



Southwest Wisconsin Technical College

District Board Meeting

Regular Meeting

March 27, 2014

Held at

Southwest Tech
1800 Bronson Boulevard
Fennimore, WI

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Annotated Agenda

BOARD MEETING NOTICE/AGENDA

Thursday, March 27, 2014

6:15 p.m. - Dinner

7:00 p.m. – Board Meeting

Room 492-493 – College Connection

ANNOTATED AGENDA

OPEN MEETING

The following statement will be read: “The March 27, 2014, 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

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

B. Minutes of the Board Retreat/Regular Meeting of February 21-22, 2014

Minutes of the February 21-22, 2014, Board Retreat and 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, Vice President for Administrative Services, will be at the meeting and available for any questions.

D. Contract Revenue

Seventeen contracts totaling \$7,551.55 in February 2014 will be presented for Board approval. The Contract Revenue Report is included with the electronic Board material.

E. Personnel Items

1. Employment

One new hire and one transfer are being presented for approval in the Personnel Report. The report is available with the electronic Board material.

2. Retirements

There are two retirements being presented for approval in the Personnel Report, which is available with the electronic Board material.

Recommendation: Approve the consent agenda

OTHER ITEMS REQUIRING BOARD ACTION

A. Hydraulic Shear Bid

The bids for a hydraulic shear for the Welding program were opened on March 13, 2014. Caleb White will present the bid summary at the Board meeting. The bid summary is included in the electronic Board packet.

Recommendation – Accept the low bid from Airgas USA, LLC for the hydraulic shear in the amount of \$94,586.11.

BOARD MONITORING OF COLLEGE EFFECTIVENESS

A. Marketing Report

Sue Reukauf, Marketing & Public Relations Manager, will present recent department activities. The report will be available at the Board meeting.

B. 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

The 2013-14 Comparison FTE and 2014-15 Application Reports are available electronically with all other Board material.

B. Chairperson's Report

C. College President's Report

1. Concept Reviews
2. Facilities Projects
3. GPR Categorical Aid Grants
4. Celebrating Agriculture Day
5. WI DOT Meeting
6. WMC Taking it Local

D. Other Information Items

ESTABLISH BOARD AGENDA ITEMS FOR NEXT MEETING

A. Agenda

1. Out-of-State Tuition Waiver
2. Health, Education & Public Services Report

B. Time and Place

Thursday, May 1, 2014, at 7:00 p.m. in Rooms 492-493, College Connection,
Southwest Tech Campus

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 September 26, 2013, and February 21-22, 2014

RECONVENE TO OPEN SESSION

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

ADJOURNMENT

Open Meeting

The following statement will be read: "The March 27, 2014, 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

Thursday, March 27, 2014

6:15 p.m. - Dinner

7:00 p.m. – Board Meeting

Room 492-493 – College Connection

OPEN MEETING

The following statement will be read: “The March 27, 2014, Board 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
- B. Minutes of the Board Retreat/Regular Meeting of February 21-22, 2014
- C. Financial Reports
 - 1. Purchase Orders Greater than \$2,500
 - 2. Treasurer’s Cash Balance
 - 3. Budget Control
- D. Contract Revenue
- E. Personnel Items
 - 1. Employment
 - 2. Retirements

OTHER ITEMS REQUIRING BOARD ACTION

- A. Hydraulic Shear Bid

BOARD MONITORING OF COLLEGE EFFECTIVENESS

- A. Marketing Report
- B. 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 September 26, 2013, and February 21-22, 2014

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 Board Retreat/Regular Meeting of February 21-22, 2014

MINUTES OF THE BOARD RETREAT/REGULAR MEETING OF THE BOARD OF DIRECTORS OF SOUTHWEST WISCONSIN TECHNICAL COLLEGE FEBRUARY 21-22, 2014

The Board of Southwest Wisconsin Technical College met in public session of a Board retreat/regular meeting commencing at 1:33 p.m. on February 21, 2014, in Meeting Rooms 1 and 2 of the Richland Center Community/Senior Center located at 1050 N. Orange Street in the City of Richland Center, Richland County, Wisconsin. The following members were present:

Melissa Fitzsimons, James Kohlenberg, Diane Messer (attended February 22 only), Darlene Mickelson, Russell Moyer, Eileen Nickels, Chris Prange, Rhonda Sutton, and Donald Tuescher (arrived February 21 at 4:29 p.m.)

Others present for all or a portion of the meeting included Dr. Duane M. Ford, College President; College Staff: Karen Campbell, Katie Garrity, Phil Thomas, and Caleb White. Public present included Ray Schmitz, Mike Delfs, Jerry Ward, Patrick Hagen, and Jon Bosworth.

Chairperson Nickels 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 RETREAT/MEETING NOTICE/AGENDA February 21-22, 2014 Richland Center, WI

**Friday, February 21, 2014
1:30 p.m. – Board Retreat
Community/Senior Center
Meeting Rooms 1 and 2
1050 N. Orange Street
Richland Center, WI 53581**

OPEN MEETING

The following statement will be read: "The February 21-22, 2014, Board Retreat/regular meeting of the Southwest Wisconsin Technical College Board is called to order. This meeting is open to the public and in compliance with State Statutes. Notice of the meeting has been sent to the press 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

BOARD MONITORING OF COLLEGE EFFECTIVENESS

A. Richland Center Area Community Panel

OPEN MEETING

- A. Reports/Forums/Public Input

CONSENT AGENDA

- A. Approval of Agenda
- B. Minutes of the Regular Meeting of January 23, 2014
- C. Financial Reports
 - 1. Purchase Orders Greater than \$2,500
 - 2. Treasurer's Cash Balance
 - 3. Budget Control
- D. Contract Revenue
- E. Personnel Items
 - 1. Employment
 - 2. Retirement

OTHER ITEMS REQUIRING BOARD ACTION

- A. Student Activity Fee
- B. Bid for Hydraulic Shear/Tensite Tester
- C. Concept Review: Cancer Information Management Program
- D. Concept Review: Lab Science Technician Program

BOARD MONITORING OF COLLEGE EFFECTIVENESS

- A. Budget Parameters & Assumptions
- B. 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

BOARD MONITORING OF COLLEGE EFFECTIVENESS

- A. Health Care Costs/Benefits
- B. Administrative Services Report

The Board will adjourn until 8:30 a.m. on Saturday, February 22, 2014. The Board will have a dinner and breakfast for social purposes only and no College business will be conducted.

