

A meeting of the Madison Area Technical College District Board was held on June 7, 2023, in a hybrid format at the Truax Campus. Members of the public were given an opportunity to attend in person or virtually through a phone line published as part of the notice.

Board members present: Elton Crim (Chair), Frances Huntley-Cooper (Vice-Chair), Melanie Lichtfeld (Secretary), Shiva Bidar-Sielaff (Treasurer), Donald Dantzler, Randy Guttenberg, Arlyn Halvorson, and Chris Polzer.

Also present: Jack E. Daniels, President; Jon Anderson, Legal Counsel; Turina Bakken, Provost; Tim Casper, Executive Vice-President of Student Affairs & Institutional Effectiveness; Damira Grady, Vice-President for Equity, Inclusion, and Community Engagement, and Sylvia Ramirez, Vice-President for Administration.

Others present: Stephanie Beckman, Adult Basic Education Instructor; Kesha Bozeman, Marketing Director; Fred Brechlin, Planning and Construction Management Director; Susan Burke Custer, Student Liaison; David LeClair, Manager of Career and Employment Services; Wayne McMillen, Student; Jovhany Michaud, Student Senate President; Wilfried Tapsoba, Marsha Tweedy, Executive Dean of Health Education; Student Senate Past President; Bryan Woodhouse, Vice-President of Corporate and Regional Affairs; Fritz Woodruff, Student; and Kristin Rolling, Recording Secretary.

Call to Order ^I

The meeting was duly noticed and called to order at 5:30 p.m. by Dr. Crim.

Routine Business Matters ^{II}

Approval of Meeting Minutes ^{II A}

There was a motion by Mr. Polzer, seconded by Mr. Guttenberg, to approve the meeting minutes of May 3, 2023, as submitted. Motion carried.

Public Comments ^{II B}

There were no public comments.

New Business ^{III}**Information Items** ^{III A}**English 1 ALP Research Poster Presentation** ^{III A 1}

Dr. Beckman introduced students Mr. Woodruff and Mr. McMillen to present their research project findings in related to barriers for students to transition from Academic Advancement courses to degree credit courses. Their presentation included information on their research methodology, survey participation and results, and their recommendations.

Student Senate Presentation: FY2022-23 Accomplishments & Current**Initiatives** ^{III A 2}

Mr. Tapsoba and Mr. Michaud shared information related to Student Senate accomplishments and events over the last academic year and their focus areas for the upcoming year, including transportation, engagement with Goodman South campus and the regional campuses, and a senate position specifically related to diversity, equity, inclusion, accessibility, and belonging.

Communications ^{III B 1}**Board Chair's Report** ^{III B 1}

Dr. Crim thanked the Board and Madison College for the opportunity to serve with his fellow Trustees.

Future Meeting & Event Schedule ^{III B 1 a}

Dr. Crim reminded Trustees about upcoming meetings and college events.

Student Senate Report III B 2

Mr. Michaud reported that last week the Student Senate met with students to gather their interests related to how the Student Senate can best serve students.

Student Liaison Report III B 3

Ms. Burke Custer thanked the Board for the opportunities for learning and growth that were made available to her as the student liaison.

College/Campus Announcements III B 4

Ms. Ahedo thanked the School of Academic Advancement, Dr. Leslie Petty, Dr. Beckman, Mr. Woodruff and Mr. McMillen for their work and their presentation. More than 350 students graduated from the college's GED/HSED programming, with more than 200 students and their families attending the graduation ceremony in May. Ms. Ahedo expressed her gratitude to the exiting Trustees for their service.

