![Southwest Wisconsin Technical College logo]

Southwest Wisconsin Technical College

District Board Meeting

Regular Meeting

January 25, 2024

Southwest Wisconsin Technical College
1800 Bronson Boulevard
Conference Room 430
Fennimore, WI 53809

Contents

Annotated Agenda

Southwest Wisconsin TECHNICAL COLLEGE

BOARD MEETING NOTICE/AGENDA
Thursday, January 25, 2024

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

Southwest Tech
1800 Bronson Boulevard
Fennimore, WI 53809
Room 430

ANNOTATED AGENDA – AMENDED

OPEN MEETING

The following statement will be read: "The January 25, 2024, Southwest Wisconsin Technical College Board regular meeting 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, 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. Richland County Administrator Update
Candace Pesch, Richland County Administrator, will be present and provide an update on Richland County happenings.

D. Student Senate Update

CONSENT AGENDA
A. Approval of Agenda
A copy of the agenda is included with the electronic Board material.

B. December 21, 2023, Board /Meeting Minutes
Minutes of the December 21, 2023, regular Board meeting are included with the electronic Board packet.

C. Financial Reports
   1. **Purchases Greater than $2,500**
   2. **Treasurer's Cash Balance**
   3. **Budget Control**

Each report is available electronically with all other Board material. Kelly Kelly, Director of Fiscal Services/Controller, will be at the meeting and available for any questions.

D. Contract Revenue
There were four contracts totaling $46,550 in December 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 new hire recommendation and one promotion/transfer. The report is included with the Board material.
Recommendation – *Approve the January 25, 2024, Consent Agenda as presented.*

OTHER ITEMS REQUIRING BOARD ACTION
A. Approval of Board Monitoring Report - Safety and Security
Dan Imhoff, Executive Director of Facilities, Safety & Security, and Heath Ahnen, Executive Director of Information Technology Services, will provide a summary of the January 25, 2024, Board monitoring report on Safety & Security. This report is included with all other Board meeting material.
Recommendation: *Approve the January 25, 2024, Board Monitoring Report - Safety and Security as presented.*

B. Approval of Fund & Account Transfers (2022-23 Budget Modifications)
Information on the budget modifications is available electronically with all other Board material. Kelly Kelly will present a financial review followed by a review of the modifications to the following funds: General, Capital, Debt Service, Enterprise, Internal Service, and Trust/Agency.
Recommendation: *Approve the 2022-23 Budget Modifications as presented.*

BOARD MONITORING OF COLLEGE EFFECTIVENESS
A. Staffing Update
Krista Weber, Chief Human Resources Officer, will provide an update on College staffing. A summary is included within the Board packet.

B. Southwest Tech Foundation Quarterly Report
Dennis Cooley, Executive Director of Advancement, will present a quarterly Foundation report to the Board highlighting the activities and results of fundraising efforts and other initiatives. The FY 2024 2nd Quarter report is available with the electronic Board material.

C. Southwest Tech Real Estate Foundation Quarterly Report
The Real Estate Foundation's FY2024 2nd Quarter report will be presented by Dennis Cooley. The report highlights the resident life, board members, and future investments and is available with the electronic Board material.

INFORMATION AND CORRESPONDENCE

A. Enrollment Report
  1. FY 2024 Comparison FTE Report

  2. Program Application Comparison 2023/24 vs. 2024/25
    Katie Glass, Executive Director of Marketing, 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 Trustee

  2. District Boards Association (DBA) Update
    i. Board Member for the Year Nomination
    ii. Officer Nominations
    iii. Other Updates

C. College President's Report
  1. Student Success Agenda: Progress Update and Initial Scoreboard Proposal

  2. Student Success Endowment

  3. Midwifery Education Accreditation Council Update

  4. Crucial Conversations: High Stakes, Differing Opinions, Strong Emotions
    i. Feedback and Guidance on the Quote: "There are four common ways of making decisions: command, consult, vote, and consensus. These four options represent increasing degrees of involvement."

  5. College Happenings

D. Other Information Items

ESTABLISH BOARD AGENDA ITEMS FOR NEXT MEETING

A. Agenda
  1. 2024-25 Budget Assumptions & Parameters
  2. 2022-23 Financial Audit
  3. Bid/RFPs
    i. Board/Leadership Training & Data Analytics
   ii. Interactive Video Platform
  iii. Telehandler

B. Date, Time, and Place
  1. Thursday, February 22, 2024
  2. 7:00 p.m.
  3. Southwest Tech's Campus, 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 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.}

  3. Discussing disciplinary data for a specific 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}.

  4. Discussing the president's contract per Wisconsin Statutes 19.85(1)(c) {Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.}

B. Approval of Closed Session Minutes from November 16, 2023

RECONVENE TO OPEN SESSION

A. Action, if necessary, on Closed Session Items

ADJOURNMENT

Open Meeting

The following statement will be read: "The January 25, 2024, Southwest Wisconsin Technical College Board regular meeting is called to order. This meeting is open to the public and in compliance with State Statutes. Notice of the meeting has been sent to the press and posted on the College's website at www.swtc.edu/about/board/meetings. Notice is also posted on Campus, CESA3, and the Fennimore City Office in an attempt to make the general public aware of the time, place, and agenda of the meeting."

A. *Roll Call*

B. *Reports/Forums/Public Input*

C. *Richland County Administrator Update*
Candace Pesch, Richland County Administrator, will be present and provide an update on Richland County happenings.

D. *Student Senate Update*

Consent Agenda

A. *Approval of Agenda*

Southwest Wisconsin
TECHNICAL COLLEGE

BOARD MEETING NOTICE/AGENDA
Thursday, January 25, 2024
7:00 p.m. – Regular District Board Meeting

Southwest Tech
1800 Bronson Boulevard
Fennimore, WI 53809
Room 430

AMENDED AGENDA

OPEN MEETING
The following statement will be read: "The January 25, 2024, Southwest Wisconsin Technical College Board regular meeting 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, 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. Richland County Administrator Update
D. Student Senate Update

CONSENT AGENDA
A. Approval of Agenda
B. Approval of Minutes from the December 21, 2023, Regular Board Meeting
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. Approval of Board Monitoring Report - Safety and Security
B. Approval of Fund & Account Transfers (2022-23 Budget Modifications)

BOARD MONITORING OF COLLEGE EFFECTIVENESS
A. Staffing Update
B. Southwest Tech Foundation Quarterly Report
C. Southwest Tech Real Estate Foundation Quarterly Report

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 Trustee
   2. District Boards Association (DBA) Update
     i. Board Member for the Year Nomination
     ii. Officer Nominations
     iii. Other Updates
C. College President's Report
   1. Student Success Agenda: Progress Update and Initial Scoreboard Proposal
   2. Student Success Endowment
   3. Midwifery Education Accreditation Council Update
   4. Crucial Conversations: High Stakes, Differing Opinions, Strong Emotions
     i. Feedback and Guidance on the Quote: "There are four common ways of making decisions: command, consult, vote, and consensus. These four options represent increasing degrees of involvement."
   5. College Happenings
D. Other Information Items

ESTABLISH BOARD AGENDA ITEMS FOR NEXT MEETING
A. Agenda
   1. 2024-25 Budget Assumptions & Parameters
   2. 2022-23 Financial Audit
   3. Bid/RFPs
     i. Board/Leadership Training & Data Analytics
     ii. Interactive Video Platform
     iii. Telehandler

B. Date, Time, and Place
    1. Thursday, February 22, 2024
    2. 7:00 p.m.
    3. Southwest Tech's Campus, 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 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.}
    3. Discussing disciplinary data for a specific 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}.
    4. Discussing the president's contract per Wisconsin Statutes 19.85(1)(c) {Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.}
B. Approval of Closed Session Minutes from November 16, 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.}

B. *Approval of Minutes from the December 21, 2023, Regular Board Meeting*

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF SOUTHWEST WISCONSIN TECHNICAL COLLEGE
DECEMBER 21, 2023

The Board of Southwest Wisconsin Technical College met over Zoom technology in an open session of a regular meeting commencing at 7:05 p.m. on December 21, 2023. The following members were present:

David Blume, Charles Bolstad, Kent Enright, Tracy Fillback, Jeanne Jordie (arrived at 7:05 p.m.), Chris Prange, Donald Tuescher, Steve Williamson, Jane Wonderling

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

Southwest Tech President Jason Wood and College Staff: Heath Ahnen, Holly Clendenen, Dennis Cooley, Katie Glass, Kelly Kelly, Cynde Larsen, Lori Needham, Krista Weber

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:

BOARD MEETING NOTICE/AGENDA
Thursday, December 21, 2023
7:00 p.m. – Regular District Board Meeting
Remote via Zoom
AGENDA

OPEN MEETING
The following statement will be read: "The December 21, 2023, Southwest Wisconsin Technical College Board regular meeting 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, 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. Approval of Minutes from the November 16, 2023, Regular Board Meeting
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
No Agenda Items for the December 21, 2023, meeting

