



Southwest Wisconsin Technical College

District Board Meeting

Annual Meeting

July 13, 2026

Held at

Southwest Tech
1800 Bronson Boulevard
Fennimore, WI 53809

Conference Room 430

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Annotated Agenda



DISTRICT BOARD ANNUAL MEETING NOTICE/AGENDA

Monday, July 13, 2026

Southwest Tech, 1800 Bronson Boulevard, Fennimore, WI 53809

- 5:30 p.m.: Working Dinner, Higher Learning Commission Comprehensive
Visit Preparation: Accreditation 101, Visit Timeline, Criterion 1
6:00 p.m.: Annual Meeting

ANNOTATED AGENDA

OPEN MEETING

The following statement will be read: "The Southwest Wisconsin Technical College District Board's July 13, 2026, annual meeting is called to order. This is open to the public and in compliance with State Statutes. Notice has been sent to the press, posted on the College's website at www.swtc.edu/about/board/meetings, and posted on campus, at CESA 3, and at the Fennimore City Office to make the general public aware of the time, place, and agenda."

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

OPEN MEETING

A. Oath of Office – Recently Appointed Board Members

Chris J. Prange and Steve Williamson will read the oath of office as the 2026-2029 Trustees of the Southwest Wisconsin Technical College District Board.

CONSENT AGENDA

A. Approval of Agenda

The agenda for the July 13, 2026, annual board meeting is included in the electronic Board materials.

B. Minutes of June 18, 2026, Regular Board Meeting

The June 18, 2026, regular Board meeting minutes are included in 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 materials.

D. Contract Revenue

A total of 221 contracts, representing \$1,327,758.52 in revenue, are presented for Board approval from June 2026. The Contract Revenue Report is included in the electronic Board information packet.

E. Personnel Items

The Personnel Report includes a recommendation for four new hires and three promotion/transfers. The report is included in the electronic Board packet.

F. District Boards Association (DBA) 2026-27 Fee Assessment

The 2026-27 District Boards Association (DBA) fee assessment letter and invoice in the amount of \$24,487.80 are available within the electronic Board packet of materials.

Recommendation: Approve, as presented, July 13, 2026, Consent Agenda.

OTHER ITEMS REQUIRING BOARD ACTION

A. Election of 2026-27 Board Officers

Election of the Board's officers for the 2026-27 fiscal year will be conducted at this time.

Per Governance Policy 1.6 - The officers of the Board shall be Chairperson, Vice Chairperson, Secretary, and Treasurer:

The officers shall be elected at the annual organizational meeting of the Board on the second Monday in July. The Chair for the past year shall conduct the entire organizational meeting. Newly elected officers take office "upon adjournment" of the organizational meeting.

B. Approval of 2026-27 Signatory Authority Policy

Per Southwest Wisconsin Technical College District Board Governance Policies, only designated Board Officers, the President, or the President's designees, as approved by the District Board, may commit the College to any official or legally binding transactions, invoices, agreements, contracts, applications, diplomas, certifications, letters, or similar documents. At the District Board's annual organizational meeting in July, the Board reviews and authorizes a policy statement that defines who in the organization has the authority to sign for the College. The Signatory Authority Policy with those individuals designated to sign on behalf of the College for the fiscal year 2026-27 is available with all other electronic Board material.

Recommendation – Approve, as presented, the Signatory Authority Policy identifying those individuals designated for FY 2026-27 with the authority to sign official or legally binding documents.

C. Designation of 2026-27 College Legal Counsel

Letters of engagement were received from the following legal counsels and are included within the electronic Board packet of materials:

- Rick Verstegen, Boardman Clark, LLP, Madison, WI: General Legal Counsel, Employee Relations/Labor Law (including Title IX), Disability Services, Student Conduct
- Jon Anderson of Husch Blackwell, LLP, Madison, WI: Employee Relations/Labor Law, Employee Benefits, Employment Litigation, Board Counsel, Other Counsel as requested
- Allison Buchanan of Quarles & Brady, LLP, Milwaukee, WI: Bond Counsel

Recommendation: Retain the following law firms for FY 2026-27: Rick Verstegen, Boardman Clark, LLP, Madison, WI, for General Legal Counsel, Employee Relations/Labor Law (including Title IX), Disability Services, Student Conduct; Jon Anderson of Husch Blackwell, LLP, Madison, WI, for Employee Relations/Labor Law,

Employee Benefits, Employment Litigation, Board Counsel, Other Counsel as requested; and Allison Buchanan of Quarles & Brady, LLP, Milwaukee, WI, for Bond Counsel.

D. Designation of 2026-27 Depository

At the April 27, 2024, District Board meeting, the District Board awarded a contract for banking services through a joint Request for Proposals (RFP) in conjunction with the Southwest Tech Foundation and Real Estate Foundation to MidWestOne Bank, Fennimore, WI, for a period beginning July 1, 2024, through June 30, 2029. The awarded contract is being honored by MidWestOne Bank, and the College is satisfied with the service level and products it offers.

Recommendation - Continue with the designation of the College's official depository as MidWestOne Bank, Fennimore, WI, for FY 2026-27.

E. Approval of Three-Year Facilities Plan

The electronic Board information includes the Three-Year Facilities Plan 2026-2029. This annual plan is required by the Wisconsin Technical College System to be approved by the District Board and then submitted to the State Board. Dan Imhoff, Executive Director of Facilities, Safety, and Security, will present the report.

Recommendation – *Approve, as presented, the Three-Year Facilities Plan 2026-2029.*

F. Approval of Ten-Year Facilities Plan

Mr. Imhoff will present the Ten-Year Facilities Plan, which is included with the electronic Board materials.

Recommendation - *Approve, as presented, the Ten-Year Facilities Plan.*

G. Approval of RFP: Student Housing Management Software (RFP 2627-06)

Proposals were requested, received, and evaluated for a housing management solution to best support the College's current housing operations, aligning with serving needs while minimizing costs. Three vendors submitted proposals for the RFP, with one responsive proposal. A summary of the RFP purpose, scope, and results is included in the electronic packet of board material.

Recommendation – Award a contract for Student Housing Management Software to eRezLife Software of Vancouver, BC, for an annual cost of \$8,274, noting that eRezLife has waived all one-time professional services, implementation, and training fees. Also noting, the agreement will include a capped annual price increase of four percent (4%) and will be established for a three-year term.

BOARD MONITORING OF COLLEGE EFFECTIVENESS

A. Academic Master Plan Update

Dr. Cynde Larsen, Chief Academic Officer, will provide an update on program mix and the Academic Master Plan, which is included within the electronic board materials.

B. Staffing Update

Krista Weber, Chief Human Resources Officer, will provide an update on College staffing. A summary is included with the Board material.

INFORMATION AND CORRESPONDENCE

A. Enrollment Report and Student Success Scoreboard

- 1. Enrollment/FTE Comparison Report**
- 2. Student Success Scoreboard**

Katie Glass, Chief Communications Officer, will offer a discussion and a time for questions regarding the reports.

B. Chairperson's Report

1. District Boards Association (DBA) 2026-27 Committee Appointments

Information about the District Boards Association Committees is within the electronic Board packet. Committee representatives will need to be determined at the Board meeting.

2. Designate 2026-27 Southwest Tech Foundation and Real Estate Foundation Board Representatives

The Board will designate the fiscal year 2026-27 representatives for the Southwest Tech Foundation Board and Real Estate Foundation Board.

3. 2026 ACCT Leadership Congress: October 21-24, 2026

This year's congress will be at the Hyatt Regency, Chicago. The Board will discuss whether representative(s) will attend. The Board will discuss attendance, noting that early-bird pricing ends August 14.

C. College President's Report

1. Review Board Governance Policy 2.5: Employee Complaint and Appeal Policy for Disciplinary Demotion, Suspension Without Pay, Disciplinary Termination, and Workplace Safety Issues – Pursuant to Wis Stats. Sec. 66.0509

2. Review Board Governance Policy 2.6: Acting and Interim President

The policies are included in the electronic board packet.

3. College Happenings

D. Other Information Items

ESTABLISH BOARD AGENDA ITEMS FOR NEXT MEETING (REGULAR MEETING)

A. Agenda

- 1. Oath of Office – Board Trustee Dr. Frank King**
- 2. Approval of Board Monitoring Report: College Culture**
- 3. Foundation Quarterly Report & Real Estate Foundation Quarterly Report**
- 4. Review College Health Indicators**

B. Date, Time and Place

Thursday, August 27, 2026, Southwest Tech, Room 430

5:30 p.m.: Working Dinner - HLC Preparation

6:00 p.m.: Regular Meeting

ADJOURNMENT

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

Open Meeting

The following statement will be read: “The Southwest Wisconsin Technical College District Board’s July 13, 2026, annual meeting is called to order. This is open to the public and in compliance with State Statutes. Notice has been sent to the press, posted on the College’s website at www.swtc.edu/about/board/meetings, and posted on campus, at CESA 3, and at the Fennimore City Office to make the general public aware of the time, place, and agenda.”

A. Roll Call

B. Reports/Forums/Public Input

Open Meeting

A. Oath of Office – Recently Appointed Board Members

Chris J. Prange and Steve Williamson will read the oath of office as the 2026-2029 Trustees to the Southwest Wisconsin Technical College District Board.

Consent Agenda

A. Approval of Agenda



DISTRICT BOARD ANNUAL MEETING NOTICE/AGENDA

Monday, July 13, 2026

Southwest Tech, 1800 Bronson Boulevard, Fennimore, WI 53809

- 5:30 p.m.: Working Dinner, Higher Learning Commission Comprehensive Visit Preparation: Accreditation 101, Visit Timeline, Criterion 1
- 6:00 p.m.: Annual Meeting

AGENDA

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A. Roll Call

B. Reports/Forums/Public Input

OPEN MEETING

- A. Oath of Office – Recently Appointed Board Members

CONSENT AGENDA

- A. Approval of Agenda
- B. Minutes of June 18, 2026, 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
- F. District Boards Association (DBA) 2026-27 Fee Assessment

OTHER ITEMS REQUIRING BOARD ACTION

- A. Election of 2026-27 Board Officers
- B. Approval of 2026-27 Signatory Authority Policy
- C. Designation of 2026-27 College Legal Counsel
- D. Designation of 2026-27 Depository
- E. Approval of Three-Year Facilities Plan
- F. Approval of Ten-Year Facilities Plan
- G. Approval of RFP: Student Housing Management Software (RFP 2627-06)

BOARD MONITORING OF COLLEGE EFFECTIVENESS

- A. Academic Master Plan Update
- B. Staffing Update

INFORMATION AND CORRESPONDENCE

- A. Enrollment Report and Student Success Scoreboard
 - 1. Enrollment/FTE Comparison Report
 - 2. Student Success Scoreboard
- B. Chairperson’s Report
 - 1. District Boards Association (DBA) 2026-27 Committee Appointments
 - 2. Designate 2026-27 Southwest Tech Foundation and Real Estate Foundation Board Representatives
 - 3. 2026 ACCT Leadership Congress: October 21-24, 2026
- C. College President’s Report
 - 1. Review Board Governance Policy 2.5: Employee Complaint and Appeal Policy for Disciplinary Demotion, Suspension Without Pay, Disciplinary Termination, and Workplace Safety Issues – Pursuant to Wis Stats. Sec. 66.0509
 - 2. Review Board Governance Policy 2.6: Acting and Interim President
 - 3. College Happenings

D. Other Information Items

ESTABLISH BOARD AGENDA ITEMS FOR NEXT MEETING (REGULAR MEETING)

A. Agenda

1. Oath of Office – Board Trustee Dr. Frank King
2. Approval of Board Monitoring Report: College Culture
3. Foundation Quarterly Report & Real Estate Foundation Quarterly Report
4. Review College Health Indicators

B. Date, Time, and Place

Thursday, August 27, 2026, Southwest Tech, Room 430

5:30 p.m.: Working Dinner - HLC Preparation

6:00 p.m.: Regular Meeting

ADJOURNMENT

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

B. Minutes from June 18, 2026, Regular Board Meeting

**MINUTES OF REGULAR MEETING OF THE
BOARD OF DIRECTORS OF SOUTHWEST WISCONSIN TECHNICAL COLLEGE
JUNE 18, 2026**

The Southwest Wisconsin Technical College's Public Hearing commenced at 6:01 p.m. on June 18, 2026, in room 430 on the District Campus, 1800 Bronson Boulevard, Fennimore, Grant County, Wisconsin. The regular meeting was called to order at 6:12 p.m.

The following members were present:

David Blume (left at 6:40 p.m.), Chuck Bolstad, Kent Enright, Jeanne Jordie, Chris Prange, Don Tuescher, Steve Williamson, Jane Wonderling. Absent: Theresa Braudt

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

Caleb White, Interim President and Vice President for Administrative Services, and College Staff: Katie Glass, Mandy Henkel, Dan Imhoff, Isabelle Manning, Lori Needham, CoraBeth Schmitz, Kris Wubben

Dr. Jeremy Pickard, incoming President of SWTC, effective July 1, 2026

Chairperson Prange 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, June 18, 2026

6:00 p.m. – Budget Hearing

Regular Board Meeting - Immediately Following Budget Hearing
Southwest Tech, 1800 Bronson Boulevard, Fennimore, WI 53809
Conference Room 430

AGENDA

OPEN MEETING

The following statement will be read: "The June 18, 2026, 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, at CESA 3, 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

CONSENT AGENDA

- A. Approval of Agenda
- B. Minutes of May 21, 2026, 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
- F. Association of Community College Trustees 2026-27 Membership Renewal

OTHER ITEMS REQUIRING BOARD ACTION

- A. Approval of 2026-27 Budget
- B. Designation of Official Newspaper

BOARD MONITORING OF COLLEGE EFFECTIVENESS

- A. Staffing Update

INFORMATION AND CORRESPONDENCE

- A. Enrollment/FTE Comparison Report and Student Success Scoreboard
 - 1. Enrollment/FTE Comparison Report
 - 2. Student Success Scoreboard
- B. Chairperson's Report
 - 1. Board Appointment Update
- C. Interim College President's Report
 - 1. Review Board Governance Policy 2.3: Monitoring College Effectiveness
 - 2. Review Board Governance Policy 2.4: President's Performance Review
 - 3. College Happenings
- D. Other Information Items

ESTABLISH BOARD AGENDA ITEMS FOR NEXT MEETING (ANNUAL MEETING)

- A. Agenda
 - 1. Oath of Office
 - 2. Election of 2026-27 Board Officers
 - 3. Approval of 2026-27 Signatory Policy
 - 4. Designation of 2026-27 College Legal Counsel
 - 5. Approval of the College's Financial Institution
 - 6. Approval of 3-Year Facilities Plan
 - 7. Approval of 10-Year Facilities and Financing Plan
 - 8. Approval of RFP: Student Housing Software
 - 9. Approval of Program Concept Review: Truck Driving (Program 30-458-1)
 - 10. District Boards Association (DBA) 2026-27 Membership Renewal
 - 11. Designation of SWTC Foundation and Real Estate Foundation Representatives
- B. Time and Place
 - Monday, July 13, 2026, Southwest Tech, Room 430
 - 5:30 p.m.: Working Dinner - HLC Preparation
 - 6:00 p.m.: Annual Meeting

ADJOURN TO CLOSED SESSION

- A. Consideration of adjourning to a closed session for the purpose of
 - 1. Discussing a potential legal situation under Wisconsin Statutes Sec. 19.85(1)(g) {Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.}
 - 2. Discussing the transition of the incoming college president under Wisconsin Statutes Sec. 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 May 21, 2026, Closed Session Minutes

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.}

Items reviewed under the Consent Agenda included the June 18, 2026, agenda; the May 21, 2026, meeting minutes; financial reports; eighteen contracts totaling \$119,645.00 in May 2026; Promotion/Transfer of Joe Carl to Drivers Education Coordinator (Part-time); Resignation of Vicky Rundle, Academic Lead/Nursing Instructor, and the 2026-27 membership to the Association of Community College Trustees. Mr. Tuescher moved, seconded by Mr. Blume, to approve the June 1, 2026, Consent Agenda, as presented. Motion adopted.

Caleb White, Interim President and Vice President for Administrative Services, presented the 2026-27 Budget. The budget had been outlined at the public hearing immediately before the meeting. The FY2027 budget was built projecting significant inflationary pressures, a 2.8% decrease in revenue levels, enrollments of 1,300 FTEs, and expenditures of \$29,149,800. Mr. Enright moved, seconded by Ms. Jordie, to approve the 2026-27 Budget as presented. Upon roll call vote, all present members voted affirmatively: Ms. Wonderling, Mr. Williamson, Mr. Tuescher, Ms. Jordie, Mr. Enright, Mr. Bolstad, Mr. Blume, and Mr. Prange. Motion carried.

Mr. White and Lori Needham, Executive Assistant, summarized the bids received for the Designation of the College's Official Newspaper. Five bids were received, and a recommendation was presented based on competitive pricing, circulation, and spreading the business. Mr. Blume moved, seconded by Mr. Tuescher, to designate *The Dodgeville Chronicle* as the College's official newspaper for legal postings for FY 2027 through FY 2029 with the following rates: per column inch (pci) of \$5.22 for 1st insertion, \$4.02 subsequent, and line rate of \$.6525 for 1st insertion, \$.5025 subsequent. Motion carried.

Isabelle Manning, Human Resources Manager, presented the College Staffing Report, summarizing current postings and positions in the interview process. There are currently thirteen open positions, of which seven are in the interview process.

Katie Glass, Chief Communications Officer, provided a summary of the FTE Comparison reports. The 2026-2027 report indicates a decrease of 4.5% FTE and a 2.9% increase in headcount compared to last year at this time. Degree-seeking program enrollment remains a primary issue. Growth in non-degree enrollment continues, but those enrollments are slower in generating aidable FTE.

The monthly Student Success Scoreboard report was presented by Cora Beth Schmitz, Student Financial Assistance Manager. Decreases in financial gaps are anticipated as scholarships are awarded. It was further noted that at least one new student registration will be held each week through the August orientation.

Items reviewed under the Chairperson's Report:

- Last evening, Dr. Frank King, Jr., was appointed by the SWTC Board Appointment Committee to fill the additional member-at-large position. He will not take the oath of office until the August meeting because of the timing of the WTCS affirmation/approval of the appointment.

Items reviewed under the Interim College President's Report:

- A review of *Board Governance Policy 2.3: Monitoring College Effectiveness and Policy 2.4: President's Performance Review*. There were no suggestions for edits.
- College Happenings:
 - The April 15, 2026, storm caused approximately \$1.5 million in damage across campus, including damage to the Building 600 roof, rooftop HVAC units, exterior ductwork, a storage garage roof, student housing, and several college vehicles. Facilities has been working with the College's insurance company regarding repairs.
 - The WTCS presidents held a visioning session on June 4-5, 2026, in Wausau. SWTC was represented by Dr. Jeremy Pickard, Dr. Cynde Larsen, and Mr. White.
 - After 38 years of dedicated service and countless hugs given with love, Paula Timmerman, of the Childcare Center, will be retiring on June 25.
 - The Southwest Tech community is invited to attend a Community Welcome Event for President Jeremy Pickard on Tuesday, June 30, from 3–5 p.m. at Main Street Scoops in Fennimore.
 - The SWTC Clay Target Team recently won its conference championship in the USA College Clay Target League. Congratulations to our student-athletes and coaches on an outstanding accomplishment.
- Under Other Information items:
 - This is Trustee David Blume's last Board meeting, and he was thanked for his years of dedicated service.
 - The DBA will be holding its virtual summer meeting tomorrow. A recording will be made available for those who cannot attend.

