; 4.3 ~ College Purposes.....	39
2. Chief Academic Officer Update.....	42
3. End of Year Executive Team Retreat Update.....	42
4. Potential Staffing RFP .....	42
D. Other Information Items .....	42
<b>Establish Board Agenda Items for Next Meeting.....</b>	<b>42</b>
A. Agenda.....	42
B. Time and Place.....	42

<b>Adjournment .....</b>	<b>42</b>
<b>Appendix ~ Southwest Wisconsin Technical College Strategic Directions (2022-2025) .....</b>	<b>43</b>

## **Annotated Agenda**

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

Thursday, December 22, 2022, 6:00 p.m.  
Regular District Board Meeting over Zoom

Open Meeting Zoom Link Information:

<https://swtc.zoom.us/j/94654222704?pwd=QVYwcGhrRUFOSGR5TlpONGhqaDBkdz09>

Meeting ID: 946 5422 2704

Passcode: 777386

### **ANNOTATED AGENDA**

#### **OPEN MEETING**

The following statement will be read: "The December 22, 2022 regular meeting of the Southwest Wisconsin Technical College Board is called to order. This meeting is open to the public and in compliance with State Statutes. Notice of the meeting has been sent to the press, posted on the College's website at [www.swtc.edu/about/board/meetings](http://www.swtc.edu/about/board/meetings), and posted on campus and 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 Meeting of November 17, 2022**

Minutes of the November 17, 2022 Board meeting are included with the electronic Board packet.

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

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

###### **2. Treasurer's Cash Balance**

###### **3. Budget Control**

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

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

There were 21 contracts totaling \$80,629.03 in November 2022 being presented for Board approval. The Contract Revenue Report is included with the electronic Board material.

**E. Personnel Items**

The Personnel Report includes three employment recommendations, three resignations, and two LTE completions. The report is included with the Board material.

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

**OTHER ITEMS REQUIRING BOARD ACTION**

**A. Procurement Bid (2223-05): John Deere 460M Baler & S300 Side-Pull Rotary Mower-Conditioner**

Bids were sought for a new John Deere 460M Baler & S300 Side-Pull Rotary Mower-Conditioner. The public bid opening was held virtually on December 1, 2022, with five vendors responding to the bid request from a total of six plan holders. Mr. White will present a summary of the bids received. The summary is included in the electronic Board material.

**Recommendation:** *Award the bid for a New John Deere 460M Baler & S300 Side-Pull Rotary Mower-Conditioner in the amount of \$79,900.00 to Sloan Implement of Montfort, WI.*

**BOARD MONITORING OF COLLEGE EFFECTIVENESS**

**A. Fund & Account Transfers (2021-22 Budget Modifications) and June 30, 2022 Financial Audit Updates**

Caleb White will update the Board on the status of these items.

**B. Dodgeville Outreach Update**

Included in the electronic packet are 1) Draft MOU between Iowa County and Southwest Tech and 2) Dodgeville Outreach Site Planning document. Caleb White will present this information to the Board.

**C. Staffing Update**

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

**INFORMATION AND CORRESPONDENCE**

**A. Enrollment Report**

**1. FY 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**

**1. District Boards Association – Recommendation for 2023-24 Officers**

**2. District Boards Association – Legislative Conference (Jan. 11-13, 2023)**

**3. National Legislative Summit (Feb. 5-8, 2023)**

**C. College President's Report**

1. Review Governance Policies: 4.2 College Mission, 4.3 College Purposes
2. Chief Academic Officer Position Update
3. End of Year Executive Team Retreat Update
4. Potential Staffing RFP

**D. Other Information Items**

**ESTABLISH BOARD AGENDA ITEMS FOR NEXT MEETING**

**A. Agenda**

1. DWD Job Center Lease
2. Fund & Account Transfers (2021-22 Budget Modifications)
3. June 30, 2022 Financial Audit Report
4. SWTC Foundation Quarterly Report
5. SWTC Real Estate Foundation Quarterly Report
6. Safety & Security Monitoring Report
7. Student Access Monitoring Report
8. Benefit Consortium Update

**B. Time and Place**

1. Thursday, January 26, 2023, 7:00 p.m.
2. Southwest Tech, Room TBD

**ADJOURNMENT**

**Open Meeting**

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***A. Roll Call***

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

## **Consent Agenda**

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



## **BOARD MEETING NOTICE/AGENDA**

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Regular District Board Meeting over Zoom

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

### **CONSENT AGENDA**

- A. Approval of Agenda
- B. Minutes of the Regular Board Meeting of November 17, 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. Procurement Bid (2223-05): John Deere 460M Baler & S300 Side-Pull Rotary Mower-Conditioner

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

- A. Fund & Account Transfers (2021-22 Budget Modifications) and June 30, 2022 Financial Audit Updates
- B. Dodgeville Outreach Update
- C. Staffing Update

## **INFORMATION AND CORRESPONDENCE**

- A. Enrollment Report
  - 1. FY 2023 Comparison FTE Report
  - 2. FY 2024 Application Report
- B. Chairperson's Report
  - 1. District Boards Association – Recommendation for 2023-24 Officers
  - 2. District Boards Association – Legislative Conference (January 11-13, 2023)
  - 3. National Legislative Summit (February 5-8, 2023)
- C. College President's Report
  - 1. Review Governance Policies: 4.2 College Mission, 4.3 College Purposes
  - 2. Chief Academic Officer Position Update
  - 3. End of Year Executive Team Retreat Update
  - 4. Potential Staffing RFP
- D. Other Information Items

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

- A. Agenda
  - 1. DWD Job Center Lease
  - 2. Fund & Account Transfers (2021-22 Budget Modifications)
  - 3. June 30, 2022 Financial Audit Report
  - 4. SWTC Foundation Quarterly Report
  - 5. SWTC Real Estate Foundation Quarterly Report
  - 6. Safety & Security Monitoring Report
  - 7. Student Access Monitoring Report
  - 8. Benefit Consortium Update
- B. Time and Place
  - 1. Thursday, January 26, 2023, 7:00 p.m.
  - 2. Southwest Tech, Room TBD

## **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 Regular Board Meeting of November 17, 2022***

### **MINUTES OF THE BOARD REGULAR MEETING OF THE BOARD OF DIRECTORS OF SOUTHWEST WISCONSIN TECHNICAL COLLEGE NOVEMBER 17, 2022**



The Board of Southwest Wisconsin Technical College met in open session of a regular meeting commencing at 7:20 p.m. on November 17, 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, Jane Wonderling

Absent: Crystal Wallin

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

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

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

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

Thursday, 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**

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
- 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 (2021-22 Budget Modifications)
  - 2. Financial Audit
  - 3. Board Monitoring Report – Student Access
- B. Time and Place

After a review of the Consent Agenda, including the November 17, 2022, agenda; October 20, 2022, Board meeting minutes; financial reports; 31 contracts totaling \$134,024.95 in October 2022; an employment recommendation for Akshay Sukhwai, Multicultural Success Coach; promotion/transfers for Holly Straka – Workforce Innovation Grant Coordinator and Christina Winch – Agricultural Instructor (Full-time); and the resignations of Kim Schmelz - Director of Foundation, Andy Draus - Systems Analyst, Dan Kiefer - Farm Operations & Management Instructor, Jenna Taylor - Associate Degree Nursing Instructor, Mr. Blume moved, seconded by Mr. Enright, to approve the Consent Agenda, as presented. Motion adopted.

John Mehan, Managing Director of Robert W. Baird & Co., and Caleb White, Vice President for Administrative Services, presented the final pricing summary for the sale of \$4,000,000 in General Obligation Promissory Notes, Series 2022B. Eight competitive bids were received ranging from 3.1739 – 3.5365% with the winning bid going to StoneX Financial Inc. Mr. Mehan explained that the coupons are a flat of 5% with a \$170,840 premium being paid to Southwest Wisconsin Technical College and that the premium will be deposited into the debt service account and used for interest payments. Mr. Bolstad moved to approve, seconded by Mr. Prange, the resolution awarding the sale of \$4,000,000 general obligation promissory notes, Series 2022B to StoneX Financial Inc. at 3.1739% for five years, as presented. Upon a roll call vote all present members voted affirmatively: Mr. Bolstad, Mr. Blume, Mr. Enright, Ms. Jordie, Ms. Wonderling, Ms. Fillback, Mr. Prange and Mr. Tuescher. Motion adopted.

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. Per request from last month's meeting, Mr. White investigated and brought forth a summary of leasing options, noting that purchasing is the best value. Mr. Prange moved, seconded by Mr. Enright, to award the purchase bid for a new UW56 Bobcat Toolcat in the amount of \$60,985.00 to Richie Implement, Cobb, WI. Motion carried.