Saturday, February 22, 2014
8:30 a.m. – Board Retreat
The Richland Hospital
Pipen Conference 3
333 East Second Street
Richland Center, WI 53581

BOARD MONITORING OF COLLEGE EFFECTIVENESS

A. Student & Academic Affairs Report

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 September 26, 2013

RECONVENE TO OPEN SESSION

A. Action, if necessary, on Closed Session Items

OTHER ITEMS REQUIRING BOARD ACTION

A. Mission, Purposes, Vision

BOARD MONITORING OF COLLEGE EFFECTIVENESS

- A. Strategic Projects
- B. President's Time
- C. Tour of Richland Hospital

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}

Community members from the Richland Center area engaged with the Board for discussion of programming and services. Community members included:

- Ray Schmitz, Owner of Valley View Dairy
- Mike Delfs, The Richland Hospital CEO
- Jerry Ward, Seats, Inc., Vice President of Operations
- Patrick Hagen, Dean/CEO at UW Center-Richland
- Jon Bosworth, Richland High School Principal

Panel members provided feedback on strengths with regard to Southwest Tech services to their individual organizations and community. It was noted:

- The adaptability of Southwest Tech is empowering students to earn a two-year degree and then go onto a four-year degree. The disability support program, visits to the College, and dual enrollment options including advanced standing

and transcribed credit available to high school students and inviting high school instructors to Southwest Tech are an asset.

- Twenty-six percent of the employees at The Richland Hospital have graduated from Southwest Tech and feel the College is very credible. Industry input sought on program content is an additional strength.
- The importance of the daily touches the public experiences by someone who was trained at Southwest Tech, i.e. nurses, automotive mechanics, ag mechanics, firefighters, EMS personnel was recognized.
- The ability to adapt quickly to the environment in where we live and work. Approximately ten years ago, UW-Richland partnered with Southwest Tech in response to a need in the community to offer a successful program in Microcomputer Specialist. Need to look for more opportunities such as this.
- The College is always willing to work with companies to fill workforce needs

When asked about weaknesses, it was noted:

- The need to have agriculture graduates ready to enter a large dairy operation in the areas of agronomy, nutrition, and herdsman. Mr. Schmitz shared his experience that additional training was needed for recent graduates of our Dairy Herd program to transition from a small dairy operation to a large dairy operation.
- Students need to be provided an opportunity for international experiences.
- Industry needs to be tied more to the curriculum and the promotion of manufacturing as a great career opportunity.
- More accessible offerings to high school students. The high school student's perception of Southwest Tech has changed over the last 20 years but there is still some work to be done with high school students and parents realizing the value of technical education.
- The need for training in electronic medical records and an improvement in scheduling of clinicals earlier so the students have more time to alter their work schedules.

When asked about opportunities for Southwest Tech to improve its services, the panel members made the following suggestions on programming.

- Keep up on what is needed in agriculture. Farming is more technical and we need to offer more support such as Farm Business & Production Management where the instructors can examine the needs of individual farmers and advise them on what would work best in their farming operation. With the influx of Hispanic workers, a certificate in milking cows would benefit the Hispanic worker and employers.
- Due to healthcare reform, review the health programs' curricula to determine changes that will be needed in the curricula to accommodate the changes in healthcare.
- Question on whether some of the programs are still relevant. In the K-12 school system, the classroom aides need to have a minimum of a two-year degree.
- The perception of a technical college degree versus a four-year degree is still that the technical college is a second choice. There is a need to promote technical colleges and the Southwest Wisconsin region for economic development. There is a perception of employers there are no workers but unemployment in Richland County is 4.9%; however, you need people who are

willing to come to work and put 100% into their job. There may be a need to look at the skills potential employees are missing.

- It is important in higher education, especially in the rural areas, to look at ways to collaborate in programming. UW-Richland has mapped out an applied bachelor's degree that may be of service to Southwest Tech students.

The panel members were thanked for the valuable feedback. After reviewing the Consent Agenda, Mr. Moyer moved to approve the Consent Agenda as presented including the February 21-22, 2014, agenda; January 23, 2014, Board minutes; financial reports; 10 contracts totaling \$34,996.75; hiring of Samantha Redman, Financial Aid Assistant/Accounting Bursar, and Eddie Johnson, Network Online Support Specialist; transfer of Sara Bahl, Financial Aid Assistant/Accounting Bursar; and the retirement of Helen Laufenberg, Administrative Services Administrative Assistant. Ms. Mickelson seconded the motion; motion carried.

Caleb White, Vice President for Administrative Services, presented the proposal from Student Senate to increase the student activities fee assessed with tuition. The proposal recommended eliminating the separately assessed student accident insurance fee of \$7.50 per semester per student and increase the student activity fee from 5.5 percent to 6.0 percent per credit to cover the student accident insurance coverage. The proposal would result in an overall cost neutral change to the student body as a whole. Mr. Kohlenberg moved to approve the student activities fee increase from 5.5 percent to 6.0 percent per credit. Ms. Fitzsimons seconded the motion. The motion carried.

Caleb White presented the bid summary for the hydraulic shear/tensile tester for the Welding program. Bids were opened on February 7 for the equipment, which is funded through a federal grant. Four bids were received and due to the wide range in pricing for the hydraulic shear, it was determined that the hydraulic shear should be re-bid with improved specifications. Mr. Prange moved to accept the low bid from Fischer Engineering Company from Dayton, OH, for the tensile tester in the amount of \$22,635. Ms. Fitzsimons seconded the motion; the motion carried.

Katie Garrity, Dean of Health, Education & Public Safety presented the Concept Reviews for an associate degree Cancer Information Management-Tumor Registry program and a one-year technical diploma program in Laboratory Science Technician.