Mr. Tuescher moved, seconded by Ms. Jordie, to adjourn to a closed session to discuss a potential legal situation per Wisconsin Statutes 19.85(1)(g) {Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved} and the transition of the incoming college president 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}. Upon roll call vote, all present members voted in the affirmative to move into a closed session: Mr. Blume, Mr. Bolstad, Mr. Enright, Ms. Jordie, Mr. Tuescher, Mr. Williamson, Ms. Wonderling, and Mr. Prange. The motion carried, and the meeting adjourned to a closed session at 6:40 p.m.

The Board reconvened in open session at 7:42 p.m. without any action being taken during the closed session.

Without any further business, Ms. Wonderling moved to adjourn the meeting, with Ms. Jordie seconding the motion. The motion was adopted, and the meeting adjourned at 7:43 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 06/01/2026 - 06/30/2026				
Vendor	Expenditure Invoice #	Description	Amount	
Sikich	6.5.26	June Health Insurance Premiums	289,898.60	
IRS	6.5.26	06.05.26 941 Deposit - 2205	142,349.68	
ThunderCat	79157	Alertus Mass Notification System	48,105.70	
WI DOR- PR	6.5.26	06.05.26 WI State Tax Deposit	23,680.26	
Trane	316008532	BAS Maintenance	20,072.84	
Associated - PAYROLL	6.5.26	06.05.26 Associated	19,499.06	
Viking Electric	S010279053.004	Acuity Controls	18,913.93	
Great West	6.8.26	06.05.26 457b Contributions	15,701.24	
WI Library Services	5055550	Ebsco Plus	9,869.00	
Bluum	1097102	6.30.26-6.29.27	8,117.10	
Black Dog Black Cat	SWTCMAY 2026	Copilot training	7,800.00	
Rave	INV-74643	6.1.26-5.31.27 Alert System	6,700.93	
Delta	6.10.26	Weekly Dental Claims	6,658.23	
Otis	100402355538	Maint 7.1-6.30.27	5,558.40	
Symetra	6.5.26	06.05.26 Supplemental Life/Basic	5,326.10	
Delta	6.17.26	Weekly Dental Claims	5,129.16	
Kessenich	212820987	Reach In Freezer	4,800.53	
Gallagher	6160279	Student Accident	4,563.00	
Madison National	1774899 6.1.26	Premiums	4,385.80	
PCARD - NACCOP	1160-0107	Subscription	4,376.00	
WI Library Services	505549	EBSCO Academic E Books	4,243.00	
Trugreen	225938080	Lawn Service	3,960.00	
TIAA	6.5.26	06.05.26 403b Contributions	3,725.85	
PCARD - North A	IN986000	Hemorrhage Trainers	3,713.86	
Constellation	4616443	Utilities	3,082.67	
J&N	24948	Breaker/Gravel	3,050.06	
Associated - PR ADMI	6.2.26	06.02.26 Associated HRA	2,954.88	
Lab Midwest	5195	FANUC Books	2,640.00	
K&L	40206	Skidsteer repairs	2,531.16	
Fennimore Times	548418	EMT	2,507.14	
Total			\$683,914.18	

Vendor	Bank Withdrawals Transaction Date	Audit Trail	Amount
U.S. BANK AUTOPAY	5/19/2026	GNJL015447	37,861.32
U.S. BANK AUTOPAY	5/20/2026	GNJL015501	29,672.73
Total N/A		N/A	\$67,534.05

Payroll	Payroll Date	Audit Trail	Amount
Payroll	6/5/2026	2026120	\$388,772.95
Payroll	6/19/2026	2026110	\$383,503.05
Total Payroll			\$772,276.00

Total Purchases Greater than \$2,500: \$1,523,724.23

2. Treasurer's Cash Balance

Southwest Wisconsin Technical College Report of Treasurers Cash Balance 6/30/2026			
Fund ▼	Receipts ▼	Expenses ▼	Net Cash Change-month ▼
1 General	\$2,034,558	\$2,766,769	-\$732,211
2 Special Revenue	\$0	\$0	\$0
3 Capital Projects	\$0	\$69,356	-\$69,356
4 Debt Service	\$0	\$0	\$0
5 Enterprise	\$43,112	\$54,062	-\$10,950
6 Internal Service	\$315,983	\$309,902	\$6,081
7 Financial Aid/Activities	\$26,682	\$7,600	\$19,082
Total	2,420,335.00	3,207,689.00	-\$787,354.
Bank Account ▼	EOM Cash Balances ▼		
-Midwest One Operating 0356	\$350		
-Midwest One Investment 7167	\$1,675,906		
-Cash on Hand	\$2,700		
-Local Government Investment Pool	\$12,982,947		
Ending Cash/Investment Balance	\$14,661,903.48.		

3. Budget Control

Southwest Wisconsin Technical College YTD Summary for Funds 1-7 For 12 Months ended June 30, 2026								
Fund	2025-26 Budget	2025-26 YTD Actual	2025-26 Percent	2024-25 Percent	2023-24 Percent	2022-23 Percent	2021-22 Percent	
General Fund Revenue	26,823,700.00	\$24,765,006.19	92.33%	86.45%	101.65%	91.30%	84.39%	
General Fund Expenditures	27,283,200.00	\$25,650,131.82	94.01%	91.24%	99.43%	91.74%	84.00%	
Capital Projects Fund Revenue	4,075,000.00	\$4,900,858.17	120.27%	86.70%	74.74%	104.19%	99.11%	
Capital Projects Fund Expenditures	4,000,000.00	\$1,773,063.91	44.33%	74.87%	76.28%	47.75%	56.62%	
Debt Service Fund Revenue	6,860,000.00	\$4,748,595.55	69.22%	64.75%	68.52%	70.43%	74.05%	
Debt Service Fund Expenditures	6,946,500.00	\$6,949,199.99	100.04%	99.77%	99.68%	100.28%	87.49%	
Enterprise Fund Revenue	2,330,000.00	\$2,135,534.31	91.65%	94.47%	156.11%	79.04%	119.08%	
Enterprise Fund Expenditure	2,400,000.00	\$1,409,283.60	58.72%	67.46%	79.66%	76.79%	144.53%	
Internal Service Fund Revenue	4,455,000.00	\$3,723,872.95	83.59%	80.30%	84.18%	84.19%	85.80%	
Internal Service Fund Expenditures	4,455,000.00	\$3,812,963.23	85.59%	79.79%	77.74%	92.03%	72.71%	
Trust & Agency Fund Revenue	9,100,000.00	\$6,515,937.57	71.60%	79.24%	613.13%	78.22%	74.50%	
Trust & Agency Fund Expenditures	9,125,000.00	\$7,072,579.46	77.51%	84.45%	84.78%	77.58%	75.42%	
Grand Total Revenue	53,643,700.00	\$46,789,804.74	87.22%	82.43%	87.58%	86.48%	83.75%	
Grand Total Expenditures	54,209,700.00	\$46,667,222.01	86.09%	88.02%	92.06%	85.99%	81.48%	

D. Contract Revenue

A total of 221 contracts, representing \$1,327,758.52 in revenue, are presented for Board approval from June 2026:

2025-2026 CONTRACTS									
6/1/2026 to 6/30/2026									
Contract Holder	Contract #	Service Provided	Contact	Number Served	Price	Exchange of Services (Instructional Fees Waived)	Indirect Cost Factor: On-Campus	Indirect Cost Factor: Off-Campus	Indirect Cost Factor: Waiver
Barneveld School District	03-2026-0001-I-11	Driver Education Theory	Kim Maier	26	\$ 3,380.00	No		X	
Barneveld School District	03-2026-0002-I-11	Driver Education Behind the Wheel	Kim Maier	34	\$ 13,260.00	No		X	
Benton School District	03-2026-0003-I-11	Driver Education Theory	Kim Maier	7	\$ 910.00	No		X	
Benton School District	03-2026-0004-I-11	Driver Education Behind the Wheel	Kim Maier	19	\$ 7,410.00	No		X	
Boscobel School District	03-2026-0005-I-11	Driver Education Theory	Kim Maier	41	\$ 5,330.00	No		X	
Boscobel School District	03-2026-0006-I-11	Driver Education Behind the Wheel	Kim Maier	42	\$ 16,380.00	No		X	
Cassville School District	03-2026-0007-I-11	Driver Education Behind the Wheel	Kim Maier	12	\$ 4,680.00	No		X	
Cuba City School District	03-2026-0008-I-11	Driver Education Theory	Kim Maier	10	\$ 1,300.00	No		X	
Cuba City School District	03-2026-0009-I-11	Driver Education Behind the Wheel	Kim Maier	51	\$ 19,890.00	No		X	
Dodgeville School District	03-2026-0010-I-11	Driver Education Theory	Kim Maier	26	\$ 3,380.00	No		X	
Dodgeville School District	03-2026-0011-I-11	Driver Education Behind the Wheel	Kim Maier	69	\$ 26,910.00	No		X	
Fennimore School District	03-2026-0012-I-11	Driver Education Behind the Wheel	Kim Maier	61	\$ 23,790.00	No		X	
Highland School District	03-2026-0013-I-11	Driver Education Theory	Kim Maier	14	\$ 1,820.00	No		X	
Highland School District	03-2026-0014-I-11	Driver Education Behind the Wheel	Kim Maier	16	\$ 6,240.00	No		X	
Iowa Grant School District	03-2026-0015-I-11	Driver Education Theory	Kim Maier	35	\$ 4,550.00	No		X	
Iowa Grant School District	03-2026-0016-I-11	Driver Education Behind the Wheel	Kim Maier	53	\$ 20,670.00	No		X	
Lancaster School District	03-2026-0017-I-11	Driver Education Theory	Kim Maier	43	\$ 5,590.00	No		X	
Lancaster School District	03-2026-0018-I-11	Driver Education Behind the Wheel	Kim Maier	76	\$ 29,640.00	No		X	
Mineral Point School District	03-2026-0019-I-11	Driver Education Theory	Kim Maier	47	\$ 6,110.00	No		X	
Mineral Point School District	03-2026-0020-I-11	Driver Education Behind the Wheel	Kim Maier	52	\$ 20,280.00	No		X	
Platteville School District	03-2026-0021-I-11	Driver Education Theory	Kim Maier	80	\$ 10,400.00	No		X	
Platteville School District	03-2026-0022-I-11	Driver Education Behind the Wheel	Kim Maier	100	\$ 39,000.00	No		X	
Potosi School District	03-2026-0023-I-11	Driver Education Behind the Wheel	Kim Maier	24	\$ 9,360.00	No		X	
Riverdale School District	03-2026-0024-I-11	Driver Education Theory	Kim Maier	13	\$ 1,690.00	No		X	
Riverdale School District	03-2026-0025-I-11	Driver Education Behind the Wheel	Kim Maier	36	\$ 14,040.00	No		X	
River Ridge School District	03-2026-0026-I-11	Driver Education Behind the Wheel	Kim Maier	41	\$ 15,990.00	No		X	
Shullsburg School District	03-2026-0028-I-11	Driver Education Behind the Wheel	Kim Maier	3	\$ 1,170.00	No		X	
Southwestern School District	03-2026-0029-I-11	Driver Education Behind the Wheel	Kim Maier	46	\$ 17,940.00	No		X	
Argyle School District	03-2026-0036-I-16	Transcripted Credit: Personal Finance	Bri Fortney	21	\$ 3,570.42	Yes		X	

Contract Holder	Contract #	Service Provided	Contract	Number Served	Price	Exchange of	Indirect Cost	Indirect Cost	Indirect Cost
						Services (Instructional Fees Waived)	Factor: On-Campus	Factor: Off-Campus	Factor: Waiver
Blackhawk School District	03-2026-0037-I-16	Transcripted Credit: Introduction to Soils	Bri Fortney	11	\$ 5,569.41	Yes		X	
Blackhawk School District	03-2026-0037-I-16	Transcripted Credit: Plant Science	Bri Fortney	8	\$ 4,050.48	Yes		X	
Blackhawk School District	03-2026-0037-I-16	Transcripted Credit: Animal Science	Bri Fortney	13	\$ 6,582.03	Yes		X	
Blackhawk School District	03-2026-0037-I-16	Transcripted Credit: Oral/Interpersonal Communication	Bri Fortney	24	\$ 12,001.44	Yes		X	
Boscobel School District	03-2026-0038-I-16	Transcripted Credit: Accounting 1	Bri Fortney	5	\$ 3,325.40	Yes		X	
Boscobel School District	03-2026-0038-I-16	Transcripted Credit: Introduction to Business	Bri Fortney	22	\$ 11,001.32	Yes		X	
Boscobel School District	03-2026-0038-I-16	Transcripted Credit: Computer Applications	Bri Fortney	16	\$ 2,720.32	Yes		X	
Boscobel School District	03-2026-0038-I-16	Transcripted Credit: English Composition I	Bri Fortney	36	\$ 18,002.16	Yes		X	
Boscobel School District	03-2026-0038-I-16	Transcripted Credit: Oral/Interpersonal Communication	Bri Fortney	21	\$ 10,501.26	Yes		X	
Boscobel School District	03-2026-0038-I-16	Transcripted Credit: Speech	Bri Fortney	13	\$ 6,500.78	Yes		X	
Cuba City School District	03-2026-0039-I-16	Transcripted Credit: Accounting 1	Bri Fortney	4	\$ 2,660.32	Yes		X	
Cuba City School District	03-2026-0039-I-16	Transcripted Credit: Personal Finance	Bri Fortney	21	\$ 3,570.42	Yes		X	
Darlington School District	03-2026-0040-I-16	Transcripted Credit: Speech	Bri Fortney	57	\$ 28,503.42	Yes		X	
Darlington School District	03-2026-0040-I-16	Transcripted Credit: Introduction to Psychology	Bri Fortney	36	\$ 18,002.16	Yes		X	
Dodgeville School District	03-2026-0041-I-16	Transcripted Credit: English Composition I	Bri Fortney	55	\$ 27,503.30	Yes		X	
Fennimore School District	03-2026-0042-I-16	Transcripted Credit: Plant Science	Bri Fortney	35	\$ 17,720.85	Yes		X	
Fennimore School District	03-2026-0042-I-16	Transcripted Credit: Animal Science	Bri Fortney	37	\$ 18,733.47	Yes		X	
Fennimore School District	03-2026-0042-I-16	Transcripted Credit: Accounting 1	Bri Fortney	6	\$ 3,990.48	Yes		X	
Fennimore School District	03-2026-0042-I-16	Transcripted Credit: Quickbooks	Bri Fortney	6	\$ 1,020.12	Yes		X	
Fennimore School District	03-2026-0042-I-16	Transcripted Credit: Introduction to Business	Bri Fortney	11	\$ 5,500.66	Yes		X	
Fennimore School District	03-2026-0042-I-16	Transcripted Credit: Personal Finance	Bri Fortney	48	\$ 8,160.96	Yes		X	
Fennimore School District	03-2026-0042-I-16	Transcripted Credit: Microsoft PowerPoint	Bri Fortney	39	\$ 6,630.78	Yes		X	
Fennimore School District	03-2026-0042-I-16	Transcripted Credit: Beginning Microsoft Word	Bri Fortney	39	\$ 6,630.78	Yes		X	
Fennimore School District	03-2026-0042-I-16	Transcripted Credit: Beginning Microsoft Excel	Bri Fortney	39	\$ 6,630.78	Yes		X	
Fennimore School District	03-2026-0042-I-16	Transcripted Credit: Beginning Microsoft Access	Bri Fortney	39	\$ 6,630.78	Yes		X	
Fennimore School District	03-2026-0042-I-16	Transcripted Credit: Intermediate Microsoft Word	Bri Fortney	31	\$ 5,270.62	Yes		X	
Fennimore School District	03-2026-0042-I-16	Transcripted Credit: Intermediate Microsoft Excel	Bri Fortney	31	\$ 5,270.62	Yes		X	
Fennimore School District	03-2026-0042-I-16	Transcripted Credit: Oxyfuel Gas Cutting & Gouging	Bri Fortney	12	\$ 2,880.24	Yes		X	
Fennimore School District	03-2026-0042-I-16	Transcripted Credit: Oxyfuel Equipment	Bri Fortney	11	\$ 2,640.22	Yes		X	
Fennimore School District	03-2026-0042-I-16	Transcripted Credit: SMAW - Equipment	Bri Fortney	11	\$ 2,640.22	Yes		X	
Fennimore School District	03-2026-0042-I-16	Transcripted Credit: GTAW - Equipment	Bri Fortney	7	\$ 1,680.14	Yes		X	
Fennimore School District	03-2026-0042-I-16	Transcripted Credit: GMAW - Equipment	Bri Fortney	12	\$ 2,880.24	Yes		X	
Fennimore School District	03-2026-0042-I-16	Transcripted Credit: FCAW - Equipment	Bri Fortney	7	\$ 1,680.14	Yes		X	
Fennimore School District	03-2026-0042-I-16	Transcripted Credit: Consumer Equipment Maintenance & Repair	Bri Fortney	16	\$ 8,820.96	Yes		X	
Fennimore School District	03-2026-0042-I-16	Transcripted Credit: Automotive Maintenance	Bri Fortney	11	\$ 6,311.91	Yes		X	
Iowa Grant School District	03-2026-0043-I-16	Transcripted Credit: Agribusiness Operations	Bri Fortney	3	\$ 1,500.18	Yes		X	

