Southwest Wisconsin Technical College

District Board Meeting

Board Retreat and Regular Meeting

May 5-6, 2023

Held at

University of Wisconsin-Platteville
Ullsvik Hall
One University Plaza
Platteville, WI 53818

Contents

Annotated Agenda

BOARD RETREAT/MEETING NOTICE/AGENDA ~ AMENDED~
May 5-6, 2023

UW-Platteville ~ Ullsvik Hall, Room Velzy South
One University Plaza
Platteville, WI 53818

FRIDAY, MAY 5, 2023
12:00 P.M. – LUNCH
(LUNCH IS FOR SOCIAL PURPOSES, COLLEGE BUSINESS WILL NOT BE DISCUSSED)

OPEN MEETING
The following statement will be read: "The May 5 and 6, 2023, board 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, and posted on campus, CESA 3, 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**
- **C. Student Senate Update**

(1:00 – 3:00 P.M.) BOARD MONITORING OF COLLEGE EFFECTIVENESS
- **A. College Finance/Budget Educational Session**
  Caleb White, Vice President for Administrative Services, will lead an interactive discussion on finance and budget development processes.

- **B. Compensation Proposal**
  The Board will have a collaborative conversation focused on College compensation. Krista Weber, Chief Human Resources Officer, will assist with facilitating the discussion.

- **C. Facilities and Financing Plan Drafts**
  - **1. 3-Year Facilities Plan**
  - **2. 10-Year Facilities Plan**
  - **3. 10-Year Financing Plan**

  The drafts of three plans will be reviewed, as well as discussing financing options. Dan Imhoff, Executive Director of Facilities, Safety, & Security, along with Caleb White, will be present to answer questions during the group discussion.

(3:00 P.M.) ADJOURN TO CLOSED SESSION, CONFERENCE ROOM 1510
    A. Consideration of adjourning to closed session for the purpose of
        1. Private Conference with Individual Receiving Preliminary Non-Renewal Notices 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. Final Notice of Non-renewal per Wis. Stats. 19.85(1)(c) {Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.}

RECONVENE TO OPEN SESSION (RETURN TO ROOM VELZY SOUTH)
    A. Action, if necessary, on Closed Session Items

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 March 30, 2023
    Minutes of the March 30, 2023, 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 will be at the meeting and available for any questions.

    D. Contract Revenue
    There were 34 contracts totaling $174,551.10 in March 2023 being presented for Board approval. The Contract Revenue Report is included with the electronic Board material.

    E. Personnel Items
    The Personnel Report includes two employment recommendations and one resignation presented for approval. The report is included with the Board material.

__Recommendation__ – Approve the Consent Agenda as presented.

OTHER ITEMS REQUIRING BOARD ACTION
A. Bid Approval: Building 1600 Roof Project
Bids were sought to reroof the Health Science Building (Building 1600). The public opening of bids was held on April 6, 2023, with two vendors responding to a total of thirteen solicited vendors. Caleb White will present a summary of the bids received, which is also included in the electronic board material.

Recommendation: Award a contract for base bid #1 for the Building 1600 roof project in the amount of $596,270 to Pioneer Roofing, LLC of Johnson Creek, WI.

B. Concept Review Approval: Radiography Applied Associate of Science (10-526-1)
Included in the electronic Board material is a Concept Review for an Applied Associate of Science Degree in Radiography (10-526-1). Cynde Larsen, Chief Academic Officer, 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 Radiography Applied Associate of Science (10-526-1).

BOARD MONITORING OF COLLEGE EFFECTIVENESS
A. Financial Sustainability Monitoring Report
A PowerPoint slide presentation is included in the electronic Board meeting material for the Board Monitoring Report on Fiscal Sustainability. Caleb White will present the information at the Board meeting.

B. Staffing Update
1. Recruitment, Retention, Compensation, Benefits, and Culture: Trends and Opportunities
Krista Weber, Chief Human Resources Officer, will provide an update on College staffing. A summary is available electronically with all other Board material.

C. Southwest Tech Foundation Quarterly Report
Dennis Cooley, Executive Director of Advancement, will present a quarterly Foundation report to the Board highlighting the activities and results of fundraising efforts and other initiatives. The FY 2023 3rd Quarter report is available with the electronic Board material.

D. Southwest Tech Real Estate Foundation Quarterly Report
Dennis Cooley will present a quarterly Real Estate Foundation report to the Board highlighting the resident life, board members and future investments. The FY 2023 3rd Quarter report is available with the electronic Board material.

INFORMATION AND CORRESPONDENCE

    A. Enrollment Report
        1. 2022-23 FTE Comparison (Year Over Year)
        2. 2023-24 FTE Comparison (Year Over Year)
        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. 2023-24 District Boards Association (DBA) Officer Election Results

    C. College President's Report
        1. Recognition of Don Tuescher, WI Technical College District Boards Association Board Member of the Year (2023)
        2. ACCT Presentation Proposal and 2023-24 Membership Renewal
        3. Partnership Update: Fennimore Police Department
        4. Discuss Professional Services to the Board

    D. College Happenings

    E. Other Information Items

ESTABLISH BOARD AGENDA ITEMS FOR NEXT MEETING

    1. Agenda
        1. 2023-24 Budget Update
        2. President's Evaluation and Contract

    2. Time and Place
        Wednesday, May 18, 2023, at 7:00 p.m., Southwest Tech Campus, Room 430

ADJOURN TO CLOSED SESSION

    A. Consideration of adjourning to closed session for the purpose of
        1. 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.}
        2. Discussing the President's evaluation per Wisconsin Statutes 19.85(1)(c) {Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.}

    B. Approval of Closed Session Minutes from March 30, 2023

RECONVENE TO OPEN SESSION

    A. Action, if necessary, on Closed Session Items

THE BOARD WILL RECESS UNTIL 9:30 A.M. ON SATURDAY, MAY 6, 2023. THE BOARD WILL HAVE DINNER FRIDAY EVENING AND BREAKFAST ON SATURDAY MORNING FOR SOCIAL PURPOSES ONLY AND NO COLLEGE BUSINESS WILL BE CONDUCTED.

<div align="center">

SATURDAY, MAY 6, 2023
9:30 A.M.
UW-Platteville ~ Ullsvik Hall, Room Velzy South

</div>

BOARD MONITORING OF COLLEGE EFFECTIVENESS
   A. Review Priorities
   The Board will review 3-Year Strategic Directions and include a discussion of prioritized College Health Indicators looking for key trends and opportunities.

ADJOURN TO CLOSED SESSION
   A. Consideration of adjourning to closed session for the purpose of
   1. Discussing the President's contract per Wisconsin Statutes 19.85(1)(c) {Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.}

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

ADJOURNMENT

Open Meeting

The following statement will be read: "The May 5 and 6, 2023, board 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, and posted on campus, CESA 3, 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

   C. Student Senate Update

Board Monitoring of College Effectiveness

A. *College Finance/Budget Educational Session*

There will be an interactive discussion on finance and budget development processes.

B. *Compensation Proposal*

The Board will have a collaborative conversation focused on College compensation.

C. *Facilities and Financing Plans*

Following are the drafts of the 3-Year Facilities and the 10-Year Facilities plans. The 10-Year Financing plan will be available for review at the retreat.

1. 3-Year Facilities Plan (Draft)

Southwest Wisconsin TECHNICAL COLLEGE

SOUTHWEST WISCONSIN TECHNICAL COLLEGE THREE-YEAR FACILITIES PLAN

To: Dan Scanlon
From: Jason S. Wood
July 10, 2023

Section 1 – Executive Summary

In the 2022/2023 fiscal year Southwest Tech completed the Lenz Center, Cafeteria Conference remodels in building 300/400. Building 100 elevator was upgraded and the building 500 lighting was converted to LED.

We are in the process of TBD by July (1600 LED lighting), (Lock system upgrade)

Total estimated future values of remodeling, planning, and capital improvements are as follows:

2023-2024 - $3,625,000
2024-2025 - $2,260,000
2025-2026 - $2,725,000

Details of the specific projects are shown in **Section 3**.

Southwest Tech's process for planning facilities begins with gathering needs from faculty and staff to project needs for new or expanding programs. This information is brought to the Capital Facilities Project Planning and Design Team for discussion. Projects are prioritized according to public appeal, the number of people impacted, the number of FTE's generated, potential job placements, community need, and opportunity to increase the college's competitiveness. This final plan is presented to the Southwest Tech Board of Directors for approval.

Section 2 – Existing Facilities

Owned Facilities

Campus	Location/Address	Site Size	Total Area	Value
SWTC	1800 Bronson Boulevard Fennimore, WI 53809	48 acres	380,489 sq. ft.	$69,169,791
SWTC	4179 US Hwy 18 Fennimore, WI 53809	82 Acres	23,254 sq. ft.	$2,142,000

Leased Facilities

Location/Address	Lease Area	Lease Expiration
373 W. 6th St., Richland Center, WI 53581	3,586 square feet	May 31, 2024
Dodgeville Family Chiropractic 1206 N Johns St. Dodgeville, WI 53533	600 square feet	Month-to-month
627 Main St Darlington, WI	840 square feet	June 30, 2023
General Capital Platteville, WI 53818	2,500 square feet	June 30, 2034

Section 3 – Three-Year Project Summary

2023-2024   Total - $3,625,000

Remodeling- $3,225,000

1. Public Safety Concrete and Pavilion Wrap	$100,000
2. Public Safety projects	$25,000
3. Campus Interior Signage Project	$500,000
4. Ag/Auto Center Roof Replacement	$1,500,000

Capital Improvements - $400,000

1. Solar panel and battery storage 1700 Ag/Auto Center	$1,500,000

2024-2025   Total - $2,260,000

Remodeling- $2,260,000

1. Repair building 1600 Caulking	$ 40,000
2. Parking lot lighting upgrades and sealing	$ 100,000
3. Install building 1700 charging stations	$ 20,000
4. Upgrade Building Automation system	$750,000
5. Building 100 remodel	$750,000
6. Building 100 electrical system upgrade	$100,000
7. Campus Interior Signage Project Phase 2	$500,000

Capital Improvements - $0

2025-2026   Total - $2,725,000

Remodeling- $1,225,000

1. Building 1600 flooring replacement	$125,000
2. Building 500 roof replacement	$500,000
3. Interior Signage Project	$500,000
4. Building 500 Restroom Upgrade	$100,000

Capital Improvements - $1,500,000

1. Building 100, 200, and 300 Geothermal Installation	$1,500,000

2. 10-Year Facilities Plan (Draft)

Capital Spending, 2022-23 through 2025-26

Capital Spending	2022-23	2023-24	2024-25	2025-26
Instruction (program equipment)	907,000	1,222,000	600,000	600,000
Instruct. Resources (library/media equipment)	200,000	75,000	75,000	75,000
General Institutional (IT equipment)	1,869,000	1,004,000	850,000	850,000
Physical plant (furniture & facilities construction, remodeling, maintenance & equipment)	485,000	381,000	200,000	200,000

Required Maintenance Items

2022-23		2023-24		2024-25		2025-26	
Upgrade lock system	630,000	Upgrade existing clock system	25,000	Caulk building 1600	40,000		
		Interior signage project	500,000	Building 100 Electrical Service upgrade	100,000	Building 1600 flooring	125,000
Building 200 Science Labs	15,000.00			Parking Lot upgrade	100,000		
		PSC upgrades	100,000	1700 charging stations	20,000		
Building 1600 Roof	625,000	Building 1700 Roof Sustainability	1,500,000	Interior signage phase II	500,000	Building 500 roof Replacement	525,000
					500,000		

New Construction

2022-23		2023-24		2024-25		2025-26	
		Solar panel & Storage project building 1700 (tax credit and grant included)	400,000			Sustainability HVAC upgrades / Geothermal	1,500,000

Remodeling

2022-23		2023-24		2024-25		2025-26	
Ag/Auto Lighting project	200,000			100 classroom, restroom, office space	750,000	Building 500 Restroom upgrades	100,000
				Building Automation System Upgrade	750,000		
Total	**4,961,000**		**5,207,000**		**3,985,000**		**3,975,000**

Capital Spending, 2026-27 through 2032-33

Capital Spending	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33
Instruction (program equipment)	600,000	600,000	600,000	700,000	700,000	700,000	800,000
Instruct. Resources (library/media equipment)	75,000	75,000	75,000	75,000	100,000	100,000	100,000
General Institutional (IT equipment)	900,000	900,000	900,000	900,000	1,000,000	1,000,000	1,000,000
Physical plant (furniture & facilities construction, remodeling, maintenance & equipment)	200,000	200,000	200,000	250,000	300,000	300,000	300,000

Required Maintenance Items

2026-27		2027-28		2028-29		2029-30		2030-31		2031-32		2032-33	
Building 500 electrical service upgrade	100,000	200/300 elevator upgrade	100,000	Dining Servery	250,000			Parking Lot replacements	200,000				
Building 300 Electrical upgrade	100,000	Replace batteries in UPS system	65,000										
Building 300 sprinkler	250,000	Burn Building - repair padgenite	50,000			Farmette improvements	70,000						
		Building 600 sprinkler installation and Fire alarm update	250,000										
Building 200 electrical service upgrade	100,000	Building 600 Roof replacement	575,000	HVAC Equipment	1,500,000	Building 300 roof replacement	650,000	HVAC Equipment	500,000	Alternative Energy Project	700,000		

New Construction

2026-27		2027-28		2028-29		2029-30		2030-31		2031-32		2032-33	
		Sustainability HVAC upgrades	1,500,000			Moon Property Building (program TBD)	1,500,000					Large Solar Array	5,000,000

Remodeling

2026-27		2027-28		2028-29		2029-30		2030-31		2031-32		2032-33	
Building 300 Clearstory Windows	100,000	Remodel 2200 Storage/scenarios/showers	250,000	Childcare renovation	500,000			Knox Learning Center renovation	250,000	Building 100 Roof replacement	400,000		
Building 200 remodel	750,000			Alternative Energy Project	200,000	Building 2000 upgrades	550,000	Building 1600 updates	750,000	Alternative Energy Project	1,500,000		
								Building 500 Renovation	600,000				
Total	**3,240,000**		**4,500,000**		**4,225,000**		**4,695,000**		**4,400,000**		**4,700,000**		**7,200,000**
			4.2		4.4			4.4		4.5		7	

Outreach upgrade (Dodgeville, PDC, Darlington?)	300,000			EPD/Fire Building	1,500,000

Consent Agenda

A. *Approval of Agenda*

Southwest Wisconsin TECHNICAL COLLEGE

BOARD RETREAT/MEETING NOTICE/AGENDA
May 5-6, 2023
UW-Platteville ~ Ullsvik Hall, Room Velzy South
One University Plaza
Platteville, WI 53818

FRIDAY, MAY 5, 2023
12:00 P.M. – LUNCH
(LUNCH IS FOR SOCIAL PURPOSES, COLLEGE BUSINESS WILL NOT BE DISCUSSED)

AMENDED AGENDA

OPEN MEETING
The following statement will be read: "The May 5 and 6, 2023, 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, and posted on campus, CESA 3, 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
  - C. Student Senate Update

(1:00 – 3:00 P.M.) BOARD MONITORING OF COLLEGE EFFECTIVENESS
  - A. College Finance/Budget Educational Session
  - B. Compensation Proposal
  - C. Facilities and Financing Plan Drafts
    1. 3-Year Facilities Plan
    2. 10-Year Facilities Plan
    3. 10-Year Financing Plan

(3:00 P.M.) ADJOURN TO CLOSED SESSION, CONFERENCE ROOM 1510
  - A. Consideration of adjourning to closed session for the purpose of
    1. Private Conference with Individual Receiving Preliminary Non-Renewal Notices 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. Final Notice of Non-renewal per Wis. Stats. 19.85(1)(c) {Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.}

RECONVENE TO OPEN SESSION (RETURN TO VELZY SOUTH ROOM)
   A. Action, if necessary, on Closed Session Items

CONSENT AGENDA
   A. Approval of Agenda
   B. Minutes of the Regular Board Meeting of March 30, 2023
   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. Bid Approval: Building 1600 Roof Project
   B. Concept Review Approval: Radiography Applied Associate of Science (10-526-1)

BOARD MONITORING OF COLLEGE EFFECTIVENESS
   A. Financial Sustainability Monitoring Report
   B. Staffing Update
      1. Recruitment, Retention, Compensation, Benefits, and Culture: Trends and Opportunities
   C. Southwest Tech Foundation Quarterly Report
   D. Southwest Tech Real Estate Foundation Quarterly Report

INFORMATION AND CORRESPONDENCE
   A. Enrollment Report
      1. 2022-23 FTE Comparison (Year Over Year)
      2. 2023-24 FTE Comparison (Year Over Year)
   B. Chairperson's Report
      1. 2023-24 District Boards Association (DBA) Officer Election Results
   C. College President's Report
      1. Recognition of the WI Technical College District Boards Association Board Member of the Year (2023)
      2. ACCT Presentation Proposal and 2023-24 Membership Renewal
      3. Partnership Update: Fennimore Police Department
      4. Discuss Professional Services to the Board
   D. College Happenings
   E. Other Information Items

ESTABLISH BOARD AGENDA ITEMS FOR NEXT MEETING
   A. Agenda
      1. 2023-24 Budget Update
      2. President's Evaluation and Contract
   B. Time and Place
      Wednesday, May 18, 2023, at 7:00 p.m., Southwest Tech Campus, Room 430

ADJOURN TO CLOSED SESSION
A. Consideration of adjourning to closed session for the purpose of
   1. 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.}
   2. Discussing the President's evaluation per Wisconsin Statutes 19.85(1)(c) {Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.}

B. Approval of Closed Session Minutes from March 30, 2023

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

THE BOARD WILL RECESS UNTIL 9:30 A.M. ON SATURDAY, MAY 6, 2023. THE BOARD WILL HAVE DINNER FRIDAY EVENING AND BREAKFAST ON SATURDAY MORNING FOR SOCIAL PURPOSES ONLY AND NO COLLEGE BUSINESS WILL BE CONDUCTED.