BOARD MONITORING OF COLLEGE EFFECTIVENESS
A.   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 Trustee
    2.   District Boards Association Meeting Update
    3.   District Boards Association Board Member of the Year – 2024 Information
    4.   Board Professional Development Update
    5.   Material for Prospective Applicants to the SWTC District Board
C.   College President's Report
D.   Other Information Items

ESTABLISH BOARD AGENDA ITEMS FOR NEXT MEETING
A.   Agenda
    1.   Approval of Fund & Account Transfers (2022-23 Budget Modifications)
    2.   Approval of Board Monitoring Report – Safety and Security
    3.   Financial Audit Update
    4.   SWTC Foundation Quarterly Report
    5.   SWTC Real Estate Foundation Report
B.   Date, Time, and Place
    1.   Thursday, January 25, 2024
    2.   7:00 p.m.
    3.   Southwest Tech's Campus, Room 430

ADJOURNMENT

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

After a review of the Consent Agenda, including the December 21, 2023, agenda; November 16, 2023, Board meeting minutes; financial reports; 27 contracts totaling $90,896.23 in November 2023; the resignations of Denise Dixon, Administrative Assistant-Academics; Akshay Sukhwal, Student Success Coach; and the retirement of Katie Garrity, Executive Advisor to the President; Mr. Enright moved, seconded by Mr. Tuescher, to approve the Consent Agenda, as presented. The motion was unanimously adopted.

There were not any agenda items under "Other Items Requiring Board Action".

A summary of open positions was provided by Krista Weber, Chief Human Resources Officer. The previous Systems Analyst posting has been reposted as a Business Analyst. Additional postings include a Nursing Instructor and an Administrative

Assistant. The Radiography Program Director/Instructor has been hired and will start in early 2024.

Dr. Wood presented the FY 2024 FTE Year-Over-Year enrollment report noting a 2.57% increase compared to this time last year. Program applications were also reviewed which show an increase of 125 spring-start applications and an increase of 33 fall-start applications compared to the December 2022 report.

Under Mr. Bolstad's Chairperson Report:

- Ms. Wondering's reflection on being a SWTC Board trustee embraced a message of compassion recognizing the unexpected passing of Southwest Tech's Katie Garrity, Chief Advisor to the President.
- The District Boards Association will meet next on March 22, 2024, at Nicolet College. Moving forward, meetings will be semiannually rather than quarterly.
- District Boards Association's 2024 Board Member of the Year nominations are due January 12, 2024. Board members were asked to inform Mr. Bolstad of nomination interest.
- The next step for Board professional development training is an RFP (Request for Proposals) to secure a training partner. The intent is for the Board to consider the RFP at the February 2024 meeting.
- Katie Glass, Executive Director of Marketing, reviewed with the Board a draft of an informational flyer for prospective applicants to the SWTC District Board. The flyer will be emailed to the Board for further review and the opportunity to provide feedback.

The President's Report included:
- A message of sadness and gratitude for the late Katie Garrity noting that she was always there for those who needed help. Katie was an integral part of starting the College's food pantry and it was recently announced that the Foundation will be naming it Katie's Cupboard in her honor.
- This year's Board member appointment public hearing and meeting will be on March 7, 2024.
- The 2025 Aspen award application was submitted earlier this month.

There were not any College Happenings or Other Informational Items discussed.

Without any further business to come before the Board, Mr. Tuescher moved to adjourn the meeting, with Ms. Wonderling seconding the motion. The motion carried, and the meeting adjourned at 7:46 p.m.

_____
Kent Enright, Secretary

C. *Financial Reports*

1. Purchases Greater than $2,500

SOUTHWEST WISCONSIN TECHNICAL COLLEGE
PURCHASES GREATER THAN $2,500
FOR THE PERIOD 12/01/2023 - 12/31/2023

	Expenditure		
Vendor	**Invoice #**	**Description**	**Amount**
Sikich	12/20/23 STMT	JANUARY	301,748.30
IRS	12.8.23 PR	12.8.23 PAYROLL IRS	156,098.04
WRS-PR	12.29.23 PR	12.29.23	144,344.69
IRS	12/22/23 PR	12.22.23 PR	130,699.56
SWTC REF	FALL 2324 12.13.23	FALL PMTS 12.13.23	127,679.31
HBS	661258-H	CONT SVCS	35,387.50
Campus Works	11830	AMENDMENT #9	29,167.00
Healthequity	12.8.23 PR	12.8.23 PR	28,630.41
WI DOR- PR	12.8.23 PR	12.8.23 PR	25,439.17
Fennimore Utilities	12.27.23 STMT	UTILITIES	24,916.06
WI DOR- PR	12.22.23 PR	DOR	22,290.49
Quarles	6677083 12.7.23	LEGAL	14,000.00
Great West	12.22.23 DEFERRED	WI DEFERRED COMP	10,807.33
Great West	1146117735	WI DEFERRED COMP	10,148.91
Moody's	P0453889	GEN OBLIGATION	10,000.00
Carey's Seamless	i2791	GUN RANGE	9,689.16
EPA	203440	CAFE CONF ROOM UPGRADE	6,622.60
Delta	752242	DENTAL CLAIMS	6,555.75
Delta	743705	DENTAL CLAIMS	6,265.44
US Omni	12.8.23 VANGUARD	VANGUARD 12.8.23 PAYROLL	6,078.94
US Omni	12.22.23 VANGUARD	VANGUARD	6,009.95
Constellation	3910710	UTILITIES	5,375.05
WE	4844365929	UTILTY BILL	5,315.45
SWTC REF	PRIOR TERMS 12.13.23	PRIOR TERM PAYMENT	5,304.10
PCARD - Jones	812827	TEXTBOOKS	5,207.25
WageWorks	INV5920290	HRA 2021	5,132.05
PCARD - Health Ed	L BRADLEY 12.05.23	HESI TESTING	5,000.00
Student Refund	Student Refund	Student Refund	4,817.12
PCARD - Office Any	20819	OFFICE CHAIRS, DESK	4,643.00
WageWorks	INV5908831	HRA 2021	4,441.16
Madison National	000183 12.10.23	LIFE INSURANCE	4,418.81
PCARD - Carolina	52387084	Microbiology Kit Vouchers	4,263.00
ExamSoft	IN-ESW-08904	PORTAL EXAM ACCESS	4,009.50
Delta	744962	DENTAL CLAIMS	3,739.00

Expenditure			
Vendor	**Invoice #**	**Description**	**Amount**
WTA Properties	JAN '24 RENT	RENT	3,607.06
MayJe	FINAL 50%	ENGINE RUN STANDS	3,585.00
PCARD - Wiedenbeck	59205	STEEL	3,555.39
Delta	750966	DENTAL CLAIMS	3,397.12
PCARD - Modern Offic	107679	RECEPTION DESK	3,299.00
HBS	661257-H	LICENSE	3,246.00
Airgas	9144751818 WIRE	WIRE	3,082.15
Student Refund	Student Refund	Student Refund	2,969.00
Student Refund	Student Refund	Student Refund	2,871.40
Student Refund	Student Refund	Student Refund	2,869.66
Student Refund	Student Refund	Student Refund	2,863.00
LaForce	1237322	300/400 DOORS	2,792.00
Veterans Affairs	391258166	K B FRAZIER	2,710.57
PCARD - Axon	INUS204818	TASER EQUIPMENT	2,596.50
Franklin Covey	IS10755182	TRAINING KITS	2,536.90
Student Refund	Student Refund	Student Refund	2,500.00

Total Invoices   **$1,222,724.85**

Bank Withdrawals			
Vendor	**Transaction Date**	**Audit Trail**	**Amount**
OUTGOING WIRE TRANSFER State of Wisconsin Local Govt Inve	12/7/2023	GNJL009112	3,500,000.00

Total Bank Withdrawals   **$3,500,000.00**

Payroll			
Payroll Period	**Payroll Date**		**Amount**
12/08/2023 Payroll	12/8/2023		456,845.63
12/22/2023 Payroll	12/22/2023		403,058.27

Total Payroll   **$859,903.90**

Total Purchases >= $2,500   **$5,582,628.75**

2. Treasurer's Cash Balance

Southwest Wisconsin Technical College			
Report of Treasurers Cash Balance 12/31/2023			
Receipts			
Fund			
1 General	305,810.00		
2 Special Revenue	-		
3 Capital Projects	4,011,323.00		
4 Debt Service	-		
5 Enterprise	69,481.00		
6 Internal Service	314,650.00		
7 Financial Aid/Activities	13,406.00		
Total Receipts		**4,714,670.00**	
Expenses			
Fund			
1 General	1,839,907.00		
2 Special Revenue	-		
3 Capital Projects	69,645.00		
4 Debt Service	24,000.00		
5 Enterprise	108,867.00		
6 Internal Service	338,367.00		
7 Financial Aid/Activities	130,812.00		
Total Expenses		**2,511,598.00**	
Net cash change - month			**2,203,072.00**
EOM Cash Balances			
-Midwest One Operating 0356	2,248,464.84		
-Midwest One Investment 1324	-		
-Cash on Hand	2,940.00		
-Local Government Investment Pool	10,171,428.10		
Ending Cash/Investment Balance		**12,422,832.94**	

