



Southwest Wisconsin Technical College

District Board Meeting

Regular Meeting

June 18, 2012

Held at

Conference Room
Packers Chemical, Inc.,
3729 Pebble Hollow Road
Kieler, WI

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Annotated Agenda

BOARD MEETING NOTICE/AGENDA

Monday, June 18, 2012

5:00 p.m. – Joint Board Dinner & Signing of Reciprocity Agreement

NICC Town Clock Center, 680 Main Street, Dubuque, IA

7:00 p.m. – Budget Hearing

7:30 p.m. – Regular Board Meeting

Conference Room

Packers Chemical, Inc., 3729 Pebble Hollow Road, Kieler, WI

ANNOTATED AGENDA

OPEN MEETING

The following statement will be read: "The June 18, 2012, regular meeting of the Southwest Wisconsin Technical College Board is called to order. This meeting is open to the public and in compliance with State Statutes. Notice of the meeting has been sent to the press and posted on campus and in the City of Fennimore 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

The agenda is included with the electronic Board material.

B. Minutes of the Regular Meeting of May 24, 2012

Minutes of the May 24, 2012, regular meeting are included with the electronic Board material.

C. Financial Reports

1. Purchase Orders Greater than \$2,500
2. Treasurer's Cash Balance
3. Budget Control

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

D. Contract Revenue

There were 30 contracts totaling \$64,454.66 in May 2012 being presented for Board approval. The Contract Revenue Report is included with the electronic Board material.

Recommendation: Approve the consent agenda.

OTHER ITEMS REQUIRING BOARD ACTION

A. 2012-13 Budget Approval

Pages from the 2012-13 budget document that will be presented at the public hearing is available electronically with all other Board material. The completed budget document will be available at the Board meeting.

Recommendation: Approve the 2012-13 budget as presented.

B. Resolution Authorizing the Issuance and Not to Exceed \$2,500,000

General Obligation Promissory Notes; and Setting the Sale Therefor
Up to \$150,000 will be authorized for paying the cost of site improvements; \$1,032,000 for the public purpose of paying the cost of building remodeling and improvement projects; and up to \$1,318,000 for paying the cost of acquiring moveable equipment. A copy of the resolution is available electronically with all other Board documents.

Recommendation: Approve the resolution authorizing the borrowing of up to \$2,500,000.

C. Bid for Food Service Operations

A summary of the bids received for Food Service Operations is included with the electronic Board material. Caleb White will present the information and recommendation.

Recommendation: Award the contract for food service to include cafeteria and catering services to UW-Platteville Dining Services, Platteville, Wisconsin for a three year period commencing August 1, 2012. Award a contract for snack vending services to Vendors Unlimited Corp., Dubuque, Iowa, for the same time period.

D. Bid for Public Safety Asphalt Upgrade

A summary of the bid received for the Public Safety asphalt upgrade is included with all electronic Board material. Caleb White will be present at the meeting for any questions.

Recommendation: Award the bid for the Public Safety Asphalt Upgrade project to Iverson Construction of Kieler, WI, with the bid of \$96,020.

E. Bids for Birthing Simulator for Direct Entry Midwife Program

A summary of the bids received for the Birthing Simulator to be used in the Direct Entry Midwife program is included with the electronic Board material. Caleb White will be present at the meeting for any questions.

Recommendation: Award the bid for the Birthing Simulator to Laerdal Medical Corporation of Wappingers Falls, NY, with the low bid of \$48,751.70.

F. Lease with Darlington Schools

Caleb White will present for approval a lease that will allow Southwest Tech to rent space at the Darlington Schools to be used for office and classroom space. The lease will be available at the Board meeting.

G. Program Viability Report

Duane Ford will update the Board on the review of low-enrollment programs and plans for moving forward.

Recommendation: Approve a strategy whereby program staff are issued layoff notices as soon as possible after September 1 and effective at an appropriate time

after the end of the academic year in any program with fewer than 15 new students enrolled on September 1. This strategy gives the College and staff members at least nine months to implement corrective action. The low-enrollment programs and the names of staff members projected to be given such notices will be presented at the August Board meeting.

H. Personnel

1. Employment

Laura Bodenbender, Director of Human Resources, will present an Employment Recommendation for an Electromechanical Technology Instructor at the Board meeting.

2. Layoff

There are no layoff notices to be given at this time.

3. Resignations

At this time there are no resignations to present for Board approval.

4. Retirements

- a. A copy of the letter accepting the retirement of Connie Larson, Counselor, effective July 12, 2012, is available with all other Board material.

Recommendation: Approve the acceptance of the retirement of Connie Larson, Counselor, effective July 12, 2012.

- b. A copy of the letter accepting the retirement of Doug Phillips, Business & Industry Services/Electromechanical Technology Instructor, effective June 8, 2012, is available with all other Board material.

Recommendation: Approve the acceptance of the retirement of Doug Phillips, Business & Industry Services/Electromechanical Technology Instructor, effective June 8, 2012.

BOARD MONITORING OF COLLEGE EFFECTIVENESS

A. Staffing Update

Laura Bodenbender, Human Resources Director, will provide an update on College staffing. A summary is available electronically with all other Board material.

INFORMATION AND CORRESPONDENCE

A. Enrollment Report

A current College 2011-12 FTE Report and the 2012-13 comparison Application Report are available electronically with all other Board material. Caleb White will be present for any questions.

B. Chairperson's Report

C. College President's Report

1. State of College Report

D. Other Information Items

ESTABLISH BOARD AGENDA ITEMS FOR NEXT MEETING

A. Agenda

1. Oath of Office
2. Election of Officers
3. Board Monitoring Schedule
4. Approve Borrowing Resolutions
5. Three-year Facilities Plan
6. Facilities Report

B. Time and Place

July Board Meeting - Monday, July 9, 2012, at 5:30 p.m. in Rooms 492-493,
College Connection

ADJOURN TO CLOSED SESSION

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

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

B. Approval of Closed Session Minutes of May 24, 2012

RECONVENE TO OPEN SESSION

A. Action, if necessary, on Closed Session Items

ADJOURNMENT

Open Meeting

The following statement will be read: "The June 18, 2012, regular meeting of the Southwest Wisconsin Technical College Board is called to order. This meeting is open to the public and in compliance with state statutes. Notice of the meeting has been sent to the press and posted on campus and in the City of Fennimore 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

BOARD MEETING NOTICE/AGENDA

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NICC Town Clock Center, 680 Main Street, Dubuque, IA

7:00 p.m. – Budget Hearing

7:30 p.m. – Regular Board Meeting

Conference Room

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AGENDA

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A. Roll Call

B. Reports/Forums/Public Input

CONSENT AGENDA

A. Approval of Agenda

B. Minutes of the Regular Meeting of May 24, 2012

C. Financial Reports

1. Purchase Orders Greater Than \$2500

2. Treasurer's Cash Balance

3. Budget Control

D. Contract Revenue

OTHER ITEMS REQUIRING BOARD ACTION

- A. 2012-13 Budget Approval
- B. Resolution Authorizing the Issuance and Not to Exceed \$2,500,000 General Obligation Promissory Notes; and Setting the Sale Therefor
- C. Bid for Food Service Operations
- D. Bid for Public Safety Asphalt Upgrade
- E. Bid for Birthing Simulator for the Direct Entry Midwife Program
- F. Lease with Darlington Schools
- G. Program Viability Report
- H. Personnel
 - 1. Employment
 - 2. Layoff
 - 3. Resignation
 - 4. Retirement

BOARD MONITORING OF COLLEGE EFFECTIVENESS

- A. Staffing Update

INFORMATION AND CORRESPONDENCE

- A. Enrollment Report
- B. Chairperson's Report
- C. College President's Report
- D. Other Information Items

ESTABLISH BOARD AGENDA ITEMS FOR NEXT MEETING

- A. Agenda
- B. Time and Place

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 - 1. Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.{Wis.Stats.19.85(1)(c)}
- B. Approval of Closed Session Minutes of May 24, 2012

RECONVENE TO OPEN SESSION

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

ADJOURNMENT

{Facilities at Southwest Tech are handicap accessible. For all accommodations call 608-822-2400 or 608-822-2401 to reach the Director of Facilities, or e-mail accom@swtc.edu}

B. Minutes of the Regular Meeting of May 24, 2012

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF SOUTHWEST WISCONSIN TECHNICAL COLLEGE MAY 24, 2012

The Board of Southwest Wisconsin Technical College met in public session of a regular meeting commencing at 7:28 p.m. on May 24, 2012, in Room 492-93, College Connection, on the District Campus located at 1800 Bronson Boulevard in the City of Fennimore, Grant County, Wisconsin, with the following members present:

Melissa Fitzsimons, Dean Isaacson, James Kohlenberg, Russell Moyer, Eileen Nickels, Chris Prange, Rhonda Sutton, Donald Tuescher

Others present for all or a portion of the meeting included Dr. Duane M. Ford, College President; College Staff: Laura Bodenbender, Karen Campbell, Joyce Czajkowski, Derek Dachelet, Deb Ihm, Joann Peterson, Ed Ruff, and Caleb White. Public present included Jill Ewers, Shelby Haile, and Darlene Mickelson.

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

BOARD MEETING NOTICE/AGENDA

Thursday, May 24, 2012

5:45 p.m. – Light Supper

6:30 p.m. – Law Enforcement Academy Graduation

7:30 p.m. – Regular Board Meeting

Room 492-493 – College Connection

OPEN MEETING

The following statement will be read: “The May 24, 2012, regular meeting of the Southwest Wisconsin Technical College Board is called to order. This meeting is open to the public and in compliance with state statutes. Notice of the meeting has been sent to the press and posted on campus and in the City of Fennimore 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

1. Presentation of 2012 All-USA Community College Academic Team Nominees

CONSENT AGENDA

A. Approval of Agenda

B. Minutes of the Regular Meeting of April 26, 2012

C. Financial Reports

1. Purchase Orders Greater than \$2,500
2. Treasurer's Cash Balance
3. Budget Control
- D. Contract Revenue
- E. WTC District Boards Association Annual Dues Assessment

OTHER ITEMS REQUIRING BOARD ACTION

- A. Bid for Building 600 Renovation
- B. Personnel
 1. Retirements
 2. Employment

BOARD MONITORING OF COLLEGE EFFECTIVENESS

- A. Status Update on 2012-13 Budget
- B. Farm Business & Production Management Program Report
- C. Staffing Update

INFORMATION AND CORRESPONDENCE

- A. Enrollment Report
- B. Chairperson's Report
- C. College President's Report
- D. Other Information Items

ESTABLISH BOARD AGENDA ITEMS FOR NEXT MEETING

- A. Agenda
- B. Time and Place

ADJOURN TO CLOSED SESSION

- A. Consideration of adjourning to closed session for the purpose of
 1. Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. {Wis.Stats.19.85(1)(c)}
- B. Approval of Closed Session Minutes of April 26, 2012

RECONVENE TO OPEN SESSION

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

ADJOURNMENT

{Facilities at Southwest Tech are handicap accessible. For all accommodations call 608-822-2400 or 608-822-2401 to reach the Director of Facilities, or e-mail accom@swtc.edu}

Dr. Ford presented All-USA Community College Academic Team certificates to Jill Ewers and Shelby Haile, Accounting students. Mr. Prange moved to approve the Consent Agenda including the Board agenda; the April 26, 2012, Board minutes; financial reports; 13 contracts totaling \$5,034.60; and the WTC District Boards Association Annual Dues Assessment in the amount of \$18,909.87. Mr. Isaacson seconded the motion, which was unanimously approved.