Ithaca School District	03-2026-0044-I-16	Transcripted Credit: Plant Science	Bri Fortney	4	\$	2,025.24	Yes		X
Ithaca School District	03-2026-0044-I-16	Transcripted Credit: Animal Science	Bri Fortney	2	\$	1,012.62	Yes		X
Ithaca School District	03-2026-0044-I-16	Transcripted Credit: GMAW - Equipment	Bri Fortney	6	\$	1,440.12	Yes		X
Kickapoo School District	03-2026-0045-I-16	Transcripted Credit: Personal Finance	Bri Fortney	12	\$	2,040.24	Yes		X
Kickapoo School District	03-2026-0045-I-16	Transcripted Credit: College Mathematics	Bri Fortney	15	\$	7,500.90	Yes		X
Kickapoo School District	03-2026-0045-I-16	Transcripted Credit: Fundamentals of Chemistry	Bri Fortney	16	\$	5,360.64	Yes		X
Kickapoo School District	03-2026-0045-I-16	Transcripted Credit: College Chemistry I	Bri Fortney	1	\$	1,051.40	Yes		X
Lancaster School District	03-2026-0046-I-16	Transcripted Credit: Accounting 1	Bri Fortney	5	\$	3,325.40	Yes		X
Lancaster School District	03-2026-0046-I-16	Transcripted Credit: Introduction to Business	Bri Fortney	12	\$	6,000.72	Yes		X
Lancaster School District	03-2026-0046-I-16	Transcripted Credit: Microsoft PowerPoint	Bri Fortney	65	\$	11,051.30	Yes		X
Lancaster School District	03-2026-0046-I-16	Transcripted Credit: Beginning Microsoft Word	Bri Fortney	66	\$	11,221.32	Yes		X
Lancaster School District	03-2026-0046-I-16	Transcripted Credit: Beginning Microsoft Excel	Bri Fortney	66	\$	11,221.32	Yes		X
Lancaster School District	03-2026-0046-I-16	Transcripted Credit: Marketing Principles	Bri Fortney	17	\$	8,501.02	Yes		X
Lancaster School District	03-2026-0046-I-16	Transcripted Credit: English Composition I	Bri Fortney	42	\$	21,002.52	Yes		X
Mineral Point School District	03-2026-0047-I-16	Transcripted Credit: Accounting 1	Bri Fortney	16	\$	10,641.28	Yes		X
Mineral Point School District	03-2026-0047-I-16	Transcripted Credit: Quickbooks	Bri Fortney	2	\$	340.04	Yes		X
Mineral Point School District	03-2026-0047-I-16	Transcripted Credit: Introduction to Business	Bri Fortney	17	\$	8,501.02	Yes		X
Pardeeville School District	03-2026-0048-I-16	Transcripted Credit: Plant Science	Bri Fortney	10	\$	5,063.10	Yes		X
Pardeeville School District	03-2026-0048-I-16	Transcripted Credit: Golf Course Design and Renovation	Bri Fortney	11	\$	3,712.94	Yes		X
Pecatonica School District	03-2026-0049-I-16	Transcripted Credit: Animal Science	Bri Fortney	10	\$	5,063.10	Yes		X
Pecatonica School District	03-2026-0049-I-16	Transcripted Credit: Personal Finance	Bri Fortney	14	\$	2,380.28	Yes		X
Pecatonica School District	03-2026-0049-I-16	Transcripted Credit: Computer Applications	Bri Fortney	4	\$	680.08	Yes		X
Pecatonica School District	03-2026-0049-I-16	Transcripted Credit: Welding for Maintenance	Bri Fortney	6	\$	2,250.24	Yes		X
Platteville School District	03-2026-0050-I-16	Transcripted Credit: Plant Science	Bri Fortney	55	\$	27,847.05	Yes		X
Platteville School District	03-2026-0050-I-16	Transcripted Credit: Animal Science	Bri Fortney	13	\$	6,582.03	Yes		X
Platteville School District	03-2026-0050-I-16	Transcripted Credit: Accounting 1	Bri Fortney	11	\$	7,315.88	Yes		X
Platteville School District	03-2026-0050-I-16	Transcripted Credit: Business Law I	Bri Fortney	10	\$	5,000.60	Yes		X
Platteville School District	03-2026-0050-I-16	Transcripted Credit: Beginning Microsoft Office	Bri Fortney	41	\$	6,970.82	Yes		X
Platteville School District	03-2026-0050-I-16	Transcripted Credit: Marketing Principles	Bri Fortney	16	\$	8,000.96	Yes		X
Platteville School District	03-2026-0050-I-16	Transcripted Credit: English Composition I	Bri Fortney	49	\$	24,502.94	Yes		X
Platteville School District	03-2026-0050-I-16	Transcripted Credit: SMAW - Equipment	Bri Fortney	11	\$	2,640.22	Yes		X
Potosi School District	03-2026-0051-I-16	Transcripted Credit: Plant Science	Bri Fortney	5	\$	2,531.55	Yes		X
Potosi School District	03-2026-0051-I-16	Transcripted Credit: Animal Science	Bri Fortney	8	\$	4,050.48	Yes		X
Potosi School District	03-2026-0051-I-16	Transcripted Credit: Accounting 1	Bri Fortney	1	\$	665.08	Yes		X
Potosi School District	03-2026-0051-I-16	Transcripted Credit: Personal Finance	Bri Fortney	24	\$	4,080.48	Yes		X
PDC School District	03-2026-0052-I-16	Transcripted Credit: Plant Science	Bri Fortney	27	\$	13,670.37	Yes		X
PDC School District	03-2026-0052-I-16	Transcripted Credit: Animal Science	Bri Fortney	48	\$	24,302.88	Yes		X
PDC School District	03-2026-0052-I-16	Transcripted Credit: Accounting 1	Bri Fortney	16	\$	10,641.28	Yes		X
PDC School District	03-2026-0052-I-16	Transcripted Credit: Personal Finance	Bri Fortney	43	\$	7,310.86	Yes		X
PDC School District	03-2026-0052-I-16	Transcripted Credit: Microsoft PowerPoint	Bri Fortney	16	\$	2,720.32	Yes		X
PDC School District	03-2026-0052-I-16	Transcripted Credit: Beginning Microsoft Word	Bri Fortney	16	\$	2,720.32	Yes		X
PDC School District	03-2026-0052-I-16	Transcripted Credit: Beginning Microsoft Excel	Bri Fortney	15	\$	2,550.30	Yes		X

PDC School District	03-2026-0052-I-16	Transcripted Credit: English Composition I	Bri Fortney	24	\$	12,001.44	Yes		X	
PDC School District	03-2026-0052-I-16	Transcripted Credit: Oral/Interpersonal Communication	Bri Fortney	41	\$	20,502.46	Yes		X	
PDC School District	03-2026-0052-I-16	Transcripted Credit: Speech	Bri Fortney	46	\$	23,002.76	Yes		X	
PDC School District	03-2026-0052-I-16	Transcripted Credit: College Mathematics	Bri Fortney	26	\$	13,001.56	Yes		X	
PDC School District	03-2026-0052-I-16	Transcripted Credit: College Technical Mathematics 1A	Bri Fortney	45	\$	22,502.70	Yes		X	
PDC School District	03-2026-0052-I-16	Transcripted Credit: College Technical Mathematics 1B	Bri Fortney	21	\$	7,035.84	Yes		X	
PDC School District	03-2026-0052-I-16	Transcripted Credit: Introductory Statistics	Bri Fortney	7	\$	3,500.42	Yes		X	
PDC School District	03-2026-0052-I-16	Transcripted Credit: College Physics 1	Bri Fortney	7	\$	3,544.17	Yes		X	
PDC School District	03-2026-0052-I-16	Transcripted Credit: Intro to Sociology	Bri Fortney	24	\$	12,001.44	Yes		X	
Richland Center School District	03-2026-0053-I-16	Transcripted Credit: Accounting 1	Bri Fortney	4	\$	2,660.32	Yes		X	
Richland Center School District	03-2026-0053-I-16	Transcripted Credit: Introduction to Business	Bri Fortney	7	\$	3,500.42	Yes		X	
Richland Center School District	03-2026-0053-I-16	Transcripted Credit: Business Law I	Bri Fortney	8	\$	4,000.48	Yes		X	
Richland Center School District	03-2026-0053-I-16	Transcripted Credit: Personal Finance	Bri Fortney	80	\$	13,601.60	Yes		X	
Richland Center School District	03-2026-0053-I-16	Transcripted Credit: Marketing Principles	Bri Fortney	10	\$	5,000.60	Yes		X	
River Ridge School District	03-2026-0054-I-16	Transcripted Credit: Animal Science	Bri Fortney	8	\$	4,050.48	Yes		X	
River Ridge School District	03-2026-0054-I-16	Transcripted Credit: Accounting 1	Bri Fortney	9	\$	5,985.72	Yes		X	
River Ridge School District	03-2026-0054-I-16	Transcripted Credit: Introduction to Business	Bri Fortney	13	\$	6,500.78	Yes		X	
River Ridge School District	03-2026-0054-I-16	Transcripted Credit: Personal Finance	Bri Fortney	26	\$	4,420.52	Yes		X	
River Ridge School District	03-2026-0054-I-16	Transcripted Credit: Microsoft PowerPoint	Bri Fortney	14	\$	2,380.28	Yes		X	
River Ridge School District	03-2026-0054-I-16	Transcripted Credit: Beginning Microsoft Word	Bri Fortney	13	\$	2,210.26	Yes		X	
River Ridge School District	03-2026-0054-I-16	Transcripted Credit: Beginning Microsoft Excel	Bri Fortney	14	\$	2,380.28	Yes		X	
River Ridge School District	03-2026-0054-I-16	Transcripted Credit: Intermediate Microsoft Word	Bri Fortney	7	\$	1,190.14	Yes		X	
River Ridge School District	03-2026-0054-I-16	Transcripted Credit: Intermediate Microsoft Excel	Bri Fortney	7	\$	1,190.14	Yes		X	
River Ridge School District	03-2026-0054-I-16	Transcripted Credit: English Composition I	Bri Fortney	15	\$	7,500.90	Yes		X	
River Ridge School District	03-2026-0054-I-16	Transcripted Credit: Oral/Interpersonal Communication	Bri Fortney	18	\$	9,001.08	Yes		X	
River Valley School District	03-2026-0055-I-16	Transcripted Credit: Introduction to Soils	Bri Fortney	3	\$	1,518.93	Yes		X	
River Valley School District	03-2026-0055-I-16	Transcripted Credit: Animal Science	Bri Fortney	4	\$	2,025.24	Yes		X	
Riverdale School District	03-2026-0056-I-16	Transcripted Credit: Plant Science	Bri Fortney	6	\$	3,037.86	Yes		X	
Riverdale School District	03-2026-0056-I-16	Transcripted Credit: Animal Science	Bri Fortney	21	\$	10,632.51	Yes		X	
Riverdale School District	03-2026-0056-I-16	Transcripted Credit: Accounting 1	Bri Fortney	4	\$	2,660.32	Yes		X	
Riverdale School District	03-2026-0056-I-16	Transcripted Credit: Personal Finance	Bri Fortney	18	\$	3,060.36	Yes		X	
Riverdale School District	03-2026-0056-I-16	Transcripted Credit: Microsoft PowerPoint	Bri Fortney	8	\$	1,360.16	Yes		X	
Riverdale School District	03-2026-0056-I-16	Transcripted Credit: Beginning Microsoft Word	Bri Fortney	8	\$	1,360.16	Yes		X	
Riverdale School District	03-2026-0056-I-16	Transcripted Credit: English Composition I	Bri Fortney	22	\$	18,502.22	Yes		X	
Riverdale School District	03-2026-0056-I-16	Transcripted Credit: College Mathematics	Bri Fortney	16	\$	500.06	Yes		X	
Weston School District	03-2026-0057-I-16	Transcripted Credit: Plant Science	Bri Fortney	2	\$	1,012.62	Yes		X	
Weston School District	03-2026-0057-I-16	Transcripted Credit: Accounting 1	Bri Fortney	4	\$	2,660.32	Yes		X	
Weston School District	03-2026-0057-I-16	Transcripted Credit: Introduction to Business	Bri Fortney	6	\$	3,000.36	Yes		X	
Weston School District	03-2026-0057-I-16	Transcripted Credit: Personal Finance	Bri Fortney	19	\$	3,230.38	Yes		X	
Weston School District	03-2026-0057-I-16	Transcripted Credit: Marketing Principles	Bri Fortney	2	\$	1,000.12	Yes		X	

Weston School District	03-2026-0057-I-16	Transcripted Credit: Related Welding	Bri Fortney	5	\$	2,400.20	Yes		X	
Mount Horeb School District	03-2026-0059-I-16	Transcripted Credit: Animal Science	Bri Fortney	18	\$	9,113.58	Yes		X	
North Crawford School District	03-2026-0060-I-16	Transcripted Credit: Plant Science	Bri Fortney	21	\$	10,632.51	Yes		X	
North Crawford School District	03-2026-0060-I-16	Transcripted Credit: Animal Science	Bri Fortney	22	\$	11,138.82	Yes		X	
Stoughton School District	03-2026-0061-I-16	Transcripted Credit: Animal Science	Bri Fortney	20	\$	10,126.20	Yes		X	
Wauzeka-Steuben School District	03-2026-0062-I-16	Transcripted Credit: Introduction to Soils	Bri Fortney	2	\$	1,012.62	Yes		X	
Wauzeka-Steuben School District	03-2026-0062-I-16	Transcripted Credit: Plant Science	Bri Fortney	3	\$	1,518.93	Yes		X	
USA Clay Target League	03-2026-0067-T-42	Wisconsin League Director Duties - May	Caleb White		\$	500.00	No		X	
WI Dept of Corrections	03-2026-0074-I-32	PDC: (Sum 25/26) Applied Math	Kim Maier	1	\$	335.04	Yes		X	
WI Dept of Corrections	03-2026-0074-I-32	PDC: (Sum 25/26) Fundamentals of Building Trades Safety	Kris Wubben	4	\$	3,120.32	Yes		X	
WI Dept of Corrections	03-2026-0074-I-32	PDC: (Sum 25/26) Basic Carpentry	Kris Wubben	4	\$	2,340.24	Yes		X	
WI Dept of Corrections	03-2026-0074-I-32	PDC: (Sum 25/26) Blueprint Reading for Construction	Kris Wubben	4	\$	1,560.16	Yes		X	
WI Dept of Corrections	03-2026-0074-I-32	PDC: (Sum 25/26) Basic Plumbing	Kris Wubben	2	\$	1,170.12	Yes		X	
WI Dept of Corrections	03-2026-0074-I-32	PDC: (Sum 25/26) Basic Electrical	Kris Wubben	2	\$	1,170.12	Yes		X	
WI Dept of Corrections	03-2026-0074-I-32	PDC: (Sum 25/26) Microsoft Powerpoint	Kim Maier	1	\$	170.02	Yes		X	
WI Dept of Corrections	03-2026-0074-I-32	PDC: (Sum 25/26) Beginning Microsoft Word	Kim Maier	3	\$	510.06	Yes		X	
WI Dept of Corrections	03-2026-0074-I-32	PDC: (Sum 25/26) Beginning Microsoft Excel	Kim Maier	2	\$	340.04	Yes		X	
WI Dept of Corrections	03-2026-0074-I-32	PDC: (Sum 25/26) Beginning Microsoft Access	Kim Maier	1	\$	170.02	Yes		X	
WI Dept of Corrections	03-2026-0074-I-32	PDC: (Sum 25/26) Intermediate Microsoft Access	Kim Maier	1	\$	170.02	Yes		X	
WI Dept of Corrections	03-2026-0074-I-32	PDC: (Sum 25/26) Introduction to Microsoft Publisher	Kim Maier	1	\$	170.02	Yes		X	
WI Dept of Corrections	03-2026-0074-I-32	PDC: (Sum 25/26) Beginning Keyboarding Software	Kim Maier	4	\$	680.08	Yes		X	
WI Dept of Corrections	03-2026-0074-I-32	PDC: (Sum 25/26) Workplace Communication	Kim Maier	11	\$	3,685.44	Yes		X	
WI Dept of Corrections	03-2026-0074-I-32	Boscobel: (Sum 25/26) Basic Facials	Cynde Larson	5	\$	1,762.70	Yes		X	
WI Dept of Corrections	03-2026-0074-I-32	Boscobel: (Sum 25/26) Salon Services II - Basic Concepts	Cynde Larson	2	\$	1,410.16	Yes		X	
WI Dept of Corrections	03-2026-0074-I-32	Boscobel: (Sum 25/26) Salon Services III - Skill Building	Cynde Larson	1	\$	705.08	Yes		X	
WI Dept of Corrections	03-2026-0074-I-32	Boscobel: (Sum 25/26) Basic Hair Design	Cynde Larson	1	\$	881.35	Yes		X	
WI Dept of Corrections	03-2026-0074-I-32	Boscobel: (Sum 25/26) Salon Services VI - Advanced Techniques	Cynde Larson	1	\$	881.35	Yes		X	
WI Dept of Corrections	03-2026-0074-I-32	Boscobel: (Sum 25/26) Salon Services I - Fundamentals	Cynde Larson	1	\$	352.54	Yes		X	
WI Dept of Corrections	03-2026-0074-I-32	Boscobel: (Sum 25/26) Salon Services V - Proficiency Building	Cynde Larson	1	\$	881.35	Yes		X	
WI Dept of Corrections	03-2026-0074-I-32	PDC: (Fall 25/26) Workplace Communication	Kim Maier	4	\$	1,340.16	Yes		X	
WI Dept of Corrections	03-2026-0074-I-32	PDC: (Fall 25/26) Fundamentals of Building Trades Safety	Kris Wubben	12	\$	9,360.96	Yes		X	
WI Dept of Corrections	03-2026-0074-I-32	PDC: (Fall 25/26) Basic Carpentry	Kris Wubben	12	\$	7,020.72	Yes		X	
WI Dept of Corrections	03-2026-0074-I-32	PDC: (Fall 25/26) Basic Electrical	Kris Wubben	5	\$	2,925.30	Yes		X	
WI Dept of Corrections	03-2026-0074-I-32	PDC: (Fall 25/26) Blueprint Reading for Construction	Kris Wubben	12	\$	4,680.48	Yes		X	
WI Dept of Corrections	03-2026-0074-I-32	PDC: (Fall 25/26) Basic Plumbing	Kris Wubben	5	\$	2,925.30	Yes		X	
WI Dept of Corrections	03-2026-0074-I-32	PDC: (Fall 25/26) Bricklaying/Masonry I	Kris Wubben	1	\$	843.85	Yes		X	
WI Dept of Corrections	03-2026-0074-I-32	PDC: (Fall 25/26) Bricklaying/Masonry II	Kris Wubben	1	\$	843.85	Yes		X	
WI Dept of Corrections	03-2026-0074-I-32	PDC: (Fall 25/26) Construction Safety and Health	Kris Wubben	1	\$	170.02	Yes		X	
WI Dept of Corrections	03-2026-0074-I-32	Boscobel: (Fall 25/26) Salon/Spa Science	Cynde Larson	2	\$	670.08	Yes		X	
WI Dept of Corrections	03-2026-0074-I-32	Boscobel: (Fall 25/26) Nail Technology	Cynde Larson	5	\$	2,644.05	Yes		X	

