

## District Board Regular Meeting Tuesday, June 15, 2021

Western Technical College Lunda Center • 319 Seventh Street N • Conference Room East •  
La Crosse, WI

**District  
Board  
Members:**

Andrew Bosshard  
Carrie Buss  
Majel Hein

Kevin Hennessey  
Dave Laehn  
Angie Lawrence

Ed Lukasek  
Ken Peterson  
Dennis Treu

### Public Hearing on District Budget

1:00pm

1. Overview of the 2021-2022 District Budget ([Budget Document](#))
2. Comments from the Public

### District Board Meeting – Open Session

Immediately Following Public Hearing

**\*\* If there are any questions relative to a specific agenda item, please feel free to direct them to [struppi@westerntc.edu](mailto:struppi@westerntc.edu) \*\***

**Public Notice (see calendar below)**

Members of the District Board may be in attendance at the following meetings/events:

- WI Technical College District Boards Associations
- WTCS State Board Meetings

\*No Western Technical College business will be conducted during these meetings/events.\*

## *Planning Ahead ... 2021*

DATE	EVENT	LOCATION
June 15, 2021	District Board Meeting	Lunda Center
July 5, 2021	Holiday	
July 12, 2021	District Board Organizational Meeting	TBD
July 14, 2021	WTCS Board Meeting	TBD
July 15-17, 2021	District Boards Association Summer Meeting	Stevens Point, WI
August 17, 2021	District Board Meeting	TBD
August 31, 2021	College Day – 8:30-11:30am	Virtual
September 6, 2021	Labor Day	
September 14-15, 2021	WTCS Board Meeting	Madison, WI
September 21, 2021	District Board Meeting	TBD
October 13-16, 2021	ACCT Leadership Congress	San Diego, CA
October 19, 2021	District Board Meeting	TBD
October 20, 2021	5 <sup>th</sup> Annual Manufacturing Luncheon 10:45am-1:15pm	Lunda Center
October 27-30, 2021	District Board Association Fall Meeting	Pewaukee, WI
November 9-10, 2021	WTCS Board Meeting	SWTC - Fennimore
November 16, 2021	District Board Meeting	TBD
November 18-20, 2021	The Chair Academy	Scottsdale, AZ
November 25-26, 2021	Thanksgiving Holiday	
December 21, 2021	District Board Meeting	TBD
Dec 24-January 3, 2022	Holiday Break	

Western Technical College  
**District Board Goal**

Incorporate Experience 2025 and related student success and employee engagement priorities into all board meetings:

- a. Strategies include:
  - i. Adapt District Board agendas to incorporate benchmarks, progress, and completion data related to Experience 2025 and the seven strategic goals
  - ii. Consider the four Strategic Directions in all decision-making
  - iii. Communicate college events and level of priority to District Board members
  - iv. Foster greater levels of employee engagement and recognition through resolutions of commendation, targeted visits, and visual management tours
  - v. Check, adjust, and revise the District Board monthly calendar to allow for agility
  - vi. Adjust monthly agenda to allow for adequate time to fully cover agenda items
  
- b. Lead measures include:
  - i. President's goals are achieved in the timeframe set forth in the strategic plan
  - ii. Each District Board meeting highlights the Strategic Directions for Experience 2025 and student success
  - iii. 25% of District Board meetings and advances are held in places that allow for engagement with Western employees and student learning spaces
  - iv. Approval of annual calendar
  - v. District Board members express satisfaction with time allotted for agenda items through a Plus/Delta document each month

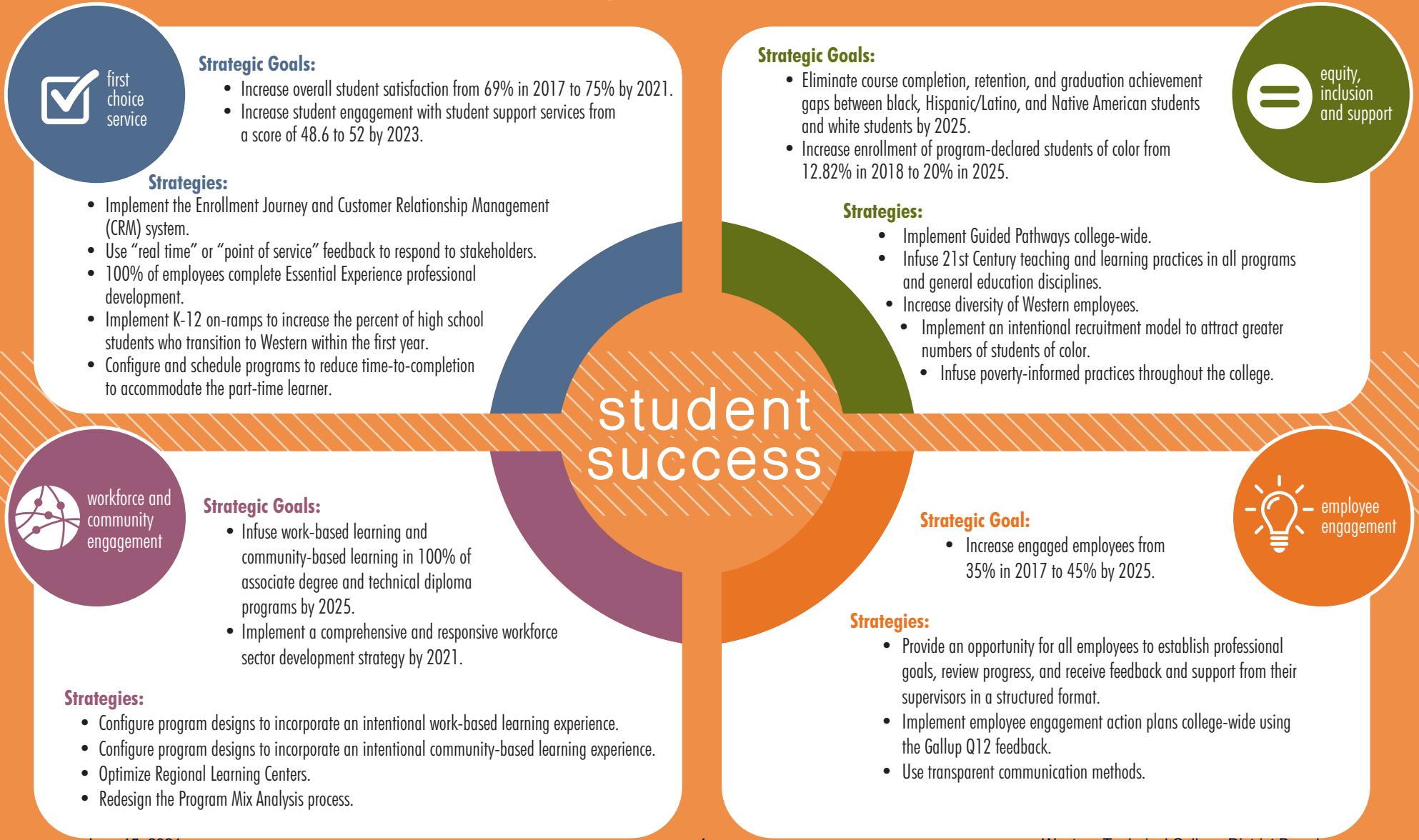
Approved October 16, 2018

**Mission:** Western Technical College provides relevant, high quality education, in a collaborative and sustainable environment that changes the lives of students and grows our communities.

**Vision:** Western Technical College is the college of first choice in our region.

**Values:** We value the success of our students and hold ourselves accountable for providing excellence in student learning, based on the diverse needs of each student and built on a foundation of integrity, teamwork, and respect.

# Strategic Directions



first  
choice  
service

**Strategic Goals:**

- Increase overall student satisfaction from 69% in 2017 to 75% by 2021.
- Increase student engagement with student support services from a score of 48.6 to 52 by 2023.

**Strategies:**

- Implement the Enrollment Journey and Customer Relationship Management (CRM) system.
- Use “real time” or “point of service” feedback to respond to stakeholders.
- 100% of employees complete Essential Experience professional development.
- Implement K-12 on-ramps to increase the percent of high school students who transition to Western within the first year.
- Configure and schedule programs to reduce time-to-completion to accommodate the part-time learner.

**Strategic Goals:**

- Eliminate course completion, retention, and graduation achievement gaps between black, Hispanic/Latino, and Native American students and white students by 2025.
- Increase enrollment of program-declared students of color from 12.82% in 2018 to 20% in 2025.

**Strategies:**

- Implement Guided Pathways college-wide.
- Infuse 21st Century teaching and learning practices in all programs and general education disciplines.
- Increase diversity of Western employees.
- Implement an intentional recruitment model to attract greater numbers of students of color.
- Infuse poverty-informed practices throughout the college.



equity,  
inclusion  
and support



workforce and  
community  
engagement

**Strategic Goals:**

- Infuse work-based learning and community-based learning in 100% of associate degree and technical diploma programs by 2025.
- Implement a comprehensive and responsive workforce sector development strategy by 2021.

**Strategies:**

- Configure program designs to incorporate an intentional work-based learning experience.
- Configure program designs to incorporate an intentional community-based learning experience.
- Optimize Regional Learning Centers.
- Redesign the Program Mix Analysis process.



employee  
engagement

**Strategic Goal:**

- Increase engaged employees from 35% in 2017 to 45% by 2025.

**Strategies:**

- Provide an opportunity for all employees to establish professional goals, review progress, and receive feedback and support from their supervisors in a structured format.
- Implement employee engagement action plans college-wide using the Gallup Q12 feedback.
- Use transparent communication methods.

