



# **Southwest Wisconsin Technical College**

## **District Board Meeting**

**Regular Meeting**

**November 16, 2023**

Held at

Southwest Tech  
1800 Bronson Boulevard  
Fennimore, WI  
Room 430

## Contents

<b>Annotated Agenda</b> .....	<b>3</b>
<b>Open Meeting</b> .....	<b>6</b>
A. Roll Call.....	6
B. Reports/Forums/Public Input.....	6
C. Student Senate Update.....	6
<b>Consent Agenda</b> .....	<b>6</b>
A. Approval of Agenda.....	6
B. October 20, 2023, Board Retreat/Meeting Minutes.....	8
C. Financial Reports.....	17
1. Purchases Greater than \$2,500.....	17
2. Treasurer’s Cash Balance.....	19
3. Budget Control.....	20
D. Contract Revenue.....	21
E. Personnel Items.....	23
<b>Other Items Requiring Board Action</b> .....	<b>23</b>
A. Resolution Awarding the Sale of \$4,000,000 General Obligation Promissory Notes, Series 2023A 23.....	
<b>Board Monitoring of College Effectiveness</b> .....	<b>47</b>
A. 2024-25 Budget Process.....	47
B. Staffing Update.....	48
<b>Information and Correspondence</b> .....	<b>49</b>
A. Enrollment Reports.....	49
1. 2023-24 FTE Year-Over-Year Comparison Report.....	49
2. Program Application Comparison 2023/24 vs. 2024/25.....	52
B. Chairperson’s Report.....	55
1. Board Member Reflection: What it means to be a SWTC Board Member.....	55
2. Board Playbook Update & Feedback.....	55
3. ACCT National Legislative Summit – February 4-7, 2024 (early bird deadline is 12/13/23).....	55
C. College President’s Report.....	55
1. WTCS Board Meeting Update.....	55
2. Fall Graduation Ceremonies – Friday, December 15, 2023.....	55
3. College Happenings.....	55
D. Other Informational Items.....	55
<b>Establish Board Agenda Items for Next Meeting</b> .....	<b>55</b>
A. Agenda.....	55
B. Date, Time & Place.....	55
<b>Adjourn to Closed Session</b> .....	<b>56</b>

- A. Consideration of adjourning to closed session for the purpose of ..... 56
  - 1. Discussing property acquisition per Wis. Statutes 19.85(1)(e) {Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.}. ..... 56
  - 2. Discussing a situation related to Wis. Statutes 19.85(1)(f) {Considering financial, medical, social, or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems, or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations}..... 56
- B. Approval of Closed Session Minutes from October 20, 2023..... 56
- Reconvene to Open Session ..... 56**
- A. Action, if necessary, on Closed Session Items ..... 56
- Adjournment ..... 56**
- Appendix ~ Southwest Wisconsin Technical College Strategic Directions (2023 - 2026) ..... 57**

## **Annotated Agenda**



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

Thursday, November 16, 2023

7:00 p.m. – Regular District Board Meeting  
(Working dinner will be served.)

Southwest Tech  
1800 Bronson Boulevard  
Fennimore, WI 53809  
Room 430

### **ANNOTATED AGENDA**

#### **OPEN MEETING**

The following statement will be read: “The November 16, 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, posted on the College’s website at [www.swtc.edu/about/board/meetings](http://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**

Student Senate Representatives will be in attendance and will provide an update on activities and initiatives.

#### **CONSENT AGENDA**

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

A copy of the agenda is included with the electronic Board material.

##### **B. October 20, 2023, Board Retreat/Meeting Minutes**

The electronic Board packet includes the Minutes of the October 20, 2023, regular Board retreat and meeting.

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

- 1. Purchases Greater than \$2,500**
- 2. Treasurer’s Cash Balance**
- 3. Budget Control**

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

**D. Contract Revenue**

There were 36 contracts totaling \$176,116.30 in October 2023 being presented for Board approval. The Contract Revenue Report is included with the electronic Board material.

**E. Personnel Items**

The Personnel Report includes one promotion/transfer and one retirement. The report is included with the Board material.

**Recommendation** – *Approve the November 16, 2023, Consent Agenda as presented.*

**OTHER ITEMS REQUIRING BOARD ACTION**

**A. Resolution Awarding the Sale of \$4,000,000 General Obligation Promissory Notes, Series 2023A**

Bids received on November 16, 2023, will be available at the meeting for the sale of \$4,000,000 in General Obligation Promissory Notes, Series 2023A. Jordan Masnica, Vice President of Public Finance of Robert W. Baird & Co., will present the bids. Caleb White will be available at the meeting for questions. The draft resolution is available electronically with all other material. The Moody's Investors Service assignment of the College's Aa2 rating for sale of the \$4,000,000 in General Obligation Promissory Notes, Series 2023A is included in the electronic Board packet.

**Recommendation** – *Approve the Resolution Awarding the Sale of \$4,000,000 General Obligation Promissory Notes, Series 2023A.*

**BOARD MONITORING OF COLLEGE EFFECTIVENESS**

**A. 2024-25 Budget Process**

Caleb White will present the 2024-25 budget process. An outline of the process is available electronically with all other Board material.

**B. Staffing Update**

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

**INFORMATION AND CORRESPONDENCE**

**A. Enrollment Report**

**1. FY 2024 Comparison FTE Report**

**2. Program Application Comparison 2023/24 vs. 2024/25**

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. **Board Member Reflection: What it means to be a SWTC Board Member**
2. **Board Playbook Update & Feedback**
3. **ACCT National Legislative Summit – February 4-7, 2024 (early bird deadline 12/13/23)**

**C. College President's Report**

1. **WTCS Board Meeting Update**
2. **Fall Graduation Ceremonies – Friday, December 15, 2023**
3. **College Happenings**

**D. Other Information Items**

**ESTABLISH BOARD AGENDA ITEMS FOR NEXT MEETING**

**A. Agenda**

1. **Fund & Account Transfers (2022-23 Budget Modifications)**
2. **Financial Audit Update**

**B. Date, Time and Place**

1. **Thursday, December 21, 2023, 7:00 p.m., Virtual via Zoom**

**ADJOURN TO CLOSED SESSION**

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

1. **Discussing property acquisition** per Wis. Statutes 19.85(1)(e) {Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.}.
2. **Discussing a situation** related to Wis. Statutes 19.85(1)(f) {Considering financial, medical, social, or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems, or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations}.

**B. Approval of Closed Session Minutes from October 20, 2023**

**RECONVENE TO OPEN SESSION**

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

**ADJOURNMENT**

## **Open Meeting**

The following statement will be read: “The November 16, 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](http://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***

Student Senate Representatives will be in attendance and will provide an update on activities and initiatives.

## **Consent Agenda**

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



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

Thursday, November 16, 2023

7:00 p.m. – Regular District Board Meeting  
(Working dinner will be served.)

Southwest Tech  
1800 Bronson Boulevard  
Fennimore, WI 53809  
Room 430

### **AGENDA**

#### **OPEN MEETING**

The following statement will be read: “The November 16, 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, posted on the College’s website at [www.swtc.edu/about/board/meetings](http://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**

### **CONSENT AGENDA**

- A. Approval of Agenda
- B. October 20, 2023, Regular Board Retreat/Meeting Minutes
- C. Financial Reports
  - 1. Purchases Greater than \$2,500
  - 2. Treasurer's Cash Balance
  - 3. Budget Control
- D. Contract Revenue
- E. Personnel Items

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

- A. Resolution Awarding the Sale of \$4,000,000 General Obligation Promissory Notes, Series 2023A

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

- A. 2024-25 Budget Process
- B. Staffing Update

### **INFORMATION AND CORRESPONDENCE**

- A. Enrollment Report
  - 1. FY 2024 Comparison FTE Report
  - 2. Program Application Comparison 2023/24 vs. 2024/25
- B. Chairperson's Report
  - 1. Board Member Reflection: What it means to be a SWTC Board Member
  - 2. Board Playbook Update & Feedback
  - 3. ACCT National Legislative Summit – February 4-7, 2024 (early bird deadline 12/13/23)
- C. College President's Report
  - 1. WTCS Board Meeting Update
  - 2. Fall Graduation Ceremonies – Friday, December 15, 2023
  - 3. College Happenings
- D. Other Information Items

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

- A. Agenda
  - 1. Fund & Account Transfers (2022-23 Budget Modifications)
  - 2. Financial Audit Update
- B. Date, Time, and Place
  - 1. Thursday, December 21, 2023, 7:00 p.m., Virtual via Zoom



### **ADJOURN TO CLOSED SESSION**

- A. Consideration of adjourning to a closed session for the purpose of
1. Discussing property acquisition per Wis. Statutes 19.85(1)(e) {Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.}.
  2. Discussing a situation related to Wis. Statutes 19.85(1)(f) {Considering financial, medical, social, or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems, or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations}.
- B. Approval of Closed Session Minutes from October 20, 2023

### **RECONVENE TO OPEN SESSION**

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

### **ADJOURNMENT**

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

### ***B. October 20, 2023, Board Retreat/Meeting Minutes***

**MINUTES OF THE RETREAT AND REGULAR MEETING  
OF THE BOARD OF DIRECTORS OF SOUTHWEST  
WISCONSIN TECHNICAL COLLEGE  
OCTOBER 20, 2023**



The Board of Southwest Wisconsin Technical College met in open session of a regular retreat and meeting commencing at 1:20 p.m. on October 20, 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 (left at 5:30 p.m.), Jeanne Jordie, Chris Prange, Donald Tuescher, Steve Williamson, Jane Wonderling. Absent: N/A

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

Southwest Tech Foundation Board Members: Helen Mar Adams, Theresa Braudt, Tony Isabell, Kris Schoville, Natalie Tollefson, Deb Wehrle

Southwest Tech Real Estate Foundation Members: Brad Biddick, Daniel Glass, Ryan Rands, Sheila Ruchti

Southwest Tech President Jason Wood and College Staff: Josh Bedward, Stephanie Brown, Holly Clendenen, Dennis Cooley, Katie Garrity, Katie Glass, Chantel Hampton, Angela Herting, Cynde Larsen, Kim Maier, Lori Needham, Gabby Snider, Krista Weber, Caleb White, Kris Wubben

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



### **DISTRICT BOARD RETREAT/MEETING NOTICE AND AGENDA**

Friday, October 20, 2023

Southwest Tech Campus, Room 430, 1800 Bronson Blvd., Fennimore, WI 53809  
and remote Zoom:

<https://swtc.zoom.us/j/91410497880?pwd=ZVRqTkFwOVhKWlJMMWpFY3F3WTd5UT09>

Meeting ID: 914 1049 7880

Passcode: 994259

11:00 a.m.	Upland Hills Room Dedication (Health Science Building, Room 3604)
11:30 a.m.	Welcoming Social (Lenz Center)
12:00 p.m.	Foundation Donor Appreciation Luncheon & Program (Lenz Center)
1:00 p.m. – 1:30 p.m.	Joint Meeting – Open Session: District, SWTC Foundation & SWTC Real Estate Foundation Boards (Room 430)
1:30 p.m. – 2:30 p.m.	Joint Meeting – Closed Session: District, SWTC Foundation & SWTC Real Estate Foundation Boards (Room 430)
2:45 p.m. – 4:15 p.m.	District Board Retreat (Room 430)
4:30 p.m. – 5:00 p.m.	District Board Meeting - Closed Session (Room 430)
5:00 p.m. – 5:30 p.m.	District Board Dinner
5:30 p.m.	District Board Regular Meeting (Room 430)

### **AMENDED AGENDA**

**1:00 – 1:30 p.m.**

***Joint Meeting – Open Session: District, SWTC Foundation & SWTC Real Estate Foundation Boards  
Room 430***

### **OPEN MEETING**

The following statement will be read: “The October 20, 2023, retreat and regular meeting of the Southwest Wisconsin Technical College District Board is called to order. This meeting is open to the public and in compliance with State Statutes. Notice of the meeting has been sent to the press, posted on the College’s website at [www.swtc.edu/about/board/meetings](http://www.swtc.edu/about/board/meetings), posted on campus, 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. Welcome and Introduction – Jason Wood, SWTC President (5 minutes)
- C. Fundraising Planning and Board Feedback – Dennis Cooley, Executive Director of Advancement, and Krista Weber, Chief Human Resources Officer (25 minutes)