WI Dept of Corrections	03-2026-0074-I-32	Boscobel: (Fall 25/26) Salon/Spa Management	Cynde Larson	7	\$	2,345.28	Yes		X
WI Dept of Corrections	03-2026-0074-I-32	Boscobel: (Fall 25/26) Salon Services I - Fundamentals	Cynde Larson	2	\$	705.08	Yes		X
WI Dept of Corrections	03-2026-0074-I-32	Boscobel: (Fall 25/26) Salon Services II - Basic Concepts	Cynde Larson	1	\$	705.08	Yes		X
WI Dept of Corrections	03-2026-0074-I-32	Boscobel: (Fall 25/26) Salon Services III - Skill Building	Cynde Larson	2	\$	1,410.16	Yes		X
WI Dept of Corrections	03-2026-0074-I-32	Boscobel: (Fall 25/26) Salon Services IV - Intermediate Skill	Cynde Larson	2	\$	1,410.16	Yes		X
WI Dept of Corrections	03-2026-0074-I-32	Boscobel: (Fall 25/26) Salon Services V - Proficiency Building	Cynde Larson	1	\$	881.35	Yes		X
WI Dept of Corrections	03-2026-0074-I-32	Boscobel: (Fall 25/26) Salon Services VI - Advanced Techniques	Cynde Larson	1	\$	881.35	Yes		X
WI Dept of Corrections	03-2026-0074-I-32	PDC: (Spr 25/26) Fundamentals of Building Trades Safety	Kris Wubben	9	\$	7,020.72	Yes		X
WI Dept of Corrections	03-2026-0074-I-32	PDC: (Spr 25/26) Basic Carpentry	Kris Wubben	9	\$	5,265.54	Yes		X
WI Dept of Corrections	03-2026-0074-I-32	PDC: (Spr 25/26) Basic Electrical	Kris Wubben	2	\$	1,170.12	Yes		X
WI Dept of Corrections	03-2026-0074-I-32	PDC: (Spr 25/26) Blueprint Reading for Construction	Kris Wubben	8	\$	3,120.32	Yes		X
WI Dept of Corrections	03-2026-0074-I-32	PDC: (Spr 25/26) Basic Plumbing	Kris Wubben	2	\$	1,170.12	Yes		X
WI Dept of Corrections	03-2026-0074-I-32	PDC: (Spr 25/26) Workplace Communication	Kim Maier	2	\$	670.08	Yes		X
WI Dept of Corrections	03-2026-0074-I-32	Boscobel: (Spr 25/26) Basic Facials	Cynde Larson	1	\$	352.54	Yes		X
WI Dept of Corrections	03-2026-0074-I-32	Boscobel: (Spr 25/26) Basic Hair Design	Cynde Larson	5	\$	4,406.75	Yes		X
WI Dept of Corrections	03-2026-0074-I-32	Boscobel: (Spr 25/26) Chemical Restructuring	Cynde Larson	6	\$	2,115.24	Yes		X
WI Dept of Corrections	03-2026-0074-I-32	Boscobel: (Spr 25/26) Haircoloring and Techniques	Cynde Larson	5	\$	2,644.05	Yes		X
WI Dept of Corrections	03-2026-0074-I-32	Boscobel: (Spr 25/26) Salon Services I - Fundamentals	Cynde Larson	3	\$	1,057.62	Yes		X
WI Dept of Corrections	03-2026-0074-I-32	Boscobel: (Spr 25/26) Salon Services II - Basic Concepts	Cynde Larson	4	\$	2,820.32	Yes		X
WI Dept of Corrections	03-2026-0074-I-32	Boscobel: (Spr 25/26) Salon Services III - Skill Building	Cynde Larson	1	\$	705.08	Yes		X
WI Dept of Corrections	03-2026-0074-I-32	Boscobel: (Spr 25/26) Salon Services IV - Intermediate Skill	Cynde Larson	2	\$	1,410.16	Yes		X
WI Dept of Corrections	03-2026-0074-I-32	Boscobel: (Spr 25/26) Salon Services V - Proficiency Building	Cynde Larson	2	\$	705.08	Yes		X
WI Dept of Corrections	03-2026-0074-I-32	Boscobel: (Spr 25/26) Salon Services V - Proficiency Building	Cynde Larson	1	\$	881.35	Yes		X
WI Dept of Corrections	03-2026-0074-I-32	Boscobel: (Spr 25/26) Salon Services VI - Advanced Techniques	Cynde Larson	1	\$	528.81	Yes		X
WI Dept of Corrections	03-2026-0074-I-32	Boscobel: (Spr 25/26) Salon Services VI - Advanced Techniques	Cynde Larson	2	\$	1,762.70	Yes		X
WI Dept of Corrections	03-2026-0074-I-32	Boscobel: (Spr 25/26) Salon/Spa Science	Cynde Larson	2	\$	670.08	Yes		X
WI Dept of Corrections	03-2026-0074-I-32	Boscobel: (Spr 25/26) Salon Advanced Internship	Cynde Larson	1	\$	500.06	Yes		X
Fennimore School District	03-2026-0110-I-11	Driver Education Theory	Kim Maier	18	\$	2,340.00	No		X
Grant County Emergency Management	03-2026-0112-I-42	Hazardous Materials Technician	Karl Sandry	8	\$	8,550.00	No		X
Grant County Emergency Management	03-2026-0112-I-42	Hazardous Materials Refresher	Karl Sandry	35	\$	900.00	No		X
Grant County Emergency Management	03-2026-0114-I-42	Confined Space Refresher	Karl Sandry	25	\$	900.00	No		X
Lactalis	03-2026-0129-I-41	Heartsaver CPR AED w/ First Aid	Gin Reynolds	11	\$	2,100.00	No		X
Totals	Number Served	Price							
TOTAL of all Contracts	3757	\$	1,326,558.52						
Exchange of Services	2583	\$	980,158.52						
For Pay Service	1174	\$	346,400.00						

2026-2027 CONTRACTS

6/1/2026 to 6/30/2026

						<u>Exchange of</u>	<u>Services</u>	<u>Indirect Cost</u>	<u>Indirect Cost</u>	<u>Indirect Cost</u>
						(Instructional	Factor: On-	Factor: Off-	Factor:	
<u>Contract Holder</u>	<u>Contract #</u>	<u>Service Provided</u>	<u>Contact</u>	<u>Number Served</u>	<u>Price</u>	<u>Fees Waived</u>	<u>Campus</u>	<u>Campus</u>	<u>Waiver</u>	
Lactalis	03-2027-0033-I-41	Heartsaver CPRAED w/ First Aid	Gin Reynolds	5	\$ 750.00	No		X		
Western Technical College	03-2027-0040-T-18	Administration of Firefighter Practical Exams	Karl Sandry		\$ 450.00	No		X		
Totals										
TOTAL of all Contracts										
Exchange of Services										
For Pay Service										

E. Personnel Items

The Personnel Report includes a recommendation for four new hires and three promotion/transfers. The report is included in the electronic Board packet.



July 2026 Personnel Report Presented on July 13, 2026

Employment: New Hire

Name:	Megan McCarthy
Title:	Annual Giving and Donor Relations Coordinator
How many applicants & interviewed:	4 applicants, 2 interviews
Start Date:	June 29 th , 2026
Salary/Wages:	\$72,000/year
Classification:	Full-Time, Exempt
Education and/or Experience:	Bachelor's Degree in Business Administration. 10+ years of related Foundation experience in higher education.

Name:	Sydney Lundell
Title:	Health Science Academic Success Coach
How many applicants & interviewed:	7 applicants, 4 interviews
Start Date:	June 29 th , 2026
Salary/Wages:	\$58,000/year
Classification:	Full-Time, Exempt
Education and/or Experience:	Bachelor's Degree in Exercise & Movement Science. Certificate in Promoting Activity for Diverse Abilities. 2+ years of research lab and case management experience.

Name:	Sophia Winter
Title:	Adult Education Instructor/Academic Success Coach
How many applicants & interviewed:	15 applicants, 5 interviews
Start Date:	August 3 rd , 2026
Salary/Wages:	\$29.00/hour
Classification:	Full-Time, Non-exempt
Education and/or Experience:	Master's Degree in English Language Learning. 3 years of related ELL experience in education.

Name:	Carrie Sutter
Title:	Director of Grants
How many applicants & interviewed:	5 applicants, 2 interviews
Start Date:	July 13 th , 2026
Salary/Wages:	\$95,000/year
Classification:	Full-Time, Exempt
Education and/or Experience:	Associate Degree in Accounting. 20+ years of financial, program, and state operations management. 20+ years of supervisory experience.

Promotions / Transfer

Employee	New Position
Morgan Zach	Grants and Compliance Manager
Kat Chamorro Rueda	Adult Education Navigator/Academic Success Coach
Rachel Preuschl	Child Care Center Lead Teacher and Lab Assistant

Retirements / Resignations

Employee & Date	Position
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F. District Boards Association (DBA) 2026-27 Fee Assessment

The 2026-27 District Boards Association (DBA) fee assessment remains the same as last year. The letter and invoice for \$24,487.80 follow:



WISCONSIN TECHNICAL COLLEGE DISTRICT BOARDS ASSOCIATION

May 12th, 2026

President Caleb White
Southwest Wisconsin Technical College

Attention: Invoice Enclosed

Dear President White,

The District Boards Association's Board of Directors are working on a 2026-2027 operating budget for the fiscal year beginning July 1st, 2026. One decision that has already been made is that there will be no increase in assessments for the Colleges. As a result, we will not be using the assessment calculator this year so, again, whatever you paid last year will be the amount that we carry forward.

I want to thank Bryan Albrecht for stepping in to help Amiee while the Board of Directors worked on finding a new executive director. There is no question there are challenges that lie ahead. A new Governor and significant change in the composition of the Legislature and leadership will add to the usual budgetary and regulatory challenges. However, with those challenges come opportunities and I know that the DBA staff and Board of Directors will work hard with all of your Trustees and you to implement the strategies necessary to meet those challenges and opportunities.

The DBA will continue to provide relevant professional development that meets the needs of our soon-to-be new trustees as well as those who have been serving as volunteers for many years. We are working with all of our stakeholders to develop a legislative strategy to position the Wisconsin Technical Colleges for success in the next state budget. In addition, I will continue to visit each one of you personally at your College, not just to listen to your thoughts and concerns, but to take that feedback and develop and implement strategies to address and solve them.

I want to thank you for your past support and partnership with the DBA. Working together, we can continue to make an even bigger difference for your College, faculty, students and communities. Please feel free to contact me about the DBA and our efforts.

Sincerely,

Pat Goss
Executive Director

INVOICE

****Please note that fee assessment payments can only be made by check.****

[View invoice online](#) **OR** [Download the PDF Version](#)

Wisconsin Technical College District Boards Association

Member renewal



WISCONSIN TECHNICAL COLLEGE
DISTRICT BOARDS ASSOCIATION

Invoice Number: 00238

Issued: Wednesday, April 22, 2026

Bill to:

Lori Needham
lneedham@swtc.edu
Southwest Wisconsin

Item	Amount
2026 - 2027 DBA Fee Assessment: Southwest Wisconsin Technical College	\$24,487.80

Total: \$24,487.80

Balance Due: \$24,487.80

****Please note that fee assessment payments can only be made by check.****

Please make check payable to:

Wisconsin Technical College District Boards Association

Please mail your check, with a copy of this invoice to:

Wisconsin Technical College District Boards Association
104 King Street #202
Madison, Wisconsin 53703

[View invoice online](#) **OR** [Download the PDF Version](#)

Recommendation - Approve, as presented, July 13, 2026, Consent Agenda.

Other Items Requiring Board Action

A. Election of the 2026-27 Board Officers

Election of District Board officers for the 2026-27 fiscal year will be conducted at this time.

Per Governance Policy 1.6 - The officers of the Board shall be Chairperson, Vice Chairperson, Secretary, and Treasurer:

The officers shall be elected at the annual organizational meeting of the Board on the second Monday in July. The Chair for the past year shall conduct the entire organizational meeting. Newly elected officers take office “upon adjournment” of the organizational meeting.

B. Approval of 2026-27 Signatory Authority Policy

Per Southwest Wisconsin Technical College District Board Governance Policies, only designated Board Officers, the President, or the President’s designees as approved by the District Board may commit the College to any official or legally binding transactions, invoices, agreements, contracts, applications, diplomas, certifications, letters, or similar documents. At the District Board’s annual organizational meeting in July, the Board reviews and authorizes a policy statement defining who in the organization has the authority to sign for the College. The Signatory Authority Policy with those individuals designated to sign on behalf of the College for 2026-27 follows.

Recommendation – *Approve, as presented, the Signatory Authority Policy identifying those individuals designated for 2026-27 with the authority to sign official or legally binding documents.*



GENERAL INSTITUTIONAL

2026-27 SIGNATORY AUTHORITY POLICY

Responsible Administrator: President

Per Southwest Wisconsin Technical College District Board Governance Policies, only designated Board Officers, the President, or the President's designees as approved by the District Board may commit the College to any official or legally binding transactions, invoices, agreements, contracts, applications, diplomas, certifications, letters, or similar documents. At the District Board's annual organizational meeting in July, the Board reviews and authorizes a policy statement defining who in the organization has the authority to sign for the College.

The following people are authorized to sign the indicated documents:

Board Chairperson	Governance Policy 1.7-8.b. "The Chairperson shall sign all official documents and contracts on behalf of the District as required by statute, WTCS policy, and the Board." Chairperson signs: • Board resolutions • Financial borrowing documents • Property purchase agreements • President's contract Electronic signature approved for use by: • Vice-President for Administrative Services – annual Budget Book • Chief Student Services Officer – Diplomas • Executive Assistant – As approved by the Board Chairperson
Board Vice-Chairperson	Governance Policy 1.8-1. "The Vice Chairperson shall have all the authority and duties of the Chairperson in the absence of the Chairperson." Electronic signature approved for use by: • Executive Assistant – As Approved by the Board Vice-Chairperson

Board Secretary	Governance Policy 1.9-2. "The Secretary shall sign all official documents and contracts on behalf of the District as required by statute, WTCS policy, and the Board." Secretary signs: • Board minutes • Board resolutions • Financial borrowing documents • Property purchase agreements • Annual levy statements (Governance Policy 1.9-6) • President's contract Electronic signature approved for use by: • Vice-President for Administrative Services – Required Public Notices • Executive Assistant – Required Public Notices and As Approved by the Board Secretary
Board Treasurer	Governance Policy 1.10-2. "By resolution, the Board may authorize other persons' signatures in addition to the Treasurer or the use of a facsimile signature." Governance Policy 1.10-3. The Board shall authorize the signature of payroll, accounts payable, grants, refunds, and other accounts at its annual organizational meeting in July. The use of a facsimile signature does not relieve the Board or the Treasurer from any liability to which the Board or the Treasurer is otherwise subject, including the unauthorized use of the facsimile signature of the Treasurer. Treasurer signs: • Financial borrowing documents Electronic signature approved for use by: • Vice-President for Administrative Services – Financial Transactions • Executive Assistant – As Approved by the Board Treasurer

President	Governance Policy 2.2-3. "The President may take actions based on any reasonable interpretation of the Board's Ends and Executive Limitations policies." President signs: • Employment contracts • Non-employment contracts • Agreements • Memoranda of Understanding • Diplomas • Overload payments requests • Out-of-State travel requests • Grant applications • NJCAA agreements • Financial aid agreements and memoranda of understanding Electronic signature approved for use by: • Chief Human Resources Officer – Employment contracts • Chief Student Services Officer – Acceptance letters and diplomas • Director of Grants – Grant applications and grant-related memoranda of understanding • Chief Communications Officer – Publications • Executive Assistant- letters, publications, and other documents as approved by the President
President's designees	• Vice-Presidents – Non-employment contracts, agreements, and memos of understanding • Vice President for Administrative Services – Bid documents and construction contracts • Executive Deans – Overload request for instructors with <20% overload • Workforce Development/Employer Engagement Coordinator – Training & Technical Assistance Contracts • Chief Officers, Executive Deans, and Directors – Training Contracts and Purchase Agreements Less than \$5,000 • Executive Director of Facilities, Safety & Security – Facilities Use Agreements • Student Success & Residence Life Manager – Housing Leases and Third-Party Housing Contracts

District Board of Directors Approval Date: 7/8/13

Revision Date: 7/14/14, 8/28/14, 7/11/16, 7/10/17, 7/9/18, 7/8/19, 7/13/20, 7/12/21, 7/11/22, 7/10/23, 7/8/24, 7/14/25, 7/13/26

C. Designation of College's 2026-27 Legal Counsel

Letters of engagement were received from the following legal counsels:

- Rick Verstegen, Boardman Clark, LLP, Madison, WI: General Legal Counsel, Employee Relations/Labor Law (including Title IX), Disability Services, Student Conduct
- Jon Anderson of Husch Blackwell, LLP, Madison, WI: Employee Relations/Labor Law, Employee Benefits, Employment Litigation, Board Counsel, Other Counsel as requested.
- Allison Buchanan of Quarles & Brady, LLP, Milwaukee, WI: Bond Counsel

Their letters follow.

Recommendation - Retain the following law firms for FY 2026-27: Rick Verstegen, Boardman Clark, LLP, Madison, WI, for General Legal Counsel, Employee Relations/Labor Law (including Title IX), Disability Services, Student Conduct; Jon Anderson of Husch Blackwell, LLP, Madison, WI, for Employee Relations/Labor Law, Employee Benefits, Employment Litigation, Board Counsel, Other Counsel as requested; and Allison Buchanan of Quarles & Brady, LLP, Milwaukee, WI, for Bond Counsel.

VIA ELECTRONIC MAIL
May 29, 2026

Caleb White
Interim President and Vice President for Administrative Services
Southwest Wisconsin Technical College
1800 Bronson Boulevard
Fennimore, WI 53809

RE: Engagement of Legal Service

Dear Mr. White:

Thank you for engaging Boardman Clark as the attorneys to represent the Southwest Wisconsin Technical College ("College") as described below. This letter is being provided to you on behalf of the College because of the Rules of Professional Conduct that were issued by the Wisconsin Supreme Court in July 2007. These rules require lawyers to advise clients in writing of the basis or rate of the fee and costs to be charged and the scope of representation. This Engagement Letter describes the basis upon which Boardman Clark will provide legal representation to the College and how we will be compensated for the services we provide.

Scope of Engagement and Expectations

You have asked us to assist the College with general legal counsel services, including employee relations/labor law (including Title IX), disability services, and student conduct.

The scope of representation may be broadened to cover additional matters which arise in due course, and in that event, we will discuss how to proceed and obtain your agreement to provide additional services as needed.

No Conflicts

We have performed a conflicts of interest check, and we have determined we have no current conflicts of interest that could affect our representation. If we should represent the College on matters in the future, we may review that issue again.

An important factor in maintaining the trust and confidence of our clients is clearly communicating the scope of our professional engagement and our procedures for

billing and payment. This letter attempts to fulfill this objective. Please review the letter carefully. If you have any questions, please do not hesitate to contact me.

Fees, Costs, Billing and Payment

Fees. Our fees are based principally on the time expended by our attorneys, paralegals, legal assistants, and law clerks that work on your representation. We have established an hourly rate for each attorney, paralegal, legal assistant, and law clerk in our firm.

Typically, our fee is equal to our hourly rates multiplied by the hours worked. Hourly rates for work on your matters will range from \$195.00 to \$275.00, our firm's rates for representation in these matters. This includes the rates of attorneys, paralegals, legal assistants, and clerks whom I may assign to work on matters. My hourly rate is \$275.00. Our firm reviews hourly rates periodically, and our rates may be adjusted from time to time. We typically review and change selected hourly rates effective January 1 of each year.

Other Fees, Costs and Expenses. Other out-of-pocket costs and expenses, such as travel, long-distance telephone, facsimile, photocopy, minor filing fees, transportation costs (including automobile mileage at the per-mile rate established by the firm), computer research fees, and other miscellaneous expenses identifiable to this matter may be billed and will be appropriately described on an invoice. Charges for certain of the above-listed expenses may be adjusted annually, on or about January 1.

Billing and Payment. Our standard practice is to bill each month for services we render, as well as out-of-pocket costs and expenses, during the previous month. Payment is due upon receipt of our billing invoice. Other payment arrangements can be made by mutual agreement, in writing.

The firm accepts credit cards for payment of invoices.

Additional Representation Terms

The College will at all times have the right to terminate our services upon prior written notice.

I will have primary responsibility for your representation and will coordinate the use of other attorneys, paralegal assistants, and clerks on your matter. Please direct to me any questions or concerns about bills or the services that we provide.