SATURDAY, MAY 6, 2023
9:30 A.M.
UW-Platteville ~ Ullsvik Hall, Room Velzy South

BOARD MONITORING OF COLLEGE EFFECTIVENESS
A. Review Priorities

ADJOURN TO CLOSED SESSION
A. Consideration of adjourning to closed session for the purpose of
   1. Discussing the President's contract per Wisconsin Statutes 19.85(1)(c) {Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.}

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

ADJOURNMENT

{FACILITIES AT UW-PLATTEVILLE ARE HANDICAP ACCESSIBLE. FOR ACCOMMODATIONS, CALL 608-822-2300}

B. Minutes of the Regular Board Meeting of March 30, 2023

MINUTES OF THE BOARD REGULAR MEETING OF THE BOARD OF DIRECTORS OF SOUTHWEST WISCONSIN TECHNICAL COLLEGE
MARCH 30, 2023

The Board of Southwest Wisconsin Technical College met in open session of a regular meeting commencing at 7:02 p.m. on March 30, 2023, 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 (vial Zoom, Departed from the meeting at 8:45 p.m.), Jeanne Jordie, Chris Prange (via Zoom), Don Tuescher, Jane Wonderling

> Absent: Crystal Wallin

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

SWTC President Jason Wood and SWTC Staff: Heath Ahnen, Holly Clendenen, Dennis Cooley, Katie Glass, Mandy Henkel, Katie Garrity, Kelly Kelly, Cynde Larsen, Kim Maier, Lori Needham, Amy Seeboth-Wilson, Krista Weber

Ameresco Consultants (via Zoom): Diana Vargas, Brian Roskens, Kristin Bernstein, Adam D 'Ambrosio

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, March 30, 2023

6:00 p.m. - Online Educational Resources (OER) Presentation
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 March 30, 2023, regular meeting of the Southwest Wisconsin Technical College Board is called to order. This meeting is open to the public and in compliance with State Statutes. Notice of the meeting has been sent to the press and posted on the College's website at www.swtc.edu/about/board/meetings. Notice is also posted on Campus, CESA3, and 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
C. Student Senate Update

CONSENT AGENDA
A. Approval of Agenda
B. Minutes of the Regular Board Meeting of February 23, 2023
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. Architecture & Engineering Services Request for Proposals (RFP)

BOARD MONITORING OF COLLEGE EFFECTIVENESS
A. Review of Sustainability Master Plan Draft
B. Quality Teaching & Learning Monitoring Report
C. Staffing Update
    1. Staffing Summary
    2. Recruitment, Retention, Compensation, Benefits, and Culture: Trends and Opportunities
D. Project RISE / ERP Update
E. 2023-24 Budget Update

INFORMATION AND CORRESPONDENCE
A. Enrollment Report
    1. FY 2023 Comparison FTE Report
    2. FY 2024 Application Report
B. Chairperson's Report
    1. Board Member Expenses Discussion
C. College President's Report
    1. WTCS Grant Update
    2. Renewable Energy Funding Update
    3. WTCS & Presidents' Association Update
    4. Aspen Update
    5. Discuss Spring District Board Retreat
    6. Review 2023-24 District Board Monitoring Schedule (Draft)
D. College Happenings
E. Other Information Items

ESTABLISH BOARD AGENDA ITEMS FOR NEXT MEETING (REGULAR MEETING)
A. Agenda
    1. SWTC Foundation Quarterly Report
    2. SWTC Real Estate Foundation Quarterly Report
    3. Recruitment, Retention, Compensation, Benefits, and Culture: Trends and Opportunities
B. Time and Place
    1. Date Change from April 28, 29 to May 5, 6, 2023, UW-Platteville

<u>**ADJOURN TO CLOSED SESSION**</u>
   A. Consideration of adjourning to closed session for the purpose of
      1. Discussing the President's contract and performance review per Wisconsin
         Statutes 19.85(1)(c) {Considering employment, promotion, compensation, or
         performance evaluation data of any public employee over which the
         governmental body has jurisdiction or exercises responsibility.}
      2. Discussing preliminary notices of non-renewal per Wis. Stats. 19.85(1)(c)
         {Considering employment, promotion, compensation, or performance evaluation
         data of any public employee over which the governmental body has jurisdiction
         or exercises responsibility.}
   B. Approval of Closed Session Minutes from February 23, 2023

<u>**RECONVENE TO OPEN SESSION**</u>
   A. Action, if necessary, on Closed Session Items

<u>**ADJOURNMENT**</u>

{FACILITIES AT SOUTHWEST TECH ARE HANDICAP ACCESSIBLE. FOR ALL ACCOMMODATIONS, CALL 608-822-2632 OR E-MAIL
DISABILITYSERVICES@SWTC.EDU.}

After a review of the Consent Agenda, including the March 30, 2023, agenda; February 23, 2023, Board meeting minutes; financial reports; eight contracts totaling $10,990.44 in February 2023; employment recommendations for Mallory Fulcher, Emergency Medical Services Instructor, Jason Fielder, Electromechanical Technician Trainer (Business & Industry Services), and Andy Mumm, IT Support Specialist; the promotion/transfer of Robin Hamel to a Mental Health Counselor; and the retirement of Brenda Schwarzmann, Developmental Education Instructor; Mr. Bolstad moved, seconded by Mr. Blume, to approve the Consent Agenda, as presented. Motion adopted.

Dan Imhoff, Executive Director of Facilities, Safety & Security, presented to the Board a request for proposal (RFP) for architectural and engineering services. He noted SWTC paired with three other Wisconsin Technical College System colleges on the RFP with a goal of seeking firms that can provide services in an efficient and consistent manner while also minimizing costs. Proposals were received from twenty-one (21) vendors which were then evaluated and scored. It was recommended to award the RFP to the five highest scoring vendors: Eppstein, Milwaukee, WI; Angus Young, Janesville, WI; Sommerville, Green Bay, WI; OPN, Cedar Rapids, IA; and Boldt Technical Services, Appleton, WI. In addition, it was requested to grant the College the ability to select the vendor best fit for a given project from the bench of these top scoring firms. Mr. Enright moved, seconded by Ms. Jordie, to award the College's request for proposal (RFP) for architectural and engineering services to the following top scoring vendors: Eppstein, Milwaukee, WI; Angus Young, Janesville, WI; Sommerville, Green Bay, WI; OPN, Cedar Rapids, IA; and Boldt Technical Services, Appleton, WI, and to allow the College to maintain the ability to select the best fit vendor for a given project from the bench of these top five scoring firms. Motion adopted.

Mr. Imhoff and Amy Seeboth-Wilson, Director of Grants, presented the 100% draft of the Integrated Energy Master Plan.   Representatives from the consulted renewable energy asset developer, Ameresco, were virtually present for discussion and to answer questions. Conversation included comparison of the solution options, importance of choosing a plan that will achieve goals, and how the plans show alignment with existing projects. The Board will meet in early May for a retreat where they will consider the 3-year and 10-year master facilities plans along with the financing. At that time the Board will prioritize projects.

Cynde Larsen, Chief Academic Officer, presented the Board monitoring report on Quality Teaching and Learning. Priority goals include the launching of new programs; revitalization of current programming; increasing dual credit enrollment; programmatic support for students who are native Spanish speakers; expansion of services and programming to increase the number of students served in Prairie du Chien and Dodgeville; and increasing the rate of students in HSED programs that enroll in college-level programming. Dr. Larsen explained that evidence of learning is displayed through student program learning outcomes; licensure/certification exam results; graduation/retention/course completion; and job placement.

Krista Weber, Chief Human Resources Officer, provided an update on College staffing and outlined the College's compensation philosophy and sustainability plan. Initial results of the recent Gallagher employee compensation survey, current workplace culture priorities, and a compensation proposal were evaluated by the Board.

Heath Ahnen, Executive Director of IT Services, provided an update on the ERP Project RISE. As of March 10, 2023, Student test case quality is at 76%. The goal is to be at 90% quality before go-live. There was a review of current issues, as well as the path for improvement.

The status of the General Fund 2023-24 budget was presented by Kelly Kelly, Director of Fiscal Services/Controller. The budget is being built on assumptions of 1300 FTE's, no increases health and dental coverage costs, and consideration of the consumer price index increase of 8%. An update on progress will be presented to the Board at the next meeting/retreat on May 5-6, 2023.

The Board reviewed enrollment and application reports noting that the FTE count has increased 3.7% compared to this time last year. Fall applications have increased by 102 applicants from this time last year.

The Chairperson's report included a Board member expense and reimbursement discussion. The possibility of a WTCS regional governance leadership institute led by the ACCT was also briefed under Chairperson Tuescher's report.

Under the College President's Report, President Wood recognized Grant Director, Amy Seeboth-Wilson, for leading efforts and noted that the WTCS has indicated it will fund 100% of the College's grant requests for the upcoming 2023-24 grant cycle. This amount equates to just over $1.3 million. In addition, the College has secured $500,000

in funding in renewable energy and energy storage under the Public Service Commission of Wisconsin.

President Wood briefed the Board that he is working within a committee within the Presidents' Association reviewing bylaws and self-governance.

The Aspen Prize for Community College Excellence awards ceremony is April 20 in Washington DC. In addition, the six-year commitment to the Aspen: Unlocking Opportunities cohort work is well underway.

The SWTC District Board's retreat and meeting date has been moved from April 28, 29 to May 5, 6, 2023.

The Board reviewed a draft of the 2023-24 Board Monitoring report schedule. Recommended updates will be made and brought back to the Board.

College Happenings noted under the President's Report include community outreach conversations with Dodgeville, Richland Center, and Prairie du Chien.

There were not any items to discuss under agenda item "Other Information Items".

Mr. Blume moved, seconded by Mr. Enright, to adjourn to closed session for the purpose of discussing the President's contract and performance review and a preliminary notice of non-renewal per Wis. Stats.19.85 (1)(c). Upon a roll call vote, the following members voted affirmatively: Mr. Blume, Mr. Bolstad, Mr. Enright, Ms. Jordie, Mr. Prange, Mr. Tuescher, and Ms. Wonderling. The motion carried and the meeting adjourned to closed session at 9:48 p.m.

The Board reconvened to open session at 10:25 p.m. With no further business to come before the Board, Mr. Blume moved to adjourn the meeting, seconded by Ms. Wonderling. The motion carried and the meeting adjourned at 10:26 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 3/01/2023 - 3/31/2023

Expenditure			
Vendor	Invoice #	Description	Amount
Sikich	4.1.23 STMT	4.1.23 STMT	300,923.49
HBS	587388-H	LICENSE	265,012.56
WRS-PR	283196 3.31.23	3.31.23 WRS	200,753.65
SWTC REF	SPRING 22/23 3.6.23	SPRING 2223 HOUSING PMTS	149,610.38
IRS	3.31.23 PR	3.31.23 IRS PR	125,298.07
WI DOR- PR	3.17.23 IRS	3.17.23 PR	122,352.03
IRS	3.3.23 PR	3.3.23 PR	120,060.97
IRS	3.17.23 IRS 2205	3.17.23 PR	65,873.26
IRS	3.17.23 IRS 2203	3.17.23 PR	41,073.01
Fennimore Utilities	3.1.23 STMT	FEBURARY SERVICES	30,945.68
Campus Works	10964	AMENDMENT #6	29,167.00
Campus Works	10850	AMENDMENT #5	29,167.00
Fennimore Utilities	3.28.23 STMT	2.26-3.26.23 UTILITIES	23,173.95
WI DOR- PR	3.31.23 PR	3.31.23 PR	20,462.19
WI DOR- PR	3.17.23 DOR	3.17.23 PR	20,106.77
Healthequity	2.17.23 PR	2.17.23 PAYROLL	20,018.59
WI DOR- PR	3.3.23 PR	3.3.23 DOR PR	20,011.79
Healthequity	3.3.23 LISTING	EMPLOYEE LISTING	19,043.97
Healthequity	3.17.23 PMT	HSA 3.17.23	17,858.59
Healthequity	3.31.23	3.31.23 PR DED	17,820.90
Creative Bus	174723	FURNITURE FOR CONF ROOM	15,945.27
Constellation	3699267	UTILITIES	15,883.02
IRS	3.17.23 IRS 2206	3.17.23 PR	15,405.76
Baird & Co	PF-22004753	GEN OB PROM NOTES	14,000.00
Landmark	WKSPS 3.28.23	WORKSHOPS	13,500.00
HBS	586090-H	CON-SSSNT-C20L94XG	13,090.50
Great West	3.3.23 PR	WI DEFERRED COMP	10,047.00
WE	4510846891	UTILITIES	9,884.17
Great West	3.17.23 PR	3/17/23 PR	9,822.68
Great West	3.31.23 PR	3.31.23 PAYROLL	9,773.23
SWTC REF	FALL 22/23 3.6.23	FALL 22/23 HOUSING PMTS	9,743.93

Expenditure			
Vendor	**Invoice #**	**Description**	**Amount**
Symetra	3.31.23 APRIL LIFE	APRIL LIFE INS	9,200.41
Symetra	3.31.23 PR	3.31.23 PAYROLL	9,165.22
Symetra	3.31.23 FEB	FEBRUARY BILLING	8,976.38
eCampus.com	6557-230228-2639	BOOKSTORE	7,531.54
National PAS	1947 CONF REG	CONFERENCE REGISTRATION	7,425.00
Wakeman	40302	REPAIRS	7,271.00
2665868	2110563	Student Refund	6,934.88
Bluum	903107	SUBSCRIPTIONS	6,353.10
WageWorks	INV4915994	HRA 2021	5,578.39
eCampus.com	SWTC-20230303TX	SALES TAX CORRECTION	5,059.22
Hallada M	234535	WO# 840	4,984.93
Gallagher Student	4599830	STUDENT ACCIDENT	4,855.50
3371922	2110825	Student Refund	4,761.00
3372773	2111951	Student Refund	4,701.00
3369406	2107576	Student Refund	4,572.60
2749147	2110561	Student Refund	4,338.54
Delta	654991	DENTAL	4,318.93
Delta	661836	DENTAL CLAIMS	4,305.26
Delta	656215	DENTAL	4,257.14
Typhon	3205-030123	NPST STUDENT TRACKING SYS	4,200.00
E9011990	ST REFUND 3.14.23	WI ST REFUND	4,125.08
3372863	2110835	Student Refund	4,044.00
Veterans Affairs	5601 MILES	VA REFUND	3,748.30
US Omni	3.31.23 VANGUARD	VANGUARD 3.31.23	3,664.85
US Omni	3.3.23 pr	VANGUARD 3.3.23	3,661.91
US Omni	3.17.23 VANGUARD	3.17.23 PR	3,661.91
Vanguard	3.17.23 VANGUARD	3.17.23 VANGUARD	3,661.91
PCARD - United	H CLENDENEN FLIGHT	FLIGHT FOR HOLLY CLENDENEN	3,636.60
Fennimore Times	380653	MID-TERM ADS	3,598.76
Woodward Printing	11904011	MOTORIST HANDBOOK	3,518.20
WTA Properties	APRIL '23 RENT	APRIL RENT	3,502.00
3373065	2110837	Student Refund	3,415.00
Madison Concourse	1037981 3.7.23	WLDI 2023 INTERIM SESSION	3,391.63
3258764	2110583	Student Refund	3,236.43
2682962	2108392	Student Refund	3,233.16
Waste Mgmt	1476503-2813-0	WASTE DISPOSAL	3,209.82
3275178	2110607	Student Refund	3,191.00
PCARD - NAPA	743902	SUPPLIES	3,183.06

Vendor	Invoice #	Description	Amount
3373429	2110840	Student Refund	3,146.96
WageWorks	INV4984498	HRA 2021	2,940.05
3307881	2107575	Student Refund	2,930.24
3282166	2107572	Student Refund	2,863.32
3289876	2109545	Student Refund	2,831.00
Delta	663066 DENTAL CLAIMS	DENTAL CLAIMS	2,759.59
Lamar	114588009	BILLBOARDS	2,604.00
2527121	2110546	Student Refund	2,599.00
3256619	2110580	Student Refund	2,599.00
3267869	2110594	Student Refund	2,599.00
3285199	2110661	Student Refund	2,599.00
3287579	2110683	Student Refund	2,599.00
3289711	2110706	Student Refund	2,599.00
3285362	2107573	Student Refund	2,598.00
3370445	2107578	Student Refund	2,598.00
2557271	2110576	Student Refund	2,590.00
Konecranes	154817968	FEB 2023 INSPECTION	2,590.00
WI Radon	3286	ELECTRONIC CONTINUOUS MONITOR TEST	2,550.00

