

**MID-STATE TECHNICAL COLLEGE  
DISTRICT BOARD MEETING MINUTES**

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| Wisconsin Rapids Campus | March 18, 2024 |
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**A. CALL TO ORDER** – Richard Merdan

The meeting was called to order at 5:23 p.m.

**B. ROLL CALL**

**PRESENT:** Betty Bruski Mallek, Richard Merdan, Charles Spargo, Are Vang, Terry Whitmore, Ryan Zietlow and Dr. Shelly Mondeik

**EXCUSED:** Gordon Schalow

**OTHERS:** Greg Bruckbauer, Dr. Karen Brzezinski, Dr. Bobbi Damrow, Micki Dirks-Luebbe, Logan Hamman, Dr. Mandy Lang, Brad Russell, Dr. Chris Severson, and Angie Susa

**C. OPEN MEETING CERTIFICATION** – Richard Merdan

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** – Richard Merdan

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

**E. APPROVAL OF MINUTES**

Motion by Mr. Spargo, seconded by Ms. Vang, upon a voice vote, approved minutes from the board meeting held February 19, 2024.

**F. CONSENT AGENDA**

Motion by Mr. Spargo, seconded by Mr. Whitmore, upon a roll call vote (Bruski Mallek-Yes; Spargo-Yes; Vang-Yes; Whitmore-Yes; Zietlow-Yes; Merdan-Yes), approved the following consent agenda items:

1. The district's bills for the month of February 2024 were presented. These bills totaled \$2,870,524.99 of which \$1,699,335.13 represents operational expenditures and \$1,171,189.86 represents capital expenditures. The district's payroll for the month of February totaled \$1,633,419.30 plus \$18,279.17 for travel and miscellaneous reimbursements and \$622,975.29 in fringe benefits. The district's bills and payroll totaled \$5,145,198.75.

2. Entered into the following contracted service agreements totaling \$15,134.00:

| <u>Agreement #</u> | <u>Contracted Service:</u>              | <u>Amount</u> |
|--------------------|-----------------------------------------|---------------|
| 147071             | Machine Tool Basics                     | \$ 2,200.00   |
| 147072             | Educational Services Updates            | \$ 1,000.00   |
| 147073             | Affordable Housing Crisis and Solutions | \$ 250.00     |
| 147074             | Scaffold Safety                         | \$ 500.00     |
| 147075             | Forklift Training – Train the Trainer   | \$ 3,780.00   |
| 147076             | Phlebotomy Confirmatory Draw Initial    | \$ 4,284.00   |
| 147077             | Heartsaver First Aid/CPR                | \$ 810.00     |
| 147078             | Heartsaver First Aid/CPR                | \$ 2,310.00   |

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

| <u>Amount</u>                            | <u>Company</u> | <u>College Division/Dept.</u> |
|------------------------------------------|----------------|-------------------------------|
| No procurements to approve at this time. |                |                               |

**G. CHAIRPERSON'S REPORT** – Richard Merdan

1. Mr. Schalow asked to be excused this evening.
2. The Spring Boards Association meeting will be held March 21-23 in Rhinelander. Ms. Bruski Mallek and Mr. Zietlow plan to attend.

3. Mid-State's spring commencement ceremony will be held Saturday, May 11 in Wisconsin Rapids. Mr. Spargo agreed to provide the Board Address.
4. The 2024 ACCT Leadership Congress will be held October 23-26 in Seattle. Those interested in attending should connect with Ms. Susa to make proper arrangements.
5. Discussion around a Board Advance was held. Please provide availability to Ms. Susa per the email that she sent. A date will be shared with the board when responses are received.
6. Future meeting dates (times unless otherwise announced):  
**MONTHLY MEETING**  
Monday, April 15, 2024  
Wisconsin Rapids Campus  
**Committee-of-the-Whole:** 5:00 p.m.  
**Board Meeting:** Following Committee-of-the-Whole

**H. FOUNDATION REPORT** – Dr. Karen Brzezinski and Micki Dirks-Luebbe

1. Highlights of the recently completed Employee Giving Campaign were shared. Contributions received through this campaign are up over last year.
2. Upcoming Foundation events were reviewed.
  - April 24, 2024 – Foundation Celebration Event; Stevens Point Campus
  - June 12, 2024 – Annual Golf Event; The Ridges, Wisconsin Rapids
3. Mid-State Alumni Chet Laskowski was recently named the District Boards Association Alumni of the Year. Mr. Laskowski will be honored at the Spring Association Banquet on Friday evening.
4. Marg Coker-Nelson, long serving Foundation Board Member, has retired from the Foundation Board. Appreciation was expressed for her many years of thoughtful service.