Firm's LLP Status

The Wisconsin Supreme Court has adopted a rule permitting law firms to practice as limited liability organizations. Our firm chose to become a limited liability partnership as of January 1, 2012. Limited liability status generally exempts the partners from personal responsibility for the firm's liabilities. The rule provides, however, that "Nothing in this rule ... shall relieve a lawyer from personal liability for any acts, errors or omissions of the lawyer arising out of the performance of professional services." The rule also requires the firm to maintain professional liability insurance coverage with a policy limit of at least \$10,000,000. If you have any questions regarding our status as a limited liability partnership, please call Doug Witte or Patrick Neuman, the Chairpersons of our Executive Committee, at (608) 257-9521.

Conclusion

We appreciate the opportunity to represent the College, and we look forward to working with you. If you have any questions or comments about the objectives and scope of our representation or about our billing and payment policies, please let me know.

Please acknowledge your agreement to these terms and your consent to our representation of you, as described above, by signing the enclosed copy of this letter and returning it to me at your earliest convenience.

Sincerely,

BOARDMAN & CLARK LLP

/s/ Richard F. Verstegen

Richard F. Verstegen

ACKNOWLEDGMENT AND CONSENT:

Date: _____

HUSCH BLACKWELL

Jon E. Anderson
Office Managing Partner

33 E. Main Street, Suite 300
Madison, WI 53703
Direct: 608.234.6016
Fax: 608.258.7138
jon.anderson@huschblackwell.com

June 25, 2026

VIA E-MAIL

Mr. Caleb White, Interim President
Southwest Wisconsin Technical College
1800 Bronson Blvd.
Fennimore, WI 53809

RE: Agreement for Legal Services

Dear Mr. White:

Thank you for selecting Husch Blackwell LLP to provide legal services. This letter is to confirm our engagement and to set forth the terms under which we will provide requested services.

Client and Scope of Representation. Our client for this engagement will be Southwest Wisconsin Technical College ("Client"). It is understood that, in the absence of written agreement to the contrary, our work in connection with this engagement shall not be considered to create an attorney-client relationship between us and any other persons or entities related to Client, including parents, subsidiaries, shareholders, partners, members, or other affiliates, and thus our sole client for this engagement shall be Client. We will not consider entities affiliated with Client as our clients for the purpose of checking future conflicts of interest.

We are being retained to represent you in general labor and employment matters, general corporate matters and education law matters. If we are asked to provide additional services, we will confirm such engagement in writing. Absent specific modification, any additional services will be governed by the terms and conditions of this agreement.

Conflicts. As we have discussed, Husch Blackwell LLP has a number of offices and represents many clients on a regional or national basis. Some of the clients we represent may be your competitors, vendors or customers. It is possible that some of our present or future clients will ask us to represent them in disputes or other matters where their interests are adverse to Client's during the time we are providing legal services to you. It is also possible that we will represent, or be asked to represent (in other matters), parties whose interests are adverse to yours in this or a future matter in which we represent you. Both of these situations would create a conflict of interest under our ethical rules which would prohibit us from undertaking the simultaneous representations without the waiver and consent of both clients. Therefore, as a condition to our undertaking this engagement, you agree that our firm may represent existing or

Husch Blackwell LLP

HUSCH BLACKWELL

June 25, 2026

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new clients whose interests are adverse to yours in all types of matters, including litigation, that are not substantially related to the matters in which we represent you. You further agree that we may undertake to represent parties to whom you are adverse in matters in which we represent you, provided again that we do so only in matters that are not substantially related to our work for you. You could, of course, choose not to waive these conflicts of interest, in which case we could decline to undertake this representation of Client. Because the validity and enforceability of these conflict waivers are essential conditions to the firm's willingness to accept this engagement, and the firm would not accept the engagement but for these waivers, you agree that, if the validity or enforceability of these waivers is ever challenged or revoked, we may withdraw from representing you and continue to represent our other clients, even in matters directly adverse to Client, including litigation.

Fees and Expenses. Our fees are based on the amount of time we devote to a project. Any estimates of fees that we may give from time to time are based on our judgment of the circumstances at a given time, and actual fees may be more or less than the estimated amount. Any estimate of fees or costs we provide thus may not be considered as a minimum, maximum, or fixed fee quotation.

I will be the responsible attorney for this engagement, but other attorneys and legal assistants may assist with the engagement. We ask that you agree that we may use such personnel as is appropriate in our professional judgment. Our hourly rates for attorneys range from \$475 to \$1,500. The firm also employs paralegals, and their rates range from \$215 to \$485. Other professionals employed in certain specialty areas have rates that range from \$250 to \$650. Our hourly rates are reviewed and adjusted periodically. Adjusted rates will be applicable to any work done after the effective date of the adjustment.

In litigation and matters requiring document productions, including third party and government subpoenas, investigations, and regulatory matters, electronically stored information is almost always implicated. For these matters, the firm uses the services of its Litigation Technology Department to meet the demands of electronic discovery and document management using the latest technological tools. The services provided by the firm's Litigation Technology Department require significant expertise. Services may include coordination and consultation on discovery materials, development and hosting of document review databases. Pricing for this work is set forth in the attached schedule. Additionally, it is the firm's policy to bill for providing responses to audit letter requests. Should this type of work materialize, we charge a flat rate of \$250 to \$2,000 based on the complexity of the request and the time and resources expended by the members of the audit letter team. The flat fee covers all of the work of our centralized audit letter team to prepare the audit letter response. The flat fee does not include the time the attorneys handling your matter(s) spend preparing descriptions of actual or potential loss contingencies, which may be billed separately.

We will bill on a monthly basis for our professional fees and for reimbursement of expenses incurred in connection with this engagement. A schedule of our charges for various services and incidental items is attached. We will generally not pay the fees and expenses of

Husch Blackwell LLP

HUSCH BLACKWELL

June 25, 2026

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other service providers, such as consultants, local counsel, deposition reporters, experts, and the like, but will forward those bills directly to you for payment.

Payment shall be due upon receipt of our invoice. If we do not receive comment about the invoice within twenty days of the date of the invoice, we will assume you have reviewed the invoice and find it acceptable. Invoices not paid within thirty days of the invoice date will be subject to a late charge of 1% per month on the unpaid balance, commencing from the date of the invoice and continuing until paid. If an invoice remains unpaid more than ninety days after the invoice date, we may, consistent with our ethical obligations and judicial requirements, cease performing services for you until arrangements satisfactory to us have been made for payment of arrearages and future fees. You agree that, in such an event, we have the right to withdraw as your attorneys from any matter or proceeding in which we may be engaged.

Communications. We understand that we are to report to and take direction from you, the board chair and others authorized by you for this engagement. We understand that you have approved the use of internet e-mail for communications concerning this matter. Our state ethics rules suggest that we remind you that the internet does not provide a totally secure method of communication, and e-mail may be copied and held by any computer through which it passes. Persons not participating in the communication may intercept e-mails, and e-mails stored on computers may be accessed by unauthorized parties. If you would prefer that we not communicate with you via e-mail, please advise me immediately.

Marketing Materials. Periodically, our firm prepares marketing materials in which we include the names and corporate logos of selected clients and sometimes a brief description of a significant project on which we worked. You agree that we may do so with regard to you and any matters we handle for you at this time or in the future. If we include our representation of you in these materials, we will not include information about any specific transaction that is not otherwise publicly available without your prior approval.

Document Retention. Some materials related to our representation of you (e.g., administrative records, time and expense reports, personnel materials, and credit and accounting records) belong to us and will be handled in accordance with our document retention policy. Other materials (i.e., documents provided to us by you and the final version of documents that you retain us to create) are considered client files and belong to you. We will retain your client file for ten years or such longer period as required by statute or our firm's document retention policy. At your request, we will return your file to you or any other person designated by you. If, at your request, we retain your client files beyond their normal period of retention, such long-term storage will be at your cost. If you have not requested that we return your file or made arrangements for long-term storage, we may destroy or otherwise dispose of your client files after the retention period.

Limited Liability Partnership. Husch Blackwell LLP is organized as a limited liability partnership under Delaware law. This means every attorney in our firm who either directly performs or supervises legal services for you will have full professional responsibility and legal

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June 25, 2026

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liability for those services, in addition to the firm itself. However, individual attorneys in the firm who have no direct involvement or supervisory role in your representation will not have any personal liability for the legal services performed by others in the firm.

Conclusion of Representation. Our relationship with you will be concluded when we have completed our agreed-upon services. In addition, and without limiting the preceding sentence, in the event we have performed no work for you or on your behalf for six consecutive months, you agree that our attorney-client relationship with you will be terminated.

It is understood that the terms of this letter and its enclosures constitute the terms under which we will undertake this representation. If you find the proposed engagement terms acceptable, please execute and return a copy of this letter for our file. If you do not agree to any of the terms of this letter and its enclosures, please call me as soon as possible within the next ten days to discuss. If I do not hear from you, it is understood that these are the terms of our representation.

Thank you for selecting us for this engagement. We look forward to working with you and your team in addressing the needs of the college.

Very truly yours,

HUSCH BLACKWELL LLP



Jon E. Anderson

JA/co

AGREED:

SOUTHWEST WISCONSIN TECHNICAL COLLEGE

By: _____
Mr. Caleb White, Interim President

Dated: _____

Husch Blackwell LLP



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June 18, 2026

VIA EMAIL

Caleb White
Interim President/Vice President for Administrative Services
Southwest Wisconsin Technical College District
1800 Bronson Boulevard
Fennimore, WI 53809

**Scope of Engagement Re: Proposed Issuance of \$4,500,000 Southwest Wisconsin
Technical College District (the "District") 2026-2027 General Obligation
Promissory Notes (the "Securities")**

Dear Caleb:

We are pleased to be working with you again as the District's bond counsel. Thank you for your confidence in us.

The purpose of this letter is to set forth the role we propose to serve and responsibilities we propose to assume as bond counsel in connection with the issuance of the above-referenced Securities. If you have any questions about this letter or the services we will provide, or if you would like to discuss modifications, please contact me.

Role of Bond Counsel

Our bond counsel engagement is a limited, special counsel engagement. Bond counsel is engaged as a recognized independent expert whose primary responsibility is to render an objective legal opinion with respect to the authorization and issuance of municipal obligations. If you desire additional information about the role of bond counsel, we would be happy to provide you with a copy of a brochure prepared by the National Association of Bond Lawyers.

As bond counsel we will: examine applicable law; prepare authorizing and closing documents; consult with the parties to the transaction, including the District's financial advisor or underwriter or placement agent, prior to the issuance of the Securities; review certified proceedings; and undertake such additional duties as we deem necessary to render the bond counsel opinion described below. As bond counsel, we do not advocate the interests of the District or any other party to the transaction. We assume that the parties to the transaction will retain such counsel as they deem necessary and appropriate to represent their interests in this transaction.

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Quarles & Brady LLP

Subject to the completion of proceedings to our satisfaction, we will render our opinion that:

- 1) the Securities are valid and binding general obligations of the District;
- 2) all taxable property in the territory of the District is subject to ad valorem taxation without limitation as to rate or amount to pay the Securities; and
- 3) the interest paid on the Securities will be excludable from gross income for federal income tax purposes (subject to certain limitations which may be expressed in the opinion).

The bond counsel opinion will be executed and delivered by us in written form on the date the Securities are exchanged for their purchase price (the "Closing") and will be based on facts and law existing as of its date.

Upon delivery of the opinion, our responsibilities as bond counsel will be concluded with respect to this financing; specifically, but without implied limitation, we do not undertake (unless separately engaged) to provide any post-closing compliance services including any assistance with the District's continuing disclosure commitment, ongoing advice to the District or any other party concerning any actions necessary to assure that interest paid on the Securities will continue to be excluded from gross income for federal income tax purposes, or participating in an Internal Revenue Service, Securities Exchange Commission or other regulatory body survey or investigation regarding or audit of the Securities.

In rendering the opinion, we will rely upon the certified proceedings and other certifications of public officials and other persons furnished to us without undertaking to verify the same by independent investigation.

The services we will provide under this engagement are strictly limited to legal services. We are neither qualified nor engaged to provide financial advice and we will make no representation about the desirability of the proposed plan of finance, the feasibility of the projects financed or refinanced by the Securities, or any related matters.

A form of our opinion and a form of a Continuing Disclosure Certificate (which we may prepare) may be included in the Official Statement or other disclosure document for the Securities. However, as bond counsel, we will not assume or undertake responsibility for the preparation of an Official Statement or other disclosure document with respect to the Securities, nor are we responsible for performing an independent investigation to determine the accuracy, completeness or sufficiency of any such document. If an Official Statement or other disclosure document is prepared and adopted or approved by the District, we will either prepare or review any description therein of: (i) Wisconsin and federal law pertinent to the validity of the Securities and the tax treatment of interest paid thereon and (ii) our opinion.

Diversity of Practice; Consent to Unrelated Engagements

Because of the diversity of practice of our firm, the firm may be asked to represent other clients in matters adverse to the District, for example, in zoning, licensing, land division, real estate, property tax or other matters which are unrelated to our bond counsel work. Ethical requirements require that we obtain the District's consent to such representations. We do not represent you in legal matters regularly, although we may be called upon for special representation occasionally, and our bond counsel work does not usually provide us information that will be disadvantageous to you in other representations. We do not believe that such representations of others would adversely affect our relationship with you, and we have found that local governments generally are agreeable to the type of unrelated representation described above. Your approval of this letter will serve to confirm that the District consents and agrees to our representation of other present or future clients in matters adverse to the District which are not substantially related to the borrowing and finance area or any other area in which we have agreed to serve it. We agree, however, that your prospective consent to conflicting representation contained in this paragraph shall not apply in any instance where, as a result of our representation of the District, we have obtained proprietary or other confidential information, that, if known to the other client, could be used by that client to your material disadvantage. We will not disclose to the other client(s) any confidential information received during the course of our representation of the District. If you have any questions or would like to discuss this consent further, please call us.

We also want to advise you that from time to time we represent financial advisors, placement agents and underwriters of municipal obligations. In transactions that are not related to the issuance of the Securities and our role as bond counsel, we have served and presently serve as counsel to Robert W. Baird & Co. Incorporated ("Baird"). We expect to be asked to represent advisors, agents and underwriters, including Baird, in future transactions that are similarly unrelated to the issuance of the Securities and our engagement as bond counsel. We do not believe that our representation of such clients on unrelated matters will in any way limit our representation of the District. By engaging our services under the terms of this letter, the District consents to our firm undertaking representations of such clients on unrelated matters as described above now and in the future.

Fees

Based upon: (i) our current understanding of the terms, structure, size and schedule of the financing, (ii) the duties we will undertake pursuant to this letter, (iii) the time we anticipate devoting to the financing, and (iv) the responsibilities we assume, we estimate that our fee will be \$17,700. Such fee and expenses may vary: (i) if the principal amount of Securities actually issued differs significantly from the amount stated above, (ii) if material changes in the structure of the financing occur, or (iii) if unusual or unforeseen circumstances arise which require a significant increase in our time, expenses or responsibility. If at any time we believe that circumstances require an adjustment of our original fee estimate, we will consult with you. It is

our understanding that our fee will be paid out of proceeds of the Securities at Closing or by the District at Closing.

If, for any reason, the financing is not consummated or is completed without the rendition of our opinion as bond counsel, we will expect to be compensated at our normal hourly rates for time actually spent, plus out-of-pocket expenses. Our fee is usually paid either at the Closing out of proceeds of the Securities or pursuant to a statement rendered shortly thereafter. We customarily do not submit any statement until the Closing unless there is a substantial delay in completing the financing.

Terms of Engagement

Either the District or Quarles & Brady may terminate the engagement at any time for any reason by written notice, subject on our part to applicable rules of professional conduct. If the District terminates our services, the District is responsible for promptly paying us for all fees, charges, and expenses incurred before the date we receive termination. We reserve the right to withdraw from representing the District if, among other things, the District fails to honor the terms of this engagement letter – including the District's failing to pay our bills, the District's failing to cooperate or follow our advice on a material matter, or our becoming aware of any fact or circumstance that would, in our view, render our continuing representation unlawful or unethical.

Unless previously terminated, our representation will terminate when we send to the District (or its representative) our final bill for services rendered. If the District requests, we will promptly return the District's original papers and property to you, consistent with our need to ensure payment of any outstanding bills. We may retain copies of the documents. We will keep our own files, including attorney work product, pertaining to our representation of the District. For various reasons, including the minimization of unnecessary storage expenses, we may destroy or otherwise dispose of documents and materials a reasonable time after termination of the engagement.

District Responsibilities

We will provide legal counsel and assistance to the District in accordance with this letter and will rely upon information and guidance the District and its personnel provide to us. We will keep the District reasonably informed of progress and developments, and respond to the District's inquiries. To enable us to provide the services set forth in this letter, the District will disclose fully and accurately all facts and keep us apprised of all developments relating to this matter. The District agrees to pay our bills for services and expenses in accordance with this engagement letter. The District will also cooperate fully with us and be available to attend meetings, conferences, hearings and other proceedings on reasonable notice, and stay fully informed on all developments relating to this matter.

Limited Liability Partnership

Our firm is a limited liability partnership ("LLP"). Because we are an LLP, no partner of the firm has personal liability for any debts or liabilities of the firm except as otherwise required by law, and except that each partner can be personally liable for his or her own malpractice and for the malpractice of persons acting under his or her actual supervision and control. As an LLP we are required by our code of professional conduct to carry at least \$10,000,000 of malpractice insurance; currently, we carry coverage with limits substantially in excess of that amount. Please call me if you have any questions about our status as a limited liability partnership.

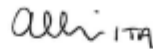
Conclusion and Request for Signed Copy

If the foregoing terms of this engagement are acceptable to you, please so indicate by returning a copy of this letter dated and signed by an appropriate officer, retaining the original for your files. If we do not hear from you within thirty (30) days, we will assume that these terms are acceptable to you, but we would prefer to receive a signed copy of this letter from you.

We are looking forward to working with you and the District in this regard.

Very truly yours,

QUARLES & BRADY LLP



Allison M. Buchanan

AMB:TNA:crw

cc: Krista Weber (via email)
Lori Needham (via email)
Taryn Alvin (via email)

Accepted and Approved:

SOUTHWEST WISCONSIN TECHNICAL
COLLEGE DISTRICT

By: _____

Its: _____
Title

Date: _____

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D. Designation of 2026-27 Depository

At the April 27, 2024, District Board meeting, the District Board awarded a contract for banking services through a joint Request for Proposals (RFP) in conjunction with the Southwest Tech Foundation and Real Estate Foundation to MidWestOne Bank, Fennimore, WI, for a period beginning July 1, 2024, through June 30, 2029. The awarded contract is being honored by MidWestOne Bank, and the College is satisfied with the service level and products it offers.

Recommendation: Continue with the designation of the College's official depository as MidWestOne Bank, Fennimore, WI, for FY 2026-27.

E. Approval of Three-Year Facilities Plan

The electronic Board information includes the Three-Year Facilities Plan 2026-2029. This annual plan is required by the Wisconsin Technical College System to be approved by the District Board and then submitted to the State Board. Dan Imhoff, Executive Director of Facilities, Safety, and Security, will present the report.