Dr. Bakken reported that \$10,000 in cash prizes were awarded to the finalists at the May competition for the Madison College Challenge. The high school pitch competition was also held in May and awarded \$3,500 in cash prizes to 13 finalists. In Dental Hygiene, Madison College students had a 100% pass rate on the clinical licensing exam administered by the Central Regional Dental Testing Service. Eighty-three new nurses were pinned at 4 pinning ceremonies held throughout the district this spring. The Fort Atkinson campus hosted the first Metal Mania event in May, with more than 400 community members attending. The event featured six teams competing to create a metal sculpture from donated scrap metal. The Reedsburg campus hosted the 2nd Annual Celebrate a Nurse in May, raising \$9,000 dollars raised for the Reedsburg Nursing Scholarship. Reedsburg also hosted more than 200 Webb Middle School students to learn about nursing and science careers. The Portage campus partnered with CESA5 to host a

Youth Apprenticeship Day signing ceremony for high school students entering the trades. Dr. Bakken thanked the Trustees for their service to Madison College.

Dr. Casper thanked Dr. Crim, Mr. Polzer, and Ms. Huntley Cooper for their leadership on the District Board. Almost 700 students participated in the spring commencement. Two Madison College students, Honorine Wendyam Ilboudo and Todala Kendrix Mone, received the prestigious Jack Kent Cooke Foundation Transfer Scholarship. The baseball team finished their season with a record of 44-12. Nine players were awarded with post-season recognition and Coach Mike Davenport was named coach of the year for both the conference and the region. Four softball players received post-season recognition. The legislature's Joint Committee on Finance took action on the budget late last month. The committee approved new funding for the WTCS to be distributed via general aid formula. This includes \$3 million more in FY24 and \$6.3 million more in FY25 creating a new base level of funding of \$109.6 million. WTCS estimates this is about a \$386,000 increase in FY24 and \$784,000 in FY25 for Madison College.

Ms. Buschhaus reported that Madison College hosted the WI-CUPA HR chapter conference in May at the Truax main building. CUPA is the college and university professional association for human resources. More than 100 Wisconsin human resources professionals from, including WTCS schools, UW Systems schools, and private colleges attended. The conference hosted a service project to support children of the Early Learning Campus (ELC) with attendees making tie-blankets that will be donated to the ELC and will be distributed, as needed, to children.

Dr. Grady reported that her office and the Creating Spaces Committee recently hosted a social event for Madison College affinity groups. The college hosted this spring's African Association of Madison's Black African Graduate Celebration. Seventeen Madison College staff

and administrators attended the National Conference on Race and Ethnicity in Higher Education (NCORE) earlier this month. Dr. Jimmy Cheffen, Climate and Culture Program Coordinator, was selected to provide a poster presentation on his work related to navigationalists at the conference.

Dr. Ramirez thanked the Events team for their work in supporting multiple, large college events during the spring semester. Since March 2020, the college has managed federal COVID relief funds from various sources, with the vast majority spent supporting student needs through emergency aid and writing off debt they owed to the college due to the pandemic. The college will close out those funds as of June 30, 2023, with final reporting later in the year. Dr. Ramirez thanked the outgoing Board members, Ms. Burke Custer, and Mr. Tapsoba for their commitment to Madison College. She also thanked Dr. Bakken, who will retire later in June, for her impact on the college.

President's Report III B 5

Dr. Daniels introduced Ms. Bozeman, the college's new Director of Marketing.

International Travel III B 5 a

Dr. Daniels informed the Board of recently approved international travel activities that will provide staff professional development and student exchange and recruitment opportunities. The presented activities have been conditionally approved and final decisions will be made for each activity based on current health conditions.

Dr. Daniels thanked Dr. Crim, Ms. Huntley-Cooper, Mr. Polzer, Ms. Burke Custer and Mr. Tapsoba for their service to Madison College. He also thanked Dr. Bakken for her 25 years of leadership at the college.

Monitoring Report - Employment III B 5 b

Dr. Daniels introduced Dr. Casper, Dr. Bakken, Dr. Tweedy, Mr. Woodhouse and Mr. LeClair to provide a monitoring report. They shared information on graduate employment and earnings; aligning college programming with high demand occupations; and preparing students for employment.