3. Budget Control

	Southwest Wisconsin Technical College						
	YTD Summary for Funds 1-7						
	For 6 Months ended December 2023						
	2023-24 Budget	2023-24 YTD Actual	2023-24 Percent	2022-23 Percent	2021-22 Percent	2020-21 Percent	2019-20 Percent
General Fund Revenue	24,772,300.00	7,666,025.55	30.95	26.53	26.60	29.62	27.72
General Fund Expenditures	25,409,000.00	12,400,760.18	48.80	51.43	43.46	48.97	46.07
Capital Projects Fund Revenue	5,471,000.00	4,037,389.50	73.80	2.96	0.55	0.36	0.06
Capital Projects Fund Expenditures	5,947,000.00	2,791,284.76	46.94	14.42	11.74	26.08	14.58
Debt Service Fund Revenue	6,656,000.00		-	61.18	-	-	-
Debt Service Fund Expenditures	6,710,000.00	369,675.00	5.51	3.45	16.34	17.76	8.02
Enterprise Fund Revenue	1,300,000.00	750,752.37	57.75	43.06	48.39	57.61	49.87
Enterprise Fund Expenditure	1,905,300.00	778,663.55	40.87	43.36	95.84	44.01	59.09
Internal Service Fund Revenue	4,455,000.00	1,909,954.68	42.87	44.91	44.68	44.09	42.20
Internal Service Fund Expenditures	4,455,000.00	2,367,074.71	53.13	46.25	44.74	47.02	44.96
Trust & Agency Fund Revenue	8,525,500.00	2,975,953.56	34.91	31.20	41.05	26.91	31.21
Trust & Agency Fund Expenditures	7,830,500.00	3,369,993.43	43.04	42.20	35.61	34.16	38.27
Grand Total Revenue	**51,179,800.00**	**17,340,075.66**	**33.88**	**31.98**	**26.26**	**25.19**	**24.95**
Grand Total Expenditures	**52,256,800.00**	**22,077,451.63**	**42.25**	**38.80**	**37.50**	**39.45**	**37.42**

D. *Contract Revenue*

There were four contracts totaling $46,550 in December 2023 being presented for Board approval:

2023-2024 CONTRACTS
12/1/2023 to 12/31/2023

Contract Holder	Contract #	Service Provided	Contact	Number Served		Price	Exchange of Services (Instructional Fees Waived)	On-Campus	Off-Campus	Waiver
Platteville School District	03-2024-0063-I-11	ECE: Infant and Toddler Development	Mary Johannesen	28	$	26,400.00	No		X	
Platteville School District	03-2024-0063-I-11	ECE: Foundations of ECE	Mary Johannesen	10	$	7,150.00	No		X	
Prairie du Chien School District	03-2024-0097-I-11	Introduction to Criminal Justice Studies	Mary Johannesen	18	$	11,900.00	No		X	
Saputo Cheese	03-2024-0122-I-41	Heartsaver CPR/AED w/ First Aid	Gin Reynolds	8	$	1,100.00	No		X	

INDIRECT COST FACTOR

TOTAL of all Contracts	64 $	46,550.00
Exchange of Services	- $	-
For Pay Service	64 $	46,550.00

E. Personnel Items

The Personnel Report includes a recommendation for one new hire and one promotion/transfer:

Southwest Wisconsin TECHNICAL COLLEGE

PERSONNEL REPORT
January 25, 2024

EMPLOYMENT: NEW HIRE

Name:	Rachel McGuire
Title:	Radiography Program Director & Instructor
How many applicants & interviewed	2 applicants/2 interviews
Start Date:	01/05/2024
Salary/Wages:	$65,000
Classification:	Full Time
Education and/or Experience:	Bachelors in Radiologic Technology from Marian University, Licensure in American Registry of Radiologic Technologists - Radiography, Wisconsin State Radiography License, Employed as a Radiologic Technologist at Crossing Rivers Health for 3+ years

PROMOTIONS/TRANSFER	NEW POSITION
Tina Leis – Administrative Assistant (College Effectiveness)	Administrative Assistant (Academic)

RETIREMENTS / RESIGNATIONS

None	

Recommendation: *Approve the January 25, 2024, Consent Agenda as presented.*

Other Items Requiring Board Action

A. Approval of Board Monitoring Report – Safety and Security

Dan Imhoff, Executive Director of Facilities, Safety & Security, and Heath Ahnen, Executive Director of Information Technology Services, will summarize the January 25, 2024, Board Monitoring Report - Safety & Security and will be available for questions and discussion. The report follows.

Recommendation: *Approve the January 25, 2024, Board Monitoring Report – Safety and Security as presented.*

Board Monitoring Report
Safety and Security
January 25, 2024

Alignment with Mission, Vision, Values, and Purposes

Southwest Wisconsin Technical College (Southwest Tech) (College) has a proud history of providing a safe learning environment for our students and a safe workplace for our faculty and staff. The safety of our students and employees is important to us. A wide variety of policies and procedures have been developed over the years to ensure the health and safety of students, employees, and visitors to the campus. In addition, we comply with constantly emerging and evolving federal and state laws which are increasingly complex. Every member of our campus community plays an integral role in both the safety and security of the campus; therefore, it is important that we provide them with the training and tools they need to help keep Southwest Tech the safe and inviting place it has always been.

Alignment with Strategic Directions

Campus safety and cyber security directly affect all College operations. There are indirect connections to each of our strategic directions. When our teaching spaces are safe, students are more likely to enroll, stay, and earn their degrees from the college. As employees feel safe in their work environment, they are more likely to make personal connections with students that promote retention and completion. When people look out for the welfare of each other, our culture is enhanced. Taking steps to ensure people's safety shows that you care about them as human beings and want to see them reach their full potential. Individuals who feel cared for are more likely to have a positive attitude toward the people they work with and the institution. When they feel safer and more secure, distractions are removed that can undermine their productivity and help them reach their full potential. People are also more likely to attend and stay with an institution that has a reputation for ensuring the safety of all their stakeholders. All these factors help us engage students and help them stay focused on their education and what they need to do to succeed.

Competitive Positioning Statement

Providing a safe environment gives Southwest Tech an advantage in recruiting and retaining both students and employees. To maintain our competitive advantage, it is imperative that the College continues to train people in how to avoid an emergency or how to respond in a crisis. The threats to the College constantly evolve and it is important to make sure our plans and procedures are updated. Our plan's quality depends on continual professional development and debriefing our response after training or real emergency situations. Having a safe environment also has a direct effect on insurance and time lost costs. Campus safety has a direct effect on college operations and operating costs.

Core Emergency Response Team (CERT)

CERT is a group of appointed Southwest Tech administrators and staff responsible for deciding how to respond in crisis situations affecting Southwest Tech community members. CERT meets monthly to plan and participate in crisis simulations. Crisis response plans and procedures are regularly updated to reflect the latest industry best practices. Debrief meetings are held after all incidents to evaluate the campus's response and provide updates. CERT is led by the Executive Director of Facilities, Safety & Security and includes key College personnel selected based on their background and known abilities. The tasks performed as a CERT member are in addition to their regular duties at the College. These people are quick to respond when needed and must make tough decisions usually under intense pressure when the team is together; these decisions are made knowing they will be second-guessed or critiqued by outsiders, but these people are willing to make and stand behind the choices they make.

CERT members are Caleb White, Cynde Larsen, Kris Wubben, Karl Sandry, Katie Glass, Heath Ahnen, Brian Kitelinger, Krista Weber, Josh Bedward, Holly Clendenen, Connie Haberkorn, Derek Dachelet, and Dan Imhoff.

Safety Coordinator

The College recognizes the importance of safety throughout campus and has a Safety Coordinator on staff. This position is filled by Brian Kitelinger. Brian is tasked with making safety an ever-present part of the Southwest Tech culture through the creation, implementation, and training of College safety procedures and policies. He works to enhance College safety programs and make College safety an integral part of Southwest Tech's culture, through training and safety checks.

Occupational Safety and Health Administration (OSHA) Audits

As a College, we recognize that prevention is the best way to avoid most injuries and medical emergencies. Based on this knowledge, a plan has been implemented for monthly audits of shop and lab spaces. These monthly audits are in addition to the annual audit performed by District Mutual Insurance (DMI). Brian Kitelinger is leading this initiative and does an excellent job working with the staff and instructors in not only pointing out the deficiencies but also working on corrective solutions. This initiative has reduced the number of violations reported when DMI completed the annual campus audit. Brian recently presented his shop auditing process at the DMI quarterly meeting as a best practice because of the positive impact these audits have had on the annual DMI audit.