**1:30 - 2:30 p.m.**

***Closed Session – District, SWTC Foundation & SWTC Real Estate Foundation Boards  
Room 430***

**ADJOURN TO CLOSED SESSION**

- A. Consideration of adjourning to a closed session for the purpose of
  - 1. Discussing property acquisition per Wis. Statutes 19.85(1)(e) {Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.}

**RECONVENE TO OPEN SESSION**

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

**2:45 – 4:15 p.m.**

***District Board Retreat  
Room 430***

**DISTRICT BOARD RETREAT**

- A. Board Governance Policy – Review of Section 4: Board Ends (15 minutes)
- B. Agriculture Programs Update (15 minutes)
- C. Child Care Center Update (15 minutes)
- D. Campus Safety Update (15 minutes)
- E. Ad Hoc: Executive Board Leadership Committee: Review Future State (15 minutes)

**4:30 – 5:00 p.m.**

***Closed Session – District Board  
Room 430***

**ADJOURN TO CLOSED SESSION**

- A. Consideration of adjourning to a closed session for the purpose of
  - 1. Discussing property acquisition per Wis. Statutes 19.85(1)(e) {Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.}
  - 2. Discussing law enforcement service contract per Wis. Statutes 19.85(1)(e) {Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.}
  - 3. Discussing personnel issues per Wis. Stats. 19.85(1)(c) {Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.}
  - 4. Discussing the President’s Evaluation and Contract per Wisconsin Statutes 19.85(1)(c) {Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.}
- B. Approval of Closed Session Minutes from September 21, 2023.

**RECONVENE TO OPEN SESSION**

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

*5:00 – 5:30 p.m.*

*District Board Dinner*

*Room 430*

*5:30 p.m.*

*Regular Meeting – District Board*

*Room 430*

**OPEN MEETING**

- A. Reports/Forums/Public Input
- B. Student Senate Update

**CONSENT AGENDA**

- A. Approval of Agenda
- B. Minutes of the Regular Meeting of September 21, 2023
- C. Financial Reports
  - 1. Purchases Greater than \$2,500
  - 2. Treasurer's Cash Balance
  - 3. Budget Control
- D. Contract Revenue
- E. Personnel Items
- F. American Association of Community Colleges Membership

**OTHER ITEMS REQUIRING BOARD ACTION**

- A. Approval of College Health Indicators
- B. Award RFP for Advertising, Marketing, & Digital Services
- C. Resolution for Providing Tax Levy for the Year 2023
- D. Resolution Authorizing the Issuance of Not to Exceed \$4,000,000 General Obligation Promissory Notes, Series 2023A; and Setting the Sale
- E. Wisconsin Code of Ethics Resolution
- F. Approval of Board Monitoring Report – Student Access and Success

**BOARD MONITORING OF COLLEGE EFFECTIVENESS**

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

**INFORMATION AND CORRESPONDENCE**

- A. Enrollment Report
  - 1. FY 2024 FTE Comparison Report
  - 2. Program Application Comparison 2023/24 vs. 2024/25
- B. Chairperson's Report
  - 1. Board Member Question: What does it mean to you to be a SWTC Board Trustee?
  - 2. ACCT Leadership Congress Update
- C. College President's Report
  - 1. Project RISE ERP Update
  - 2. Adult Education Update
  - 3. Aspen: Unlocking Opportunities Update
  - 4. Guided Pathways Presentation Update
  - 5. College Happenings
- D. Other Informational Items

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

#### A. Agenda

1. Fund & Account Transfers (2022-23 Budget Modifications)
2. 2024-25 Budget Process
3. Review of Alternative FTE Reporting

#### B. Time and Place

1. Thursday, November 16, 2023, at 7:00 p.m. at Southwest Tech Campus

### **ADJOURNMENT**

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

Southwest Tech President, Jason Wood, welcomed the Foundation Board and Real Estate Foundation Board for joining a portion of the District Board's meeting. The College's Health Indicators (CHI's) were presented and a broad overview of the College's 2023-26 Fundraising Priorities was shared: 1) Financial support for needs identified in the student success plans; 2) Resources for academic programming (increase enrollments in high-wage programs, innovate low/medium wage programs, and start new high-wage programs); and 3) Additional funds to help Special Populations achieve higher rates of access, completion, and post-graduate success.

Dennis Cooley, Executive Director of Advancement, reviewed plans for future fundraising. The three Boards collaborated and offered input on existing programming and the employment needs within the district.

Mr. Tuescher moved, seconded by Mr. Enright, to adjourn to the meeting's first closed session to discuss property acquisition per Wis. Statutes 19.85(1)(e). Upon roll call vote, the following members voted affirmatively: Mr. Blume, Mr. Bolstad, Mr. Enright, Ms. Fillback, Ms. Jordie, Mr. Prange, Mr. Tuescher, Mr. Williamson, and Ms. Wonderling. The motion carried, and the meeting adjourned to a closed session at 1:54 p.m. Without any action taken, the Board reconvened to an open session at 2:51 p.m.

Chantel Hampton, Director of Special Populations, and Katie Glass, Executive Director of Marketing, led an interactive activity between Board members and SWTC Staff involving the Board Governance Policy section 4: Board Ends. The College's vision, mission, purposes, values, and strategic directions were reviewed.

An update of the College's agriculture programs was led by Kim Maier, Executive Dean, and Christina Winch, Academic Lead/Agriculture Instructor. Highlights included a brief description of the programs, enrollments, curriculum, recruitment, and instructors.

Dr. Wood and Caleb White, Vice President for Administrative Services, presented an update on the SWTC Childcare Center. Discussion included legislative topics; the Center's high-quality care and present state; and future opportunities for consideration.

A campus safety update was given by Holly Clendenen, Chief Student Services Officer. This included a briefing of the student officer program; the City of Fennimore liaison

officer program; recent campus safety training and initiatives; and campus crime statistics.

Board Chairperson, Chuck Bolstad, led a discussion regarding the Ad Hoc committee: Executive Board Leadership which included a review of the committee's purpose. Mr. Bolstad, Mr. Prange, and Mr. Enright will make up the membership for the 2023-2024 year, per the charter guidelines. After conversation, the Board determined to place the committee in abeyance at this time.

Mr. Blume moved, seconded by Mr. Prange, to adjourn to the meeting's second closed session to discuss property acquisition per Wis. Statutes 19.85(1)(e); a law enforcement service contract per Wis. Statutes 19.85(1)(e); personnel issues per Wis. Stats. 19.85(1)(c); and the President's evaluation per Wis. Stats. 19.85(1)(c). Upon roll call vote, the following members voted affirmatively: Mr. Blume, Mr. Bolstad, Mr. Enright, Ms. Fillback, Ms. Jordie, Mr. Prange, Mr. Tuescher, Mr. Williamson, and Ms. Wonderling. The motion unanimously carried, and the meeting adjourned to a closed session at 4:36 p.m. Without action taken during the closed session, the Board reconvened for an open session at 5:28 p.m. A working dinner was served as the meeting continued.

After a review of the Consent Agenda, including the October 20, 2023, agenda; September 21, 2023, Board meeting minutes; financial reports; eight contracts totaling \$5035.11 in September 2023; employment recommendations for Eesha Gongula, Web Designer; Angela Herting, Director of Developmental and Major Gifts; and JoLynn Moss, Academic Success Coach; the promotion/transfer of Beth Cummins, Advisor; and the 2024 membership renewal to the American Association of Community Colleges (AACC), Mr. Prange moved, seconded by Ms. Wonderling, to approve the Consent Agenda, as presented. The motion was unanimously adopted.

Mr. White summarized the importance of reviewing the College's Health Indicators (CHI's) as it maintains the College's relevancy, promotes accountability, and establishes a proactive approach to influencing performance. He reminded the Board that the revision to College Health Indicators (CHI's) was discussed at the July 10, 2023, annual meeting and that these indicators were foundational when updating Governance Policy 4.5: College Strategic Directions, which was approved by the Board at the September 21, 2023, meeting. The revised College Health Indicators brought forth for official Board approval on 10/20/2023 are CHI.1: Promoting Equity in Student Learning; CHI.2: Course Completion Rate; CHI.3. Year-to-Year Graduate Wage Growth; and CHI.4: 5-Year Graduate Wage Growth. Mr. Tuescher moved, seconded by Mr. Enright, to approve the College Health Indicators (CHI's), as presented. The motion was unanimously adopted.

A public bid opening of the request for proposals (RFP) for College Advertising, Marketing, and Digital Services (RFP #2024-07) was held on October 2, 2023. Mr. White informed the Board that nineteen proposals were received, three of which were disqualified for not meeting the due date. The remaining sixteen proposals were evaluated and scored according to pre-established criteria. Mr. Tuescher moved, seconded by Mr. Blume, to award the RFP for Advertising, Marketing, & Digital Services to the following sixteen vendors that submitted a valid RFP response for a three-year

term with the understanding that there will be no guarantee of work for any of the awarded vendors. The vendors are Lamar Advertising, Dubuque, IA; Knupp & Watson & Wallman, Madison, WI; FlightPath Agency, Davidson, NC; Vend Advertising, LaCrosse, WI; WMSN, Waunakee, WI; 6AM Marketing, Inc., Madison, WI; Clouds North Films, Madison, WI; Symmetri Marketing Group LLC, Chicago, IL; ThynkFuel Operations, LLC, Augustine, FL; Grant, Iowa, Lafayette Shopping News, Platteville, WI; Morris Newspapers of WI, Lancaster, WI; Telegraph Herald, Dubuque, IA; KCTN/KADR Radio Station, Elkader, IA; QueenB Radio, Platteville, WI; Robinson Corporation – WQPC/WPRE/WVRQ/WKPO, Prairie du Chien, WI; and DodgePoint Broadcasting Company, Dodgeville, WI. The motion was unanimously adopted.

The resolution authorizing Southwest Wisconsin Technical College to levy taxes for 2023 in the amount of \$5,163,712 for operational expenses and \$6,600,000 for debt retirement for a total tax levy of \$11,763,712 was presented for approval. Mr. White provided a summary of the factors that impact the tax levy noting that the valuation in the district increased again this year. Mr. Williamson moved to approve as presented, seconded by Mr. Bolstad, the Resolution Providing for Tax Levy for the Year 2023. Upon a roll call vote, all present members voted affirmatively: Ms. Wonderling, Mr. Williamson, Mr. Tuescher, Mr. Prange, Ms. Jordie, Mr. Enright, Mr. Blume, and Mr. Bolstad. The motion to approve the Resolution Providing for Tax Levy for the Year 2023, as presented, was carried.

Mr. White presented a resolution to authorize the borrowing of up to \$4,000,000 for the public purpose of paying the cost of building remodeling and improvement projects and for the public purpose of paying the cost of acquiring movable equipment. Mr. White also noted the sale will be in November 2023. Mr. Tuescher moved to approve, seconded by Ms. Jordie, the Resolution Authorizing the Issuance of Not to Exceed \$4,000,000 General Obligation Promissory Notes, Series 2023A; and Setting the Sale. Upon a roll call vote, all present members voted affirmatively: Ms. Wonderling, Mr. Williamson, Mr. Tuescher, Mr. Prange, Ms. Jordie, Mr. Enright, Mr. Blume, and Mr. Bolstad. The motion to approve the Resolution Authorizing the Issuance of Not to Exceed \$4,000,000 General Obligation Promissory Notes, Series 2023A was adopted.