A resolution indicating college employees to whom the Wisconsin Code of Ethics for Public Officials and Employees applies was presented by President Wood. Included in the resolution are Jason S. Wood, College President; Holly Clendenen, Chief Student Services Officer; Katie Glass, Executive Director of Marketing; Krista Weber, Chief Human Resources Officer; and Caleb White, Vice President for Administrative Services. Ms. Jordie moved, seconded by Mr. Enright, to approve the Code of Ethics Resolution as presented. Motion carried.

Kim Maier, Executive Dean, presented a Concept Review for a Technical Diploma in Artisanal Modern Meat Butchery (30-316-x). Ms. Maier noted that this programming will be offered under the State of Wisconsin's American Rescue Plan (ARPA) funding with the intention to strengthen the area's meat processing supply chain and workforce. Mr. Bolstad moved, seconded by Ms. Wonderling, to approve the Concept Review for a Technical Diploma in Artisanal Modern Meat Butchery (30-316-x). Motion carried.

Krista Weber, Chief Human Resources Officer, and Mr. White presented a request for Board approval to complete step three of the 2022-2023 employee compensation proposal presented in May 2022 (a 1.7% salary increase for all regular employees). Dr. Wood asked the Board to also consider including a one-time \$1,000 stipend for all full-time benefitted employees and a one-time \$500 stipend for all part-time benefitted employees to be paid on the last paycheck in December 2022. Mr. Bolstad moved, seconded by Mr. Blume to approve the increase of 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, and to pay a one-time \$1,000 stipend to all full-time benefitted employees and a one-time \$500 stipend to all part-time benefitted employees to be paid on the last paycheck in December 2022. Motion carried.

Mr. White outlined the 2023-24 budget process. The process started on November 15, 2022 and will end with the final budget hearing in June 2023. The Budget Assumptions and Parameters will come before the Board in February 2023, with preliminary budgets being presented in April and May 2023.

The FY 2023 1<sup>st</sup> quarter Southwest Tech Foundation report was reviewed by the Board noting that fundraising (cash and gift in-kind) for 7/1/22 – 9/30/22 totaled \$227,810.52.

The Real Estate Foundation's FY 2023 2<sup>nd</sup> Quarter report was presented by Mr. White. He reported that Housing is at capacity with 131 fall leases in place. Future investment options being considered involve the SWTC Dodgeville Outreach, additional housing units, and provided furnishings in a segment of units.

Ms. Weber provided an update on College staffing. The following positions are currently posted: Two Associate of Degree Nursing Instructors, Systems Analyst, and Student Services Specialist. An Administrative Assistant for Business & Industry Services position was just approved for posting.

The Board reviewed the Enrollment and Application Reports noting that the FTE count has increased 3.10% percent compared to this time last year. Fall applications are down 39 from this time last year. However, January-start applications have increased by 48 since last year.

There were not any items to bring to the Board under this month's Chairperson's report.

Under the College President's Report President Wood asked the Board for recommendations for updates to Governance Policies 3.7 – Communication & Counsel to the Board and 4.1 – College Vision. The Board did not have any updates. Also discussed were agenda items for the December Executive Leadership Committee meeting. The agenda will include benefit investments and Board member duties/responsibilities.

College Happenings provided by Dr. Wood include:

- The Aspen Institute visit was on November 8, 9 and the visitors were very impressed with what and how well the College does.
- A group of College staff visited Adult Basic Education instructor Kalee Crist and about of her 60 ESL (English as a 2<sup>nd</sup> Language) students at Darlington High School on November 15.
- Congratulations to the Clay Target Team for bringing home another national championship title for the second consecutive year!
- The Platteville Chamber of Commerce will be hosting “Good Morning, Platteville” on 1/26/2023. The Platteville Outreach will be a spotlight.

Other informational items discussed included an update from Mr. Bolstad regarding his attendance at the ACCT Leadership Conference in New York City in October. The conference’s focus was “improving the lives of the entire family”.

Mr. Prange moved, seconded by Ms. Wonderling to adjourn 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.} and 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.} Upon a roll call vote, the following members voted affirmatively: Ms. Wonderling, Mr. Tuescher, Mr. Prange, Ms. Jordie, Ms. Fillback, Mr. Enright, Mr. Bolstad, and Mr. Blume. The motion carried and the meeting adjourned to closed session at 8:34 p.m.

The Board reconvened to open session at 10:19 p.m. With no further business to come before the Board, Ms. Jordie moved to adjourn the meeting, seconded by Ms. Fillback. The motion carried and the meeting adjourned at 10:20 p.m.

## C. Financial Reports

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

SOUTHWEST WISCONSIN TECHNICAL COLLEGE PURCHASES GREATER THAN \$2,500 FOR THE PERIOD 11/01/2022 - 11/30/2022			
Vendor	Expenditure Invoice #	Description	Amount
Thesis	20000002170	CAMS ANNUAL AGREEMENT	128,422.78
IRS	SWTC-140004248	Staff PP 2022-23 11112022 16232	120,524.14
Fowler	21051-5	300/400 REMODEL	94,922.10
Fennimore Utilities	10/27/22 STMT	SEPT/OCTOBER UTILITIES	51,382.01
Campus Works	10512	ERP	29,167.00
Les Mack Chevy	1G1ZB5ST7NF209464	2022 CHEVY MALIBU DE	21,060.50
WI DOR- PR	SWTC-140004251	Staff PP 2022-23 11112022 16232	20,429.55
Allied 100	INV3070732	AEDs	20,062.77
Fowler	21051-8	300/400 RENO	17,915.10
OPG-3	6147	LASERFICHE ANNUAL CHG	17,294.13
Healthequity	Health HSA 11.25.22	Health HSA 11.25.22	17,027.35
Healthequity	H.S.A 11.11.22	H.S.A 11.11.22	16,938.97
J&T	1326	CONCRETE REPAIR	16,636.00
Creative Bus	173604	50% DEPOSIT FURN FOR CONF	15,945.27
Bell Lumber	INV-013775	POLES	14,640.00
Marco	INV10394022	MITEL SOFTWARE	12,617.16
Great West	WI Deferred 11.11.22	WI Deferred 11.11.22	10,086.98
Great West	WI Deferred 11.25.22	WI Deferred 11.25.22	9,777.88
WI Tech Coll System	230014	22/23 ANNUAL FQAS	9,574.49
HBS	549103-H	BILLABLE CHGS	9,031.20
Bettermynd	0293	11.1-10.31.23 ANNUAL FEE	6,750.00
Medical Solutions	01A22326	ANESTHESIA MACHINE	5,882.35
Buckingham Mfg	844646	BOOKSTORE	5,595.00
Infobase	INV433753	INFOBASE LEARNING CLOUD	5,197.86
CLA	3452929	AUDIT SVCS	4,777.50
Constellation	3608676	UTILITIES	4,664.23
LaForce	1202749	PRESIDENTS OFFICE DOOR	4,621.35
Buckingham Mfg	844614	BOOKSTORE	4,360.80
Veterans Affairs	PEBARI *9877	PATRICK BARILLAS	4,268.14

3288127	2067843	Student Refund	4,240.62
National Business	ZK189245-TDQ	CURVED STATION AND FILE	4,239.30
Badger Coaches	2682 10/17/22	BUS TRIP	4,234.72
Delta	Delta 11.17-11.23	Delta 11.17-11.23	3,943.95
3371012	2067856	Student Refund	3,924.00
Hydro-Flo	2409140	MAINTENANCE	3,795.83
Midwest Builders	59-2022	BARN	3,637.00
Vanguard	Vanguard 11.25.22	Vanguard 11.25.22	3,608.34
TeamViewer	004085553 9/30/22	LICENSE	3,540.03
WTA Properties	DEC '22 RENT	RENT	3,502.00
3368590	2067849	Student Refund	3,456.76
2586404	2066689	Student Refund	3,363.62
US Omni	Vanguard 11.11.22	Vanguard 11.11.22	3,308.34
2104742	2067825	Student Refund	3,257.81
Lamar	114098847	ADVERTISING	3,174.00
3272400	2067830	Student Refund	3,116.31
Hillyard	604894788	TISSUE	3,036.18
E9001632	SWTC-00001354	Expense report number SWTC-004742 9001632	3,000.00
Elsevier	42593DF6	BOOKSTORE	2,998.13
2519922	2067827	Student Refund	2,970.00
3279231	2066694	Student Refund	2,970.00
3369773	2066711	Student Refund	2,943.21
2612508	2067828	Student Refund	2,863.09
Uline	156639249	FACILITIES SUPPLIES	2,856.36
TDS	6088223262 12.1.22	PHONE BILL	2,763.47
ReilleAu	10172022	TRAINING	2,750.00
2546410	2069485	Student Refund	2,748.74
Airgas	9131658406	GAS	2,634.28
FlightPath	SWTC-16	TIK TOK VIDEO ADS	2,575.00
3258764	2069486	Student Refund	2,566.59
3287333	2069492	Student Refund	2,545.95
3288984	2066706	Student Refund	2,500.00
3290261	2068710	Student Refund	2,500.00
FlightPath	SWTC-17	PARAMOUNT VIDEO	2,500.00
FlightPath	SWTC-18	PRE-MID ROLL VIDEO	2,500.00
FlightPath	SWTC-19	YOUTUBEVIDEO AD	2,500.00
Landmark	11.17.22	IMPLEMENTING UD	2,500.00

