

MID-STATE TECHNICAL COLLEGE
DISTRICT BOARD MEETING MINUTES

Adams Campus

March 16, 2020

A. CALL TO ORDER – Robert Beaver

The meeting was called to order at 5:20 p.m.

B. ROLL CALL

PRESENT: Robert Beaver, Betty Bruski Mallek, Kristin Crass (participated via phone), Richard Merdan, Lynneia Miller (participated via phone), and Dr. Shelly Mondeik

EXCUSED: Craig Gerlach, Justin Hoerter, Gordon Schalow and Charles Spargo

OTHERS: Dr. Karen Brzezinski, Dr. Bobbi Damrow, Robb Fish, Laurie Inda, Dr. Mandy Lang, Natasha Miller, Brad Russell, Matt Schneider, Jill Steckbauer, Kolina Stieber, Dr. Deb Stencil, Angie Susa, Mike Vilcinskas, and Bill Wanta

C. OPEN MEETING CERTIFICATION – Robert Beaver

The meeting notice was verified; stating that this meeting of the Mid-State Technical College District Board was announced to the public in an attempt to keep the citizens of the district aware of the date, time and place of the meeting.

D. OPEN FORUM – Robert Beaver

The meeting was opened for comments from the audience. No one wished to address the Board.

E. APPROVAL OF MINUTES

Motion by Ms. Bruski Mallek, seconded by Ms. Crass, upon a voice vote, unanimously approved minutes from the board meeting held February 24, 2020 as presented.

F. CONSENT AGENDA

Motion by Mr. Merdan, seconded by Ms. Bruski Mallek, upon a roll call vote, unanimously approved the following consent agenda items:

1. The district's bills for the month of February 2020 were presented in Exhibit B. These bills totaled \$1,475,681.34 of which \$1,414,214.41 represents operational expenditures and \$61,466.93 represents capital expenditures. The district's payroll for the month of February totaled \$1,396,962.45 plus \$12,962.48 for travel and miscellaneous reimbursements and \$652,016.43 in fringe benefits. The district's bills and payroll totaled \$3,537,612.90.
2. Entered into the following contracted service agreements:

<u>Agreement #</u>	<u>Contracted Service:</u>	<u>Amount</u>
146574	EMR Refresher	\$ 475.00
146575	Heart Saver First Aid/CPR/AED	\$ 1,795.00
146576	Train the Trainer	\$ 12,015.25
146577	Basic Electrical Training	\$ 1,190.00

3. Approved the following procurement(s) for goods and services:

<u>Amount</u>	<u>Vendor</u>	<u>Department</u>
\$ 343,225.00	EMS	School of Protective & Human Services
\$77,532.00	Anatomage Inc.	School of Protective & Human Services

4. Approved the following Resignations of Contracted Employees:
 - Raquel (Kelly) Altmann (effective June 30, 2020 – retirement)
 - Scott Lang (effective June 30, 2020 – retirement)
 - Michael Sabel (effective June 30, 2020 – retirement)
 - Kerry Heinecke (effective June 30, 2020 – retirement)

G. CHAIRPERSON’S REPORT – Robert Beaver

1. Board members were welcomed to the meeting. Mr. Gerlach, Mr. Hoerter, Mr. Schalow and Mr. Spargo asked to be excused.

2. Spring Boards Association meeting has been cancelled. The next meeting is slated for July in Marshfield.

3. Spring Board Advance will be held Friday, May 8. The morning session will be shared with the Mid-State Foundation Board for group professional development. A draft agenda was provided for feedback.

4. Future meeting dates (times unless otherwise announced):

MONTHLY MEETING	Committee Meetings – 4:15 p.m.
Monday, April 20, 2020	Committee-of-the-Whole – 5:00 p.m.
Wisconsin Rapids Campus	Board Meeting – 5:20 p.m.

BAORD ADVANCE	
Friday, May 8, 2020	
Wisconsin Rapids Campus	

MONTHLY MEETING	Committee Meetings – 4:15 p.m.
Monday, May 18, 2020	Committee-of-the-Whole – 5:00 p.m.
Wisconsin Rapids Campus	Board Meeting – 5:20 p.m.

H. FOUNDATION REPORT – Jill Steckbauer

1. A recap of the 2020 Employee Giving Campaign was provided. In 17 years of holding the campaign, over \$250,000 has been donated by employees for students. In addition to the campaign, an “Educated Here, Employed Here” campaign was launched recognizing those Mid-State employees who are also graduates of the college. Mid-State has 60 employees that are alumnus.

2. Upcoming events include:
 - a. Summer Golf Outing (Stevens Point Country Club) – June 15, 2020
 - b. Par 3 Golf Outing (Sand Valley) – August 5, 2020
 - c. Trap Shoot Event (Wisconsin Trapshooting Association) – September 11, 2020
 - d. Scholarship Reception (Mid-State Gymnasium) – September 17, 2020

3. An update on high school and new/continuing student scholarships was provided. Over 130 applications were received from high school applicants with 31 scholarships awarded valuing \$45,000.
4. New Board members are Kristy Waits and Heather Heubner.

I. PRESIDENT’S REPORT – Dr. Shelly Mondeik

1. Congratulations were extended to Bob Beaver, Betty Bruski Mallek and Rick Merdan for their reappointment to the Mid-State Board of Directors for three year terms.
2. Mid-State’s Nursing program was rated at Top 7 Nursing Program in Wisconsin (up from position 9 last year) out of 42. Mid-State’s NCLEX pass rate remained at 100% as well.
3. Mid-State created a COVID-19 Core Team to provide ongoing communication, up-to-date information and decision making. The group, consisting of Dr. Mondeik, Dr. Brzezinski, Dr. Damrow, Dr. Lang and Dr. Stencil, will continue to assess the developing situation.
4. Dr. Mondeik has been nominated to serve on the Aspirus Riverview Hospital Board of Directors.