Recommendation – *Approve, as presented, the Three-Year Facilities Plan 2026-2029.*



**SOUTHWEST WISCONSIN
TECHNICAL COLLEGE
THREE-YEAR FACILITIES PLAN**

To: Dan Scanlon

From: Dr. Jeremy Pickard

July 13, 2026

Section 1 – Executive Summary

In the 2025/2026 fiscal year Southwest Wisconsin Technical College (SWTC) completed replaced Lenz Center roof and rooftop units, revitalized the cafeteria patio area, replaced the 400-building rooftop unit, and added security fencing on both the County F and HWY 18 farms.

We are in the process of replacing the 1600-building flooring and upgrading the Building 400 and 500 lighting control system.

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

2026-2027 - \$1,485,000

2027-2028 - \$1,475,000

2028–2029 - \$1,750,000

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

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

Section 2 – Existing Facilities

Owned Facilities

Campus	Location/Address	Site Size	Total Area	Value
SWTC	1800 Bronson Boulevard Fennimore, WI 53809	48 acres	380,489 sq. ft.	\$69,169,791
SWTC	4179 US Hwy 18 Fennimore, WI 53809	82 Acres	23,254 sq. ft.	\$2,142,000
SWTC	4022 US Hwy 18 Fennimore, WI 53809	85 Acres	13,600 sq. ft.	\$ 1,265,000

Leased Facilities

Location/Address	Lease Area	Lease Expiration
373 W. 6 th St., Richland Center, WI 53581	3,586 square feet	May 31, 2029
Dodgeville Family Chiropractic 1208 N Johns St. Dodgeville, WI 53533	600 square feet	June 30, 2027
627 Main St Darlington, WI	840 square feet	June 30, 2027
Prairie du Chien		Month to Month
General Capital Platteville, WI 53818	2,500 square feet	December 31, 2029

Section 3 – Three-Year Project Summary

2026-2027 Total - \$ 1,485,000

Remodeling- \$535,000

- | | |
|--|------------|
| 1. Building 500 electrical service upgrade | \$ 100,000 |
| 2. Ag/Auto Center UPS battery replacement | \$ 65,000 |
| 3. Parking Lot Restripe | \$ 20,000 |
| 4. Building 600 Roof Replacement | \$ 350,000 |

Capital Improvements - \$950,000

- | | |
|---|------------|
| 1. Buildout of Dodgeville Outreach Site | \$ 250,000 |
| 2. 1704 Remodel | \$ 500,000 |
| 3. Building 500 Restroom Upgrade | \$ 150,000 |
| 4. 1600 Family Restroom | \$ 50,000 |

2027-2028 Total - \$ 1,475,000

Remodeling- \$1,075,000

- | | |
|---|------------|
| 1. Building 100 Electrical Service Upgrade | \$ 100,000 |
| 2. Remainder of 1700 (Ag/Auto) Roof Replacement | \$ 700,000 |
| 3. Hwy 18 Farm Improvements | \$ 75,000 |
| 4. Interior Campus Signage Project | \$ 200,000 |

Capital Improvements - \$ 400,000

- | | |
|-------------------------|------------|
| 1. Building 200 Remodel | \$ 400,000 |
|-------------------------|------------|

2028-2029

Total - \$ 1,750,000

Remodeling- \$1,350,000

- | | |
|--|------------|
| 1. Building 200 Electrical Service Upgrade | \$ 100,000 |
| 2. Building 300 Electrical Service Upgrade | \$ 100,000 |
| 3. Building Automation Update (Trane System) | \$ 200,000 |
| 4. Fire Alarm Update | \$ 200,000 |
| 5. Building 500 Roof Replacement | \$ 750,000 |

Capital Improvements - \$ 400,000

- | | |
|-------------------------|------------|
| 1. Building 100 Remodel | \$ 400,000 |
|-------------------------|------------|

F. Approval of Ten-Year Facilities Plan

The Ten-Year Facilities Plan is included below with the electronic Board material. The report summarizes the current state and future needs of Southwest Wisconsin Technical College's buildings and grounds, along with the intended financing.

Recommendation – *Approve, as presented, the Ten-Year Facilities Plan.*

A	B	C	D	E	F	G	H	I	J	K
Capital Spending	2025-26			2026-27		2027-28		2028-29		2029-30
Instruction (program equipment)										
	820,000			1,129,000		1,200,000		1,200,000		1,300,000
Instruct. Resources (library/media equipment)										
	60,000			75,000		150,000		150,000		150,000
General Institutional (IT equipment)										
	1,235,000			1,748,000		1,500,000		1,500,000		1,600,000
Physical plant (furniture & facilities construction, remodeling, maintenance & equipment)										
	725,000			495,000		200,000		250,000		250,000
Required Maintenance Items										
Building 1600 flooring	120,000	Bldg. 500 electrical service upgrade	100,000	Bldg. 100 Electrical Service upgrade	100,000	Bldg. 200 electric service upgrade	100,000	Building 100 Rooftop Unit	200,000	
Lenz roof and rooftops units	285,000	Batteries in UPS system 1700	65,000	Remainder of 1700 Roof Replacement	700,000	Bldg. 300 Electric	100,000	Building 150 Rooftop Unit	150,000	
400 Main Entrance Doors	15,000	Building 600 Roof replacement	350,000	Hwy 18 Farm Improvements	75,000	Trane Campus Building Automation Update	200,000			
Building 400 Roof top unit	200,000	Parking lot stripping and maintenance	20,000	Interior Campus Signage Update	200,000	Fire Alarm update	200,000			
Energy monitoring system	25,000					Building 500 Roof Replacement	750,000			
Building Lighting Control System / Lighting upgrade	200,000									
New Construction										
		Dodgeville Outreach Site	250,000					New EPD/Fire Building	1,500,000	
Remodeling										
Cafe Patio Space Revitalization	40,000	Building 500 Restroom update	150,000	Building 200 Remodeling	400,000	Bldg. 100 Remodel	400,000			
		1704 Remodel	500,000							
		1600 Family Restroom	50,000							
	3,725,000		4,932,000		4,525,000		4,850,000		5,150,000	
	4.5		4.5		4.5		4.5		4.5	

	Completed
	Found Alternate Options
	In progress
	Critical to operations
	Noncritical

L	M	N	U	P	Q	R	S	T	U	V	W
Capital Spend	2030-31		2031-32		2032-33		2033-34		2034-35		2035-36
Instruction (program equipment)											
	1,300,000		1,400,000		1,400,000		1,500,000		1,500,000		1,600,000
Instruct. Resources (library/media equipment)											
	150,000		200,000		200,000		200,000		200,000		250,000
General Institutional (IT equipment)											
	1,600,000		1,700,000		1,700,000		1,800,000		1,800,000		1,900,000
Physical plant (furniture & facilities construction, remodeling, maintenance & equipment)											
	250,000		300,000		300,000		300,000		300,000		300,000
Required Maintenance Items											
Building 500 sprinkler	250,000	200/300 elevator upgrade	300,000	Health Science HVAC Equip	850,000	100 Roof Replacement	900,000	Building 200 roof replace	800,000	Ag/Auto HVAC Equipment	750,000
Building 400 Roof	650,000	Building 300 roof	850,000	Upgrade clock system	150,000	Childcare Roof Replace	400,000	Building 200 rooftop units	650,000	Health Science	750,000
Data Center UPS Cooling System Replacement	150,000	Parking Lot replacements	500,000	Burn Building - repair padgenite	50,000	Bldg 100 Roof Unit Replace	650,000	Bldg 100,200,300 Clearstory Windows	350,000	Evoke Track Refinish	500,000
		Room 430 Roof Replacement	250,000	150 Roof Replacement	200,000	Childcare Makeup Air Unit	300,000	Student Collaboration Space/ Student Space revitalize	225,000	Ag/Auto Renovation	500,000
		Building 300 Rooftop Units	400,000	Bldg Automation System	400,000						
		Dining Server	450,000	Highway F Farm improvements	150,000						
		Interior Campus Signage Project	200,000								
				Agricultural Center	1,500,000			1600 Health/Science Expansion	\$1,500,000		
Family Restroom in Health Science	50,000	600 classroom, restroom, office space	850,000	Building 400 remodel	750,000	Building 2000 upgrades	750,000	Knox renovation	850,000	Cosmetology Remodel	800,000
2200 storage, scenarios, showers	550,000					Childcare renovation	500,000			Student Recreation Center	1,000,000
				IT office suite remodel	250,000	Building 500 Renovation	850,000				
	4,950,000		7,400,000		7,900,000		8,150,000		8,175,000		8,350,000
	4.6		5.2		7.9		8		8.2		8.3

G. Approval of RFP: Student Housing Management Software (RFP 2627-06)

Proposals were requested, received, and evaluated for a housing management solution to best support the College's current housing operations, aligning with serving needs while minimizing costs. Three vendors submitted proposals for the RFP, with one responsive proposal. A summary of the RFP purpose, scope, and results follows.

Recommendation – Award a contract for Student Housing Management Software to eRezLife Software of Vancouver, BC, for an annual cost of \$8,274, noting that eRezLife has waived all one-time professional services, implementation, and training fees. Also noting, the agreement will include a capped annual price increase of four percent (4%) and will be established for a three-year term.

RFP # 2627-06 Student Housing Management Software

The public opening of the request for proposals (RFP) for **Student Housing Management Software** for the college was held on Wednesday, June 1, 2026, at 1:00 p.m. CST.

Purpose/Scope

Southwest Wisconsin Technical College, 1800 Bronson Blvd, Fennimore, WI 53809, is requesting proposals for a Housing Management Solution. Proposals for the requested product/services will be accepted until the time and date noted on the first page of this RFP.

The College seeks a Housing Management Solution that can support our current housing operations and align with the criteria outlined in the RFP to best serve the needs of the College while minimizing cost. The proposed housing software solution should describe its ability to meet the scope of services outlined in the RFP.

Three (3) vendors submitted proposals for the RFP, with (1) one responsive proposal. The evaluation team consisted of Stephanie Brown, Holly Clendennen, McKenzie Graf, Matthew Baute, and Cora Schmitz. The evaluation team's composite scores ranking for both the written proposal and demonstration are as follows:

Evaluation Results

Evaluation	Max Value	eRezLife Software
Total Score	100	83.5
Annual Total		\$ 8,274

Recommendation: Award a contract for Student Housing Management Software to eRezLife Software of Vancouver, BC for an annual cost of \$8,274. eRezLife has waived all one-time professional services, implementation, and training fees. The agreement includes a capped annual price increase of four percent (4%) and will be established for a three-year term

Southwest Tech Board Approval date:

Board Monitoring of College Effectiveness

A. Academic Master Plan Update

Cynde Larsen, Chief Academic Officer, will provide an update on program mix and the Academic Master Plan:



Academic Master Plan - Purpose

- Align Academics with College mission
- Guide academic program portfolio decisions
- Improve student learning and success
- Anticipate workforce and transfer needs
- Prioritize investments



Current Program Portfolio

- 19 Associate Degree Programs
 - 7 with Embedded 1-Year Technical Diplomas
- 1 Advanced Technical Certificate
- 2 2-Year Technical Diploma
- 3 1-Year Technical Diplomas (Stand-Alone)
- 6 < 1 Year Technical Diplomas



6 Highest Enrolled Programs by Headcount (06.22.2026)

- Nursing
- Nursing Assistant
- Midwifery
- Cosmetology
- Business Management
- Combined Agriculture Programs



Data Sources for Program Need Consideration

- Program Graduate Return on Investment (ROI)
- JobsEQ
- Wisconsin Department of Workforce Development
- SWTC Advisory Committees
- General Surveillance



District Plus Borders, 2025Q4 ¹										
SOC	Occupation	Current			5-Year History		1-Year Forecast			Ann % Growth
		Empl	Mean Ann Wages ²	Online Job Ads ³	Empl Change	Ann %	Total Demand	Exists	Transfers	
41-0000	Sales and Related Occupations	50,616	\$54,900	3,509	-19	0.0%	6,117	2,944	3,448	-0.5%
11-0000	Management Occupations	42,427	\$130,900	3,145	4,330	2.2%	3,450	1,411	1,945	0.2%
53-0000	Transportation and Material Moving Occupations	42,009	\$47,800	2,381	3,493	1.8%	5,162	2,261	2,881	0.0%
13-0000	Business and Financial Operations Occupations	38,369	\$88,900	1,809	3,647	2.0%	3,112	1,158	1,802	0.4%
29-0000	Healthcare Practitioners and Technical Occupations	38,040	\$109,000	4,816	4,050	2.3%	2,224	1,094	971	0.4%
25-0000	Educational Instruction and Library Occupations	36,605	\$69,900	811	3,635	2.1%	3,366	1,672	1,679	0.0%
47-0000	Construction and Extraction Occupations	24,768	\$70,700	502	2,012	1.7%	1,989	781	1,153	0.2%
31-0000	Healthcare Support Occupations	24,199	\$43,100	1,224	2,297	2.0%	3,642	1,753	1,702	0.8%
15-0000	Computer and Mathematical Occupations	21,653	\$100,700	1,185	1,037	1.0%	1,414	466	721	1.0%
49-0000	Installation, Maintenance, and Repair Occupations	20,622	\$65,000	1,456	1,356	1.4%	1,835	784	1,014	0.2%
21-0000	Community and Social Service Occupations	11,475	\$65,300	851	795	1.4%	1,096	467	565	0.6%
27-0000	Arts, Design, Entertainment, Sports, and Media Occupations	9,815	\$65,100	504	905	2.0%	929	400	520	0.1%
17-0000	Architecture and Engineering Occupations	9,776	\$97,300	871	547	1.2%	662	249	382	0.3%
33-0000	Protective Service Occupations	9,333	\$68,600	309	739	1.7%	955	404	572	-0.2%
19-0000	Life, Physical, and Social Science Occupations	7,635	\$84,000	538	894	2.5%	674	155	484	0.5%
45-0000	Farming, Fishing, and Forestry Occupations	4,128	\$44,100	24	215	1.1%	559	265	325	-0.7%
00-0000	Total - All Occupations	578,490	\$68,200	30,807	42,287	1.5%	61,332	27,225	33,906	0.0%
Green=SWTC Program or Pathway; Orange - SWTC Exploring Program or Pathway										
Source: JobsEQ®										
Data as of 2025Q4 unless noted otherwise										



Table: WDA11 Southwest Hot Jobs*, 2022-2032

RANK	SOC Code	Occupation Title	Employment			
			2022 Employment (2)	2032 Projected Employment	Employment Change (2022-2032)	Percent Change (2022-2032)
	00-0000	Total, All Occupations	134,520	143,758	9,238	6.9
1	53-3032	Heavy and Tractor-Trailer Truck Drivers	2,951	3,276	325	11.0
2	51-1011	First-Line Supervisors of Production and Operating Workers	1,334	1,437	103	7.7
3	49-9071	Maintenance and Repair Workers, General	1,256	1,371	115	9.2
4	47-2061	Construction Laborers	1,199	1,406	207	17.3
5	11-1021	General and Operations Managers	1,291	1,398	107	8.3
6	49-9041	Industrial Machinery Mechanics	847	1,085	238	28.1
7	51-4121	Welders, Cutters, Solderers, and Brazers	792	878	86	10.9
8	13-2011	Accountants and Auditors	965	1,048	83	8.6
9	47-2031	Carpenters	803	922	119	14.8
10	47-1011	First-Line Supervisors of Construction Trades and Extraction Workers	830	944	114	13.7



Table: Hot Jobs**, Wisconsin Long Term Occupation Employment Projections, 2022-2032⁽¹⁾

RANK	SOC Code	Occupation Title	Employment				Annual Openings			
			2022 Employment (2)	2032 Projected Employment	Employment Change (2022-2032)	Percent Change (2022-2032)	Labor Force Exits(3)	Occupational Transfers(4)	Growth	Total Openings(5)
	00-00	Total, All Occupations	3,162,331	3,387,402	225,071	7.1	158,454	200,243	22,507	381,204
1	53-3032	Heavy and Tractor-Trailer Truck Drivers	52,252	56,184	3,932	7.5	2,454	3,176	393	6,023
2	41-4012	Sales Representatives, Wholesale and Manufacturing, Except Technical and Scientific Products	36,752	39,756	3,004	8.2	1,273	2,091	300	3,664
3	49-9071	Maintenance and Repair Workers, General	32,215	34,971	2,756	8.6	1,480	1,533	276	3,289
4	11-1021	General and Operations Managers	32,975	35,821	2,846	8.6	856	1,848	285	2,989
5	47-2061	Construction Laborers	23,618	27,587	3,969	16.8	885	1,292	397	2,574
6	13-2011	Accountants and Auditors	27,816	30,287	2,471	8.9	897	1,316	247	2,460
7	41-3091	Sales Representatives of Services, Except Advertising, Insurance, Financial Services, and Travel	19,617	21,438	1,821	9.3	526	1,390	182	2,098
8	51-4121	Welders, Cutters, Solderers, and Brazers	18,926	20,690	1,764	9.3	600	1,312	176	2,088
9	49-9041	Industrial Machinery Mechanics	16,968	21,219	4,251	25.1	678	790	425	1,893
10	47-2031	Carpenters	18,625	21,036	2,411	12.9	690	934	241	1,865



Academic Master Plan Update

- Fall 2027 Diagnostic Medical Sonography (DMS)– Anticipate September 2026 Approval
- Fall 2028 Dental Hygiene – Anticipate July 2026 WTCS Approval
- **Exploring**
- Fall 2028 Truck Driving
- Future Consideration – Refrigeration Advanced Technical Certificate
- Focus areas in Business Management – Real Estate or Leadership



Modifications to Existing Programs

- Fall 2026 – Launch of last set of internship/externship program courses
- Fall 2026 – Launching shortened Medical Assistant technical diploma
- Fall 2026 – Reconfiguration of Automation Systems program to align first-year curriculum with Electromechanical Technology
- Fall 2027 – Proposed Human Resources Assistant technical diploma in Business Management program



Promoting Program Health and Graduate ROI

- Medical Assistant – Monitoring enrollment and demand. Demand could increase with rising demand for Nursing program slots across the State.
- Accounting – Monitor program numbers to determine if twice yearly entry and exits are cost effective.
- Continue to evolve curriculum and transfer to support strong wages:
 - Human Services Associate
 - Early Childhood Education
 - Cosmetology
 - Golf Course Management



Key Takeaways

- The Academic Master Plan provides a framework for sustainable growth, innovation, and long-term value to students, employers, and the communities we serve.
- Current planning is guided by labor market data, graduate return on investment, advisory committee feedback, and environmental scanning
- New program development addresses high-demand healthcare workforce needs, while additional opportunities are being explored in transportation, skilled trades, and business.
- Ongoing monitoring of enrollment, employment demand, transfer opportunities, and graduate outcomes ensures responsible stewardship of College resources and strong return on investment for students.



Through intentional planning and data-informed decision making, SWTC is building an academic portfolio that supports student success, meets regional workforce needs, and positions the College for long-term sustainability and impact.

Questions? Comments? Suggestions?