Ms. Garrity informed the Board that the College was approached by the State of Wisconsin, the Carbone Cancer Center, and the Department of Health Services to offer the Tumor Registry Program. This is a specialty area within the Health Information Technology field that is becoming more and more important. The program would be offered online and graduates of the program would be specialists who work in concert with healthcare delivery systems through the collection, analysis and reporting of healthcare data as related to cancer diagnoses. Mr. Moyer moved to approve the Concept Review for the associate degree Cancer Information Management-Tumor Registry program with Ms. Fitzsimons seconding the motion. The motion carried.

Ms. Garrity explained that the Laboratory Science Technician program would be career-laddered with the associate degree Medical Laboratory Technician program. The one-year technical diploma would be geared toward the ag and food science area. The program would be offered face-to-face and students learn to conduct or assist in laboratory analysis and reporting of food quality and other industry testing standards.

Ms. Fitzsimons moved to approve the Concept Review for the one-year technical diploma in Laboratory Science Technician. Ms. Mickelson seconded the motion; the motion carried. Dean Garrity updated the Board on ICD10 training explaining that the College received a three-year federal grant to offer training and incumbent worker training will start June 2014.

Mr. White presented information relevant to the budget assumptions and parameters for the FY2015 Operational Budget. Priority initiatives include new programming, expanding training opportunities outside the normal business day and through flexible delivery options, expanding access to credit for prior learning, creating a Learning Resources Center, and remodeling the Cosmetology instructional area. Budget assumptions include a slight increase in district net new construction valuation, increases of 2 percent and 6 percent, respectively, in health and dental coverage, less than five percent increase in utility rates, increase in operational expenses for expanded adult population and outreach efforts, slight increase in Wisconsin Retirement System contribution rate, and an estimated 1700 FTEs.

Duane Ford provided an update on College staffing. He noted that interviews are scheduled for the Director of Facilities position and postings are being prepared for an associate dean to help with alternative/flexible delivery and a Business & Industry Services sales person/manager.

Caleb White presented the 2013-14 Comparison FTE and 2014-15 Application Reports. Enrollment numbers remain flat as compared to FY2013 enrollment. The application report reflected approximately a 20 percent increase in applications compared to the previous year.

Under the Chairperson's Report, Ms. Nickels shared that nominations are being sought for the District Boards Association Technical Education Champion (TECh Award). Mr. Moyer suggested Jerry Ward from Seats. Nominations for District Board Associations officer positions were also being sought. The Board recommended Mr. Moyer being nominated for president. Karen Campbell will forward the nomination to the District Boards Association.

Ms. Nickels asked the Board for input on Dr. Ford's evaluation. After discussion, the Board agreed to conduct a 360 evaluation biannually with the next 360 evaluation being done in 2015.

A summary of the GPR categorical aid grants Southwest Tech submitted to the WTCS was shared with the Board. WTCS categorical aid has changed in that all grants are competitive. Grant applications will be approved at the March WTCS State Board meeting.

Dr. Ford and other staff members have been visiting advanced manufacturers in our region to gather input on services to be offered that they could take advantage of through the Tri-State Center for Advanced Manufacturing Excellence (TSAMCE). Southwest Tech is a partner in TSAMCE along with Northeast Iowa Community College and Highland Community College. UW-Platteville will be joining the partnership as will the University of Northern Iowa. TSAMCE is developing a proposal for an EDA grant to have the region designated as a "manufacturing community" and to develop TSAMCE's business plan.

Caleb White provided an update on the status, results, and timeline of Gallagher Benefit Services' analysis of a prospective WTCS-wide health care system and their projections regarding costs and benefits for Southwest Tech and its employees. Southwest Tech could initially save three percent; however, Mr. White recommended the College delay committing to this as he is not comfortable with some of the numbers that were provided in the report. Implementation date is January 1, 2015, and thus far four colleges have committed to the health care system. The Board advised to join the consortium as soon as administration feels comfortable with the numbers in the report.

Mr. White provided an update on administrative services including the 2014-15 budget development, performance-based funding, long-term facilities plans, and IT infrastructure. The Learning Resource Center and Cosmetology are the last two areas of the major renovations from the impact of the major facility expansion. Mr. White shared that with the renovations nearing completion updating lab equipment, roofs, HVAC units, and other facility infrastructure will be the main focus of the capital projects for the next few years. Information Technology projects were reviewed including implementation of an update in the Enterprise Resource System and Business Analytics, monitoring WiscNet service since the UW System will be moving to their own system, and updating the Information Technology server infrastructure. Mr. White explained the position changes in fiscal services and process improvement currently being implemented in this department.

The Board meeting recessed at 4:43 p.m. until Saturday, February 22, 2014. The Board met for dinner and breakfast for social purposes only and no College business was conducted. The meeting reconvened at 8:43 a.m. Saturday, February 22, 2014, in Popen Conference 3 of the Richland Hospital located at 333 East Second Street in the City of Richland Center, Richland County, Wisconsin. The following members were present:

Melissa Fitzsimons, James Kohlenberg, Diane Messer, Darlene Mickelson, Russell Moyer, Eileen Nickels, Chris Prange, Rhonda Sutton, and Donald Tuescher

Others present for all or a portion of the meeting included Dr. Duane M. Ford, College President; College Staff: Karen Campbell and Phil Thomas.

Phil Thomas, Vice President for Student & Academic Affairs, updated the Board on student and academic affairs. Items addressed with the Board included program array, grants programming, focus programs, and Learn Your Way (adult learning offered at alternative times/places). Discussion followed on chunking curriculum and how it will affect graduation rates. Dr. Thomas also reviewed the Quality Review Process (QRP) scorecard and summaries of the most recent QRP program improvement plans. The Board expressed concern with the different factors on the scorecard and that there needs to be an explanation of the differing scales used when rating these factors so that anyone can understand the scorecard. The Board would also like to see the summary details of the program improvement plans annually.

Mr. Tuescher moved to adjourn to Closed Session, with Ms. Fitzsimons seconding the motion. Upon roll call vote with all members voting affirmatively, the meeting adjourned to Closed Session at 9:42 a.m. The meeting reconvened in Open Session at 9:48 a.m.

