

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

Wisconsin Rapids Campus

December 16, 2024

**A. CALL TO ORDER** – Richard Merdan

The meeting was called to order at 5:10 p.m.

**B. ROLL CALL**

PRESENT: Shawn Becker, Betty Bruski Mallek, Richard Merdan, Ronald Rasmussen (departed at 6:04 p.m.), Charles Spargo, Ryan Zietlow and Dr. Shelly Mondeik

EXCUSED: Terry Whitmore and Are Vang

OTHERS: Craig Bernstein, Greg Bruckbauer, Dr. Karen Brzezinski, Jackie Esselman, 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. Rasmussen, seconded by Mr. Becker, upon a voice vote, approved minutes from the board meeting held November 18, 2024.

**F. CONSENT AGENDA**

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

1. The district's bills for the month of November 2024 were presented. These bills totaled \$573,336.49 of which \$425,080.23 represents operational expenditures and \$148,256.26 represents capital expenditures. The district's payroll for the month of November totaled \$2,494,645.45 plus \$28,670.68 for travel and miscellaneous reimbursements and \$736,464.66 in fringe benefits. The district's bills and payroll totaled \$3,833,117.28.

2. Entered into the following contracted service agreements totaling \$26,333.76:

<u>Agreement #</u>	<u>Contracted Service:</u>	<u>Amount</u>
147208	Print Reading 2	\$ 475.00
147209	Farm Tour (Sponsors and Presenters)	–
147210	OSHA 10 for Construction	\$ 2,100.00
147211	Foundational Electrical Theory	\$ 9,600.00
147212	Co-located Detention Facility Certification	\$ 2,900.00
147213	Cyber Security Live-Fire Cyber Range Workshop	\$ 9,900.00
147214	Weld Testing	\$ 1,485.00
147215	Fundamentals of Leadership Skills	\$ 6,900.00
147216	Multi-level speaking skills for ELL	\$ 2,548.47
147217	DISC Assessment	\$ 4,750.00
147218	CDL Entry Level Driver Training	\$ 13,600.00
147219	Phlebotomy Confirmatory Draw Initial	\$ 4,284.00
147220	Confined Space Entry Training	\$ 1,250.00
147221	PLC	\$ 3,700.00

3. Approved the following procurement(s) for goods and services:  
There are no procurements requiring Board Approval

4. District Board Approval of Hires and Resignations of Contracted Staff  
Hired: Kimberly Keith (effective November 30, 2024); Instructor, Nursing

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

1. Mr. Whitmore and Ms. Vang asked to be excused this evening.
2. The District Boards Association held its fall meeting in Appleton on November 20-23. Ms. Bruski Mallek, Mr. Merdan, Mr. Spargo, and Mr. Whitmore attended. Comments were provided on sessions attended.
3. ACCT Legislative Summit will be held February 9-12 in Washington, D.C. Mr. Merdan and Mr. Spargo will attend and meet with district legislators.
4. The annual Board Appointment process will begin for 2025 appointments.
5. Future meeting dates (times unless otherwise announced):  
**MONTHLY MEETING**  
Monday, January 20, 2025                      **Committee-of-the-Whole: 5:00 p.m.**  
Stevens Point Downtown Campus            **Board Meeting: Following Committee-of-the-Whole**

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

1. Dr. Mondeik recognized college retirees Greg Bruckbauer, Chaele Mathews, and Diane Kohn, who combined served the college for 63 years.
2. Dr. Mondeik highlighted campus activities. Activities included hosting Campus Advisory Committee meetings, meeting and celebrating Mid-State Distinguished Alumni Stephen Kage, continued Anthology meetings, ELT Retreat highlights and conversation with WATEA regarding the shuttle program.
3. Dr. Mondeik attended the Fall Boards Association meeting in Appleton and will attend the WTCS Board meeting in January. She will also lead a Presidents Association workgroup around the Marketing Consortium.

**I. COMMITTEE REPORTS**

1. FINANCE & INFRASTRUCTURE COMMITTEE – Charles Spargo
  - a. TREASURER'S REPORT FOR FY25: Reviewed with the Board. No questions or concerns arose.
  - b. BID #839 – UNIVERSAL TESTING MACHINE: Three organizations responded to the call for bids for a Universal Testing Machine. The committee reviewed in detail.

Motion by Mr. Spargo, seconded by Ms. Bruski Mallek, upon a voice vote, unanimously approved the following Resolution For Awarding Of Bid #839 Universal Testing Machine:

WHEREAS, the college has need for a Universal Testing machine at the AMETA™ Center; and

WHEREAS, the proposed equipment was coordinated with, and approved by Mid-State's School of Applied Technology staff; and

WHEREAS, the bids for #839 were submitted, documented, opened, recorded, and scored in accordance with College and WTCS policies, and

WHEREAS, Administration has selected the lowest qualified bidder for the selection of equipment and the District Board wishes to affirm selection of equipment.

BE IT RESOLVED that the Mid-State Technical College Board affirms the awarding of Bid \$839 to Shimadzu Inc. and in the amount of \$77,716.80, commencing on December 2, 2024, as recommended to the Board by Administration, as set forth in the scheduled attached hereto.

BE IT FURTHER RESOLVED the funding is provided by the Department of Administration and the Economic Development Administration grants related to the AMTEA Center equipment.

- c. FY24 MID-STATE TECHNICAL COLLEGE FOUNDATION AUDIT: Highlights of the Mid-State Foundation Audit results were provided. A significant increase in scholarships provided over last year was noted.
  - d. FINANCE IMPLICATIONS FOR TOPICS IN OTHER COMMITTEES: No topics discussed.
2. ACADEMIC & STUDENT SERVICES COMMITTEE –Shawn Becker
- a. 2023-2024 MID-STATE ASSESSMENT REPORT: Highlights of the 2023-2024 Assessment Report and assessment activities were provided. This was a follow-up to the report provided in November.
  - b. CAMPUS ADVISORY COMMITTEES: An overview of Campus Advisory Committee meetings was provided. The regional meetings provide opportunities for employers and community organizations to provide feedback to the college. Feedback received will be incorporated into team action plans at each location.
3. HUMAN RESOURCES & EXTERNAL RELATIONS – Richard Merdan
- a. DISTRICT BOARD APPROVAL OF HIRES AND RESIGNATIONS OF CONTRACTED STAFF: Per State Statute 118.22(2), approval of hires and resignations of contracted staff was requested and discussed.
  - b. WINTER CELEBRATION: The Employee Winter Celebration was held today for staff. Photos were shared and the appreciation event was highlighted.
  - c. NEURODIVERSITY ACTIVITIES: Based on recent District Boards Association presentations and discussion, highlights of Mid-State activities were provided. Examples include the Slow Zone Room, Student Discussion Panel and continued work toward Universal Design.
  - d. CONTINUING EDUCATION SPRING 2025 CATALOG  
An overview of the Spring 2025 continuing education catalog was provided. AI and leadership/professional development are seeing increased traction.

**J. COMMITTEE-OF-THE-WHOLE**

- 1. AMETA™ RECAP: A financial recap of the project was provided. It was noted the project was \$50,000 under budget at completion.

**K. DISCUSSION & ACTION**

- 1. K-12 ANNUAL REPORT: The 2023-2024 K-12 Annual Report was reviewed and discussed. Increases and dual credit and transition were noted.

**L. ADJOURNMENT** – Richard Merdan

There being no further action or business of the Board, the meeting adjourned at 6:11 p.m. with a motion by Mr. Spargo, seconded by Ms. Bruski Mallek, upon a voice vote.