January	February	March (Location Change)
<ul style="list-style-type: none"> <li>• <b>First Choice Service (2025)</b> <ul style="list-style-type: none"> <li>○ Includes data updates, project plans, and recognition if appropriate.</li> </ul> </li> <li>• Sustainability Update</li> </ul>	<ul style="list-style-type: none"> <li>• Enrollment Update</li> <li>• Non-Renewals Proposal (closed-as-needed)</li> <li>• Annual Planning Cycle Review</li> <li>• Annual RLC Update</li> <li>• <b>Program &amp; Service Highlights</b> (Begin first program highlight)</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Equity, Inclusion &amp; Support (2025)</b> <ul style="list-style-type: none"> <li>○ Includes data updates, project plans, and recognition if appropriate.</li> </ul> </li> <li>• Program Development Approval (optional)</li> <li>• Health   Other Benefits</li> <li>• ATD Update   ICAT Results</li> <li>• Annual District Board Appointment</li> <li>• Legislative Update as needed</li> <li>• Student Government Update</li> </ul> <p><b>Issue Papers:</b></p> <ul style="list-style-type: none"> <li>• <i>Private Sector Review IP</i></li> </ul>
April – 2 Separate Meetings	May (Remote Location) – 2 <sup>nd</sup> Tuesday	June
<ul style="list-style-type: none"> <li>• Foundation Plan   Update</li> <li>• Non-Renewals (closed-as needed)</li> <li>• Grant Updates</li> <li>• Workforce &amp; Job Market update (<i>Was Hot Jobs &amp; Program Mix</i>)</li> </ul>	<ul style="list-style-type: none"> <li>• Enrollment Update</li> <li>• Student Government Update   Ambassador</li> <li>• 3-Year Facility Plan Discussion</li> </ul> <p><b>Issue Papers:</b></p> <ul style="list-style-type: none"> <li>• <i>Salary Adjustments IP</i></li> <li>• <i>Bargaining Agreement IP</i></li> <li>• <i>Non-Renewal IP (as needed)</i></li> <li>• <i>Fees &amp; Rates IP</i></li> <li>• <i>District Boards Association Annual Fees IP</i></li> </ul>	<ul style="list-style-type: none"> <li>• Public Hearing – Budget</li> <li>• HLC Update (as needed)</li> <li>• President Contract Review (closed)</li> <li>• District Boards Association Visit   Update (spring visit)</li> </ul> <p><b>Issue Papers:</b></p> <ul style="list-style-type: none"> <li>• <i>Board Approval of Budget IP</i></li> <li>• <i>3-year Facility Plan IP</i></li> <li>• <i>Out of State Tuition Remission/Waivers IP</i></li> </ul>
2 <sup>nd</sup> Meeting - April - Annual Special Budget Meeting	<p><b>NOTE: BOARD Advance Day – No evening dinner</b></p>	
<ul style="list-style-type: none"> <li>• Held in Sparta</li> <li>• 4<sup>th</sup> Tuesday</li> <li>• Full budget review</li> </ul>		
July 2 <sup>nd</sup> Monday	August	September
<ul style="list-style-type: none"> <li>• Recognize WLDI Grads</li> <li>• Annual Organizational Meeting Actions</li> <li>• <b>Program &amp; Service Highlights</b></li> <li>• President Shares Identified Goals</li> </ul> <p><b>Issue Papers:</b></p> <ul style="list-style-type: none"> <li>• <i>Annual Organizational IPs</i></li> </ul>		<ul style="list-style-type: none"> <li>• <b>Workforce/Community Engagement</b> <ul style="list-style-type: none"> <li>○ Includes data updates, project plans, and recognition if appropriate.</li> </ul> </li> <li>• Enrollment Update</li> <li>• Tax Levy Discussion</li> <li>• College Day Update</li> </ul>

October (Remote Location)	November	December
<ul style="list-style-type: none"> <li>• <b>Key Results Update</b> (Student Success Metrics) (2025)</li> <li>• Grant Updates</li> <li>• Legislative Affairs Update</li> <li>• BIS Update (financial report)</li> <li>• Review Previous Fiscal Year's Operating Financial Results</li> </ul> <p>NOTE: Regional Luncheons held at campuses</p> <p><b>Issue Papers:</b></p> <ul style="list-style-type: none"> <li>• <i>Annual Review of Procurements Report</i></li> <li>• <i>Tax Levy IP</i></li> <li>• <i>Resolution Designating Positions as Assistant, Associate, or Deputy District Director for the Purpose of Wisconsin's Code of Ethics for Public Officials and Employees IP</i></li> <li>• <i>Annual Budget Modifications IP</i></li> </ul>	<ul style="list-style-type: none"> <li>• <b>Employee Engagement (2025)</b> <ul style="list-style-type: none"> <li>○ Includes data updates, project plans, and recognition if appropriate.</li> </ul> </li> <li>• College Audit</li> <li>• Enterprise Update</li> <li>• Capital Borrowing Discussion</li> <li>• <b>Program &amp; Service Highlights</b></li> </ul> <p><b>NOTE: BOARD Advance Day – No evening dinner</b></p>	<ul style="list-style-type: none"> <li>• <b>Annual Experience (2025) Review [beginning 2020]</b> – (WIGS, Data, Adjustments, Progress, and Priorities)</li> <li>• Annual Enrollment Management</li> <li>• Review ACCT Trip</li> <li>• RLC Community Panel Update</li> </ul> <p><b>Issue Papers:</b></p> <ul style="list-style-type: none"> <li>• <i>Capital Borrowing IP</i></li> </ul>

\*Annually the college **will review** Noel Levitz (SSI) and/or CCESE data with the board at the appropriate time. These surveys are completed bi-annually.

\* **Program Highlights / Students:** This will be an attempt to have 2-3 programs per year share about their program to the board. This will intentionally move across sectors over time. Students will present with their faculty.

Process   Timeline for President Evaluation	Timeline	Responsible
President to complete status report of his/her individual goals. To be shared with Board prior to evaluation going out or simultaneously.	February 28	President
Distribute President evaluation tool to Board for their completion and President for his/her self-assessment.	March 1	Human Resources
Compile results and summary document to share with Board and President.	March 31	Human Resources
Review and discussion of results	April Board Meeting (Closed Session)	Board, Human Resources
Meeting with President	May	Board Chair, President
Review/Update Evaluation Criteria	May	Human Resources, Board Chair
Summary Materials to be filed in HR	June	Human Resources
Develop individual goals to be included for the next review period	June	President, Board Chair
Provide Final Evaluation tool to Board and President	July 1	Human Resources

## **District Board Commitments**

Revised August 2020

1. We will follow the communication flow for board-president-staff interactions set forth by the president.
2. We will embrace the college mission, vision, values, practices, and culture fully as the board's own.
3. We will work with the president and leadership team to assess and shape college goals, results and measures. This will be led by the president and leadership team with board support, partnership, and endorsement.
4. We will review all policies that are older than 2015.
5. We will commit to the tenets of the college's culture of accountability.
6. We will express opinions at the table with respect and clarity to everyone present at the table and all parties speaking. In the end, we stand with one unified voice.
7. We will lead by focusing on the present and future in order to achieve student, college, and community success.
8. We will work with the president to define the data necessary to make informed and educated decisions.
9. We commit to a college-wide view at all times as we serve the entire region.

### **District Board Equity Commitment**

Events around our nation remind us yet again of the work that remains to create a more just and equitable society. As a Board, we acknowledge the hurt, frustration, and anger felt by countless Americans, especially Americans of color. We hurt with those who are hurting, and we stand, in particular, with black members of our communities during this difficult time. At Western Technical College, we pledge to lean into our College values of diversity, integrity, teamwork, and respect. As a Board, we are committed to our advocacy for and support of Western's strategic goals to increase the enrollment of students of color and to eliminate achievement gaps among black, Hispanic, and indigenous students. We acknowledge structural racism and systemic poverty contribute to these gaps, and we pledge to continue to support programs and policies that ensure access to higher education for all students. We embrace the imperative to learn from experiences, history, cultures, values, beliefs, and views different from our own and to lead with empathy and compassion. Change starts with each of us, and we pledge to hold ourselves and each other accountable in this critically important work.





**Western Technical College District Board Meeting**

**TUESDAY, June 15, 2021  
AGENDA**

Topic	Attachment	Action
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**Call to Order**

X

The June 15, 2021 meeting of the Western Technical College District Board, and all other meetings of this Board, are open to the public and in compliance with state statutes. Notice of the meeting has been sent to the press in an attempt to make the general public of Wisconsin aware of the time, place and agenda of the meeting.

**Mission:** Western Technical College provides relevant, high-quality education in a collaborative and sustainable environment that changes the lives of students and grows our communities.

**Consideration of Comments from Public Hearing on Proposed 2021-22 District Budget**

**Resolutions of Commendation**

➤ Randy Christensen, Instructor, Machine Tool, Integrated Technologies .....	Page 11	X
➤ Kenric Sorenson, Instructor, Welding, Integrated Technologies .....	Page 12	X
➤ Dave Laehn, District Board Member .....	Page 13	X
➤ COVID-19 Monitoring Team .....	Page 14	X

**Presentations**

- Inform: District Boards Association Visit – Layla Merrifield, Executive Director, WI District Boards Association
- Inform: Marketing Update – Amy Thornton | Julie Lemon
- Inform: COVID19 Update – Tracy Dryden | Kevin Dean | Shelley McNeely
- Inform: Culture Statement Activity – Wade Hackbarth | John Heath | Liz Wallace

**Budget & Facilities Subcommittee Report – Angie Lawrence**

**Policy Subcommittee Report – Carrie Buss**

**TIFs and TIDs [New Information Only]**

**Items to be Removed from Consent Agenda**

**Approve: Consent Agenda**

➤ Minutes		
A. May 4, 2021 District Board Budget Meeting .....	Page 15	X
B. May 11, 2021 District Board Regular Meeting .....	Page 16	X
C. May 11, 2021 Budget & Facilities Committee Meeting .....	Page 17	X
D. June 1, 2021 Policy Subcommittee Meeting .....	Page 18	X
➤ Financial Reports – March		
A. Schedule of Payments .....	Page 19	X
B. Vendors Over \$2500 .....	Page 20	X
C. General Revenue/Expense Report .....	Page 22	X
D. Department Budget Summary .....	Page 24	X
E. Auxiliary Services Reports .....	Page 28	X
F. Capital Projects Reports .....	Page 36	X
G. Bids/RPFs Awarded .....	Page 40	X
➤ Policy Revisions   <b>First Reading</b>		
A. CO600   C0600pBoard Negotiation Team Policy & Procedure .....	Page 41	X

Topic	Attachment	Action
➤ Personnel ( <i>Information Only</i> )		
A. Resignation		
1. Alissa Minten, Instructor, Psychology, General Studies, Academic Affairs.....	Page 42	
B. New Hires		
1. Dustin Schultz, Veterans Specialist, Student Services & Engagement.....	Page 43	
2. Travis Koopman, Custodian, Finance & Operations .....	Page 43	
3. Claire LeGault, CRM Technician, Student Services & Engagement.....	Page 43	
4. Amber Patterman, Instructor, Health Sciences, General Studies, Academic ... Affairs.....	Page 43	
5. Jennifer Servais, Instructor, Health Sciences, General Studies, Academic ..... Affairs.....	Page 43	
➤ Project Submission and Acceptance FY2022-2027		
A. Department of Education – Title III - Part A, Strengthening Institutions Grant .....	Page 44	X
<b>Monthly Approvals</b>		
➤ Approve: Adopt the 2021-22 District Budget as Presented.....	Page 45	Roll Call
➤ Approve: Adopt Total Salary (1.25%) Including The Range (1.23%) adjustments for FY 2021-22 .....	Page 46	X
➤ Approve: Three Year Facilities Plan 2021-24 as Presented and Submit Same to Wisconsin Technical College System Office for Record .....	Page 47	X
➤ Approve: Payment of the 2021-22 Fee Assessment for the Wisconsin Technical College District Boards Association.....	Page 48	X
➤ Approve: Out of State Tuition Remission		
A. 2020-21 Annual Report on Out-of-State Tuition Remissions .....	Page 49	X
B. 2020-21 Enrollment Data on International and Domestic Students .....	Page 50	X
C. 2021-22 Request for Remission of Out-of-State Tuition .....	Page 51	X
D. 2021-22 Approval of Out-of-State Tuition Request 2021-22 .....	Page 52	X
➤ Approve: Amendment to President Employment Contract .....	Page 53	X
<b>President Report</b>		
• Community and Media Connections		
• Current Priorities		
• Western Explores Event – May 20, 2021 – Angie Martin		
• NAACLS Self Study – Kat Linaker		
<b>District Board Chairperson Report</b>		
• Board Business   Updates		
• Board Events		
• ACCT Leadership Congress – October 13-16, 2021 (San Diego, CA)		
• Plus Delta Feedback		
<b>Other Business</b>		
<b>Adjournment</b> .....		X



# Western Technical College

## *Resolution of Commendation to Randy Christensen*

*Whereas*, Randy Christensen, Machine Tool Instructor in the Integrated Technology Division, will retire from Western Technical College on June 30, after completing 31+ years of loyal and dedicated service to the students, staff, and the District Board of the Western Technical College District; and

*Whereas*, Randy was entirely dedicated to his profession, always ensuring his students were well prepared for the workforce; and

*Whereas*, he approached problems with a common sense approach, always providing valuable insight to a variety of concerns; and

*Whereas*, Randy was well respected by his colleagues, considered to be a leader behind the scenes and an opinion his co-workers valued; and

*Whereas*, he was always supportive of the direction of the College, an individual who would ask great questions and would truly listen to others; and

*Whereas*, his sense of humor, dedication to his students, and great insight will be missed; therefore be it

*Resolved*, that the Board of the Western Technical College District hereby expresses its appreciation and gives a special commendation to Randy Christensen for his years of service and commitment to excellence; and be it

*Resolved*, that the Western Technical College District Board, Administration, Faculty, Staff, and Students all wish Randy many happy and satisfying years in retirement.