B. Staffing Update

A summary of College Staffing follows:

	Position Posted	New or Replacement?	Additional Info	Hired/ Current Status	Effective Date	Funding Source &/or Estimated Wage Range	Hired Wage Rate
1	Advanced Manufacturing Instructor	New	New Program - funded by DOE grant	Interviewing	Posted 12/2/2025	Bachelor's Equivalency: \$51,221 - \$81,444 Advanced Equivalency: \$53,878 - \$85,666 Master's Equivalency: \$56,533 - \$89,888	
2	Automation/Electromechanical Technology Instructor	Replacement	Replacing Austin Yager	Interviewing	Posted 02/12/2026	Bachelor's (BS) Equivalency \$51,221-\$81,444 Advanced (AS) Equivalency \$53,878-\$85,666 Master's (MS) Equivalency \$56,533-\$89,888	
3	Annual Giving and Donor Relations Coordinator	Replacement	Replacing Adam Phillips/position updated from development officer to annual giving focus	Megan McCarthy	Posted 4/29/26	C42: \$51,741.76 - \$72,438.46	Hired at \$72,000
4	Bookstore Assistant	Replacement	Replacing part-time student worker with part-time regular employee	Posted	Posted 4/29/26	A13: \$19.56-\$23.11	
5	Child Care Center Lead Teacher and Lab Assistant	Replacement	Replacing Paula Timmerman (retired)	Internal Hire: Rachel Preuschl	Posted 4/29/26	A12: \$19.56-\$22.87	Hired at \$22.50
6	Communication Instructor	Replacement	Replacing Alexa Chiefari	Interviewing	Posted 4/29/26	Masters: \$56,533-\$89-888	
7	Director of Grants	Replacement	Replacing Amy Seeboth-Wilson	Carrie Sutter	Posted 4/29/26	D62: \$67,359 - \$93,645	Hired at \$95,000
8	Grants and Compliance Manager	Replacement	Replacing Karen Campbell/ Position updated to include grant	Internal Hire: Morgan Zach	Posted 4/29/26	C43: \$54,575.27 - \$76,406.43	Hired at \$58,500
9	Health Science Academic Success Coach	Replacement	Replacing part-time of Danielle Carlson's position with a full-time position	Sydney Lundell	Posted 5/8/26	C41: \$48,409.24- \$68,471.54	Hired at \$58,000
10	Adult Education Navigator/Academic Success Coach	New	New Position - Schlecht Family Foundation Grant plus part-time grant-funded position	Internal Hire: Kat Chamorro Reuda	Posted 5/14/26	C41 Hourly: \$23.51 – 32.92	Hired at \$26.50

	Position Posted	New or Replacement?	Additional Info	Hired/ Current Status	Effective Date	Funding Source &/or Estimated Wage Range	Hired Wage Rate
11	Adult Education Instructor/Academic Success Coach	New	Two part-time grant-funded positions that were pieced together as full-time	Sophia Winter	Posted 5/14/26	C41 Hourly: \$23.51 – 32.92	Hired at \$29.00
12	Associate Degree Nursing Instructor	Replacement	Replacing Vicky Rundle nursing instructor duties. Academic Lead and Program Director duties shifted internally.	Interviewing	Posted 6/8/26	Masters: \$56,533 - \$89,888	
13	Associate Degree Dental Hygiene Program Director/Instructor	New	New Program - Rural Health Transformation Grant Funded	Posted	Posted 6/9/26	Masters: \$56,533 - \$89,888	
14	Health Science Academic Success Coach	Replacement	Replacing the other part of Danielle Carlson's position	Interviewing	Posted 6/16/26	C41: \$48,409.24- \$68,471.54	

Information and Correspondence

A. Enrollment Report and Student Success Scoreboard

1. Enrollment/FTE Comparison Report

		School Year 2026-27 Registration began on March 16, 2026									
FTE COMPARISON REPORT - JUNE 29, 2026		Headcount					FTE's				
Program Number	Program Name	FY 24-25 07/08/24	FY 25-26 07/07/25	FY 26-27 06/29/26	25 to 27 Change	26 to 27 Change	FY 24-25 07/08/24	FY 25-26 07/07/25	FY 26-27 06/29/26	25 to 27 Change	26 to 27 Change
101011	Accounting	28	38	33	5	(5)	11.33	15.83	13.47	2.13	(2.37)
311011	Accounting Assistant	4	8	1	(3)	(7)	1.43	3.20	0.30	(1.13)	(2.90)
305316	Advanced EMT	-	3	1	1	(2)	-	0.40	0.13	0.13	(0.27)
100067	Agribusiness Science & Technology - Agribusiness Management	26	19	14	(12)	(5)	12.67	10.17	5.77	(6.90)	(4.40)
100939	Agronomy	20	23	18	(2)	(5)	10.23	12.26	10.00	(0.23)	(2.26)
310933	Agronomy Technician	1	-	1	-	1	0.50	-	0.50	-	0.50
100917	Animal Science	36	30	22	(14)	(8)	20.33	16.37	11.60	(8.73)	(4.77)
320701	Agricultural Power & Equipment Technician	34	27	25	(9)	(2)	18.33	13.87	13.97	(4.37)	0.10
303163	Artisanal Modern Meat Butchery (suspended 2627)	16	10	-	(16)	(10)	2.37	1.67	-	(2.37)	(1.67)
314051	Auto Collision Repair & Refinish Technician (suspended 2627)	9	6	-	(9)	(6)	4.97	3.40	-	(4.97)	(3.40)
106641	Automation Systems Technology	-	-	1	1	1	-	-	0.57	0.57	0.57
324042	Automotive Technician	31	32	22	(9)	(10)	14.17	13.83	10.27	(3.90)	(3.57)
314081	Bricklaying & Masonry (DOC)	-	-	6	6	6	-	-	2.20	2.20	2.20
304431	Building Maintenance & Construction (DOC)	-	-	6	6	6	-	-	1.53	1.53	1.53
314751	Building Trades-Carpentry	10	7	8	(2)	1	4.93	3.43	3.93	(1.00)	0.50
101021	Business Analyst / Data Analyst	6	2	-	(6)	(2)	1.97	1.03	-	(1.97)	(1.03)
101023	Business Management	68	60	50	(18)	(10)	29.60	26.97	21.80	(7.80)	(5.17)
105305	Cancer Information Management	50	37	29	(21)	(8)	14.33	12.33	10.33	(4.00)	(2.00)
115301	Cancer Information Management (Advanced Technical Certificate)	11	24	29	18	5	2.97	6.20	7.47	4.50	1.27
313071	Child Care Services	4	2	-	(4)	(2)	1.40	0.60	-	(1.40)	(0.60)
305095	Clinical Medical Assistant	19	18	9	(10)	(9)	7.37	7.57	4.53	(2.84)	(3.04)
304204	CNC Setup Technician	-	2	1	1	(1)	-	0.60	0.30	0.30	(0.30)
314441	CNC Machine Operator/Programmer	1	-	-	(1)	-	0.07	-	-	(0.07)	-
315021	Cosmetology	37	40	51	14	11	17.50	21.00	19.90	2.40	(1.10)
105046	Criminal Justice - Law Enforcement 2	31	23	25	(6)	2	12.53	10.77	10.60	(1.93)	(0.17)
105045	Criminal Justice Studies	7	7	3	(4)	(4)	2.83	3.47	1.50	(1.33)	(1.97)
305042	Criminal Justice-Law Enforcement 720 Academy	6	-	1	(5)	1	1.60	-	0.20	(1.40)	0.20
310915	Dairy & Livestock Technician	1	-	2	1	2	0.50	-	0.60	0.10	0.60
305082	Dental Assistant	11	7	18	7	11	5.37	4.03	9.63	4.27	5.60
105106	Direct Entry Midwife	82	98	82	-	(16)	35.17	39.20	34.37	(0.80)	(4.83)
308121	Driver and Safety Education Certification	3	7	3	-	(4)	0.50	1.90	0.40	(0.10)	(1.50)
103071	Early Childhood Education	36	34	30	(6)	(4)	15.90	15.90	13.77	(2.13)	(2.13)

Program Number	Program Name	FY 24-25 07/08/24	FY 25-26 07/07/25	FY 26-27 06/29/26	25 to 27 Change	26 to 27 Change	FY 24-25 07/08/24	FY 25-26 07/07/25	FY 26-27 06/29/26	25 to 27 Change	26 to 27 Change
314132	Electrical Power Distribution	43	40	44	1	4	21.07	19.47	21.80	0.73	2.33
504132	Electricity (Construction) Apprentice	21	16	26	5	10	1.40	1.07	1.73	0.33	0.67
106201	Electromechanical Technology	14	15	19	5	4	7.83	7.77	8.53	0.70	0.77
305313	Emergency Medical Technician	3	38	46	43	8	0.27	3.30	3.70	3.43	0.40
104813	Energy Management Technology (suspended)	1	-	-	(1)	-	0.50	-	-	(0.50)	-
103251	Golf Course Management	12	12	12	-	-	6.13	5.67	6.40	0.27	0.73
102012	Graphic And Web Design	29	21	18	(11)	(3)	13.20	10.53	8.40	(4.80)	(2.13)
105301	Health Information Technology	30	21	12	(18)	(9)	9.27	7.03	4.53	(4.73)	(2.50)
105203	Human Services Associate	16	14	18	2	4	8.30	6.40	7.60	(0.70)	1.20
108251	Individualized Technical Studies	-	1	-	-	(1)	-	0.10	-	-	(0.10)
504131	Industrial Electrician Apprentice	4	6	5	1	(1)	0.27	0.40	0.60	0.33	0.20
316201	Industrial Mechanic	-	1	3	3	2	-	0.57	1.70	1.70	1.13
106203	Instrumentation and Controls Technology	1	-	-	(1)	-	0.03	-	-	(0.03)	-
101512	IT - Cybersecurity Specialist	28	21	17	(11)	(4)	14.23	10.30	6.83	(7.40)	(3.47)
311509	IT - Network Systems Technician	3	3	3	-	-	1.57	1.30	1.60	0.03	0.30
101521	IT - Software Developer	-	-	8	8	8	-	-	3.67	3.67	3.67
101961	Leadership Development (suspended)	5	3	-	(5)	(3)	2.53	0.80	-	(2.53)	(0.80)
208001	Liberal Arts - Associate of Arts	35	33	23	(12)	(10)	13.63	17.07	9.63	(4.00)	(7.43)
208002	Liberal Arts - Associate of Science	6	13	15	9	2	1.90	5.63	7.77	5.87	2.13
315302	Medical Coding Specialist	38	31	23	(15)	(8)	13.13	12.47	8.10	(5.03)	(4.37)
105131	Medical Laboratory Technician	5	7	11	6	4	2.20	3.03	4.43	2.23	1.40
305024	Nail Technician	4	4	9	5	5	0.67	0.67	2.83	2.17	2.17
101966	Nonprofit Leadership (suspended)	7	4	1	(6)	(3)	2.70	2.00	0.20	(2.50)	(1.80)
105431	Nursing - Associate Degree	142	136	186	44	50	45.90	44.40	65.00	19.10	20.60
305431	Nursing Assistant	74	65	78	4	13	5.93	5.03	6.43	0.50	1.40
305132	Phlebotomist/Specimen Processor	-	-	4	4	4	-	-	0.40	0.40	0.40
105241	Physical Therapist Assistant	17	16	19	2	3	6.40	5.50	7.63	1.23	2.13
504275	Plumbing Apprentice	22	23	20	(2)	(3)	2.17	1.83	1.68	(0.48)	(0.15)
611824	Purchasing Agent/Buyer	-	-	1	1	1	-	-	0.27	0.27	0.27
105261	Radiography	13	21	18	5	(3)	5.63	9.63	8.10	2.47	(1.53)
311821	Supply Chain Assistant	1	-	-	(1)	-	0.67	-	-	(0.67)	-
101821	Supply Chain Management	18	19	15	(3)	(4)	7.37	6.67	5.97	(1.40)	(0.70)
105121	Surgical Technology	20	19	14	(6)	(5)	8.00	8.07	6.50	(1.50)	(1.57)
611012	Tax Preparer Assistant	-	2	-	-	(2)	-	0.60	-	-	(0.60)
104995	Technical Studies-Journeyworker	1	-	-	(1)	-	0.10	-	-	(0.10)	-
314421	Welding	38	31	19	(19)	(12)	19.07	15.87	9.13	(9.93)	(6.73)
TOTAL PROGRAM DEGREE SEEKING:		1,239	1,200	1,178	(61)	(22)	472.93	459.17	430.82	(42.11)	(28.35)

COLEDG	ColLEDGE Up*	195	36	19	(176)	(17)	29.57	3.87	1.90	(27.67)	(1.97)
SCNOW	Start College Now*	156	525	508	352	(17)	29.13	86.80	86.23	57.10	(0.57)
UNDECIDE	Undecided*	1	-	-	(1)	-	0.13	-	-	(0.13)	-
UNDCL	Undeclared*	132	104	130	(2)	26	20.77	18.03	20.43	(0.33)	2.40
YOUTHAPP	Youth Apprenticeship*	-	21	55	55	34	-	1.53	6.77	6.77	5.23
TOTAL DEGREE COURSE STUDENTS/FTEs:		484	686	712	228	26	79.60	110.23	115.33	35.73	5.10
BAS-ED	Basic Education (73,74,75,76)	55	51	35	(20)	(16)	1.73	0.65	0.89	(0.83)	0.24
REMED	Basic Education Remedial/Developmental (77, 78)	74	76	119	45	43	-	-	-	-	-
NONDEG	Non-Degree**	769	793	818	49	25	16.65	16.23	17.59	0.94	1.36
UNDES	Undesignated**	4	11	3	(1)	(8)	0.53	0.77	0.40	(0.13)	(0.37)
TOTAL NON-DEGREE:		902	931	975	73	44	18.91	17.65	18.88	(0.03)	1.23
TOTALS:		2,625	2,817	2,865	240	48	571.44	587.05	565.03	(6.41)	(22.02)
					9.1%	1.7%				-1.1%	-3.8%
		Budgeted/Goal FTEs					1,355	1,300	1,300		
		% of Budgeted/Goal FTEs Achieved to date					42.2%	45.2%	43.5%		
		Final Actual FTEs Achieved					1,294	1,284			
		% of Final Actual FTEs Achieved to date					44.2%	45.7%			
		26/27 Projected Ending FTEs using historical trend					1,279	1,236			
		Will budget be met					NO	NO			

*	Degree courses - Aid codes 10, 30, 31, 32, and 50
**	Non-degree courses - Aid Codes 42 and 47
CATEGORY DEFINITIONS	
38.14	38.14 Contract is set up as a program in Anthology. Students apply and register in the program for billing and tracking purposes. They are degree level courses.
COLEDG	ColLEDGE Up are degree courses/programs that are offered to area HS students.
SCNOW	Start College Now includes degree courses that HS students can enroll in for college credit (SWTC faculty teach the course).
TRANSCR	Transcripted Credit are high school courses that are also earning college credit through an agreement between SWTC and the high school.
UNDECIDE	Undecided is an option for prospective students to select when completing the application.
YOUTHAPP	Youth Apprenticeship are high school students enrolled in degree level course funded by CESA. Youth Apprenticeship is to be reported when credit is granted through a course offered by the high school or the college under the provisions of s. 106.13, Wis. Stats.
UNDEC	Undeclared are degree courses (10, 3x) taken by students that are not in a program.
UNDES	Undesignated is a category for tracking non-degree courses (aid codes 42 & 47). This is a carry-over from CAMS. Anthology tracks these students in the Non-Degree category.
NONDEG	Non-Degree is a category for tracking non-degree course (aid codes 42 & 47) enrollment.

2. Student Success Scoreboard

Student Success Scoreboard - June 30, 2026

Student Group	Complete Career Assessment	Complete Academic Map	Complete Financial Plan	Complete Success Plan	Complete Faculty Touchpoint	Plan Started (Any Stage)	Total Students	Percentage with Plan Started	Percentage with Plan Complete	
Active Status: Program Students	664	685	667	626	333	688	689	100%	91%	Goal = 100%
Applicant & Accept: Program Students	652	633	590	558	-	716	1,116	64%	50%	
All Statuses: Program Students	1,878	1,778	1,681	1,572	658	2,042				
Active Status: Dual Enrollment Students	-	-	-	167	-	169	1,756	10%	10%	Goal = 100%
All Statuses: Dual Enrollment Students	-	-	-	427	-	441	3,860	11%	11%	
All Statuses: Adult Education Students	-	-	-	43	-	76	478	16%	9%	

SSP Scoreboard Monthly Comparison

	1/22/2026	2/17/2026	3/19/2026	4/14/2026	5/11/2026	6/10/2026	6/30/2026	
Active Students: Plan Started	934	1,195	1,063	1,066	1,063	764	688	
% Active Students: Plan Started	76%	97%	91%	91%	91%	85%	100%	Goal = 100%
Active Students: Complete Plan	297	380	634	761	774	650	626	
% Active Students: Complete Plan	24%	31%	54%	65%	68%	72%	91%	Goal = 100%
Active Dual Enrollment Students: Complete Plan	66	99	114	125	123	152	167	
All Dual Enrollment Students: Complete Plan	247	349	408	408	410	427	427	
All Adult Education Students: Complete Plan	-	-	15	20	29	34	43	
% Adult Education Students: Complete Plan	-	-	-	-	-	8%	9%	Goal = 100%

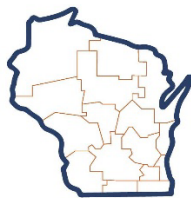
Financial Gap Monthly Comparison

FY27	2/19/2026	3/19/2026	4/14/2026	5/11/2026	6/10/2026	6/30/2026
# Students with Initial Gap	61	164	280	357	422	480
Sum of Initial Gaps	\$ 700,160	\$ 1,708,004	\$ 3,146,125	\$ 3,976,047	\$ 4,570,476	\$ 5,043,470
Average Initial Gap	\$ 11,478	\$ 10,415	\$ 11,236	\$ 11,137	\$ 10,831	\$ 10,507
# of Students with Current Gap	67	197	316	399	467	527
Sum of Current Gaps	\$ 739,317	\$ 2,009,592	\$ 3,430,632	\$ 4,318,508	\$ 4,929,011	\$ 5,303,632
Average Current Gap	\$ 11,035	\$ 10,201	\$ 10,856	\$ 10,823	\$ 10,555	\$ 10,064

B. Chairperson's Report

1. District Boards Association (DBA) 2026-27 Committee Appointments

Information from the District Boards Association regarding Committees and assignments follows. The SWTC District Board representation within the committees will be determined at the meeting.



WISCONSIN TECHNICAL COLLEGE
DISTRICT BOARDS ASSOCIATION

2026 Appointments to DBA Positions

*Memo For Even-Numbered Districts

When filling out the online form, please include the following appointments as part of your July 2026 district board organizational meeting agenda.

Board of Directors

Each district board uses its own process to select its representative to the DBA board. Board of Director seats are staggered 2-year terms and association officers automatically serve as their district's delegate to the board.

- Each college can have only one (1) representative on the DBA Board of Directors.
- There is no limit on the number of designee terms that may be served.
- A new member also may be appointed at mid-term, at the district board's discretion.
- New DBA Board of Director members will be seated in July 2026.