Behavioral Intervention Team (BIT)

A behavioral intervention team (BIT) is a multi-disciplinary group whose purpose is meeting regularly to support our students via concern reports issued by faculty and staff. The team tracks "red flags" over time, detecting patterns, trends, and disturbances in an individual's or group's behavior. The team will help guide the individual or group to the resources they need to prevent the identified issue from

worsening. Referral resources may include the College's on-campus staff mental health counselor or outside entities that can serve the students' needs. Each member of the team has received training from D. Stafford and Associates, which is one of the leaders in this area. The BIT members are Stephanie Brown, Kris Wubben, Virginia Reynolds, Brittany Sherman, and Dan Imhoff.

Student Security

The College has implemented a Student Security program for the past three years. This program is overseen by Brian Kitelinger. The program is staffed by four current Criminal Justice students. The students are unarmed and patrol campus on a rotating schedule. Officer tasks include Building Safety Inspections, Fire Safety Inspections (extinguishers, emergency lighting, means of egress), Medical Kit & AED (Automatic External Defibrillator) inspections/stocking, Emergency Pre-Incident Plans, and providing assistance to stakeholders in emergency situations. While patrolling students are assessing the security of the buildings and will help create corrective action plans if something is observed. The program provides the students with real world experience while providing the College with a consistent security presence.

Campus Cybersecurity Incident Response Team (CIRT)

An incident response team is a group of Information Technology Services (ITS) professionals from Southwest Tech's Information Technology Services team formed to address cyber security incidents. Their responsibility may include analysis, isolation of threats, communication to stakeholders, business continuity, service restoration, and call center support. The CIRT members are led by the Executive Director of Information Technology Services. Team members are Heath Ahnen, Matthew Baute, Dave Friesen, John Troxel, Jake Wienkes, Jake Mootz, Bob Thompson, Dan Rogers, Calvin Butteris, Simon Chappell.

PRESENTATION OF THE DATA

1. Workers Compensations Statistics

Policy Year	Claims	Total Incurred	Open Claims	Total Reserve
7/1/2019 - 2020	4	$2,477.76	0	$0
7/1/2020-2021	7	$122,318.31	0	$0
7/1/2021-2022	8	$16,625.01	0	$0
7/1/2022-2023	11	$6,625.31	1	$0

We have seen an increase in open claims because of an initiative to report and start a claim on incidents even if the possibility of the claim incurring expenses is low. Open claims do not affect Workers Compensation costs if they do not have costs incurred but a delay in filing a claim that incurs costs does have a negative effect on the coverage rates.

2.

Safety and Security	Goals	2019-2020	2020-2021	2021-2022	2022-2023
Security Incidents (student or employee)	0	0	0	0	0
Worker Compensation Mod Factor	0.75	1.01	.97	.68	.82
Number of Class/Type A, B, C student incidents	0	16	19	16	17
Type A: Injuries reported requiring limited or no medical attention	0	13	16	12	13
Type B: Incidents requiring immediate medical attention with little follow-up (stitched, moderate burns)	0	2	2	4	3
Type C: Incidents that require immediate medical attention and prolonged treatment (broken bones, torn ligaments, amputation)	0	1	1	0	1

STRENGTHS

1. The willingness of such a large group of employees to join the various safety and security teams and committees on campus shows the employee commitment that is necessary to create a safe campus.
2. The College's emergency response plan has been reviewed by DMI (Districts Mutual Insurance) and is viewed as a strength.
3. Internal alignment has been improved with the creation of councils, health indicators, and strategic initiatives.

WEAKNESSES

1. Although served by local law enforcement, the college lacks constant security on campus.
2. The college lacks the ability to do an instantaneous lockdown of all college exterior doors.
3. Although the technology provided by the college security camera system is viewed as a strength there are still areas of the campus that are not covered.
4. Cyber threat actors have a much larger attack surface with the ever-changing risk landscape. Attack surfaces are growing more complex and decentralized. The move to remote work widened the attack surface with faculty, staff, and students no longer at SWTC under a secure network.

STRATEGIC INITIATIVES DESIGNED TO IMPROVE OUR PERFORMANCE

2023 Results

1. Attended 18 different departmental meetings to provide scenario-based situational awareness training, along with how to and what to report. This initiative has had an impact as we have seen an increase in incident reports.
2. Security cameras were added in strategic locations to eliminate known blind spots.
3. SWTC completed gap analysis based 153 safeguards on the Center for Internet Security 18 Critical Security Controls (CIS-18). Interviews with key personnel at SWTC identified the current state. Information Technology Services (ITS) is working to remediate and increase the overall security posture of SWTC.
4. Implemented a security operations center by partnership with a vendor to augment security monitoring and response 24 hours, seven days a week of the Southwest Tech computing environment.

2024 Initiatives

1. The College has continued an employee safety training program. Past training sessions included cyber security, situational awareness, and classroom management.
2. Future training includes Run Hide Fight, incident reporting, and campus evacuation.
3. The campus emergency contact phones will be upgraded around campus to be more visible and will be able to be integrated into an emergency alert system in the future. This project is scheduled to be completed in August of 2024.
4. The college is upgrading the lock system to assist in the lockdown time and improve building access monitoring. This project is scheduled to be completed in July of 2024.
5. ITS has received a grant from District Mutual Insurance to invest in a next-generation network vulnerability management tool. The risk was identified through past risk assessment activity and insurance renewal activities conducted by Southwest Wisconsin Technical College. These assessments highlighted the need for proactive measures to mitigate IT risks and enhance the college's security posture. The risk will be mitigated by implementing a network vulnerability scanner tool. This tool will enable Southwest Wisconsin Technical College to regularly scan its network infrastructure, identify vulnerabilities, and prioritize them based on severity. By doing so, the college can take timely remedial actions to address the identified vulnerabilities and reduce the risk of cybersecurity incidents.

B. Approval of Fund & Account Transfers (2022-23 Budget Modifications)

Kelly Kelly will present a financial review followed by a review of the modifications to the following funds: General, Capital, Debt Service, Enterprise, Internal Service, and Trust/Agency. A report detailing each fund is included in the following pages.

Recommendation: *Approve the 2022-23 Budget Modifications as presented.*

BUDGET MODIFICATION
District: Southwest Wisconsin Technical College
Fiscal Year: 2022-23

General Fund - 100

	Current Budget Adopted 6/23/2022	Modified Budget Adopted 1/25/2024	Amount of Change
Resources			
Local Government	5,118,300	5,118,300	-
State Aids	11,649,600	11,649,600	-
Program Fees	4,629,000	4,629,000	-
Material Fees	270,000	270,000	-
Other Student Fees	511,000	511,000	-
Insitutional	1,994,000	2,694,000	700,000
Federal	585,400	1,585,400	1,000,000
Transfers from Reserves and Designated Fund Balances	(35,000)	415,000	450,000
Total Resources	24,722,300	26,872,300	2,150,000
Uses			
Instructional	13,687,100	15,887,100	2,200,000
Instructional Resources	299,000	299,000	-
Student Services	2,823,900	2,973,900	150,000
General Institutional	6,347,500	5,897,500	(450,000)
Physical Plant	2,107,900	2,307,900	200,000
Auxiliary	-	50,000	50,000
Total Uses	25,265,400	27,415,400	2,150,000

Caleb J. White
Vice President for Administrative Services

BUDGET MODIFICATION
District: Southwest Wisconsin Technical College
Fiscal Year: 2022-23

Capital Fund - 300

	Current Budget Adopted 6/23/2022	Modified Budget Adopted 1/25/2024	Amount of Change
Resources			
Insitutional	25,000	25,000	-
Federal	250,000	250,000	-
Proceeds from Debt	4,000,000	4,000,000	-
Total Resources	4,275,000	4,275,000	-
Uses			
Instructional	547,000	647,000	100,000
Instructional Resources	64,000	64,000	-
General Institutional	1,832,000	1,832,000	-
Physical Plant	2,691,000	1,291,000	(1,400,000)
Transfer	10,000	1,310,000	1,300,000
Total Uses	5,144,000	5,144,000	-

Caleb J. White
Vice President for Administrative Services

BUDGET MODIFICATION
District: Southwest Wisconsin Technical College
Fiscal Year: 2022-23

Debt Service Fund - 400

	Current Budget Adopted 6/23/2022	Modified Budget Adopted 1/25/2024	Amount of Change
Resources			
Local Government	6,510,000	6,510,000	-
State Aids	20,000	20,000	-
Insitutional	8,500	8,500	-
Other Funding Sources	-	50,000	50,000
Total Resources	6,538,500	6,588,500	50,000
Uses			
Physical Plant	7,401,644	7,451,644	50,000
Total Uses	7,401,644	7,451,644	50,000