Total Invoices

\$815,136.24

Bank Withdrawals			
Vendor	Transaction Date	Audit Trail	Amount
WAGeworks FSA RECEIVABLE INV4383456	11/7/2022	GNJL005194	5,571.36
Total Bank Withdrawals			\$5,571.36
Payroll			
Payroll Period	Payroll Date		Amount
11/11/2022 Payroll	11/11/2022		416,361.24
11/25/2022 Payroll	11/25/2022		399,554.35
Total Payroll			\$815,915.59
Total Purchases >= \$2,500			\$1,636,623.19



## 2. Treasurer's Cash Balance

### Report of Treasurers Cash Balance 11/30/2022

<b>Receipts</b>			
Fund			
1 General	563,608.00		
2 Special Revenue	-		
3 Capital Projects	4,814.00		
4 Debt Service	80,000.00		
5 Enterprise	111,988.00		
6 Internal Service	333,456.00		
7 Financial Aid/Activities	32,679.00		
<b>Total Receipts</b>		<b>1,126,545.00</b>	
<b>Expenses</b>			
Fund			
1 General	2,046,528.00		
2 Special Revenue	-		
3 Capital Projects	204,515.00		
4 Debt Service	-		
5 Enterprise	103,359.00		
6 Internal Service	16,678.00		
7 Financial Aid/Activities	207,287.00		
<b>Total Expenses</b>		<b>2,578,367.00</b>	
<b>Net cash change - month</b>			<b>(1,451,822.00)</b>
<b>EOM Cash Balances</b>			
-Midwest One Operating 0356	-		
-Midwest One Investment 1324	10,148,341.53		
-Cash on Hand	2,940.00		
-Local Government Investment Pool	1,244,698.03		
<b>Ending Cash/Investment Balance</b>		<b>11,395,979.56</b>	

### 3. Budget Control

Southwest Wisconsin Technical College							
YTD Summary for Funds 1-7							
For 5 Months ended November 2022							
	<b>2022-23</b>	<b>2022-23</b>	<b>2022-23</b>	<b>2021-22</b>	<b>2020-21</b>	<b>2019-20</b>	<b>2018-19</b>
	<b><u>Budget</u></b>	<b><u>YTD Actual</u></b>	<b><u>Percent</u></b>	<b><u>Percent</u></b>	<b><u>Percent</u></b>	<b><u>Percent</u></b>	<b><u>Percent</u></b>
General Fund Revenue	24,757,300.00	6,209,788.65	25.08	25.63	28.86	27.04	25.48
General Fund Expenditures	25,265,400.00	9,971,567.84	39.47	35.06	41.95	38.71	37.85
Capital Projects Fund Revenue	4,275,000.00	105,608.60	2.47	0.47	0.22	0.06	99.07
Capital Projects Fund Expenditures	5,134,000.00	456,787.45	8.90	5.25	20.81	10.96	16.60
Debt Service Fund Revenue	6,538,500.00	80,000.00	1.22	-	-	-	-
Debt Service Fund Expenditures	7,401,644.00	-	-	16.34	17.75	8.01	10.72
Enterprise Fund Revenue	1,547,000.00	582,774.98	37.67	41.62	51.45	46.48	41.78
Enterprise Fund Expenditure	1,815,700.00	650,016.79	35.80	82.52	40.25	47.00	36.04
Internal Service Fund Revenue	4,455,000.00	1,671,914.11	37.53	37.29	36.54	35.17	36.95
Internal Service Fund Expenditures	4,455,000.00	1,728,300.01	38.79	37.33	38.70	37.18	38.87
Trust & Agency Fund Revenue	8,302,800.00	2,566,125.63	30.91	40.88	26.20	31.01	35.48
Trust & Agency Fund Expenditures	7,702,800.00	3,112,207.14	40.40	34.18	32.75	36.87	38.90
<b>Grand Total Revenue</b>	<b>49,875,600.00</b>	<b>11,216,211.97</b>	<b>22.49</b>	<b>24.90</b>	<b>23.78</b>	<b>23.80</b>	<b>32.16</b>
<b>Grand Total Expenditures</b>	<b>51,774,544.00</b>	<b>15,918,879.23</b>	<b>30.75</b>	<b>31.57</b>	<b>34.46</b>	<b>32.09</b>	<b>33.23</b>

### D. Contract Revenue

There were 21 contracts totaling \$80,629.03 in November 2022 being presented for Board approval. The Contract Revenue Report is below.

#### 2022-2023 CONTRACTS 11/1/2022 to 11/30/2022

<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 (Instructional Fees Waived)</u>	<u>INDIRECT COST FACTOR</u>		
							<u>On-Campus</u>	<u>Off-Campus</u>	<u>Waiver</u>
Jamison Museum Association	03-2023-0032-T-42	Consulting on Capital Campaign Design and Management	Dennis Cooley		\$ 1,200.00	No		X	
WI Dept of Corrections	03-2023-0087-I-32	Welding Training	Dennis Cooley	56	\$ 56,000.00	No		X	
Lancaster EMS	03-2023-0089-I-42	EMS Continuing Education - Slap the Cap	Ken Bartz	47	\$ 885.72	Yes		X	
Lancaster EMS	03-2023-0089-I-42	EMS Continuing Education - Multi-Medic	Ken Bartz	40	\$ 1,327.60	Yes		X	
Crossing Rivers	03-2023-0090-I-41	Leadership Academy 24 Hour	Dennis Cooley	9	\$ 6,900.00	No		X	
Latitude Corporation	03-2023-0092-I-41	Heartsaver CPR/AED with First Aid Training	Ken Bartz	24	\$ 3,120.00	No		X	
USA Clay Target League	03-2023-0097-T-42	League Director Duties - August	Caleb White		\$ 500.00	No		X	
USA Clay Target League	03-2023-0097-T-42	League Director Duties - September	Caleb White		\$ 765.00	No		X	
USA Clay Target League	03-2023-0097-T-42	League Director Duties - October	Caleb White		\$ 500.00	No		X	
Tri-County Human Resources	03-2023-0102-T-42	Speaker on the Topic of Burnout	Dennis Cooley		\$ 200.00	No		X	
Iowa County Social Services	03-2023-0106-I-21	Spanish for the Workplace	Dennis Cooley	16	\$ 1,200.00	No		X	
Shullsburg EMS	03-2023-0108-T-42	EMT Refresher Participant Agreement	Ken Bartz	8	\$ 1,287.60	No		X	
Premier Cooperative	03-2023-0110-I-41	Heartsaver CPR/AED with First Aid Training	Ken Bartz	13	\$ 2,400.00	No		X	
Iowa County Sheriff's Department	03-2023-0112-I-21	Pursuit Refresher	Ken Bartz	25	\$ 989.58	No		X	
Iowa County Sheriff's Department	03-2023-0112-I-21	Law Enforcement In-Service	Ken Bartz	25	\$ 520.83	No		X	



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

The Personnel Report includes three employment recommendations, three resignations, and two LTE completions being presented for approval. The Personnel Report follows.



#### **PERSONNEL REPORT December 12, 2022**

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

Name:	Holly Muench
Title:	Associate Degree Nursing Instructor
How many applicants & interviewed	3 applicants/ 1 interview (3 selected with 2 declining)
Start Date:	12/7/2022
Salary/Wages	\$71,000
Classification	Full-Time
Education and/or Experience	Master's in nursing from University of Phoenix, Associate Degree in Nursing from Southwest Tech and Bachelors of Zoology from UW-Madison with 15 years of Nursing experience.

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

Name:	Simon Chappell
Title:	IT System Analyst-Finance/HR/Payroll
How many applicants & interviewed	7 applicants/ 1 interview
Start Date:	12/13/2022
Salary/Wages	\$32.00
Classification	Full-Time
Education and/or Experience	Bachelor's in Computing & Informatics from University of Plymouth, England with 24 years of combined experience in IT services, web design and programming.

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

Name:	Ramona Hach
Title:	Student Services Specialist
How many applicants & interviewed	43 applicants/ 5 interviews
Start Date:	1/3/2023
Salary/Wages	\$19.23
Classification	Full-Time
Education and/or Experience	Health Clerk /SWTC Medical/Tech Records Certification with 22 years of receptions/administrative assistant experience in health care.