Action Items III C

Fiscal Year 2023-24 Budget Approval III C 1

Dr. Ramirez reported that the Fiscal Year 2023-24 budget was developed by staff and on April 5, 2023, the full board received a presentation on the budget and approved taking it to a public hearing. On April 15, 2023, the proposed FY2023-24 budget was published in the Wisconsin State Journal. A public hearing on the proposed budget took place on May 3, 2023.

There was a motion Ms. Bidar-Sielaff, seconded by Mr. Dantzler, to adopt the resolution approving the Fiscal Year 2023-24 budget. Motion carried unanimously (8-0).

Reimbursement Resolution for Projects to be Financed with Tax-Exempt

Obligations III C 2

Dr. Ramirez reported that the approved FY2023-24 budget includes the capital projects budget with an associated authorized borrows totaling \$35,000,000. These borrows will occur throughout the fiscal year. The attached reimbursement resolution authorizes the District to provide interim financing to cover the costs of the expenditures that will be incurred prior to the issuance of the obligations in FY2023-24.

There was a motion by Mr. Guttenberg, seconded by Mr. Halvorson, to adopt the Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing. Motion carried.

FY2023-24 Legal Services III C 3

Dr. Ramirez reported that The Wisconsin Technical College System (WTCS) allows for an exception from the typical procurement processes for legal services. Per the WTCS Financial and Accounting Manual, “procurement of outside legal counsel...may be obtained either by use of the RFP process on a regular basis or through an annual letter of engagement.” When the technical college districts develop annual letters of engagement with their outside legal counsel, they must describe the types of services to be provided and the rates the district will be charged. Annual letters of engagement were received by Husch Blackwell LLP for legal services related to general issues, human resources, labor, and employment; and from Quarles & Brady LLP for bond counsel and related matters, real estate, leasing, development, and property management and related matters.

There was a motion by Mr. Polzer, seconded by Ms. Lichtfeld, to authorize staff to execute two (2) Letters of Engagement from the firms listed above specific to the noted practice areas for FY2023-2024. Motion carried.

Proposed FY2023-2024 Capital Remodel Projects III C 5

Mr. Brechlin reported that, as part of the capital project planning process, the following remodeling projects have been identified for funding. The Construction & Remodeling program projects below were initially planned and approved at the Commercial Avenue Campus. The projects will be redesigned and rebid at the Truax Campus, North Storage Building.

Truax – Site Improvements North Storage Building (west side)

The existing parking area west of the North Storage Building at the Truax Campus will be reworked to improve pedestrian access to the North Storage Building. The project includes a new pedestrian walk to the Truax D-wing entrance and a material storage area for the Construction & Remodeling program. The estimated project cost is \$1,500,000

Truax Campus – North Storage Building – Create Mechanical Room

The existing building was designed as a cold storage warehouse and lacks mechanical, electrical, and plumbing systems. To enable future occupancy in the building, a new room with these

systems will be created to meet occupancy and energy codes. The estimated project cost is \$1,500,000.

Truax Campus – North Storage Building – Replace Roof

The existing northwest roof is supported by an interior rack system. The rack system spacing limits the functionality of the space. Approximately 10,000 square feet of the roof and associated supporting rack system including the adjacent exterior wall will be replaced with traditional columns, bar joists, and insulated roof and walls to meet current energy codes. The new column spacing will open the space and offer better space utilization. The new roof structure will accommodate a future solar panel system. The estimated project cost is \$1,500,000.

Truax Campus - North Storage Building – Exterior Wall & Roof Improvement

This project will replace the west facing existing exterior wall to meet current energy codes and College exterior design standards. The new exterior wall will be a mix of brick, insulated glass, and insulated metal panels. The adjacent roof above the future faculty office area will be improved with added insulation. The estimated project cost is \$1,500,000.

