

A meeting of the Madison Area Technical College District Board was held on May 1, 2024, 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: Donald Dantzler (Chair), Shiva Bidar-Sielaff (Vice-Chair), Christopher Canty, Randy Guttenberg, Arlyn Halvorson, and Shana Lewis.

Also present: Jack E. Daniels, President; Jon Anderson, Legal Counsel; Rose Buschhaus, Vice-President of Human Resources/Chief Human Resources Officer; Tim Casper, Executive Vice-President of Student Services, Beth Giles, Interim Provost; Damira Grady, Vice-President of Culture and Climate, Sylvia Ramirez, Executive Vice President, Finance & Administration/Chief Operating Officer; and Mark Thomas, Executive Vice President of Institutional Policy, Strategy/Chief of Staff.

Others present: Balaji Abishek, Student; Kai Brito, Student; Mackenzie Carstens, Student Liaison; Khady Dia, Interim Budget Director; Jesse La Grew, Chief Information Security Officer; Jovhany Michaud, Student Senate President; Cody White, Manager of Capital Planning and Sustainability; and Kristin Rolling, Recording Secretary.

Public Hearing on the FY2024-25 Budget

Call to Order ¹

The Public Hearing on the FY2024-25 budget was duly noticed and called to order at 5:35 p.m. Mr. Dantzler stated that the hearing provides an opportunity for public comments related to the proposed FY2024-25 budget, as approved by the Madison College District Board on April 3, 2024. As provided in the hearing notice, members of the public were given an opportunity to participate in the public hearing.

Highlights of the FY2024-25 Budget ^{II}

Ms. Dia provided highlights of the Madison College District FY2024-25 budget.

Comments from the Public ^{III}

Mr. Dantzler confirmed that there were no requests for public comment from members of the public.

Close of Public Hearing ^{IV}

Mr. Dantzler stated that the FY2024-25 budget would be considered for adoption at the June 7, 2023, Board meeting.

The public hearing adjourned at 5:42 p.m.

Melanie Lichtfeld, Secretary

Regular Meeting of the Board

Call to Order ^I

The meeting was duly noticed and called to order at 5:42 p.m. by Mr. Dantzler.

Mr. Anderson stated that appropriate notices had been given and the meeting was in compliance with the open meetings law.

Routine Business Matters ^{II}

Approval of Meeting Minutes ^{II A}

There was a motion by Halvorson, seconded by Mr. Canty, to approve the meeting minutes of April 3, 2024, as submitted. Motion carried.

Public Comments ^{II B}

Mr. Abishek shared comments related to diversity in academic programs related to Information Technology.

Mr. Brito shared comments related to student participation in both the Provost and presidential searches.

New Business ^{III}

Communications ^{III A}

Board Chair's Report ^{III B 1}

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

Mr. Dantzler reminded Trustees of upcoming meetings and events. He reported that Gold Hill Associates, the firm hired to guide the presidential search process, will host listening sessions for employees and student throughout the Madison College district next week. Gold Hill consultants will visit the Madison College District again in early June to engage in a similar process with the community at large, District Board Trustees, and the Presidential Search Committee.

Student Liaison Report III A 2

Mr. Carstens reported that Ruiqi Zeng was elected as the next Student Liaison to the District Board. She will start her term at the July 8 Board meeting.

Student Senate Report III A 3

Mr. Michaud reported the Student Activities Board voted to pass their budget for the upcoming fiscal year. Several student senators received nominations and awards as part of the Student Success Awards Banquet in April. The swearing in of senators for the upcoming academic year will be held later this week.

College/Campus Announcements III A 4

Dr. Ramirez reported that Madison College earlier this week, Madison College received Harvard's Center for Education Policy Research's 2024 Strategic Data Excellence Award related to the college's efforts to support student-parents. Laurie Grigg, Chief Financial Officer, was invited by the college's auditors, CLA, to participate on a panel at an upcoming Wisconsin Government Finance Officers Association meeting.

Dr. Grady reported that Katie Ackley, Student Program Advisor for the Native American Community and Micaela Salas, Tribal Liaison, were instrumental in several events last week. The Madison College Pow Wow brought more than 2500 attendees to the Truax Campus, a Screening of *Bad River* was attended by approximately 200 people, and there were 70 participants at a Health and Wellness event at the Truax Campus.

Dr. Thomas reported on several events at the regional campuses, a 5k Fun Run nursing scholarship fundraiser at Reedsburg, and a tractor safety course and a Nursing Assistant Workshop at Watertown campus. Vision 2023 loop outs were held at regional campuses, as well as at Goodman South Campus, Commercial Avenue, with the Ho-Chunk Nation's legislative

body, and with the Madison College Student Senate, along with 4 employee forums. That work was the final step in finalizing the six Vision 2030 statements that will be brought to the Board for approval at the June Board meeting.

Ms. Buschhaus shared that the college community recently recognized 63 award winners in twelve categories as part of the Annual Employee Awards celebration.

Dr. Casper shared that Student Affairs' Career and Employment Services, Office of College Culture and Climate, and the Goodman South team recently hosted a career fair at the Goodman South Campus with 28 employer participants and more than 300 student and community member job-seekers attending. Earlier this week, the college also hosted the Southcentral Wisconsin Job Fair. On Equal Pay Day, the college hosted workshops for students to acquire skills needed to enter industries and occupations where their identities are under-represented. Over the last several weeks students faculty and staff have participated in a variety of celebrations recognizing the accomplishments of individuals and clubs.