The College mission, purposes, and vision statements were presented for approval. The Board had reviewed these statements in October 2013, and staff members were given the opportunity to review and recommend changes to these statements. The statements presented included the recommendations from the internal staff subcommittees. Mr. Tuescher moved to approve the revised Mission Statement, College Purposes, and Vision Statement as stated below.

MISSION:

Southwest Wisconsin Technical College provides education and training opportunities responsive to students, employers, and communities.

PURPOSES:

Southwest Wisconsin Technical College's purposes are to:

- 1. Provide apprenticeship, certificate, technical diploma, and associate degree programs that respond to District workforce needs and prepare students for family-sustaining jobs and career advancement.*
- 2. Provide customized training, retraining, and technical assistance to businesses and other organizations.*
- 3. Collaborate with schools to provide K-12 students opportunities to explore college and career options as well as to enhance their preparation for postsecondary education.*
- 4. Provide career pathways and transfer opportunities that enable graduates to continue their education.*
- 5. Provide continuing education opportunities to enhance the occupational knowledge and skills of District workers and residents.*
- 6. Provide Adult Basic Education, GED/HSED, bridge, and other programs that help unskilled or low-skilled individuals prepare for work, postsecondary education, or career advancement.*

VISION:

Southwest Wisconsin Technical College will be a preferred provider of education, source of talent, and place of employment in the region. We at the College change lives by providing opportunities for success.

Ms. Mickelson seconded the motion and the motion was unanimously approved.

Dr. Ford updated the Board on the 2013 Strategic Projects and reviewed the 2014 Strategic Projects list. In 2014, separate project lists will be kept for the Information Technology and Facilities departments. The 2014 Strategic Project list includes administrative projects, student services, and academic projects. Dr. Ford highlighted several including marketing, Learn Your Way, and the outreach sites.

Dr. Ford responded to questions of the Board including:

- **Opportunities:** Need to critically review basic education and HSED/GED and how we transition students from basic education into a credit program; need to develop a sound strategy for where we are going and how to get in regard to

online education; and need to empower staff to communicate the good work they are doing as well as seek collaborative assistance from colleagues.

- **Outside Input on Marketing Efforts:** Dr. Ford explained that Plaid Swan has been doing market research on our programs and services. A marketing plan is being created on how we market programs, the College, and services.
- **Climate:** A Noel Levitz staff satisfaction survey is being conducted and will show the strengths, weaknesses, and opportunities. The faculty and other staff evaluation systems are being implemented this semester.
- **Student Housing:** The Board suggested looking at housing options outside of Fennimore.

With no further business to come before the Board, Ms. Fitzsimons moved to adjourn the meeting; Ms. Messer seconded the motion. The motion carried and the meeting adjourned at 12:19 p.m.

Darlene Mickelson, Secretary

C. Financial Reports

1. Expenditures Greater Than \$2500

**SOUTHWEST WISCONSIN TECHNICAL COLLEGE
OUTSTANDING PURCHASE ORDERS GREATER THAN \$2,500
FOR THE PERIOD 02/01/2014 TO 02/28/2014**

<u>PO DATE</u>	<u>PO #</u>	<u>VENDOR NAME</u>	<u>PO AMOUNT</u>	<u>DESCRIPTION</u>
<u>GENERAL FUND</u>				
2/7/2014	6122	Northern Metal & Roofing Co. Inc.	4,690.00	Membrane for Building 1700 Bay 5 (bottom wall work)
2/24/2014	6124	Fox Properties	<u>4,400.00</u>	Dodgeville Lease: March 2014 through June 2014
		SUBTOTAL	\$ 9,090.00	
<u>CAPITAL FUND</u>				
2/14/2014	6123	Goodson	<u>3,459.36</u>	Ag Power: Engine Warp Gauges, Micrometer Sets, Engine Pre-Lube Kit
		SUBTOTAL	\$ 3,459.36	
<u>ENTERPRISE FUND</u>				
		none this month		
		SUBTOTAL	\$ -	
		TOTAL	\$ 12,549.36	

2. Treasurer's Cash Balance

Southwest Wisconsin Technical College Report of Treasurers Cash Balance 02/28/2014

Liability End of Month Balances

FICA	62,233.52
Federal Withholding	44,504.30
State Withholding	45,946.71
Teachers Retirement	-
Wisconsin Retirement	-
Hospitalization	-
Dental Insurance	-
Credit Union	-
Tax Sheltered Annuity	
Deferred Compensation	
American Family Insurance	-
Foundation	-
PSA Dues	-
SWACTE Dues	-
Garnishment	-
Child Care	-
Accrued Vacation Payable	380,037.94
Sick Leave Payable	640,035.96
Other (Due To)	11,457,050.20
Total Liability Adjustment	12,629,808.63

Beginning Treasurers Balance 6,101,251.41

Receipts by Fund

1 General	432,586.76
2 Special Revenue	-
3 Capital Projects	23.69
4 Debt Service	-
5 Enterprise	93,740.30
6 Internal Service	308,259.09
7 Financial Aid/Activities	3,260,732.58
Total Receipts	4,095,342.42

Cash Available 10,196,593.83

Expenses

Fund	
1 General	1,524,720.57
2 Special Revenue	-
3 Capital Projects	59,092.53
4 Debt Service	-
5 Enterprise	44,813.17
6 Internal Service	173,038.93
7 Financial Aid/Activities	3,361,107.47
Total Expenses	5,162,772.67

Treasurers Cash Balance 5,033,821.16
 Liability Adjustment 12,629,808.63
 Cash in Bank \$17,663,629.79