Total Invoices			**$2,006,898.23**

Bank Withdrawals			
Vendor	Transaction Date	Audit Trail	Amount
OUTGOING WIRE TRANSFER State of Wisconsin LGIP	3/28/2023	GNJL006393	10,000,000.00
HASLER ADVANCE ADVANCE XXXXXX7827	3/23/2023	GNJL006371	5,000.00

Total Bank Withdrawals			**$10,005,000.00**

Payroll			
Payroll Period	Payroll Date		Amount
03/31/2023 Payroll	3/31/2023		390,848.89
03/17/2023 Payroll	3/17/2023		383,966.67
03/03/2023 Payroll	3/3/2023		373,193.05

Total Payroll			**$1,148,008.61**
Total Purchases >= $2,500			**$13,159,906.84**

2. Treasurer's Cash Balance

Southwest Wisconsin Technical College			
Report of Treasurers Cash Balance 3/31/2023			
Receipts			
Fund			
1 General	376,180.00		
2 Special Revenue	-		
3 Capital Projects	293,695.00		
4 Debt Service	-		
5 Enterprise	86,463.00		
6 Internal Service	318,981.00		
7 Financial Aid/Activities	2,478,438.00		
Total Receipts		3,553,757.00	
Expenses			
Fund			
1 General	2,332,924.00		
2 Special Revenue	-		
3 Capital Projects	161,472.00		
4 Debt Service	14,000.00		
5 Enterprise	130,258.00		
6 Internal Service	330,712.00		
7 Financial Aid/Activities	573,820.00		
Total Expenses		3,543,186.00	
Net cash change - month			10,571.00
EOM Cash Balances			
-Midwest One Operating 0356	-		
-Midwest One Investment 1324	13,695,662.64		
-Cash on Hand	2,940.00		
-Local Government Investment Pool	11,270,464.39		
Ending Cash/Investment Balance		24,969,067.03	

3. Budget Control

	Southwest Wisconsin Technical College YTD Summary for Funds 1-7 For 9 Months ended March 2023						
	2022-23 Budget	2022-23 YTD Actual	2022-23 Percent	2021-22 Percent	2020-21 Percent	2019-20 Percent	2018-19 Percent
General Fund Revenue	24,757,300.00	20,614,936.26	83.27	78.42	87.89	84.61	83.07
General Fund Expenditures	25,265,400.00	18,135,723.71	71.78	63.43	70.14	66.56	67.75
Capital Projects Fund Revenue	4,275,000.00	4,468,653.51	104.53	5.95	100.48	100.19	99.52
Capital Projects Fund Expenditure	5,134,000.00	2,302,805.08	44.85	31.88	41.88	32.61	48.42
Debt Service Fund Revenue	6,538,500.00	4,605,831.42	70.44	72.79	66.85	63.38	64.37
Debt Service Fund Expenditures	7,401,644.00	1,200,619.44	16.22	16.35	18.29	8.03	11.14
Enterprise Fund Revenue	1,547,000.00	974,096.51	62.97	108.50	81.48	74.89	67.40
Enterprise Fund Expenditure	1,815,700.00	1,162,179.70	64.01	129.30	69.75	77.20	66.47
Internal Service Fund Revenue	4,455,000.00	2,954,031.52	66.31	67.21	66.44	62.83	65.79
Internal Service Fund Expenditures	4,455,000.00	3,389,449.90	76.08	70.17	70.70	66.73	68.78
Trust & Agency Fund Revenue	8,302,800.00	6,336,067.96	76.31	57.49	62.28	58.65	64.44
Trust & Agency Fund Expenditures	7,702,800.00	5,811,628.53	75.45	73.80	69.86	70.94	72.96
Grand Total Revenue	**49,875,600.00**	**39,953,617.18**	**80.11**	**67.78**	**79.79**	**76.67**	**76.88**
Grand Total Expenditures	**51,774,544.00**	**32,002,406.36**	**61.81**	**59.01**	**59.91**	**57.31**	**60.57**

D. Contract Revenue

There were 34 contracts totaling $174,551.10 in March 2023 being presented for Board approval. The Contract Revenue Report follows.

2022-2023 CONTRACTS
3/1/2023 to 3/31/2023

Contract Holder	Contract #	Service Provided	Contact	Number Served		Price	Exchange of Services (Instructional Fees Waived)	On-Campus	Off-Campus	Waiver
CESA 3	03-2023-0035-I-11	CollEDGE Up Gear Up: Introduction to Sociology	Kim Maier	77	$	34,638.45	No		X	
CESA 3	03-2023-0035-I-11	CollEDGE Up Gear Up: Written Communication	Kim Maier	44	$	19,793.40	No		X	
CESA 3	03-2023-0036-I-11	CollEDGE Up Nursing: Developmental Psychology	Kim Maier	16	$	7,197.60	No		X	
CESA 3	03-2023-0037-I-11	CollEDGE Up Healthcare: General Anatomy & Physiology	Kim Maier	13	$	7,901.40	No		X	
CESA 3	03-2023-0037-I-11	CollEDGE Up Healthcare: Introductory Statistics	Kim Maier	26	$	11,696.10	No		X	
CESA 3	03-2023-0038-I-11	CollEDGE Up Healthcare: Quality Lab Microbiology 2	Kim Maier	1	$	366.90	No		X	
CESA 3	03-2023-0038-I-11	CollEDGE Up Healthcare: Quality Lab Skills	Kim Maier	1	$	183.45	No		X	
CESA 3	03-2023-0039-I-11	CollEDGE Up CNC: Basic CNC Operation Mill	Kim Maier	7	$	1,333.15	No		X	
CESA 3	03-2023-0039-I-11	CollEDGE Up CNC: Basic CNC Operation Lathe	Kim Maier	7	$	1,333.15	No		X	
CESA 3	03-2023-0039-I-11	CollEDGE Up CNC: Advanced Measuring Equipment	Kim Maier	7	$	1,333.15	No		X	
CESA 3	03-2023-0039-I-11	CollEDGE Up CNC: Intro to Mastercam Lathe	Kim Maier	7	$	1,070.65	No		X	
CESA 3	03-2023-0039-I-11	CollEDGE Up CNC: Intro to Computer Numerical Control Prog Mill	Kim Maier	7	$	1,333.15	No		X	
CESA 3	03-2023-0039-I-11	CollEDGE Up CNC: Intro to Computer Numerical Control Prog Lathe	Kim Maier	7	$	1,333.15	No		X	
CESA 3	03-2023-0039-I-11	CollEDGE Up CNC: Geometric Dimensioning	Kim Maier	7	$	1,333.15	No		X	
CESA 3	03-2023-0039-I-11	CollEDGE Up CNC: Advanced Mastercam Mill & Lathe	Kim Maier	7	$	1,333.15	No		X	
CESA 3	03-2023-0039-I-11	CollEDGE Up CNC: CNC Machine Speeds & Feeds	Kim Maier	7	$	1,333.15	No		X	
CESA 3	03-2023-0039-I-11	CollEDGE Up CNC: Fixture Basic Lathe & Mill	Kim Maier	7	$	1,333.15	No		X	
CESA 3	03-2023-0039-I-11	CollEDGE Up CNC: Processes of Manufacturing	Kim Maier	7	$	1,333.15	No		X	
CESA 3	03-2023-0039-I-11	CollEDGE Up CNC: Precision Machining Intership	Kim Maier	6	$	1,778.40	No		X	
CESA 3	03-2023-0042-I-11	CollEDGE Up Criminal Justice: Intro to Criminal Justice Studies	Kim Maier	15	$	6,747.75	No		X	
CESA 3	03-2023-0043-I-11	CollEDGE Up Education: Foundations of ECE	Kim Maier	3	$	1,349.55	No		X	
WI Dept of Corrections	03-2023-0087-I-32	Welding Training	Dennis Cooley	56	$	56,000.00	No		X	
USA Clay Target League	03-2023-0097-T-42	League Director Duties - March	Caleb White		$	525.13	No		X	
Ithaca First Responders	03-2023-0117-T-42	First Responder Refresher-Participant Agreement	Kris Schoville		$	531.17	No		X	
Dickeyville EMS	03-2023-0123-I-42	EMT Refresher	Kris Schoville	21	$	3,399.95	Yes		X	
Dickeyville EMS	03-2023-0124-I-42	AEMT Refresher	Kris Schoville	2	$	110.73	Yes		X	
Cobb First Responders	03-2023-0148-T-42	First Responder Refresher-Participant Agreement	Kris Schoville	4	$	257.52	No		X	

INDIRECT COST FACTOR

Contract Holder	Contract #	Service Provided	Contact	Number Served	Price	Exchange of Services (Instructional Fees Waived)	On-Campus	Off-Campus	Waiver
CESA 3	03-2023-0149-I-11	CollEDGE Up Building Trades: Spr 22/23 Introduction to Building Trades	Kim Maier	19	$ 3,086.55	No		X	
McFarlane Manufacturing	03-2023-0151-I-41	Leadership Academy-Person (WIG Participant)	Dennis Cooley	18	$ 1,925.00	No		X	
Lancaster Chamber of Commerce	03-2023-0152-I-21	Spanish for the Workplace	Dennis Cooley	15	$ 1,200.00	No		X	
Mineral Point Health Services	03-2023-0161-I-41	BLS for Healthcare Provider-CPR	Kris Schoville	7	$ 850.00	No		X	
Mineral Point Health Services	03-2023-0161-I-41	BLS for Healthcare Provider-CPR Recertification	Kris Schoville	8	$ 480.00	No		X	
Holy Ghost Immaculate Conception Sch	03-2023-0165-I-11	BLS for Healthcare Provider	Kris Schoville	5	$ 112.23	Yes		X	
Holy Ghost Immaculate Conception Sch	03-2023-0165-I-11	BLS for Healthcare Provider Recertification	Kris Schoville	1	$ 17.67	Yes		X	

TOTAL of all Contracts	435	$ 174,551.10
Exchange of Services	29	$ 3,640.58
For Pay Service	406	$ 170,910.52

E. Personnel Items

The Personnel Report includes two employment recommendations and one resignation being presented for approval. The Personnel Report follows.

Southwest Wisconsin TECHNICAL COLLEGE

PERSONNEL REPORT
April 24, 2023

EMPLOYMENT: NEW HIRE

Name:	Jordyn Wendhausen
Title:	Associate Degree Nursing Instructor
How many applicants & interviewed	5 applicants/3 interviews
Start Date:	6/7/2023
Salary/Wages	$67,000
Classification	Full Time
Education and/or Experience	Master's in nursing from Herzing University and Bachelors in nursing from Clark University with 6 years of nursing experience.

EMPLOYMENT: NEW HIRE

Name:	James Godfrey
Title:	Electrical Power Distribution Lab/Housing Assistant
How many applicants & interviewed	1 applicants/1 interview
Start Date:	3/28/2023
Salary/Wages	$24.60/hour
Classification	Full Time
Education and/or Experience	Electrical Apprenticeship from Southwest Tech with 15 years of industrial electrical maintenance/ Journeyman electrician experience

PROMOTIONS/TRANSFER   **NEW POSITION**

None	

RETIREMENTS / RESIGNATIONS

Heather Swatek (Last Day 5/1/2023)	Disability Services Associate

Recommendation: *Approve the Consent Agenda as presented.*

Other Items Requiring Board Action

A. Bid Approval: Building 1600 Roof Project

Bids were sought to reroof the Health Science Building (Building 1600). The public opening of bids was held on April 6, 2023, with two vendors responding to a total of thirteen solicited vendors. A summary of the bids follows.

Recommendation: Award a contract for base bid #1 for the Building 1600 roof project in the amount of $596,270 to Pioneer Roofing, LLC of Johnson Creek, WI.

Bid # 2223-11 Building 1600 Roof Project
Bid Opening April 6, 2023 @ 1:00 p.m. CST in Room 430

The college recently solicited bids to reroof the Health Sciences Building (Building 1600). The project entails removing the existing roofing system and installing a new multi-ply roof system that provides a 30 year "watertight" warranty to be completed this summer 2023.

A required pre-bid meeting was held at Southwest Tech on March 24, 2023 @ 10:00 a.m. CST in Room 430. The public opening of bids was held on April 6, 2023 @ 1:00 CST in Room 430. Two vendors responded to the bid request from a total of thirteen solicited vendors. A summary of the bid from the responsive bidders is included below.

Southwest Wisconsin Technical College – 1600 Building

Bidding Contractor	Base Bid #1 -New Modified Torch System			Alternate #1 -New Modified Flood & Gravel System			Bid Bond & Qualification Statement
	A	B	Total Bid (A & B)	A	B	Total Bid (A & B)	
Pioneer Roofing	$341,642.00	$254,628.00	$596,270.00	$419,914.00	$116,563.00	$536,477.00	Yes/Yes
Giese Roofing	$284,374.00	$335,926.00	$620,300.00	Did Not Bid	Did Not Bid	Did Not Bid	Yes/Yes

A=labor, B=materials

Base Bid #1 is advantageous for the college as it would more easily and cost effectively allow for a rooftop solar array as planned in the college's integrated energy and long-term facilities master plans.

Recommendation: Award a contract for base bid #1 for the Building 1600 Roof Project in the amount of $596,270 to Pioneer Roofing, LLC of Johnson Creek, WI. Pioneer Roofing has done numerous roof projects throughout Wisconsin and has successfully completed previous roofing repair projects for the college.

B. Concept Review Approval: Radiography Applied Associate of Science (10-526-1)

Following is the Concept Review for an Applied Associate of Science Degree in Radiography (10-526-1). Also included is a Board Resolution requesting approval.

Recommendation: *Approve the Concept Review for Radiography Applied Associate of Science (10-526-1).*

3-1 CONCEPT REVIEW FORM

Today's Date: 04/25/2023

College: Southwest Wisconsin

College Contact: Cynde Larsen

College Contact Phone: 608-822-2642

College Contact Email: clarsen@swtc.edu

Education Director Consulted: D Cook

Date Consulted: 12/09/2022

Expected WTCSB Concept Review Approval Date: 07/12/2023

Expected WTCSB Program Approval Date: 09/13/2023
WTCSB Meeting Dates can be found at: https://mywtcs.wtcsystem.edu/events/

a. Proposed Program Number: 10-526-1

b. Proposed Credential: AAS

c. Proposed Program Title: (limit of 50 characters)

   Radiography

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

   Radiography prepares individuals for a career in diagnostic radiology (x-ray) as a radiographer. The radiographer is a technologist who produces images of the human body to aid physicians in the diagnosis of injuries and diseases. Graduates of the program are eligible to take the entry-level certification examination administered by the American Registry of Radiography Technologists (ARRT) and may obtain employment in x-ray departments associated with hospitals, medical clinics, veterinary clinics, and private offices.

e. Proposed SOC {Standard Occupational Classification}

   | 29 | 2034 | 00 |

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

   The 2018 Standard Occupational Classification System definition reads: "Take x-rays and CAT scans or administer nonradioactive materials into patient's bloodstream for diagnostic or research purposes." This description most closely matches the program description.

   ☑ Supporting documentation attached as "Attachment A"

f. Proposed CIP {Classified Instructional Program} 51.0911

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

       This is the CIP code aligned with the WIDS program description.

       ☑ Supporting documentation attached as "Attachment B"

g. Mean Starting Hourly Salary: $ 30.13

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 ESM Chapter Three for explanation of required documentation.

    Demonstration of program need was assessed through an employer survey, through ad hoc advisory committee feedback, and a Lightcast Report. Seven district hospitals were contacted about the proposed new radiography program. The seven district hospitals represent 100% of all acute care employers in the district. The ⊞

       ☑ 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 12   Year 3 12   Year 5 12

    Projected completers per year: Year 1 12   Year 3 12   Year 5 12

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"

n. Summary of initial discussions with other WTCS districts offering a similar or same program. In addition to the summary of discussions, provide evidence of notification letter to ISA as described in ESM Chapter One (limit of 275 characters).

Themes from other colleges included strong application numbers, a need to prepare students for the rigorous curriculum needed to prepare them for success in the program and with licensure, and the importance of clinical hour alignment with programmatic accreditation.

☑ 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 consequence of program concept and design on financial aid eligibility.

Date: 4/3/23

q. Response to two of the Equity Prompts listed in ESM Chapter Three is required. Responses must detail information specific to the program under consideration. Indicate the prompts addressed below and include your response as "Attachment I."

Equity Prompt 1: A. Advance Inclusive Excellence

Equity Prompt 2: B. Equity in Student Recruitment, Access, Retention & Completion

☑ Supporting documentation attached as "Attachment I"

Signature: _____   Date: _____
District President or Instructional Services Administrator

Printed Name: _____

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.