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

##### **NEW POSITION**

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

Rex Smith (last day 11/11/2022)	Dining Services Manager
Todd Kasper (last day 11/30/2022)	Electrical Power Distribution Lab Assistant
Maria Kindrai (last day 12/16/2022)	Associate Degree Nursing Instructor
Wanda Ware (last day 12/23/2022)	Administrative Assistant – LTE
Stephanie Evanchik (last day 12/23/2022)	Administrative Assistant – LTE

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

## **Other Items Requiring Board Action**

### ***A. Procurement Bid (2223-05): John Deere 460M Baler & S300 Side-Pull Rotary Mower-Conditioner***

Bids were sought for a new John Deere 460M Baler & S300 Side-Pull Rotary Mower-Conditioner. The public bid opening was held virtually on December 1, 2022, with five vendors responding to the bid request from a total of six plan holders. The bid summary follows.

**Recommendation:** *Award the bid for a New John Deere 460M Baler & S300 Side-Pull Rotary Mower-Conditioner in the amount of \$79,900.00 to Sloan Implement of Montfort, WI.*



Opening held virtually on December 1, 2022 @ 2:30 p.m. CST

Invitations to bid on a New John Deere 460M Baler & S300 Side-Pull Rotary Mower-Conditioner.  
Bid specifications are as follows:

<b>SCOPE:</b> Southwest Wisconsin Technical College is seeking bids for a John Deere 460M Baler			
Vendor Bid Response Form Bid# 2223-05	Product #	Qty	Bid Price
<b>John Deere 460M Baler Base Model with the following options:</b> <ul style="list-style-type: none"> <li>• Silage Baler Configuration</li> <li>• Net Only Package</li> <li>• 35 mm 1000 rpm Power Take-Off Hookup</li> <li>• 21.5L-16.1" Hi-Flotation Tires</li> <li>• <u>MegaWidePlus</u> Pickup</li> <li>• Bale Push Bar</li> <li>• <u>CoverEdge</u> Surface Wrap with Twine</li> <li>• Freight</li> <li>• Setup</li> <li>• Customer Discount</li> <li>• If additional fees relate to this bid, they need to be identified in the final bid cost.</li> </ul>	2440E 0502 0927 1020 2090 3020 4000 5500	1 1 1 1 1 1 1	
<b>Total Bid:</b>			

<b>SCOPE:</b> Southwest Wisconsin Technical College is seeking bids for a John Deere S300 Side-Pull Rotary Mower-Conditioner			
Vendor Bid Response Form Bid# 2223-05	Product #	Qty	Bid Price
<b>John Deere S300 Side-Pull Rotary Mower-Conditioner</b> <ul style="list-style-type: none"> <li>• Urethane Roll Conditioner</li> <li>• 1000 RPM PTO, ASAE Category 4, 1-3/8" diameter</li> <li>• Bolted Knife</li> <li>• Clevis Hitch</li> <li>• 31 x 13.5-15, 8 PR Hi-Flotation Wheels and Tires</li> <li>• Turnbuckle Top Link with Adjusting Wrench</li> <li>• Single CV U-Joint</li> <li>• Freight</li> <li>• Setup</li> <li>• Customer Discount</li> <li>• If additional fees relate to this bid, they need to be identified in the final bid cost.</li> </ul>	S300 1010 1500 2100 2500 4010 5000 6510	1	
<b>Total Bid:</b>			

The public opening of bids was held on December 1, 2022. Five vendors responded to the bid request from a total of six plan holders. One vendor response did not meet bid specifications. A summary of the bid from the responsive bidders is included below.

Vendor	Location	Baler Bid Price	Mower Bid Price	Total
Tractor Central	Westby, WI	\$ 59,500.00	\$ 37,500.00	\$ 97,000.00
Bodensteiner Implement	Dyersville, IA	\$ 55,683.62	\$ 32,316.38	\$ 88,000.00
Hillsboro Equipment, Inc	Hillsboro, WI	\$ 54,540.02	\$ 33,508.08	\$ 88,048.10
Sloan Implement	Montfort, WI	\$ 53,000.00	\$ 26,900.00	\$ 79,900.00

**Recommendation:** Award the bid for a New John Deere 460M Baler & S300 Side-Pull Rotary Mower-Conditioner in the amount of \$79,900 to Sloan Implement of Montfort, WI.

### **Board Monitoring of College Effectiveness**

#### ***A. Fund & Account Transfers (2021-22 Budget Modifications) and June 30, 2022 Financial Audit Updates***

Caleb White will update the Board on the status of these items.

#### ***B. Dodgeville Outreach Update***

Following in the electronic packet are: 1) the SWTC REF Dodgeville Outreach Site Planning document and 2) the Draft MOU between Iowa County and Southwest Tech. Caleb White will present this information to the Board.



## SWTC REF Dodgeville Outreach site project

### Options for Development

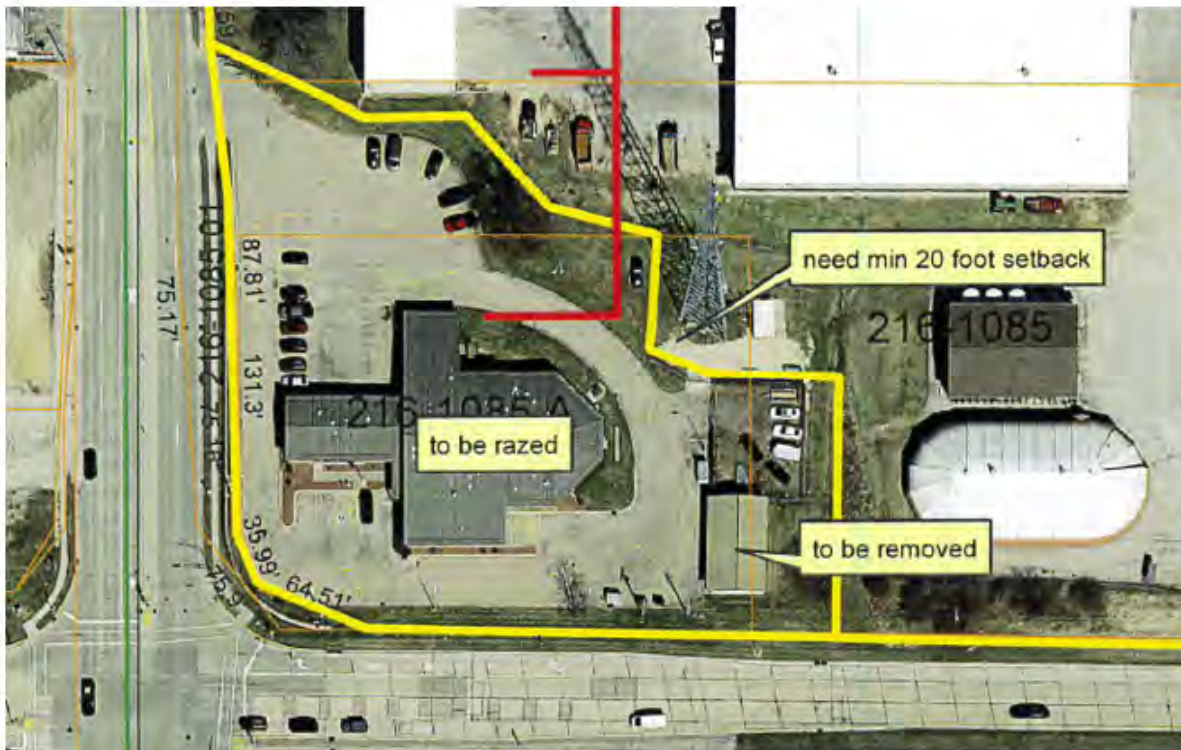
1. Transfer property to the college
  - a. \$1.5M capital limit
2. Transfer property to the REF
  - a. REF develops to suit the college's needs
  - b. The college invests capital to the extent possible and covers the remaining debt service via rent
3. Transfer property to the REF
  - a. REF develops the site to maximize the commercial utility of the site
  - b. The college is an anchor tenant with other commercial/retail tenants
  - c. Profits are passed back to the Foundation for scholarships or the college for other initiatives

### Questions

1. How much is the REF willing to spend in R&D costs to explore the options?
2. What governance structure is needed? Committee? Third party?

### Potential timeline

- 12/14/22 – explore options, approve MOU, approve initial funding
- 2/1/23 – approve agreement for land transfer, review developer options and approve initial phase contract
- 5/3/23 – approve design build contract
- 8/9/23







**MEMORANDUM OF UNDERSTANDING  
BETWEEN IOWA COUNTY, WISCONSIN AND THE SOUTHWEST WISCONSIN  
TECHNICAL COLLEGE (SWTC) REAL ESTATE FOUNDATION, INC.  
ESTABLISHING A PUBLIC-PRIVATE PARTNERSHIP TO FACILITATE THE  
TRANSFER OF EXCESS COUNTY REAL ESTATE TO SOUTHWEST WISCONSIN  
TECHNICAL COLLEGE TO ESTABLISH AN OUTREACH SITE IN DODGEVILLE,  
WI**

This MEMORANDUM OF UNDERSTANDING ("MOU") is made and entered into this \_\_\_\_ day of September, 2022, by and between IOWA COUNTY, WISCONSIN (the "County"), a political subdivision of the State of Wisconsin with its principal office located at 222 North Iowa Street, Dodgeville, Wisconsin, 53533 and SWTC REAL ESTATE FOUNDATION, INC. ("REF") a Wisconsin non-profit foundation with its principal office located at 1800 Bronson Boulevard, Fennimore, Wisconsin, 53809 (collectively, the "Parties").