3. Budget Control

**Southwest Wisconsin Technical College
YTD Summary for Funds 1-7
For 8 Months ended February 2014**

	<u>2013-14 Budget</u>	<u>2013-14 YTD Actual</u>	<u>2013-14 Percent</u>	<u>2012-13 Percent</u>	<u>2011-12 Percent</u>	<u>2010-11 Percent</u>	<u>2009-10 Percent</u>
General Fund Revenue	22,548,000.00	18,600,724.83	82.49	85.49	85.20	80.97	81.31
General Fund Expenditures	22,848,000.00	13,922,969.70	60.94	59.54	58.75	58.42	58.59
Capital Projects Fund Revenue	2,550,000.00	2,553,219.93	100.13	101.99	101.95	94.08	99.65
Capital Projects Fund Expenditures	2,171,000.00	958,236.25	44.14	37.59	114.56	96.95	239.91
Debt Service Fund Revenue	5,046,000.00	182,664.68	3.62	-	-	-	-
Debt Service Fund Expenditures	5,060,000.00	695,491.60	13.74	11.40	12.99	18.17	5.20
Enterprise Fund Revenue	1,850,000.00	1,314,268.65	71.04	72.15	67.88	98.39	69.66
Enterprise Fund Expenditure	1,650,000.00	852,649.89	51.68	57.03	46.64	74.68	73.12
Internal Service Fund Revenue	4,100,000.00	2,668,948.85	65.10	64.26	54.48	61.61	60.39
Internal Service Fund Expenditures	4,050,000.00	2,568,145.96	63.41	63.80	71.93	66.96	61.27
Trust & Agency Fund Revenue	8,350,000.00	7,619,322.17	91.25	88.71	83.85	99.49	117.50
Trust & Agency Fund Expenditures	8,350,000.00	7,510,105.81	89.94	94.25	87.94	107.53	116.17
Grand Total Revenue	44,444,000.00	32,939,149.11	74.11	74.34	72.70	74.35	84.05
Grand Total Expenditures	44,129,000.00	26,507,599.21	60.07	58.92	63.68	65.27	92.51

D. Contract Revenue

Seventeen contracts totaling \$7,551.55 in February 2014 will be presented for Board approval. The Contract Revenue Report follows.

2013-2014 CONTRACTS

2/01/14 through 2/28/14

<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>
03-2014-0135-I-21	Emergency Telecommunicator Certification	Kris Wubben	8	\$ 815.92	No		x	
Grant County Sheriff's Department			7	\$ 713.93	No		x	
Crawford County Sheriff's Department			8	\$ 815.92	No		x	
Lafayette County Sheriff's Department			2	\$ 203.98	No		x	
Platteville Police Department								
03-2014-0141-I-41	BLS for Healthcare Provider Recert	Rita Luna	18	\$ 630.00	No		x	
Prairie Maison			12	\$ 420.00	No		x	
Schogdalenheim Nursing Home								
03-2014-0142-I-11	Cardiac Pulmonary Resuscitation	Rita Luna	15	\$ 525.00	Yes		x	
Prairie du Chien School District								
03-2014-0151-I-41	Heartsaver First Aid/CPR & AED	Rita Luna	22	\$ 770.00	No		x	
Lactalis - USA								
03-2014-0155-I-41	BLS for Healthcare Provider Recert	Rita Luna	39	\$ 1,365.00	No		x	
Boscobel Care & Rehab								
03-2014-0159-I-21	Cardiac Pulmonary Resuscitation	Rita Luna	5	\$ 175.00	Yes		x	
Lafayette County Human Services								
03-2014-0161-I-21	Heartsaver First Aid/CPR & AED	Rita Luna	46	\$ 1,610.00	Yes		x	
Richland County Ambulance								

03-2014-0165-I-42 Avoca and Rural EMS	BLS for Healthcare Provider	Rita Luna	6	\$	210.00	Yes	x
03-2014-0167-I-41 Wisconsin Power & Light	Farmstead Rewire	Derek Dachelet	19	\$	4,660.00	No	x
03-2014-0171-I-41 Paramount EMS	EMS Basic Flexibler Refresher	Rita Luna	15	\$	750.00	No	x
03-2014-0175-I-41 Prairie du Chien Dentistry	BLS for Healthcare Provider Recert	Rita Luna	8	\$	280.00	No	x
03-2014-0168-I-42 Boy Scouts Troop 62	Cardiac Pulmonary Resuscitation	Rita Luna	2	\$	70.00	No	x
03-2014-0180-I-41 Lancaster Care Center	BLS for Healthcare Provider Recert	Rita Luna	17	\$	595.00	No	x
03-2014-0181-I-18 University of WI - Platteville	Driver Education - Van	Rita Luna	5	\$	181.55	No	x
03-2014-0187-I-42 St. Dominic Villa	BLS for Healthcare Provider Recert	Rita Luna	8	\$	280.00	No	x
03-2014-0189-I-42 Darlington Fire Department	CPR Recertification	Rita Luna	21	\$	735.00	No	x
03-2014-0195-I-32 Prairie du Chien Correctional Facility	BLS for Healthcare Provider Recert	Rita Luna	20	\$	700.00	Yes	x
TOTAL of all Contracts			121	\$	8,461.55		
Exchange of Services			26	\$	910.00		
For Pay Service			95	\$	7,551.55		

Southwest Wisconsin Technical College

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E. Personnel Items

One new hire, one transfer, and two retirements are being presented for approval in the Personnel Report. The report is available below.

PERSONNEL REPORT

March 27, 2014

Employment: NEW HIRE

Name	Samantha Goss
Title	Foundation Assistant
Number of Applicants & Number Interviewed	43 Applicants – 7 Interviewed
Start Date	3/31/2014
Salary/Wages	\$17.50/hour
Classification	Support Staff / Full-Time Annual / Foundation Funded
Education and/or Experience	5 years of experience in accounting, marketing and customer service.

PROMOTIONS/TRANSFERS

Dan Imhoff (Transfer)	Master Electrician to Director of Facilities Annual Salary - \$73,331
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RETIREMENTS / RESIGNATIONS

Joyce Czajkowski, Dean of Business & General Education (7 Yrs. SWTC)	Retirement Date: 7/10/2014
Sue Elliott, Child Care Aide (28 Yrs. SWTC)	Retirement Date: 5/16/2014

Recommendation: Approve the consent agenda.

Other Items Requiring Board Action

A. Hydraulic Shear Bid

The bids for a hydraulic shear for the Welding program were opened on March 13, 2014.