Caleb White, Director of Fiscal Services, presented a summary of the bids received for the Building 600 renovation. Mr. White noted that the Electromechanical Technology lab was not included in the remodeling completed in Building 600 with referendum dollars. The remodeling would allow one instructor to observe both labs. Two bids were received from local contractors. Mr. Tuescher moved to award the bid for the Building 600 Renovation Project to Rock Church Construction of Livingston, WI, with the low bid of \$34,648 (including the additional savings of \$867 for elimination of the performance bond requirement). Ms. Nickels seconded the motion; motion carried.

Under Personnel, Laura Bodenbender, Director of Human Resources, presented the retirement of George Schwarzmenn, Science Instructor. Mr. Tuescher moved to approve the retirement of George Schwarzmenn, Science Instructor, effective May 31, 2012. Ms. Fitzsimons seconded the motion; motion carried. Ms. Bodenbender also presented an employment recommendation for the Vice President for Student and Academic Affairs position. Nineteen applications were received with four candidates interviewed. Mr. Isaacson moved to approve the employment recommendation of Dr. Phil Thomas for the position of Vice President for Student and Academic Affairs at a salary of \$120,000 for FY 2013. Ms. Nickels seconded the motion; motion carried.

Mr. White reviewed the 2012-13 budget development presenting the six funds currently used as well as the capital projects fund. Mr. White is preparing the budget based on flat land valuations, a slight increase in state aids (due to grants) and contracting, an increase in health self-insurance of 16 percent, and a transfer from the fund balance. Mr. White proposed borrowing \$2.5 million for capital projects, which would be levied at the same rate as the previous year. Discussion followed on the self-insurance fund with Dr. Ford noting there is a feasibility study in process for the WTCS collaborative purchase of health insurance.

Deb Ihm, Farm Business & Production Management Instructor, recapped the changes made to the program and presented the impact of the modifications from the producers' and instructors' points of view. The producers identified courses and on-farm individualized instruction as still being offered in some format, access to non-biased expertise, and individual technical assistance available from the instructors as strengths. Several challenges to the producers have been the increased tuition costs and travel time over 30 miles for the program courses.

Ms. Ihm, Joann Peterson, and Ed Ruff, instructors of the program identified strengths as offering agriculture education for producers in Southwest Wisconsin; increased revenue for the College; and the opportunity with the selective courses to provide specific, time-sensitive topics as well as using those courses as a recruitment tool for the program courses. Challenges identified by the instructors included correlating priority program objectives with the available audience time frame, meeting Farm Service Agency requirements, being competitive with bordering college districts, balancing "Ag Program" structure versus "Ag Class" structure within the Technical College System, and setting technical assistance hours to help manage time.

Caleb White presented a history of direct income and expenses for the program. In reviewing the report, Mr. White noted that the direct net costs of the program for this current fiscal year have reduced the deficit by \$90,000 and the cost per FTE by \$5,000. The instructors have reduced on-farm instruction hours and mileage costs and have

implemented other cost savings. The instructors have also applied for more grant funds to help cover the costs.

Ms. Ihm reviewed the action plan in moving forward with the program. She noted that four grant applications are in progress, the instructors are continuing to work with business and industry for partnership support, and are collaborating with the Ag Coordinator and Dean to address the challenges.

Ms. Bodenbender presented a staffing update noting the current vacant positions. These included a Human Services Instructor, Electromechanical Technology Instructor, part-time lab assistant, two advisors, and a financial aid assistant / accounting bursar.

Mr. White reviewed the current year FTE report, which indicates an eight percent decline for FY 2012. Also presented was an application report for FY 2013, which reflected a slight increase in applications compared to the current year.

In the College President's Report, Dr. Ford introduced Darlene Mickelson. Ms. Mickelson was elected by the Board Appointment Committee to serve the remainder of the Employee (north) Board position. Upon approval by the WTCS State Board, Ms. Mickelson will take office.

Dr. Ford shared with the Board that Student Senate met with him regarding a request for an activity center. He asked the Senate representatives to look at what other colleges are doing, find out what our students would like, and to develop a plan to present to the Board. The Board was also informed that the current caterer plans to terminate their contract July 3, and the College will be using caterers from Fennimore to provide service until the new vendor starts in August.

Dr. Ford also reviewed what has been done with programs with few applications for Fall 2012. Enrollment has been stopped in Marketing and IT-Computer Support Specialist while Bricklaying & Masonry is on the watch list with a recommendation being brought to the June Board meeting.

Mr. Moyer moved to adjourn to closed session, with Mr. Tuescher seconding the motion. Upon a roll call vote where all members voted affirmatively, the meeting adjourned to closed session at 8:56 p.m. The Board reconvened in open session at 9:39 p.m. Mr. Tuescher moved to approve administrative salary adjustments for 2013. Ms. Fitzsimons seconded the motion; motion unanimously carried. With no further business to come before the Board, Ms. Fitzsimons moved to adjourn the meeting. Ms. Sutton seconded the motion. The motion carried and the meeting adjourned at 9:40 p.m.

Melissa Fitzsimons, Secretary

C. Financial Reports

1. Purchase Orders Greater Than \$2500

**SOUTHWEST WISCONSIN TECHNICAL COLLEGE
OUTSTANDING PURCHASE ORDERS GREATER THAN \$2,500
FOR THE PERIOD 5/1/2012 TO 5/31/2012**

<u>PO DATE</u>	<u>PO #</u>	<u>VENDOR NAME</u>	<u>PO AMOUNT</u>	<u>DESCRIPTION</u>
<u>GENERAL FUND</u>				
05/31/12	5815	Trugreen Commercial	8,400.00	Lawn Care Services - Fertilize/Weed Control
SUBTOTAL			\$ 8,400.00	
<u>CAPITAL FUND</u>				
05/01/12	5799	Ayres Associates Inc.	2,800.00	Survey Services - Cafeteria Patio Area
05/04/12	5808	Reoeder Outdoor Power	14,650.00	Kubota RTV 1140 Utility Vehicle - Ag Business
05/07/12	5809	Ayres Associates Inc.	6,150.00	Structural Design Service-New Cafeteria Patio & Soil Borings
05/17/12	5811	Landscape Structures Inc.	65,830.00	Playground - Child Care Center
05/21/12	5812	Zorn Compresor & Equipment Inc.	4,331.00	Air Compressor to replace unit in Bldg 600
SUBTOTAL			\$ 93,761.00	
<u>ENTERPRISE FUND</u>				
05/02/12	5802	Creative Solutions	4,222.85	Install Carpet/VCT Floors in #1915 Housing Unit-all 4 apartments
05/02/12	5803	Green Star Cleaning LLC	3,255.00	Clean Housing Apartments (14)
SUBTOTAL			\$ 7,477.85	
TOTAL			\$ 109,638.85	

2. Treasurer's Cash Balance

Southwest Wisconsin Technical College Report of Treasurers Cash Balance 5/31/12

Liability End of Month Balances

FICA	-
Federal Withholding	-
State Withholding	44,993.57
Teachers Retirement	-
Wisconsin Retirement	-
Hospitalization	-
Dental Insurance	-
Credit Union	-
Tax Sheltered Annuity	12,175.56
Deferred Compensation	7,290.80
American Family Insurance	-
Foundation	-
PSA Dues	-
SWACTE Dues	-
Garnishment	-
Child Care	-
Accrued Vacation Payable	407,614.14
Sick Leave Payable	437,793.27
Other (Due To)	6,655,114.51
Total Liability Adjustment	<u>7,564,981.85</u>

Beginning Treasurers Balance

4,178,208.13

Receipts

Fund	
1 General	323,946.54
2 Special Revenue	-
3 Capital Projects	-
4 Debt Service	204,984.94
5 Enterprise	58,680.13
6 Internal Service	555,320.76
7 Financial Aid/Activities	<u>13,627.31</u>
Total Receipts	<u>1,156,559.68</u>

Cash Available

5,334,767.81

Expenses

Fund	
1 General	2,146,736.81
2 Special Revenue	-
3 Capital Projects	481,294.92
4 Debt Service	1,395,671.26
5 Enterprise	78,568.99
6 Internal Service	164,048.47
7 Financial Aid/Activities	<u>49,283.63</u>
Total Expenses	<u>4,315,604.08</u>

Treasurers Cash Balance

1,019,163.73

Liability Adjustment

7,564,981.85

Cash in Bank

8,584,145.58

3. Budget Control

**Southwest Wisconsin Technical College
YTD Summary for Funds 1-7
For 11 Months ended May 31, 2012**

	<u>2011-12 Budget</u>	<u>2011-12 YTD Actual</u>	<u>2011-12 Percent</u>	<u>2010-11 Percent</u>	<u>2009-10 Percent</u>	<u>2008-09 Percent</u>	<u>2007-08 Percent</u>
General Fund Revenue	20,585,000.00	18,717,161.83	90.93	86.52	89.04	84.37	81.86
General Fund Expenditures	20,585,000.00	17,724,491.56	86.10	84.20	86.85	84.59	89.75
Capital Projects Fund Revenue	2,550,000.00	2,599,629.32	101.95	94.42	99.67	99.82	99.14
Capital Projects Fund Expenditures	2,898,000.00	2,312,478.38	79.80	137.81	283.96	37.84	63.11
Debt Service Fund Revenue	4,657,000.00	204,984.94	4.40	-	-	-	-
Debt Service Fund Expenditures	4,714,000.00	2,008,094.08	42.60	47.71	30.03	90.55	10.13
Enterprise Fund Revenue	1,850,000.00	1,432,418.93	77.43	111.14	84.29	73.31	92.94
Enterprise Fund Expenditure	1,650,000.00	998,943.28	60.54	92.37	92.40	69.87	78.89
Internal Service Fund Revenue	3,900,000.00	3,321,010.89	85.15	87.30	86.55	87.45	79.06
Internal Service Fund Expenditures	3,900,000.00	3,432,743.89	88.02	93.17	88.80	92.90	82.33
Trust & Agency Fund Revenue	7,780,000.00	7,022,916.80	90.27	111.45	122.17	82.61	106.05
Trust & Agency Fund Expenditures	7,780,000.00	7,049,023.39	90.60	111.79	120.04	82.82	105.38
Grand Total Revenue	41,322,000.00	33,298,122.71	80.58	82.14	88.88	80.65	80.30
Grand Total Expenditures	41,527,000.00	33,525,774.58	80.73	88.49	119.94	74.57	83.24

D. Contract Revenue

There were 30 contracts for the month of May 2012 totaling \$64,454.66 for Board approval. The Contract Revenue Report follows.