Truax Campus – North Storage Building - Construction & Remodeling Program

Two Workshops

This 13,800 square foot project will create two new workshop to be used for many purposes, including to demonstrate roof framing and introduce installation methods for roof shingles, windows and doors, soffits and fascia, exterior trim, and siding. Additionally, building science topics of insulation, drainage planes and greener building techniques utilize the workshops. These two adjacent workshops will have a large overhead door between which can be opened to allow the workshops to work as one room as needed to meet course objectives. Each of the workshops includes an adjacent connected secure storage room for tools and equipment. The estimated project cost is \$1,500,000.

Truax Campus – North Storage Building - Construction & Remodeling Program

Two Classrooms and Computer Lab

This 7,500 square foot project will create two classrooms and a computer lab. Each 24-person classroom and the 20-person computer lab include an adjacent storage room for tools and other equipment. Student collaboration spaces will be created in the corridors adjacent to the new classrooms and computer lab. The estimated project cost is \$1,500,000.

Truax Campus – North Storage Building - Construction & Remodeling Program

Faculty Offices and Student Collaboration Area

This 4,000 square foot project will create new faculty offices, shared conference room adjacent to the faculty offices, open student meeting space with kitchenette, vending area in the corridor and new restrooms. Two of the four restrooms include a shower. This project also includes a new prominent entrance façade and vestibule adjacent to the parking lot that is clear for internal and external stakeholders. The estimated project cost is \$1,500,000.

Truax Campus – North Storage Building - Construction & Remodeling Program
Lab

This 8,300 square foot project will create a new lab space at the west side of the building. This lab is used to introduce the identification, safe use, and care of hand and portable power tools. Lab work includes smaller/entry level projects such as constructing of sawhorses focusing on safety and proper techniques. In addition, this lab hosts the OSHA workplace safety programming. The lab includes a large overhead door to the exterior and an adjacent connected secure storage room for tools and equipment. The estimated project cost is \$1,500,000.

All projects will have electronic door access control, improved lighting, and upgraded mechanical, electrical, and plumbing systems reflecting Madison College current standards.

Capital equipment, including technology, instructional equipment, and furniture, are not part of the construction estimates. Each project will meet the Americans with Disability Act (ADA) standards.

There was a motion by Mr. Halvorson, seconded by Ms. Lichtfeld, to:

- 1. Approve the above construction projects.**
- 2. Authorize staff to prepare construction drawings and specifications and to send the above projects out for competitive bids.**
- 3. Authorize staff to submit a request for approval for each project to the Wisconsin Technical College System for Board approval.**
- 4. Authorize staff to amend the 3 Year Facilities Plan to reflect the change in project location for the Construction & Remodel Program from Commercial Avenue Building B to the Truax Campus, North Storage Building.**

Motion carried.

Capital Projects Borrowing III C 5

Resolution Authorizing the Issuance of Not to Exceed \$10,000,000 General Obligation Promissory Notes, Series 2023-24A, and Resolution Establishing the Parameters For the Sale of Not to Exceed \$10,000,000 General Obligation Promissory Notes, Series 2023-24A III C 5 a and III C 3 b

Ms. Grigg presented two resolutions for consideration by the Board. The attached resolution is the authorization to begin this process and totals \$10,000,000, including \$1,500,000 for building remodel and improvements, and \$8,500,000 for the cost of acquisition of movable equipment and technology. Once the borrowing is authorized, the resolution is published as public notice per Section 67.12(12)(e)5 of the Wisconsin Statutes. Bids are then received. The

second resolution is the issuance of the notes is for the public purpose of the acquisition of movable equipment and technology costing \$5,000 or more per unit or set (\$8,500,000) and paying (\$1,500,000) for the purpose of building remodeling and improvement projects. The resolution limits the delegation of authority by stating that the General Obligation Promissory Notes may not be issued unless the True Interest Cost is equal to or less than 5.00%. The Board combined the two Resolutions into one motion for action.