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

A review of the Board Monitoring Report - Student Access and Success was presented by Ms. Clendenen. The report noted that all five initiatives from last year are continuing into 2023-24: 1) Universal Design; 2) Special Population Recruitment and Retention Efforts; 3) Project RISE- Raising and Innovating the Student Experience; 4) Charger Tech 360; and 5) High-Risk Case Management. Student Success Plans were described, as well as a review of the principles of the Aspen Unlocking Opportunities

Cohort. Data regarding Special Population student access, completion, and post-college success was shared. Mr. Tuescher moved, seconded by Mr. Enright, to approve the Board Monitoring Report - Student Access and Success as presented. The motion unanimously carried.

A six-year Purchase Card Activity Summary report and a listing of the FY2023 >\$50,000 Vendors were presented to the Board by Caleb White. Mr. White noted the purchase card activity increased slightly since last year.

Krista Weber, Chief Human Resources Officer, presented an update on College staffing by outlining recent new hires and the various stages of the hiring process for the current open positions. Dr. Wood informed the Board that Derek Dachelet, Executive Dean, will be transitioning to a faculty position beginning in January 2024 and noted that there is currently an internal search for the Executive Dean replacement.

Mr. White presented the FY 2024 FTE Year-Over-Year enrollment report indicating a .72% increase compared to last year. The Program Application Comparison report was also reviewed which indicates a decrease of 82 applications from last October. Spring start applicants are up by 47. In addition, Platteville Outreach Center's numbers were reported to the Board: 220 students were served in FY2023. So far in FY2024, 140 students have been served.

Under the Chairperson's Report:

- Mr. Blume indicated that his commitment runs deep as he described what it means to him to be a SWTC Board member.
- Chairperson Bolstad and Ms. Jordie attended the ACCT Leadership Congress in Las Vegas earlier this month. Mr. Bolstad, Krista Weber, Katie Glass, and Bill Chan, Franklin University's Senior Vice President of Strategic Alliances, gave a group presentation on the importance of leadership, the value of succession planning, and finding the right balance in policy governance.
- Former Board member, Jim Kohlenberg, passed away on October 15, 2023. He is remembered as a valuable trustee who served for 18 years.

Under the President's Report:

- The ACCT Legislative Summit will be held February 4-7, 2023, in Washington D.C. The early-bird registration deadline is in mid-December. The Board can decide who will attend at the November Board meeting.
- Project RISE / ERP: Go-Live has been extended to the end of January 2024. This will warrant time to develop the training materials required.
- Adult Education Update: The name is changing from Adult Basic Education to Adult Education.
- Aspen: Unlocking Opportunities Update: The core team visited Milwaukee for a collaboration visit with the other participants the week of October 2, 2023.
- Guided Pathways Presentation Update: Dr. Wood presented in Salt Lake City earlier this month and received numerous compliments on the College's assessment process. Jason credits and commends the College's faculty and staff for being full of pride and adaptive.



There were not any College Happenings or Other informational items discussed.

Without any further business to come before the Board, Mr. Blume moved to adjourn the meeting, with Ms. Wonderling seconding the motion. The motion carried, and the meeting adjourned at 7:02 p.m.

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Kent Enright, Secretary

## C. Financial Reports

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

SOUTHWEST WISCONSIN TECHNICAL COLLEGE PURCHASES GREATER THAN \$2,500 FOR THE PERIOD 10/01/2023 - 10/31/2023				
Vendor	Expenditure Invoice #		Description	Amount
WRS	10.31.23 PR	WRS 10.31.23		237,600.05
IRS	10.13.23 PR	10.13.23 PR		133,606.99
IRS	10.27.23 PR	10.27.23 PR		130,955.26
Camp-Site	2023 FEATHERLITE	2023 FEATHERLITE		39,985.60
McGrath	48426	2022 Volkswagen ID.4 Pro		38,211.55
Campus Works	11667	AMENDMENT #8		29,167.00
WI DOR- PR	10/13/23 PR	WI DOR 10.13.23		22,392.99
WI DOR- PR	10.27.23 PR	10.27.23 PR		21,730.41
Bender	10.20.23	GUNS		20,130.00
Eric von Schledorn	1G1FY6S08M4106416	2021 Chevy Bolt EV		18,582.00
Healthequity	10.13.23 PR	10.13.23 PR		16,635.98
Symetra	A092389	11.1-11.30.23		10,171.65
Great West	10.13.23 PR	WI DEFERRED COMP 10.13.23		10,094.61
PCARD-Snap On	ARV-58936606	TRANS JACK, FUEL TRANS JACK		8,347.83
Trane	314001114	ANNUAL BILL		7,896.55
Delta	723225	Dental Claims		7,027.86
HLC	R11233	ACADEMY FOR THE ASSESSMENT		7,000.00
Grant County Truck B	67310	SALT DOGG		6,350.00
US Omni	VANGUARD 10.27.23	VANGUARD 10.27.23		6,036.24
PCARD - SecretLab	031242074US	ESPORTS CHAIRS		5,973.00
Student Refund	Student Refund	Student Refund		5,925.11
Delta	724469	DENTAL CLAIMS		5,706.40
GMED ONE	8608	SURGERY TABLE		4,950.00
Student Refund	Student Refund	Student Refund		4,507.64
US Omni	10.13.23 VANGUARD	VANGUARD		4,481.52
Student Refund	Student Refund	Student Refund		4,300.00
Student Refund	Student Refund	Student Refund		4,228.18
Otis	CED15544001	ANNUAL		4,178.40
Delta	731568	DENTAL CLAIMS		4,144.87
CLA	3913108	PROGRESS FOR AUDIT SVCS		4,095.00
Warco	10/16-17/2023	CLAY TARGET		4,095.00
PCARD - Goodheart	01955283	CHILD DEVELOPMENT TEXTBOOK		3,780.00
Delta	725714	DENTAL CLAIMS		3,757.38
WTA Properties	NOV '23 RENT	NOVEMBER RENT		3,607.06
Performance Food Gro	540258	CAFETERIA		3,560.78
WageWorks	INV5705366	PMB PMTS - HRA 2021		3,363.36
PCARD-Badger Welding	3787915	ELECTRODE		3,315.00
GMED ONE	8607	SURGICAL WORK TABLE W/ ACCESS		3,311.00
Student Refund	Student Refund	Student Refund		3,216.00

Expenditure			
Husch Blackwell	3412424	MISC LABOR/EMPLOYMENT	3,112.50
Student Refund	Student Refund	Student Refund	3,099.61
Student Refund	Student Refund	Student Refund	3,029.73
4imprint	11699013	advertising products	2,988.40
Student Refund	Student Refund	Student Refund	2,880.98
Student Refund	Student Refund	Student Refund	2,856.10
Student Refund	Student Refund	Student Refund	2,800.00
Student Refund	Student Refund	Student Refund	2,800.00
Student Refund	Student Refund	Student Refund	2,800.00
Student Refund	Student Refund	Student Refund	2,800.00
Student Refund	Student Refund	Student Refund	2,800.00
Student Refund	Student Refund	Student Refund	2,800.00
Student Refund	Student Refund	Student Refund	2,781.35
Student Refund	Student Refund	Student Refund	2,773.00
Student Refund	Student Refund	Student Refund	2,772.18
Student Refund	Student Refund	Student Refund	2,703.05
Student Refund	Student Refund	Student Refund	2,696.90
Student Refund	Student Refund	Student Refund	2,684.55
Performance Food Gro	540457	CAFE	2,681.89
Student Refund	Student Refund	Student Refund	2,571.55
Husch Blackwell	3412423	GENERAL CORP	2,565.00
Student Refund	Student Refund	Student Refund	2,563.05
WageWorks	INV5736135	HRA 2021	2,548.84
Student Refund	Student Refund	Student Refund	2,522.47
Student Refund	Student Refund	Student Refund	2,500.00
<b>Total Invoices</b>			<b>\$925,549.42</b>
Bank Withdrawals			
Vendor	Transaction Date	Audit Trail	Amount
MERCHANT SERVICE MERCH SEPT 2023 FEE	10/2/2023	GNJL008459	2,507.96
<b>Total Bank Withdrawals</b>			<b>\$2,507.96</b>
Payroll			
Payroll Period	Payroll Date	Amount	
10/13/2023 Payroll	10/13/2023	429,026.44	
10/27/2023 Payroll	10/27/2023	418,418.83	
<b>Total Payroll</b>			<b>\$847,445.27</b>
<b>Total Purchases &gt;= \$2,500</b>			<b>\$1,775,502.65</b>

## 2. Treasurer's Cash Balance

<b>Southwest Wisconsin Technical College</b>			
<b>Report of Treasurers Cash Balance 10/31/2023</b>			
<b>Receipts</b>			
Fund			
1 General	640,738.00		
2 Special Revenue	-		
3 Capital Projects	2,643.00		
4 Debt Service	-		
5 Enterprise	89,712.00		
6 Internal Service	325,321.00		
7 Financial Aid/Activities	46,436.00		
<b>Total Receipts</b>		<b>1,104,850.00</b>	
<b>Expenses</b>			
Fund			
1 General	1,728,082.00		
2 Special Revenue	-		
3 Capital Projects	152,339.00		
4 Debt Service	-		
5 Enterprise	99,088.00		
6 Internal Service	29,620.00		
7 Financial Aid/Activities	355,504.00		
<b>Total Expenses</b>		<b>2,364,633.00</b>	
<b>Net cash change - month</b>			<b>(1,259,783.00)</b>
<b>EOM Cash Balances</b>			
-Midwest One Operating 0356	1,190,511.38		
-Midwest One Investment 1324	-		
-Cash on Hand	2,940.00		
-Local Government Investment Pool	11,534,819.98		
<b>Ending Cash/Investment Balance</b>		<b>12,728,271.36</b>	

### 3. Budget Control

<b>Southwest Wisconsin Technical College</b>							
<b>YTD Summary for Funds 1-7</b>							
<b>For 4 Months ended October 2023</b>							
	<b>2023-24</b>	<b>2023-24</b>	<b>2023-24</b>	<b>2022-23</b>	<b>2021-22</b>	<b>2020-21</b>	<b>2019-20</b>
	<b><u>Budget</u></b>	<b><u>YTD Actual</u></b>	<b><u>Percent</u></b>	<b><u>Percent</u></b>	<b><u>Percent</u></b>	<b><u>Percent</u></b>	<b><u>Percent</u></b>
General Fund Revenue	24,772,300.00	5,722,872.11	23.10	22.56	24.47	26.42	22.95
General Fund Expenditures	25,409,000.00	8,431,721.18	33.18	30.71	28.55	35.16	29.17
Capital Projects Fund Revenue	5,471,000.00	24,088.00	0.44	2.36	0.47	0.22	0.06
Capital Projects Fund Expenditures	5,947,000.00	722,407.67	12.15	4.96	2.53	13.03	8.40
Debt Service Fund Revenue	6,656,000.00	-	-	-	-	-	-
Debt Service Fund Expenditures	6,710,000.00	-	-	-	-	-	-
Enterprise Fund Revenue	1,300,000.00	548,689.12	42.21	29.62	39.17	47.87	43.20
Enterprise Fund Expenditure	1,905,300.00	509,551.69	26.74	28.06	65.93	36.57	41.70
Internal Service Fund Revenue	4,455,000.00	1,281,518.43	28.77	30.04	26.24	29.98	28.14
Internal Service Fund Expenditures	4,455,000.00	782,590.58	17.57	31.14	30.02	30.92	30.16
Trust & Agency Fund Revenue	8,525,500.00	2,929,765.96	34.36	30.38	35.31	19.11	30.61
Trust & Agency Fund Expenditures	7,830,500.00	3,009,791.23	38.44	37.16	32.68	30.56	33.76
<b>Grand Total Revenue</b>	<b>51,179,800.00</b>	<b>10,506,933.62</b>	<b>20.53</b>	<b>20.06</b>	<b>22.26</b>	<b>20.54</b>	<b>20.91</b>
<b>Grand Total Expenditures</b>	<b>52,256,800.00</b>	<b>13,456,062.35</b>	<b>25.75</b>	<b>24.67</b>	<b>24.63</b>	<b>26.83</b>	<b>24.88</b>

**D. Contract Revenue**

There were 36 contracts totaling \$176,116.30 in October 2023 being presented for Board approval:

**2023-2024 CONTRACTS**  
10/1/2023 to 10/31/2023

Contract Holder	Contract #	Service Provided	Contact	Number Served	Price	Exchange of Services (Instructional Fees Waived)	INDIRECT COST FACTOR		
							On-Campus	Off-Campus	Waiver
CESA 3	03-2024-0034-I-11	ColLEDGE Up: Gear Up Fall 2324 Intro to Diversity Studies	Mary Johannesen	71	\$ 32,525.10	No		X	
CESA 3	03-2024-0034-I-11	ColLEDGE Up: Gear Up Fall 2324 Intro to Psychology	Mary Johannesen	63	\$ 28,860.30	No		X	
CESA 3	03-2024-0034-I-11	ColLEDGE Up: Gear Up Fall 2324 Speech	Mary Johannesen	55	\$ 25,195.50	No		X	
CESA 3	03-2024-0034-I-11	ColLEDGE Up: Gear Up Fall 2324 Economics	Mary Johannesen	25	\$ 11,452.50	No		X	
CESA 3	03-2024-0035-I-11	ColLEDGE Up: Nursing Fall 2324 Medical Terminology	Mary Johannesen	24	\$ 10,994.40	No		X	
CESA 3	03-2024-0036-I-11	ColLEDGE Up: Healthcare Fall 2324 Medical Terminology	Mary Johannesen	20	\$ 9,162.00	No		X	
CESA 3	03-2024-0037-I-11	ColLEDGE Up: Pistons to Pathways Fall 2324 Auto Maintenance	Mary Johannesen	36	\$ 19,164.60	No		X	
CESA 3	03-2024-0037-I-11	ColLEDGE Up: Pistons to Pathways Fall 2324 Applied Auto Maint	Mary Johannesen	10	\$ 1,557.00	No		X	
CESA 3	03-2024-0038-I-11	ColLEDGE Up: Lab Science Fall 2324 Quality Lab Microbiology	Mary Johannesen	1	\$ 384.90	No		X	
CESA 3	03-2024-0038-I-11	ColLEDGE Up: Lab Science Fall 2324 Quality Lab Skills	Mary Johannesen	1	\$ 192.45	No		X	
CESA 3	03-2024-0038-I-11	ColLEDGE Up: Lab Science Fall 2324 Fundamentals of Chemistry	Mary Johannesen	9	\$ 2,762.10	No		X	
CESA 3	03-2024-0038-I-11	ColLEDGE Up: Lab Science Fall 2324 Basic Lab Skills	Mary Johannesen	1	\$ 192.45	No		X	
CESA 3	03-2024-0038-I-11	ColLEDGE Up: Lab Science Fall 2324 QA Lab Math	Mary Johannesen	1	\$ 155.70	No		X	
CESA 3	03-2024-0038-I-11	ColLEDGE Up: Lab Science Fall 2324 Manufacturing Practice	Mary Johannesen	1	\$ 155.70	No		X	
CESA 3	03-2024-0039-I-11	ColLEDGE Up: Criminal Justice Fall 2324 Introduction to Corrections	Mary Johannesen	10	\$ 4,581.00	No		X	
CESA 3	03-2024-0040-I-11	ColLEDGE Up: Early Childhood Fall 2324 Health Safety & Nutrition	Mary Johannesen	2	\$ 916.20	No		X	
CESA 3	03-2024-0041-I-11	ColLEDGE Up: CNC Fall 2324 Intro to Print Reading	Mary Johannesen	8	\$ 1,245.60	No		X	
CESA 3	03-2024-0041-I-11	ColLEDGE Up: CNC Fall 2324 Machine Shop Safety Practice & Maint	Mary Johannesen	8	\$ 1,599.60	No		X	
CESA 3	03-2024-0041-I-11	ColLEDGE Up: CNC Fall 2324 Intro to Manual Mill	Mary Johannesen	8	\$ 1,599.60	No		X	
CESA 3	03-2024-0041-I-11	ColLEDGE Up: CNC Fall 2324 Intro to Manual Lathe	Mary Johannesen	8	\$ 1,599.60	No		X	
CESA 3	03-2024-0041-I-11	ColLEDGE Up: CNC Fall 2324 Manual Machine Speeds & Feeds	Mary Johannesen	8	\$ 1,599.60	No		X	
CESA 3	03-2024-0041-I-11	ColLEDGE Up: CNC Fall 2324 Tooling & Materials of Manufacturing	Mary Johannesen	8	\$ 1,599.60	No		X	
CESA 3	03-2024-0041-I-11	ColLEDGE Up: CNC Fall 2324 Intro to Quality Practices & Measurement	Mary Johannesen	8	\$ 1,599.60	No		X	
CESA 3	03-2024-0041-I-11	ColLEDGE Up: CNC Fall 2324 Intro to Surface Grinding	Mary Johannesen	8	\$ 1,599.60	No		X	
CESA 3	03-2024-0041-I-11	ColLEDGE Up: CNC Fall 2324 Intro to Mastercam Mill 2D	Mary Johannesen	8	\$ 1,245.60	No		X	
CESA 3	03-2024-0041-I-11	ColLEDGE Up: CNC Fall 2324 Advanced Manual Mill	Mary Johannesen	8	\$ 1,599.60	No		X	
CESA 3	03-2024-0041-I-11	ColLEDGE Up: CNC Fall 2324 Advanced Manual Lathe Machine	Mary Johannesen	8	\$ 1,599.60	No		X	
CESA 3	03-2024-0041-I-11	ColLEDGE Up: CNC Fall 2324 Advanced Print Reading	Mary Johannesen	8	\$ 1,599.60	No		X	

<u>Contract Holder</u>	<u>Contract #</u>	<u>Service Provided</u>	<u>Contact</u>	<u>Number Served</u>	<u>Price</u>	<u>Exchange of Services</u> (Instructional Fees Waived)	<u>INDIRECT COST FACTOR</u>		
							<u>On-Campus</u>	<u>Off-Campus</u>	<u>Waiver</u>
Upland Hills Health	03-2024-0053-I-41	Microsoft To Do, Planner, & One Note Training	Dennis Cooley	44	\$ 1,150.00	No		X	
Vortex Optics	03-2024-0057-I-41	Meeting Advantage (WIG)	Dennis Cooley	18	\$ 760.20	No		X	
Truvariant	03-2024-0059-I-41	Motor Controls (WIG)	Dennis Cooley	8	\$ 2,160.00	No		X	
Truvariant	03-2024-0059-I-41	Hydraulics-Pneumatics (WIG)	Dennis Cooley	8	\$ 1,407.00	No		X	
US Fish and Wildlife Refuge	03-2024-0064-I-51	Heartsaver CPR/AED with First Aid	Gin Reynolds	6	\$ 800.00	No		X	
Amcor-Lancaster	03-2024-0096-I-41	Fire Extinguisher Training (WIG)	Dennis Cooley	156	\$ 1,900.00	No		X	
Benton First Responders	03-2024-0098-I-42	BLS for Healthcare Provider-CPR Recertification	Gin Reynolds	8	\$ 600.00	No		X	
Latitude Corporation	03-2024-0104-I-41	Heartsaver CPR/AED with First Aid	Gin Reynolds	5	\$ 600.00	No		X	
<b>TOTAL of all Contracts</b>				<b>679</b>	<b>\$ 176,116.30</b>				
Exchange of Services				-	\$ -				
For Pay Service				253	\$ 9,377.20				

**E. Personnel Items**

The Personnel Report includes one promotion/transfer and one retirement:



**PERSONNEL REPORT**  
**November 16, 2023**

**EMPLOYMENT: NEW HIRE**

None	
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**PROMOTIONS/TRANSFER**

**NEW POSITION**

Kris Wubben - Director of Student Success	Academic Dean
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**RETIREMENTS / RESIGNATIONS**

Dawn Adkins (Retirement 12/31/2023)	<u>Associate Degree</u> Nursing Instructor
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**Recommendation:** Approve the November 16, 2023, Consent Agenda as presented.

**Other Items Requiring Board Action**

**A. Resolution Awarding the Sale of \$4,000,000 General Obligation Promissory Notes, Series 2023A**

Bids received on November 16, 2023, will be available at the meeting for the sale of \$4,000,000 in General Obligation Promissory Notes, Series 2023A. Jordan Masnica, Vice President of Public Finance of Robert W. Baird & Co., will present the bids. Caleb White will be available at the meeting for questions. The draft resolution follows. The Moody's Investors Service assignment of the College's Aa2 rating for the sale of the \$4,000,000 in General Obligation Promissory Notes, Series 2023A is also included in the electronic packet of Board meeting material.

**Recommendation** – Approve the Resolution Awarding the Sale of \$4,000,000 General Obligation Promissory Notes, Series 2023A.



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

RESOLUTION AWARDING THE SALE OF \$4,000,000  
GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2023A

WHEREAS, on October 20, 2023, the District Board of the Southwest Wisconsin Technical College District, Crawford, Grant, Iowa, Lafayette, Richland, Green, Dane, Sauk and Vernon Counties, Wisconsin (the "District") adopted a resolution (the "Authorizing Resolution") which authorized the issuance of general obligation promissory notes in the amount of \$1,500,000 for the public purpose of paying the cost of building remodeling and improvement projects and in the amount of \$2,500,000 for the public purpose of paying the cost of acquiring movable equipment (collectively, the "Project");

WHEREAS, the District caused Notices to Electors (the "Notices") to be published in The Boscobel Dial on October 26, 2023 giving notice of adoption of the Authorizing Resolution, identifying where and when the Authorizing Resolution could be inspected, and advising electors of their right to petition for a referendum on the question of the issuance of general obligation promissory notes to finance building remodeling and improvement projects and acquiring movable equipment;

WHEREAS, no petition for referendum has been filed with the District and the time to file such a petition expires on November 27, 2023;

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

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

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

WHEREAS, Baird, in consultation with the officials of the District, prepared an Official Notice of Sale (a copy of which is attached hereto as Exhibit A and incorporated herein by this reference) setting forth the details of and the bid requirements for the Notes and indicating that the Notes would be offered for public sale on November 16, 2023;

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

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

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

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

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

Section 1B. Award of the Notes. For the purpose of paying the cost of the Project, there shall be borrowed pursuant to Section 67.12(12), Wisconsin Statutes, the principal sum of FOUR MILLION DOLLARS (\$4,000,000) from the Purchaser in accordance with the terms and conditions of the Proposal. The Proposal of the Purchaser offering to purchase the Notes for the sum set forth on the Proposal [(as modified on the Bid Tabulation and reflected in the Pricing Summary referenced below and incorporated herein)], plus accrued interest to the date of delivery, resulting in a true interest cost as set forth on the Proposal, is hereby accepted, subject to expiration of the petition period provided for under Section 67.12(12)(e)5, Wisconsin Statutes, without the filing of a sufficient petition for a referendum with respect to the issuance of the Notes. The Chairperson and Secretary or other appropriate officers of the District are authorized and directed to execute an acceptance of the Proposal on behalf of the District. The good faith deposit of the Purchaser shall be applied in accordance with the Official Notice of Sale, and any good faith deposits submitted by unsuccessful bidders shall be promptly returned. The Notes shall bear interest at the rates set forth on the Proposal.

Section 2. Terms of the Notes. The Notes shall be designated "General Obligation Promissory Notes, Series 2023A"; shall be issued in the aggregate principal amount of \$4,000,000; shall be dated December 7, 2023; shall be in the denomination of \$5,000 or any integral multiple thereof; shall be numbered R-1 and upward; and shall bear interest at the rates per annum and mature on June 1 of each year, in the years and principal amounts as set forth on the Pricing Summary attached hereto as Exhibit D-1 and incorporated herein by this reference. Interest shall be payable semi-annually on June 1 and December 1 of each year commencing on June 1, 2024. Interest shall be computed upon the basis of a 360-day year of twelve 30-day months and will be rounded pursuant to the rules of the Municipal Securities Rulemaking Board. The schedule of principal and interest payments due on the Notes is set forth on the Debt Service Schedule attached hereto as Exhibit D-2 and incorporated herein by this reference (the "Schedule").