2011-2012 CONTRACTS

05/01/12 through 05/31/12

<u>Contract #</u>	<u>Service Provided</u>	<u>Contact</u>	<u>Number Served</u>	<u>Price</u>	<u>Exchange of Services</u> (Instructional Fees Waived)	<u>INDIRECT COST FACTOR</u>		
						<u>On-Campus</u>	<u>Off-Campus</u>	<u>Waiver</u>
03-2012-0046-I-21 Village of Cassville	Heartsaver First Aid w/ CPR and AED CPR Recertification	Rita Luna	4 8	300.00	Yes		x	
03-2012-0049-I-21 Platteville EMS	CPR for Healthcare Provider Recertification	Rita Luna	28	700.00	Yes		x	
03-2012-0051-I-21 Argyle EMS	CPR for Healthcare Provider Recertification	Rita Luna	2	50.00	Yes		x	
03-2012-0052-I-21 Fennimore Police Department	DAAT Refresher	Kris Wubben	7	143.55	Yes		x	
03-2012-0056-I-11 Richland School District	Cardiac Pulmonary Resuscitation CPR Recertification	Rita Luna	10 2	300.00	Yes		x	
03-2012-0064-I-21 Grant County Sheriff's Department	Tactical Training	Kris Wubben	158	3,722.94	Yes		x	
03-2012-0134-I-41 American Players Theatre	Heartsaver First Aid w/ CPR and AED	Rita Luna	6	240.00	Yes		x	
03-2012-0141-T-21 Iowa County Personnel Department	Employee Applicant Testing	Derek Dachelet	3	500.00	No	x		
03-2012-0145-I41 Alliant Energy	Farmstead Rewire	Derek Dachelet	52	10,630.00	No		x	
03-2012-0159-I-11 Cassville School District	Heartsaver First Aid w/ CPR and AED	Rita Luna	20	500.00	Yes		x	

03-2012-0168-I-42 Dodgeville Area Ambulance	CPR for Healthcare Provider Recertification	Rita Luna	4	100.00	Yes	x
03-2012-0171-I-42 Dickeyville Rescue Squad	CPR for Healthcare Provider Recertification	Rita Luna	15	375.00	Yes	x
03-2012-0179-I-42 Readstown EMS	CPR for Healthcare Provider CPR for Healthcare Provider Recertification	Rita Luna	4 9	325.00	Yes	x
03-2012-0190-I-42 Blanchardville EMS	CPR for Healthcare Provider Recertification	Rita Luna	12	300.00	Yes	x
03-2012-0217-I-42 Shullsburg Fire Department	CPR Recertification	Rita Luna	16	400.00	Yes	x
03-2012-0228-I-41 Scenic Rivers Energy Co-op	Trends & Issues: Time Management	Derek Dachelet	10	800.00	No	x
03-2012-0229-I-41 Tuescher Electric	CPR Recertification	Rita Luna	14	350.00	No	x
03-2012-0232-I-42 Dickeyville Fire Department	Cardiac Pulmonary Resuscitation	Rita Luna	15	375.00	Yes	x
03-2012-0406-I-13 Dodgeville School District	WI Statute 118.15	Brek Schneider	2	2,756.00	No	x
03-2012-0408-I-13 Fennimore Community Schools	WI Statute 118.15	Brek Schneider	2	3,995.00	No	x
03-2012-0410-I-13 Iowa Grant School District	WI Statute 118.15	Brek Schneider	2	4,916.00	No	x
03-2012-0412-I-13 Lancaster School District	WI Statute 118.15	Brek Schneider	8	6,835.20	No	x
03-2012-0420-I-13 Prairie du Chien School District	WI Statute 118.15	Brek Schneider	3	1,839.95	No	x

03-2012-0422-I-13 Richland School District	WI Statute 118.15	Brek Schneider	2	5,324.00	No	x
03-2012-0424-I-13 Riverdale School District	WI Statute 118.15	Brek Schneider	2	5,042.00	No	x
03-2012-0426-I-13 Southwestern School District	WI Statute 118.15	Brek Schneider	1	2,098.00	No	x
03-2012-0430-I-13 Shullsburg School District	WI Statute 118.15	Brek Schneider	2	1,410.00	No	x
03-2012-0432-I-13 Seneca School District	WI Statute 118.15	Brek Schneider	1	2,521.00	No	x
03-2012-0444-I-13 River Ridge School District	WI Statute 118.15	Brek Schneider	4	6,952.72	No	x
03-2012-0454-I-13 CESA #3	WI Statute 118.15	Brek Schneider	1	653.30	No	x
			Totals:	<u>429</u>	<u>\$ 64,454.66</u>	

Recommendation: Approve the consent agenda.

Other Items Requiring Board Action

A. 2012-13 Budget Approval

Pages from the 2012-13 budget document that will be presented at the public hearing are available below. The completed budget document will be available at the Board meeting.



----- 2012-2013 -----

BUDGET

July 1, 2012 – June 30, 2013

Southwest Wisconsin Technical College
1800 Bronson Boulevard, Fennimore, WI 53809

Southwest Wisconsin Technical College
Schedule of Full-Time Staff Positions
2012-2013 Budget Year

Function	2011-2012	2012-2013*
Instructional	118	110
Instructional Resources	6	2
Student Services	18	14
General Institutional	19	25
Physical Plant	13	15
Auxiliary Services	<u>2</u>	<u>4</u>
Total	176	170

*Does not include 38 regular part-time positions or approximately 231 part-time outreach positions

Position Summary - FTE Basis

Category	2010-11 Actual	2011-12 Budget	General Fund	Enterprise Fund	Trust & Agency Fund	Total 2012-13 Budget
Administrators/Supervisor	17	14	15			15
Teachers	128.7	132	130			130
Other Staff	<u>99.2</u>	<u>92</u>	<u>76</u>	<u>4</u>	<u>2</u>	<u>82</u>
TOTAL	244.9	238	221	4	2	227

NOTE: Above numbers include part-time instructors, students, and temporary staff.

Southwest Wisconsin Technical College
General Fund
2012-2013 Budgetary Statement of
Resources, Uses, and Changes in Fund Balance

	2010-11 <u>Actual*</u>	2011-12 <u>Budget</u>	2011-12 <u>Estimate**</u>	2012-13 <u>Budget</u>
REVENUES				
Local Government	11,163,622	11,165,000	11,083,000	11,089,000
State Aids	4,391,904	2,839,000	2,976,000	3,031,000
Program Fees	3,984,828	4,180,000	3,806,000	4,200,000
Material Fees	332,487	340,000	316,000	334,000
Other Student Fees	405,509	360,000	300,000	407,000
Institutional	1,298,189	1,192,000	1,300,000	1,500,000
Federal	<u>855,577</u>	<u>509,000</u>	<u>745,000</u>	<u>757,000</u>
Total Revenues	22,432,116	20,585,000	20,526,000	21,318,000
EXPENDITURES				
Instruction	14,643,129	13,621,000	13,962,000	14,128,000
Instructional Resources	386,858	418,000	351,000	362,000
Student Services	1,939,543	1,518,000	1,659,000	1,447,000
General Institutional	2,983,271	2,943,000	3,057,000	3,407,000
Physical Plant	<u>1,764,747</u>	<u>2,085,000</u>	<u>1,721,000</u>	<u>2,274,000</u>
Total Expenditures	21,717,548	20,585,000	20,750,000	21,618,000
Net Revenue (Expenditures)	714,568	-	(224,000)	(300,000)
OTHER SOURCES (USES)				
Operating Transfer In (Out)	<u>82,276</u>	<u>-</u>	<u>450,000</u>	<u>300,000</u>
Total Resources (Uses)	796,844	-	226,000	-
TRANSFERS TO (FROM) FUND BALANCES				
Reserve for Prepaids & Inventories	-	-	-	-
Reserve for Operations	796,844	-	226,000	-
Designated for Subsequent Years	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Transfers To (From) Fund Balance	796,844	-	226,000	-
Beginning Fund Balance	<u>4,727,389</u>	<u>4,714,389</u>	<u>5,524,233</u>	<u>5,750,233</u>
Ending Fund Balance	<u>5,524,233</u>	<u>4,714,389</u>	<u>5,750,233</u>	<u>5,750,233</u>

The General Fund is used to account for all financial activities except those required to be accounted for in another fund.

*Actual is presented on a budgetary basis.

**Estimate is based upon 10 months of actual and 2 months of estimate.

Southwest Wisconsin Technical College
Special Revenue - Non-Aidable Fund
2012-2013 Budgetary Statement of
Resources, Uses, and Changes in Fund Balance

	2010-11 <u>Actual*</u>	2011-12 <u>Budget</u>	2011-12 <u>Estimate**</u>	2012-13 <u>Budget</u>
REVENUES				
State Aids	493,944	400,000	358,000	400,000
Other Student Fees	229,184	250,000	204,000	250,000
Institutional	131,234	130,000	109,000	130,000
Federal	<u>6,672,243</u>	<u>7,000,000</u>	<u>6,350,000</u>	<u>7,000,000</u>
Total Revenues	7,526,605	7,780,000	7,021,000	7,780,000
EXPENDITURES				
Student Services	<u>7,328,948</u>	<u>7,780,000</u>	<u>7,000,000</u>	<u>7,780,000</u>
Total Expenditures	7,328,948	7,780,000	7,000,000	7,780,000
Net Revenue (Expenditures)	197,657	-	21,000	-
OTHER SOURCES (USES)				
Operating Transfer In (Out)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Resources (Uses)	197,657	-	21,000	-
TRANSFERS TO (FROM) FUND BALANCES				
Reserve for Student Organizations	<u>197,657</u>	<u>-</u>	<u>21,000</u>	<u>-</u>
Total Transfers To (From) Fund Balance	197,657	-	21,000	-
Beginning Fund Balance	<u>160,689</u>	<u>160,689</u>	<u>358,346</u>	<u>379,346</u>
Ending Fund Balance	<u>358,346</u>	<u>160,689</u>	<u>379,346</u>	<u>379,346</u>

Special Revenue - Non-Aidable Fund is used to account for assets held by a district in a trustee capacity or as an agent for individuals, private organizations, other government units, or other funds.

*Actual is presented on a budgetary basis.

**Estimate is based upon 10 months of actual and 2 months of estimate.

Southwest Wisconsin Technical College
Capital Projects Fund
2012-2013 Budgetary Statement of
Resources, Uses, and Changes in Fund Balance

	2010-11 <u>Actual*</u>	2011-12 <u>Budget</u>	2011-12 <u>Estimate**</u>	2012-13 <u>Budget</u>
REVENUES				
Institutional	<u>37,531</u>	<u>50,000</u>	<u>60,000</u>	<u>50,000</u>
Total Revenues	37,531	50,000	60,000	50,000
EXPENDITURES				
Instruction	501,454	688,000	300,000	244,000
Instructional Resources	5,585	100,000	200,000	151,000
General Institutional	542,784	410,000	300,000	820,000
Physical Plant	<u>4,903,498</u>	<u>1,700,000</u>	<u>2,200,000</u>	<u>1,776,000</u>
Total Expenditures	5,953,321	2,898,000	3,000,000	2,991,000
Net Revenue (Expenditures)	(5,915,790)	(2,848,000)	(2,940,000)	(2,941,000)
OTHER SOURCES (USES)				
Proceeds from Debt	2,000,000	2,500,000	2,500,000	2,500,000
Operating Transfer In (Out)	<u>(82,276)</u>	<u>-</u>	<u>(77,000)</u>	<u>-</u>
Total Resources (Uses)	(3,998,066)	(348,000)	(517,000)	(441,000)
TRANSFERS TO (FROM) FUND BALANCES				
Reserve for Capital Projects	<u>(3,998,066)</u>	<u>(348,000)</u>	<u>(517,000)</u>	<u>(441,000)</u>
Total Transfers To (From) Fund Balance	(3,998,066)	(348,000)	(517,000)	(441,000)
Beginning Fund Balance	<u>5,339,395</u>	<u>889,395</u>	<u>1,341,329</u>	<u>824,329</u>
Ending Fund Balance	<u>1,341,329</u>	<u>541,395</u>	<u>824,329</u>	<u>383,329</u>

Capital Projects Funds are used to account for financial resources and related financial activity for the acquisition and improvement of sites and for the acquisition, construction, equipping, and renovation of buildings.

*Actual is presented on a budgetary basis.

**Estimate is based upon 10 months of actual and 2 months of estimate.

Southwest Wisconsin Technical College
Capital Projects Fund
Summary Borrowing Plan

Revenue for Capital Projects includes proceeds from debt of \$2,500,000 which is consistent with the previous year. Property tax (operational and debt) for the 2012-13 budget is projected to remain unchanged.