Attachment A

SOC Code

Attachment A

O*NET Code Connector - Radiologic Technologists and Technicians - 29-2034.00 (onetcodeconnector.org)

Attachment B

CIP Code

Attachment B

CIP user site (ed.gov)

Attachment D

Summary of Analysis

Southwest Tech
Here. Now.

Radiography Technician Needs Assessment Survey

The purpose of this survey is to understand the needs of potential employers of radiography technicians.

Thank you for taking the time to give us your feedback! It should take you less than five minutes to complete this survey. (All responses will be kept strictly confidential and will be used for the purpose of this Radiography Technician Program Assessment only.)

INTRODUCTION:

The radiography technician program prepares individuals, under the supervision of physicians, to provide medical imaging services to patients and attending health care professionals. Includes instruction in applied anatomy and physiology, patient positioning, radiographic technique, radiation biology, safety and emergency procedures, equipment operation and maintenance, quality assurance, patient education, and medical imaging/radiologic services management

Southwest Wisconsin Technical College is considering offering a two-year Associate degree in Radiography Technician.

1. Does your organization have difficulty finding qualified radiography technicians?
Yes
No
Not Applicable
Other

2. How has the employment of qualified radiography technicians changed in the past four years within your organization?

Number of employees in these categories have INCREASED since 2018

Number of employees in these categories have DECREASED since 2018
Number of employees in these categories have STAYED THE SAME since 2018
Not Applicable

* 3. Overall, how adequately do you feel your radiography technicians were trained PRIOR to

1

being hired with your organization?

Extremely well-trained
Very well-trained
Moderately well-trained
Slightly well-trained
Not at all well-trained
NO RESPONSE

4. Please indicate the two most important factors when making a radiography technician hiring decision for our organization:

Demonstrated skill level Educational degree Prior experience
Interpersonal skills/work ethic
Other (please specify)

* 5. Please indicate the number of employees CURRENTLY EMPLOYED in your organization as radiography technicians or in similar roles.

	0	1	2	3	4	5	6 or more
Full-time	○	○	○	○	○	○	○
Part-time	○	○	○	○	○	○	○

* 6. Describe the type of education background you would require of a radiography technician.

* 7. Please complete the following information for the radiography technician(s) currently employed in your organization. Enter either $/hour OR annual salary. If you do not currently employee a radiography technician please respond with what you would anticipate.

(*NOTE: if more than one radiography technician, please give best estimate or average of all managers; example: 1 radiography technician at 40 hr/wk, 2 radiography technicians at 20 hr/wk: 80 hr/week divided by 3 radiography technicians = average 27 hr/week.)

Average # hours worked
per week: Average #
weeks work per year:

Average hourly wage, $/hour:

(or) Average annual salary:

8. Please indicate the number of CURRENT RADIOGRAPHY TECHNICIAN JOB OPENINGS in your organization.

2

	0	1	2	3	4	5	6 or more
Full-time	O	O	O	O	O	O	O
Part-time	O	O	O	O	O	O	O

Please indicate the number of FUTURE RADIOGRAPHY TECHNICIAN job opening anticipated in your organization over the course of the next 3-4 years.

	0	1	2	3	4	5	6 or more
Full-time	O	O	O	O	O	O	O
Part-time	O	O	O	O	O	O	6 or more

* 10. Would you hire a person with a two-year Associate Degree in Radiography Technician?
>   Yes
>   No
>   Not sure

* 11. How many individuals who are currently working at your organization would you encourage to obtain Radiography Technician training?

# of employees

12. If Radiography Technician positions are not currently within your organization's staffing plans, what would it take to garner support for a Radiography Technician program at Southwest Tech?

13. Would you be interested in serving in an Advisory capacity for this new program? If so, please include the name of your business, your first and last name, e-mail address, mailing address and contact information.
>   Yes
>   No
>   Maybe

14. Please complete the following information about your business/organization.

All responses will be kept strictly confidential and will be used for the purpose of this New Program Needs Assessment only.
>   Your Name:
>   Business/Organization Name:
>   Address:

3

Address line 2:
City State:
Zipcode:
Your position title:
Email Address or Website URL:

Thank you very much for participating in this survey!

We will compile the survey results and use the information to determine the need for Radiography Technician training within the Southwest Wisconsin Technical College district and beyond.

4

District Radiography Employer Survey Results

The of # of radiography technicians CURRENTLY EMPLOYED in your organization.		$/hour OR annual salary of your Radiography Techs.				# of CURRENT RAD. OPENINGS in your orG		Please indicate the number of FUTURE RADIOGRAPHY TEHCNICIAN JOB OPENINGS in your organization over the course of the next 3-4 years.		How many individuals who are currently working at your organization would you encourage to obtain radiography technician training?	Would you hire a graduate with a two-year Associate Degree in Radiography Technician?
Full-time	Part-time	Average #	Average # weeks worked per year:	Average hourly wage, $/hour:	(or) Average annual salary:	Full-time	Part-time	Full-time	Part-time	# of employees	
6 or more	3	36	52	$31.00	$65,000	1		2		1	Yes
1	6 or more	32 + on-call	52	$28.44		0	0	2	1	10	Yes
6 or more		280	52	$32.00		2		2		3	Yes
5	6 or more	20-40	52	$33 per hour		1	3	6 or more	6 or more	10	Yes
3		36-40	52	$34.00	$71,000	5		5		2	Yes
6 or more	0	36	46	$28.23		0	1	3	3	0	Yes
5	2	120	52	$25.00		0	1	1	2	1	Yes

Radiologic Technologists and Technicians
in 5 Wisconsin Counties

Lightcast Q2 2022 Data Set | www.economicmodeling.com

Contents

What is Lightcast Data?

Lightcast data is a hybrid dataset derived from official government sources such as the US Census Bureau, Bureau of Economic Analysis, and Bureau of Labor Statistics. Leveraging the unique strengths of each source, our data modeling team creates an authoritative dataset that captures more than 99% of all workers in the United States. This core offering is then enriched with data from online social profiles, resumés, and job postings to give you a complete view of the workforce.

Lightcast data is frequently cited in major publications such as *The Atlantic, Forbes, Harvard Business Review, The New York Times, The Wall Street Journal*, and *USA Today*.

The Atlantic   Forbes   Harvard Business Review   The New-York Times   WSJ   USA TODAY

Report Parameters

1 Occupation

29-2034   Radiologic Technologists and Technicians

5 Counties

55023	Crawford County, WI		55065	Lafayette County, WI
55043	Grant County, WI		55103	Richland County, WI
55049	Iowa County, WI			

Class of Worker

QCEW Employees

The information in this report pertains to the chosen occupation and geographical areas.

Executive Summary

Average Job Posting Demand Over a Thin Supply of Regional Jobs

55
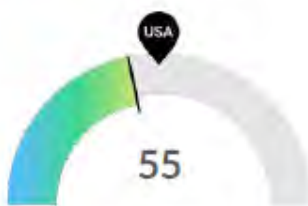
Jobs (2022)

Your area is not a hotspot for this kind of job. The national average for an area this size is 67* employees, while there are 55 here.
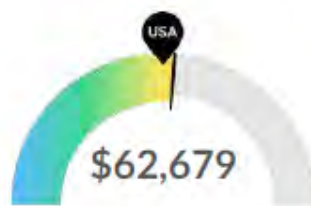
$62,679

Compensation

Earnings are about average in your area. The national median salary for Radiologic Technologists and Technicians is $61,901, compared to $62,679 here.

3
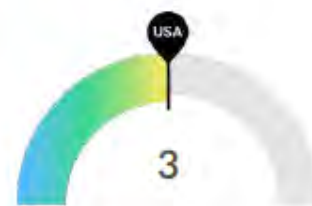
Job Posting Demand

Job posting activity is about average in your area. The national average for an area this size is 3* job postings/mo, while there are 3 here.

*National average values are derived by taking the national value for Radiologic Technologists and Technicians and scaling it down to account for the difference in overall workforce size between the nation and your area. In other words, the values represent the national average adjusted for region size.

Jobs

Regional Employment Is Lower Than the National Average

An average area of this size typically has 67* jobs, while there are 55 here. This lower than average supply of jobs may make it more difficult for workers in this field to find employment in your area.
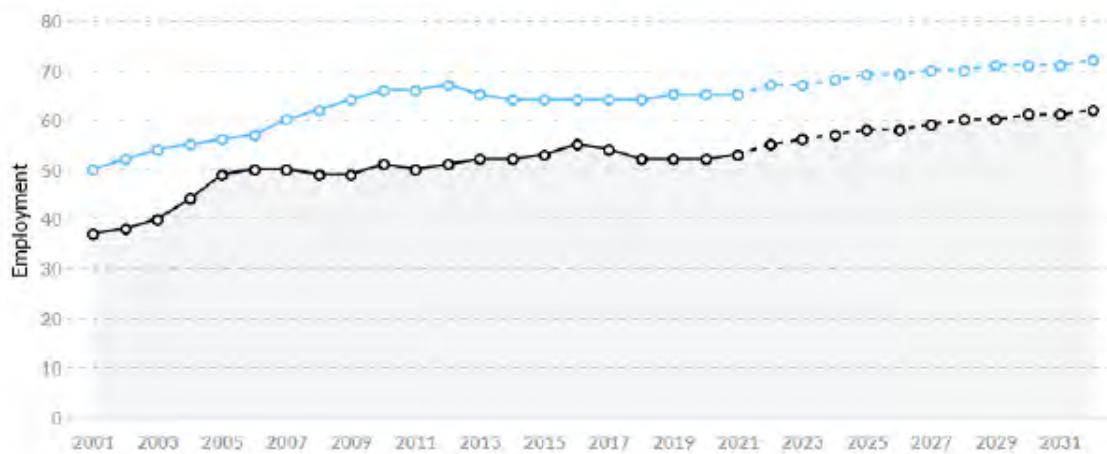
	Region	2022 Jobs	2027 Jobs	Change	% Change
●	5 Wisconsin Counties	55	59	4	7.7%
●	National Average	67	70	3	4.8%

*National average values are derived by taking the national value for Radiologic Technologists and Technicians and scaling it down to account for the difference in overall workforce size between the nation and your area. In other words, the values represent the national average adjusted for region size.

Regional Breakdown

County	2022 Jobs
Grant County, WI	25
Richland County, WI	<10
Crawford County, WI	<10
Iowa County, WI	<10
Lafayette County, WI	<10

Most Jobs are Found in the General Medical and Surgical Hospitals Industry Sector
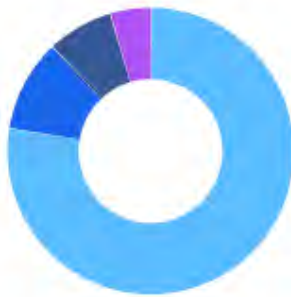
Industry	% of Occupation in Industry (2022)
General Medical and Surgical Hospitals	77.5%
Offices of Physicians	10.5%
Education and Hospitals (Local Government)	7.5%
Other	4.6%

Compensation

Regional Compensation Is 1% Higher Than National Compensation

For Radiologic Technologists and Technicians, the 2020 median wage in your area is $62,679, while the national median wage is $61,901.
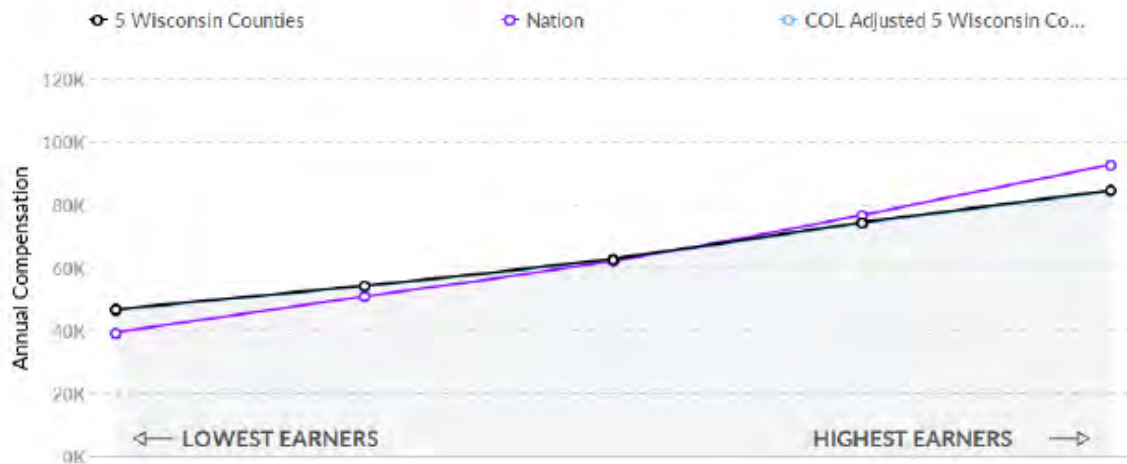
Job Posting Activity

17 Unique Job Postings

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

12 Employers Competing

All employers in the region who posted for this job from Jan 2022 to May 2022.

1 Out of 3 Positions Filled

The ratio of estimated hires* to unique postings for this job from Jan 2022 to May 2022.

● Monthly Unique Postings   ● Estimated Hires Per Month*
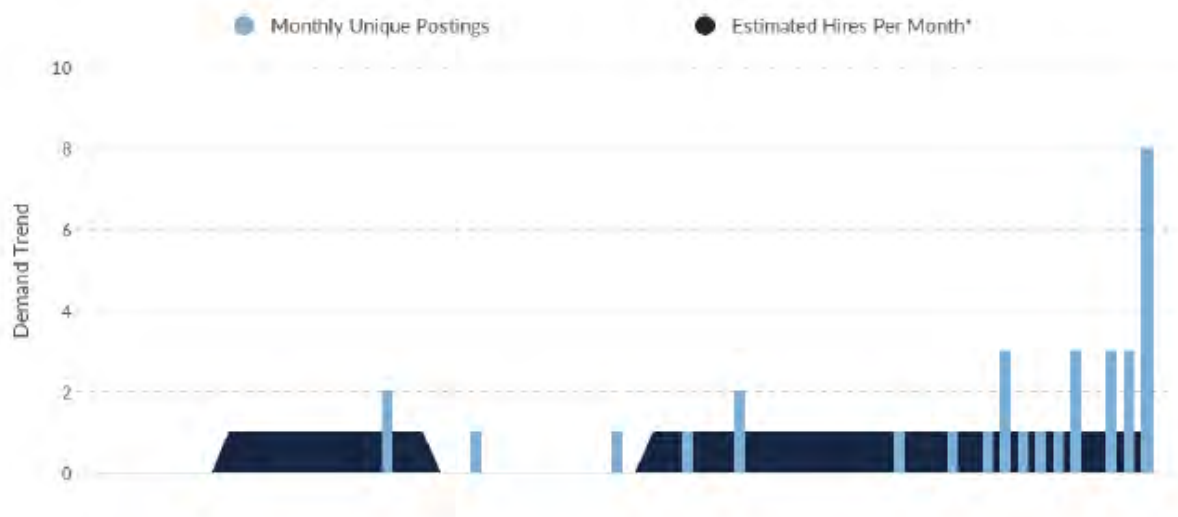
Occupation	Avg Monthly Postings (Jan 2022 - May 2022)	Avg Monthly Hires (Jan 2022 - May 2022)
Radiologic Technologists and Technicians	3	1

*A hire is reported by the Quarterly Workforce Indicators when an individual's Social Security Number appears on a company's payroll and was not there the quarter before. Lightcast hires are calculated using a combination of Lightcast jobs data, information on separation rates from the Bureau of Labor Statistics (BLS), and industry-based hires data from the Census Bureau.