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

[The Proposal specifies that [some of] the Notes shall be subject to mandatory redemption. The terms of such mandatory redemption are set forth on an attachment hereto as Exhibit MRP and incorporated herein by this reference. Upon the optional redemption of any of the Notes subject to mandatory redemption, the principal amount of such Notes so redeemed shall be credited against the mandatory redemption payments established in Exhibit MRP for such Notes in such manner as the District shall direct.]

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

Section 5. Tax Provisions.

(A) Direct Annual Irrepealable Tax Levy. For the purpose of paying the principal of and interest on the Notes as the same becomes due, the full faith, credit and resources of the District are hereby irrevocably pledged, and there is hereby levied upon all of the taxable property of the District a direct annual irrepealable tax in the years 2024 through 2027 for the payments due in the years 2024 through 2028 in the amounts set forth on the Schedule. The amount of tax levied in the year 2024 shall be the total amount of debt service due on the Notes in the years 2024 and 2025; provided that the amount of such tax carried onto the tax rolls shall be abated by any amounts appropriated pursuant to subsection (D) below which are applied to payment of principal and interest on the Notes in the year 2024.

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

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

(D) Appropriation. The District hereby appropriates from taxes levied in anticipation of the issuance of the Notes, proceeds of the Notes or other funds of the District on hand a sum sufficient to be irrevocably deposited in the segregated Debt Service Fund Account created below and used to pay debt service on the Notes coming due in 2024 as set forth on the Schedule.

Section 6. Segregated Debt Service Fund Account.

(A) Creation and Deposits. There shall be and there hereby is established in the treasury of the District, if one has not already been created, a debt service fund, separate and

distinct from every other fund, which shall be maintained in accordance with generally accepted accounting principles. Debt service or sinking funds established for obligations previously issued by the District may be considered as separate and distinct accounts within the debt service fund.

Within the debt service fund, there hereby is established a separate and distinct account designated as the "Debt Service Fund Account for General Obligation Promissory Notes, Series 2023A" (the "Debt Service Fund Account") and such account shall be maintained until the indebtedness evidenced by the Notes is fully paid or otherwise extinguished. There shall be deposited into the Debt Service Fund Account (i) all accrued interest received by the District at the time of delivery of and payment for the Notes; (ii) any premium which may be received by the District above the par value of the Notes and accrued interest thereon; (iii) all money raised by the taxes herein levied and any amounts appropriated for the specific purpose of meeting principal of and interest on the Notes when due; (iv) such other sums as may be necessary at any time to pay principal of and interest on the Notes when due; (v) surplus monies in the Borrowed Money Fund as specified below; and (vi) such further deposits as may be required by Section 67.11, Wisconsin Statutes.

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

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

Section 7. Proceeds of the Notes; Segregated Borrowed Money Fund. The proceeds of the Notes (the "Note Proceeds") (other than any premium and accrued interest which must be paid at the time of the delivery of the Notes into the Debt Service Fund Account created above) shall be deposited into a special fund (the "Borrowed Money Fund") separate and distinct from all other funds of the District and disbursed solely for the purpose or purposes for which borrowed. Monies in the Borrowed Money Fund may be temporarily invested in Permitted Investments. Any monies, including any income from Permitted Investments, remaining in the Borrowed Money Fund after the purpose or purposes for which the Notes have been issued have

been accomplished, and, at any time, any monies as are not needed and which obviously thereafter cannot be needed for such purpose(s) shall be deposited in the Debt Service Fund Account.

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

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

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

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

Section 11. Execution of the Notes; Closing; Professional Services. The Notes shall be issued in printed form, executed on behalf of the District by the manual or facsimile signatures of the Chairperson and Secretary, authenticated, if required, by the Fiscal Agent (defined below), sealed with its official or corporate seal, if any, or a facsimile thereof, and delivered to the Purchaser upon payment to the District of the purchase price thereof, plus accrued interest to the date of delivery (the "Closing"). The facsimile signature of either of the officers executing the Notes may be imprinted on the Notes in lieu of the manual signature of the officer but, unless the District has contracted with a fiscal agent to authenticate the Notes, at least one of the signatures

appearing on each Note shall be a manual signature. In the event that either of the officers whose signatures appear on the Notes shall cease to be such officers before the Closing, such signatures shall, nevertheless, be valid and sufficient for all purposes to the same extent as if they had remained in office until the Closing. The aforesaid officers are hereby authorized and directed to do all acts and execute and deliver the Notes and all such documents, certificates and acknowledgements as may be necessary and convenient to effectuate the Closing. The District hereby authorizes the officers and agents of the District to enter into, on its behalf, agreements and contracts in conjunction with the Notes, including but not limited to agreements and contracts for legal, trust, fiscal agency, disclosure and continuing disclosure, and rebate calculation services. Any such contract heretofore entered into in conjunction with the issuance of the Notes is hereby ratified and approved in all respects.

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

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

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

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

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

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

Section 16. Official Statement. The District Board hereby approves the Preliminary Official Statement with respect to the Notes and deems the Preliminary Official Statement as "final" as of its date for purposes of SEC Rule 15c2-12 promulgated by the Securities and Exchange Commission pursuant to the Securities and Exchange Act of 1934 (the "Rule"). All actions taken by officers of the District in connection with the preparation of such Preliminary Official Statement and any addenda to it or final Official Statement are hereby ratified and approved. In connection with the Closing, the appropriate District official shall certify the Preliminary Official Statement and any addenda or final Official Statement. The Secretary shall cause copies of the Preliminary Official Statement and any addenda or final Official Statement to be distributed to the Purchaser.

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

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

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

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

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

Adopted, approved and recorded November 16, 2023.

\_\_\_\_\_  
Charles J. Bolstad  
Chairperson

ATTEST:

\_\_\_\_\_  
Kent Enright  
Secretary

(SEAL)



EXHIBIT A

Official Notice of Sale

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

(See Attached)

DRAFT

QB\85503202.1

EXHIBIT B

Bid Tabulation

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

(See Attached)

DRAFT

QB\85503202.1

EXHIBIT C

Winning Bid

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

(See Attached)

DRAFT

QB\85503202.1

EXHIBIT D-1

Pricing Summary

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

(See Attached)

DRAFT

QB\85503202.1

EXHIBIT D-2

Debt Service Schedule and Irrepealable Tax Levies

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

(See Attached)

DRAFT

QB\85503202.1

**EXHIBIT MRP**

Mandatory Redemption Provision

The Notes due on June 1, \_\_\_\_, \_\_\_\_, and \_\_\_\_ (the "Term Bonds") are subject to mandatory redemption prior to maturity by lot (as selected by the Depository) at a redemption price equal to One Hundred Percent (100%) of the principal amount to be redeemed plus accrued interest to the date of redemption, from debt service fund deposits which are required to be made in amounts sufficient to redeem on June 1 of each year the respective amount of Term Bonds specified below:

For the Term Bonds Maturing on June 1,

<u>Redemption Date</u>	<u>Amount</u>
____	\$ _____
____	_____
____	_____ (maturity)

For the Term Bonds Maturing on June 1,

<u>Redemption Date</u>	<u>Amount</u>
____	\$ _____
____	_____
____	_____ (maturity)

For the Term Bonds Maturing on June 1,

<u>Redemption Date</u>	<u>Amount</u>
____	\$ _____
____	_____
____	_____ (maturity)

For the Term Bonds Maturing on June 1,

<u>Redemption Date</u>	<u>Amount</u>
____	\$ _____
____	_____
____	_____ (maturity)]

QB\85503202.1

EXHIBIT E

(Form of Note)

REGISTERED UNITED STATES OF AMERICA DOLLARS  
NO. R-\_\_\_ STATE OF WISCONSIN \$ \_\_\_\_\_  
SOUTHWEST WISCONSIN TECHNICAL COLLEGE DISTRICT  
GENERAL OBLIGATION PROMISSORY NOTE, SERIES 2023A

MATURITY DATE: ORIGINAL DATE OF ISSUE: INTEREST RATE: CUSIP:  
June 1, \_\_\_\_\_ December 7, 2023 \_\_\_\_\_ % \_\_\_\_\_

DEPOSITORY OR ITS NOMINEE NAME: CEDE & CO,

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

FOR VALUE RECEIVED, the Southwest Wisconsin Technical College District, Crawford, Grant, Iowa, Lafayette, Richland, Green, Dane, Sauk and Vernon Counties, Wisconsin (the "District"), hereby acknowledges itself to owe and promises to pay to the Depository or its Nominee Name (the "Depository") identified above (or to registered assigns), on the maturity date identified above, the principal amount identified above, and to pay interest thereon at the rate of interest per annum identified above, all subject to the provisions set forth herein regarding redemption prior to maturity. Interest shall be payable semi-annually on June 1 and December 1 of each year commencing on June 1, 2024 until the aforesaid principal amount is paid in full. Both the principal of and interest on this Note are payable to the registered owner in lawful money of the United States. Interest payable on any interest payment date shall be paid by wire transfer to the Depository in whose name this Note is registered on the Bond Register maintained by the Secretary or the Treasurer (the "Fiscal Agent") or any successor thereto at the close of business on the 15th day of the calendar month next preceding each interest payment date (the "Record Date"). This Note is payable as to principal upon presentation and surrender hereof at the office of the Fiscal Agent.

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

This Note is one of an issue of Notes aggregating the principal amount of \$4,000,000, all of which are of like tenor, except as to denomination, interest rate and maturity date, issued by the District pursuant to the provisions of Section 67.12(12), Wisconsin Statutes, for the public purposes of paying the cost of building remodeling and improvement projects (\$1,500,000) and acquiring movable equipment (\$2,500,000), as authorized by resolutions adopted on October 20, 2023 and November 16, 2023. Said resolutions are recorded in the official minutes of the District Board for said dates.

QB\85503202.1

This Note is not subject to optional redemption.

[The Notes maturing in the years \_\_\_\_\_ are subject to mandatory redemption by lot as provided in the resolutions referred to above, at the redemption price of par plus accrued interest to the date of redemption and without premium.]

[In the event the Notes are redeemed prior to maturity, as long as the Notes are in book-entry-only form, official notice of the redemption will be given by mailing a notice by registered or certified mail, overnight express delivery, facsimile transmission, electronic transmission or in any other manner required by the Depository, to the Depository not less than thirty (30) days nor more than sixty (60) days prior to the redemption date. If less than all of the Notes of a maturity are to be called for redemption, the Notes of such maturity to be redeemed will be selected by lot. Such notice will include but not be limited to the following: the designation, date and maturities of the Notes called for redemption, CUSIP numbers, and the date of redemption. Any notice provided as described herein shall be conclusively presumed to have been duly given, whether or not the registered owner receives the notice. The Notes shall cease to bear interest on the specified redemption date provided that federal or other immediately available funds sufficient for such redemption are on deposit at the office of the Depository at that time. Upon such deposit of funds for redemption the Notes shall no longer be deemed to be outstanding.]

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

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

This Note is transferable only upon the books of the District kept for that purpose at the office of the Fiscal Agent, only in the event that the Depository does not continue to act as depository for the Notes, and the District appoints another depository, upon surrender of the Note to the Fiscal Agent, by the registered owner in person or his duly authorized attorney, together with a written instrument of transfer (which may be endorsed hereon) satisfactory to the Fiscal Agent duly executed by the registered owner or his duly authorized attorney. Thereupon a new fully registered Note in the same aggregate principal amount shall be issued to the new depository in exchange therefor and upon the payment of a charge sufficient to reimburse the District for any tax, fee or other governmental charge required to be paid with respect to such registration. The Fiscal Agent shall not be obliged to make any transfer of the Notes after the Record Date. The Fiscal Agent and District may treat and consider the Depository in whose name this Note is registered as the absolute owner hereof for the purpose of receiving payment



of, or on account of, the principal or redemption price hereof and interest due hereon and for all other purposes whatsoever. The Notes are issuable solely as negotiable, fully-registered Notes without coupons in the denomination of \$5,000 or any integral multiple thereof.