**Western  
Technical College**

Roger Stanford, PhD, President

Andrew R. Bosshard, District Board Chair

Adopted, approved, and recorded by the Western Technical College District Board on June 15, 2021.



# Western Technical College

## *Resolution of Commendation to Kenric Sorenson*

*Whereas*, Kenric Sorenson, Welding Instructor in the Integrated Technology Division, will retire from Western Technical College on June 30, 2021, after completing 22+ years of loyal and dedicated service to the students, staff, and the District Board of the Western Technical College District; and

*Whereas*, Kenric is highly experienced both in the field and in the classroom, using those connections in the industry to help his students in the field; and

*Whereas*, he always kept a great sense of humor, known for his quick wit and unique perspective on any conversation; and

*Whereas*, Kenric valued his time in the classroom, enjoying what he did and passing along his valuable lessons to students; and

*Whereas*, he is well regarded by his colleagues, always listening to co-workers and providing guidance to others; and

*Whereas*, his skill set, industry connections, and consistency will be missed; therefore be it

*Resolved*, that the Board of the Western Technical College District hereby expresses its appreciation and gives a special commendation to Kenric Sorenson for his years of service and commitment to excellence; and be it

*Resolved*, that the Western Technical College District Board, Administration, Faculty, Staff, and Students all wish Kenric many happy and satisfying years in retirement.

**Western  
Technical College**

Roger Stanford, PhD, President

Andrew R. Bosshard, District Board Chair

Adopted, approved, and recorded by the Western Technical College District Board on June 15, 2021.



# Western Technical College

## *Resolution of Commendation to* **Dave Laehn**

*Whereas*, Dave Laehn has served as a member of the Western Technical College District Board for 12 years, from July 1, 2009 through June 30, 2021; and

*Whereas*, Dave has provided leadership to Western Technical College by serving on the Planning, Policy & Instruction Committee (2015-18), Policy Subcommittee (2016-21), as well as the Legislative Committee (2011-16), Program Committee (2012-13), and Internal Best Practices Committee (2017-18) for the Wisconsin Technical College District Boards Association; and

*Whereas*, he provided years of K-12 experience, often drawing upon experience to help inform and engage with partnerships between the College and community; and

*Whereas*, Dave is a calm, cool, and collected leader, always engaged and committed to student success; and

*Whereas*, he leads with respect and honor, always listening to other ideas from his colleagues; and

*Whereas*, Dave is a strong proponent for two-year degrees and the value those credentials bring to the local region; and

*Whereas*, his leadership, experience, and demeanor will be missed; therefore be it

*Resolved*, that the Board of the Western Technical College District hereby expresses its sincere and grateful appreciation to Dave Laehn for his years of service as a member of the District Board and extends to him continued best wishes for the future.

**Western  
Technical College**

Roger Stanford, PhD, President

Andrew R. Bosshard, District Board Chair

Adopted, approved, and recorded by the Western Technical College District Board on June 15, 2021.



# Western Technical College

## *Resolution of Commendation to COVID-19 Monitoring Team*

*Whereas*, Western Technical College's COVID-19 Monitoring Team, comprised of Patti Balacek, Brooke Bahr, Ben Bierman, Kevin Dean, Tracy Dryden, Megan Hoffman, Jackie Kettner, Julie Lemon, Jay McHenry, Shelley McNeely, Jessica Pintz, Raj Ramnarace, and Amy Schmidt has worked tirelessly since March of 2020 to provide health and safety guidance to the College in light of the COVID-19 pandemic; and

*Whereas*, this group of individuals diligently gathered and analyzed COVID-19 data from the country, state, and regional levels, always providing up-to-date guidance to keep Western staff and students safe; and

*Whereas*, the team took on the vast majority of COVID-related work on behalf of Western, allowing senior administration to effectively lead and manage operations at the College; and

*Whereas*, the group always provided clear and excellent communication to students, staff, and the general public, acting with clarity and consistency with every action; and

*Whereas*, the team collaborated with various partners to provide a COVID-19 vaccine clinic for students, staff, and the greater campus community; and

*Whereas*, the group strived for safety while prioritizing the unique needs of our students, going above and beyond to ensure Western continued to provide resources, services, and support for our students; therefore be it

*Resolved*, that the Board of the Western Technical College District hereby expresses its appreciation and gives a special commendation to the COVID-19 Monitoring Team for their commitment in creating a safe campus throughout the COVID-19 pandemic.

**Western  
Technical College**

Roger Stanford, PhD, President

Andrew R. Bosshard, District Board Chair

Adopted, approved, and recorded by the Western Technical College District Board on June 15, 2021.

**WESTERN TECHNICAL COLLEGE DISTRICT BOARD**  
**Minutes to District Board Budget Review Meeting**  
**May 4, 2021**

Mr. Andrew Bosshard, District Board Chair, called the Budget Review meeting of the Board of Western Technical College District to order at 9:01am on Tuesday, May 4, 2021 in Room 408 of the Western Technical College Administrative Center, 111 Seventh Street North, La Crosse, WI. Meeting was conducted virtually via Zoom technology. Board members present were: Andrew Bosshard, Carrie Buss, Majel Hein, Kevin Hennessey, Dave Laehn, Ken Peterson, Angie Lawrence, Dennis Treu and Roger Stanford, President. Board member Ed Lukasek was excused.

Others present (for portions or all of the meeting): Wade Hackbarth, John Heath, Kat Linaker, Amy Thornton, Janice Strupp, Kat Linaker, John Gillette, Colin Smith (Western staff)

Notice of the meeting was posted publicly on Thursday, April 29, 2021 at 8:30am with the agenda being distributed to interested persons, sent to the District's official newspaper (The La Crosse Tribune), and distributed to other news media throughout the District in compliance with Wisconsin Statutes, Sections 19.81 through 19.98.

9:03am: Motion Lawrence, second Hein, that the Western Technical College Board convene into closed session for the purpose of discussing potential contract non-renewals and reductions under the provisions of Wisconsin Statutes, Sec. 19.85 (1)(c). The Board will convene into closed session, pursuant to s. 19.85(1)(c)(e), Wis. Stats. for the purpose of discussing the President's Evaluation. The Board will convene into open dialog session immediately following closed session. Roll call: Treu, yes; Peterson, yes; Lawrence, yes; Laehn, yes; Hennessey, yes; Bosshard, yes; Hein, yes. Motion carried.

9:56am: Western staff excused from closed session.

10:25am: Motion Laehn, second Hennessey that the Western Technical College District Board reconvene into open session. Motion carried.

The District Board was provided an overview of the 2021-22 budget development. Primary areas of focus were: operating revenue, operating expenditures, fund balance, and fiscal 2021-22 recommendations to the budget.

12:07pm: Motion Laehn, second Treu that with no further business to come before the Western Technical College District Board, the meeting be adjourned. Votes: Ayes, 8; Opposed 0. Motion carried.

Ed Lukasek  
District Board Secretary

**WESTERN TECHNICAL COLLEGE DISTRICT BOARD**  
**Minutes of Regular Meeting**  
**May 11, 2021**

Mr. Andrew Bosshard, District Board Chair, called the regular meeting of the Board of Western Technical College District to order at 1:01pm on Tuesday, May 11, 2021 at the Western Technical College Administrative Center, 111 Seventh Street North, La Crosse, WI (room 408). Meeting was conducted virtually via Zoom technology. Board members present were: Andrew Bosshard, Carrie Buss, Majel Hein, Kevin Hennessey, Dave Laehn, Ed Lukasek, Angie Lawrence, Ken Peterson, Dennis Treu and Roger Stanford, President.

Notice of the meeting was posted publicly on Friday, May 7 at 11:31am with the agenda being distributed to interested persons, sent to the District's official newspaper (The La Crosse Tribune), and distributed to other news media throughout the District in compliance with Wisconsin Statutes, Sections 19.81 through 19.98.

Others present: Wade Hackbarth, Janice Strupp, Rande Daykin, Jerry Miller, Tracy Dryden, John Heath, Kat Linaker, Amy Thornton, Mike Swenson, Jon Burman, Carl Newman, Earlyn Hanson, Angie Martin, Josh Gamer, Phil Reed, Patti Balacek, Julie Lemon, Mandy Church-Hoffman, Jay McHenry, Deb Hether, Darlene Campo, Christina Heit, Rebecca Hopkins, Brianne Shane, Kevin Dean (Western employees)

Motion Laehn, second Lawrence, that the Western Technical College District Board adopt resolution of commendation recognizing Jon Burman on retirement. Votes: Ayes, 9; Opposed, 0. Motion carried. *A copy of the resolution is attached to and incorporated into these minutes as Attachment A.*

Presentations provided: Apprenticeship program and service highlight, three-year facility plan, mini-semester/trimester, workforce and enrollment updates.

Motion Buss, second Laehn, that the Western Technical College District Board approve the following consent items as presented: A. Minutes – 1. April 20, 2021 District Board Meeting; 2. February 16, 2021 Budget & Facilities Subcommittee Meeting; B. Financial Reports – March – 1. Vendors over \$2500; 2. Schedule of Payments; 3. Capital Projects Reports; C. Policy Revisions | Second Reading – 1. A0109 | A0109p Orientation for New Board Members | Development Opportunities; 2. A0112 Removal from Office; 3. A0128 Board Conduct Policy; 4. A0203 | A0203p President Evaluation | Procedure; 5. D0103 Performance Excellence; 6. D0200 Accreditation; 7. E0400 Student Financial Aid; D. Policy Discontinuance | Second Reading – 1. A0127 Annual Performance Evaluation of President. Votes: Ayes, 9; Opposed, 0. Abstention to Vendors over \$2500 Reports, 1. Motion carried.

Motion Treu, second Laehn, that the District Board approve the non-renewal of employment contract for Colin Smith, Instructor, Health Science, General Studies, Academic Affairs. Roll call: Treu, yes; Peterson, yes; Laehn, yes; Lawrence, yes; Hennessey, yes; Hein, yes; Bosshard, yes. Abstentions, 2. Motion carried.