The amount of outstanding debt will be approximately thirty-five million. The majority of this debt is due to the capital expansion project that was recently completed as approved through the passage of \$31.9 million referendum on 4/1/08. The remaining outstanding debt of approximately six million has remained relatively steady. A debt service strategy which sets the annual borrowing in close relationship to annual principal payments, accounts for the consistent level of debt. This capital borrowing plan affords the College the ability to maintain high quality in both equipment and physical plant.

Equipment/Software Budget by Department			
Business and Management		111,000	
Agriculture and Industry		97,000	
Health and Service		<u>36,000</u>	
Subtotal Instruction			244,000
Library/Media/Distance Education		<u>151,000</u>	
Subtotal Instructional Resources			151,000
College-wide Computing/Network/Telecommunications and Office Operations		<u>820,000</u>	
Subtotal General Institutional			820,000
Custodial/Physical Plant/Fleet Vehicles and Grounds		29,000	
Signage		30,000	
New Construction Projects		310,000	
Remodeling Projects		1,072,000	
Engineering/Architect Fees		235,000	
Classroom/Office Furniture		<u>100,000</u>	
Subtotal for Physical Plant			<u>1,776,000</u>
TOTAL CAPITAL PROJECTS			<u>\$ 2,991,000</u>

Southwest Wisconsin Technical College
Debt Service Fund
2012-2013 Budgetary Statement of
Resources, Uses, and Changes in Fund Balance

	2010-11 <u>Actual*</u>	2011-12 <u>Budget</u>	2011-12 <u>Estimate**</u>	2012-13 <u>Budget</u>
REVENUES				
Local Government	4,640,000	4,640,000	4,640,000	4,640,000
State Aids	12,025	12,000	421,970	415,000
Institutional	<u>4,565</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>
Total Revenues	4,656,590	4,657,000	5,066,970	5,060,000
EXPENDITURES				
Physical Plant	<u>4,585,772</u>	<u>4,714,000</u>	<u>5,112,449</u>	<u>5,060,000</u>
Total Expenditures	4,585,772	4,714,000	5,112,449	5,060,000
Net Revenue (Expenditures)	70,818	(57,000)	(45,479)	-
OTHER SOURCES (USES)				
Operating Transfer In (Out)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Resources (Uses)	70,818	(57,000)	(45,479)	-
TRANSFERS TO (FROM) FUND BALANCES				
Reserve for Debt Service	<u>70,818</u>	<u>(57,000)</u>	<u>(45,479)</u>	<u>-</u>
Total Transfers To (From) Fund Balance	70,818	(57,000)	(45,479)	-
Beginning Fund Balance	<u>1,255,372</u>	<u>1,337,372</u>	<u>1,326,190</u>	<u>1,280,711</u>
Ending Fund Balance	<u>1,326,190</u>	<u>1,280,372</u>	<u>1,280,711</u>	<u>1,280,711</u>

Debt Service Funds are used to account for the accumulation of resources for, and payment of, general long-term debt and long-term lease purchase principal and interest.

*Actual is presented on a budgetary basis.

**Estimate is based upon 10 months of actual and 2 months of estimate.

Southwest Wisconsin Technical College
Enterprise Fund
2012-2013 Budgetary Statement of
Resources, Uses, and Changes in Fund Balance

	2010-11 <u>Actual*</u>	2011-12 <u>Budget</u>	2011-12 <u>Estimate**</u>	2012-13 <u>Budget</u>
REVENUES				
Institutional	<u>1,826,869</u>	<u>1,850,000</u>	<u>1,500,000</u>	<u>1,850,000</u>
Total Revenues	<u>1,826,869</u>	<u>1,850,000</u>	<u>1,500,000</u>	<u>1,850,000</u>
EXPENDITURES				
Auxiliary Services	<u>1,528,944</u>	<u>1,650,000</u>	<u>1,200,000</u>	<u>1,650,000</u>
Total Expenditures	<u>1,528,944</u>	<u>1,650,000</u>	<u>1,200,000</u>	<u>1,650,000</u>
Net Revenue (Expenditures)	297,925	200,000	300,000	200,000
OTHER SOURCES (USES)				
Residual Equity Transfer In (Out)	-	-	-	-
Operating Transfer In (Out)	<u>-</u>	<u>-</u>	<u>(373,000)</u>	<u>(300,000)</u>
Total Resources (Uses)	<u>297,925</u>	<u>200,000</u>	<u>(73,000)</u>	<u>(100,000)</u>
TRANSFERS TO (FROM) FUND BALANCES				
Retained Earnings	<u>297,925</u>	<u>200,000</u>	<u>(73,000)</u>	<u>(100,000)</u>
Total Transfers To (From) Fund Balance	<u>297,925</u>	<u>200,000</u>	<u>(73,000)</u>	<u>(100,000)</u>
Beginning Fund Balance	<u>2,504,277</u>	<u>2,504,277</u>	<u>2,802,202</u>	<u>2,729,202</u>
Ending Fund Balance	<u>2,802,202</u>	<u>2,704,277</u>	<u>2,729,202</u>	<u>2,629,202</u>

Enterprise Funds are used to account for operations where the costs of providing goods or services to the student body, faculty and staff, or the general public are financed primarily through user fees.

*Actual is presented on a budgetary basis.

**Estimate is based upon 10 months of actual and 2 months of estimate.

Southwest Wisconsin Technical College
Internal Service Fund***
2012-2013 Budgetary Statement of
Resources, Uses, and Changes in Fund Balance

	2010-11 <u>Actual*</u>	2011-12 <u>Budget</u>	2011-12 <u>Estimate**</u>	2012-13 <u>Budget</u>
REVENUES				
Institutional	<u>3,568,358</u>	<u>3,900,000</u>	<u>3,410,000</u>	<u>3,950,000</u>
Total Revenues	3,568,358	3,900,000	3,410,000	3,950,000
EXPENDITURES				
Auxiliary Services	<u>3,730,424</u>	<u>3,900,000</u>	<u>3,760,000</u>	<u>3,900,000</u>
Total Expenditures	3,730,424	3,900,000	3,760,000	3,900,000
Net Revenue (Expenditures)	(162,066)	-	(350,000)	50,000
OTHER SOURCES (USES)				
Residual Equity Transfer In (Out)	-	-	-	-
Operating Transfer In (Out)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Resources (Uses)	(162,066)	-	(350,000)	50,000
TRANSFERS TO (FROM) FUND BALANCES				
Retained Earnings	<u>(162,066)</u>	<u>-</u>	<u>(350,000)</u>	<u>50,000</u>
Total Transfers To (From) Fund Balance	(162,066)	-	(350,000)	50,000
Beginning Fund Balance	<u>319,367</u>	<u>319,367</u>	<u>157,301</u>	<u>(192,699)</u>
Ending Fund Balance	<u>157,301</u>	<u>319,367</u>	<u>(192,699)</u>	<u>(142,699)</u>

Internal Service Funds are used to account for the financing and related financial activity of goods and services provided by one department to other departments of the District on a cost reimbursement basis.

*Actual is presented on a budgetary basis.

**Estimate is based upon 10 months of actual and 2 months of estimate.

***Our self-funded health insurance and dental insurance programs are processed through the Internal Service Fund.

Southwest Wisconsin Technical College
Schedule of Long-term Obligations
2012-13 Budget Year

	<u>Principal</u>	<u>Interest</u>	<u>Federal Subsidy</u>	<u>Total</u>
Promissory note (10 years) issued 8/1/03 to Harris Trust and Savings Bank of Chicago, IL in the amount of \$2,750,000 to finance facility improvements, remodeling, and equipment purchases.				
2012-2013	<u>100,000</u>	<u>3,000</u>		<u>103,000</u>
Total Payments Due	100,000	3,000		103,000
Promissory note (5 years) issued 10/15/08 to Robert W. Baird of Milwaukee, WI in the amount of \$2,000,000 to finance facility improvements, remodeling, and equipment purchases.				
2012-2013	<u>400,000</u>	<u>15,000</u>		<u>415,000</u>
Total Payments Due	400,000	15,000		415,000
Bond (20 years) issued 10/15/08 to Sterne, Agee & Leach, Inc. of Birmingham, AL in the amount of \$8,000,000 for construction of new buildings and remodeling.				
2012-2013	295,000	306,694		601,694
2013-2014	310,000	292,681		602,681
2014-2015	325,000	277,956		602,956
2015-2016	340,000	262,519		602,519
2016-2017	355,000	246,369		601,369
2017-2018	370,000	229,506		599,506
2018-2019	390,000	211,931		601,931
2019-2020	405,000	196,331		601,331
2020-2021	425,000	179,625		604,625
2021-2022	445,000	161,563		606,563
2022-2023	465,000	142,650		607,650
2023-2024	485,000	122,306		607,306
2024-2025	510,000	100,481		610,481
2025-2026	535,000	77,531		612,531
2026-2027	555,000	53,456		608,456
2027-2028	<u>585,000</u>	<u>27,788</u>		<u>612,788</u>
Total Payments Due	6,795,000	2,889,388		9,684,388

Southwest Wisconsin Technical College
Schedule of Long-term Obligations, Continued
2012-13 Budget Year

	<u>Principal</u>	<u>Interest</u>	<u>Federal Subsidy</u>	<u>Total</u>
Promissory note (5 years) issued 8/3/09 to First Trust Portfolios, L. P. of Lisle, IL in the amount of \$2,000,000 to finance facility improvements, remodeling, and equipment purchases.				
2012-2013	400,000	19,000		419,000
2013-2014	<u>400,000</u>	<u>10,000</u>		<u>410,000</u>
Total Payments Due	800,000	29,000		829,000

Bond (20 years) issued 8/3/09 to Robert W. Baird of Milwaukee, WI in the amount of \$23,900,000 for construction of new buildings and remodeling.

2012-2013	850,000	1,150,283	(402,599)	1,597,684
2013-2014	890,000	1,124,783	(393,674)	1,621,109
2014-2015	935,000	1,093,633	(382,771)	1,645,862
2015-2016	985,000	1,057,168	(370,009)	1,672,159
2016-2017	1,040,000	1,012,843	(354,495)	1,698,348
2017-2018	1,100,000	963,443	(337,205)	1,726,238
2018-2019	1,155,000	909,543	(318,340)	1,746,203
2019-2020	1,220,000	851,792	(298,127)	1,773,665
2020-2021	1,285,000	788,352	(275,923)	1,797,429
2021-2022	1,335,000	720,247	(252,087)	1,803,160
2022-2023	1,385,000	648,157	(226,855)	1,806,302
2023-2024	1,440,000	571,982	(200,194)	1,811,788
2024-2025	1,495,000	490,982	(171,844)	1,814,138
2025-2026	1,555,000	403,151	(141,103)	1,817,048
2026-2027	1,615,000	308,296	(107,904)	1,815,392
2027-2028	1,680,000	209,781	(73,423)	1,816,358
2028-2029	<u>1,745,000</u>	<u>106,881</u>	<u>(37,408)</u>	<u>1,814,473</u>
Total Payments Due	21,710,000	12,411,317	(4,343,961)	29,777,356

Promissory note (5 years) issued 8/3/10 to M&I Marshall & Ilsley Bank of Milwaukee, WI in the amount of \$2,000,000 to finance facility improvements, remodeling, and equipment purchases.