**RECITALS**

**WHEREAS**, the County seeks to promote affordable, relevant, high-quality, and accessible education, occupational skills training, and job training and retraining, which furthers both the availability of workforce development opportunities, and stimulates economic development within the County; and

**WHEREAS**, the County's residents rely on their ability and the opportunity to obtain the necessary education, skills, and training that are required to find quality employment within the local area, and the County's businesses rely on their ability to find a well-trained and skillful workforce within the local area; and

**WHEREAS**, the County has recently constructed and opened a premier Law Enforcement Center that houses the Iowa County Sheriff's Office, Iowa County Jail, and Iowa County Emergency Management personnel. This new facility replaced the County's old aging Sheriff's Office and County Jail, located at 1205 N. Bequette Street, Dodgeville, WI 53533; and

**WHEREAS**, the County still owns the building and property containing the old Sheriff's Office and County Jail, this real estate is currently excess property for the County, and there are no feasible or foreseeable plans to re-use the property for the County's purpose; and

**WHEREAS**, it is in the County's best interest to re-purpose this excess County property for a new use that will benefit the County, Community, and general public by providing an opportunity for education, workforce training and development, and employment within the County; and

**WHEREAS**, the County has requested to partner with REF, in accordance with Iowa County Policy 309, to establish a Public-Private Partnership to transfer the County's excess real estate at 1205 N. Bequette Street, Dodgeville, WI 53533, to REF for the purpose of constructing and developing a SWTC outreach site at the subject location (the "Project"); and

**WHEREAS**, REF is a non-profit foundation created for the purpose of supporting SWTC by acquiring, holding, and managing real estate that is integral to the College's mission; and

**WHEREAS**, the Parties acknowledge that this MOU is merely a representation of the Parties' desire to transfer the subject property to the REF, and does not constitute an authorization, express or otherwise, for the County to construct, own, or operate a SWTC outreach site, directly or indirectly; and

**WHEREAS**, the Parties acknowledge that the terms of this MOU may be subject to modification in order to ensure compliance with the County's ordinances, state regulatory agencies' guidance and rules, and Wisconsin and federal law.

The Parties to this MOU acknowledge the foregoing recitals and agree to participate in and perform the following actions:

### **GENERAL PROVISIONS**

- I. **Preliminary Agreement.** This MOU is a preliminary agreement between the Parties and, unless expressly stated otherwise, is not intended to create a binding agreement to finance, provide, maintain, develop, construct, or otherwise obligate the Parties to build or operate a SWTC outreach site within the County.
- II. **Parties' Support for the Project.** Notwithstanding any law, rule, guidance, ordinance, or conflicting provision contained herein, the Parties do hereby express support for the provisions contained within this MOU. The Parties acknowledge that the Project may not materialize despite their best efforts.
- III. **Good Faith Negotiations.** The Parties agree to identify and pursue all reasonable alternatives to affect the intent of this MOU and, where possible, take affirmative steps to implement those alternatives. The Parties further agree to voluntarily comply with the provisions of this MOU and, upon approval of the Preliminary Real Estate Transfer Plan by both Parties' respective governing bodies, negotiate in good faith to finalize and adopt a Real Estate Transfer Agreement that is separate and distinct from this MOU and which authorizes the Parties to transfer title to the subject property, through an appropriate legal conveyance, for the purpose of constructing and developing a SWTC outreach site at the location.
- IV. **Preliminary Costs.** The Parties agree that unless otherwise expressly agreed to in writing, each Party will be responsible for its own expenses incurred in furtherance of this MOU.
- V. **Public Purpose.** The Parties acknowledge that the expansion of affordable, relevant, high-quality, and accessible education, occupational skills training, and job training and retraining, furthers both the availability of workforce development opportunities, and stimulates economic development within the County. Accordingly, the Parties agree to cooperate with one another, and diligently undertake all reasonable actions and execute all reasonable efforts to secure funding to advance the Project.

## OBLIGATIONS OF THE PARTIES

- VI. Preliminary Preparations. The Parties shall make all reasonable efforts to independently and collaboratively engage all stakeholders necessary to study, analyze, and execute the provisions of this MOU, including, but not limited to, the State and local officials, industry stakeholders, financial advisors, legal counsel, and other professionals, as necessary to realize the Project.
- VII. Preliminary Real Estate Transfer Plan. The Parties shall make all reasonable efforts to develop a Preliminary Real Estate Transfer Plan, the purpose of which shall be to describe, with specificity, the terms and conditions associated with transferring the County's excess property to REF for the purpose of establishing a SWTC outreach site in Iowa County. The Parties agree to work together to jointly develop the Preliminary Real Estate Transfer Plan.
- VIII. Preliminary Real Estate Transfer Plan Approval. After developing the Preliminary Real Estate Transfer Plan, the Parties shall submit the Preliminary Real Estate Transfer Plan to their respective governing bodies for consideration and approval.
- IX. Real Estate Transfer Agreement. Should both Parties' respective governing bodies approve the Preliminary Real Estate Transfer Plan, the Parties will enter into a Real Estate Transfer Agreement which will be legally binding on both Parties. Development, approval, and execution of the Real Estate Transfer Agreement shall be separate and distinct from this MOU and shall be subject to and conditioned upon successful negotiations between the Parties and approval by both Parties' respective governing bodies.
- X. Costs. Parties acknowledge that all costs borne by the Parties in executing this MOU shall be the sole liability of the Party that incurred the costs, unless otherwise agreed to in writing.

## MISCELLANEOUS PROVISIONS

- XI. Duration and Termination. The Parties are entitled to terminate this MOU immediately upon written notice to the other Party. Unless one or both Parties, or a court of law, terminates or invalidates this MOU, this MOU shall remain in full force and effect until the Parties' obligations described hereunder are completed.
- XII. Non-Binding Effect. The Parties acknowledge that unless expressly stated otherwise, this MOU is not a binding agreement and the obligations and rights of the Parties are yet to be negotiated and memorialized through the adoption of the Real Estate Transfer Agreement. The Real Estate Transfer Agreement shall not become effective unless and until it is approved by both Parties' respective governing bodies.

- XIII. Disclaimer. The Parties acknowledge that this MOU does not obligate either Party to provide, construct, finance, or develop a SWTC outreach site within the County or to execute a Real Estate Transfer Agreement. The Parties further acknowledge that the provisions of this MOU shall not be relied upon nor construed as an inducement for either party to take any action(s) or incur any costs not explicitly set forth by this MOU.
- XIV. Representations and Warranties. The Parties acknowledge that this MOU does not create a financial obligation between the Parties. The Parties further acknowledge that this MOU does not guarantee completion or execution of a Real Estate Transfer Agreement. Nor does this MOU represent a financing guarantee between a potential lender and a potential buyer. Any financing terms referenced in this MOU shall become effective only upon the development and ratification of the Real Estate Transfer Agreement by both Parties' respective governing bodies. The Parties acknowledge that the Real Estate Transfer Agreement is separate and distinct from this MOU.
- XV. Confidentiality. Because of the competitive nature of academic, educational, and philanthropic opportunities, the County acknowledges that certain information REF provides to the County may be proprietary and, if specified as such, should be treated by the County as confidential and shall not be disclosed to third parties unless required by law.
- XVI. Amendments. This MOU may not be amended or modified, except in writing, by mutual agreement of the Parties.
- XVII. Governing Law. This MOU is intended to be performed in the State of Wisconsin and shall be construed and enforced by the laws of the State of Wisconsin.
- XVIII. Counterparts. This MOU may be executed in one or more counterparts, each of which shall be an original, and all of which together shall be one and the same instrument.

IN WITNESS WHEREOF, the Parties hereto have caused the execution of this MOU by the authority of their respective governing bodies and/or authorized signatory as an expression of the Parties' formal intent.

[Signature pages follow.]

## IOWA COUNTY

The undersigned Iowa County officials have executed this Agreement pursuant to duly adopted Resolution No. \_\_\_\_\_ dated: \_\_\_\_\_, 2022.

\_\_\_\_\_  
John M. Meyers, Chairman  
Iowa County Board of Supervisors

Attest:

\_\_\_\_\_  
Kristy K. ~~Spurley~~, County Clerk

STATE OF WISCONSIN           )  
  )  
COUNTY OF IOWA            )

Personally came before me on \_\_\_\_\_, 2022, the above named \_\_\_\_\_, to me known to be the persons who executed the foregoing instrument and acknowledge same.