Motion Buss, second Peterson that the District Board authorize administration to set and charge Western Technical College Fees and Rates for 2021-2022 as presented. Votes: Ayes, 9; Opposed, 0. Motion carried.

Under the President's Report, it was announced that ESports will be offered at Western as another way to recruit students. Western has had positive media coverage recently. It was shared that all 16 WTCS colleges are discontinuing travel for the next year and using technology. DBA is focusing on in-person meetings. Travel, masking and vaccinations are top priority. Presidents List students will be released next week.

Under the District Board Chairperson report, reminders for the May 20 Western Explores event, May 26 Foundation golf outing and the June 15 board meeting will be offered hybrid.

3:37pm: Motion Lawrence, second Laehn that the Western Technical College District Board adjourn. Motion carried. Votes: Ayes, 9; Opposed, 0. Motion carried.

Ed Lukasek, District Board Secretary



## **Budget and Facilities Subcommittee Minutes May 11, 2021**

**Subcommittee Attendees:** Angie Lawrence, Ed Lukasek, Kevin Hennessey, Ken Peterson

**Staff Attendees:** Wade Hackbarth, Brian Haun, Christina Heit, Mary Leske, Jay McHenry, Casey Meehan, Roger Stanford

**Other Attendees:** Andrew Bosshard - **Excused:** Dennis Treu

The meeting was called to order at 11:00 a.m.

### **Minutes**

Minutes were reviewed by the committee. Ed Lukasek motioned to approve; Kevin Hennessey seconded the motion. The motion was carried.

### **Review Three-Year Facilities Plan**

The committee reviewed the document. An informational report was provided, which was followed by a question-and-answer period. In June, the committee will review the final plan. The plan will be submitted to the state office by June 30.

### **Virtual Power Purchase Agreement (VPPA)**

Western is exploring the potential of entering into a Virtual Power Purchase Agreement. Currently, the college is working with a consultant firm.

### **Summer Projects Update**

The Public Safety Training Facility projects have started. The Kumm roofing project is underway. The plans for this summer also include a small landscaping project at the Administrative Center and renovations to the parking lot in Tomah.

### **Meetings**

Tuesday, June 15, 2021 @ 11:00 a.m.

Tuesday, September 21, 2021 @ 11:00 a.m.

### **Other Business**

There was no other business discussed.

The meeting was adjourned at 12:26 p.m.

**Western Policy Committee Minutes**

**June 1, 2021**

**11:30AM Virtual Meeting**

Committee Attendees: Majel Hein, Dave Laehn

Staff Attendees: Jill Grennan

Purpose of the meeting was to review various College policies. The group reviewed the following College policies/procedures:

- C0600 – Board Negotiation Team
- C0600p – Board Negotiation Team Procedure

All policies discussed have had verbiage changes.

- C0600 – Board Negotiation Team had minor revisions. Policy will move to the June board meeting.
- C0600p – Board Negotiation Team Procedure had minor revisions. Procedure will move to the June board meeting.

The next meeting will be scheduled at a later date. There was no other business discussed.

Meeting was adjourned at 11:51 a.m.

Respectfully,



Jill Grennan



**Western Technical College**  
**Schedule of Payments Issued**  
**For The Period 05/01/21 thru 05/31/21**  
**FY 2020-2021**

	Check Numbers Used	Number Issued	May 2021	Year to Date
<b>Accounts Payable</b>				
Checks	347590-347796	207	\$624,431.72	\$12,963,882.77
P Card		367	\$151,734.75	\$1,881,092.36
Electronic		84	\$2,155,341.25	\$45,881,888.11
<b>Total Accounts Payable</b>			<b>\$ 2,931,507.72</b>	<b>\$ 60,726,863.24</b>
<b>Student Refunds</b>				
Checks	531561-531876	316	\$167,345.53	\$4,304,343.56
Electronic		467	\$249,266.02	\$6,632,087.08
<b>Total Student Refunds</b>			<b>\$ 416,611.55</b>	<b>\$ 10,936,430.64</b>
<b>Payroll</b>				
Checks	801090-801092	3	\$760.22	\$5,417.51
Electronic		1259	\$1,809,420.18	\$19,391,424.83
<b>Total Payroll</b>			<b>\$ 1,810,180.40</b>	<b>\$ 19,396,842.34</b>
<b>Total Payments</b>			<b>\$ 5,158,299.67</b>	<b>\$ 91,060,136.22</b>



Western Technical College  
Vendor Payments Exceeding \$2500  
May 31, 2021

<u>Vendor</u>	<u>Amount</u>	<u>Check #</u>
4IMPRINT	\$ 3,318.00	PCARD
5 ALARM FIRE & SAFETY	\$ 2,699.00	EFT000000004374
AFIT	\$ 2,500.00	PCARD
AMAZON.COM*2L6XF8DK2 AMZN	\$ 3,023.55	PCARD
AMERICAN HERITAGE LIFE INSURANCE COMPANY	\$ 4,562.97	347590
APH STORES,INC/AUTO VALUE	\$ 3,080.57	347635
ASSOCIATION OF COMMUNITY COLLEGE TRUSTEES	\$ 4,710.00	347787
BADGER CORRUGATING COMPAN	\$ 4,211.49	PCARD
BASEMAN BROS, INC	\$ 4,275.00	347680
BC GROUP INTERNATIONAL INC	\$ 3,304.20	347701
BERNIE BUCHNER, INC.	\$ 13,150.49	EFT000000004378
BERNIE BUCHNER, INC.	\$ 34,227.38	EFT000000004389
BSN SPORTS	\$ 3,396.38	347703
BSN SPORTS	\$ 8,585.00	347762
CENGAGE LEARNING, INC	\$ 10,799.10	PCARD
CESA 4	\$ 4,749.92	347790
DALCO ENTERPRISES	\$ 5,278.23	PCARD
DELTA DENTAL	\$ 6,213.06	WIRE
DELTA DENTAL	\$ 6,726.55	WIRE
DELTA DENTAL	\$ 8,536.63	WIRE
DELTA DENTAL	\$ 8,692.87	WIRE
ELLUCIAN COMPANY LP	\$ 11,826.00	347791
EPA AUDIO VISUAL INC	\$ 33,409.00	EFT000000004390
EPICOSITY LLC	\$ 44,363.78	EFT000000004386
FARRELL EQUIPMENT & SUPPLY	\$ 12,536.89	347709
FASTENAL COMPANY	\$ 4,402.18	347595
FLUID HANDLING	\$ 44,087.67	347710
FORMLABS, INC.	\$ 6,583.81	347711
FOWLER & HAMMER, INC.	\$ 50,528.05	347712
GEXPRO	\$ 2,824.86	347714
GUNDERSEN HEALTH SYSTEM	\$ 50,000.00	347716
HEARTLAND BUSINESS SYSTEMS LLC	\$ 31,192.64	347718
HOMEDEPOT.COM	\$ 2,628.80	PCARD
HSR ASSOCIATES, INC	\$ 16,964.90	EFT000000004392
IN *CLOVER LEARNING INC	\$ 4,800.00	PCARD
IN *THE PRIVILEGE INSTITU	\$ 2,500.00	PCARD
INFOBASE	\$ 3,352.36	347599
INFOSILEM INC.	\$ 16,073.32	347769
KONE INC	\$ 3,760.00	347723
LA CROSSE WATER UTILITY	\$ 7,884.64	347725
LAB MIDWEST	\$ 3,200.00	347601
LAB MIDWEST	\$ 42,166.00	347726

<u>Vendor</u>	<u>Amount</u>	<u>Check #</u>
MARKET & JOHNSON, INC.	\$ 2,691.77	EFT000000004394
MINNESOTA LIFE INSURANCE COMPANY	\$ 18,179.46	347695
MOCK MEDICAL LLC	\$ 7,029.70	347654
NATIONAL INSURANCE SERVICES	\$ 4,858.18	347793
NEIGHBORHOOD FAMILY CLINICS INC	\$ 10,967.00	EFT000000004410
RAVE WIRELESS, INC. DBA RAVE MOBILE SAFETY	\$ 10,900.00	EFT000000004405
REALITYWORKS, INC	\$ 8,297.00	347735
REINHART FOODSERVICE	\$ 2,831.78	347609
RIVER CITY LAWNSCAPE	\$ 9,971.75	EFT000000004397
SCHMIDT GOODMAN OFFICE PRODUCTS INC	\$ 14,795.47	EFT000000004398
SERVICEMASTER CLEANING SERVICE	\$ 10,045.94	EFT000000004360
SERVICEMASTER CLEANING SERVICE	\$ 13,739.14	EFT000000004406
SIKICH LLP	\$ 529,650.78	WIRE
SPECTRA GRAPHICS	\$ 2,531.00	347660
STK*SHUTTERSTOCK	\$ 5,748.00	PCARD
THE CHAIR ACADEMY ESTO	\$ 2,800.00	PCARD
THE CHAIR ACADEMY ESTO	\$ 2,800.00	PCARD
THE CHAIR ACADEMY ESTO	\$ 2,800.00	PCARD
THOMAS P. MILLER & ASSOCIATES LLC	\$ 3,750.00	347738
TIERNEY BROTHERS INC.	\$ 6,218.00	347739
U.S. BANK	\$ 3,675.00	347740
US BANK-DEBT SERVICES WIRE	\$ 77,621.46	WIRE
VCI ENVIRONMENTAL INC	\$ 18,789.19	347743
WASTE MGMT WM EZPAY	\$ 5,834.14	PCARD
WERNER ELECTRIC SUPPLY	\$ 2,994.93	EFT000000004399
WILLIAMS LANDSCAPING AND OUTDOOR MAINTENANCE LLC	\$ 7,087.50	347672
WISCONSIN INDEPENDENT NETWORK LLC	\$ 4,305.00	347754
WISCONSIN RETIREMENT-WRS WIRE	\$ 345,994.78	WIRE
WORLDPOINT ECC	\$ 7,597.15	347756
WORMELI,RICHARD dba RWORM CONSULTING	\$ 8,650.00	347796
XCEL ENERGY	\$ 52,765.16	347677
YWCA	\$ 3,248.04	EFT000000004407



**Western Technical College**  
**General Fund/Special Revenue Funds**  
**For the Ten Months Ending Friday, April 30, 2021**

	<u>Budget</u> <u>2021</u>	<u>Encumbrances</u> <u>2021</u>	<u>Current Month</u> <u>April</u>	<u>YTD</u> <u>2021</u>	<u>% of YTD</u> <u>to Budget</u>
<b>Revenue</b>					
Local Taxes	12,598,000		(394)	12,756,332	101.26%
State Sources	23,792,917		118,565	21,827,642	91.74%
Program Fees	10,208,000		(27,821)	10,595,133	103.79%
Material Fees	400,000		(268)	405,067	101.27%
Other Student Fees	1,245,470		11,345	952,575	76.48%
Institutional Sources	3,918,200		68,721	2,356,980	60.15%
Federal Sources	1,092,540		88,882	1,485,399	135.96%
<b>Total Revenues</b>	<b><u>53,255,127</u></b>		<b><u>259,030</u></b>	<b><u>50,379,127</u></b>	<b><u>94.60%</u></b>
<b>Expenditures</b>					
Instructional	33,480,630	57,797	2,548,657	26,127,178	78.04%
Instructional Resources	1,176,861	15,288	33,085	891,686	75.77%
Student Services	6,214,425		448,565	4,599,797	74.02%
General Institutional	9,014,670	241,743	548,871	8,174,139	90.68%
Physical Plant	4,493,541	42,991	275,572	3,005,614	66.89%
<b>Total Expenditures</b>	<b><u>54,380,127</u></b>	<b><u>357,819</u></b>	<b><u>3,854,749</u></b>	<b><u>42,798,415</u></b>	<b><u>78.70%</u></b>
<b>Net Revenue (Expenditures)</b>	<b><u>(1,125,000)</u></b>	<b><u>(357,819)</u></b>	<b><u>(3,595,718)</u></b>	<b><u>7,580,712</u></b>	