2012-2013	400,000	22,000		422,000
2013-2014	400,000	15,000		415,000
2014-2015	<u>400,000</u>	<u>8,000</u>		<u>408,000</u>
Total Payments Due	1,200,000	45,000		1,245,000

Southwest Wisconsin Technical College
Schedule of Long-term Obligations, Continued
2012-13 Budget Year

	<u>Principal</u>	<u>Interest</u>	<u>Federal Subsidy</u>	<u>Total</u>
Promissory note (5 years) issued 8/2/11 to Robert W Baird of Milwaukee, WI in the amount of \$2,500,000 to finance construction, facility improvements, remodeling, and equipment purchases.				
2012-2013	500,000	40,000		540,000
2013-2014	500,000	30,000		530,000
2014-2015	500,000	20,000		520,000
2015-2016	<u>500,000</u>	<u>10,000</u>		<u>510,000</u>
Total Payments Due	2,000,000	100,000		2,100,000

Promissory note (5 years) to be issued 8/1/12 to successful bidder in the amount of \$2,500,000 to finance construction, facility improvements, remodeling, and equipment purchases.

2012-2013	500,000	107,917		607,917
2013-2014	500,000	61,250		561,250
2014-2015	500,000	43,750		543,750
2015-2016	500,000	26,250		526,250
2016-2017	<u>500,000</u>	<u>8,750</u>		<u>508,750</u>
Total Payments Due	2,500,000	247,917		2,747,917

Southwest Wisconsin Technical College
Combined Schedule of Long-term Obligations
Summary of Fiscal Year
2012-2013 Budget

Fiscal Year(s)	<u>Principal</u>	<u>Interest</u>	<u>Federal Subsidy</u>	<u>Total</u>
2012-2013	3,445,000	1,663,894	(402,599)	4,706,295
2013-2014	3,000,000	1,533,714	(393,674)	4,140,040
2014-2015	2,660,000	1,443,339	(382,771)	3,720,568
2015-2016	2,325,000	1,355,937	(370,009)	3,310,928
2016-2017	1,895,000	1,267,962	(354,495)	2,808,467
2017-2022	8,130,000	5,212,333	(1,481,682)	11,860,651
2022-2027	10,040,000	2,918,993	(847,900)	12,111,093
2027-2029	<u>4,010,000</u>	<u>344,450</u>	<u>(110,831)</u>	<u>4,243,619</u>
Total Payments Due	\$ 35,505,000	\$ 15,740,622	\$ (4,343,961)	\$ 46,901,661

Southwest Wisconsin Technical College
Combined Budget Summary
2011-2012 Budgetary Statement of
Resources, Uses, and Changes in Fund Balance

	2010-11 <u>Actual*</u>	2011-12 <u>Budget</u>	2011-12 <u>Estimate**</u>	2012-13 <u>Budget</u>
REVENUES				
Local Government	15,803,622	15,805,000	15,723,000	15,729,000
State Aids	4,897,873	3,251,000	3,755,970	3,846,000
Program Fees	3,984,828	4,180,000	3,806,000	4,200,000
Material Fees	332,487	340,000	316,000	334,000
Other Student Fees	634,693	610,000	504,000	657,000
Institutional	6,866,746	7,127,000	6,384,000	7,485,000
Federal	7,527,820	7,509,000	7,095,000	7,757,000
Total Revenues	40,048,069	38,822,000	37,583,970	40,008,000
EXPENDITURES				
Instruction	15,144,583	14,309,000	14,262,000	14,372,000
Instructional Resources	392,443	518,000	551,000	513,000
Student Services	9,268,491	9,298,000	8,659,000	9,227,000
General Institutional	3,526,055	3,353,000	3,357,000	4,227,000
Physical Plant	11,254,017	8,499,000	9,033,449	9,110,000
Auxiliary Services	5,259,368	5,550,000	4,960,000	5,550,000
Total Expenditures	44,844,957	41,527,000	40,822,449	42,999,000
Net Revenue (Expenditures)	(4,796,888)	(2,705,000)	(3,238,479)	(2,991,000)
OTHER SOURCES (USES)				
Proceeds from Debt	2,000,000	2,500,000	2,500,000	2,500,000
Residual Equity Transfer In (Out)	-	-	-	-
Operating Transfer In (Out)	-	-	-	-
Total Resources (Uses)	(2,796,888)	(205,000)	(738,479)	(491,000)
TRANSFERS TO (FROM) FUND BALANCES				
Reserve for Prepaids & Inventories	-	-	-	-
Reserve for Capital Projects	(3,998,066)	(348,000)	(517,000)	(441,000)
Reserve for Debt Service	70,818	(57,000)	(45,479)	-
Retained Earnings	135,859	200,000	(423,000)	(50,000)
Reserve for Student Organizations	197,657	-	21,000	-
Reserve for Operations	796,844	-	226,000	-
Designated for Subsequent Years	-	-	-	-
Total Transfers To (From) Fund Balance	(2,796,888)	(205,000)	(738,479)	(491,000)
Beginning Fund Balance	14,306,489	9,925,489	11,509,601	10,771,122
Ending Fund Balance	11,509,601	9,720,489	10,771,122	10,280,122

*Actual is presented on a budgetary basis.

**Estimate is based upon 10 months of actual and 2 months of estimate.

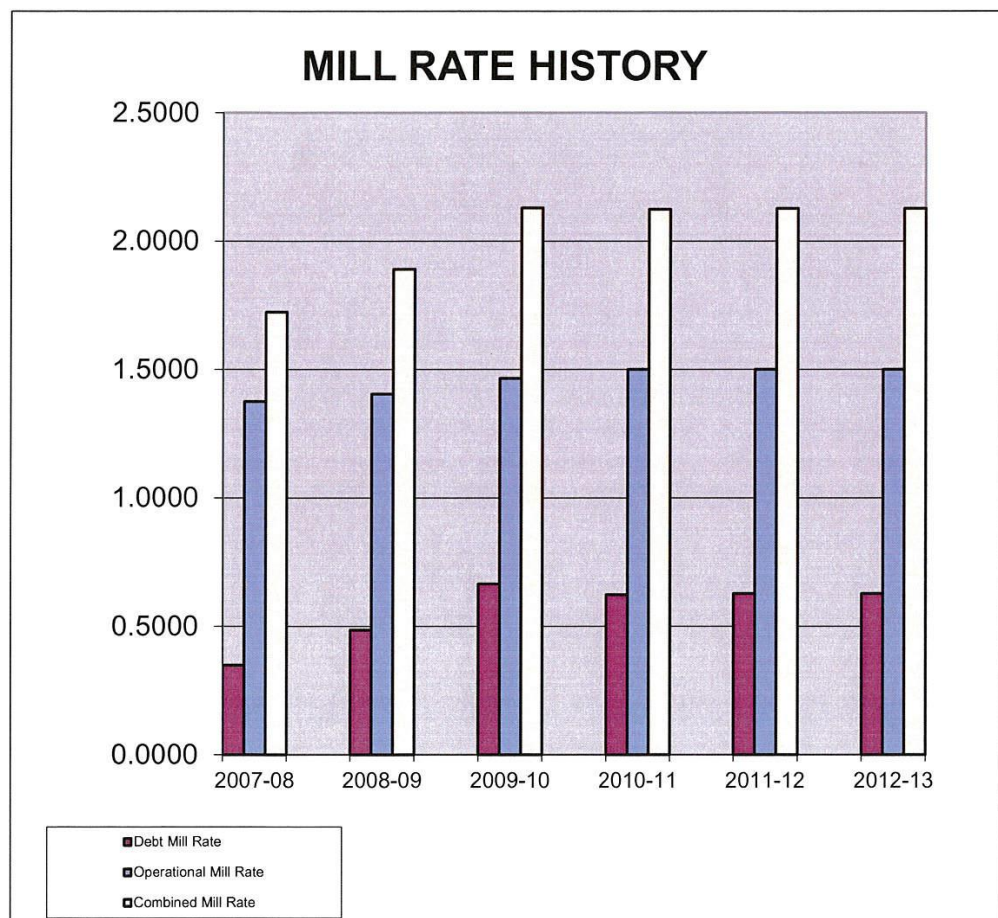
Southwest Wisconsin Technical College
Combined Budget Summary
2011-2012 Budgetary Statement of
Resources, Uses, and Changes in Fund Balance

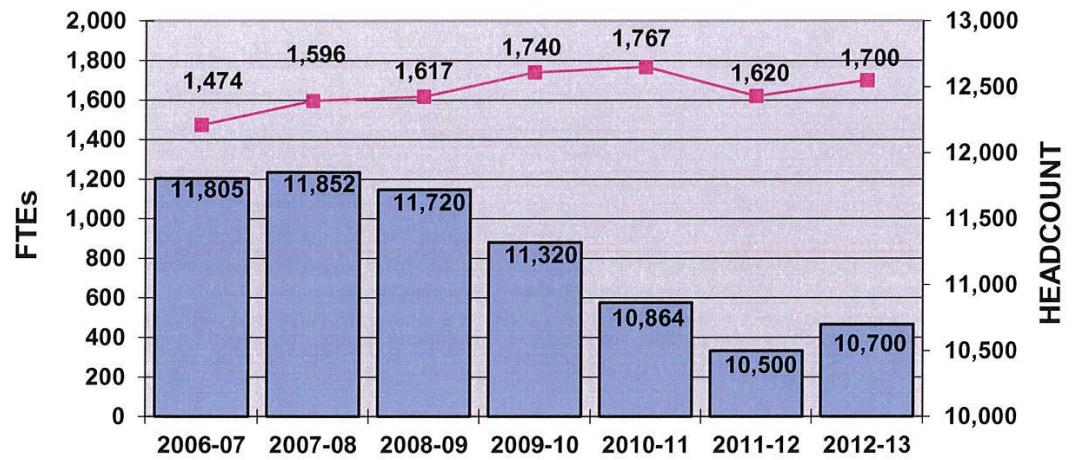
	2010-11 <u>Actual*</u>	2011-12 <u>Budget</u>	2011-12 <u>Estimate**</u>	2012-13 <u>Budget</u>
REVENUES BY FUND				
General Fund	22,432,116	20,585,000	20,526,000	21,318,000
Special Revenue-Non-Aidable Fund	7,526,605	7,780,000	7,021,000	7,780,000
Capital Projects Fund	37,531	50,000	60,000	50,000
Debt Service Fund	4,656,590	4,657,000	5,066,970	5,060,000
Enterprise Fund	1,826,869	1,850,000	1,500,000	1,850,000
Internal Service Fund	3,568,358	3,900,000	3,410,000	3,950,000
Total Revenue by Fund	<u>40,048,069</u>	<u>38,822,000</u>	<u>37,583,970</u>	<u>40,008,000</u>
EXPENDITURES BY FUND				
General Fund	21,717,548	20,585,000	20,750,000	21,618,000
Special Revenue-Non-Aidable Fund	7,328,948	7,780,000	7,000,000	7,780,000
Capital Projects Fund	5,953,321	2,898,000	3,000,000	2,991,000
Debt Service Fund	4,585,772	4,714,000	5,112,449	5,060,000
Enterprise Fund	1,528,944	1,650,000	1,200,000	1,650,000
Internal Service Fund	3,730,424	3,900,000	3,760,000	3,900,000
Total Expenditures by Fund	<u>44,844,957</u>	<u>41,527,000</u>	<u>40,822,449</u>	<u>42,999,000</u>

*Actual is presented on a budgetary basis.