\_\_\_\_\_  
Notary Public, State of Wisconsin  
My Commission expires: \_\_\_\_\_

**SWTC REAL ESTATE FOUNDATION, INC.**

\_\_\_\_\_  
Authorized Signatory

\_\_\_\_\_  
Date

Attest:

\_\_\_\_\_  
Notary Public

STATE OF WISCONSIN )

COUNTY OF GRANT )

Personally came before me on \_\_\_\_\_, 2022, the above named  
\_\_\_\_\_, to me known to be the persons who executed the  
foregoing instrument and acknowledge same.

\_\_\_\_\_  
Notary Public, State of Wisconsin

My Commission expires: \_\_\_\_\_



### ***C. Staffing Update***

Krista Weber will provide an update on College staffing. The December 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	Holly Muench	12/7/2022	BS: \$50,365 - \$80,083 AS: \$52,977 - \$84,234 MS: \$55,588 - \$88,385 Hired at \$71,000
14	Replacement	IT Systems Analyst (Finance, HR & Payroll)	Simon Chappell	12/13/2022	C42: \$24.46 - \$32.24 Hired at \$32.00
15	Replacement	Student Services Specialist	Ramona Hach	1/3/2023	A13: \$19.23-\$22.73 Hired \$19.23
16	New	Programmer/Analyst	Posted	1/3/2023	C44 : \$57,152 - \$80,013
17	New	Administrative Assistant - Business & Industry Services	Offer Pending	1/3/2023	B22: \$19.23 - \$24.94
13	Replacement	Associate Degree Nursing Instructor	Posted	1/3/2023	BS: \$50,365 - \$80,083 AS: \$52,977 - \$84,234 MS: \$55,588 - \$88,385

## Information and Correspondence

### A. Enrollment Report

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

		December 12 2022: School Years 2020-21, 2021-22, and 2022-23 FTE Comparison									
Program Code	Program Title	SY 20-21 12/14/20 Students	SY 21-22 12/13/21 Students	SY 22-23 12/12/22 Students	21 to '23 Student Change	22 to '23 Student Change	SY 20-21 12/14/20 FTE	SY 21-22 12/13/21 FTE	SY 22-23 12/12/22 FTE	21 to '23 FTE Change	22 to '23 FTE Change
10-101-1	Accounting	62	61	52	(10)	(9)	42.23	38.17	27.70	(14.53)	(10.47)
10-006-7	Agribusiness Science & Technology - AgBus Mgmt	6	12	15	9	3	3.13	11.80	14.83	11.70	3.03
10-006-5	Agribusiness Science & Technology - Agronomy	18	11	11	(7)	-	15.53	10.07	10.93	(4.60)	0.87
10-006-6	Agribusiness Science & Technology - Animal Science	20	29	34	14	5	15.20	22.30	29.30	14.10	7.00
10-102-3	Business Management	126	103	92	(34)	(11)	77.00	62.80	59.70	(17.30)	(3.10)
10-530-5	Cancer Information Management	104	84	59	(45)	(25)	54.57	51.80	34.13	(20.43)	(17.67)
10-504-X	Criminal Justice	49	41	33	(16)	(8)	32.70	30.10	26.83	(5.87)	(3.27)
10-316-1	Culinary Arts	6	5		(6)	(5)	5.10	4.90		(5.10)	(4.90)
10-317-1	Culinary Management	2			(2)	-	1.53			(1.53)	-
10-102-1	Data Analytics		2	5	5	3		1.23	2.83	2.83	1.60
10-510-6	Direct Entry Midwife	109	129	132	23	3	43.83	59.93	62.23	18.40	2.30
10-307-1	Early Childhood Education	60	46	50	(10)	4	42.57	30.33	30.00	(12.57)	(0.33)
10-620-1	Electro-Mechanical Technology	33	26	22	(11)	(4)	29.13	22.73	19.80	(9.33)	(2.93)
10-325-1	Golf Course Management	10	12	15	5	3	9.37	11.13	13.13	3.77	2.00
10-201-2	Graphic And Web Design	17	25	25	8	-	13.53	19.60	22.17	8.63	2.57
10-530-1	Health Information Technology	51	51	44	(7)	(7)	24.07	25.40	21.83	(2.23)	(3.57)
10-520-3	Human Services Associate	31	33	36	5	3	24.40	27.67	28.90	4.50	1.23
10-825-1	Individualized Technical Studies	2			(2)	-	0.70			(0.70)	-
10-620-3	Instrumentation and Controls Technology	4		2	(2)	2	0.90		2.30	1.40	2.30
10-150-2	IT-Network Specialist	26	27	23	(3)	(4)	15.83	18.27	17.67	1.83	(0.60)
10-196-1	Leadership Development	10	11	12	2	1	3.17	6.07	5.60	2.43	(0.47)
10-513-1	Medical Laboratory Technician	19	19	13	(6)	(6)	14.03	13.87	9.43	(4.60)	(4.43)
10-196-6	Nonprofit Leadership		5	10	10	5		3.17	5.73	5.73	2.57
10-543-1	Nursing-Associate Degree	225	204	202	(23)	(2)	124.97	104.93	112.57	(12.40)	7.63
10-524-1	Physical Therapist Assistant	30	21	19	(11)	(2)	17.73	13.83	9.70	(8.03)	(4.13)
10-182-1	Supply Chain Management	22	32	29	7	(3)	10.03	15.60	16.93	6.90	1.33
10-512-1	Surgical Technology			9	9	9			6.80	6.80	6.80
10-499-5	Technical Studies-Journeyworker		1	2	2	1		0.30	0.30	0.30	-
	<b>Total Associate Degree</b>	<b>1,042</b>	<b>990</b>	<b>946</b>	<b>(96)</b>	<b>(44)</b>	<b>621.27</b>	<b>606.00</b>	<b>591.37</b>	<b>(29.90)</b>	<b>(14.63)</b>

## December 12 2022: School Years 2020-21, 2021-22, and 2022-23 FTE Comparison

Program Code	Program Title	SY 20-21 12/14/20 Students	SY 21-22 12/13/21 Students	SY 22-23 12/12/22 Students	21 to '23 Student Change	22 to '23 Student Change	SY 20-21 12/14/20 FTE	SY 21-22 12/13/21 FTE	SY 22-23 12/12/22 FTE	21 to '23 FTE Change	22 to '23 FTE Change
31-101-1	Accounting Assistant	12	9	10	(2)	1	5.30	4.00	4.70	(0.60)	0.70
30-531-6	EMT-IV (Advanced EMT)		12	3	3	(9)		1.97	0.40	0.40	(1.57)
31-006-3	Agribusiness Science & Technology - Agronomy Tech	1	1		(1)	(1)	1.13	0.10		(1.13)	(0.10)
32-070-1	Agricultural Power & Equipment Technician	36	36	29	(7)	(7)	34.60	33.73	25.03	(9.57)	(8.70)
31-405-1	Auto Collision Repair & Refinish Technician	11	9	9	(2)	-	8.43	9.53	7.10	(1.33)	(2.43)
32-404-2	Automotive Technician	34	19	19	(15)	-	21.63	14.53	16.03	(5.60)	1.50
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)	7.73	7.90	3.73	(4.00)	(4.17)
31-307-1	Child Care Services	3	4	5	2	1	2.10	2.10	1.80	(0.30)	(0.30)
30-420-2	CNC Machine Operator/Programmer	2	6	4	2	(2)	1.33	4.60	2.73	1.40	(1.87)
31-502-1	Cosmetology	19	27	33	14	6	12.60	18.70	24.27	11.67	5.57
30-504-2	Criminal Justice-Law Enforcement 720 Academy	15	7	10	(5)	3	10.03	5.13	8.00	(2.03)	2.87
31-317-1	Culinary Specialist	1			(1)	-	0.30			(0.30)	-
30-508-2	Dental Assistant	11	19	18	7	(1)	6.13	9.67	9.20	3.07	(0.47)
30-812-1	Driver and Safety Education Certification	16	8	12	(4)	4	3.30	1.20	2.50	(0.80)	1.30
31-413-2	Electrical Power Distribution	44	45	43	(1)	(2)	37.23	37.00	38.53	1.30	1.53
50-413-2	Electricity (Construction) Apprentice	20	23	23	3	-	2.63	1.93	1.60	(1.03)	(0.33)
30-531-3	Emergency Medical Technician	87	29	45	(42)	16	13.30	5.63	7.60	(5.70)	1.97
32-080-4	Farm Operations & Management - Ag Mechanics	8	11	6	(2)	(5)	6.47	9.73	4.53	(1.93)	(5.20)
31-080-6	Farm Operations & Management - Crop Operations	1			(1)	-	0.07			(0.07)	-
32-080-3	Farm Operations & Management - Dairy	8	8	6	(2)	(2)	5.97	6.57	5.87	(0.10)	(0.70)
31-080-3	Farm Operations & Management - Dairy Technician	2	2	4	2	2	0.27	1.47	2.17	1.90	0.70
31-080-2	Farm Operations & Management - Farm Ag Maintenance	4	2	3	(1)	1	2.40	0.20	2.00	(0.40)	1.80
32-080-6	Farm Operations & Management - Livestock	1	3	5	4	2	1.03	2.73	4.30	3.27	1.57
31-080-7	Farm Operations & Management - Livestock Tech		1	1	1	-		0.77	0.93	0.93	0.17
50-413-1	Industrial Electrician Apprentice	10	6	11	1	5	1.67	0.60	1.40	(0.27)	0.80
31-620-1	Industrial Mechanic	3	2	2	(1)	-	2.83	1.00	1.33	(1.50)	0.33
31-154-6	IT-Computer Support Technician	10	8	3	(7)	(5)	7.40	2.93	1.57	(5.83)	(1.37)
31-513-1	Laboratory Science Technician	4	10	6	2	(4)	1.60	3.50	0.93	(0.67)	(2.57)
50-620-1	Mechatronics Technician Apprentice	6			(6)	-	1.20			(1.20)	-
31-509-1	Medical Assistant	40	30	25	(15)	(5)	32.63	22.57	20.80	(11.83)	(1.77)