**Western Technical College**  
**General Fund/Special Revenue Funds**  
 For the Eleven Months Ending Monday, May 31, 2021

	<u>Budget</u> <u>2021</u>	<u>Encumbrances</u> <u>2021</u>	<u>Current Month</u> <u>May</u>	<u>YTD</u> <u>2021</u>	<u>% of YTD</u> <u>to Budget</u>
<b>Revenue</b>					
Local Taxes	12,598,000			12,756,332	101.26%
State Sources	23,792,917		246,072	22,073,713	92.77%
Program Fees	10,208,000		(15,986)	10,579,147	103.64%
Material Fees	400,000		(446)	404,621	101.16%
Other Student Fees	1,245,470		10,832	963,407	77.35%
Institutional Sources	3,918,200		194,674	2,551,655	65.12%
Federal Sources	1,092,540			1,485,399	135.96%
<b>Total Revenues</b>	<b><u>53,255,127</u></b>		<b><u>435,147</u></b>	<b><u>50,814,274</u></b>	<b><u>95.42%</u></b>
<b>Expenditures</b>					
Instructional	33,480,630	68,729	2,420,803	28,558,914	85.30%
Instructional Resources	1,176,861	15,288	93,801	985,487	83.74%
Student Services	6,214,425		493,224	5,093,021	81.95%
General Institutional	9,014,670	199,152	659,239	8,790,787	97.52%
Physical Plant	4,493,541	46,190	246,101	3,254,915	72.44%
<b>Total Expenditures</b>	<b><u>54,380,127</u></b>	<b><u>329,359</u></b>	<b><u>3,913,167</u></b>	<b><u>46,683,123</u></b>	<b><u>85.85%</u></b>
<b>Net Revenue (Expenditures)</b>	<b><u>(1,125,000)</u></b>	<b><u>(329,359)</u></b>	<b><u>(3,478,021)</u></b>	<b><u>4,131,151</u></b>	

**Western Technical College  
Department Summary Report  
For the Ten Months Ending Friday, April 30, 2021**

<u>Department</u>	<u>Budget</u>	<u>Encumbrances</u>	<u>Actual</u>	<u>Balance</u>	<u>% Used</u>
<b><u>District Board/President</u></b>					
100 - District Board - Stanford, Roger	\$45,500.00		\$41,108.45	\$4,391.55	90.35%
150 - President - Stanford, Roger	493,699.00		390,750.51	102,948.49	79.15%
170 - Foundation and Alumni - Swenson, Mike	464,187.00		391,361.13	72,825.87	84.31%
179 - Regional Development - Balacek, Patti	162,806.00		135,272.19	27,533.81	83.09%
273 - Institutional Effectiveness - Dryden, Tracy	489,945.00		402,940.00	87,005.00	82.24%
275 - Institutional Research - Shane, Brianne	308,352.00		256,249.61	52,102.39	83.10%
<b>Total District Board/President</b>	<b>1,964,489.00</b>		<b>1,617,681.89</b>	<b>346,807.11</b>	<b>82.35%</b>
<b><u>Academic Affairs</u></b>					
200 - Academics - Linaker, Kat	407,117.00	28,000.00	263,127.16	115,989.84	71.51%
210 - Business Division - Brown, Gary	4,532,204.00	3,150.39	3,677,354.63	851,698.98	81.21%
220 - Integrated Technologies Division - Gamer, Josh	4,991,300.00	4,589.39	4,112,958.95	873,751.66	82.49%
240 - Health and Public Safety Division - Dean, Kevin	898,411.00	2,660.53	683,940.04	211,810.43	76.42%
241 - Nursing - Miller, Chaudette	2,171,271.00		1,873,037.99	298,233.01	86.26%
242 - Allied Health - Jobe, Dean	1,729,134.00	8,310.19	1,401,951.92	318,871.89	81.56%
243 - Public Safety Services - Dean, Kevin	1,493,700.00		1,260,168.53	233,531.47	84.37%
244 - Health Education - Miksis, Joan	1,479,179.00		1,156,522.17	322,656.83	78.19%
250 - General Studies - Gillette, John	4,657,386.00		3,812,056.60	845,329.40	81.85%
251 - Learning Commons - Moffler-Daykin, Kirsten	382,732.00	15,288.40	299,086.57	68,357.03	82.14%
270 - Academic Excellence & Development - Ortery, Brandee	639,348.00		517,291.51	122,056.49	80.91%
279 - Regional Learning Centers-Operations - Balacek, Patti	543,931.00		431,717.88	112,213.12	79.37%
310 - Learner Support and Transition - Church-Hoffman, Mandy	2,468,288.00		2,004,180.79	464,107.21	81.20%
<b>Total Instructional</b>	<b>26,394,001.00</b>	<b>61,998.90</b>	<b>21,493,394.74</b>	<b>4,838,607.36</b>	<b>81.67%</b>
<b><u>Student Services and Engagement</u></b>					
300 - Student Development and Success - Thornton, Amy	292,817.00		237,326.45	55,490.55	81.05%
314 - Enrollment Services - Hether, Deb	734,029.00		597,769.46	136,259.54	81.44%
331 - Counseling and Disability Services - BrandauHynek, Ann	439,723.00		365,341.14	74,381.86	83.08%
335 - Advising and Career Services - Kelsey, Barb	993,835.00		849,503.93	144,331.07	85.48%
336 - Veteran Services - Helgeson, Jackie	262,271.00		229,113.36	33,157.64	87.36%
341 - Security/Student Development - McNeeley, Shelley	591,119.00		507,647.55	83,471.45	85.88%
351 - K-12 Partnerships -	154,021.00		121,429.81	32,591.19	78.84%
352 - Financial Aid - Grandall, Jerolyn	469,568.00		381,765.58	87,802.42	81.30%
355 - Registrar/SIS - Peterson, Sandy	323,151.00		268,399.69	54,751.31	83.06%
410 - Marketing & Communications - Lemon, Julie	1,261,469.00	205,304.82	906,426.42	149,737.76	88.13%
430 - Grants and Legislative Affairs - Daykin, Rande	280,574.00		218,715.07	61,858.93	77.95%
440 - Outreach & Admissions - Locy, Caitlin	623,083.00		520,091.86	102,991.14	83.47%
445 - Community Engagement & Equity/Inclusion - Reyburn, Kari	276,789.00		203,850.74	72,938.26	73.65%
<b>Total Student Services and Engagement</b>	<b>6,702,449.00</b>	<b>205,304.82</b>	<b>5,407,381.06</b>	<b>1,089,763.12</b>	<b>83.74%</b>



**Western Technical College**  
**Department Summary Report**  
 For the Ten Months Ending Friday, April 30, 2021

<u>Department</u>	<u>Budget</u>	<u>Encumbrances</u>	<u>Actual</u>	<u>Balance</u>	<u>% Used</u>
<b><u>Finance and Operations</u></b>					
280 - Business and Industry Services - Martin, Angie	3,343,000.00		2,172,716.42	1,170,283.58	64.99%
500 - Finance and Operations Admin - Hackbarth, Wade	309,304.00		241,951.38	67,352.62	78.22%
502 - Lunda Center - Murphy, Dan	249,000.00		193,392.61	55,607.39	77.67%
504 - Sustainability-Development - Meehan, Casey	124,817.00		99,051.10	25,765.90	79.36%
510 - Business Services - Otto, De Anne	298,965.00	84.33	237,845.07	61,035.60	79.58%
515 - Cashier's Office - Vonderohe, Marsha	488,109.00	337.30	344,128.26	143,643.44	70.57%
520 - Information Services - Pierce, Joan	2,548,696.00	25,495.82	2,013,566.44	509,633.74	80.00%
530 - Human Resources - Heath, John	851,115.00		708,051.64	143,063.36	83.19%
535 - Professional Development - Kettner-Sieber, Jackie	258,383.00		185,788.71	72,594.29	71.90%
536 - Wellness Program - Monroe, Ryan	26,675.00	1,889.99	21,392.43	3,392.58	87.28%
540 - Physical Plant - McHenry, Jay	723,165.00	2,920.72	625,894.58	94,349.70	86.95%
541 - Facilities Operations - Haun, Brian	1,667,852.00	40,070.17	1,105,600.60	522,181.23	68.69%
545 - Custodial Services - Dahl, Julie	1,936,391.00		1,399,490.97	536,900.03	72.27%
546 - Shipping and Receiving - Wignes, Dave	92,415.00		75,527.03	16,887.97	81.73%
550 - Controller - Hackbarth, Wade	1,885,138.00	8,630.33	2,133,775.71	(257,268.04)	113.65%
<b>Total Finance - Operations</b>	<b><u>14,803,025.00</u></b>	<b><u>79,428.66</u></b>	<b><u>11,558,172.95</u></b>	<b><u>3,165,423.39</u></b>	<b><u>78.62%</u></b>
<b><u>Budget Freezes</u></b>					
551 - Budget Freezes - Heit, Christina	1,583,498.00			1,583,498.00	0.00%
<b>Total Budget Freezes</b>	<b><u>1,583,498.00</u></b>			<b><u>1,583,498.00</u></b>	<b><u>0.00%</u></b>
<b><u>Federal Grants</u></b>					
700 - Federal Grants - Various	1,855,708.00	3,502.74	1,420,549.04	431,656.22	76.74%
<b>Total Federal Grants</b>	<b><u>1,855,708.00</u></b>	<b><u>3,502.74</u></b>	<b><u>1,420,549.04</u></b>	<b><u>431,656.22</u></b>	<b><u>76.74%</u></b>
<b><u>State Grants</u></b>					
800-999 - State Grants - Various	1,076,957.00	7,583.58	943,417.10	125,956.32	88.30%
<b>Total State Grants</b>	<b><u>1,076,957.00</u></b>	<b><u>7,583.58</u></b>	<b><u>943,417.10</u></b>	<b><u>125,956.32</u></b>	<b><u>88.30%</u></b>
<b>Total</b>	<b><u>54,380,127.00</u></b>	<b><u>357,818.70</u></b>	<b><u>42,440,596.78</u></b>	<b><u>11,581,711.52</u></b>	<b><u>78.70%</u></b>