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

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

SOUTHWEST WISCONSIN TECHNICAL  
COLLEGE DISTRICT, WISCONSIN

By: \_\_\_\_\_  
Charles J. Bolstad  
Chairperson

(SEAL)

By: \_\_\_\_\_  
Kent Enright  
Secretary

ASSIGNMENT

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

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

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

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

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

Signature Guaranteed:

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

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

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

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



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

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03 Nov 2023

New York, November 03, 2023 – Moody's Investors Service has assigned a Aa2 rating to Southwest Wisconsin Technical College District, WI's General Obligation Promissory Notes, Series 2023A with a proposed par amount of \$4 million. Moody's maintains a Aa2 rating on the district's outstanding general obligation unlimited tax (GOULT) debt. Following the sale, the district will have approximately \$24 million in debt outstanding.

**RATINGS RATIONALE**

The Aa2 rating reflects the technical college district's large tax base with resident incomes that slightly trail peers and healthy reserves and liquidity. The district's debt and pension burdens are low. The rating also reflects the district's longer term trend of declining enrollment, which is beginning to stabilize, and limited revenue-raising flexibility due to state imposed levy restrictions.

**RATING OUTLOOK**

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

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

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

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

- Significant narrowing of reserves and liquidity
- Material increase in debt or pension burdens

**LEGAL SECURITY**

Debt service on the GOULT debt is backed by the district's pledge and unlimited authority to levy a dedicated property tax in an amount sufficient to pay debt service.

**USE OF PROCEEDS**

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

**PROFILE**

Southwest Wisconsin Technical College District provides vocational education to residents of Iowa (Aa2), Grant and Lafayette Counties as well as portions of several surrounding counties. The district encompasses approximately 3,800 square miles, with 163 municipalities and 30 public school districts within southwest boundaries. There is one centrally

located campus in Fennimore, approximately 70 miles southwest of the City of Madison (Aaa stable), with 2022 enrollment of 1,250 full-time equivalent students.

#### METHODOLOGY

The principal methodology used in this rating was US Special Purpose District General Obligation Debt Methodology published in November 2022 and available at <https://ratings.moodys.com/mc-documents/394972>. Alternatively, please see the Rating Methodologies page on <https://ratings.moodys.com> for a copy of this methodology.

#### REGULATORY DISCLOSURES

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

For ratings issued on a program, series, category/class of debt or security this announcement provides certain regulatory disclosures in relation to each rating of a subsequently issued bond or note of the same series, category/class of debt, security or pursuant to a program for which the ratings are derived exclusively from existing ratings in accordance with Moody's rating practices. For ratings issued on a support provider, this announcement provides certain regulatory disclosures in relation to the credit rating action on the support provider and in relation to each particular credit rating action for securities that derive their credit ratings from the support provider's credit rating. For provisional ratings, this announcement provides certain regulatory disclosures in relation to the provisional rating assigned, and in relation to a definitive rating that may be assigned subsequent to the final issuance of the debt, in each case where the transaction structure and terms have not changed prior to the assignment of the definitive rating in a manner that would have affected the rating. For further information please see the issuer/deal page for the respective issuer on <https://ratings.moodys.com>.

Regulatory disclosures contained in this press release apply to the credit rating and, if applicable, the related rating outlook or rating review.

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## **Board Monitoring of College Effectiveness**

### **A. 2024-25 Budget Process**

Caleb White will present the 2024-25 budget process. An outline of the process is included below:

#### **DISTRICT BUDGETARY PROCESS**

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

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

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

#### **TIMELINE**

#### **ACTIVITY**

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



## B. Staffing Update


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

	Name	Title	Status and/or Additional Info	Effective Date	Funding Source &/or Estimated Wage Range/Hired Salary
1	New	Sustainable Energy Management Instructor/Energy Coordinator	Ashley Wojtalewicz	7/31/2023	BS: \$50,365 - \$80,083 AS: \$52,977 - \$84,234 MS: \$55,588 - \$88,385 Hired at \$70,000
2	Replacement	Communication Instructor	Sarah Gleisner	8/9/2023	MS: \$56,533 - \$89,888 Hired at \$65,000
3	Replacement	Disability Services Specialist	Tracy Allen	7/17/2023	C4 \$51,471-\$72,438 Hired at \$68,000
4	Replacement	IT Systems Analyst (Student Services, Fin Aid, Student Accounts)	Posted Reposted 9/8	7/1/2023	C42: \$24.88 - \$34.83
5	Replacement	Accounting Instructor	Julie Johl	8/7/2023	BS: \$51,221 - \$81,444 AS: \$53,878 - \$85,666 MS: \$56,533 - \$89,888 Hired at \$63,000
6	Replacement	Web Designer	Eesha Gongula	10/4/2023	C43 \$54,575- \$76,406 Hired at \$66,560
7	Replacement	Multicultural Success Coach	Karla Escobar	8/28/2023	C41: \$48,908 - \$68,472 Hired at \$63,000
8	Replacement	Student Engagement Coordinator	Brittany Sherman	8/1/2023	C41: \$48,908 - \$68,472 Hired at \$56,000
9	Replacement	Child Care Aide - Part-time	Abby Meier	8/28/2023	A12: \$19.56 -\$22.87 Hired at \$19.56/hour
10	Replacement	Director of Development and Major Gifts	Angela Herting	10/18/2023	D61: \$64,582 - \$93,645 Hired at \$79,000
11	Replacement	Academic Success Coach	JoLynn Moss	10/11/2023	B24: \$22 - 28.61/hourly Hired at \$26/hour
12	Replacement	Advisor	Beth Cummins	10/17/2023	C42: \$51,742 - \$72,438 Hired at \$67,477
13	Replacement	Associate Degree Nursing Instructor	Posted	10/27/2023	BS: \$51,221 - \$81,444 AS: \$53,878 - \$85,666 MS: \$56,533 - \$89,888
14	New	Radiography Program Director & Instructor	Posted	10/31/2023	MS: \$56,533 - \$89,888

# Information and Correspondence

## A. Enrollment Reports

### 1. 2023-24 FTE Year-Over-Year Comparison Report

		November 06 2023: School Years 2021-22, 2022-23, and 2023-24 FTE Comparison									
Program Code	Program Title	SY 21-22 11/08/21 Students	SY 22-23 11/07/22 Students	SY 23-24 11/06/23 Students	22 to '24 Student Change	23 to '24 Student Change	SY 21-22 11/08/21 FTE	SY 22-23 11/07/22 FTE	SY 23-24 11/06/23 FTE	22 to '24 FTE Change	23 to '24 FTE Change
10-101-1	Accounting	55	49	38	(17)	(11)	22.83	19.23	15.83	(7.00)	(3.40)
10-006-7	Agribusiness Science & Technology - AgBus Mgmt	11	14	16	5	2	5.97	8.17	8.83	2.87	0.67
10-006-5	Agribusiness Science & Technology - Agronomy	11	11	11	-	-	5.60	6.30	5.40	(0.20)	(0.90)
10-006-6	Agribusiness Science & Technology - Animal Science	30	34	29	(1)	(5)	13.00	17.93	14.67	1.67	(3.27)
10-102-3	Business Management	90	87	87	(3)	-	36.57	37.90	36.93	0.37	(0.97)
10-530-X	Cancer Information Management	76	57	72	(4)	15	28.60	22.07	25.10	(3.50)	3.03
10-504-X	Criminal Justice	40	32	40	-	8	20.93	16.03	17.10	(3.83)	1.07
10-316-1	Culinary Arts	5			(5)	-	3.43			(3.43)	-
10-102-1	Data Analytics	1	5	7	6	2	0.50	2.33	3.07	2.57	0.73
10-510-6	Direct Entry Midwife	96	108	103	7	(5)	35.47	40.63	41.97	6.50	1.33
10-307-1	Early Childhood Education	43	48	54	11	6	17.70	20.30	22.00	4.30	1.70
10-620-1	Electro-Mechanical Technology	26	22	22	(4)	-	12.37	11.37	11.27	(1.10)	(0.10)
10-325-1	Golf Course Management	11	14	17	6	3	6.17	7.53	8.87	2.70	1.33
10-201-2	Graphic And Web Design	25	25	37	12	12	10.53	11.93	17.30	6.77	5.37
10-530-1	Health Information Technology	47	39	35	(12)	(4)	14.40	12.77	11.33	(3.07)	(1.43)
10-520-3	Human Services Associate	29	34	24	(5)	(10)	14.63	16.00	12.03	(2.60)	(3.97)
10-620-3	Instrumentation and Controls Technology		2	1	1	(1)		1.13	0.57	0.57	(0.57)
10-151-2	IT-Cybersecurity Specialist			13	13	13			6.27	6.27	6.27
10-150-2	IT-Network Specialist	26	20	5	(21)	(15)	11.30	10.13	2.47	(8.83)	(7.67)
10-196-1	Leadership Development	10	12	11	1	(1)	3.87	5.10	3.60	(0.27)	(1.50)
10-513-1	Medical Laboratory Technician	19	12	10	(9)	(2)	7.63	4.93	4.60	(3.03)	(0.33)
10-196-6	Nonprofit Leadership	3	10	9	6	(1)	1.47	4.13	3.87	2.40	(0.27)
10-543-1	Nursing-Associate Degree	200	192	185	(15)	(7)	61.40	61.40	59.27	(2.13)	(2.13)
10-524-1	Physical Therapist Assistant	18	15	15	(3)	-	6.93	6.10	5.40	(1.53)	(0.70)
10-182-1	Supply Chain Management	29	29	25	(4)	(4)	9.70	10.87	10.23	0.53	(0.63)
10-512-1	Surgical Technology		8	16	16	8		4.07	7.07	7.07	3.00
10-481-3	Sustainable Energy Management			3	3	3			1.40	1.40	1.40
10-499-5	Technical Studies-Journeyworker	1	2	1	-	(1)	0.20	0.20	0.10	(0.10)	(0.10)
	<b>Total Associate Degree</b>	<b>902</b>	<b>881</b>	<b>886</b>	<b>(16)</b>	<b>5</b>	<b>351.20</b>	<b>358.57</b>	<b>356.53</b>	<b>5.33</b>	<b>(2.03)</b>