Caleb White will present the bid summary at the Board meeting. The bid summary is below.

Recommendation: Accept the low bid from Airgas USA, LLC for the hydraulic shear in the amount of \$94,586.11.

Bid #1314-07 Hydraulic Shear

March 13, 2014 @ 10:30 a.m.

A public bid opening was held at 10:30 a.m. on Thursday, March 13, 2014, for a hydraulic shear for use in the Welding program. Bid specifications and information were sent to seven (7) vendors. The following bids were received:

Company	Hydraulic Shear	
	Model	Amount
Airgas USA LLC Dubuque, IA	BTB8-750	94,586.11
Alternative Machine Tool Dousman, WI	Betenbender 8' x 3/4"	111,353.00
Badger Welding Madison, WI		
Fischer Engineering Company Dayton, OH		
Mississippi Welders Supply Rothschild, WI		
U.S. Industrial Machinery, Inc Memphis, TN		
Wisconsin Metals Reedsburg, WI		

Board Monitoring of College Effectiveness

A. Marketing Report

Sue Reukauf, Marketing & Public Relations Manager, will present recent department activities. The report will be available at the Board meeting.

B. Staffing Update

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

Position Tracking 2013/2014 Fiscal Year

	Name	Title	Status and/or Additional Info	Effective Date	Funding Source &/or Estimated Wage Range
1	New Position	CNC Setup Instructor	New hire - Jason Robbins	Fall 2013	BS \$40,368-\$68,225 MS \$44,159-\$74,437
2	Derek Dachelet (Promotion)	Marketing Manager	New hire - Susan Reukauf	7/22/2013	Grade 6 Salaried Professional \$57,532-\$65,490
3	New Position	Career Prep Specialist	New hire - Mary Johannesen	7/1/2013	Partially Grant Funded
4	Stephanie Foster (Promotion)	Guidance Counselor	From Advisor to Guidance Counselor	7/1/2013	Grade 7 Salaried Professional \$50,376 Annual
5	Heather Fifrick (Transfer)	Student Housing & Activities Manager		7/1/2013	Funded through the Foundation
6	Noreen Edge (Retired)	Info. Tech. Lab Asst.		7/9/2013	
7	New Position	Health Care Success Coach, LTE	New hire - Danette Tessman	8/1/2013	Grant Funded Hourly Grade 6 \$20.74 - \$26.74
8	New Position	Culinary Arts Instructor	Student Enrollment Low - Defer to Spring 2014		BS \$40,368-\$68,225 MS \$44,159-\$74,437
9	Lily Long (Retired)	Accounting Instructor	New hire - Garry Kirk	8/16/2013	BS \$40,368-\$68,225 MS \$44,159-\$74,437
10	Kerry Long (Resigned)	Accounting Instructor	New hire - Gary Christiansen	8/16/2013	Same as Above
11	Replacement (Ashley Crubel transfer to Accounts Payable)	Financial Aid Asst/Accounting Bursar	New hire - Cora Halverson	Aug-13	Grade 3 Hourly \$15.02 - \$19.39
12	Replacements (Sharon Beer and Jennifer Strand Retirement)	Administrative Assts. (2)	New hire - Denise Bausch & New hire - Lori Needham	Aug-13	Grade 4 Hourly \$16.09 - \$20.78
13	New Position	Assessment Specialist (Examiner)	New hire - Donna Marchese	Aug-13	Grade 5 Hourly \$17.14 - \$22.09

Position Tracking 2013/2014 Fiscal Year

	Name	Title	Status and/or Additional Info	Effective Date	Funding Source &/or Estimated Wage Range
14	New Position	Student Services Specialist	New hire - Breanna Callahan	Aug-13	Grade 2 Hourly \$13.98 - \$18.07
15	New Position	Enrollment Services Specialist	New hire - Deb Thomas	Aug-13	Grade 5 Hourly \$17.14 - \$22.09
16	New Position	Foundation Assistant	New hire - Sara Bahl	Aug-13	Funded through the Foundation Grade 3 Hourly \$15.02 - 19.39
17	New Position	Welding Instructor (Spring 2014)	Have decided not to hire at this time. Combined some sections instead.		BS \$40,368-\$68,225 MS \$44,159-\$74,437
18	New Position - Limited Term	Electro Mech Instructor	New hire - Bart Wood	9/30/2013	BS \$40,368-\$68,225 MS \$44,159-\$74,437 Grant Funded
19	Replacement - Kari Kabat Resignation	Advisor	New hire - Stephanie Brown	1/6/2014	Grade 6 Hourly \$20.74 - \$26.74
20	New Position - Limited Term	Healthcare Skills Specialist	New hire - Janet Giese	9/23/2013	Grade 6 Hourly \$20.74 - \$26.74 1 Year Limited Term / Grant Funded
21	New Position	Electro Mech Assistant	New hire - Glenn Crary	8/1/2013	Grade 6 Hourly \$20.74 - \$26.74 1 Year Limited Term / Grant Funded
22	Replacement / Mary Uren Retirement	Benefits & Payroll Administrator	Transfer in- Connie Haberkorn	11/1/2013	Grade 7 Salaried Professional \$51,419 Annual
23	Replacement - Sara Davis (Resignation)	College Admissions Representative	New hire - Matthew Schneider	11/4/2013	Grade 2 Hourly \$13.98 - \$18.07
24	Replacement - Connie Haberkorn (Transfer)	Human Resources Assistant	New hire - Annetta Smith	11/4/2013	Grade 5 Hourly \$17.14 - \$22.09