**Estimate is based upon 10 months of actual and 2 months of estimate.

Year	Equalized Valuation	Operational Mill Rate	Debt Mill Rate	Combined Mill Rate
2007-08 Actual	7,043,493,978	1.3746	0.3491	1.7237
2008-09 Actual	7,467,594,427	1.4046	0.4856	1.8902
2009-10 Actual	7,518,999,479	1.4647	0.6650	2.1297
2010-11 Actual	7,443,586,863	1.5000	0.6234	2.1234
2011-12 Actual	7,392,536,724	1.5000	0.6277	2.1277
2012-13 Projected	7,392,536,724	1.5000	0.6277	2.1277





	2006-07	2007-08	2008-09	2009-10	2010-11	Est 2011-12	Budget 2012-13
Post-Secondary	1,191	1,294	1,325	1,436	1,482	1,370	1,438
Vocational Adult	110	106	94	96	94	92	100
Non-Postsecondary	173	196	198	207	191	157	160
Community Services	0	0	0	1	0	1	2
Total FTE	1,474	1,596	1,617	1,740	1,767	1,620	1,700
Headcount	11,805	11,852	11,720	11,320	10,864	10,500	10,700

Southwest Wisconsin Technical College
Notice of Public Hearing
July 1, 2012 – June 30, 2013

A public hearing on the proposed 2012-2013 budget for Southwest Wisconsin Technical College will be held on June 18 at 7:00 p.m. in Conference Room, Packers Chemical, Inc., 3729 Pebble Hollow Road, Kieler, WI. The detailed budget is available for public inspection at the District Business Office.

PROPERTY TAX AND EXPENDITURE HISTORY

<u>Fiscal Year</u>	<u>Equalized Valuation</u>	<u>Mill Rates Operational (2)</u>	<u>Debt Service</u>	<u>Total Mill Rate</u>	<u>Percent Inc./Dec.</u>
2008-09	7,467,594,427	1.4046	0.4856	1.8902	9.66
2009-10	7,518,999,479	1.4647	0.6650	2.1297	12.67
2010-11	7,443,586,863	1.5000	0.6234	2.1234	(0.30)
2011-12	7,392,536,724	1.5000	0.6277	2.1277	0.20
2012-13 ⁽¹⁾	7,392,536,724	1.5000	0.6277	2.1277	0.00

<u>Fiscal Year (3)</u>	<u>Total Expenditures All Funds</u>	<u>Percent Inc./Dec.</u>	<u>Property Tax Levy</u>	<u>Percent Inc./Dec.</u>	<u>Tax on a \$100,000 House</u>
2008-09	59,291,285	72.62	14,115,000	16.26	189.02
2009-10	42,796,790	(27.82)	16,013,000	13.45	212.97
2010-11	44,844,957	4.79	15,805,380	(1.30)	212.34
2011-12	40,822,449	(8.97)	15,728,800	(0.48)	212.77
2012-13	42,999,000	5.33	15,729,000	0.00	212.77

- (1) Fiscal year 2013 equalized valuation is projected to remain unchanged from fiscal year 2012.
(2) The operational mill rate may not exceed 1.500 per s.38.16 of the Wisconsin Statutes.
(3) Fiscal years 2009 through 2011 represent actual amounts; 2012 is estimated; 2013 is the proposed budget.

Budget/Fund Summary – All Funds

	<u>General</u>	<u>Special Revenue Operational</u>	<u>Special Revenue Non-Aidable</u>	<u>Capital Projects</u>	<u>Debt Service</u>	<u>Enterprise</u>	<u>Internal Service</u>	<u>Total</u>
Tax Levy	11,089,000	-	-	-	4,640,000	-	-	15,729,000
Other Budgeted Revenues	10,229,000	-	7,780,000	50,000	420,000	1,850,000	3,950,000	24,279,000
Total Budgeted Revenues	21,318,000	-	7,780,000	50,000	5,060,000	1,850,000	3,950,000	40,008,000
Budgeted Expenditures	21,618,000	-	7,780,000	2,991,000	5,060,000	1,650,000	3,900,000	42,999,000
Excess of Revenues								
Over Expenditures	(300,000)	-	-	(2,941,000)	-	200,000	50,000	(2,991,000)
Operations Transfers	300,000	-	-	-	-	(300,000)	-	-
Proceeds from Debt	-	-	-	2,500,000	-	-	-	2,500,000
Est. Fund Balance 07/01/12	5,750,233	-	379,346	824,329	1,280,711	2,729,202	(192,699)	10,771,122
Est. Fund Balance 06/30/13	5,750,233	-	379,346	383,329	1,280,711	2,629,202	(142,699)	10,280,122

***B. Resolution Authorizing the Issuance and Not to Exceed \$2,500,000
General Obligation Promissory Notes; and Setting the Sale
Therefor***

Up to \$150,000 will be authorized for paying the cost of site improvements; \$1,032,000 for the public purpose of paying the cost of building remodeling and improvement projects; and up to \$1,318,000 for paying the cost of acquiring moveable equipment. A copy of the resolution is available below.

Recommendation: Approve the resolution authorizing the borrowing of up to \$2,500,000.

RESOLUTION NO. ____

RESOLUTION AUTHORIZING THE ISSUANCE OF
NOT TO EXCEED \$2,500,000 GENERAL OBLIGATION PROMISSORY NOTES;
AND
SETTING THE SALE THEREFOR

WHEREAS, the Southwest Wisconsin Technical College District, Crawford, Grant, Iowa, Lafayette, Richland, Green, Dane, Sauk and Vernon Counties, Wisconsin (the "District") is presently in need of \$150,000 for the public purpose of paying the cost of site improvements; \$1,032,000 for the public purpose of paying the cost of building remodeling and improvement projects; and \$1,318,000 for the public purpose of paying the cost of acquiring moveable equipment, and there are insufficient funds on hand to pay said costs;

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

WHEREAS, technical college districts are authorized by the provisions of Section 67.12(12), Wisconsin Statutes to borrow money and to issue general obligation promissory notes for such public purposes.

NOW, THEREFORE, BE IT:

RESOLVED, that the District shall issue general obligation promissory notes in an amount not to exceed \$150,000 for the public purpose of paying the cost of site improvements; and be it further

RESOLVED, that the District shall issue general obligation promissory notes in an amount not to exceed \$1,032,000 for the public purpose of paying the cost of building remodeling and improvement projects; and be it further

RESOLVED, that the District shall issue general obligation promissory notes in an amount not to exceed \$1,318,000 for the public purpose of paying the cost of acquiring moveable equipment; and be it further

RESOLVED, that

Section 1. Authorization and Sale of the Notes. For the purpose of paying the costs specified above in the amounts authorized for those purposes, there shall be borrowed pursuant to Section 67.12(12), Wisconsin Statutes, the principal sum of not to exceed TWO MILLION FIVE HUNDRED THOUSAND DOLLARS (\$2,500,000) from a purchaser to be determined by subsequent resolution of the District Board (the "Purchaser"). To evidence such indebtedness, the Chairperson and Secretary are hereby authorized, empowered and directed to make, execute, issue and sell to the Purchaser for, on behalf of and in the name of the District, general obligation promissory notes aggregating the principal amount of not to exceed TWO MILLION FIVE HUNDRED THOUSAND DOLLARS (\$2,500,000) (the "Notes"). There shall be levied on all the taxable property of the District a direct, annual, irrevocable tax sufficient to pay the interest on the Notes as it becomes due, and also to pay and discharge the principal thereof within ten years of the date of issuance of the Notes.

Section 2. Notice to Electors. Pursuant to Section 67.12(12)(e)5, Wisconsin Statutes, the Secretary shall, within ten (10) days of adoption of this Resolution, cause public notice of the adoption of this Resolution to be given to the electors of the District by publishing notices in the Dodgeville Chronicle, the official newspaper of the District. The notices to electors shall be in substantially the form attached hereto as Exhibits A, B and C and incorporated herein by this reference (collectively, the "Notice").

Section 3. Sale of the Notes. The Notes shall be offered for public sale. At a subsequent meeting, the District Board shall consider such bids as may have been received, take action on the bids and specify the terms of and interest rates on the Notes.

Section 4. Official Statement. The Secretary shall cause an Official Statement to be prepared by Robert W. Baird & Co. Incorporated. The appropriate District officials shall determine when the Official Statement is final for purposes of Securities and Exchange Commission Rule 15c2-12 and shall certify said Statement, such certification to constitute full authorization of such Official Statement under this Resolution.

Section 5. Conflicting Resolutions; Severability; Effective Date. All prior resolutions, rules or other actions of the District Board or any parts thereof in conflict with the provisions hereof shall be, and the same are, hereby rescinded insofar as the same may so conflict. In the event that any one or more provisions hereof shall

for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions hereof. The foregoing shall take effect immediately upon adoption and approval in the manner provided by law. If any of the Notes may be subject to a petition for referendum, any action with respect to the sale of the Notes shall be subject to the condition that no petition for referendum has been filed within thirty (30) days of publication of the Notice provided for under Section 2 of this Resolution or, if a petition is filed, that any required referendum approval is obtained.

Adopted, approved and recorded June 18, 2012.

James D. Kohlenberg
Chairperson

Attest:

Melissa J. Fitzsimons
Secretary

(SEAL)

EXHIBIT A

NOTICE TO THE ELECTORS OF THE SOUTHWEST WISCONSIN TECHNICAL COLLEGE DISTRICT CRAWFORD, GRANT, IOWA, LAFAYETTE, RICHLAND, GREEN, DANE, SAUK AND VERNON COUNTIES, WISCONSIN

NOTICE IS HEREBY GIVEN that the District Board of the above-named District, at a regular meeting duly called, noticed, held and conducted on June 18, 2012, adopted a resolution pursuant to the provisions of Section 67.12(12), Wisconsin Statutes, to authorize a borrowing in an amount not to exceed \$150,000 by issuing general obligation promissory notes of the District for the public purpose of paying the cost of site improvements.

A copy of said resolution is on file in the District office, located at 1800 Bronson Boulevard, Fennimore, Wisconsin 53809, and may be inspected weekdays, except holidays, between the hours of 9:00 a.m. and 4:00 p.m.

Dated this 18th day of June, 2012.

BY THE ORDER OF THE
DISTRICT BOARD

Melissa J. Fitzsimons
Secretary

EXHIBIT B

NOTICE TO THE ELECTORS OF THE SOUTHWEST WISCONSIN TECHNICAL COLLEGE DISTRICT CRAWFORD, GRANT, IOWA, LAFAYETTE, RICHLAND, GREEN, DANE, SAUK AND VERNON COUNTIES, WISCONSIN

NOTICE IS HEREBY GIVEN that the District Board of the above-named District, at a regular meeting duly called, noticed, held and conducted on June 18, 2012, adopted a resolution pursuant to the provisions of Section 67.12(12), Wisconsin Statutes, to authorize a borrowing in an amount not to exceed \$1,032,000 by issuing general obligation promissory notes of the District for the public purpose of paying the cost of building remodeling and improvement projects.

A copy of said resolution is on file in the District office, located at 1800 Bronson Boulevard, Fennimore, Wisconsin 53809, and may be inspected weekdays, except holidays, between the hours of 9:00 a.m. and 4:00 p.m.

The District Board need not submit said resolution to the electors for approval unless within 30 days after the publication of this Notice there is filed with the Secretary of the District Board a petition meeting the standards set forth in Section 67.12(12)(e)5, Wisconsin Statutes, requesting a referendum thereon at a special election. If no such petition is filed, then the resolution shall be effective without a referendum.

Dated this 18th day of June, 2012.

**BY THE ORDER OF THE
DISTRICT BOARD**

Melissa J. Fitzsimons
Secretary

EXHIBIT C

NOTICE TO THE ELECTORS OF THE SOUTHWEST WISCONSIN TECHNICAL COLLEGE DISTRICT CRAWFORD, GRANT, IOWA, LAFAYETTE, RICHLAND, GREEN, DANE, SAUK AND VERNON COUNTIES, WISCONSIN

NOTICE IS HEREBY GIVEN that the District Board of the above-named District, at a regular meeting duly called, noticed, held and conducted on June 18, 2012, adopted a resolution pursuant to the provisions of Section 67.12(12), Wisconsin Statutes, to authorize a borrowing in an amount not to exceed \$1,318,000 by issuing general obligation promissory notes of the District for the public purpose of paying the cost of acquiring moveable equipment.