Top Companies	Unique Postings		Top Job Titles	Unique Postings	
TotalMed	3		Radiologic Technologists	4	
Medical Staffing Options	2		Travel Radiology Technicians	3	
Upland Hills Health	2		Radiology Technicians	2	
FlexCare Medical Staffing	1		Radiology Technologists	2	
Fusion Medical Staffing	1		Travel X-Ray Techs	2	
Gundersen Health System	1		Hospitalists	1	
Jackson Therapy Partners	1		Radiologic/X-Ray Technologists	1	
Lafayette County	1		X-Ray Technicians	1	
Mayo Clinic	1		X-Ray Technologists	1	
National Staffing Solutions	1				

Top Specialized Skills

Legend: ● Frequency in Job Postings ● Frequency in Profiles
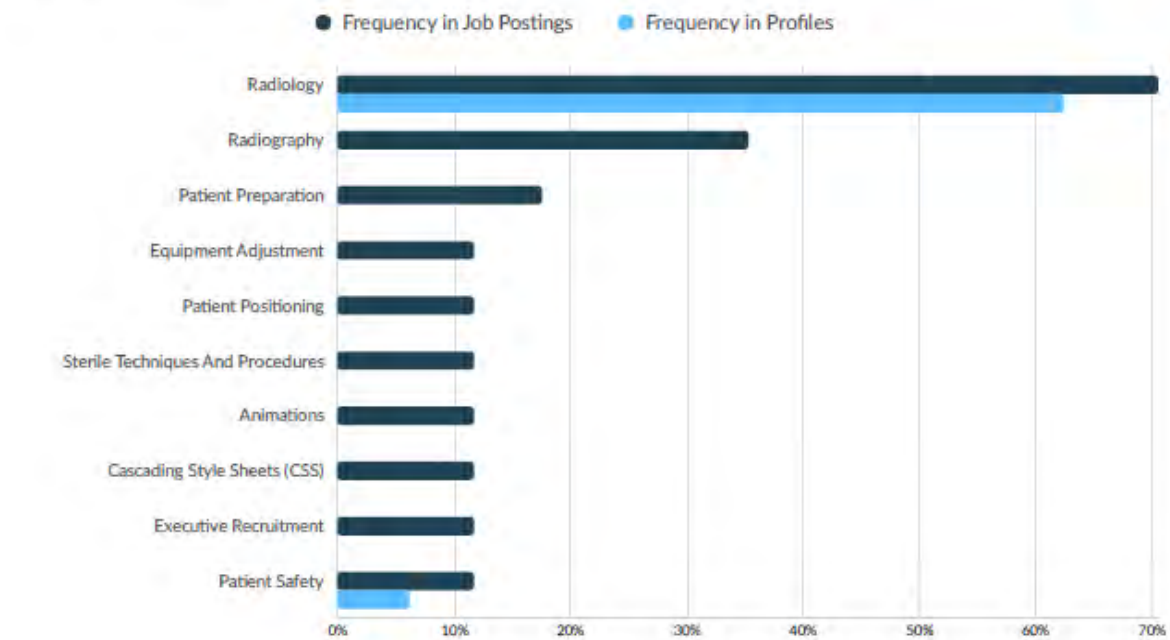
Skills	Postings	% of Total Postings	Profiles	% of Total Profiles
Radiology	12	71%	20	63%
Radiography	6	35%	0	0%
Patient Preparation	3	18%	0	0%
Equipment Adjustment	2	12%	0	0%
Patient Positioning	2	12%	0	0%
Sterile Techniques And Procedures	2	12%	0	0%
Animations	2	12%	0	0%
Cascading Style Sheets (CSS)	2	12%	0	0%
Executive Recruitment	2	12%	0	0%
Patient Safety	2	12%	2	6%

Top Common Skills
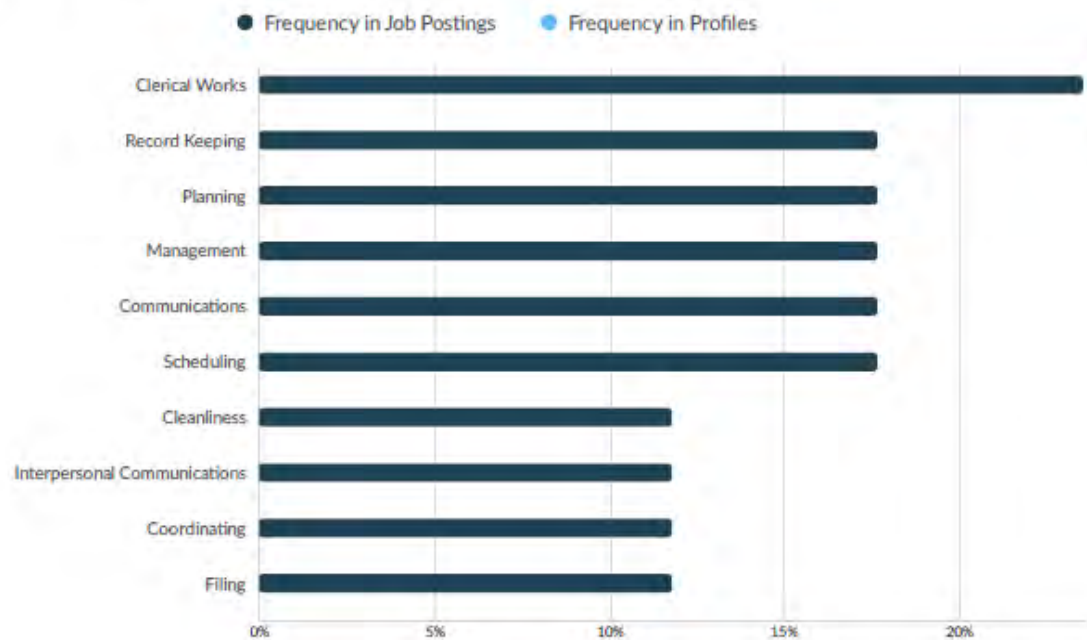
Skills	Postings	% of Total Postings	Profiles	% of Total Profiles
Clerical Works	4	24%	0	0%
Record Keeping	3	18%	0	0%
Planning	3	18%	0	0%
Management	3	18%	0	0%
Communications	3	18%	0	0%
Scheduling	3	18%	0	0%
Cleanliness	2	12%	0	0%
Interpersonal Communications	2	12%	0	0%
Coordinating	2	12%	0	0%
Filing	2	12%	0	0%

Demographics

Retirement Risk Is About Average, While Reliable Diversity Information Is Not Available
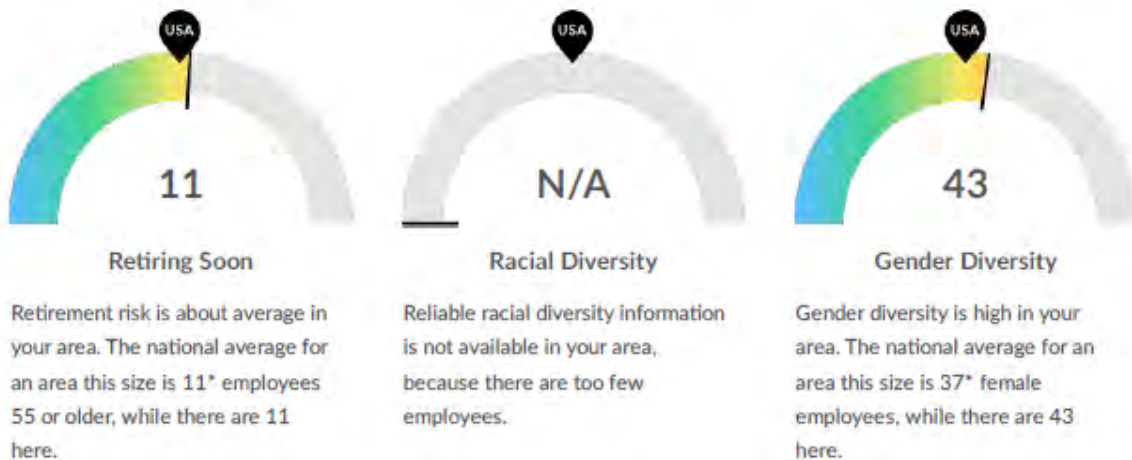
11

Retiring Soon

Retirement risk is about average in your area. The national average for an area this size is 11* employees 55 or older, while there are 11 here.

N/A

Racial Diversity

Reliable racial diversity information is not available in your area, because there are too few employees.

43

Gender Diversity

Gender diversity is high in your area. The national average for an area this size is 37* female employees, while there are 43 here.

*National average values are derived by taking the national value for Radiologic Technologists and Technicians and scaling it down to account for the difference in overall workforce size between the nation and your area. In other words, the values represent the national average adjusted for region size.

Occupation Age Breakdown

	% of Jobs	Jobs
14-18	0.1%	0
19-24	6.1%	3
25-34	25.3%	13
35-44	25.1%	13
45-54	22.0%	12
55-64	18.4%	10
65+	3.0%	2
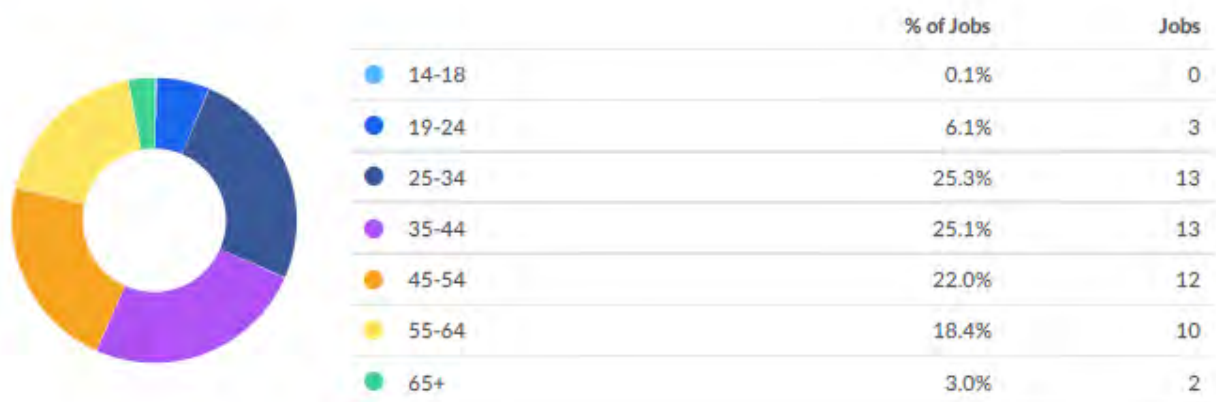
Occupation Race/Ethnicity Breakdown
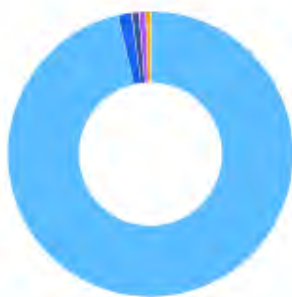
	% of Jobs	Jobs
● White	96.2%	51
● Black or African American	1.6%	1
● Hispanic or Latino	0.8%	0
● Asian	0.7%	0
● Two or More Races	0.6%	0
● American Indian or Alaska Native	0.0%	0
● Native Hawaiian or Other Pacific Islander	0.0%	0

Occupation Gender Breakdown

	% of Jobs	Jobs
● Males	20.2%	11
● Females	79.8%	43

National Educational Attainment

		% of Jobs
●	Less than high school diploma	1.1%
●	High school diploma or equivalent	5.0%
●	Some college, no degree	16.1%
●	Associate's degree	51.7%
●	Bachelor's degree	22.3%
●	Master's degree	3.0%
●	Doctoral or professional degree	0.8%

Occupational Programs

0 Programs

Of the programs that can train for this job, 0 have produced completions in the last 5 years.

0 Completions (2020)

The completions from all regional institutions for all degree types.

5 Openings (2020)

The average number of openings for an occupation in the region is 9.

Not enough data to show the Top Programs section.

Not enough data to show the Top Schools section.

Appendix A

Radiologic Technologists and Technicians (SOC 29-2034):
Take x-rays and CAT scans or administer nonradioactive materials into patients bloodstream for diagnostic or research purposes.

Includes radiologic technologists and technicians who specialize in other scanning modalities. Excludes Diagnostic Medical

Sonographers (29-2032) and Magnetic Resonance Imaging Technologists (29-2035).

Sample of Reported Job Titles:
Radiologic Technologist (RT)
Radiographer
Mammography Technologist
CAT Scan Technologist (Computed Axial Tomography Technologist)
X-Ray Technologist (X-Ray Tech)
Staff Technologist
Staff Radiographer
Radiology Technologist
Radiological Technologist
Radiographer, Mammographer

Related O*NET Occupation:
Radiologic Technologists (29-2034.00)

Attachment F

Ad Hoc Minutes

Southwest Wisconsin TECHNICAL COLLEGE

Radiography Tech Ad Hoc Advisory Committee Meeting Agenda
Tuesday, April 11 from 10:00 AM – 12:00 PM

1. Introductions
    Cynde Larsen, Dean and CAO of SWTC
    Judy Dayton, Ancillary Services Manager of Gundersen Boscobel Area Hospital
    Ashley McBee, Mammography Technologist of Gundersen Boscobel
    Troy Marx, Director of Human Resources of Upland Hills Health
    Jennifer Crist, Imaging Dept Manager of Memorial Hospital of Lafayette
    Hannah McCarthy of Memorial Hospital of Lafayette
    Timothy Clark, Director of Medical Imaging of Crossing Rivers Health

2. Program Development Process and Timeline – Cynde reviewed the proposed
    timeline.

    a. Concept Review to SWTC Board – May 2023
    b. Concept Review to WTCS May -26th, 2023
    c. Concept Review to WTCs Board July 11-12, 2023
    d. Program Approval to WTCS – July 28th, 2023
    e. Program Approval to WTCS Board – September 12-13, 2023
    f. Program Launch Target Date – Fall 2024

3. Program Advisory Committee Format – Cynde explained that this is an Ad Hoc
    Advisory Meeting. Based on the progress of the concept review process, the team
    would evolve into a program advisory team in the future. The members present
    expressed strong support for the concept review process of potential development
    of a Radiography Tech program.

4. Developing the Draft Program Goals and Outcomes Statement – Cynde reviewed the
    program goals and outcomes from WIDS, below

    a. Information from the WTCS Worldwide Instructional Design System for
        Radiography: "Radiography prepares individuals for a career in diagnostic radiology (x-ray) as a
        radiographer. The radiographer is a technologist who produces images of the human body to aid
        physicians in the diagnosis of injuries and diseases. Graduates of the program are eligible to take
        the entry-level certification examination administered by the American Registry of Radiography
        Technologists (ARRT) and may obtain employment in x-ray departments associated with hospitals,
        medical clinics, veterinary clinics, and private offices.

        Program curriculum focuses on theoretical and applied radiography and includes a clinical
        experience in a radiographic department. The program is accredited by the Joint Review Committee

on Education in Radiologic Technology (JRCERT). Students learn to use x-ray imaging machines to demonstrate body parts on x-ray films for diagnostic purposes, including diagnostic radiology, bedside and trauma procedures, pediatric radiography, and special procedures

    b. Draft Outcome Statement for Discussion: "Graduates of the Radiography program will be prepared to competently produce images of the human body to aid medical providers in the diagnosis of injuries and diseases. They will be competent to achieve entry-level certification with the American Registry of Radiologic Technologists (ARRT) and to obtain employment in medical imaging departments associated with hospitals, medical clinics, veterinary clinics, and private offices".

    c. Program Goals:

        i. Increase the number of licensed Radiologic Technologists in Southwest Wisconsin

        ii. Increase the access for the residents of Southwest Wisconsin to care from licensed Radiologic Technologists

        iii. Increase the affordability of radiography care in Southwest Wisconsin

    d. The Program Outcomes from WIDS were reviewed with the Ad Hoc committee members, who voiced support for the Draft program goals and outcome statements.

5. Program Director Standards – Cynde reviewed the standards from the programmatic accreditor.

    a. 2021-Radiography-Standards.pdf (jrcert.org)

Position	Qualifications
Program Director	Holds, at a minimum, a master's degree; For master's degree programs, a doctoral degree is preferred;
	Proficient in curriculum design, evaluation, instruction, program administration, and academic advising;
	Documents three years' clinical experience in the professional discipline;
	Documents two years' experience as an instructor in a JRCERT-accredited program;
	Holds current American Registry of Radiologic Technologists (ARRT) certification and registration, or equivalent[1], in radiography.

    b.

6. Curriculum - Theory Courses – Modalities. The curriculum from The American Society of Radiologic Technologists was reviewed. And a sample curriculum from of technical courses was reviewed

    a. The most recent American Society of Radiologic Technologists (ASRT) Radiography curriculum- Radiography Curriculum (asrt.org)

    b. Sample for discussion, below, from MATC, Milwaukee

Semester 1 Fall

Technical Courses	Duration	Credits
RADT 149 Radiographic Anatomy and Procedures 1	16 weeks	5
RADT 158 Intro to Radiography	16 weeks	3
RADT 159 Radiographic Imaging 1	16 weeks	3
Radiography Clinical Practice 1	16 weeks	2

Semester 2 Spring

Technical Courses	Duration	Credits
RADT 191 Radiographic Anatomy and Procedures 2	16 weeks	5
RADT 230 Advanced Radiographic Imaging	16 weeks	2
Radiography Clinical Practice 2	16 weeks	3

Semester 3 Summer

Technical Course	Duration	Credits
RADT 193 Radiography Clinical Practice 3	6 weeks	3

Semester 4 Fall

Technical Courses	Duration	Credits
RADT 189 Radiographic Pathology	16 weeks	1
RADT 194 Imaging Equipment Operation	16 weeks	3
RADT 251 Imaging Modalities	16 weeks	2
Radiography Clinical Practice 4	16 weeks	3

Semester 5 Spring

Technical Courses	Duration	Credits
RADT 174 ARRT Certification Seminar	16 weeks	2
RADT 195 Radiographic Quality Analysis	16 weeks	2
RADT 197 Radiation Protection and Biology	16 weeks	3
RADT 190 Radiography Clinical Practice 5	16 weeks	2

Semester 6 Summer (Externship)

Technical Course	Duration	Credits
RADT 198 Radiography Clinical Practice 6	6 weeks	2

Semester 1 Fall

Technical Courses	Duration	Credits
RADT 149 Radiographic Anatomy and Procedures 1	16 weeks	5
RADT 158 Intro to Radiography	16 weeks	3
RADT 159 Radiographic Imaging 1	16 weeks	3
Radiography Clinical Practice 1	16 weeks	2

Semester 2 Spring

Technical Courses	Duration	Credits
RADT 191 Radiographic Anatomy and Procedures 2	16 weeks	5
RADT 230 Advanced Radiographic Imaging	16 weeks	2
Radiography Clinical Practice 2	16 weeks	3

7. Classroom Laboratory Planning
   a. Cynde reviewed the JRCERT Standards: "Laboratories must be conducive to student learning and sufficient in size. The sponsoring institution must provide the program with access to a fully energized laboratory. An energized laboratory on campus is recommended. The program may utilize laboratory space that is also used for patient care. In the event patient flow disallows use of the laboratory space, the program must assure that laboratory courses are made up in a timely manner. A mobile unit and/or simulation software cannot take the place of a stationary/fixed energized laboratory."
   b. Hannah from Lafayette Memorial Hospital offered the following items as important for inclusion in a learning lab – X-ray unit, table, and upright bucky, mobile unit, immobilization items to practice sandbags, cushions. A skeleton that is x-ray proof, for practicing. Multiple sizes of x-ray detectors are important, too. Different sizes of cassettes. Ashley explained that she needed to complete an Anatomy and Physiology course prior to beginning core Radiography courses. Hannah offered she was required to complete both A&P I and II courses (both with lab components) before she was able to begin her program.
   c. Cynde explained that the current plan is to build the laboratory on the Fennimore Campus. A physicist has been consulted on the potential project.