Caleb J. White
Vice President for Administrative Services

BUDGET MODIFICATION
District: Southwest Wisconsin Technical College
Fiscal Year: 2022-23

Enterprise Fund - 500

	Current Budget Adopted 6/23/2022	Modified Budget Adopted 1/25/2024	Amount of Change
Resources			
Insitutional	1,547,000	1,547,000	-
Federal	-	-	-
Transfer	600,000	600,000	-
Total Resources	2,147,000	2,147,000	-
Uses			
Instructional		1,000	1,000
Auxiliary Services	1,815,700	2,364,700	549,000
Total Uses	1,815,700	2,364,700	550,000

Caleb J. White
Vice President for Administrative Services

BUDGET MODIFICATION
District: Southwest Wisconsin Technical College
Fiscal Year: 2022-23

Internal Service Fund - 600

	Current Budget Adopted 6/23/2022	Modified Budget Adopted 1/25/2024	Amount of Change
Resources			
Insitutional	4,455,000	4,455,000	-
Total Resources	4,455,000	4,455,000	-
Uses			
General Institutional	-	50,000	50,000
Auxiliary Services	4,455,000	4,405,000	(50,000)
Total Uses	4,455,000	4,455,000	-

Caleb J. White
Vice President for Administrative Services

BUDGET MODIFICATION
District: Southwest Wisconsin Technical College
Fiscal Year: 2022-23

Trust/Agency - 700

	Current Budget Adopted 6/23/2022	Modified Budget Adopted 1/25/2024	Amount of Change
Resources			
State Aids	553,000	553,000	-
Other Student Fees	877,000	877,000	-
Insitutional	317,400	317,400	-
Federal	6,555,400	6,555,400	-
Total Resources	8,302,800	8,302,800	-
Uses			
Student Services	7,664,400	7,514,400	(150,000)
Auxiliary Services	38,400	38,400	-
Transfer	555,000	705,000	150,000
Total Uses	8,257,800	8,257,800	-

Caleb J. White
Vice President for Administrative Services

Board Monitoring of College Effectiveness

A. 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) Re-posted: Business Analyst - Student Information System	Posted Reposted 9/8 Put on Hold 11/8 Reposted 12/11	7/1/2023	C42: $24.88 - $34.83
5	Replacement	Accounting Instructor	Julie Johll	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 Reposted 12/11	10/27/2023	BS: $51,221 - $81,444 AS: $53,878 - $85,666 MS:$56,533 - $89,888
14	New	Radiography Program Director & Instructor	Rachel McGuire	1/5/2024	MS: $56,533 – $89,888 Hired at $65,000
15	Replacement	Administrative Assistant - Academic Division	Tina Leis	11/28/2023	B22: $19.56 - $25.37/hourly Hired at $23/hour
16	Replacement	Academic Success Coach (Part-Time)	Interviewing Candidates	12/14/2023	B24: $22.00 – $28.61/hourly
17	Replacement	Automotive Technician Instructor	Posted	12/20/2023	BS: $51,221 - $81,444 AS: $53,878 - $85,666 MS:$56,533 - $89,888

B. *Southwest Tech Foundation Quarterly Report*

Dennis Cooley, Executive Director of Advancement, will update the District Board on recent Foundation activities and results of fundraising efforts and other initiatives. The FY 2024 2nd Quarter report is available follows:

Southwest Tech Foundation FY24 Second Quarter Report
Fundraising Totals 7/1/23 - 12/31/2023
$921,066.18 total gifts received
(Goal $1,500,000 for fiscal year)
Outstanding Pledges of $366,705.37
We received 3,004 gifts from 502 donors

FY24 Gift Highlights of $2,500 + from 7.1.23 to 12.31.23

Name	Gift Date	Gift Receipt Amount	Gift Type	Fund Description
Fidelity Charitable	7/12/2023	$166,000.00	Pay-Cash	Raising Chargers Scholarship
Sloan Implement	11/1/2023	$64,190.00	Gift-in-Kind	2023 John Deere 9700i
Sloan Implement	8/23/2023	$51,500.00	Gift-in-Kind	John Deere S770 Combine
Sloan Implement	11/1/2023	$40,990.00	Gift-in-Kind	2022 John Deere 8R 310 tractor
Sloan Implement	10/19/2023	$40,790.00	Gift-in-Kind	John Deere 8R 310 Tractor
Ritchie Implement Inc.	11/1/2023	$37,500.00	Gift-in-Kind	2023 Case IH Magnum 280 Tractor
Patrick A. Thiele	9/6/2023	$27,000.00	Cash	James and Grace Thiele Scholarship
Crossing Rivers Health	12/14/2023	$25,000.00	Pay-Cash	Need for Nurses Project
Grant Regional Health Center	12/29/2023	$25,000.00	Pay-Cash	Need for Nurses Project
Gundersen Boscobel Area Hospita	12/29/2023	$25,000.00	Pay-Cash	Need for Nurses Project
Southwest Health	12/20/2023	$25,000.00	Pay-Cash	Need for Nurses Project
The Richland Hospital and Clinics	12/20/2023	$25,000.00	Pay-Cash	Need for Nurses Project
Upland Hills Health Hospital & Clir	12/20/2023	$25,000.00	Pay-Cash	Need for Nurses Project
Upland Hills Health Hospital & Clir	7/12/2023	$25,000.00	Pay-Cash	Need for Nurses Project
Nicholas H. May	10/25/2023	$20,000.00	Cash	Olivia May Memorial Nursing Scholarship
Kubota Tractor Corporation/Ritch	10/19/2023	$19,337.59	Gift-in-Kind	Tier 4 Diesel Engine
Madison Community Foundation	8/17/2023	$18,000.00	Cash	Garrison L. Lincoln Scholarship
Richard A. Piehl	8/24/2023	$17,193.84	Cash	Big & Marion Lourie Family Scholarship
Melvin E. Case	10/19/2023	$12,500.00	Cash	Arlys and Melvin Case Endowment Scholarship
Gene Haas Foundation	10/19/2023	$8,000.00	Cash	Gene Haas Foundation Fund
Memorial Hospital of Lafayette C	12/20/2023	$7,500.00	Pay-Cash	Need for Nurses Project - Additional Student Employee
Alliant Energy - Dubuque	7/3/2023	$6,000.00	Pay-Cash	Alliant Energy Scholars Scholarship
Bradley D. and Peggy J. Biddick	12/20/2023	$9,457.23	Cash	Brad and Peggy Biddick Scholarship
Donor Anonymous	11/2/2023	$5,000.00	Cash	Southwest Tech Foundation Scholarship
Joyce M. Czajkowski	11/2/2023	$5,000.00	Cash	Czajkowski IT Scholarship
Karen R. Knox	12/7/2023	$5,000.00	Cash	Knox Opportunity Scholarship
Jerry L. Schell	9/27/2023	$5,000.00	Cash	Jerry and Nell Carpenter Schell Scholarship
Southwest Health	11/9/2023	$5,000.00	Pay-Cash	Need for Nurses Project - Additional Student Employee
Patrick A. Thiele	11/29/2023	$5,000.00	Cash	Charger Dream Fund
Martin H. Reiff	12/20/2023	$4,995.00	Gift-in-Kind	2008 BMW 550i
Nutrien Ag Solutions	9/20/2023	$3,184.93	Gift-in-Kind	2023 Crop Fertilizer & Cchemicals
Marc A. Buswell	9/14/2023	$3,000.00	Gift-in-Kind	2006 Cadillac SRX suv, 8 cylinder engine, 2 wheel drive
Patrick A. Thiele	11/29/2023	$3,000.00	Cash	Chargers Cupboard Fund
Boardman & Clark LLP	9/6/2023	$2,500.00	Cash	Charger Annual Fund - 2023-24 Foundation Sponsorship
Jerome A. Brunner	12/14/2023	$2,500.00	Cash	Charger Annual Fund
Community Connections Free Clin	7/12/2023	$2,500.00	Pay-Cash	Community Connections Free Clinic Scholarship
Hartung Brothers, Inc.	8/24/2023	$2,500.00	Pay-Cash	Charger Annual Fund - 2023-24 Foundation Sponsorship
Lactalis American Group, Inc.	11/22/2023	$2,500.00	Pay-Cash	Lactalis American Group, Inc. Scholarship
Lands' End	11/15/2023	$2,500.00	Gift-in-Kind	(3) Dell R720 Servers, (1) Dell R710 Server, (1) Dell R630 Server, (3) Palo Alto PA-5020, (2) Cisco 5520 ASA, (2) Cisco 5540 ASA, (2) Cisco FPR-2100
Mound City Bank	8/24/2023	$2,500.00	Cash	Charger Annual Fund - 2023-24 Foundation Sponsorship
QueenB Radio of Wisconsin	9/20/2023	$2,500.00	Gift-in-Kind	Charger Annual Fund - 2023-24 Foundation Sponsorship

Notes from the Executive Director

By Dennis Cooley

We welcomed a new development officer, Angie Herting, to the Foundation team and she hit the ground running over the final six weeks of 2023. Angie came to Southwest Tech Foundation from her recent work in Corporate Relations and Foundation at UW-Platteville.