J. COMMITTEE REPORTS

1. FINANCE & INFRASTRUCTURE COMMITTEE – Richard Merdan
 - a. REVIEW OF CONSENT AGENDA ITEMS: Committee reviewed and discussed Consent Agenda items. Questions were addressed during the committee meeting.
 - b. TREASURER’S REPORT: Reviewed and discussed college financial data.
 - c. I-BUILDING ROOF RFP: Committee reviewed results of Wisconsin Rapids Campus I-Building Roof RFP. Three bids were received and evaluated.

Motion by Ms. Bruski Mallek, seconded by Mr. Beaver, upon a roll call vote, unanimously awarded Bid #787 the Wisconsin Rapids I-Building Roof Replacement to Custofam Corp. in the amount of \$128,216.

- d. I-BUILDING RESTROOM RFP: Committee reviewed results of Wisconsin Rapids Campus I-Building Restroom Remodel RFP. Three bids were received and evaluated.

Motion by Ms. Bruski Mallek, seconded by Ms. Crass, upon a roll call vote, unanimously awarded Bid #786 the Wisconsin Rapids I-Building Restroom Remodel to Eagle Construction in the amount of \$113,440.

- e. MARSHFIELD RESTROOM RFP: Committee reviewed results of Marshfield Campus Restroom Remodel RFP. Three bids were received and evaluated.

Motion by Ms. Bruski Mallek, seconded by Mr. Beaver, upon a roll call vote, unanimously awarded Bid #789 the Marshfield Restroom Remodel Project to Eagle Construction in the amount of \$86,750.

- f. MARSHFIELD BEAM REPLACEMENT RFP: Committee reviewed results of Marshfield Beam Replacement RFP. Two bids were received and evaluated.

Motion by Mr. Beaver, seconded by Ms. Bruski Mallek, upon a roll call vote, unanimously awarded Bid #790 the Marshfield Beam Replacement Project to Eagle Construction in the amount of \$37,600.

- g. WTCS BOARD UPDATE: Committee discussed the WTCS tuition increase recommendation that will be voted on by the WTCS Board at their upcoming meeting.
- h. FINANCE IMPLICATIONS FOR TOPICS IN OTHER COMMITTEES: No topics discussed.

2. ACADEMIC & STUDENT SERVICES COMMITTEE – Betty Bruski Mallek

- a. PROGRAM SUSPENSION: Committee reviewed program and student data on Court Reporting Associate Degree and Medical Office Specialist Technical Diploma programs. District jobs, current student enrollments and program status was shared. A request for suspension was made.

Motion by Mr. Merdan, seconded by Mr. Beaver, upon a roll call vote, unanimously approved suspension of the Court Reporting Associate Degree program.

Motion by Mr. Merdan, seconded by Mr. Beaver, upon a roll call vote, unanimously approved suspension of the Medical Office Specialist Technical Diploma program.

- b. INTERNATIONAL TRAVEL UPDATE: Mid-State's international travel experience to Japan was cancelled in February due to concerns over COVID-19. The summer 2020 German student exchange travel was also cancelled due to concerns. Student refunds are in progress.
- c. DAYCARE: Mid-State completed a survey to assess student daycare needs. Survey results indicate 81% of students have no need for childcare. Childcare resources are being compiled to better assist those students requiring childcare. A partnership program with an off-site provider is being considered.

3. HUMAN RESOURCES & EXTERNAL RELATIONS COMMITTEE – Bob Beaver

- a. WISCORE: Five staff members and four students attended the Wisconsin Conference on Race and Ethnicity in Madison. Following the conference, informational break-out sessions were held for Mid-State employees during In-Service related to the topics heard during the conference.
- b. COLLEGE-WIDE IN-SERVICE: College-Wide In-Service was held February 24. Positive employee feedback was received regarding the day. Alonzo Kelly provided a college-wide address.
- c. DISTRICT-WIDE COMMUNITY FOCUSED EVENTS: An overview of April events at Mid-State was highlighted. A monthly report will be provided to and reviewed by the Board.

- d. **WORKFORCE DEVELOPMENT CONTRACTS AND PROPOSALS:** Highlighted workforce contract with Committee.
- 4. **COMMITTEE-OF-THE-WHOLE – Robert Beaver**
 - a. **DISTRICT BOARDS ASSOCIATION UPDATE:** District Boards Association Executive Director Layla Merrifield joined the Board via phone to provide legislative, Association officer election, Spring meeting and COVID-19 updates.
 - b. **MID-STATE MASCOT:** Mid-State will reintroduce the cougar mascot with a new look and a new story. An internal committee worked through the process to garner feedback from students, staff and communities regarding a new design. Unveiling is slated for May graduation.

K. DISCUSSION & ACTION – Dr. Shelly Mondeik

- 1. **CAMPUS & COMMUNITY UPDATE:** Adams Campus Dean Laurie Inda provided an overview of recent campus activities, learning opportunities and community collaborations and events at the Adams Campus.

L. CLOSED SESSION – Robert Beaver

The Board will did not convene to closed session.

M. ADJOURNMENT – Robert Beaver

There being no further action or business of the Board, the meeting adjourned at 6:28 p.m. with a motion by Mr. Merdan, seconded by Ms. Bruski Mallek, upon a voice vote.

Lynneia Miller, Secretary
Mid-State Technical College Board

Angela R. Susa
Recording Secretary