Attachment G

ISA Letter

Southwest Wisconsin
TECHNICAL COLLEGE

November 17, 2022

Dear ISA Representative,

Southwest Wisconsin Technical College (SWTC) is in the initial stages of the new program development process for a Radiography associate degree. I am writing to ask for your assistance as we prepare for submission to the Wisconsin Technical College System Board. As you know, during the Concept Review part of the process, any district with similar or the same programs is contacted to ascertain information. This email serves as a formal request for information you can share (enrollments, placement rates, capital expenses, etc.).

I truly appreciate any information you can provide. I am happy to discuss the details of SWTC's proposed program and to learn about your experiences with your own program. As we are conducting a search for our next Chief Academic Officer, our current Chiefs, who are sharing the role during the search, are also copied here.
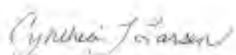
Caleb White – Vice-President of Administrative Services

Krista Weber – Chief HR Officer

Holly Clendenen – Chief Student Services Officer

We intend to compile this information by December 2nd. We will gladly incorporate any feedback you have on the topics outlined above. If you have any questions or concerns, please do not hesitate to contact me directly at 608-822-2642 or clarsen@swtc.edu.

Kindly,

Cynde Larsen
Executive Dean of Health Occupations

Attachment H

District Board Approval

Documentation of District Board Approval – Will be inserted after May 5, 2023 Meeting

Attachment I

Equity Prompts

Prompt A: Describe how the proposed program curriculum and learning outcomes will advance inclusive excellence. Discuss specific components and requirements within the curriculum that will offer students opportunities and learning activities to engage in diversity with respect to perspectives, theories, practices, and populations different from themselves. If internships or clinical, practicum, or experiential learning experiences will be required, discuss how students will have access to diverse practice settings. [Connects to Commitment to Progress: Focus on Equity in Student Access and Success (CP.2) and Use Data to Close Equity Gaps (CP.3)

The Southwest Tech district comprises a significant number of persons who identify as Latinx, as well as a large number of people who identify as Amish. Students enrolling in the proposed Radiography Tech program will work with persons from these populations during their course and clinical work. Radiography Tech students engage in clinical courses in seven district hospitals during each of their program terms. Southwest Tech employs a faculty Diversity, Equity, and Inclusion (DEI) Coordinator who also serves on our Executive Team. She coordinates and assesses the College's DEI program, providing students and employees with learning activities that engage them with perspectives, theories, and practices from diverse perspectives.

Prompt B: Discuss how the proposed program will actively pursue equity in student recruitment, access, retention, and degree completion. Provide examples of academic and student support services that will be implemented to support student learning success and completion. [Connects with CLNA requirements and Commitment to Progress: Focus on Equity in Student Access and Success (CP.2) and Use Data to Close Equity Gaps (CP.3)]

Our work at Southwest Tech aligns with three strategic directions including Strategic Priority #1 – Engage Students in High-Quality Experiential Learning and Strategic Priority #2 – Strengthen a Culture of Caring and Success. We measure our progress through our College Health Indicators, a set of benchmarked outcome measures. The most important is College Health Indicator #1 – Equity in Student Learning. This indicator measures the graduation rate of students from special population groups against the graduation rate of non-special population students. Work being done to improve College Health Indicator #1 includes extensive outreach to Latinx populations in Richland and Lafayette Counties. Our Recruitment Manager is bilingual and certified to teach ESL. A pilot project is currently being conducted in our Nursing Assistant program. A bilingual Nursing Assistant is embedded in the lab and clinical classrooms to support students who are English language learners. Our Academic Master Plan includes an extension of this pilot into two additional programs over the next two years. Our Charge Forward program supports a cohort of Black students with tuition support and success programming. Southwest Tech is integrating Universal Design principles throughout the college. Every faculty team and every staff team is implementing and documenting a unique team Universal Design continuous improvement project during the 22-23 academic year. These projects are designed to improve learning and access for all students.

RESOLUTION
OF THE
SOUTHWEST WISCONSIN TECHNICAL COLLEGE
DISTRICT BOARD OF DIRECTORS

WHEREAS, the Southwest Wisconsin Technical College Board has approved the Concept Review for an Applied Associate of Science Degree in Radiography (10-526-1).

BE IT THEREFORE RESOLVED that the Southwest Wisconsin Technical College Board submits for State Board approval the Concept Review for an Applied Associate of Science Degree in Radiography (10-526-1).

Approved this 5th day of May, 2023.

Donald L. Tuescher
Chairperson

ATTEST:

Crystal Wallin
Secretary

**Southwest Wisconsin
TECHNICAL COLLEGE**

Board Monitoring of College Effectiveness

A. Financial Sustainability Monitoring Report

A PowerPoint slide presentation is included in the electronic Board meeting material for the Board Monitoring Report on Fiscal Sustainability.

Fiscal Strength/Sustainability

Budget

The College budget supports the college's mission, vision and strategic directions by allocating resources to ensure the College is meeting student and community needs.

Audit

Southwest Tech continues to maintain an unmodified (clean) opinion on its Audit Report, and the financial statements present fairly in all material respects the financial position of the College. The College also has a clean opinion on compliance, no material weaknesses were identified in internal control or any significant deficiencies in internal control over compliance.

THIS IS WHERE **LEARNING IS VALUED**

Fiscal Strength/Sustainability

Accomplishments in Linking Finances to Student Learning

- Provided additional student resources including expanded tutoring, Charge Forward and other student success initiatives
- Updating technologies in connectivity on campus to enhance student experiences both in and outside of the classroom.
- Expanding offerings of Open Educational Resources to students
- Incorporating universal design concepts into all facilities and other operational projects
- Additional program offerings such as AA/AS, surgical technician and energy management
- Project Rise will improve reporting of data and decision making
- Alignment to Accountability Value
  - 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.

THIS IS WHERE **LEARNING IS VALUED**

Fiscal Strength/Sustainability

General Fund Reserves – 6/30/22

Board Policy Minimum – 16.7% (2 months of operating expenditures)
6/30/08 SWTC – 17.2% ⟶ 6/30/22 SWTC 46.6%

WTCS Average 36.9%
Nicolet 67.8%
SWTC 46.6%
Lakeshore 50.3%
Blackhawk 40.9%
Midstate 33.9%
Northcentral 50.9%
(Listed in ascending order of size, operating budget less than $40M)

OPEB Liability (other post employment benefits)

6/30/11 - $11,936,782
6/30/22 - $3,133,142

Fiscal Strength/Sustainability

Student Loan Default Rate

College	2011	2012	2013	2014	2015	2016	2017	2018	2019
Southwest Wisconsin Technical College	13.4%	12.6%	17.0%	13.1%	7.9%	4.5%	4.6%	3.5%	1.1%

WTCS Average: 2.9%
National 2 Year College Average: 4.0%
National Average of all Institutions: 3.0%

Southwest Tech currently has the lowest cohort default rate in the WTCS and has a 2019 rate of 1.1%. The low default rate is attributed to a few factors including: not awarding students at their maximum yearly loan levels, double disbursement of student loans, increased contact with student borrowers who are delinquent and our partnership with WISS Default Management Solutions who helps reach out to students who are entering repayment or have fallen behind on their loan payments. Additionally, due to the Covid-19 pandemic, there has been pause on federally held student loan interest and payments since March 2020.

Fiscal Strength/Sustainability

Student Borrower Statistics

Year	Total Loans Borrowed	Unduplicated Borrowers	Yearly Average Loans per Borrower	Students who Received Financial Aid*	Percent of Students who Received Financial Aid and Borrow Loans**
2016/17	$ 3,259,708	776	$ 4,200.65	1,101	70%
2017/18	$ 2,780,639	675	$ 4,119.47	1,086	62%
2018/19	$ 2,648,015	648	$ 4,086.44	1,063	61%
2019/20	$ 2,435,176	621	$ 3,921.38	1,097	57%
2020/21	$ 2,256,448	574	$ 3,931.09	1,113	52%
2021/22	$ 2,122,238	533	$ 3,976.94	1,197	45%

*This includes students who received federal funds, state funds and/or scholarships through the Southwest Tech Foundation.
**This only includes students who received federal funds, state funds and/or scholarships through the Southwest Tech Foundation

Fiscal Strength/Sustainability

Moody's Investor Service Rating

The College's goal is to maintain or improve on its Aa2 rating. This 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.

Factors that could lead to an upgrade

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

Factors that could lead to a downgrade

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

Fiscal Strength/Sustainability

HLC Composite Financial Index – 6/30/21

The purpose of this process is to identify institutions that may be at risk of not meeting components of the Criteria for Accreditation.

HLC has identified ranges, or zones, of CFI values that indicate whether further review is required.
Above the zone > 1.0 = good standing, no follow-up needed
In the zone 0.0 – 1.0 = concern, follow-up required from College President
Below the zone < 0.0 = concern, report required for review by a panel of HLC peer reviewers

Nicolet 8.79
SWTC 3.81 (4.87 as of 6/30/22 update)
Lakeshore 4.44
Blackhawk 4.11
Midstate 4.18
Northcentral unavailable
(Listed in ascending order of size, operating budget less than $40M)

THIS IS WHERE **LEARNING IS VALUED**

Fiscal Strength/Sustainability

Operational funds directed to Instruction – 6/30/22

Ensuring appropriate levels of operational funding goes directly instructional functions is important to carryout the SWTC mission and vision.

6/30/12 SWTC 68.7% ———→ 6/30/22 SWTC 56.6%

WTCS Average 61.1%
Nicolet 48.07%
SWTC 56.6%
Lakeshore 53.9%
Blackhawk 60.9%
Midstate 59.6%
Northcentral 64.2%
(Listed in ascending order of size, operating budget less than $40M)

THIS IS WHERE **LEARNING IS VALUED**

Fiscal Strength/Sustainability

Property Value per Full Time Equivalent student (FTE) – 6/30/22

How well SWTC services it's district as steward of district tax dollars is important. District property valuation has a close correlation to taxes levied on district residents. For every $8.2M in district property tax value, SWTC trains an FTE. That ratio is an indication of value produced by the college and is the fourth best in the WTCS for 2021/22.

WTCS average $12.6M
Nicolet $23.8M
SWTC $8.2M
Lakeshore $13.2M
Blackhawk $12.0M
Midstate $9.9M
Northcentral $7.4M (best in the WTCS)
(Listed in ascending order of size, operating budget less than $40M)

THIS IS WHERE **LEARNING IS VALUED**

Fiscal Risks

FTE stagnation/decline
6/30/12 1,644
6/30/13 1,637
6/30/14 1,654
6/30/15 1,533
6/30/16 1,443
6/30/17 1,332
6/30/18 1,354
6/30/19 1,332
6/30/20 1,297
6/30/21 1,258
6/30/22 1,254
6/30/23 1,300 projected
6/30/24 1,300 budgeted

Continuation of FTE decrease may lead to structure budget adjustments – 'rightsizing'.

THIS IS WHERE **LEARNING IS VALUED**

Fiscal Opportunities/Risks

Grant revenue to support operations and fund key initiatives
> 6/30/18 $1,734,234 – 41 grants
> 6/30/19 $1,518,268 – 38 grants
> 6/30/20 $1,700,793 – 42 grants
> 6/30/21 $2,896,795 – 48 grants
> 6/30/22 $2,797,379 – 40 grants

Financial Forecasting/Modeling – the college does not utilize a developed tool for planning

Profitability of auxiliaries including Housing, Bookstore, Food Services, Daycare & Vending

Project RISE implementation

Fiscal Opportunities

Project Rise will provide benefits including
> Improved efficiencies mitigating increased compliance demands
> Improved efficiencies allowing increased services to students
> Improved student satisfaction mitigating increased competition
> Improved data reporting to support better and more timely decision making

Reserve funds from general and enterprise fund balances allows the College flexibility to innovate and build long term sustainable solutions; using reserves for up-front investments that are cost neutral/profitable for continued operations.

Current short duration in outstanding debt obligations allows for flexibility and innovation in future debt structuring to maximize impact of tax levy dollars.

Fiscal Sustainability

Questions/Concerns/Suggestions?

THIS IS WHERE **LEARNING IS VALUED**

B. Staffing Update

Staffing Summary

An update on College staffing is included below.

	Name	Title	Status and/or Additional Info	Effective Date	Funding Source &/or Estimated Wage Range/Hired Salary
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 Sukhwal	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

	Name	Title	Status and/or Additional Info	Effective Date	Funding Source &/or Estimated Wage Range/Hired Salary
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 - $34.24 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	Dan Rogers	2/27/2023	C44 : $57,152 - $80,013 Hired at $75,000
17	New	Administrative Assistant - Business & Industry Services	Gabby Snider	1/3/2023	B22: $19.23 - $24.94 Hired $19.23
18	Replacement	Associate Degree Nursing Instructor	Jordyn Wendhausen	6/7//2023	BS: $51,221 - $81,444 AS: $53,878 - $85,666 MS: $56,533 – $89,888 Hired at $67,000
19	Replacement	Mental Health Counselor	Robin Hamel	7/1/2023	C44 : $58,124 - $81,373 Hired at $67,000
20	Replacement	Emergency Medical Services (EMS) Instructor	Mallory Fulcher	5/22/2023	BS: $51,221 - $81,444 AS: $53,878 - $85,666 MS: $56,533 – $89,888 Hired at $58,000
21	New	Foundation Development Officer	Nikki Nemitz	2/16/2023	C43 $54,575 - $76,406 Hired at $61,000
22	New	Electromechanical Technician Trainer	Jason Fielder	3/6/2023	C44 : $58,124 - $81,373 Hired at $72,000

	Name	Title	Status and/or Additional Info	Effective Date	Funding Source &/or Estimated Wage Range/Hired Salary
23	Replacement	Electrical Power Distribution (EPD) Lab Assistant	James Godfrey	3/28/2023	B21 : $19.23 - $24.60 Hired at $24.60
24	New	Sustainable Energy Management Instructor/Energy Coordinator	On Hold	3/15/2023	BS: $50,365 - $80,083 AS: $52,977 - $84,234 MS: $55,588 – $88,385
25	Replacement	IT Support Specialist	Andy Mumm	4/5/2023	C42: $24.46 - $34.24 Hired at $28.60
26	Replacement/New	Process Improvement Anaylst/Trainer	Posted	7/1/2023	C44 : $58,124 - $81,373
27	Replacement	Communication Instructor	Posted	7/1/2023	BS: $51,221 - $81,444 AS: $53,878 - $85,666 MS: $56,533 – $89,888
28	Replacement	Communication Resource Instructor	Posted	7/1/2023	BS: $51,221 - $81,444 AS: $53,878 - $85,666 MS: $56,533 – $89,888

1. Recruitment, Retention, Compensation, Benefits, and Culture: Trends and Opportunities

C. *Southwest Tech Foundation Quarterly Report*

The FY 2023 3rd Quarter report follows:

Southwest Wisconsin TECHNICAL COLLEGE | FOUNDATION

Southwest Tech Foundation FY23 Third Quarter Report
Fundraising Totals 7/1/22 - 3/31/2023
$639,906.06 total gifts received
$639,906.06 cash received (Goal $2,000,000)
$106,124.73 Gift In-Kind total
We received 4,560 gifts from 639 donors

I Heart SWTC – Spring 2023 Employee Giving Campaign

Monday, March 20 through Friday, March 31

• A Team Competition is occurring again this year with each team member of the 1st team reaching 100% giving receiving a FREE lunch certificate!
• Southwest Tech employees are grouped into 6 teams. Each team will work toward the goal of reaching 100% participation college-wide.