The following even-numbered districts are requested to select a member to be seated on the association's Board of Directors effective July 2026 for a 2-year term:

- Chippewa Valley | Erin Greenawald, Secretary/Treasurer
- Gateway | Ram Bhatia, At-Large
- Lakeshore | John Wyatt, DBA President
- Madison College | Donald Dantzer, Jr.
- Moraine Park | Vernon Jung, Jr.
- Nicolet College | Dianne Lazear
- Northwood | Lori Laberee, Vice President
- Southwest Wisconsin | Chuck Bolstad, Past President
- Waukesha County | Brian Baumgartner
- Western | Megan Skarlupka

2026 Appointments to DBA Positions: Even-Numbered Districts | 1
Chippewa Valley, Gateway, Lakeshore, Madison College, Moraine Park,
Nicolet College, Northwood, Southwest WI, Waukesha County, Western

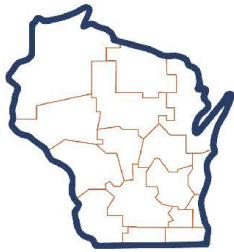
Standing Committees

All districts are requested to assign new or continuing members to the Association's standing committees, at your board's discretion.

Standing Committees:

- *External Partnerships Committee*
- *Internal Best Practices Committee*
- *Bylaws, Policies and Procedures Committee*
- *Awards Committee*
- *Legislative Committee – Pending*

A document outlining the standing committee descriptions and committee member expectations [can be found here](#).



WISCONSIN TECHNICAL COLLEGE
DISTRICT BOARDS ASSOCIATION

2026 Committee Descriptions

Board of Directors

Description

- The DBA Board sets policy for the Association, has final approval of all bylaws, policy and procedures manual changes, determines the annual Association budget, approves compensation for staff, and is the governing and oversight board for the DBA Executive Director.

Composition & Commitment

- Each district board is asked to designate one (1) trustee to represent the college on the DBA Board of Directors.
- The DBA Board holds at least four (4) hybrid meetings per year and attends the one (1) Annual Planning Meeting, usually held in August or September each year.
 - It's important that we have full representation from all colleges at DBA board meetings. Board of Directors Delegates are asked to attend all Association Board meetings either in-person or virtually. If a delegate is unable to attend a meeting, they should contact DBA for more information.

External Partnerships Committee

Description

- This committee works to explore innovative partnerships, external challenges, and emerging opportunities for collaboration, while building understanding and strengthening relationships between trustees and local, state, and national leaders.

- In collaboration with the host college, the committee meets with strategic partners that include but are not limited to:
 - K-12 leaders
 - Employer-partners
 - Chamber officials
 - County board members
 - Presidents Association
 - Higher education leaders
 - Association of Community College Trustees
 - Community and Faith-Based Organizations
 - Other stakeholders and partners
- This committee also generates programming input for Association staff to develop for in-service sessions.

Composition & Commitment

- This committee is led by two (2) trustee co-chairs in concert with DBA staff.
- Each district board is asked to appoint one (1) to four (4) trustees to serve on the External Partnerships Committee.
- This committee meets in-person or virtually as needed.

Internal Best Practices Committee

Description

- This committee works to share and discuss best practices internal to the technical college system on topics of interest to the members. Past topics appropriate for this committee include:
 - Board and Association best practices around new member orientation;
 - “Boardsmanship,” or how to be effective at the board table, legal and ethical parameters, and other skillsets for trustees;
 - Human resources and employee compensation best practices;
 - Student services best practices (mental health, veterans services);
 - Instructional services best practices (career pathways, credit for prior learning, Promise programs); and
 - Other emerging trends and topics
- This committee also generates programming input for Association staff to develop for in-service sessions.

Composition & Commitment

- This committee is led by two (2) trustee co-chairs in concert with DBA staff.
- Each district board is asked to appoint one (1) to four (4) trustees to serve on the Internal Best Practices Committee.
- This committee meets in-person or virtually as needed.

Bylaws, Policies and Procedures Committee

Description

- This committee, as set forth in Article IX of the Bylaws, reviews the Association's Bylaws, Policies and Procedures Manual and recommends changes to the Board of Directors where appropriate.
- The Committee has additional specific assignments:
 - At the Board of Directors' request, develop a select list of major issues on which the Board of Directors may request member consideration.
 - At the request of the Board of Directors, committee chair, or an individual member district board of the Association, review a proposed resolution or proposed change in the bylaws, policies or procedures for the purpose of recommending whether the proposed language will accomplish the desired effect, and/or whether the proposed change would require amendment of any other portion of the corporate bylaws, policies, or procedures.

Composition & Commitment

- This committee is led by two (2) trustee co-chairs in concert with DBA staff.
- This committee meets in-person or virtually as needed.

Awards Committee

Description

- This committee is responsible for promoting, identifying and rating:
 - Board Member of the Year candidates
 - Technical Education Champion (TECh) Award candidates
 - Media Award candidates
 - Distinguished Alumni of the Year candidates

- The Committee determines, selects the recipients of, and delivers the Association's annual awards via the following process:
 - Association staff announce the nomination period for each award.
 - At the end of the nomination period, the Association provides the Awards Committee with a slate of nominees eligible for the award with corresponding nomination materials.
 - The Awards Committee selects award recipients by rating colleges' nominees against a set rubric of criteria for each award.
 - Association staff then tabulate the scores and announce the winner.
 - Whenever possible, awards are presented at the next in-person meeting of the Association.

Composition & Commitment

- Each district board is asked to select one (1) trustee to serve on the committee who will review and rate nominations for the Association awards program on behalf of their college.
- This committee conducts their work via e-mail/virtual meetings, outside of the DBA meetings.
- Each award cycle roughly follows this process:
 - Generally, all four (4) awards are given at the yearly Fall Meeting.
 - The DBA requests ratings from each college for awards.
 - Awards Committee members read nominations for each award and submit a rating for each nomination.
 - Members have about two (2) weeks to complete this activity.
 - During the rating process, members evaluate eight (8) to ten (10) award nominations and score each submission according to predefined criteria.
 - Members are allowed to split this responsibility with another board member.

2. Designate 2026-27 Southwest Tech Foundation and Real Estate Foundation Board Representatives

The District Board will designate a 2026-27 representative for the Southwest Tech Foundation Board and Real Estate Foundation Board.

3. 2026 ACCT Leadership Congress: October 21-24, 2026

This year's congress will be at the Hyatt Regency, Chicago. The Board will discuss whether representative(s) will attend. The Board will discuss attendance, noting that early-bird pricing ends August 14.

C. College President's Report

1. Review Board Governance Policy 2.5: Employee Complaint and Appeal Policy for Disciplinary Demotion, Suspension Without Pay, Disciplinary Termination, and Workplace Safety Issues – Pursuant to Wis Stats. Sec. 66.0509

2. Review Board Governance Policy 2.6: Acting and Interim President

The policies are as follows:

2.5 - EMPLOYEE COMPLAINT AND APPEAL POLICY FOR DISCIPLINARY DEMOTION, SUSPENSION WITHOUT PAY, DISCIPLINARY TERMINATION, AND WORKPLACE SAFETY ISSUES – Pursuant to Wis. Stats. Sec. 66.0509

Purpose

The purpose of this document is to establish an administrative complaint and appeal procedure with respect to discipline and workplace safety consistent with Sec. 66.0509 (1m) of the Wisconsin Statutes. This document applies when an employee (“complainant” as defined below) believes that he or she has been subjected to unfair or illegal discipline and/or unsafe working conditions (as defined below), provided the alleged wrongful behavior had a significant connection to the employment of the complainant and the activities of the College.

To the extent that the provisions of Sec. 118.22, Wis. Stats. are applicable, those statutory procedures shall be followed as required by law.

Definition

“Discipline” for the purposes of this procedure is defined as disciplinary demotion, suspension without pay, or disciplinary termination.

“Workplace safety” is defined as conditions of employment affecting an employee’s physical health or safety, the safe operation of workplace equipment and tools, safety of the physical work environment, personal protective equipment, and training.

“Complainant” is defined as any College employee, not to include student employees, on the payroll of Southwest Wisconsin Technical College who has a personal complaint as defined in this procedure.

“Complaint” is defined as any written allegation of impropriety regarding discipline or workplace safety as defined in this procedure. The written signed complaint shall include a clear and concise statement of the facts upon which the complaint is based, the specific policies alleged to have been violated, if any, and the relief sought. If mutually agreed upon by both parties, written complaints with the same or sufficiently similar underlying facts and policy issues may be combined at any time.

“Days” are defined as Monday through Friday when the College is open for business. Weekends, holidays, and days when the College is closed are excluded.

Procedure

Step 1

If an issue related to employee terminations, employee discipline, or workplace safety as defined in this procedure has not been resolved informally with the complainant’s

immediate supervisor, the complainant has the right to present a formal written complaint to the immediate supervisor within ten (10) days after the facts upon which the complaint is based first occurred. The supervisor will meet with the complainant within seven (7) days and provide his or her written response within ten (10) days of the meeting.

Step 2

The complainant may, within seven (7) days after receipt of the written response of the immediate supervisor, request a review of the decision of his or her supervisor in writing to his or her Vice President or designee.

A. Review of Complaint.

The Vice President or designee, within ten (10) days of receipt of the request for review, shall review the complaint to determine whether the complaint is valid and notify the complainant. Validity is not a determination of whether or not the actions that gave rise to the complaint occurred, but whether or not the action underlying the complaint is within the scope of the complaint procedure. The Vice President or designee shall establish validity upon determining all of the following:

- That the complaint involves discipline or workplace safety as defined in this procedure.
- That the alleged conduct occurred on College-owned, College-leased, or College-controlled property or had a significant connection to the employment of the individual complainant and activities of the College.
- That the complainant is a College employee as defined in this procedure.
- That the complainant was the party harmed by the activity or action set forth in the complaint.

If the Vice President or designee concludes that the complaint lacks validity, he or she shall dismiss the complaint.

B. In-Person Meeting regarding merits.

If the Vice President or designee concludes the complaint is valid, he or she shall meet with the complainant within seven (7) days of receipt of the request for review to evaluate the merits. The Vice President or designee shall provide a written decision on the merits of the complaint within seven (7) days after the meeting.

The written complaint may not be amended following this decision; however, the remedy requested may be modified at any time without prejudice to the complainant's position in the appeal.

Step 3

The complainant may submit a written request for a hearing on the Vice President or designee's decision with regard to merit within seven (7) days of the written response from the Vice President or designee. The written request for hearing shall state the specific basis for disagreement and shall be submitted to the Director of Human Resources. Upon receipt of the request, the College shall retain the services of an Impartial Hearing Officer (IHO) and a hearing shall be scheduled within thirty (30) days after receipt of the request for hearing.

A record of the hearing shall be made. The complainant shall have the burden of proof that the complaint is meritorious, which must be shown by evidence that is clear, satisfactory, and convincing. In his or her written decision, the IHO shall make relevant findings of fact, shall decide for or against the complainant, and state his or her reasons. The decision of the IHO shall be limited to the issues raised in the request for hearing. The IHO shall have no authority to add to, modify, or delete from the policies of the College. If the IHO rules in favor of the complainant, the IHO will determine the appropriate remedy. The IHO's decision will be provided in writing to the parties within thirty (30) days of the hearing.

Step 4

Either party may, within seven (7) days after receipt of the written decision of the IHO, appeal the decision of the IHO to the Southwest Wisconsin Technical College Board of Trustees by filing a written appeal specifically stating the basis for contesting the findings and/or decision of the IHO. The appeal shall be filed with the Executive Administrative Assistant to the President/Board. Upon receipt of a request for an appeal, the College will provide a record of the IHO hearing for use by the Board. Upon receiving the record, the Board shall schedule the appeal within thirty (30) days. The deliberations will be conducted according to procedures established by the Board. The Board shall overturn the decision of the IHO if the decision was unreasonable, arbitrary, or capricious.

The Board shall issue its written decision within fifteen (15) days following the conclusion of the Board's deliberations. The decision shall be by simple majority vote and shall be limited to holding for or against the appealing party. The decision shall be limited to the precise issue raised in the appeal and shall be final and binding.

Timeline Requirements

If the College fails to give a written answer at Steps 1 or 2 within the designated timeframe, the complainant may immediately proceed to the next step. Failure by complainant to meet applicable deadlines may be the basis for dismissal of any complaint. If it is impossible to comply with the time limits specified because of extenuating circumstances, these time limits may be extended by mutual consent in writing by the complainant and the President or designee of the College.

Representation

Either party may utilize a designated representative at their own expense.

Confidentiality

All participants in all proceedings under this procedure shall observe confidentiality to the extent reasonably possible.

Southwest Wisconsin Technical College Complaint And Appeal Procedures for the District Board

Per the Southwest Wisconsin Technical College Employee Complaint and Appeal Procedure for Discipline and Workplace Safety Issues Pursuant to Wis. Stats. Sec. 66.0509, either party may, within seven (7) days after receipt of the written decision of the Impartial Hearing Officer (IHO), appeal the decision of the IHO to the Southwest Wisconsin Technical College District Board by filing a written appeal specifically stating the basis for contesting the findings and/or decision of the IHO. The appeal shall be filed with the Executive Administrative Assistant to the President/Board. This appeal procedure relates only to a complaint submitted under the above Board Policy. Neither party in the appeal may engage in communication with any Board member(s) on any substantive issues. Board members must not discuss the complaint with any person prior to the meeting.

The Board may designate a person to handle all procedural issues and communications associated with this appeal. The procedures below may be modified at the option of the Board, so long as they are consistent with the above policy.

Procedures

1. Upon receipt of a written request for an appeal of the decision of the IHO to the Board, the College will provide a record of the IHO hearing for use by the Board. Copies of all documents and the record from the proceedings before the IHO will be made available to the Board members at least ten (10) days prior to the meeting.
2. Upon receipt of the record, the Board Chair shall schedule the appeal within thirty (30) days. Board deliberations on the appeal will be conducted in closed session. Only Board members and the Board's legal counsel shall be present.
3. The Board must consider only evidence submitted during the hearing before the IHO.
4. At its sole discretion, the Board may request clarification of the IHO record in writing from either party, prior to the scheduled deliberations.
5. The Board shall overturn the decision of the IHO if the decision was unreasonable, arbitrary, or capricious.
6. The decision shall be by simple majority vote of the Board and shall be limited to holding for or against the appealing party. The decision shall be limited to the precise issue raised in the appeal and shall be final and binding.
7. The Board shall issue a written decision within fifteen (15) days following the conclusion of the Board's deliberations.

Adopted: 2/28/13
Reviewed:
Revised: 7/11/2022

2.6 – ACTING and INTERIM PRESIDENT

On occasion, the President of the College will be absent from campus on account of official business, vacation, illness, or other unavoidable cause. It is possible a situation may arise when the president is suddenly unavailable and/or may not be able to perform their duties for an extended period of time. At some point, there will be a change in Presidents.

During Presidential absences, it is essential that provisions be made so that official business may proceed. Furthermore, the long-term vitality of the College is strengthened by providing executive leadership learning opportunities for people to learn and grow.

An Acting President serves in the temporary and short-term absence of the President when the President is expected to return to work. In this situation, the President will designate a member of the Cabinet to serve as the Acting President. The President will then inform the Board Chair.

An Interim President serves as a bridge to a new President when it is likely the incumbent President will not return to work. In the event the President will be unavailable and out of the office for a period of time longer than 30 calendar days, the Interim President will be:

1. Chief Financial Officer, Caleb White

Prior to appointing an Interim President, the Board will determine if it intends to conduct a full search or make an appointment at the conclusion of a successful term. It is clearly understood if the Board determines to replace the current President for any reason, they will have full autonomy to appoint a new President using the process and parameters of their choosing. This policy provides a plan for their consideration in the event a presidential transition occurs and facilitates professional development and training.

If the President is unable to name an Acting President, the Board Chair will appoint someone until the full Board can take action at the next Board meeting. An Interim President will be appointed by the Board Chair and considered by the entire Board at the next Board meeting during which time they will adjust the compensation for the Interim President according to the situation. Any other decisions will be made following established college policies.

The President's Office will notify the Cabinet when an Acting President or Interim President is named and forward that notification to the Board Chair. The Acting President shall fulfill the responsibilities outlined in the Acting President Position Description, which is attached.

Because of these considerations, the Board of Trustees authorizes the President to:

1. Implement formal mentoring opportunities specifically designed to provide training related to the powers, duties, and responsibilities held by the President.
2. Assess and evaluate the performance of the Acting President.
3. Provide compensation for services rendered as Acting President.
4. Support the pursuit of a terminal degree when needed through an investment of time and resources.

Adopted: 7/9/18
Reviewed: 7/11/22
Revised: 1/24/19, 3/28/19, 8/26/21, 4/27/2024

POSITION DESCRIPTION

JOB TITLE: Acting College President

REPORTS TO: College President

SUMMARY: Under the authority delegated by the President, the Acting College President serves in the place of the President when he/she is engaged in off-campus responsibilities. The Acting College President provides leadership and is responsible for ensuring the operations of the College continue effectively while the President is away from campus.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Participate in professional development opportunities provided by the Wisconsin District Boards Association, American Association of Community Colleges, Association of Community College Trustees, and other opportunities as may be identified.
- Serve as a liaison with the Board Chair, in the absence of the President, to keep the Board informed of issues or concerns with potential to cause significant impact to the College.
- Lead, guide, and direct the positions which report directly to the President.
- Serve in the place of the President in the event of a campus emergency.
- Responsible for the success of all elements of the day-to-day operations of the college in the absence of the College President. Assess and report progress to the College President.
- Exercise leadership to ensure teaching and student achievement are conducted at a high level.
- Maintain fiscal oversight ensuring purchases, expenditures, and investment meet expectations and are in the best interest of the College.
- Exercise leadership in maintenance of District facilities and resources.
- Responsible for effective management and direction of the human resources of the college including the right to appoint, direct, assign, transfer, promote, and discipline employees as provided by law, in accordance with policies of the Board, and, if possible, with approval of the President.
- As directed by the President, organize, and facilitate meetings and activities of the District Board, inform the Board of significant events, and advise the Board concerning necessary courses of action to be taken to implement college policies, goals, and programs.

SECTION 2 – BOARD/STAFF RELATIONSHIP
POLICY 2.6

- Provide direct support for all collaborative activities with federal, state, and district agencies, local and state educational institutions, and with district business and industry. Enhance the image of the College in the region.
- Provide leadership and direction for internal governance of Councils, Team, and Committees.
- Supervise the development of and give final approval to all federal and state reporting requirements and final approval of all special funding projects through various federal and state agencies.

EDUCATION AND QUALIFICATIONS:

- Pursue an Ed.D. or Ph.D. with a minimum of five years of experience in higher education at a senior administrative level.

3. College Happenings

D. Other Information Items

Establish Board Agenda Items for Next Meeting (Regular Meeting)

A. Agenda

- 1. Oath of Office – Board Trustee Dr. Frank King**
- 2. Approval of Board Monitoring Report: College Culture**
- 3. Foundation Quarterly Report & Real Estate Foundation Quarterly Report**
- 4. Review College Health Indicators**

B. Date, Time, & Place

Thursday, August 27, 2026, Southwest Tech, Room 430

5:30 p.m.: Working Dinner - HLC Preparation

6:00 p.m.: Regular Meeting

Adjournment