There was a motion by Mr. Guttenberg, seconded by Ms. Lichtfeld to adopt the Resolution Authorizing the Issuance of Not To Exceed \$10,000,000 General Obligation Promissory Notes, Series 2023-24A and to adopt the Resolution Establishing Parameters for the Sale of Not to Exceed \$10,000,000 General Obligation Promissory Notes, Series 2023-24A. Motion carried.

Recognition of Dr. Elton J. Crim, Jr. III C 6

Ms. Lichtfeld read a resolution recognizing Dr. Crim into the record:

WHEREAS, Dr. Elton J. Crim, Jr., has served as a member of the Madison Area Technical College District Board from July 1, 2017 to June 30, 2023, and

WHEREAS, as an Additional Member of the Board he brought valuable experience as a citizen of Fitchburg, and

WHEREAS, as a higher education professor, he advanced the interests of students and their educational needs, and

WHEREAS, he has served with dedication and distinction as Secretary, Vice-Chair, and Chair of the Madison Area Technical College District Board

WHEREAS, he has been an enthusiastic participant at many Madison Area Technical College events recognizing the accomplishments of students, faculty and staff, and

WHEREAS, he has contributed at the national level by attending conferences of the Association of Community College Trustees, and

WHEREAS, he has been a highly visible participant at the state level, attending meetings of the Wisconsin Technical College District Boards Association, and

WHEREAS, he has guarded without compromise the fiduciary responsibilities of the District Board, and

WHEREAS, he has supported the mission of the District by always showing concern and sensitivity for the welfare of students and staff and an interest in providing the citizens of the Madison Area Technical College District with the best possible community, technical and adult education opportunities.

NOW, THEREFORE, BE IT RESOLVED that the Madison Area Technical College District Board expresses gratitude on behalf of the citizens of the District for his support and contributions, and

BE IT FURTHER RESOLVED that this expression be acknowledged in the official minutes of this District Board and a copy be made and presented to Dr. Elton J. Crim, Jr.

Recognition of Frances M. Huntley-Cooper III C 7

Dr. Crim read a resolution recognizing Ms. Huntley-Cooper into the record:

WHEREAS, Frances M. Huntley-Cooper., she has served as a member of the Madison Area Technical College District Board from July 1, 2014 to June 30, 2023, and

WHEREAS, as an Additional Member of the Board she brought valuable experience as a community leader, and

WHEREAS, she has served with dedication and distinction as Secretary, Vice Chair and Chair of the Madison Area Technical College District Board, and

WHEREAS, she has been an enthusiastic participant at many Madison Area Technical College events recognizing the accomplishments of students, faculty and staff, and

WHEREAS, she worked tirelessly to ensure the success of the College's Goodman South Campus, participating in the unanimous Board of Trustees decision to support the construction of the campus on Madison's South side, and advocating for the College's role in transforming the region by bringing educational opportunities to the traditionally underserved residents in that community, and

WHEREAS, she has contributed at the national level by attending conferences of the Association of Community College Trustees, and

WHEREAS, she has guarded without compromise the fiduciary responsibilities of the District Board, and

WHEREAS, she has supported the mission of the District by always showing concern and sensitivity for the welfare of students and staff and an interest in providing the citizens of the Madison Area Technical College District with the best possible community, technical and adult education opportunities.

NOW, THEREFORE, BE IT RESOLVED that the Madison Area Technical College District Board expresses gratitude on behalf of the citizens of the District for his support and contributions, and

BE IT FURTHER RESOLVED that this expression be acknowledged in the official minutes of this District Board and a copy be made and presented to Frances M. Huntley-Cooper.