Position Tracking 2013/2014 Fiscal Year

	Name	Title	Status and/or Additional Info	Effective Date	Funding Source &/or Estimated Wage Range
25	Replacement	Grant Support Specialist (LTE) 50% Position	New hire - Nancy Flanagan	10/3/2013	Grade 5 \$17.14 - \$22.09 Grant Funded
26	New Position	Controller	Transfer in - Kelly Kelly	11/1/2013	Grade 6 Salaried Professional \$58,723
27	Replacement - Kelly Kelly (Transfer)	Financial Analyst	Transfer in - Ashley Crubel	Upon backfill	Grade 6 Hourly \$20.74 - \$26.74
28	New Position - Limited Term	Network Online Support Specialist	New Hire - Eddie Johnson	2/10/2014	Grade 6 Hourly \$20.74- \$26.74 Grant Funded
29	New Position - Limited Term	Southwest Health Network Director	New hire - Darnell Hendricks	1/6/2014	Grade 7 Salaried \$51,419- 69,567 Grant Funded
30	Replacement - Ashley Crubel (Transfer)	Accounts Payable	Transfer in - Holly Crubel		Grade 2 Hourly \$13.98 - \$18.07
31	New Position - Limited Term	Logistics Instructor/Program Coordinator	New hire - Tonya Archie	1/13/2014	BS \$40,368-\$68,225 MS \$44,159-\$74,437 Grant Funded
32	New Position	Evening Custodian	New hire - Brian Reuter	1/2/2014	Grade 1 Hourly \$11.89 - \$15.36
33	Replacement - Holly Crubel	Financial Aid Spec/Acct. Bursar	Transfer in - Sara Bahl	TBD	Grade 4 Hourly \$16.09 - \$20.78
34	Replacement - Shari Johnson	Early Childhood Education Program Instructor	Transfer in - Emily McBee	1/6/2014	BS \$40,368-\$68,225 MS \$44,159-\$74,437
35	Replacement - Jessica Esser	Financial Aid Spec/Acct. Bursar	New hire - Samantha Redman	2/24/2014	Grade 4 Hourly \$16.09 - \$20.78
36	Replacement - Doug Pearson	Director of Facilities	Transfer in - Dan Imhoff	3/10/2014	Grade 4 Salaried Professional \$73,331- \$99,212
37	Replacement - Pam Myhre	Nursing Instructor	Limited Term New hire - Christal Foreyt	1/6/2014	BS \$40,368-\$68,225 MS \$44,159-\$74,437

Position Tracking 2013/2014 Fiscal Year

	Name	Title	Status and/or Additional Info	Effective Date	Funding Source &/or Estimated Wage Range
38	Replacement - Sara Bahl (Transfer)	Foundation Assistant	New hire - Samantha Goss	3/31/2014	Funded through the Foundation Grade 3 Hourly \$15.02 - 19.39
39	New Position	Associate Dean / Alternative Delivery	Interviewing		Grade 3 Salaried Professional \$80,635-\$109,095
40	New Position	Business & Industry Services Manager	Interviewing		Grade 5 Salaried Professional \$66,027-\$89,331
41	Replacement - Joyce Czajkowski (Retirement)	Dean of Business & Gen Ed	Interviewing		Grade 2 Salaried Professional \$87,939 - \$118,978
42	Replacement - Dan Imhoff (Transfer)	Master Electrician	Posted		Grade 6 Hourly \$20.74 - \$26.74

Information and Correspondence

A. Enrollment Report

The 2013-14 Comparison FTE and 2014-15 Application Reports are available below.



2012-2013 and 2013-2014 FTE Comparison

Program Type	Program Title	03-18-13 Students	03-17-14 Students	Student Change	03-18-13 FTE	03-17-14 FTE	FTE Change
10	Accounting	45	38	(7)	38.76	27.56	(11.20)
10	Administrative Professional	18	14	(4)	14.83	12.67	(2.17)
10	Agri-Business/Science Technology	42	44	2	37.00	41.77	4.77
10	Business Management	94	107	13	63.36	76.99	13.63
10	Medical Laboratory Technician	23	15	(8)	19.67	11.33	(8.33)
10	Criminal Justice - Law Enforcement	67	60	(7)	51.97	54.33	2.37
10	Culinary Arts	-	11	11	-	7.84	7.84
10	Culinary Management	29	8	(21)	20.10	6.60	(13.50)
10	Direct Entry Midwife	33	26	(7)	19.07	14.60	(4.47)
10	Early Childhood Education	50	53	3	39.87	37.63	(2.23)
10	Electro-Mechanical Technology	49	58	9	43.67	56.16	12.50
10	Engineering Technologist	24	23	(1)	19.87	21.83	1.97
10	Golf Course Management	31	35	4	29.53	30.97	1.43
10	Graphic and Web Design	42	35	(7)	34.67	30.43	(4.23)
10	Human Services Associate	59	65	6	39.70	38.90	(0.80)
10	IT-Computer Support Specialist	8	2	(6)	3.67	0.63	(3.03)
10	IT-Network Communication Specialist	36	31	(5)	25.07	23.73	(1.33)
10	IT-Web & Software Developer	29	23	(6)	17.40	17.37	(0.03)
10	Individualized Technical Studies	3	6	3	1.57	5.53	3.97
10	Marketing	4	11	7	2.10	7.33	5.23
10	Nursing - Associate Degree	218	262	44	105.98	126.68	20.70
10	Physical Therapist Assistant	36	38	2	23.40	22.33	(1.07)
10	Supervisory Management	1	5	4	0.03	1.33	1.30
	Total Associate Degree	941	970	29	651.27	674.58	23.31
31	Accounting Assistant	12	8	(4)	7.93	4.87	(3.07)
32	Agricultural Power & Equipment Tech	46	44	(2)	41.14	42.20	1.07
31	Auto Collision Repair & Refinish Tech	26	23	(3)	17.77	15.17	(2.60)