**I. PRESIDENT'S REPORT** – Dr. Shelly Mondeik

1. Campus activities were highlighted. Activities included Diesel Program ASE Certification visit on March 5, district dental partner meeting/discussion, AMETA Center update and Farm Tour.
2. The College was out and about over the last month having attended the Heart of Wisconsin Chamber annual meeting, hosted Portage County Business Council After Hours event at Mid-State's LEAD Center, partnered with FFA to provide their District Contest at the Wisconsin Rapids Campus, and worked to supply additional information to support the EDA Grant submission.
3. The WTCS Board will meet later this week at which point they will consider appointment of Shawn Becker to the Mid-State Board.
4. Dr. Mondeik shared the WTCS President Dr. Morna Foy recently announced her retirement.
5. The Presidents Association held its Annual Retreat on March 4 at Mid-State's Wisconsin Rapids Campus. Discussion centered on focus areas for the coming year.
6. Dr. Mondeik reported Dr. Bobbi Damrow, Vice President Workforce Development & Community Relations, announced her resignation effective April 4. Dr. Mondeik thanked Dr. Damrow for her many contributions to Mid-State and wished her well.

**J. COMMITTEE REPORTS**

1. FINANCE & INFRASTRUCTURE COMMITTEE – In place of Gordon Schalow, Charles Spargo reported
  - a. TREASURER'S REPORT: Reviewed with the Board. No questions or concerns arose.
  - b. EDA Grant Match: Additional information regarding the Federal Economic Development Administration's (EDA) grant opportunity benefiting Mid-State's Adams Campus through an

Economic Adjustment Assistance grant was shared and discussed. Receipt of this grant would necessitate a fund match of \$1,772,951 by the College.

Motion by Mr. Spargo, seconded by Ms. Bruski Mallek, upon a roll call vote, unanimously approved the following Resolution For The Economic Development Administration's Grant Match:

WHEREAS the Mid-State Technical College Adams Campus is the only post-secondary educational partner in Adams County, located in the City of Adams and close to the Adams-Friendship School District, and

WHEREAS, the Mid-State Adams Campus has strategically increased programming and services as requested by the county and community stakeholders as identified in the Mid-State Technical College 2020-2025 Strategic Plan, and

WHEREAS, the Adams Campus has grown significantly over the past three years through the intentional efforts with the high school, employers, and community organizations, and

WHEREAS, the Adams Campus ability to provide new programs and services exceeds the current facilities design and capacity and equipment availability, and

WHEREAS, the *expansion* in Adams would provide pathway programming to the new AMETA Center in Stevens Point serving the training needs of the district through funding received from over 127 businesses, organizations, municipalities, and governmental agencies, which included financial contributions from Adams County and several other Adams County business entities and

WHEREAS, the *renovations* in Adams would provide a science lab to support additional health, public safety and liberal arts programming as deemed necessary by the community, and

WHEREAS, such an investment in the Adams Campus and Adams County is fully supported by the Adams-Friendship Area School District and further aims to improve the socio-economic standing of residents through locally accessible post-secondary programming leading to degrees and credentials and,

WHEREAS, this project has merit to meet eligibility requirements of the Economic Development Administration (EDA), Economic Adjustment Assistance (EAA) grant, and

WHEREAS, the EDA EAA Grant application "*Adams Campus Expansion Project*" requires an equal match if awarded, and

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

WHEREAS, the Mid-State Technical College Board annually authorizes such general promissory notes as a college funding mechanism, and

BE IT RESOLVED, the Mid-State Technical College Board through its authorization of general obligation promissory notes, commits these available and unencumbered funds in an amount not to exceed \$1,772,951, to match up to the \$1,772,951 EDA EAA grant "*Adams Campus Expansion Project*", if funded, for the public purpose of construction and/or equipment to serve Mid-State's mission of changing lives through the power of teaching and learning.

- c. FINANCE IMPLICATIONS FOR TOPICS IN OTHER COMMITTEES: No topics discussed.