In her first month, Angie wrote 15 grants to area corporate and private foundations, with immediate success in re-establishing the MAP Scholarship Program with 3M in Prairie du Chien. The grant supports three students in STEM-related majors to the tune of $2,500 each. In addition to her work on these grants, Angie is helping us with our social media giving program and spearheaded our Day of Giving for Southwest Tech in November.

The first gift to that effort was made by Cali DuCharme, a recent graduate of Southwest Tech's Cosmetology Program, who made her first gift to our student success funds (Feed A Charger, Charger Dream, Raising Chargers, Katie's Cupboard, etc.) which directly support the work of the College related to these important success plans that create individualized approaches to helping all students on their respective paths to graduation and beyond.

The Foundation has completed a comprehensive draft of our five-year fundraising plan that features a focus on three main areas of support.

College Priorities Create Foundation Opportunities to Help
1. Create financial support for needs identified in the Student Success Plans.
2. Provide resources for academic programming (increase enrollments in high-wage programs, innovate low/medium wage programs, and start new high-wage programs)
3. Develop additional funds to help Special Populations achieve higher rates of access, completion, and post-graduate success.

Embracing Change, Focusing Forward
With the expected sweeping changes in technology and artificial intelligence, new efficiencies and reliance on online purchasing increases, the span of time from 2025 to 2030 should prove to be our next wave of transition. Our district's workforce has the potential to move to higher incomes through upskill training puts a heavier emphasis on skill training and educational programs.

The SWTC Foundation and Real Estate Foundation's role will continue to evolve from one that is more reactive (responding to needs) to a mission based on proactive approaches and long-term solutions to help achieve College priorities. We have many recent initiatives that have proved successful and have shown we can assist the College in these transformations. Need for Nurses is the latest example that combined College programming with private support to create a second starting point, in January, for our nursing program. By working collaboratively with an industry, Southwest Tech was able to add a January start, providing opportunities for an additional 25 additional students. Raising Chargers, Sponsor-A-Scholar, and Charger S.T.E.P. funds are examples of innovative programs designed to help more students learn more.

The main financial goal of the five-year fundraising plan is to grow our endowment from $4,963,368 as of Dec. 31, 2023, to $10 million-plus by June 30, 2029.

Again, the key focus will be the growth of endowments around our key Student Success Plan support funds. We will create our ultimate funding goals from information gathered from these individual plans, but the overarching endowment is designed to be flexible to the changing needs of the students.

The major funds that are part of this work are:

Charge Forward: In April 2019, a committee created the Charge Forward Program to give students an opportunity to be included in a supportive learning community at Southwest Tech that offers services and incentives to help eligible students succeed in college.

Fuel A Charger: This project was established for students in need of gas cards for travel to and from college classes, clinicals and related program activities. Students are required to meet with the Southwest Tech Mental Health Counselor, an advisor, or another designated staff member to request a gas card. Students may receive up to two $25 gas cards per semester, with exceptions made for students with special circumstances.

Raising Chargers: The Raising Chargers Scholarship is designed to help a special population, single parents, to meet or exceed their respective education goals in order to successfully complete an associate degree program at Southwest Tech. In addition to financial support, students in the Raising Chargers Scholars program will work with Director of Student Success to develop an individualized student success plan which will include setting career goals, financial planning during and after college, work-based learning opportunities, and regular meetings with an advisor, academic success coaches, life coaches, and/or mental health counselor. Each student will have a college mentor who will be a guide through their academic journey.

Charger S.T.E.P.: Scholarships are available to students who were previously enrolled in a program at Southwest Tech but did not complete a degree. Scholarships escalate starting with $500 for students with 0-14 earned program credits, an additional $500 when 15 credits are earned, an additional $1,000 when 30 credits are earned and an additional $1,500 when 45 credits are earned. All must be program credits.

Charger Dream Fund: This fund provides emergency funds to students who are facing a crisis which may cause them to leave school. Students can receive up to $500 in emergency funds.

Katie's Cupboard Fund/Feed A Charger Fund: These funds help meet the needs of current students who do not have income or funds available to purchase groceries or get nourishment while on campus. Most food used in Katie's Cupboard is purchased from Second Harvest or other discount food banks or goods are donated directly. Feed A Charger is a program run cooperatively with the SWTC Cafeteria.

Development Funds (Various Departments): Gap funding is needed for a variety of academic programs and student organizations in order to enhance the educational experience and provide those elements not covered by regular departmental budgets.

Scholarships: The Southwest Tech Foundation has a strong scholarship program, which has grown to provide more than $500,000 in direct support to students each year, with a high of $620,000-plus in 2023-24. To endow $620,000 of scholarship support through endowments, it would take $15.5 million (with a 4% payout rate), three times the current endowment size for all funds! However, the creation of a focused planned giving program, along with growing annual support can significantly stabilize this needed support.

We will update the District Board periodically on our progress toward these important goals. Thank you for your support of our Foundations. We are stronger because of it!

All the best,

Dennis R. Cooley

Dennis Cooley
Executive Director of Advancement
Southwest Tech

C. *Southwest Tech Real Estate Foundation Quarterly Report*

The Real Estate Foundation's FY2024 2nd Quarter report is included in the electronic packet of materials. Dennis Cooley will be present for questions on the report which highlights student resident life, board members, and future investments.

Southwest Tech Real Estate Foundation
FY24 Second Quarter Report

Updates

The SWTC Real Estate Foundation reports that the first two quarters of the 2023-24 academic year are progressing in strong fashion as occupancy remains high and the financial position continues to produce positive results related to budget.

In our last report, we discussed a federal earmark from Rep. Mark Pocan's office that would fund the purchase of the land on the corner of Iowa County's busiest intersection, where Hwys. 18 and 23 intersect. This was the site of the former Iowa County Sheriff's Department. The latest update is, due to delays in federal budgeting, our project passed successfully through the Appropriations Committee, but was delayed in going for discussion and vote in Congress and the Senate. We will report more when we know more.

The Housing Plan continues to evolve as we work collaboratively, across divisions, to help the College's Housing Program and the REF to create new opportunities for student engagement and new revenue streams that ultimately feedback to assisting students.

A reminder that Housing/REF are exploring jumpstart option for new associates degree program, welding cohorts for a new summer session designed to accelerate the program for working adults, summer storage and Priority Move-In. Summer camps for leadership, agriculture and other programs that can provide credit-earning opportunities for high school students are also being discussed.

Finally, we have a retaining wall that needs to be dealt with as it poses safety risks and concerns for those associated with housing and the students in the residence halls affected by the failing wall. We have retained an engineer to design a solution to the issue and more to come on that issue in future reports.

Furnishing (More) Apartments

The REF is working with College Housing about possibly furnishing more of the existing units due to increased demand by current renters, as well as those who may use the housing in months the College is not in session, namely the summertime period.

Housing Coordinator Stephanie Brown reports that more and more students are requesting apartments that are furnished and Dan Imhoff and Josh Bedward from Facilities report the furnished apartments cut down on the wear and tear that comes with moving in and out volumes of furniture, including beds, couches, chairs, and other amenities.

Notes from the Executive Director

We continue to build partnerships around housing in order to help the College help its students achieve more success. Our monthly check-ins with College, Housing and REF representatives continue to allow for strong communication around issues and opportunities in this area.

We also continue to work to maximize the impact of the excess revenues generated by our housing operations. Over the past nine academic years, the cooperative management of the housing has created a strong balance sheet position for the Real Estate Foundation and allows the REF to help the College achieve its visions for increased campus community involvement and long-term sustainability.

Our shared emphasis on marketing to students for occupancy at semester break and other times when students break from housing (for example, our Golf Course Management students may leave for internships out of state in the spring, before semester end) helps us maximize revenues and the many advantages that come with living in the housing, academic and social.

The REF continues to work with the Foundation and the College in support of the College's attempt to purchase property adjacent to campus. The solidarity of the Foundation and REF behind the College provides stability and a common message of partnership to the other entities involved in the project.

Finally, we welcomed long-time College and Foundation supporter Sheila Ruchti (Community First Bank) to the REF Board. Sheila's experience and relationship-building skills have already helped the REF Board grow stronger.