**Western Technical College  
Department Summary Report  
For the Eleven Months Ending Monday, May 31, 2021**

<u>Department</u>	<u>Budget</u>	<u>Encumbrances</u>	<u>Actual</u>	<u>Balance</u>	<u>% Used</u>
<b><u>District Board/President</u></b>					
100 - District Board - Stanford, Roger	\$46,500.00		\$45,891.29	\$608.71	98.69%
150 - President - Stanford, Roger	493,699.00		437,107.15	56,591.85	88.54%
170 - Foundation and Alumni - Swenson, Mike	464,187.00		427,514.26	36,672.74	92.10%
179 - Regional Development - Balacek, Patti	162,806.00		147,938.35	14,867.65	90.87%
273 - Institutional Effectiveness - Dryden, Tracy	489,945.00		443,763.35	46,181.65	90.57%
275 - Institutional Research - Shane, Brianne	308,352.00		280,255.39	28,096.61	90.89%
<b>Total District Board/President</b>	<b>1,965,489.00</b>		<b>1,782,469.79</b>	<b>183,019.21</b>	<b>90.69%</b>
<b><u>Academic Affairs</u></b>					
200 - Academics - Linaker, Kat	407,117.00	28,000.00	288,232.02	90,884.98	77.68%
210 - Business Division - Brown, Gary	4,532,204.00	2,140.90	4,044,708.36	485,354.74	89.29%
220 - Integrated Technologies Division - Gamer, Josh	4,991,300.00	2,917.20	4,516,154.92	472,227.89	90.54%
240 - Health and Public Safety Division - Dean, Kevin	898,411.00	8,971.06	753,240.35	136,199.59	84.84%
241 - Nursing - Miller, Chaudette	2,171,271.00		2,081,631.24	89,639.76	95.87%
242 - Allied Health - Jobe, Dean	1,729,134.00	1,280.49	1,543,993.50	183,860.01	89.37%
243 - Public Safety Services - Dean, Kevin	1,493,700.00		1,381,929.79	111,770.21	92.52%
244 - Health Education - Miksis, Joan	1,479,179.00		1,268,395.97	210,783.03	85.75%
250 - General Studies - Gillette, John	4,657,386.00		4,181,588.62	475,797.38	89.78%
251 - Learning Commons - Moffler-Daykin, Kirsten	382,732.00	15,288.40	328,984.50	38,459.10	89.95%
270 - Academic Excellence & Development - Ortery, Brandee	639,348.00		566,851.12	72,496.88	88.66%
279 - Regional Learning Centers-Operations - Balacek, Patti	543,931.00		473,323.92	70,607.08	87.02%
310 - Learner Support and Transition - Church-Hoffman, Mandy	2,468,288.00		2,200,093.31	268,194.69	89.13%
<b>Total Instructional</b>	<b>26,394,001.00</b>	<b>58,598.05</b>	<b>23,629,127.62</b>	<b>2,706,275.34</b>	<b>89.75%</b>
<b><u>Student Services and Engagement</u></b>					
300 - Student Development and Success - Thornton, Amy	292,817.00		260,805.47	32,011.53	89.07%
314 - Enrollment Services - Hether, Deb	734,029.00		661,094.65	72,934.35	90.06%
331 - Counseling and Disability Services - BrandauHynek, Ann	439,723.00		400,449.02	39,273.98	91.07%
335 - Advising and Career Services - Kelsey, Barb	993,835.00		930,764.50	63,070.50	93.65%
336 - Veteran Services - Helgeson, Jackie	262,271.00		252,497.13	9,773.87	96.27%
341 - Security/Student Development - McNeeley, Shelley	591,119.00		557,837.89	33,281.11	94.37%
351 - K-12 Partnerships -	154,021.00		126,812.17	27,208.83	82.33%
352 - Financial Aid - Grandall, Jerolyn	469,568.00		417,433.97	52,134.03	88.90%
355 - Registrar/SIS - Peterson, Sandy	323,151.00		296,320.29	26,830.71	91.70%
410 - Marketing & Communications - Lemon, Julie	1,261,469.00	160,488.04	1,005,887.23	95,093.73	92.46%
430 - Grants and Legislative Affairs - Daykin, Rande	280,574.00		248,248.12	32,325.88	88.48%
440 - Outreach & Admissions - Locy, Caitlin	623,083.00		572,688.94	50,394.06	91.91%
445 - Community Engagement & Equity/Inclusion - Reyburn, Kari	276,789.00		225,168.33	51,620.67	81.35%
<b>Total Student Services and Engagement</b>	<b>6,702,449.00</b>	<b>160,488.04</b>	<b>5,956,007.71</b>	<b>585,953.25</b>	<b>91.26%</b>

**Western Technical College**  
**Department Summary Report**  
For the Eleven Months Ending Monday, May 31, 2021

<u>Department</u>	<u>Budget</u>	<u>Encumbrances</u>	<u>Actual</u>	<u>Balance</u>	<u>% Used</u>
<b><u>Finance and Operations</u></b>					
280 - Business and Industry Services - Martin, Angie	3,343,000.00	2,136.00	2,258,591.61	1,082,272.39	67.63%
500 - Finance and Operations Admin - Hackbarth, Wade	309,304.00		265,594.53	43,709.47	85.87%
502 - Lunda Center - Murphy, Dan	249,000.00		213,358.86	35,641.14	85.69%
504 - Sustainability-Development - Meehan, Casey	124,817.00		108,713.11	16,103.89	87.10%
510 - Business Services - Otto, De Anne	298,965.00	84.33	262,618.70	36,261.97	87.87%
515 - Cashier's Office - Vonderohe, Marsha	488,109.00	337.30	377,345.65	110,426.05	77.38%
520 - Information Services - Pierce, Joan	2,548,696.00	11,761.42	2,197,261.22	339,673.36	86.67%
530 - Human Resources - Heath, John	851,115.00		780,478.80	70,636.20	91.70%
535 - Professional Development - Kettner-Sieber, Jackie	258,383.00		201,132.10	57,250.90	77.84%
536 - Wellness Program - Monroe, Ryan	26,675.00		23,751.48	2,923.52	89.04%
540 - Physical Plant - McHenry, Jay	723,165.00	2,920.72	656,764.09	63,480.19	91.22%
541 - Facilities Operations - Haun, Brian	1,667,852.00	43,269.17	1,222,867.47	401,715.36	75.91%
545 - Custodial Services - Dahl, Julie	1,936,391.00		1,516,600.57	419,790.43	78.32%
546 - Shipping and Receiving - Wignes, Dave	92,415.00		79,160.47	13,254.53	85.66%
550 - Controller - Hackbarth, Wade	1,885,138.00	26,480.43	2,263,563.15	(404,905.58)	121.48%
<b>Total Finance - Operations</b>	<b><u>14,803,025.00</u></b>	<b><u>86,989.37</u></b>	<b><u>12,427,801.81</u></b>	<b><u>2,288,233.82</u></b>	<b><u>84.54%</u></b>
<b><u>Budget Freezes</u></b>					
551 - Budget Freezes - Heit, Christina	1,582,498.00			1,582,498.00	0.00%
<b>Total Budget Freezes</b>	<b><u>1,582,498.00</u></b>			<b><u>1,582,498.00</u></b>	<b><u>0.00%</u></b>
<b><u>Federal Grants</u></b>					
700 - Federal Grants - Various	1,855,708.00	3,502.74	1,542,999.08	309,206.18	83.34%
<b>Total Federal Grants</b>	<b><u>1,855,708.00</u></b>	<b><u>3,502.74</u></b>	<b><u>1,542,999.08</u></b>	<b><u>309,206.18</u></b>	<b><u>83.34%</u></b>
<b><u>State Grants</u></b>					
800-999 - State Grants - Various	1,076,957.00	19,781.04	1,015,358.03	41,817.93	96.12%
<b>Total State Grants</b>	<b><u>1,076,957.00</u></b>	<b><u>19,781.04</u></b>	<b><u>1,015,358.03</u></b>	<b><u>41,817.93</u></b>	<b><u>96.12%</u></b>
<b>Total</b>	<b><u>54,380,127.00</u></b>	<b><u>329,359.24</u></b>	<b><u>46,353,764.04</u></b>	<b><u>7,697,003.73</u></b>	<b><u>85.85%</u></b>

**Western Technical College**  
**Enterprise Fund Board Report**  
For the Ten Months Ending Friday, April 30, 2021

	<u>Fiscal Year</u> <u>2018</u>	<u>Fiscal Year</u> <u>2019</u>	<u>Fiscal Year</u> <u>2020</u>	<u>YTD Prior Yr</u> <u>2020</u>	<u>Fiscal Yr-YTD</u> <u>2021</u>	<u>Budget</u> <u>2021</u>
<b>ENTERPRISE TOTAL</b>						
<b>Total Revenue</b>	<u>\$4,443,668</u>	<u>\$4,324,249</u>	<u>\$4,153,135</u>	<u>\$3,426,812</u>	<u>\$2,161,948</u>	<u>\$3,876,400</u>
<b>Expenses</b>						
Salaries	\$879,417	\$917,085	\$934,994	\$816,544	\$579,443	\$944,907
Fringe Benefits	\$288,683	\$307,140	\$331,284	\$282,933	\$246,779	\$319,193
Cost of Goods Sold	\$2,099,593	\$1,928,201	\$1,657,222	\$1,499,401	\$1,196,382	\$1,657,500
Other	\$1,440,943	\$1,474,987	\$1,368,270	\$1,159,262	\$1,036,664	\$1,362,400
<b>Total Expenses</b>	<u>\$4,708,637</u>	<u>\$4,627,413</u>	<u>\$4,291,770</u>	<u>\$3,758,139</u>	<u>\$3,059,268</u>	<u>\$4,284,000</u>
<b>Enterprise Profit/(Loss)</b>	<u>(\$264,969)</u>	<u>(\$303,165)</u>	<u>(\$138,635)</u>	<u>(\$331,328)</u>	<u>(\$897,320)</u>	<u>(\$407,600)</u>
<b>CAMPUS SHOP</b>						
<b>Revenue</b>						
Book Sales	\$1,788,178	\$1,574,509	\$1,388,353	\$1,281,209	\$1,082,096	\$1,415,000
Supply Sales	\$227,025	\$244,714	\$227,578	\$209,454	\$156,632	\$250,000
Resale Receipts	\$9,629	\$4,819	\$3,609	\$3,609	\$730	\$7,000
<b>Total Revenue</b>	<u>\$2,024,832</u>	<u>\$1,824,042</u>	<u>\$1,619,539</u>	<u>\$1,494,271</u>	<u>\$1,239,458</u>	<u>\$1,672,000</u>
<b>Expenses</b>						
Salaries	\$210,093	\$222,093	\$230,454	\$193,412	\$177,626	\$237,225
Fringe Benefits	\$74,727	\$73,235	\$74,558	\$62,259	\$59,305	\$73,875
Cost of Goods Sold	\$1,633,557	\$1,483,414	\$1,288,248	\$1,133,525	\$1,023,428	\$1,289,000
Other	\$100,087	\$99,428	\$63,955	\$56,902	\$66,301	\$71,900
<b>Total Expenses</b>	<u>\$2,018,464</u>	<u>\$1,878,170</u>	<u>\$1,657,214</u>	<u>\$1,446,098</u>	<u>\$1,326,660</u>	<u>\$1,672,000</u>
<b>Profit/(Loss)</b>	<u>\$6,368</u>	<u>(\$54,128)</u>	<u>(\$37,675)</u>	<u>\$48,173</u>	<u>(\$87,202)</u>	<u>\$0</u>