FOCUS Funds:

Our Spring 2023 focus funds are:

- **Southwest Tech Community Scholarship Program (CSP)** – one of the 30 district high school funds of your
  choice and Mount Horeb High School added, as well. Since the program began, more than $107,800 in
  scholarships were offered by the Southwest Tech Foundation to 294 students from these districts.
- **Chargers Cupboard** - on-campus food pantry
- **Charger Dream Fund** - emergency grants for students in a financial crisis that may cause them to drop out

RESULTS:

Total Year Giving: 2022-2023			
FULL-TIME			
Areas	# in Area	# Donors	% Participation
1 Ag & Industry	29	23	79.31%
2 All About Our Students	26	19	73.08%
3 Health & Public Safety	30	24	80.00%
4 Helping Hands	32	29	90.63%
5 Gen Education & Student Services	27	24	88.89%
6 BIS-Mrkg-Pres-Effect-Adv	28	28	100.00%
TOTAL:	172	147	85.47%
		25	Remaining FT
Continuing FT Payroll Deductions:	120		

FULL-TIME Employees		
Year	% of Giving	
2016-17	94.32%	
2017-18	92.82%	
2018-19	90.17%	
2019-20	94.48%	
2020-21	93.41%	
2021-22	95.48%	
2022-23	85.47%	in Progress
	93.45%	Average

3rd Quarter Gift Highlights of $2,500 +

- $25,000 from Crossing Rivers Health for the Need for Nurses Project
- $20,000 from Southwest Health for the Need for Nurses Project
- $15,887.65 from Thomas R. Kieffer estate for the Thomas Kieffer Memorial Scholarship Endowment
- $6,000 from Alliant Energy - Dubuque for the Alliant Energy Scholars Scholarship
- $5,000 from Hartung Brothers, Inc. for the Hartung Brothers, Inc. Scholarship
- $5,000 from The Richland Hospital Foundation for the Richland Hospital Foundation Scholarship
- $3,100 In-Kind Gift from Lamar Advertising for OOH Advertising - 4-4wk Flights of Ad space on Poster Displays, including production of creative material
- $2,500 from Compeer Financial for the Compeer Financial Agriculture Scholarship
- $2,500 from Schreiber Foods, Inc. for the Schreiber Foods Scholarship
- $2,500 from Debra G. Wehrle for the Greg Wehrle Memorial Scholarship
- $2,500 from Elise M. Lindeman for the Medical Assistant Scholarship, Southwest Tech Scholarship for the Dodgeville Community, Charger Dream Fund, and the Fuel a Charger Fund

Southwest Tech News Releases

News Releases | Southwest Tech News (swtc.edu)

Notes from the Executive Director

By Dennis Cooley

It's hard to imagine where the past three months have gone, but here we are, working our way to spring graduation with optimism for the students completing their degrees and for those who will come back in the fall to continue their respective educational journeys.

In the Southwest Tech Foundation, we welcomed Nikki Nemitz to our staff as a development officer and Nikki has helped in many ways as we work to create a system of donor management that allows us to maximize our software's capabilities, as well as the time of our staff in working with alumni, friends, corporate partners (many of which are alumni and/or friends!). Relationships, and actively creating, maintaining, and growing them is a No. 1 priority for our entire Advancement area, where the Foundation's work is performed.

Southwest Tech's Advancement effort includes our Foundation and Real Estate Foundation, as well as our Business and Industry Services area. By also working with Career Services to help with district workforce solutions, the Foundation gets exposed to many synergistic opportunities where we can help solve problems and remove roadblocks that allow for many forms of support. Our Sponsor a Scholar program is one example where an employer funds a $2,500 scholarship to the General Scholarship Fund. We help that employer find a student or students who fit the criteria for open positions at the employer. By joining students with an opportunity for good paying jobs while in school and after, a growing number enter into agreements with the respective employers that provides additional funding each semester the student achieves stated academic goals and advances to graduation. We've included a flyer on this program for you to study. When this program works, it is amazing to watch and our conversations with employers show a level of strong satisfaction with the outcome.

In the Sponsor a Scholars model, employers of students in 2-year academic programs fund the scholarship ($2,500) and three sponsorship payments of $2,500 each. The student gets much needed and greatly appreciated financial support while the employer gets a couple of years to develop this working relationship while the student is going to school and an agreed upon amount of time after graduation to recoup the initial investment. All parties declare victory when the agreement is successfully executed and our district workforce gets that much stronger, too.

On the Scholarship Program front, overall, we received 709 applications for support. We are currently awarding about 370 scholarships, while about 12-15 scholarships are awarded throughout the year, based on

program requirements. Gina Udelhofen, who coordinates our scholarship program said another 135 or so scholarships will be awarded at later dates. These include the Thiele Scholars, Farm Business Production Management, Dairy Goat, some Need for Nurses, and others. By the time the dust settles on our scholarship program, we expect to award to more than 500 recipients.

We have been reviewing the number and need level for our students who are single parents. We have donors interested in funding this special population and our Child Care services on-campus make this group a priority, as well. After meeting with Financial Aid, we found that 71 students from the overall list applied for scholarships for the 2023-24 academic year. All but two of these students identified as female and the range of programs represented is wide-ranging. The group also comes from all corners of our district. More to come on this effort.

Finally, as we look ahead to 2023-24, we are asking our Advancement staff, our foundation board members, volunteers, and campus staff to help ignite our alumni and friends to support us in many, significant ways. We have tremendous volunteer support, and our advisory committee system is incredible. Strategically, we have many pieces in many places who are helping us already. If we can ignite another generation of volunteers and supporters, we will continue to remain positioned strongly on many fronts. We think our Foundation, and more broadly, our Advancement area, working collectively can offer efficient ways of garnering even more support.

Thank you for your support of our Foundations. We are stronger because of it!

All the best,

Dennis R. Cooley

Dennis Cooley
Executive Director of Advancement
Southwest Tech

The FY 2023 3rd Quarter report follows:

![Southwest Wisconsin Technical College logo]

Southwest Tech Real Estate Foundation
FY23 Third Quarter Report

Potential New Housing Building

The REF went out for construction bids to potentially self-finance a new housing building starting this fall. Bids are due May 5th with selection and REF board approval for May 10th. There has been some ongoing conversation around the combination of Building Trades-Carpentry Program students and the selected construction company, working in tandem to produce a new housing building. More to come with this exciting news.

Early results from the housing marketing efforts shows we are in strong position for the 2023-24 academic year. Despite this positive trend, our efforts to create a waiting list for housing, thus proving the need for more housing, continue to be an important goal.

Furnishing Apartments Updates

The REF has selected RCS Systems, Inc. to furnish the Sixplex – 1960 for students choosing to live in that building. The plan is to also offer these amenities to the Midwifery students attending test outs during the summer. We are hoping to have everything delivered by June 15th to prepare for the summer students. Stephanie Brown has been working on purchasing other small items outside of the furniture to assist with the Midwifery students – ex: linens, kitchenware, etc.

Notes from the Executive Director

One of the great things about our Real Estate Foundation Board is the continuity we've seen since its inception. The board will be losing two of its lynchpins who helped guide the REF during its infancy and through the building of new housing, as well as the razing of some of the outdated housing in order to make way for new offerings. Ben Wood and Kevin Raisbeck will term out on their board membership, so finding quality replacements is paramount to keeping this effort strong.

Another issue is the financing of our next housing project. With rising interest rates that have not been seen during our REF's existence, we have worked with the College to discuss the concept of self-funding this project. Because of excellent management of the REF resources by both the Housing Office and the REF Board, the REF is in an excellent fiscal position. We will not sacrifice our long-term success for the short-term potential gains, but taking advantage of our position helps us maximize our excess revenue, thus our support to the Foundation, and ultimately the College and our students.

During my most recent report three months ago, we focused on the first 100 days of 2023. Here are some updates on those initiatives and activities. Way back then (100 days ago!!) we talked about succession planning and I've had discussions with 2-3 potential board members, including one at a distance who has a lot of experience with student rentals/housing. No firm commitments yet, but we should know by June 1 who will be ascending to the board for consideration.

We talked about the new potential outreach site in Dodgeville, and we've had a lot of dialogue and a little action since the last report. We were approached by Representative Mark Pocan's office about a federal earmark that would provide funding to purchase the property in Dodgeville at the intersection of Hwys. 18 and 23, the site of the former Iowa County Sheriff's Department. The turnaround on the request was very tight, but with Rep. Pocan's staff's assistance, we put forth a solid plan for funding. The letters of support from Lands' End, the Dodgeville School District and Iowa County were produced in less than 12 hours and Pocan's team thought we had a strong proposal. We'll see if they were correct. Especially humbling was verbiage in Lands' End's letter of support that discussed the need for ESL/ELL programming at the site in order to help attract a diverse workforce to the company, as well as Iowa County.

In my report from February 2023, we also discussed the continued housing of migrant workers. We have a contract to serve 40 students in July. It's important to send a reminder that Midwifery Program students will complete the lab portion of their studies on-campus and will be staying in housing during their time here.

A special shout-out to Ryan Rands, of Midwest Builders, who is an REF Board member. Midwest Builders is serving as the general contractor for the new Grant Regional Health Center Clinic, which is being constructed across Hwy. 18 from the Southwest Tech campus. The groundbreaking was a celebration of a lot of hospital partners, who happened to be Southwest Tech partners, as well.

Summer is a time for planning, advancing relationships and focusing on opportunities.

-- Respectfully submitted by Dennis R. Cooley

Information and Correspondence

A. Enrollment Report

1. 2022-23 FTE Comparison (Year Over Year)

Southwest Tech — Here. Now.

April 17 2023: School Years 2020-21, 2021-22, and 2022-23 FTE Comparison

Program Code	Program Title	SY 20-21 04/26/21 Students	SY 21-22 04/25/22 Students	SY 22-23 04/24/23 Students	21 to '23 Student Change	22 to '23 Student Change	SY 20-21 04/26/21 FTE	SY 21-22 04/25/22 FTE	SY 22-23 04/24/23 FTE	21 to '23 FTE Change	22 to '23 FTE Change
10-101-1	Accounting	70	59	60	(10)	1	45.90	38.90	34.83	(11.07)	(4.07)
10-006-7	Agribusiness Science & Technology - AgBus Mgmt	9	14	16	7	2	4.57	13.93	16.63	12.07	2.70
10-006-5	Agribusiness Science & Technology - Agronomy	19	12	11	(8)	(1)	18.37	9.77	10.70	(7.67)	0.93
10-006-6	Agribusiness Science & Technology - Animal Science	20	29	36	16	7	16.57	23.57	32.03	15.47	8.47
10-102-3	Business Management	132	115	108	(24)	(7)	82.50	71.73	67.00	(15.50)	(4.73)
10-530-5	Cancer Information Management	111	86	66	(45)	(20)	56.07	52.33	37.10	(18.97)	(15.23)
10-504-X	Criminal Justice	49	45	32	(17)	(13)	33.37	31.97	26.37	(7.00)	(5.60)
10-316-1	Culinary Arts	6	5		(6)	(5)	5.10	5.60		(5.10)	(5.60)
10-317-1	Culinary Management	2			(2)	-	1.53			(1.53)	-
10-102-1	Data Analytics		5	5	5	-		2.27	3.23	3.23	0.97
10-510-6	Direct Entry Midwife	124	138	147	23	9	48.87	65.43	71.97	23.10	6.53
10-307-1	Early Childhood Education	63	50	51	(12)	1	43.43	32.03	31.20	(12.23)	(0.83)
10-620-1	Electro-Mechanical Technology	32	26	23	(9)	(3)	29.40	21.93	21.10	(8.30)	(0.83)
10-325-1	Golf Course Management	10	13	15	5	2	9.87	12.23	14.83	4.97	2.60
10-201-2	Graphic And Web Design	20	23	27	7	4	15.20	17.97	25.20	10.00	7.23
10-530-1	Health Information Technology	47	42	37	(10)	(5)	18.87	19.97	18.10	(0.77)	(1.87)
10-520-3	Human Services Associate	33	39	34	1	(5)	26.27	29.17	28.27	2.00	(0.90)
10-825-1	Individualized Technical Studies	3		2	(1)	2	1.40		2.20	0.80	2.20
10-620-3	Instrumentation and Controls Technology	4	1		(4)	(1)	0.90	1.20		(0.90)	(1.20)
10-150-2	IT-Network Specialist	27	23	17	(10)	(6)	14.53	12.07	12.10	(2.43)	0.03
10-196-1	Leadership Development	11	13	12	1	(1)	3.47	6.70	6.40	2.93	(0.30)
10-513-1	Medical Laboratory Technician	21	20	14	(7)	(6)	14.57	14.93	10.10	(4.47)	(4.83)
10-196-6	Nonprofit Leadership	1	9	12	11	3	0.40	4.90	6.77	6.37	1.87
10-543-1	Nursing-Associate Degree	225	205	212	(13)	7	127.13	105.07	116.83	(10.30)	11.77
10-524-1	Physical Therapist Assistant	31	22	18	(13)	(4)	18.87	14.07	11.77	(7.10)	(2.30)
10-182-1	Supply Chain Management	25	33	37	12	4	10.97	15.20	19.47	8.50	4.27
10-512-1	Surgical Technology			9	9	9			6.77	6.77	6.77
10-499-5	Technical Studies-Journeyworker		1	2	2	1		0.30	0.30	0.30	-
	Total Associate Degree	**1,095**	**1,028**	**1,003**	**(92)**	**(25)**	**648.10**	**623.23**	**631.27**	**(16.83)**	**8.03**

Program Code	Program Title	SY 20-21 04/26/21 Students	SY 21-22 04/25/22 Students	SY 22-23 04/24/23 Students	21 to '23 Student Change	22 to '23 Student Change	SY 20-21 04/26/21 FTE	SY 21-22 04/25/22 FTE	SY 22-23 04/24/23 FTE	21 to '23 FTE Change	22 to '23 FTE Change
31-101-1	Accounting Assistant	13	11	12	(1)	1	5.57	4.93	5.40	(0.17)	0.47
30-531-6	EMT-IV (Advanced EMT)		12	6	6	(6)		2.03	0.80	0.80	(1.23)
31-006-3	Agribusiness Science & Technology - Agronomy Tech	1	1	1	-	-	1.13	0.10	0.60	(0.53)	0.50
32-070-1	Agricultural Power & Equipment Technician	35	36	29	(6)	(7)	33.10	34.47	28.43	(4.67)	(6.03)
31-405-1	Auto Collision Repair & Refinish Technician	11	9	9	(2)	-	8.07	9.07	8.17	0.10	(0.90)
32-404-2	Automotive Technician	34	20	19	(15)	(1)	22.97	15.83	17.73	(5.23)	1.90
31-408-1	Bricklaying & Masonry	1	5	4	3	(1)	0.07	2.80	3.57	3.50	0.77
30-443-1	Building Maintenance & Construction		1	1	1	-		0.07	0.07	0.07	-
31-475-1	Building Trades-Carpentry	9	9	7	(2)	(2)	8.20	7.90	5.33	(2.87)	(2.57)
31-307-1	Child Care Services	5	4	5	-	1	3.40	2.10	2.70	(0.70)	0.60
30-420-2	CNC Machine Operator/Programmer	2	7	11	9	4	1.30	5.07	8.97	7.67	3.90
31-502-1	Cosmetology	19	26	31	12	5	13.60	19.23	22.57	8.97	3.33
30-504-2	Criminal Justice-Law Enforcement 720 Academy	14	7	10	(4)	3	9.33	5.13	8.00	(1.33)	2.87
30-508-2	Dental Assistant	11	18	18	7	-	5.57	9.47	9.20	3.63	(0.27)
30-812-1	Driver and Safety Education Certification	27	13	22	(5)	9	5.50	2.10	4.90	(0.60)	2.80
31-413-2	Electrical Power Distribution	44	44	44	-	-	40.60	37.00	41.17	0.57	4.17
50-413-2	Electricity (Construction) Apprentice	20	23	23	3	-	3.03	3.07	3.00	(0.03)	(0.07)
30-531-3	Emergency Medical Technician	108	59	77	(31)	18	17.67	8.47	14.77	(2.90)	6.30
32-080-4	Farm Operations & Management - Ag Mechanics	9	11	6	(3)	(5)	7.60	10.10	4.73	(2.87)	(5.37)
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	6.97	5.87	(0.10)	(1.10)
31-080-3	Farm Operations & Management - Dairy Technician	3	2	3	-	1	0.67	1.50	1.93	1.27	0.43
31-080-2	Farm Operations & Management - Farm Ag Maintenance	5	2	3	(2)	1	3.20	0.20	2.07	(1.13)	1.87
32-080-6	Farm Operations & Management - Livestock	1	3	5	4	2	1.03	2.73	4.70	3.67	1.97
31-080-7	Farm Operations & Management - Livestock Tech		1		-	(1)		0.77		-	(0.77)
50-413-1	Industrial Electrician Apprentice	10	6	11	1	5	1.67	0.80	2.27	0.60	1.47
31-620-1	Industrial Mechanic	4	1	2	(2)	1	3.97	0.47	1.33	(2.63)	0.87
31-154-6	IT-Computer Support Technician	15	13	9	(6)	(4)	11.53	9.33	7.20	(4.33)	(2.13)
31-513-1	Laboratory Science Technician	5	11	8	3	(3)	2.80	5.27	1.47	(1.33)	(3.80)
50-620-1	Mechatronics Technician Apprentice	5			(5)	-	1.27			(1.27)	-
31-509-1	Medical Assistant	44	31	26	(18)	(5)	34.40	22.43	20.10	(14.30)	(2.33)