A copy of said resolution is on file in the District office, located at 1800 Bronson Boulevard, Fennimore, Wisconsin 53809, and may be inspected weekdays, except holidays, between the hours of 9:00 a.m. and 4:00 p.m.

The District Board need not submit said resolution to the electors for approval unless within 30 days after the publication of this Notice there is filed with the Secretary of the District Board a petition meeting the standards set forth in Section 67.12(12)(e)5, Wisconsin Statutes, requesting a referendum thereon at a special election. If no such petition is filed, then the resolution shall be effective without a referendum.

Dated this 18th day of June, 2012.

BY THE ORDER OF THE
DISTRICT BOARD

Melissa J. Fitzsimons
Secretary

C. Bid for Food Service Operations

A summary of the bids received for Food Service Operations is available below. Caleb White will present the information and recommendation.

Recommendation: Award the contract for food service to include cafeteria and catering services to UW-Platteville Dining Services, Platteville, Wisconsin for a three year period commencing August 1, 2012. Award a contract for snack vending services to Vendors Unlimited Corp., Dubuque, Iowa, for the same time period.

Food Service/ Vending
RFP #1112-12

The public opening of the request for proposals to provide food service and/or snack vending service at the College was held on Monday, June 4, 2012. Proposals were received from the following vendors:

Canteen Vending Services (vending only)
Consolidated Management Co.
Food Services Incorporated
The Silent Women
UW-Platteville Dining Services (food service only)
Vendors Unlimited Corp. (vending only)

An evaluation team consisting of MJ Dachelet, Joyce Czajkowski, Doug Pearson, Duane Ford, and Caleb White reviewed and rated the proposals. The evaluation team's composite score ranking in each area of cafeteria food service & catering and vending services is below:

Cafeteria Food Service & Catering

Ranking	Vendor	Address	Team Avg. Points
1	UW-Platteville Dining Services	Platteville, WI	87.2
2	Food Services Incorporated	Milwaukee, WI	78.4
3	Consolidated Management Co.	Des Moines, IA	76.8
4	The Silent Woman	Fennimore, WI	61.0

Vending

Ranking	Vendor	Address	Team Avg. Points
1	Vendors Unlimited Corp.	Dubuque, IA	41.5
2	Canteen Vending Services	Madison, WI	37.8

Recommendation: Award the contract for food service to include cafeteria and catering services to UW-Platteville Dining Services, Platteville, Wisconsin for a three year period commencing August 1, 2012. Award a contract for snack vending services to Vendors Unlimited Corp., Dubuque, Iowa, for the same time period.

D. Bid for Public Safety Asphalt Upgrade

A summary of the bid received for the Public Safety asphalt upgrade is below. Caleb White will be present at the meeting for any questions.

Recommendation: Award the bid for the Public Safety Asphalt Upgrade project to Iverson Construction of Kieler, WI, with the bid of \$96,020.

Bid #1112-10 Public Safety Asphalt Upgrade

June 5, 2012 @ 10:00 a.m., Room 492

The Public Safety Asphalt Upgrade project includes rough and finish grading for new exterior paving for the parking lot of approximately 48,100 square feet gross area.

The public opening of bids was held on Tuesday, June 5, 2012 at 10:00 a.m. in Room 492 of the College Campus. Only one vendor responded to the bid request and the result is as follows:

<u>Bidder</u>		<u>Base Bid</u>
Iverson Construction	Kieler, WI	96,020

RECOMMENDATION: Award the bid for the Public Safety Asphalt Upgrade project to Iverson Construction of Kieler, WI with the bid of \$96,020.

E. Bid for Birthing Simulator for Direct Entry Midwife Program

A summary of the bids received for the Birthing Simulator to be used in the Direct Entry Midwife program is below. Caleb White will be present at the meeting for any questions.

Recommendation: Award the bid for the Birthing Simulator to Laerdal Medical Corporation of Wappingers Falls, NY, with the low bid of \$48,751.70.

Bid #1112-14 Birthing Simulator

May 21, 2012 @ 10:00 a.m., Room 490

Bid #1112-14 was a request for a birthing simulator to be used as a training aid in the Health Occupations programs. Nine vendors received the invitation to bid.

The public opening of bids was held on Monday, May 21, 2012 at 10:00 a.m. in Room 490 of the College Campus. Two vendors, Medical Shipment and Armstrong Medical Industries, responded with no bid. Below are the remaining bid results:

<u>Bidder</u>		<u>Base Bid</u>	<u>Comment</u>
Gaumard Scientific	Miami, FL	21,469.69	Incomplete system
Limbs & Things	Savannah, GA	30,164.00	Incomplete system
Laerdal Medical Corporation	Wappingers Falls, NY	48,751.70	
Gaumard Scientific	Miami, FL	66,553.37	

RECOMMENDATION: Award the bid for the Birthing Simulator to Laerdal Medical Corporation of Wappingers Falls, NY, with the low bid of \$48,751.70.

F. Lease with Darlington Schools

Caleb White will present for approval a lease that will allow Southwest Tech to rent space at the Darlington Schools to be used for office and classroom space. The lease will be available at the Board meeting.

G. Program Viability Report

Duane Ford will update the Board on the review of low-enrollment programs and plans for moving forward.

Recommendation: Approve a strategy whereby program staff are issued layoff notices as soon as possible after September 1 and effective at an appropriate time after the end of the academic year in any program with fewer than 15 new students enrolled on September 1. This strategy gives the College and staff members at least nine months to implement corrective action. The low-enrollment programs and the names of staff members projected to be given such notices will be presented at the August Board meeting.

H. Personnel

1. Employment

Laura Bodenbender, Director of Human Resources, will present an Employment Recommendation for an Electromechanical Technology Instructor at the Board meeting.

2. Layoff

There are no layoff notices to be given at this time.

3. Resignations

There are no resignations at this time.

4. Retirements

- a. A copy of the letter accepting the retirement of Connie Larson, Counselor, effective July 12, 2012, is available with all other Board material.

Recommendation: Approve the acceptance of the retirement of Connie Larson, Counselor, effective July 12, 2012.

June 4, 2012

Ms. Connie Larson
5913 Dietrich Heights
Cassville, WI 53806

Dear Connie:

I am in receipt of your letter indicating your plans to retire from your position as Counselor effective July 12, 2012. I accept your retirement with sincere appreciation for your service to students and our district. Your work has helped change lives by providing opportunities for success.

The District Board and I wish you the best in your retirement. Enjoy every minute.

Sincerely,

Duane M. Ford, Ph.D.
President

DMF/kc

cc: Laura Bodenbender
Laura Nyberg-Comins

- b. A copy of the letter accepting the retirement of Doug Phillips, Business & Industry Services/Electromechanical Technology Instructor, effective June 8, 2012, is available with all other Board material.

Recommendation: Approve the acceptance of the retirement of Doug Phillips, Business & Industry Services/Electromechanical Technology Instructor, effective June 8, 2012.

June 12, 2012

Mr. Doug Phillips
1002 N. Bequette Street
Dodgeville, WI 53533

Dear Doug:

I am in receipt of your letter indicating your plans to retire from your position as Business & Industry Services/Electromechanical Technology Instructor effective June 8, 2012. I accept your retirement with sincere appreciation for your service to students and our district. Your work has helped change lives by providing opportunities for success.

The District Board and I wish you the best in your retirement. Enjoy every minute.

Sincerely,

Duane M. Ford, Ph.D.
President

DMF/kc

cc: Laura Bodenbender
Derek Dachelet

Board Monitoring of College Effectiveness

A. Staffing Update

Laura Bodenbender, Human Resources Director, will provide an update on College staffing. A summary is below.

POSITION TRACKING July 2011 – June 2012

(Ret) = Retired (Res) = Resigned (Tra) = Transfer (NonR) = Non Renewal (L/O) = Layoff

Name	Title	Status	Start Date
1. Randy Bussan (Ret)	Automotive Technician	No backfill - utilizing adjuncts	
2. Tom Sheehan (Ret)	Program Counselor	No backfill at this time	
3. Jeanette Nodorft (Ret)	Associate Degree Nursing	Internal transfer Darci Colsch	
4. Deb Warren (Ret)	Bookstore Asst/Parts Mgr	Internal transfer Jennifer Fonder	
5. Ron VanNatta (Ret)	Electrician/Maintenance	New hire - Dan Imhoff	
6. Janis Blackburn(Ret)	UW-PVile Math	New hire - Michelle Iselin	
7. Don Tucker (Ret)	Ag Power & Equipment	New hire - John Kvigne	8/17/11
8. Jill Brechler (Ret)	Communications	New hire - Jessica Brogley	8/17/11
9. Paul Murphey (Ret)	Communications	Internal transfer Cindy Albrecht	
10. Patrick Hoffman (Ret)	Automotive Technician	New hire - Tyson Larson	8/17/11
11. Gene Medeke (Ret)	Ag – Farm Bus Prod Mgmnt	New hire - JoAnn Peterson	8/17/11
12. Janet Matthes (Ret)	Information Technology	Internal transfer Janet Weigel	
13. Marlene Klein (Tra)	Gen Ed.	Assumed Albrecht's position as Lead ASC	
14. Cindy Bruner (Ret)	Business Technology	Internal transfer Sondra Ostheimer	
15. Joan Senn (Ret)	VP of Learning	No Replacement	
16. New Position	Marketing & Pub Rel Asst	Internal transfer Jessica Helms	
17. New Position	Part Time Lab Asst.	Karl Sandry	7/1/11
18. Dan Thingvold (Res)	Evening Custodian	Internal transfer Dan Scullion	
19. New Position	Physical Therapist Asst.	Jaclyn Schultz-Sloan	8/17/11
20. New Position	Human Resources Asst.	New hire - Connie Haberkorn	6/27/11
21. Darci Colsch(Tra)	Nursing Assistant Instructor	New hire - Betty Frydenlund	8/17/11
22. New Position	Director of Development	Betsy Ralph	10/31/2011
23. New Position	Web Programmer/Analyst	Jackie Budd	10/31/2011
24. New Position	Accounting Clerk/Bursar	Internal transfer Jessica Brandes	9/2011


(Ret) = Retired (Res) = Resigned (Tra) = Transfer (NonR) = Non Renewal (L/O) = Layoff