**Western Technical College**  
**Enterprise Fund Board Report**  
For the Ten Months Ending Friday, April 30, 2021

	<u>Fiscal Year</u> <u>2018</u>	<u>Fiscal Year</u> <u>2019</u>	<u>Fiscal Year</u> <u>2020</u>	<u>YTD Prior Yr</u> <u>2020</u>	<u>Fiscal Yr-YTD</u> <u>2021</u>	<u>Budget</u> <u>2021</u>
<b>UNION MARKET</b>						
<b>Revenue</b>						
Union Market Sales	\$436,727	\$416,900	\$318,702	\$318,783	\$54,418	\$360,000
Meal Plan-Residence Hall Sales	\$206,952	\$212,011	\$147,754	\$146,024	\$69,543	\$204,000
Coleman Cafe Sales	\$28,286	\$36,688	\$33,216	\$33,216	\$0	\$30,000
Catering/Other	\$254,192	\$263,394	\$189,989	\$195,968	\$4,106	\$132,500
Coronavirus Relief Fund-WI DOA	\$0	\$0	\$19,957	\$0	\$12,011	\$0
Emergency Relief Funds-College-...	\$0	\$0	\$203,053	\$0	\$13,466	\$0
<b>Total Revenue</b>	<b>\$926,157</b>	<b>\$928,993</b>	<b>\$912,671</b>	<b>\$693,990</b>	<b>\$153,544</b>	<b>\$726,500</b>
<b>Expenses</b>						
Salaries	\$469,420	\$498,034	\$508,585	\$447,614	\$266,937	\$492,750
Fringe Benefits	\$145,149	\$158,912	\$168,314	\$142,249	\$121,194	\$158,050
Cost of Goods Sold	\$401,322	\$414,860	\$336,515	\$341,993	\$68,381	\$348,500
Other	\$71,211	\$90,262	\$78,543	\$75,747	\$22,897	\$77,200
<b>Total Expenses</b>	<b>\$1,087,103</b>	<b>\$1,162,068</b>	<b>\$1,091,958</b>	<b>\$1,007,602</b>	<b>\$479,409</b>	<b>\$1,076,500</b>
<b>Profit/(Loss)</b>	<b>(\$160,946)</b>	<b>(\$233,075)</b>	<b>(\$179,286)</b>	<b>(\$313,612)</b>	<b>(\$325,865)</b>	<b>(\$350,000)</b>
<hr/>						
<b>DAY CARE CENTER</b>						
<b>Revenue</b>						
Facilities Rental Income	\$43,750	\$45,063	\$46,415	\$38,679	\$39,839	\$48,000
Miscellaneous Revenue	\$0	\$3,106	\$3,135	\$2,948	\$268	\$1,000
<b>Total Revenue</b>	<b>\$43,750</b>	<b>\$48,169</b>	<b>\$49,550</b>	<b>\$41,627</b>	<b>\$40,107</b>	<b>\$49,000</b>
<b>Expenses</b>						
Other Expenditures	\$18,199	\$20,415	\$14,827	\$12,410	\$13,282	\$24,000
<b>Total Expenses</b>	<b>\$18,199</b>	<b>\$20,415</b>	<b>\$14,827</b>	<b>\$12,410</b>	<b>\$13,282</b>	<b>\$24,000</b>
<b>Profit/(Loss)</b>	<b>\$25,552</b>	<b>\$27,754</b>	<b>\$34,724</b>	<b>\$29,217</b>	<b>\$26,824</b>	<b>\$25,000</b>

**Western Technical College**  
**Enterprise Fund Board Report**  
For the Ten Months Ending Friday, April 30, 2021

	<u>Fiscal Year</u> <u>2018</u>	<u>Fiscal Year</u> <u>2019</u>	<u>Fiscal Year</u> <u>2020</u>	<u>YTD Prior Yr</u> <u>2020</u>	<u>Fiscal Yr-YTD</u> <u>2021</u>	<u>Budget</u> <u>2021</u>
<b>WELLNESS CENTER</b>						
<b>Revenue</b>						
Memberships Fees	\$18,740	\$21,822	\$22,269	\$21,349	(\$363)	\$19,500
Emergency Relief Funds-College-...	\$0	\$0	\$0	\$0	\$33,532	\$0
Student Govt/Other Revenue	\$158,495	\$165,784	\$166,998	\$141,608	\$130,232	\$175,400
<b>Total Revenue</b>	<b>\$177,235</b>	<b>\$187,607</b>	<b>\$189,267</b>	<b>\$162,956</b>	<b>\$163,401</b>	<b>\$194,900</b>
<b>Expenses</b>						
Salaries	\$100,225	\$93,473	\$105,088	\$89,282	\$64,469	\$119,524
Fringe Benefits	\$20,830	\$28,955	\$52,888	\$44,174	\$37,359	\$52,676
Other	\$21,809	\$28,504	\$17,758	\$17,151	\$17,229	\$22,700
<b>Total Expenses</b>	<b>\$142,864</b>	<b>\$150,932</b>	<b>\$175,735</b>	<b>\$150,607</b>	<b>\$119,058</b>	<b>\$194,900</b>
<b>Profit/(Loss)</b>	<b>\$34,371</b>	<b>\$36,675</b>	<b>\$13,532</b>	<b>\$12,349</b>	<b>\$44,344</b>	<b>\$0</b>
<hr/>						
<b>PC RESALE</b>						
<b>Revenue</b>						
Resale Receipts	\$162,338	\$124,977	\$124,917	\$79,612	\$208,718	\$84,000
<b>Total Revenue</b>	<b>\$162,338</b>	<b>\$124,977</b>	<b>\$124,917</b>	<b>\$79,612</b>	<b>\$208,718</b>	<b>\$84,000</b>
<b>Expenses</b>						
Salaries	\$50,301	\$53,135	\$37,188	\$39,965	\$30,152	\$36,877
Fringe Benefits	\$30,863	\$29,575	\$18,721	\$20,212	\$15,083	\$18,023
Purchases for Resale	\$64,714	\$29,927	\$32,459	\$23,884	\$104,573	\$20,000
Other Expenses	\$16,790	\$16,430	\$11,997	\$8,819	\$13,966	\$9,100
<b>Total Expenses</b>	<b>\$162,668</b>	<b>\$129,068</b>	<b>\$100,366</b>	<b>\$92,880</b>	<b>\$163,775</b>	<b>\$84,000</b>
<b>Profit/(Loss)</b>	<b>(\$330)</b>	<b>(\$4,090)</b>	<b>\$24,551</b>	<b>(\$13,269)</b>	<b>\$44,943</b>	<b>\$0</b>

**Western Technical College**  
**Enterprise Fund Board Report**  
For the Ten Months Ending Friday, April 30, 2021

	<u>Fiscal Year</u> <u>2018</u>	<u>Fiscal Year</u> <u>2019</u>	<u>Fiscal Year</u> <u>2020</u>	<u>YTD Prior Yr</u> <u>2020</u>	<u>Fiscal Yr-YTD</u> <u>2021</u>	<u>Budget</u> <u>2021</u>
<b>VENDING</b>						
<b>Revenue</b>						
Commissions	\$27,282	\$30,167	\$22,395	\$21,946	\$4,416	\$21,000
<b>Total Revenue</b>	<b>\$27,282</b>	<b>\$30,167</b>	<b>\$22,395</b>	<b>\$21,946</b>	<b>\$4,416</b>	<b>\$21,000</b>
<b>Expenses</b>						
Vending Expenses	\$29,665	\$30,739	\$25,850	\$25,495	\$7,225	\$20,000
Vending-Student Use	\$370	\$9,000	\$4,096	\$4,096	\$200	\$10,000
<b>Total Expenses</b>	<b>\$30,035</b>	<b>\$39,739</b>	<b>\$29,947</b>	<b>\$29,592</b>	<b>\$7,425</b>	<b>\$30,000</b>
<b>Profit/(Loss)</b>	<b>(\$2,752)</b>	<b>(\$9,573)</b>	<b>(\$7,552)</b>	<b>(\$7,645)</b>	<b>(\$3,009)</b>	<b>(\$9,000)</b>

<b>RESIDENCE HALL</b>						
<b>Revenue</b>						
Commissions	\$1,893	\$1,818	\$1,533	\$1,491	\$178	\$2,000
Dorm Rent Receipts	\$988,320	\$1,043,666	\$916,509	\$843,211	\$330,805	\$1,032,000
Dorm Rent - Breaks	\$4,230	\$19,050	\$1,315	\$4,915	\$1,050	\$8,000
Dorm Rent Forfeiture/Damage	\$24,207	\$18,869	\$13,100	\$6,895	\$3,323	\$10,000
Cost Reimbursements	\$26,640	\$28,807	\$26,303	\$26,208	(\$290)	\$28,000
Housing Application Fees	\$0	\$7,650	\$8,550	\$8,000	\$450	\$10,000
Emergency Relief Funds-College-...	\$0	\$0	\$153,797	\$0	\$1,810	\$0
Gifts & Grants-DMI Covid-19 Res...	\$0	\$0	\$50,000	\$0	\$11,775	\$0
Miscellaneous Revenue	\$16,696	\$39,744	\$48,269	\$23,930	\$2,582	\$21,000
<b>Total Revenue</b>	<b>\$1,061,986</b>	<b>\$1,159,604</b>	<b>\$1,219,377</b>	<b>\$914,650</b>	<b>\$351,683</b>	<b>\$1,111,000</b>
<b>Expenses</b>						
Salaries	\$49,379	\$50,349	\$53,678	\$46,270	\$40,259	\$58,531
Fringe Benefits	\$17,190	\$15,700	\$17,210	\$14,038	\$13,838	\$16,569
Travel Expenses	\$410	\$0	\$0	\$0	\$0	\$0
Noninstr Dup/Prnt/Graphics	\$1,680	\$1,300	\$1,323	\$1,321	\$490	\$2,000
General Expense	\$18,315	\$27,204	\$12,710	\$10,415	\$4,934	\$20,000
Other Contracts and Services	\$35,361	\$50,358	\$62,412	\$62,161	\$27,039	\$38,000
Interest Expense	\$588,435	\$579,300	\$570,941	\$468,916	\$459,628	\$559,900
Utilities	\$94,343	\$90,359	\$84,499	\$68,283	\$60,268	\$86,500
Depreciation Expense	\$410,625	\$401,631	\$393,004	\$325,830	\$327,250	\$392,700
Other Expenditures	\$16,800	\$18,995	\$14,377	\$12,047	\$6,285	\$16,800
<b>Total Expenses</b>	<b>\$1,232,539</b>	<b>\$1,235,197</b>	<b>\$1,210,153</b>	<b>\$1,009,280</b>	<b>\$939,990</b>	<b>\$1,191,000</b>
<b>Profit/(Loss)</b>	<b>(\$170,554)</b>	<b>(\$75,593)</b>	<b>\$9,224</b>	<b>(\$94,631)</b>	<b>(\$588,307)</b>	<b>(\$80,000)</b>