Recognition of Christopher J. Polzer III C 8

Dr. Crim read a resolution recognizing Mr. Polzer into the record:

WHEREAS, Christopher J. Polzer has served as a member of the Madison Area Technical College District Board from July 1, 2020 to June 30, 2023, and

WHEREAS, as an Elected Official Member of the Board he brought valuable experience as a Columbia County Supervisor, and

WHEREAS, as a resident of Poynette, he offered insight to the needs of students in the district's rural counties, and

WHEREAS, as a higher education professor, he advanced the interests of students and their educational needs, and

WHEREAS, he has guarded without compromise the fiduciary responsibilities of the District Board, and

WHEREAS, he has been an enthusiastic participant at many Madison Area Technical College events recognizing the accomplishments of students, faculty and staff, and

WHEREAS, he has contributed at the national level by attending conferences of the Association of Community College Trustees, and

WHEREAS, he has supported the mission of the District by always showing concern and sensitivity for the welfare of students and staff and an interest in providing the citizens of the Madison Area Technical College District with the best possible community, technical and adult education opportunities.

NOW, THEREFORE, BE IT RESOLVED that the Madison Area Technical College District Board expresses gratitude on behalf of the citizens of the District for his support and contributions, and

BE IT FURTHER RESOLVED that this expression be acknowledged in the official minutes of this District Board and a copy be made and presented to Christopher J. Polzer.

Recognition of Dr. Turina Bakken III C 9

Dr. Crim read a resolution recognizing Dr. Bakken into the record:

WHEREAS, Dr. Turina Bakken has served Madison Area Technical College with distinction for twenty-five years, and

WHEREAS, she currently serves as the Provost and Executive Vice-President of Academic Affairs, previously having served as a faculty member, program director, associate dean, dean, associate vice-president, and vice-provost, and

WHEREAS, in those roles, she has provided student-focused leadership in designing an academic portfolio that meets the needs and interests of students, building inclusive learning communities, and preparing students for success on the job and in their communities, and

WHEREAS, she has also developed strong relationships with business and community organizations positioning the college as a critical partner in workforce and economic development activities throughout the Madison College District, and

WHEREAS, her leadership is further evidenced by her many awards and recognitions, including the college's Distinguished Teacher of the Year award in 2006, Outstanding Employee Award in 2010, the Dr. Idahlyne Karre Exemplary Leadership Award in 2016 from the national Chair Academy in 2016, the 2023 Eagle Management Leadership Award from the Wisconsin Technical College System, and an honorary Phi Theta Kappa Honor Society induction in 2023, and

WHEREAS, she has supported the mission of the District by always showing concern and sensitivity for the welfare of students and staff and an interest in providing the citizens of the Madison Area Technical College District with the best possible community, technical, and adult education opportunities.

NOW, THEREFORE, BE IT RESOLVED that the Madison Area Technical College District Board expresses gratitude on behalf of the citizens of the District for her support and contributions, and

BE IT FURTHER RESOLVED that this expression be acknowledged in the official minutes of this District Board and a copy be made and presented to Dr. Turina Bakken.

Recognition of Susan Burke Custer III C 10

Dr. Crim presented a card and gift to Ms. Custer, thanking her for her service to the District Board and to Madison College.

Recognition of Wendpanga Wilfried Tapsoba III C 11

Dr. Crim presented a card and gift to Mr. Tapsoba, thanking him for his service to the District Board and to Madison College.

Consent Agenda III C 12

General fund monthly financial report as of April 30, 2023 III C 12 a

Requests for proposals/request for bids/sole sources III C 12 b

38.14 Contracts for services April 2023 III C 12 c

Supplier payments greater than or equal to \$2,500 and schedule of checks issued for the period April 16, 2023 through May 15, 2023 III C 12 d

Employment of personnel III C 12 e

Resignations and separations III C 12 f

There was a motion by Mr. Polzer, seconded by Ms. Huntley-Cooper, to approve Consent Agenda items III.C.12.a. through f. Motion carried

Adjournment V

There was a motion by Ms. Huntley-Cooper, seconded by Ms. Lichtfeld, to adjourn the meeting. Motion carried.

The meeting adjourned at 8:23 p.m.

Melanie Lichtfeld, Secretary