Program Type	Program Title	03-18-13 Students	03-17-14 Students	Student Change	03-18-13 FTE	03-17-14 FTE	FTE Change
32	Automotive Technician	38	30	(8)	34.94	24.30	(10.63)
31	Cosmetology	41	44	3	35.51	34.77	(0.73)
31	Bricklaying and Masonry	-	10	10	-	8.50	8.50
30	Building Maintenance & Construction	-	1	1	-	0.10	0.10
31	Building Trades - Carpentry	14	13	(1)	11.90	12.90	1.00
30	CNC Setup/Operation	8	12	4	3.87	8.27	4.40
31	Child Care Services	13	9	(4)	8.23	7.33	(0.90)
30	Criminal Justice-Law Enf Acad	15	22	7	7.97	11.80	3.83
31	Culinary Specialist	13	6	(7)	10.07	3.10	(6.97)
31	Dairy Herd Management	14	18	4	14.37	18.27	3.90
30	Dental Assistant	30	29	(1)	16.34	15.77	(0.57)
31	Electrical Power Distribution	24	30	6	22.93	25.73	2.80
50	Electricity (Construction)	14	18	4	1.73	2.85	1.12
31	Esthetician	14	13	(1)	10.80	8.90	(1.90)
30	Farm Business & Production Mgt.	79	-	(79)	19.46	-	(19.46)
50	Industrial Electrician Apprentice	12	16	4	2.13	2.47	0.33
31	IT-Computer Support Technician	-	4	4	-	1.77	1.77
31	Medical Assistant	44	47	3	30.84	34.37	3.53
30	Medical Coding Specialist	68	66	(2)	29.63	22.60	(7.03)
31	Medical Transcription	14	3	(11)	8.10	1.27	(6.83)
30	Nursing Assistant	263	202	(61)	34.15	25.50	(8.65)
31	Office Support Specialist	4	10	6	2.80	5.90	3.10
50	Plumbing Apprentice	14	13	(1)	2.33	2.23	(0.11)
31	Welding	47	46	(1)	40.90	40.94	0.04
	Total Technical Diploma	867	737	(130)	415.83	381.87	(33.96)
	Liberal Studies	-	10	10	-	5.87	5.87
	Undeclared Majors	2,226	2,290	64	271.03	293.23	22.20
	Total	4,034	4,007	(27)	1,338.13	1,355.54	17.41
	Percent of Change						1.30%
	Vocational Adult (Aid Codes 42-47)				68.93	97.28	28.36
	Community Services				0.66	0.72	0.06
	Basic Skills (Aid Codes 7x)				29.74	31.80	2.06
	Basic Skills Remedial(Aid Codes 78)				79.00	56.09	(22.91)
	Grand Total				1,516.46	1,541.44	24.98
	Total Percent of Change						1.65%



APPLICATION COMPARISON

		<u>2014-15 (3/17/14)</u>			<u>2013-14 (3/15/13)</u>			<u>YOY Accepted Change</u>
		<u>Accepted</u>	<u>Waiting List</u>	<u>Total</u>	<u>Accepted</u>	<u>Waiting List</u>	<u>Total</u>	
Max	Program							
	Accounting	15		15	12		12	3
	Accounting Assistant	3		3	1		1	2
	Administrative Professional	5		5	6		6	(1)
	Office Support Specialist	8		8	3		3	5
	Office Aide (Jan)	-		-	1		1	(1)
24	Agribusiness/Science Technology	24	18	42	24		24	-
22	Ag Power & Equipment Technician	22	17	39	22	16	38	-
22	Auto Collision Repair & Ref. Tech.	12		12	9		9	3
22	Automotive Technician	17		17	11		11	6
20	Bricklaying & Masonry	1		1	6		6	(5)
20	Building Trades-Carpentry	11		11	7		7	4
	Business Management	36		36	24		24	12
28	Early Child Education	16		16	15		15	1
13	Child Care Services	7		7	10		10	(3)
18	Engineering Technologist	5		5	10		10	(5)
15	CNC Setup/Operation	2		2	4		4	(2)
24	Cosmetology	13		13	20		20	(7)
	Criminal Justice-Law Enforcement	20		20	22		22	(2)
	Culinary Arts	11		11	-		-	11
	Culinary Management	-		-	7		7	(7)
	Culinary Specialist	3		3	1		1	2
24	Dairy Herd Management	15		15	12		12	3
18	Dental Assistant	18		18	18	1	19	-
24	Electrical Power Distribution	24	5	29	25		25	(1)
24	Electro-mech Technology	10		10	16		16	(6)
12	Electro-mech Technology (June)	7		7	-		-	7
16	Esthetician	5		5	4		4	1
	Golf Course Management	9		9	9		9	-
25	Graphic & Web Design	10		10	10		10	-
32	Human Services Associate	29		29	25		25	4
	IT-Computer Support Technician	7		7	7		7	-
	IT-Network Comm. Specialist	5		5	8		8	(3)
	IT-Web Software Develop	6		6	6		6	-
	Liberal Arts - Assoc. Arts	4		4	-		-	4
	Liberal Arts - Assoc. Science	7		7	-		-	7
	Marketing	4		4	7		7	(3)
32	Medical Assistant	32	20	52	32	21	53	-
34	Medical Coding Specialist	34	11	45	34	8	42	-

16	Medical Laboratory Technician	5		5	9		9	(4)
4	Nail Technician	-		-	3		3	(3)
54	Nursing-Associate Degree	54	72	126	54	49	103	-
28	Nursing-Associate Degree P/T	28	8	36	23		23	5
	Pharmacy Technician (shared)	1		1	-		-	1
15	Physical Therapist Assistant	15	25	40	15	14	29	-
	Supervisory Management	6		6	-		-	6
40	Welding	40	8	48	31		31	9
20	Welding (May)	2		2	-		-	2
17	Direct Entry Midwife (Jan)	<u>3</u>	<u>-</u>	<u>3</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>3</u>
	Totals	611	184	795	563	109	672	48
	YOY Change	48	75	123				8.5%

B. Chairperson's Report

C. College President's Report

1. Concept Reviews
2. Facilities Projects
3. GPR Categorical Aid Grants
4. Celebrating Agriculture Day
5. WI DOT Meeting
6. WMC Taking it Local

D. Other Information Items

Establish Board Agenda Items for Next Meeting

A. Agenda

1. Out-of-State Tuition Waiver
2. Health, Education & Public Services Report

B. Time and Place

Thursday, May 1, 2014, at 7:00 p.m. in Rooms 492-493, College Connection, Southwest Tech Campus

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 September 26, 2013, and February 21-22, 2014

Reconvene to Open Session

B. Action, if necessary, on Closed Session Items

Adjournment