### November 06 2023: School Years 2021-22, 2022-23, and 2023-24 FTE Comparison

Program Code	Program Title	SY 21-22 11/08/21 Students	SY 22-23 11/07/22 Students	SY 23-24 11/06/23 Students	22 to '24 Student Change	23 to '24 Student Change	SY 21-22 11/08/21 FTE	SY 22-23 11/07/22 FTE	SY 23-24 11/06/23 FTE	22 to '24 FTE Change	23 to '24 FTE Change
31-101-1	Accounting Assistant	9	8	7	(2)	(1)	3.50	2.40	2.77	(0.73)	0.37
30-531-6	EMT-IV (Advanced EMT)	12			(12)	-	1.73			(1.73)	-
31-006-3	Agribusiness Science & Technology - Agronomy Tech	1		2	1	2	0.10		0.93	0.83	0.93
32-070-1	Agricultural Power & Equipment Technician	36	29	36	-	7	18.33	14.90	17.63	(0.70)	2.73
30-316-3	Artisanal Modern Meat Butchery			1	1	1			0.30	0.30	0.30
31-405-1	Auto Collision Repair & Refinish Technician	9	9	6	(3)	(3)	5.10	4.67	3.40	(1.70)	(1.27)
32-404-2	Automotive Technician	19	19	29	10	10	8.23	9.20	12.47	4.23	3.27
31-408-1	Bricklaying & Masonry	1	1	1	-	-	0.03	0.57	0.07	0.03	(0.50)
30-443-1	Building Maintenance & Construction	1	1	1	-	-	0.07	0.07	0.07	-	-
31-475-1	Building Trades-Carpentry	9	5	16	7	11	4.70	2.43	7.77	3.07	5.33
31-307-1	Child Care Services	4	5	3	(1)	(2)	1.73	1.80	1.40	(0.33)	(0.40)
31-444-1	CNC Machine Operator/Programmer	6	4		(6)	(4)	2.40	1.80		(2.40)	(1.80)
31-502-1	Cosmetology	25	35	45	20	10	11.93	16.83	21.57	9.63	4.73
30-504-2	Criminal Justice-Law Enforcement 720 Academy	7	10		(7)	(10)	5.13	8.00		(5.13)	(8.00)
31-091-5	Dairy and Livestock Technician			1	1	1			0.20	0.20	0.20
30-508-2	Dental Assistant	18	18	13	(5)	(5)	8.77	9.30	6.73	(2.03)	(2.57)
30-812-1	Driver and Safety Education Certification	7	12	16	9	4	1.00	2.50	3.20	2.20	0.70
31-413-2	Electrical Power Distribution	44	43	45	1	2	19.93	22.03	21.33	1.40	(0.70)
50-413-2	Electricity (Construction) Apprentice	24	23	27	3	4	1.60	1.53	1.80	0.20	0.27
30-531-3	Emergency Medical Technician	28	44	33	5	(11)	4.30	6.53	3.47	(0.83)	(3.07)
32-080-4	Farm Operations & Management - Ag Mechanics	11	6	1	(10)	(5)	5.53	2.63	0.53	(5.00)	(2.10)
32-080-3	Farm Operations & Management - Dairy	8	7	2	(6)	(5)	4.10	3.87	1.13	(2.97)	(2.73)
31-080-3	Farm Operations & Management - Dairy Technician	2	3	1	(1)	(2)	1.07	1.10	0.67	(0.40)	(0.43)
31-080-2	Farm Operations & Management - Farm Ag Maintenance	2	3	3	1	-	0.20	0.93	0.30	0.10	(0.63)
32-080-6	Farm Operations & Management - Livestock	3	5	3	-	(2)	1.53	2.60	1.63	0.10	(0.97)
31-080-7	Farm Operations & Management - Livestock Tech	1	1		(1)	(1)	0.37	0.53		(0.37)	(0.53)
50-413-1	Industrial Electrician Apprentice	6	11	9	3	(2)	0.40	1.20	0.73	0.33	(0.47)
31-620-1	Industrial Mechanic	2	1	4	2	3	1.00	0.57	2.27	1.27	1.70
31-154-6	IT-Computer Support Technician	6	3	5	(1)	2	1.57	1.33	2.00	0.43	0.67
31-513-1	Laboratory Science Technician	10	6	2	(8)	(4)	2.77	0.60	0.33	(2.43)	(0.27)
31-509-1	Medical Assistant	32	23	21	(11)	(2)	14.53	11.90	8.47	(6.07)	(3.43)

### November 06 2023: School Years 2021-22, 2022-23, and 2023-24 FTE Comparison

Program Code	Program Title	SY 21-22 11/08/21 Students	SY 22-23 11/07/22 Students	SY 23-24 11/06/23 Students	22 to '24 Student Change	23 to '24 Student Change	SY 21-22 11/08/21 FTE	SY 22-23 11/07/22 FTE	SY 23-24 11/06/23 FTE	22 to '24 FTE Change	23 to '24 FTE Change
31-530-2	Medical Coding Specialist	85	56	51	(34)	(5)	31.07	17.77	17.73	(13.33)	(0.03)
30-504-4	Nail Technician	1	5	5	4	-	0.17	0.73	0.83	0.67	0.10
30-543-1	Nursing Assistant	127	128	137	10	9	11.63	14.40	14.70	3.07	0.30
50-427-5	Plumbing Apprentice	21	23	24	3	1	2.00	1.98	2.40	0.40	0.43
31-182-1	Supply Chain Assistant	1	2	1	-	(1)	0.13	0.87	0.37	0.23	(0.50)
31-442-1	Welding	32	42	34	2	(8)	16.07	21.93	16.23	0.17	(5.70)
	<b>Total Technical Diploma</b>	<b>610</b>	<b>591</b>	<b>585</b>	<b>(25)</b>	<b>(6)</b>	<b>192.73</b>	<b>189.51</b>	<b>175.43</b>	<b>(17.30)</b>	<b>(14.07)</b>
20-800-1	Liberal Arts - Associate of Arts	41	32	33	(8)	1	10.73	5.87	11.07	0.33	5.20
20-800-2	Liberal Arts - Associate of Science	8	8	16	8	8	2.30	1.77	6.10	3.80	4.33
	Undeclared Majors	482	603	604	122	1	65.80	84.63	92.10	26.30	7.47
	<b>Total Liberal Arts &amp; Undeclared Majors</b>	<b>531</b>	<b>643</b>	<b>653</b>	<b>122</b>	<b>10</b>	<b>78.83</b>	<b>92.27</b>	<b>109.27</b>	<b>30.43</b>	<b>17.00</b>
	<b>Total</b>	<b>2,043</b>	<b>2,115</b>	<b>2,124</b>	<b>81</b>	<b>9</b>	<b>622.77</b>	<b>640.34</b>	<b>641.23</b>	<b>18.47</b>	<b>0.89</b>
	<b>Percent of Change</b>									<b>2.97%</b>	<b>0.14%</b>
	Vocational Adult (Aid Codes 42-47)	1,958	2,157	2,235	277	78	40.27	40.49	40.22	(0.05)	(0.27)
	Community Services (Aid Code 60)	-	14	-	-	(14)	-	0.05	-	-	(0.05)
	Basic Skills (Aid Codes 73,74,75,76)	185	223	264	79	41	24.37	28.70	24.73	0.37	(3.97)
	Basic Skills (Aid Codes 77 & 78)	52	72	124	72	52	1.07	0.23	1.27	0.20	1.03
	<b>Grand Total</b>	<b>4,238</b>	<b>4,581</b>	<b>4,747</b>	<b>509</b>	<b>166</b>	<b>688.47</b>	<b>709.81</b>	<b>707.45</b>	<b>18.99</b>	<b>(2.36)</b>
	<b>Total Percent of Change</b>									<b>2.76%</b>	<b>-0.33%</b>
							Budgeted/Goal FTEs	1,250	1,250	1,300	
							% of Budgeted/Goal FTEs Achieved to date	55.1%	56.8%	54.4%	
							Final Actual FTEs Achieved	1,253	1,304		
							% of Final Actual FTEs Achieved to date	54.9%	54.4%		
							23/24 Projected Ending FTEs using historical trend	1,288	1,300		
							Will budget be met	NO	YES		

## 2. Program Application Comparison 2023/24 vs. 2024/25

Program Application Comparison 2023/24 vs. 2024/25								
Fall 2024 Starts		11/04/22			11/08/23			
PROGRAM	CAP	IP	ACCEPT	TOTAL	IP	ACCEPT	TOTAL	YOY
Accounting		7	0	7	18	0	18	11
Accounting Assistant		2	0	2	3	1	4	2
Agribusiness Science & Technology - Agbus Mgmt			14	14		15	15	1
Agribusiness Science & Technology - Agronomy			6	6		6	6	0
Agribusiness Science & Technology - Agronomy Tech			3	3		1	1	-2
Agribusiness Science & Technology - Animal Science			17	17		17	17	0
Agricultural Power & Equipment Technician	22		17	17		21	21	4
Artisanal Modern Meat Butchery	15					3	3	3
Auto Collision Repair & Refinish Technician	22		10	10		7	7	-3
Automotive Technician	22		12	12		19	19	7
Building Performance Technician					1	0	1	1
Building Trades-Carpentry			7	7		6	6	-1
Business Management		20	4	24	17	4	21	-3
Cancer Information Management		15	12	27	6	9	15	-12
Cancer Information Management (ATC)					5	0	5	5
Child Care Services		4	0	4	1	1	2	-2
CNC Machine Operator/Programmer	15		0	0		0	0	0
Cosmetology	24		23	23		37	37	14
Criminal Justice Studies		5	1	6	3	3	6	0
Criminal Justice-Law Enforcement 2		8	6	14	3	7	10	-4
Data Analytics		2	0	2		0	0	-2
Dental Assistant		3	2	5	4	3	7	2
Driver and Safety Education Certification			0	0	1	0	1	1
Early Childhood Education		18	5	23	11	12	23	0
Early Childhood Licensing Basic Ages 0-2					1	0	1	1
Electrical Power Distribution	44		66	66		59	59	-7
Electro-Mechanical Technology	24		11	11		6	6	-5
Golf Course Management			4	4		9	9	5
Graphic and Web Design	25		11	11		17	17	6
Health Information Technology		3	10	13	7	2	9	-4
Human Services Associate			11	11		5	5	-6
Industrial Mechanic	6		1	1		1	1	0
Instrumentation and Controls Technology	6		0	0		0	0	0
IT-Computer Support Technician			5	5				-5
IT-Cybersecurity Specialist						10	10	10

<b>Fall 2024 Starts</b>		11/04/22			11/08/23			
PROGRAM	CAP	IP	ACCEPT	TOTAL	IP	ACCEPT	TOTAL	YOY
IT-Network Specialist			1	1				-1
IT-Network Systems Technician						4	4	4
Laboratory Science Technician			0	0		0	0	0
Leadership Development		1	0	1	1	0	1	0
Liberal Arts - Associate of Arts		10	0	10				-10
Liberal Arts - Associate of Arts (SWTC)			0	0	5	5	10	10
Liberal Arts - Associate of Science		7	0	7				-7
Liberal Arts - Associate of Science (SWTC)			0	0	8	1	9	9
Medical Assistant	32		7	7		22	22	15
Medical Coding Specialist		4	8	12	6	16	22	10
Medical Laboratory Technician	16	6	1	7	2	0	2	-5
Nail Technician			4	4		4	4	0
Nursing-Associate Degree	54	71	14	85	59	14	73	-12
Nursing-Associate Degree-Part-time	28		1	1		3	3	2
Physical Therapist Assistant	18	9	3	12	5	3	8	-4
Radiography	10				6	0	6	6
Solar Installation Technician						1	1	1
Supply Chain Assistant			0	0		0	0	0
Supply Chain Management		2	0	2	3	0	3	1
Surgical Technology	15	10	3	13	8	4	12	-1
Technical Studies-Journeyworker		2	0	2	2	0	2	0
Undecided		19	0	19	25	0	25	6
Welding	40		21	21		27	27	6
<b>TOTAL</b>		<b>228</b>	<b>321</b>	<b>549</b>	<b>211</b>	<b>385</b>	<b>596</b>	<b>47</b>

### Spring 2024 Starts

PROGRAM	CAP	IP	ACCEPT	TOTAL	IP	ACCEPT	TOTAL	YOY
Accounting			2	2		3	3	1
Accounting Assistant			1	1		1	1	0
Agribusiness Science & Technology - Agbus			2	2		1	1	-1
Agribusiness Science & Technology - Agronomy			0	0		2	2	2
Agribusiness Science & Technology - Agronomy			0	0		1	1	1
Agribusiness Science & Technology - Animal			2	2		4	4	2
Agricultural Power & Equipment Technician			0	0		1	1	1
Artisanal Modern Meat Butchery						16	16	16
Business Management			3	3		3	3	0
Cancer Information Management			10	10		9	9	-1
Cancer Information Management (ATC)					2	3	5	5
Child Care Services			0	0		1	1	1
Criminal Justice-Law Enforcement 2			0	0		2	2	2
Data Analytics			0	0		1	1	1
Direct Entry Midwife	40	84	87	171	127	85	212	41
Driver and Safety Education Certification		1	0	1	1	1	2	1
Early Childhood Education			4	4		9	9	5
Electro-Mechanical Technology			4	4		2	2	-2
Golf Course Management			1	1		0	0	-1
Graphic and Web Design			3	3		3	3	0
Health Information Technology			7	7		2	2	-5
Human Services Associate			6	6		0	0	-6
Individualized Technical Studies			1	1		0	0	-1
Industrial Mechanic			1	1		1	1	0
IT-Computer Support Technician			2	2				-2
IT-Cybersecurity Specialist						1	1	1
IT-Network Systems Technician						1	1	1
Leadership Development			0	0		1	1	1
Liberal Arts - Associate of Arts			1	1				-1
Liberal Arts - Associate of Arts (SWTC)						2	2	2
Liberal Arts - Associate Science		1	0	1				-1
Medical Assistant			0	0		5	5	5
Medical Coding Specialist			6	6		16	16	10
Nail Technician			0	0		0	0	0
Nursing-Associate Degree			9	9		16	16	7
Nursing-Associate Degree-Part-time			3	3		16	16	13
Physical Therapist Assistant			1	1		1	1	0
Production Planner Certificate			0	0		1	1	1
Nonprofit Leadership			0	0		0	0	0
Supply Chain Management		1	2	3		0	0	-3
Surgical Technology						2	2	2
Technical Studies Journeyworker			0	0		0	0	0
Welding			0	0		1	1	1
<b>TOTAL</b>		<b>87</b>	<b>158</b>	<b>245</b>	<b>130</b>	<b>214</b>	<b>344</b>	<b>99</b>

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

- 1. Board Member Reflection: What it means to be a SWTC Board Member**
- 2. Board Playbook Update & Feedback**
- 3. ACCT National Legislative Summit – February 4-7, 2024 (early bird deadline is 12/13/23)**

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

- 1. WTCS Board Meeting Update**
- 2. Fall Graduation Ceremonies – Friday, December 15, 2023**
- 3. College Happenings**

***D. Other Informational Items***

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

***A. Agenda***

- 1. Fund & Account Transfers (2022-23 Budget Modifications)**
- 2. Financial Audit Update**

***B. Date, Time & Place***

- 1. Thursday, December 21, 2023, 7:00 p.m., Virtual via Zoom**



## **Adjourn to Closed Session**

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

#### **1. Discussing property acquisition per Wis. Statutes 19.85(1)(e)**

{Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.}.