Southwest Tech

April 17 2023: School Years 2020-21, 2021-22, and 2022-23 FTE Comparison

Program Code	Program Title	SY 20-21 04/26/21 Students	SY 21-22 04/25/22 Students	SY 22-23 04/24/23 Students	21 to '23 Student Change	22 to '23 Student Change	SY 20-21 04/26/21 FTE	SY 21-22 04/25/22 FTE	SY 22-23 04/24/23 FTE	21 to '23 FTE Change	22 to '23 FTE Change
31-530-2	Medical Coding Specialist	102	104	77	(25)	(27)	42.23	58.77	35.93	(6.30)	(22.83)
30-504-4	Nail Technician	3	3	7	4	4	1.20	1.33	2.63	1.43	1.30
30-543-1	Nursing Assistant	236	176	201	(35)	25	30.10	20.30	26.83	(3.27)	6.53
50-427-5	Plumbing Apprentice	18	21	23	5	2	2.52	4.17	3.59	1.08	(0.58)
31-504-5	Security Operations	1			(1)	-	0.70			(0.70)	-
31-182-1	Supply Chain Assistant	7	6	4	(3)	(2)	3.93	2.43	2.00	(1.93)	(0.43)
31-442-1	Welding	53	47	46	(7)	(1)	41.17	30.93	37.83	(3.33)	6.90
	Total Technical Diploma	**884**	**751**	**766**	**(118)**	**15**	**375.12**	**347.33**	**345.86**	**(29.26)**	**(1.47)**
20-800-1	Liberal Arts - Associate of Arts	31	51	38	7	(13)	9.73	18.67	10.93	1.20	(7.73)
20-800-2	Liberal Arts - Associate of Science	12	9	12	-	3	3.27	3.60	4.67	1.40	1.07
	Undeclared Majors	476	635	800	324	165	81.97	109.00	140.20	58.23	31.20
	Total Liberal Arts & Undeclared Majors	**519**	**695**	**850**	**331**	**155**	**94.97**	**131.27**	**155.80**	**60.83**	**24.53**
	Total	**2,498**	**2,474**	**2,619**	**121**	**145**	**1,118.18**	**1,101.83**	**1,132.93**	**14.74**	**31.09**
	Percent of Change									**1.32%**	**2.82%**
	Vocational Adult (Aid Codes 42-47)	2,909	3,049	3,448	539	399	60.73	61.37	63.61	2.88	2.24
	Community Services (Aid Code 60)	48	-	57	9	57	0.16	-	0.76	0.60	0.76
	Basic Skills (Aid Codes 73,74,75,76)	223	328	419	196	91	40.50	60.17	66.07	25.57	5.90
	Basic Skills (Aid Codes 77 & 78)	312	160	214	(98)	54	11.73	7.10	8.67	(3.07)	1.57
	Grand Total	**5,990**	**6,011**	**6,757**	**767**	**746**	**1,231.31**	**1,230.47**	**1,272.03**	**40.72**	**41.57**
	Total Percent of Change									**3.31%**	**3.38%**
	Budgeted/Goal FTEs						1,275	1,250	1,250		
	% of Budgeted/Goal FTEs Achieved to date						**96.6%**	**98.4%**	**101.8%**		
	Final Actual FTEs Achieved						1,256	1,253			
	% of Final Actual FTEs Achieved to date						98.0%	98.2%			
	22/23 Projected Ending FTEs using historical trend						1,298	1,295			
	Will budget be met						**YES**	**YES**			

2. 2023-24 FTE Comparison (Year over Year)

April 24 2023: School Years 2021-22, 2022-23, and 2023-24 FTE Comparison

Program Code	Program Title	SY 21-22 04/12/21 Students	SY 22-23 04/25/22 Students	SY 23-24 04/24/23 Students	22 to '24 Student Change	23 to '24 Student Change	SY 21-22 04/12/21 FTE	SY 22-23 04/25/22 FTE	SY 23-24 04/24/23 FTE	22 to '24 FTE Change	23 to '24 FTE Change
10-101-1	Accounting	25	29	14	(11)	(15)	11.67	11.77	6.57	(5.10)	(5.20)
10-006-7	Agribusiness Science & Technology - AgBus Mgmt	6	10	11	5	1	3.30	5.53	5.07	1.77	(0.47)
10-006-5	Agribusiness Science & Technology - Agronomy	8	4	10	2	6	4.20	2.07	4.73	0.53	2.67
10-006-6	Agribusiness Science & Technology - Animal Science	14	20	22	8	2	7.13	11.17	11.20	4.07	0.03
10-102-3	Business Management	33	53	46	13	(7)	14.30	23.13	20.70	6.40	(2.43)
10-530-5	Cancer Information Management	48	36	44	(4)	8	19.07	13.53	15.40	(3.67)	1.87
10-504-X	Criminal Justice	26	13	14	(12)	1	14.87	8.43	6.17	(8.70)	(2.27)
10-316-1	Culinary Arts	2			(2)	-	1.03			(1.03)	-
10-102-1	Data Analytics		1	1	1	-		0.63	0.57	0.57	(0.07)
10-510-6	Direct Entry Midwife	59	59	51	(8)	(8)	23.63	23.07	19.13	(4.50)	(3.93)
10-307-1	Early Childhood Education	18	28	28	10	-	7.80	12.50	12.70	4.90	0.20
10-620-1	Electro-Mechanical Technology	18	11	6	(12)	(5)	9.00	5.57	3.30	(5.70)	(2.27)
10-325-1	Golf Course Management	7	9	8	1	(1)	3.90	4.10	3.90	-	(0.20)
10-201-2	Graphic And Web Design	11	23	26	15	3	5.63	11.00	12.87	7.23	1.87
10-530-1	Health Information Technology	21	22	10	(11)	(12)	7.03	7.30	3.70	(3.33)	(3.60)
10-520-3	Human Services Associate	17	24	12	(5)	(12)	9.00	12.83	6.67	(2.33)	(6.17)
10-620-3	Instrumentation and Controls Technology	1	1		(1)	(1)	0.10	0.60		(0.10)	(0.60)
10-151-2	IT-Cybersecurity Specialist			1	1	1			0.10	0.10	0.10
10-150-2	IT-Network Specialist	7	7	9	2	2	3.63	2.37	4.23	0.60	1.87
10-196-1	Leadership Development	2	6	1	(1)	(5)	0.97	2.17	0.20	(0.77)	(1.97)
10-513-1	Medical Laboratory Technician	10	8	7	(3)	(1)	3.20	3.60	2.97	(0.23)	(0.63)
10-196-6	Nonprofit Leadership	1	5	2	1	(3)	0.60	2.00	1.10	0.50	(0.90)
10-543-1	Nursing-Associate Degree	151	134	134	(17)	-	45.77	38.63	44.30	(1.47)	5.67
10-524-1	Physical Therapist Assistant	10	6	1	(9)	(5)	3.50	2.80	0.07	(3.43)	(2.73)
10-182-1	Supply Chain Management	7	12	13	6	1	2.60	5.07	4.97	2.37	(0.10)
10-512-1	Surgical Technology		2	8	8	6		0.70	2.87	2.87	2.17
10-499-5	Technical Studies-Journeyworker		1	1	1	-		0.10	0.10	0.10	-
	Total Associate Degree	**502**	**524**	**480**	**(22)**	**(44)**	**201.93**	**210.67**	**193.57**	**(8.37)**	**(17.10)**

April 24 2023: School Years 2021-22, 2022-23, and 2023-24 FTE Comparison

Program Code	Program Title	SY 21-22 04/12/21 Students	SY 22-23 04/25/22 Students	SY 23-24 04/24/23 Students	22 to '24 Student Change	23 to '24 Student Change	SY 21-22 04/12/21 FTE	SY 22-23 04/25/22 FTE	SY 23-24 04/24/23 FTE	22 to '24 FTE Change	23 to '24 FTE Change
31-101-1	Accounting Assistant	3	4	3	-	(1)	1.00	1.33	1.43	0.43	0.10
31-006-3	Agribusiness Science & Technology - Agronomy Tech			2	2	2			0.93	0.93	0.93
32-070-1	Agricultural Power & Equipment Technician	23	24	27	4	3	12.27	12.20	14.37	2.10	2.17
31-405-1	Auto Collision Repair & Refinish Technician	9	6	8	(1)	2	5.03	3.40	4.47	(0.57)	1.07
32-404-2	Automotive Technician	15	17	26	11	9	7.03	8.30	12.07	5.03	3.77
31-475-1	Building Trades-Carpentry	3			(3)	-	1.60			(1.60)	-
31-307-1	Child Care Services	1	2	3	2	1	0.50	0.80	1.40	0.90	0.60
31-502-1	Cosmetology	12	25	13	1	(12)	5.83	12.00	6.40	0.57	(5.60)
30-508-2	Dental Assistant	6	8		(6)	(8)	3.20	4.27		(3.20)	(4.27)
30-812-1	Driver and Safety Education Certification			1	1	1			0.30	0.30	0.30
31-413-2	Electrical Power Distribution	26	34		(26)	(34)	12.90	16.67		(12.90)	(16.67)
30-531-3	Emergency Medical Technician	1			(1)	-	0.43			(0.43)	-
32-080-4	Farm Operations & Management - Ag Mechanics	10	4		(10)	(4)	4.57	2.17		(4.57)	(2.17)
32-080-3	Farm Operations & Management - Dairy	5	5	2	(3)	(3)	2.47	2.53	1.13	(1.33)	(1.40)
31-080-3	Farm Operations & Management - Dairy Technician			1	1	1			0.10	0.10	0.10
31-080-2	Farm Operations & Management - Farm Ag Maintenance	1		1	-	1	0.10		0.10	-	0.10
32-080-6	Farm Operations & Management - Livestock	3	4	3	-	(1)	1.53	2.07	1.23	(0.30)	(0.83)
31-080-7	Farm Operations & Management - Livestock Tech	1	1		(1)	(1)	0.47	0.10		(0.47)	(0.10)
50-413-1	Industrial Electrician Apprentice	1			(1)	-	0.07			(0.07)	-
31-620-1	Industrial Mechanic			1	1	1			0.57	0.57	0.57
31-154-6	IT-Computer Support Technician	3	6	3	-	(3)	1.40	2.87	1.40	-	(1.47)
31-509-1	Medical Assistant	16	13	11	(5)	(2)	6.77	5.10	4.47	(2.30)	(0.63)
31-530-2	Medical Coding Specialist	57	43	29	(28)	(14)	22.60	13.20	10.03	(12.57)	(3.17)
30-504-4	Nail Technician	1	1	2	1	1	0.17	0.17	0.33	0.17	0.17
30-543-1	Nursing Assistant		15	18	18	3		1.20	1.57	1.57	0.37
50-427-5	Plumbing Apprentice		1		-	(1)		0.09		-	(0.09)
31-182-1	Supply Chain Assistant	3	2	1	(2)	(1)	0.90	0.40	0.37	(0.53)	(0.03)
31-442-1	Welding	13	26	22	9	(4)	6.23	12.83	10.97	4.73	(1.87)
	Total Technical Diploma	**213**	**241**	**177**	**(36)**	**(64)**	**97.07**	**101.69**	**73.63**	**(23.43)**	**(28.06)**

Southwest Tech · Here. Now.

April 24 2023: School Years 2021-22, 2022-23, and 2023-24 FTE Comparison

Program Code	Program Title	SY 21-22 04/12/21 Students	SY 22-23 04/25/22 Students	SY 23-24 04/24/23 Students	22 to '24 Student Change	23 to '24 Student Change	SY 21-22 04/12/21 FTE	SY 22-23 04/25/22 FTE	SY 23-24 04/24/23 FTE	22 to '24 FTE Change	23 to '24 FTE Change
20-800-1	Liberal Arts - Associate of Arts	10	16	11	1	(5)	1.80	3.00	1.83	0.03	(1.17)
20-800-2	Liberal Arts - Associate of Science	1	3	5	4	2	0.23	0.77	1.03	0.80	0.27
	Undeclared Majors	21	50	54	33	4	1.97	6.93	6.90	4.93	(0.03)
	Total Liberal Arts & Undeclared Majors	**32**	**69**	**70**	**38**	**1**	**4.00**	**10.70**	**9.77**	**5.77**	**(0.93)**
	Total	**747**	**834**	**727**	**(20)**	**(107)**	**303.00**	**323.06**	**276.97**	**(26.03)**	**(46.09)**
	Percent of Change									**-8.59%**	**-14.27%**
	Vocational Adult (Aid Codes 42-47)	49	254	194	145	(60)	0.70	6.53	4.07	3.37	(2.47)
	Basic Skills (Aid Codes 77 & 78)	98	73	77	(21)	4	-	-	-	-	-
	Grand Total	**894**	**1,161**	**998**	**104**	**(163)**	**303.70**	**329.59**	**281.03**	**(22.66)**	**(48.56)**
	Total Percent of Change									**-7.46%**	**-14.73%**

B. *Chairperson's Report*

1. 2023-24 District Boards Association (DBA) Officer Election Results

C. *College President's Report*

1. Recognize Don Tuescher, WI Technical College District Boards Association's Board Member of the Year (2023)

**RESOLUTION OF THE
SOUTHWEST WISCONSIN TECHNICAL COLLEGE
BOARD OF DIRECTORS
RECOGNIZING BOARD MEMBER DONALD L. TUESCHER AS THE
WISCONSIN TECHNICAL COLLEGE DISTRICT BOARDS ASSOCIATION
BOARD MEMBER OF THE YEAR 2023**

WHEREAS, Donald L. Tuescher has diligently served as a Southwest Wisconsin Technical College District Board Member for almost twenty-nine years, with his first term in beginning in 1994,

WHEREAS, Donald L. Tuescher was instrumental in the development and implementation of the 2008 SWTC district referendum and expansion of the College for purposes of facility improvement and further program development;

WHEREAS, Donald L. Tuescher has been a dynamic participant at the State and National levels in District Board Association and Association of Community College Trustee meetings, serving as an advocating liaison;

WHEREAS, Donald L. Tuescher was influential in establishing the SWTC College Health Indicators (CHI), a transformational mechanism to measure College progress in achieving identified priorities;

WHEREAS, Donald L. Tuescher, as current Board Chair, was key in the development of the Executive Board Leadership (EBL) committee to develop board priorities, mentor new Board members, show appreciation of service, and keep student success at the forefront of the College;

WHEREAS, Donald L. Tuescher's astute Board of Director influence and leadership were significant contributors to Southwest Wisconsin Technical College being selected as a 2023 Aspen Prize for Community College Excellence's Top 10 nationwide finalist.

NOW, THEREFORE, BE IT RESOLVED THAT: The Southwest Wisconsin Technical College Board of Directors gratefully acknowledges Donald L. Tuescher as the Wisconsin Technical College District Boards Association Board Member of the Year 2023.

Adopted and recorded this 5th day of May 2023.

_____
Chris J. Prange
Vice Chairperson

ATTEST:

_____
Crystal Wallin
Secretary

2. **ACCT Presentation Proposal and 2023-24 Membership Renewal**

3. **Partnership Update: Fennimore Police Department**

4. **Discuss Professional Services to the Board**

D. *College Happenings*

E. *Other Informational Items*

Establish Board Agenda Items for Next Meeting

A. *Agenda*

1. **2023-24 Budget Update**

2. **President's Evaluation and Contract**

B. *Time and Place*

1. **Wednesday, May 18, 2023, 7:00 p.m., SWTC, Room 430**

Adjourn to Closed Session

A. *Consideration of adjourning to closed session for the purpose of*
1. **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.}
2. **Discussing the President's evaluation 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.}

B. *Approval of Closed Session Minutes from March 30, 2023*

Reconvene to Open Session

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

THE BOARD WILL RECESS UNTIL 9:30 A.M. ON SATURDAY, MAY 6, 2023. THE BOARD WILL HAVE DINNER FRIDAY EVENING AND BREAKFAST ON SATURDAY MORNING FOR SOCIAL PURPOSES ONLY AND NO COLLEGE BUSINESS WILL BE CONDUCTED.

Board Monitoring of College Effectiveness

A. *Review Priorities*

The College's 2022-2025 Strategic Directions follow.

For six years in a row, Southwest Tech ranks among the best two-year colleges in the nation!

THIS IS WHERE
Everyone Belongs

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.

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.

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.

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.

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.

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

Southwest Wisconsin Technical College INCLUDES FEES	$4,404
UW 4-Year Institutions INCLUDES FEES	$7,444 MIN. $10,742 MAX.
All 4-Year Institutions PUBLIC OUT-OF-STATE/ PRIVATE NON-PROFIT INCLUDES FEES	$32,548 AVG.

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

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

STRATEGIC DIRECTION

Enhance the College's Economic Impact

	ACTUAL	GOAL
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.

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.

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.

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.

16-07-22

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 CollEDGE 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.

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.

■ 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

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

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.

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

■ EXECUTIVE TEAM

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.

Adjourn to Closed Session

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

        1. Discussing the President's Contract per Wis. Stats. 19.85(1)(c)
        {Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.}

Reconvene to Open Session

    A. Action, if necessary, on Closed Session Items

Adjournment