-- Respectfully submitted by Dennis R. Cooley

Information and Correspondence

A. Enrollment Reports

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

Southwest Tech — *Here. Now.*

January 15 2024: School Years 2021-22, 2022-23, and 2023-24 FTE Comparison

Program Code	Program Title	SY 21-22 01/17/22 Students	SY 22-23 01/16/23 Students	SY 23-24 01/15/24 Students	22 to '24 Student Change	23 to '24 Student Change	SY 21-22 01/17/22 FTE	SY 22-23 01/16/23 FTE	SY 23-24 01/15/24 FTE	22 to '24 FTE Change	23 to '24 FTE Change
10-101-1	Accounting	61	57	45	(16)	(12)	39.97	33.63	26.13	(13.83)	(7.50)
10-006-7	Agribusiness Science & Technology - AgBus Mgmt	13	16	17	4	1	13.40	16.63	16.30	2.90	(0.33)
10-006-5	Agribusiness Science & Technology - Agronomy	12	11	13	1	2	10.37	10.67	11.47	1.10	0.80
10-006-6	Agribusiness Science & Technology - Animal Science	29	36	32	3	(4)	23.43	32.23	29.97	6.53	(2.27)
10-102-3	Business Management	112	99	107	(5)	8	70.90	65.67	69.20	(1.70)	3.53
10-530-X	Cancer Information Management	87	64	87	-	23	53.67	36.77	44.87	(8.80)	8.10
10-504-X	Criminal Justice	44	43	41	(3)	(2)	31.73	28.50	34.43	2.70	5.93
10-316-1	Culinary Arts	5			(5)	-	5.60			(5.60)	-
10-102-1	Data Analytics	5	5	7	2	2	2.33	3.33	4.27	1.93	0.93
10-510-6	Direct Entry Midwife	138	147	143	5	(4)	64.97	70.10	69.23	4.27	(0.87)
10-307-1	Early Childhood Education	49	51	61	12	10	31.83	31.30	39.37	7.53	8.07
10-620-1	Electro-Mechanical Technology	27	23	23	(4)	-	23.67	21.33	20.93	(2.73)	(0.40)
10-325-1	Golf Course Management	13	15	18	5	3	12.17	13.83	15.57	3.40	1.73
10-201-2	Graphic And Web Design	25	27	40	15	13	20.20	25.00	33.93	13.73	8.93
10-530-1	Health Information Technology	51	49	38	(13)	(11)	26.83	24.53	18.40	(8.43)	(6.13)
10-520-3	Human Services Associate	40	37	24	(16)	(13)	29.67	29.27	20.93	(8.73)	(8.33)
10-620-3	Instrumentation and Controls Technology		2	1	1	(1)		2.30	1.07	1.07	(1.23)
10-151-2	IT-Cybersecurity Specialist			14	14	14			13.20	13.20	13.20
10-150-2	IT-Network Specialist	29	23	5	(24)	(18)	17.50	17.07	3.67	(13.83)	(13.40)
10-196-1	Leadership Development	11	12	13	2	1	6.17	6.20	7.00	0.83	0.80
10-513-1	Medical Laboratory Technician	20	14	9	(11)	(5)	15.17	10.10	7.87	(7.30)	(2.23)
10-196-6	Nonprofit Leadership	8	12	11	3	(1)	5.00	7.07	7.17	2.17	0.10
10-543-1	Nursing-Associate Degree	205	209	192	(13)	(17)	104.90	115.13	106.87	1.97	(8.27)
10-524-1	Physical Therapist Assistant	22	19	18	(4)	(1)	14.17	12.00	11.50	(2.67)	(0.50)
10-182-1	Supply Chain Management	32	30	27	(5)	(3)	16.20	18.00	16.77	0.57	(1.23)
10-512-1	Surgical Technology		9	18	18	9		6.80	12.90	12.90	6.10
10-481-3	Sustainable Energy Management			3	3	3			1.80	1.80	1.80
10-499-5	Technical Studies-Journeyworker	1	2	1	-	(1)	0.30	0.30	0.10	(0.20)	(0.20)
	Total Associate Degree	**1,039**	**1,012**	**1,008**	**(31)**	**(4)**	**640.13**	**637.77**	**644.90**	**4.77**	**7.13**

Southwest Tech
Here. Now.

Program Code	Program Title	SY 21-22 01/17/22 Students	SY 22-23 01/16/23 Students	SY 23-24 01/15/24 Students	22 to '24 Student Change	23 to '24 Student Change	SY 21-22 01/17/22 FTE	SY 22-23 01/16/23 FTE	SY 23-24 01/15/24 FTE	22 to '24 FTE Change	23 to '24 FTE Change
31-101-1	Accounting Assistant	9	11	10	1	(1)	3.80	5.30	5.93	2.13	0.63
30-531-6	EMT-IV (Advanced EMT)	12	7	6	(6)	(1)	1.97	1.10	0.80	(1.17)	(0.30)
31-006-3	Agribusiness Science & Technology - Agronomy Tech	1	1	3	2	2	0.10	0.60	2.37	2.27	1.77
32-070-1	Agricultural Power & Equipment Technician	36	29	37	1	8	33.73	28.43	32.70	(1.03)	4.27
30-316-3	Artisanal Modern Meat Butchery			15	15	15			2.80	2.80	2.80
31-405-1	Auto Collision Repair & Refinish Technician	9	9	6	(3)	(3)	9.07	8.17	6.03	(3.03)	(2.13)
32-404-2	Automotive Technician	19	19	29	10	10	15.07	17.23	23.80	8.73	6.57
31-408-1	Bricklaying & Masonry	2	4	5	3	1	0.67	3.57	4.00	3.33	0.43
30-443-1	Building Maintenance & Construction	1	1	5	4	4	0.07	0.07	2.70	2.63	2.63
31-475-1	Building Trades-Carpentry	9	7	20	11	13	7.90	5.33	17.63	9.73	12.30
31-307-1	Child Care Services	4	5	6	2	1	2.10	2.70	3.47	1.37	0.77
31-444-1	CNC Machine Operator/Programmer	6	4		(6)	(4)	4.60	3.20		(4.60)	(3.20)
31-502-1	Cosmetology	27	31	47	20	16	20.23	22.77	32.13	11.90	9.37
30-504-2	Criminal Justice-Law Enforcement 720 Academy	7	10	5	(2)	(5)	5.13	8.00	2.67	(2.47)	(5.33)
31-091-5	Dairy and Livestock Technician			1	1	1			0.20	0.20	0.20
30-508-2	Dental Assistant	19	18	13	(6)	(5)	9.67	9.20	6.63	(3.03)	(2.57)
30-812-1	Driver and Safety Education Certification	10	14	21	11	7	1.60	2.90	4.40	2.80	1.50
31-413-2	Electrical Power Distribution	44	44	45	1	1	37.60	41.23	41.60	4.00	0.37
50-413-2	Electricity (Construction) Apprentice	23	23	27	4	4	2.87	2.93	3.53	0.67	0.60
30-531-3	Emergency Medical Technician	27	44	34	7	(10)	4.07	7.87	5.43	1.37	(2.43)
32-080-4	Farm Operations & Management - Ag Mechanics	11	6	1	(10)	(5)	10.23	4.53	1.03	(9.20)	(3.50)
32-080-3	Farm Operations & Management - Dairy	8	6	2	(6)	(4)	6.97	5.87	2.00	(4.97)	(3.87)
31-080-3	Farm Operations & Management - Dairy Technician	2	3	1	(1)	(2)	1.47	1.93	0.73	(0.73)	(1.20)
31-080-2	Farm Operations & Management - Farm Ag Maintenance	2	3	3	1	-	0.20	2.07	0.30	0.10	(1.77)
32-080-6	Farm Operations & Management - Livestock	3	4	3	-	(1)	2.73	3.77	3.10	0.37	(0.67)
31-080-7	Farm Operations & Management - Livestock Tech	1	1		(1)	(1)	0.77	0.93		(0.77)	(0.93)
50-413-1	Industrial Electrician Apprentice	6	11	9	3	(2)	0.67	2.07	1.07	0.40	(1.00)
31-620-1	Industrial Mechanic	2	2	4	2	2	1.23	1.33	3.33	2.10	2.00
31-154-6	IT-Computer Support Technician	7	4	6	(1)	2	3.67	2.00	3.43	(0.23)	1.43
31-513-1	Laboratory Science Technician	11	6	2	(9)	(4)	3.97	0.93	0.53	(3.43)	(0.40)
31-509-1	Medical Assistant	31	26	23	(8)	(3)	22.63	20.20	15.63	(7.00)	(4.57)