2. ACADEMIC & STUDENT SERVICES COMMITTEE – Are Vang
  - a. ACADEMIC PROGRAMMING: The Committee reviewed and discussed requests for approval for the following programs:

Dental Hygienist Associate Degree – Concept and Program Approval

Mid-State validated the need for a Dental Hygienist with district employers in addition to hosting a stakeholder group to hear feedback around the College's oral health programming. Mid-State will use \$1.264 million in oral health grant funding to offset costs for building an oral health space at the Wisconsin Rapids Campus. Program accreditation will be pursued through the Commission on Dental Accreditation (CODA). Program faculty will be hired next fiscal year as well as capital funding to complete lab space and purchase necessary equipment. The Dental Hygienist program has state aligned curriculum and is slated to begin Summer of 2026.

Motion by Ms. Bruski Mallek, seconded by Mr. Spargo, upon a roll call vote, unanimously approved the Dental Hygienist Associate Degree program concept approval as presented.

Motion by Ms. Bruski Mallek, seconded by Mr. Zietlow, upon a roll call vote, unanimously approved the Dental Hygienist Associate Degree as presented.

Human Resources Associate Degree – Program Approval

Using existing faculty, and providing a ladder from Mid-State's existing Human Resources Assistant Technical Diploma program, the Human Resources Associate Degree program is being sought. This 60-credit program would incorporate new courses related to Compensation and Benefits and Recruiting and Hiring as well as courses from Business Management and Leadership that are relevant. The program is slated to begin Fall of 2024.

Motion by Mr. Whitmore, seconded by Mr. Spargo, upon a roll call vote, unanimously approved the Human Resources Associate Degree program as presented.

Radiography Associate Degree – Shared Program Approval

Mid-State would like to move forward with a partnership with Northcentral Technical College that allows for a shared Radiography Associate Degree program. Since 2019, 50 Mid-State District students have directly enrolled in Northcentral's Radiography program. Through a shared program, Mid-State will provide general education and pre-program courses to students then students will finish required clinical requirements within the Mid-State District through Northcentral. There are no expected additional costs to offer the shared program. The program is slated to begin Fall 2025.

Motion by Ms. Bruski Mallek, seconded by Mr. Zietlow, upon a roll call vote, unanimously approved the Radiography Associate Degree Program, shared with Northcentral Technical College as presented.

3. HUMAN RESOURCES & EXTERNAL RELATIONS – Richard Merdan
  - a. COLLEGE-WIDE IN-SERVICE RECAP: Highlights of Mid-State's recent College-Wide In-Service were provided. The event included an overview of Student Services available to students as well as a celebration of reaching 50% completion on the College's ERP Project. Positive outcomes were shared from survey results.

K. COMMITTEE-OF-THE-WHOLE – Richard Merdan

1. FEDERAL FINANCIAL AID UPDATES: Changes to Department of Education regulations were highlighted. This included FAFSA simplification, gainful employment/financial value transparency, transcript withholding, licensure program compliance, career services and financial aid counseling.

**L. DISCUSSION & ACTION**

1. STRATEGIC PLAN: An update on program toward Mid-State's 2025-2030 Strategic Plan was provided. Board members were invited to complete the Stakeholder Feedback Survey as part of data gathering for strategic planning.

**M. CLOSED SESSION** – Richard Merdan

The Board entertained a motion to convene to closed session, pursuant to s.19.95(1)(e) Wisconsin Statutes, due to the existence of competitive or bargaining reasons, to discuss, negotiate, and take potential action regarding feasibility study and the potential use of, purchase of, or acceptance of a donation of, a specific property by the College. The Board may take action in closed session.

Motion by Mr. Whitmore, seconded by Ms. Vang, upon a roll call vote at 6:32 p.m., unanimously approved convening in closed session as announced.

**N. ADJOURNMENT** – Richard Merdan

The Board reconvened to open session at 6:59 p.m. with a motion by Mr. Spargo, seconded by Mr. Whitmore, upon a roll call vote.

Mr. Merdan announced that the Board discussed the feasibility student. No action was taken.

There being no further action or business of the Board, the meeting adjourned at 7:00 p.m. with a motion by Ms. Bruski Mallek, seconded by Ms. Vang, upon a voice vote.

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Betty Bruski Mallek, Secretary

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Angela R. Susa, Recording Secretary