Name	Title	Status	Start Date
25. Mary Pilling (Ret)	EMS Coordinator	New hire - Ken Bartz	10/31/2011
26. Dan Scullion (Tra)	Lead Evening Custodian	New hire - Barbara Liska	11/7/2011
27. Ron Meissner (Ret)	ASC Lab Assistant	New hire - Brenda Schwarzmenn	1/11/2012
28. New Position	Associate Degree Nursing	Rehire - Dana Oswald	1/11/2012
29. Joni Wedig (Res)	Medical Lab Tech Instr	New hire – Joan Young	1/11/2012
30. Diann Meissner (Ret)	Communications Instr.	No Replacement at this time	
31. Shirley Drake (Ret)	Acctg Asst. / Bursar	New hire – Kim Wolf	1/30/2012
32. Sheila Marmorstone (Ret)	ASC Instructor	New hire – Brenda Schwarzmenn	1/17/2012
33. New Position	Recruitment Specialist	New hire – Sara Davis	2/1/2012
34. Adam Wisecup (Res)	ERP Systems Specialist	Internal transfer Jackie Budd	1/9/2012
35. New Position	Web Programmer/Analyst	New hire – Mike Steffel	1/30/2012
36. New Position	Project Based-Comp SuppSpec	New hire – Dave Friesen	1/30/2012
37. Brenda Schwarzmenn(Tra)	ASC Lab Assistant	New hire – Kari Kabat	3/19/2012
38. New Position	Director of Student Services	New hire - Laura Nyberg	5/7/2012
39. New Position	VP for Student and Ac Aff	New hire – Available at Board Mtg.	7/2012
40. Barbara Liska (Res)	Lead Evening Custodian	New hire – Sherri Kreul	4/30/2012
41. Kevin Hoff (Res)	Dean of Gen Education	No Replacement at this time	6/30/2012
42. Andrew Calhoun (NonR)	Dean of Ag & Industry	Non-Renewal	6/30/2012
43. Linda Knapp (Ret)	Admin Asst for VP & Indus.	Internal transfer Jody Millin	5/14/2012
44. Becky Fernette (Res)	Human Services Instructor	Interviewing	
45. New Position	Electro Mechanical Instr.	Offer made	
46. New Position	PT Lab Asst. Up to 15 hrs/wk.	On hold	
47. Jaime Klein (Res)	Director of IT	No replacement at this time	
48. New Position	Advisor	Internal transfer Danielle Seippel	5/14/2012
49. New Position	Advisor	Interviewing	
50. New Position	Advisor	Interviewing	
51. Julie Pluemer (Tra)	Supervisor for Tchg, Learning, and Academic Outreach		7/1/2012
52. Kim Wolf (Res)	Fin. Aid/Bursar	Interviewing	
53. Helena Robinson (L/O)	WIA Account Manager	Bumped K.Kabat ASC Lab Asst.	7/1/2012
54. Brian Kitelinger (L/O)	WIA Account Manager	Bumped M.J.Sherman Stu.Serv.Spec.	7/1/2012
55. Mary Jo Sherman (B)	Student Services Specialist	Bumping Rights Received	
56. George Schwarzmenn (Ret)	Science Instructor	Internal transfer John Pluemer	
57. Connie Larson (Ret)	Guidance Counselor	No replacement / Advisor position	
58. Doug Phillips (Ret)	Business & Ind. Instructor	Offer made	

Information and Correspondence

A. Enrollment Report

A current College 2011-12 FTE Report and the 2012-13 comparison Application Report are available below. Caleb White will be present for any questions.

		2010-2011 and 2011-2012 FTE Comparison					
Program Type	Program Title	Final 10-11 Students	06-11-12 Students	Student Change	Final 10-11 FTE	05-14-12 FTE	FTE Change
10	Accounting	60	51	(9)	51.86	39.40	(12.47)
10	Administrative Professional	27	24	(3)	24.17	19.30	(4.87)
10	Agri-Business/Science Technology	43	40	(3)	34.10	32.60	(1.50)
10	Business Management	89	92	3	61.59	66.50	4.90
10	Medical Laboratory Technician	16	23	7	13.63	18.10	4.47
10	Criminal Justice - Law Enforcement	88	84	(4)	78.93	67.13	(11.80)
10	Culinary Management	38	33	(5)	30.40	21.83	(8.57)
10	Direct Entry Midwife	28	21	(7)	13.30	11.37	(1.93)
10	Early Childhood Education	46	54	8	35.63	42.67	7.03
10	Electro-Mechanical Technology	51	44	(7)	47.96	38.70	(9.27)
10	Engineering Technologist	18	18	-	16.07	16.73	0.66
10	Golf Course Management	35	31	(4)	36.00	29.33	(6.67)
10	Graphic and Web Design	64	51	(13)	48.68	40.26	(8.42)
10	Human Services Associate	105	72	(33)	64.03	45.20	(18.83)
10	IT-Computer Support Specialist	28	10	(18)	20.20	6.47	(13.73)
10	IT-Network Comm Spec	34	31	(3)	28.17	22.33	(5.84)
10	IT-Web Analyst/Programmer	29	21	(8)	26.33	18.13	(8.20)
10	Individualized Technical Studies	2	6	4	1.30	3.13	1.83
10	Mechanical Design Technician	12	2	(10)	9.50	2.13	(7.37)
10	Nursing - Associate Deg	327	219	(108)	135.38	97.28	(38.10)
10	Physical Therapist Assistant	11	21	10	5.17	12.53	7.37
10	Supervisory Management	18	6	(12)	10.33	2.33	(8.00)
10	Technical Studies-Journeyworker	2	1	(1)	0.73	0.13	(0.60)
Total Associate Degree		1,171	955	(216)	793.49	653.59	(139.90)

Program Type	Program Title	Final 10-11 Students	06-11-12 Students	Student Change	Final 10-11 FTE	05-14-12 FTE	FTE Change
31	Accounting Assistant	14	15	1	8.20	12.47	4.27
32	Agricultural Power & Equipment Tech	42	45	3	38.57	43.24	4.67
31	Auto Collision Repair & Refinish Tech	29	32	5	23.93	18.77	(5.17)
32	Automotive Technician	58	54	(4)	54.74	49.00	(5.74)
31	Barber/Cosmetologist	40	41	1	38.47	32.31	(6.17)
31	Bricklaying and Masonry	22	9	(13)	19.01	7.60	(11.41)
30	Building Maintenance & Construction	1	4	3	0.50	1.57	1.07
31	Building Trades - Carpentry	17	13	(4)	14.24	12.90	(1.34)
30	CNC Setup/Operation	8	9	1	4.13	4.93	0.80
31	Child Care Services	16	16	-	8.63	12.37	3.73
30	Criminal Justice-Law Enf Acad	32	15	(17)	13.90	7.90	(6.00)
31	Culinary Specialist	15	13	(2)	12.08	9.97	(2.12)
31	Dairy Herd Management	22	21	(1)	21.27	18.70	(2.57)
30	Dental Assistant	20	17	(3)	8.53	9.07	0.53
31	Electrical Power Distribution	25	22	(3)	21.93	19.73	(2.20)
50	Electricity (Construction)	8	7	(1)	1.20	0.87	(0.33)
31	Esthetician	17	8	(9)	15.00	5.80	(9.20)
30	Farm Business & Production Manage	133	86	(47)	17.00	19.51	2.51
50	Industrial Electrician Apprentice	4	8	4	0.43	2.00	1.57
31	Medical Assistant	64	50	(14)	39.34	35.87	(3.47)
30	Medical Coding Specialist	79	69	(10)	23.50	25.37	1.87
31	Medical Transcription	45	30	(15)	19.83	14.50	(5.33)
30	Nursing Assistant	275	235	(40)	30.67	27.30	(3.37)
30	Office Aide	22	9	(13)	9.33	5.03	(4.30)
31	Office Support Specialist	27	9	(18)	22.33	7.40	(14.57)
50	Plumbing Apprentice	19	16	(3)	2.70	2.43	(0.27)
31	Welding	25	41	16	20.97	39.60	18.63
Total Technical Diploma		1,079	894	(185)	490.08	446.19	(43.89)
Undeclared Majors				-	198.79	269.53	70.74
Total		2,250	1,849	(401)	1,482.35	1,369.31	(113.04)
Percent of Change							-7.63%

Program Type	Program Title	Final 10-11 Students	06-11-12 Students	Student Change	Final 10-11 FTE	05-14-12 FTE	FTE Change
	Basic Skills/Voc Adult Students						
	Vocational Adult (Aid Codes 42-47)				94.33	92.42	(1.91)
	Community Services				-	0.57	0.57
	Basic Skills (Aid Codes 7x)				<u>190.85</u>	<u>146.84</u>	<u>(44.01)</u>
	Grand Total				<u>1,767.54</u>	<u>1,608.58</u>	<u>(158.96)</u>
	Total Percent of Change						-8.99%

APPLICATION COMPARISON

	<u>Max</u>	<u>Program</u>	<u>2012-13 (6/11/12)</u>			<u>2011-12 (6/13/11)</u>			<u>YOY Change</u>
			<u>Accepted</u>	<u>Waiting List</u>	<u>Total</u>	<u>Accepted</u>	<u>Waiting List</u>	<u>Total</u>	
		Accounting	11		11	16		16	(5)
		Acct Assist	4		4	5		5	(1)
		Admin Professional	10		10	10		10	-
		Agribusiness/Science	16		16	19		19	(3)
20		Ag Power	20	18	38	20	16	36	2
22		Auto Collision	14		14	20	2	22	(8)
22		Auto Tech	22	4	26	21	8	29	(3)
24		Barber/Cosmetologist	23		23	24	5	29	(6)
		Bricklaying & Masonry	2		2	7		7	(5)
		Bldg Trades-Carpentry	7		7	20	2	22	(15)
		Business Management	35		35	31		31	4
		CC Services	8		8	5		5	3
15		CNC Setup/Operation	-		-	3		3	(3)
		Criminal Justice-LE	39		39	32		32	7
		Culinary Mgnt	9		9	15		15	(6)
		Culinary Spec	13		13	12		12	1
		Dairy Herd	14		14	17		17	(3)
20		Dental Assist	20	10	30	16	16	32	(2)
		DE Midwife (Jan start only)			10			9	1
		Early Child Educ	20		20	19		19	1
20		Electrical Power Distribution	20	10	30	20	22	42	(12)
24		Electro-mech Tech	24	1	25	12		12	13
		Engineering Technologist	12		12	6		6	6
14		Esthetician	12		12	8		8	4
		Food Production Assistant	-		-				-
		Golf Course Mgnt	14		14	8		8	6
20		Graphic & Web Design	20	3	23	20	7	27	(4)
36		Hum Serv Assoc	23		23	27		27	(4)
		Individual Tech Studies	-		-	4		4	(4)
		IT-Comp Sup Spec	1		1	6		6	(5)
		IT-Network Comm	10		10	8		8	2
		IT-Web Analyst/Program	7		7	9		9	(2)
		Marketing	-		-				-
32		Medical Asst	32	26	58	32	38	70	(12)
34		Med Coding Spec	28		28	30	7	37	(9)
16		Medical Laboratory Tech	8		8	4		4	4
28		Medical Trans	7		7	14		14	(7)
54		N-Assoc Degree	54	50	104	50	56	106	(2)

<u>Max</u>	<u>Program</u>	<u>Accepted</u>	<u>Waiting List</u>	<u>Total</u>	<u>Accepted</u>	<u>Waiting List</u>	<u>Total</u>	<u>YOY Change</u>
28	N-Assoc Degree P/T	28	5	33	25	21	46	(13)
	Office Aide (Jan start only)			5			19	(14)
	Office Sup Spec	2		2	8		8	(6)
15	Physical Therapist Asst	15	26	41	15	7	22	19
40	Welding	<u>32</u>	<u>-</u>	<u>32</u>	<u>30</u>	<u>-</u>	<u>30</u>	<u>2</u>
484	Totals	636	153	804	648	207	883	(79)
	YOY Change	(12)	(54)	(79)				

B. Chairperson's Report

C. College President's Report

1. State of the College Report

D. Other Information Items

Establish Board Agenda Items for Next Meeting

A. Agenda

1. Oath of Office
2. Election of Officers
3. Board Monitoring Schedule
4. Approve Borrowing Resolutions
5. Three-year Facilities Plan
6. Facilities Report

B. Time and Place

July Board Meeting - Monday, July 9, 2012, at 5:30 p.m. in Rooms 492-493, College Connection

Adjourn to Closed Session

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

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

B. Approval of Closed Session Minutes of May 24, 2012

Reconvene to Open Session

A. Action, if necessary, on Closed Session Items

Adjournment