Program Code	Program Title	SY 21-22 01/17/22 Students	SY 22-23 01/16/23 Students	SY 23-24 01/15/24 Students	22 to '24 Student Change	23 to '24 Student Change	SY 21-22 01/17/22 FTE	SY 22-23 01/16/23 FTE	SY 23-24 01/15/24 FTE	22 to '24 FTE Change	23 to '24 FTE Change
31-530-2	Medical Coding Specialist	94	68	66	(28)	(2)	51.60	30.17	32.53	(19.07)	2.37
30-504-4	Nail Technician	1	7	5	4	(2)	0.33	2.63	1.33	1.00	(1.30)
30-543-1	Nursing Assistant	144	160	165	21	5	17.87	23.23	25.43	7.57	2.20
50-427-5	Plumbing Apprentice	21	23	24	3	1	3.19	3.59	4.70	1.51	1.11
31-182-1	Supply Chain Assistant	3	3	2	(1)	(1)	0.73	1.70	0.93	0.20	(0.77)
31-442-1	Welding	44	48	35	(9)	(13)	30.17	38.17	25.50	(4.67)	(12.67)
	Total Technical Diploma	**656**	**662**	**686**	**30**	**24**	**318.66**	**315.73**	**320.43**	**1.77**	**4.71**
20-800-1	Liberal Arts - Associate of Arts	50	40	39	(11)	(1)	17.40	11.57	20.70	3.30	9.13
20-800-2	Liberal Arts - Associate of Science	9	12	16	7	4	3.60	4.57	9.73	6.13	5.17
	Undeclared Majors	627	780	826	199	46	109.00	145.17	163.67	54.67	18.50
	Total Liberal Arts & Undeclared Majors	**686**	**832**	**881**	**195**	**49**	**130.00**	**161.30**	**194.10**	**64.10**	**32.80**
	Total	**2,381**	**2,506**	**2,575**	**194**	**69**	**1,088.79**	**1,114.79**	**1,159.43**	**70.64**	**44.64**
	Percent of Change									**6.49%**	**4.00%**
	Vocational Adult (Aid Codes 42-47)	2,475	2,731	2,565	90	(166)	51.73	51.73	46.94	(4.79)	(4.79)
	Community Services (Aid Code 60)	-	13	-	-	(13)	-	0.04	-	-	(0.04)
	Basic Skills (Aid Codes 73,74,75,76)	233	286	312	79	26	37.17	42.03	37.23	0.07	(4.80)
	Basic Skills (Aid Codes 77 & 78)	143	124	221	78	97	6.67	0.30	1.57	(5.10)	1.27
	Grand Total	**5,232**	**5,660**	**5,673**	**441**	**13**	**1,184.35**	**1,208.90**	**1,245.17**	**60.81**	**36.27**
	Total Percent of Change									**5.13%**	**3.00%**
						Budgeted/Goal FTEs	1,250	1,250	1,300		
						% of Budgeted/Goal FTEs Achieved to date	94.7%	96.7%	95.8%		
						Final Actual FTEs Achieved	1,254	1,304			
						% of Final Actual FTEs Achieved to date	94.4%	92.7%			
						23/24 Projected Ending FTEs using historical trend	1,318	1,343			
						Will budget be met	YES	YES			

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

Program Application Comparison 2023/24 vs. 2024/25

Fall 2024 Starts	CAP	01/13/23			01/15/24			YOY
PROGRAM	CAP	IP	ACCEPT	TOTAL	IP	ACCEPT	TOTAL	YOY
Accounting		6	2	8	21	3	24	16
Accounting Assistant		2	0	2	5	1	6	4
Agribusiness Science & Technology - Agbus Mgmt			21	21		27	27	6
Agribusiness Science & Technology - Agronomy			6	6		8	8	2
Agribusiness Science & Technology - Agronomy Tech			4	4		1	1	-3
Agribusiness Science & Technology - Animal Science			25	25		22	22	-3
Agricultural Power & Equipment Technician	22		22	22		20	20	-2
Artisanal Modern Meat Butchery	15					6	6	6
Auto Collision Repair & Refinish Technician	22		12	12		9	9	-3
Automotive Technician	22		25	25		22	22	-3
Building Trades-Carpentry			16	16		10	10	-6
Business Management		24	7	31	27	10	37	6
Cancer Information Management		16	24	40	13	14	27	-13
Cancer Information Management (ATC)					8	9	17	17
Child Care Services		6	1	7	2	4	6	-1
CNC Machine Operator/Programmer	15		0	0		0	0	0
Cosmetology	24		39	39		45	45	6
Criminal Justice Studies		10	1	11	9	4	13	2
Criminal Justice-Law Enforcement 2		10	15	25	3	13	16	-9
Dairy & Livestock Technician			0	0		3	3	3
Data Analytics		4	0	4	1	0	1	-3
Dental Assistant		3	6	9	4	10	14	5
Driver and Safety Education Certification		3	0	3	1	0	1	-2
Early Childhood Education		24	13	37	10	18	28	-9
Electrical Power Distribution	44		86	86		65	65	-21
Electro-Mechanical Technology	24		15	15		11	11	-4
Golf Course Management			8	8		11	11	3
Graphic and Web Design	25		22	22		24	24	2
Health Information Technology		2	13	15	8	5	13	-2
Human Services Associate			19	19		10	10	-9
Industrial Mechanic	6		2	2		1	1	-1
Instrumentation and Controls Technology	6		0	0		0	0	0
IT-Computer Support Technician			7	7				-7
IT-Cybersecurity Specialist						16	16	16
IT-Network Specialist			8	8				-8
IT-Network Systems Technician						4	4	4

Fall 2024 Starts		01/13/23			01/15/24			
PROGRAM	CAP	IP	ACCEPT	TOTAL	IP	ACCEPT	TOTAL	YOY
Laboratory Science Technician			0	0		0	0	0
Leadership Development			0	0	2	0	2	2
Liberal Arts - Associate of Arts (SWTC)		16	2	18	12	10	22	4
Liberal Arts - Associate of Science (SWTC)		11	0	11	6	2	8	-3
Medical Assistant	32		15	15		22	22	7
Medical Coding Specialist		10	18	28	6	19	25	-3
Medical Laboratory Technician	16	6	2	8	5	0	5	-3
Nail Technician			9	9		7	7	-2
Nonprofit Leadership		1	0	1		1	1	0
Nursing-Associate Degree	54	94	29	123	75	19	94	-29
Nursing-Associate Degree-Part-time	28		2	2		8	8	6
Physical Therapist Assistant	18	6	10	16	9	7	16	0
Radiography	10				15	3	18	18
Supply Chain Assistant		2	0	2		0	0	-2
Supply Chain Management		3	1	4	3	0	3	-1
Surgical Technology	10	8	7	15	9	6	15	0
Technical Studies-Journeyworker		1	0	1	3	0	3	2
Undecided		23	0	23	31	0	31	8
Welding	40		33	33		33	33	0
TOTAL		291	547	838	288	543	831	-7

B. *Chairperson's Report*

1. **Board Member Reflection: What it Means to be a SWTC Board Trustee**

2. **District Boards Association (DBA) Update**
   - i. **Board Member of the Year Nomination**
   - ii. **Officer Nominations**
   - iii. **Other Updates**

C. *College President's Report*

1. **Student Success Agenda: Progress Update and Initial Scoreboard Proposal**

2. **Student Success Endowment**

3. **Midwifery Education Accreditation Council Update**

4. **Crucial Conversations: High Stakes, Differing Opinions, Strong Emotions**
   - i. **Feedback and Guidance on the Quote: "There are four common ways of making decisions: command, consult, vote, and consensus. These four options represent increasing degrees of involvement."**

5. **College Happenings**

D. *Other Information Items*

Establish Board Agenda Items for Next Meeting

A. *Agenda*
1. **2024-25 Budget Assumptions & Parameters**
2. **2022-23 Financial Audit**
3. **Bid/RFPs**
   - i. **Board/Leadership Training & Data Analytics**
   - ii. **Interactive Video Platform**
   - iii. **Telehandler**

B. Date, Time, & Place

Thursday, February 22, 2024, 7:00 p.m., Southwest Tech, 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 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.}

3. **Discussing disciplinary data for a specific 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}.

4. **Discussing the president's contract per Wisconsin Statutes 19.85(1)(c)** {Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.}

B. Approval of Closed Session Minutes from November 16, 2023

Reconvene to Open Session

A. Action, if necessary, on Closed Session items

Adjournment

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

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.

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.

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.

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.

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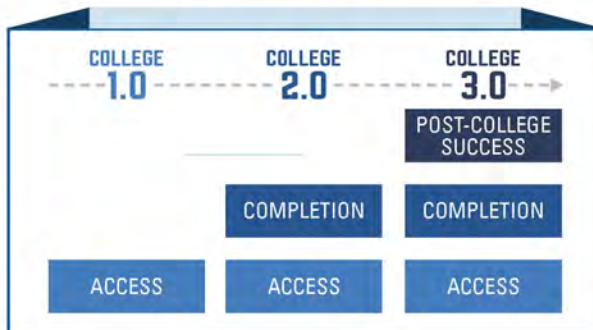
Matt Nation, evening custodian, regularly seeks opportunities to support students who need it the most by hiring them for the evening custodian crew. Matt makes adjustments to job duties to make sure students feel confident and supported. Matt answers many after-hours calls and is the first to extend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

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 1.0	COLLEGE 2.0	COLLEGE 3.0
		POST-COLLEGE SUCCESS
	COMPLETION	COMPLETION
ACCESS	ACCESS	ACCESS

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 higher 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
aspen institute

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.