# December 12 2022: School Years 2020-21, 2021-22, and 2022-23 FTE Comparison

Program Code	Program Title	SY 20-21 12/14/20 Students	SY 21-22 12/13/21 Students	SY 22-23 12/12/22 Students	21 to '23 Student Change	22 to '23 Student Change	SY 20-21 12/14/20 FTE	SY 21-22 12/13/21 FTE	SY 22-23 12/12/22 FTE	21 to '23 FTE Change	22 to '23 FTE Change
31-530-2	Medical Coding Specialist	76	93	59	(17)	(34)	32.37	51.77	28.10	(4.27)	(23.67)
30-504-4	Nail Technician	2	1	7	5	6	0.53	0.17	1.97	1.43	1.80
30-543-1	Nursing Assistant	176	126	136	(40)	10	18.77	12.23	16.53	(2.23)	4.30
50-427-5	Plumbing Apprentice	15	21	23	8	2	1.18	2.43	2.99	1.81	0.56
31-182-1	Supply Chain Assistant	4	2	3	(1)	1	2.63	0.33	1.57	(1.07)	1.23
31-442-1	Welding	50	41	45	(5)	4	36.27	28.67	34.27	(2.00)	5.60
	<b>Total Technical Diploma</b>	<b>742</b>	<b>632</b>	<b>615</b>	<b>(127)</b>	<b>(17)</b>	<b>323.15</b>	<b>305.50</b>	<b>285.13</b>	<b>(38.02)</b>	<b>(20.37)</b>
20-800-1	Liberal Arts - Associate of Arts	28	46	36	8	(10)	8.70	14.37	9.63	0.93	(4.73)
20-800-2	Liberal Arts - Associate of Science	9	8	8	(1)	-	2.63	3.73	2.33	(0.30)	(1.40)
	Undeclared Majors	381	507	652	271	145	59.90	75.37	107.07	47.17	31.70
	<b>Total Liberal Arts &amp; Undeclared Majors</b>	<b>418</b>	<b>561</b>	<b>696</b>	<b>278</b>	<b>135</b>	<b>71.23</b>	<b>93.47</b>	<b>119.03</b>	<b>47.80</b>	<b>25.57</b>
	<b>Total</b>	<b>2,202</b>	<b>2,183</b>	<b>2,257</b>	<b>55</b>	<b>74</b>	<b>1,015.65</b>	<b>1,004.97</b>	<b>995.52</b>	<b>(20.12)</b>	<b>(9.44)</b>
	<b>Percent of Change</b>									<b>-1.98%</b>	<b>-0.94%</b>
	Vocational Adult (Aid Codes 42-47)	2,108	2,161	2,391	283	230	44.67	44.38	44.49	(0.19)	0.11
	Community Services (Aid Code 60)	48	-	13	(35)	13	0.16	-	0.04	(0.12)	0.04
	Basic Skills (Aid Codes 73,74,75,76)	136	219	269	133	50	20.83	33.20	36.47	15.63	3.27
	Basic Skills (Aid Codes 77 & 78)	60	56	117	57	61	-	1.30	0.02	0.02	(1.28)
	<b>Grand Total</b>	<b>4,554</b>	<b>4,619</b>	<b>5,047</b>	<b>493</b>	<b>428</b>	<b>1,081.32</b>	<b>1,083.84</b>	<b>1,076.54</b>	<b>(4.77)</b>	<b>(7.30)</b>
	<b>Total Percent of Change</b>									<b>-0.44%</b>	<b>-0.67%</b>
						Budgeted/Goal FTEs	1,275	1,250	1,250		
						% of Budgeted/Goal FTEs Achieved to date	84.8%	86.7%	86.1%		
						Final Actual FTEs Achieved	1,256	1,253			
						% of Final Actual FTEs Achieved to date	86.1%	86.5%			
						<b>21/22 Projected Ending FTEs using historical trend</b>	<b>1,250</b>	<b>1,245</b>			
						<b>Will budget be met</b>	<b>YES</b>	<b>NO</b>			

## 2. FY 2024 Application Report

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

PROGRAM	CAP	12/08/21			12/05/22			YOY
		IP	ACCEPT	TOTAL	IP	ACCEPT	TOTAL	
Accounting		2	3	5	5	1	6	1
Accounting Assistant		1	1	2	2	0	2	0
Agribusiness Science & Technology - Agbus Mgmt	20		5	5		15	15	10
Agribusiness Science & Technology - Agronomy	20		5	5		6	6	1
Agribusiness Science & Technology - Agronomy Tech	20		0	0		3	3	3
Agribusiness Science & Technology - Animal Science	20		22	22		23	23	1
Agricultural Power & Equipment Technician	22		12	12		20	20	8
Auto Collision Repair & Refinish Technician	22		7	7		12	12	5
Automotive Technician	22		17	17		17	17	0
Building Trades-Carpentry	20		5	5		11	11	6
Business Management		21	9	30	27	5	32	2
Cancer Information Management	44	8	17	25	15	16	31	6
Child Care Services	13	2	5	7	3	1	4	-3
CNC Machine Operator/Programmer	15		0	0		0	0	0
Cosmetology	24		25	25		30	30	5
Criminal Justice Studies	48	9	2	11	7	1	8	-3
Criminal Justice-Law Enforcement 2		2	7	9	12	9	21	12
Data Analytics			0		2	0	2	2
Dental Assistant	18		14	14	2	5	7	-7
Early Childhood Education	28	15	5	20	28	10	38	18
Electrical Power Distribution	44		83	83		44	44	-39
Electro-Mechanical Technology	24		15	15		11	11	-4
Farm Operations & Management - Ag Mechanics	20		6	6				-6
Farm Operations & Management - Dairy	20		4	4				-4
Farm Operations & Management - Dairy Technician	20		0	0				0
Farm Operations & Management - Farm Ag Maintenance	20		1	1				-1
Farm Operations & Management - Livestock	20		2	2				-2
Farm Operations & Management - Livestock Tech	20		2	2				-2
Golf Course Management			7	7		6	6	-1
Graphic and Web Design	25		16	16		14	14	-2
Health Information Technology	22		5	5	3	10	13	8
Human Services Associate	31		20	20		12	12	-8
Industrial Mechanic	12		0	0		1	1	1
Instrumentation and Controls Technology	0		2	2		0	0	-2
IT-Computer Support Technician			4	4		7	7	3
IT-Network Specialist			10	10		4	4	-6
Laboratory Science Technician	15		0	0		0	0	0
Leadership Development			0	0	2	0	2	2
Liberal Arts - Associate of Arts		12	1	13	12	0	12	-1
Liberal Arts - Associate of Science		11	0	11	11	0	11	0
Medical Assistant	32		15	15		9	9	-6
Medical Coding Specialist	23	4	16	20	7	9	16	-4

PROGRAM	CAP	12/08/21			12/05/22			YOY
		IP	ACCEPT	TOTAL	IP	ACCEPT	TOTAL	
Medical Laboratory Technician	16	1	0	1	6	1	7	6
Nail Technician			7	7		6	6	-1
Nonprofit Leadership			0	0	1	0	1	1
Nursing-Associate Degree	54	70	25	95	90	16	106	11
Nursing-Associate Degree-Part-time	28		10	10		1	1	-9
Pharmacy Tech (Shared)			0	0		0	0	0
Physical Therapist Assistant	18	6	5	11	11	5	16	5
Supply Chain Assistant			0	0		0	0	0
Supply Chain Management			1	1	2	1	3	2
Surgical Technology		8	2	10	10	4	14	4
Technical Studies-Journeyworker			0	0	2	0	2	2
Undecided		49	0	49	16	0	16	-33
Welding	40		30	30		26	26	-4
<b>TOTAL</b>		<b>221</b>	<b>450</b>	<b>671</b>	<b>276</b>	<b>372</b>	<b>648</b>	<b>-23</b>