Dr. Giles reported that the School of Academic Advancement continues to grow and improve with increased enrollments and an increased number of students in HSED and ESL programs, with improved pass rates in developmental education courses. Suzanne Daly, Program for Baking and Decorative Arts, was named Baking Instructor of the Year by the Wisconsin Bakers Association and Department Chair of Hospitality Lynea Lavoy was received the Wisconsin Hotel and Lodging Association Educator of the Year award. The College recently signed a transfer agreement with Edgewood College for students in the Associate of Arts Education pre-major. One-hundred and thirty-five recently received Tools of the Trade scholarships, funded by Ascendium, that can be used for new tools, clothing, equipment, and other needs that can help apprentices complete their required training. The Department of Health

Services conducted its biennial survey of the nursing assistant program with the surveyor sharing that the program is a role-model for other nursing assistant programs across the state. Later this week, the School of Engineering, Science, and Math will host Research Day, giving students an opportunity to share their projects and research findings.

President's Report III A 5

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 a review of health and safety conditions.

Graham-Leach-Bliley Act Information Security Status Report III A 5 b

Dr. Daniels introduced Mr. Chrisinger and Mr. La Grew to share information related to updates to the Gramm-Leach-Bliley Act (GLBA) Safeguards rules that require additional oversight of information security programs for financial institutions, including educational institutions that administer student financial aid associated with Title IV programs.

Action Items III B

Fiscal Year 2024-25 Proposed Budget III B 1

Dr. Ramirez reported that the Fiscal Year 2023-24 budget was approved by the District Board on June 7, 2023 and modified on December 6, 2023. In accordance with State Statute 65.90(5)(a) and the Wisconsin Administrative Code TCS 7.05(7), and to adhere to the District Board's policy, budget amendments for FY2023-24 should be adopted by the District Board. It was noted that the action required at least six affirmative votes.

There was a motion Ms. Lewis, seconded by Ms. Lichtfeld, to approve the budget modifications for FY2023-24. Motion carried unanimously (6-0).

Proposed Fy204-25 Capital Remodel Projects III B 2

Mr. White reported that as part of the capital projects planning process, several remodeling projects have been identified for funding. The projects are included in the Three-Year Facilities Plan approved by the Madison College Board on September 6, 2023.

Truax Campus - Veterinarian Technician Faculty Office Remodel

This 1,300 square foot remodel includes six full-time faculty workstations, five part time faculty workstations, one conference room, and printer area for the faculty. This new office area will be available to the VT program.

The estimated construction cost is \$400,000.

Truax Campus - Gateway First Floor Remodel

As part of the college redesign of student service delivery programming, the Gateway will be remodeled to better meet the operational needs of Enrollment Services, Financial Aid, and Recruitment.

The estimated construction cost is \$1,500,000.

Capital equipment, including technology and furniture are not part of the construction estimates. Sufficient funds are available for these costs within the College's capital budget. Each project will meet the Americans with Disability Act (ADA) standards.

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

- 1. Approve the above remodel projects.**
- 2. Authorize staff to prepare construction drawings & specifications and to send the above projects out for competitive bids.**
- 3. Authorize staff to submit a request for approval each project to the Wisconsin Technical College System for Board approval.**

Motion carried.

Portage Enterprise Center Lease III B 3

Ms. Ramirez reported that the college seeks approval to extend the lease for existing space for Madison College at the Portage Enterprise Center to continue work and partnership with the Columbia County Economic Development Corp and the City of Portage Department of

Business Development and Planning. The Enterprise Center is a vital part of the Portage campus operations, delivering degree, non-degree, youth, and industry training opportunities for the area. The total area of the lease space for Madison College is 8,332 square feet. The annual cost beginning July 1, 2024, is \$76,163 and the cost will increase at a 3% rate annually each subsequent July 1. The requested lease extension is for a period of 36 months, ending June 30, 2027.

There was a motion by Ms. Lewis, seconded by Mr. Canty, to:

- 1. Authorize staff to complete the necessary steps to execute the lease as described above for a cost not to exceed \$76,163 the first year, with annual renewal increases not to exceed 3% per year for the next three (3) years.**
- 2. Authorize staff to submit the completed lease to the Wisconsin Technical College System for Board approval.**

Motion carried.

Consent Agenda III B 4

General fund monthly financial report as of March 31, 2024 III B 4 a

Quarterly investment report as of March 31, 2024 III B 4 b

Quarterly finance metrics III B 4 c

Requests for proposals/request for bids/sole sources III B 4 d

Supplier payments greater than or equal to \$2,500 and schedule of checks issued for the period March 16, 2024 through April 15, 2024 III B 4 e

38.14 contracts for March 2024 III B 4 f

Employment of personnel III B 4 g

Resignations and separations III B 4 h

There was a motion by Mr. Guttenberg, seconded by Mr. Canty, to approve Consent Agenda items III.B.4.a. through h. Motion carried.

Adjournment ^v

There was a motion by Ms. Lewis, seconded by Mr. Guttenberg, to adjourn the meeting. Motion carried.

The meeting adjourned at 6:52 p.m.

Melanie Lichtfeld, Secretary