#### **2. Discussing a situation related to Wis. Statutes 19.85(1)(f)** {Considering financial, medical, social, or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems, or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations}.

### ***B. Approval of Closed Session Minutes from October 20, 2023.***

## **Reconvene to Open Session**

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

## **Adjournment**

**Appendix ~ Southwest Wisconsin Technical College Strategic Directions (2023 - 2026)**

The cover page features the Southwest Wisconsin Technical College logo at the top, which includes a building icon and the text "Southwest Wisconsin TECHNICAL COLLEGE". Below the logo, the title "STRATEGIC DIRECTIONS" is written in large, bold, white capital letters, with "2023-2026" underneath it. The background is a dark blue with a faint gear pattern. Three photographs are arranged in a collage: a group of students in grey "SOUTHWEST TECHNICAL" t-shirts, a student using a yellow power tool in a workshop, and a surgical team in blue scrubs performing an operation. At the bottom, a white text box contains the text "For seven years in a row, Southwest Tech ranks among the best two-year colleges in the nation!" followed by the slogan "THIS IS WHERE Everyone Belongs" in a yellow script font.

**Southwest Wisconsin TECHNICAL COLLEGE**

# STRATEGIC DIRECTIONS

2023-2026

For seven 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.



*Lori Needham, executive assistant, is known around campus for her unwavering kindness and infectious positivity. She extends trust generously and helps the entire campus community to feel like they belong here.*

### 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.

*Holly Straka, Workforce Innovation Grant coordinator, is working on her masters degree while also leading the \$2.9 million Workforce Innovation Grant which funds Southwest Tech's Advance Southwest Wisconsin project. The project helps the Southwest Wisconsin workforce excel and increase their career potential in the post-pandemic manufacturing sector by providing job site training, educational pathways, and advanced support.*



### 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.

*Kelly Kelly, Director of Fiscal Services, regularly seeks opportunities to provide work-based learning opportunities for students in the accounting program. She considers them an essential part of her team and holds them accountable for demonstrating professional behavior, communication, and the technical skills needed for today's workforce.*



### 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.



*Matt Nation, evening custodian, regularly seeks opportunities to support students who need it the most by hiring them for the evening custodian crew. Matt makes adjustments to job duties to make sure students feel confident and supported. Matt answers many after-hours calls and is the first to extend a helping hand.*

### 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.

*Stacey Place, Physical Therapist Assistant program instructor, recently took on the role of academic lead for several health science*

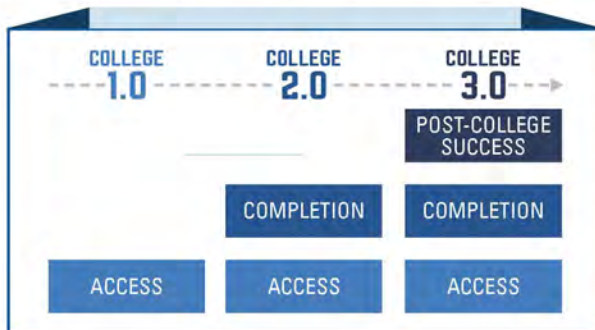
*programs. The primary role of academic leads is to serve as coaches, mentors, and guides on a peer-to-peer basis, with the overarching goal of enhancing student learning outcomes.*



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, a non-traditional occupation student in the Building Trades-Carpentry program, and the first cohort of students in the high wage Surgical Technology program.

# College Health Indicators



COLLEGE HEALTH INDICATORS (CHI)		2023 ACTUAL	2024 GOAL
CHI 1A.	Promoting Equity in Student Learning-Graduation Rate Comparison:		
	For Special Population* Students	42%	70%
	For Non-Special Population Students	60%	
CHI 2A.	Course Completion Rate	91%	95%
CHI 3A.	Year-to-Year Graduate Wage Growth	8%	10%
CHI 4A.	5-Year Graduate Wage Growth	67%	75%

\*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.

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.

Each year, the Wisconsin Technical College District Boards Association recognizes individuals and business leaders in the state who exemplify the very best of Wisconsin's technical education system and colleges. The Association also recognizes partners in our communities who promote the value of a technical college education. For the last two years in a row, Southwest Tech District Board

Chairs Donald Tuescher and Charles Bolstad were honored as the Wisconsin Technical College System Board Member of the Year.



▲ Charles Bolstad  
Donald Tuescher ▶



# College Governance



## Executive Team

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

*The Aspen Institute College Excellence Program selected Holly Clendenen as one of 35 leaders for the 2023-24 class of the Aspen Rising Presidents Fellowship.*



## College Council

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

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



## Academic Council

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

*Cynde Larsen, Ph.D., chief academic officer and executive dean, leads the Academic Council.*



## Operations Council

Leads the achievement of sustainable college operations.

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

**COLLEGE 1.0-ACCESS**

**STRATEGIC DIRECTION:** Create transformational student success plans to improve access for all students.

**This Is Where People Care.** At Southwest Tech we want every person to know we care about their success. Faculty and staff unite to help students design plans to achieve their goals. Student success plans include: career goals, an academic map, financial planning and budgeting, and a network of professionals to ensure supports and services are inevitable.

**PERFORMANCE**

*We know we will be successful when more people chose to be students at Southwest Tech, especially if they live in the college's five-county district.*

**GOALS**

- a. 50 Adult Basic Education and English Language Learners students will have a student success plan by the end of the spring 2024 semester.
- b. 150 dual enrollment high school students will have a student success plan by the end of the spring 2024 semester.
- c. 300 special population\* degree-seeking students will have a student success plan by the end of the spring 2024 semester.
- d. 50 university transfer students have a student success plan by the end of the spring 2024 semester.
- e. All program students will have a success plan before their first course begins in the 2024 fall term.



*An eager group of adults in Darlington is on their way to learning English. A partnership between Southwest Wisconsin Technical College and the Darlington Community School District, has drawn approximately 60 adult learners to weekly classes since September.*



*Cody M. Burke completed the HSED program at our Richland Center Outreach Center. He is from Soldiers Grove, Wisconsin, and was a student at North Crawford High School. Cody will attend Southwest Tech in Fennimore this fall as a part of the Agricultural Power and Equipment Technology program. Good luck with your future, Cody!*

**COLLEGE 2.0-COMPLETION**

**STRATEGIC DIRECTION:** Enhance high-quality work-based learning to improve course completion and graduation for all students.

**This Is Where You Succeed.** Graduation Matters. We help every student complete their courses and finish their degrees because we know students with degrees have more earning power and better opportunities to improve their lives.

**PERFORMANCE**

*We know we will be successful when more students graduate and we make improvements to decrease achievement gaps for special population students. Southwest Tech emphasizes work-based learning\* so students learn first-hand from industry experts how to excel in the workforce or successfully transfer to a four-year university.*

**GOALS**

- a. All academic programs will incorporate or enhance at least one formal work-based learning initiative into the curriculum before the fall 2024 semester.
- b. During the 2023-24 academic year, all academic program advisory committees will consider student success rates and outcomes and identify curriculum or industry innovations that will increase wages.
- c. The Boards of Directors for the College, Foundation, and Real Estate Foundation will adopt fundraising priorities aligned with supporting needs-based scholarships and work-based learning by November of 2023 and establish fundraising goals for each of the next three years.
- d. Universal Design initiatives will be assessed for impact on student success with investments in the opportunities that will have the most impact on students during the 2024-25 budget development cycle.

*All students are better off when they have authentic work-based learning opportunities similar to what they will experience in the workplace. The internal partnerships between marketing and the Graphic & Web Design program create meaningful experiences that align with program outcomes. Pictured are Graphic & Web Design students Sabrina Splinter and Alexa Weber whose t-shirt designs were selected to be sold in the Chargers Bookstore.*



\*Work-based learning is a course-based opportunity to engage and interact with industry experts while learning to demonstrate essential employability and technical skills necessary for today's workforce. Work-based learning can take various forms, such as practicum, clinical, and internship courses; apprenticeships, and other course-based learning experiences in which students interact directly with potential employers.

**COLLEGE 3.0-POST-COLLEGE SUCCESS**

**STRATEGIC DIRECTION:** Innovate the curriculum and workforce to improve wage and transfer success for all graduates.

**This is Where You Excel.** Southwest Tech graduates experience high levels of job placement. We seek to improve the wages they earn as our alumni increase their value to employers.

**PERFORMANCE**

*We know we will be successful when local employers report graduates have increased knowledge, skills, and abilities and recognize the high value by increasing wages.*

**GOALS**

- a. Add five new high-wage programs by 2026. We will pursue radiology technician, respiratory therapist, software developer, paramedic, and one still to-be-determined.
- b. Through the Team Action Plan process of Instructional Vitality, we will plan and implement curriculum modifications for at least one element of each low-wage program during the 2023-24 academic year.
- c. Strengthen the college's relationship with the University of Wisconsin-Platteville to help more Southwest Tech students complete their bachelor's degree.



*As a Nursing student Kylie Meier participated in the Southwest Tech sponsored trip to Haiti.*



*While working as an LPN and working her way through the Nursing-Associate Degree program, Kylie was selected as the DRIVEN Award recipient at Southwest Health in Platteville, Wisconsin. Kylie is described as "A nurse who shows compassion for people every day." Kylie is known for her energy, empathy, flexibility in meeting others' needs, dedication, and caring nature.*



*After working for seven years as an LPN, ADN, and BSN, Kylie has started seeing her own patients as an Advanced Practice Nurse Prescriber in 2023.*

*Kylie Meier*

- 2018 Nursing-Associate Degree
- 2020 Bachelor of Science in Nursing
- 2022 Advanced Practice Nurse Prescriber

**COLLEGE EXCELLENCE PROGRAM**  


The Aspen Institute College Excellence Program (Aspen) and its partners at the Community College Research Center (CCRC) have launched a first-of-its-kind initiative that reflects the next wave of the two-year college student success movement: a bold focus on excellence and equity in post-completion outcomes. In the spring of 2023, Southwest Tech was selected to join a ten-college network to work closely with Aspen, CCRC, expert

coaches, and field practitioners over three years on comprehensive reforms and then three additional years of evaluation, all with one overarching goal: thousands more community college students, including students of color and those from lower-income backgrounds, entering and completing programs that lead directly to jobs that pay a family-sustaining wage or to efficient and effective completion of a bachelor's degree.