PROGRAM	CAP	IP	ACCEPT	TOTAL	IP	ACCEPT	TOTAL	YOY
Accounting		1	8	9		7	7	-2
Accounting Assistant		3	3	6		2	2	-4
Agribusiness Science & Technology - Agbus Mgmt			0	0		2	2	2
Agribusiness Science & Technology - Animal Science			0	0		2	2	2
Business Management		10	19	29		6	6	-23
Cancer Information Management		3	0	3		11	11	8
Child Care Services		1	0	1		0	0	-1
Criminal Justice-Law Enforcement 2			0	0		2	2	2
Data Analytics			1	1		0	0	-1
Direct Entry Midwife		57	52	109	98	46	144	35
Driver and Safety Education Certification		1	2	3	2	0	2	-1
Early Childhood Education		8	0	8		7	7	-1
Electro-Mechanical Technology			0	0		3	3	3
Golf Course Management			0	0		1	1	1
Graphic and Web Design			0	0		4	4	4
Health Information Technology		3	0	3		9	9	6
Human Services Associate			0	0		7	7	7
Individualized Technical Studies			0	0		1	1	1
Industrial Mechanic			0	0		1	1	1
IT-Computer Support Technician			0	0		3	3	3
IT-Network Specialist			0	0		3	3	3
Leadership Development			1	1		0	0	-1
Liberal Arts - Associate of Arts		3	2	5		2	2	-3
Liberal Arts - Associate of Science		1	1	2		0	0	-2
Medical Assistant			0	0		1	1	1
Medical Coding Specialist		3	0	3		7	7	4
Medical Laboratory Technician		1	0	1		0	0	-1
Nail Technician			1	1		2	2	1
Nonprofit Leadership			4	4		0	0	-4
Nursing-Associate Degree			0	0		14	14	14
Nursing-Associate Degree-Part-time			0	0		9	9	9
Physical Therapist Assistant			0	0		3	3	3
Supply Chain Management		2	5	7		2	2	-5
Surgical Technology			0	0		1	1	1
Technical Studies-Journeyworker		1	0	1		0	0	-1
Welding (January Start)	20		12	12		8	8	-4
<b>TOTAL</b>		<b>98</b>	<b>111</b>	<b>209</b>	<b>100</b>	<b>166</b>	<b>266</b>	<b>57</b>



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

- 1. District Boards Association – Recommendation for 2023-24 Officers**
- 2. District Boards Association – Legislative Conference (Jan. 11-13, 2023)**
- 3. National Legislative Summit (Feb. 5-8, 2023)**

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

- 1. Review Board Governance Policies: 4.2 ~ College Mission; 4.3 ~ College Purposes**

Following are the policies for Board member review.



## **4.2 - COLLEGE MISSION**

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

Adopted: 1/24/02  
Reviewed: 11/2/02, 7/14/08, 3/22/12  
Revised: 3/24/05, 8/28/08, 2/22/14

### **4.3 - COLLEGE PURPOSES**

Southwest Wisconsin Technical College's purposes are to:

1. Provide apprenticeship, certificate, technical diploma, and associate degree programs that respond to District workforce needs and prepare students for family-sustaining jobs and career advancement.
2. Provide customized training, retraining, and technical assistance to businesses, industries, and individuals that foster economic development and the expansion of employment opportunities.
3. Collaborate with schools to provide K-12 students opportunities to explore college and career options as well as to enhance their preparation for postsecondary education and employment.
4. Provide career pathways and collegiate transfer programs that enable graduates to continue their education.
5. Provide continuing education opportunities to enhance the occupational knowledge and skills of District workers and residents.
6. Provide Adult Basic Education, GED/HSED, bridge, and other programs that help unskilled or low-skilled individuals prepare for work, postsecondary education, or career advancement.
7. Provide education and services which address barriers created by stereotyping and discriminating and assist minorities, women and the handicapped or disadvantaged to participate in the work force and the full range of technical college programs and activities.
8. Provide community services and avocational or self-enrichment activities.

Adopted: 1/24/02  
Reviewed: 11/2/02  
Revised: 3/24/05, 2/22/14, 12/16/16

2. Chief Academic Officer Update
3. End of Year Executive Team Retreat Update
4. Potential Staffing RFP

***D. Other Information Items***

**Establish Board Agenda Items for Next Meeting**

***A. Agenda***

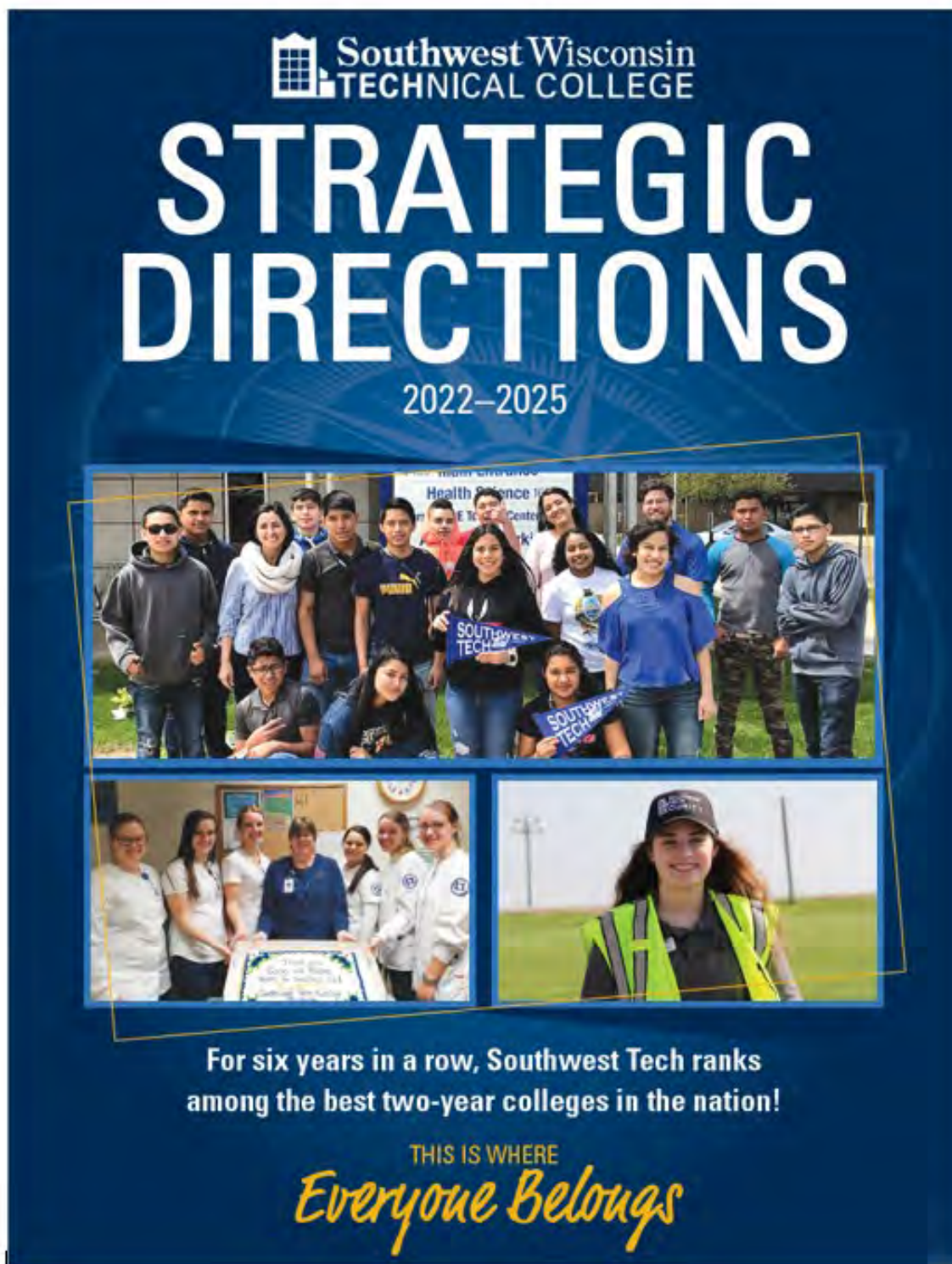
1. DWD Job Center Lease
2. Fund & Account Transfers (2021-22 Budget Modifications)
3. June 30, 2022 Financial Audit Report
4. SWTC Foundation Quarterly Report
5. SWTC Real Estate Foundation Quarterly Report
6. Safety & Security Monitoring Report
7. Student Access Monitoring Report
8. Benefit Consortium Update

***B. Time and Place***

1. Thursday, January 26, 2023, 7:00 p.m. at Southwest Tech, Fennimore, WI

**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.