<b>TOMAH JOB CENTER</b>						
<b>Revenue</b>						
Facilities Rental Income	\$20,088	\$20,691	\$15,419	\$17,760	\$622	\$18,000
<b>Total Revenue</b>	<b>\$20,088</b>	<b>\$20,691</b>	<b>\$15,419</b>	<b>\$17,760</b>	<b>\$622</b>	<b>\$18,000</b>
<b>Expenses</b>						
Other Contracts and Services	\$5,194	\$253	\$0	\$0	\$0	\$0
Depreciation Expense	\$11,572	\$11,571	\$11,571	\$9,670	\$9,670	\$11,600
<b>Total Expenses</b>	<b>\$16,766</b>	<b>\$11,824</b>	<b>\$11,571</b>	<b>\$9,670</b>	<b>\$9,670</b>	<b>\$11,600</b>
<b>Profit/(Loss)</b>	<b>\$3,322</b>	<b>\$8,866</b>	<b>\$3,847</b>	<b>\$8,090</b>	<b>(\$9,048)</b>	<b>\$6,400</b>

**Western Technical College**  
**Enterprise Fund Board Report**  
For the Eleven Months Ending Monday, May 31, 2021

	<u>Fiscal Year</u> <u>2018</u>	<u>Fiscal Year</u> <u>2019</u>	<u>Fiscal Year</u> <u>2020</u>	<u>YTD Prior Yr</u> <u>2020</u>	<u>Fiscal Yr-YTD</u> <u>2021</u>	<u>Budget</u> <u>2021</u>
<b>ENTERPRISE TOTAL</b>						
<b>Total Revenue</b>	<u>\$4,443,668</u>	<u>\$4,324,249</u>	<u>\$4,153,135</u>	<u>\$3,529,521</u>	<u>\$2,319,524</u>	<u>\$3,876,400</u>
<b>Expenses</b>						
Salaries	\$879,417	\$917,085	\$934,994	\$871,907	\$630,623	\$944,907
Fringe Benefits	\$288,683	\$307,140	\$331,284	\$304,879	\$270,204	\$319,193
Cost of Goods Sold	\$2,099,593	\$1,928,201	\$1,657,222	\$1,551,613	\$1,261,589	\$1,657,500
Other	\$1,440,943	\$1,474,987	\$1,368,270	\$1,262,320	\$1,157,679	\$1,362,400
<b>Total Expenses</b>	<u>\$4,708,637</u>	<u>\$4,627,413</u>	<u>\$4,291,770</u>	<u>\$3,990,719</u>	<u>\$3,320,095</u>	<u>\$4,284,000</u>
<b>Enterprise Profit/(Loss)</b>	<u>(\$264,969)</u>	<u>(\$303,165)</u>	<u>(\$138,635)</u>	<u>(\$461,198)</u>	<u>(\$1,000,571)</u>	<u>(\$407,600)</u>
<b>CAMPUS SHOP</b>						
<b>Revenue</b>						
Book Sales	\$1,788,178	\$1,574,509	\$1,388,353	\$1,321,001	\$1,167,720	\$1,415,000
Supply Sales	\$227,025	\$244,714	\$227,578	\$210,528	\$173,151	\$250,000
Resale Receipts	\$9,629	\$4,819	\$3,609	\$3,609	\$910	\$7,000
<b>Total Revenue</b>	<u>\$2,024,832</u>	<u>\$1,824,042</u>	<u>\$1,619,539</u>	<u>\$1,535,137</u>	<u>\$1,341,781</u>	<u>\$1,672,000</u>
<b>Expenses</b>						
Salaries	\$210,093	\$222,093	\$230,454	\$211,933	\$192,183	\$237,225
Fringe Benefits	\$74,727	\$73,235	\$74,558	\$68,408	\$64,670	\$73,875
Cost of Goods Sold	\$1,633,557	\$1,483,414	\$1,288,248	\$1,184,939	\$1,083,333	\$1,289,000
Other	\$100,087	\$99,428	\$63,955	\$63,793	\$71,952	\$71,900
<b>Total Expenses</b>	<u>\$2,018,464</u>	<u>\$1,878,170</u>	<u>\$1,657,214</u>	<u>\$1,529,074</u>	<u>\$1,412,138</u>	<u>\$1,672,000</u>
<b>Profit/(Loss)</b>	<u>\$6,368</u>	<u>(\$54,128)</u>	<u>(\$37,675)</u>	<u>\$6,064</u>	<u>(\$70,357)</u>	<u>\$0</u>



**Western Technical College**  
**Enterprise Fund Board Report**  
For the Eleven Months Ending Monday, May 31, 2021

	<u>Fiscal Year</u> <u>2018</u>	<u>Fiscal Year</u> <u>2019</u>	<u>Fiscal Year</u> <u>2020</u>	<u>YTD Prior Yr</u> <u>2020</u>	<u>Fiscal Yr-YTD</u> <u>2021</u>	<u>Budget</u> <u>2021</u>
<b>UNION MARKET</b>						
<b>Revenue</b>						
Union Market Sales	\$436,727	\$416,900	\$318,702	\$318,702	\$58,778	\$360,000
Meal Plan-Residence Hall Sales	\$206,952	\$212,011	\$147,754	\$147,754	\$70,418	\$204,000
Coleman Cafe Sales	\$28,286	\$36,688	\$33,216	\$33,216	\$0	\$30,000
Catering/Other	\$254,192	\$263,394	\$189,989	\$196,002	\$6,024	\$132,500
Coronavirus Relief Fund-WI DOA	\$0	\$0	\$19,957	\$0	\$12,011	\$0
Emergency Relief Funds-College-...	\$0	\$0	\$203,053	\$0	\$13,466	\$0
<b>Total Revenue</b>	<b>\$926,157</b>	<b>\$928,993</b>	<b>\$912,671</b>	<b>\$695,674</b>	<b>\$160,697</b>	<b>\$726,500</b>
<b>Expenses</b>						
Salaries	\$469,420	\$498,034	\$508,585	\$478,267	\$290,773	\$492,750
Fringe Benefits	\$145,149	\$158,912	\$168,314	\$155,307	\$132,930	\$158,050
Cost of Goods Sold	\$401,322	\$414,860	\$336,515	\$341,476	\$76,283	\$348,500
Other	\$71,211	\$90,262	\$78,543	\$76,987	\$25,987	\$77,200
<b>Total Expenses</b>	<b>\$1,087,103</b>	<b>\$1,162,068</b>	<b>\$1,091,958</b>	<b>\$1,052,036</b>	<b>\$525,973</b>	<b>\$1,076,500</b>
<b>Profit/(Loss)</b>	<b>(\$160,946)</b>	<b>(\$233,075)</b>	<b>(\$179,286)</b>	<b>(\$356,362)</b>	<b>(\$365,276)</b>	<b>(\$350,000)</b>
<hr/>						
<b>DAY CARE CENTER</b>						
<b>Revenue</b>						
Facilities Rental Income	\$43,750	\$45,063	\$46,415	\$42,547	\$43,823	\$48,000
Miscellaneous Revenue	\$0	\$3,106	\$3,135	\$3,077	\$292	\$1,000
<b>Total Revenue</b>	<b>\$43,750</b>	<b>\$48,169</b>	<b>\$49,550</b>	<b>\$45,624</b>	<b>\$44,115</b>	<b>\$49,000</b>
<b>Expenses</b>						
Other Expenditures	\$18,199	\$20,415	\$14,827	\$13,136	\$14,553	\$24,000
<b>Total Expenses</b>	<b>\$18,199</b>	<b>\$20,415</b>	<b>\$14,827</b>	<b>\$13,136</b>	<b>\$14,553</b>	<b>\$24,000</b>
<b>Profit/(Loss)</b>	<b>\$25,552</b>	<b>\$27,754</b>	<b>\$34,724</b>	<b>\$32,489</b>	<b>\$29,562</b>	<b>\$25,000</b>

**Western Technical College**  
**Enterprise Fund Board Report**  
For the Eleven Months Ending Monday, May 31, 2021

	<u>Fiscal Year</u> <u>2018</u>	<u>Fiscal Year</u> <u>2019</u>	<u>Fiscal Year</u> <u>2020</u>	<u>YTD Prior Yr</u> <u>2020</u>	<u>Fiscal Yr-YTD</u> <u>2021</u>	<u>Budget</u> <u>2021</u>
<b>WELLNESS CENTER</b>						
<b>Revenue</b>						
Memberships Fees	\$18,740	\$21,822	\$22,269	\$21,893	(\$233)	\$19,500
Emergency Relief Funds-College-...	\$0	\$0	\$0	\$0	\$33,532	\$0
Student Govt/Other Revenue	\$158,495	\$165,784	\$166,998	\$154,338	\$143,888	\$175,400
<b>Total Revenue</b>	<b>\$177,235</b>	<b>\$187,607</b>	<b>\$189,267</b>	<b>\$176,231</b>	<b>\$177,187</b>	<b>\$194,900</b>
<b>Expenses</b>						
Salaries	\$100,225	\$93,473	\$105,088	\$97,215	\$70,688	\$119,524
Fringe Benefits	\$20,830	\$28,955	\$52,888	\$48,531	\$40,877	\$52,676
Other	\$21,809	\$28,504	\$17,758	\$17,933	\$28,664	\$22,700
<b>Total Expenses</b>	<b>\$142,864</b>	<b>\$150,932</b>	<b>\$175,735</b>	<b>\$163,678</b>	<b>\$140,230</b>	<b>\$194,900</b>
<b>Profit/(Loss)</b>	<b>\$34,371</b>	<b>\$36,675</b>	<b>\$13,532</b>	<b>\$12,553</b>	<b>\$36,957</b>	<b>\$0</b>
<b>PC RESALE</b>						
<b>Revenue</b>						
Resale Receipts	\$162,338	\$124,977	\$124,917	\$83,990	\$211,573	\$84,000
<b>Total Revenue</b>	<b>\$162,338</b>	<b>\$124,977</b>	<b>\$124,917</b>	<b>\$83,990</b>	<b>\$211,573</b>	<b>\$84,000</b>
<b>Expenses</b>						
Salaries	\$50,301	\$53,135	\$37,188	\$34,209	\$33,221	\$36,877
Fringe Benefits	\$30,863	\$29,575	\$18,721	\$17,189	\$16,568	\$18,023
Purchases for Resale	\$64,714	\$29,927	\$32,459	\$25,197	\$101,972	\$20,000
Other Expenses	\$16,790	\$16,430	\$11,997	\$8,820	\$15,748	\$9,100
<b>Total Expenses</b>	<b>\$162,668</b>	<b>\$129,068</b>	<b>\$100,366</b>	<b>\$85,415</b>	<b>\$167,509</b>	<b>\$84,000</b>
<b>Profit/(Loss)</b>	<b>(\$330)</b>	<b>(\$4,090)</b>	<b>\$24,551</b>	<b>(\$1,425)</b>	<b>\$44,064</b>	<b>\$0</b>

**Western Technical College**  
**Enterprise Fund Board Report**  
For the Eleven Months Ending Monday, May 31, 2021

	<u>Fiscal Year</u> <u>2018</u>	<u>Fiscal Year</u> <u>2019</u>	<u>Fiscal Year</u> <u>2020</u>	<u>YTD Prior Yr</u> <u>2020</u>	<u>Fiscal Yr-YTD</u> <u>2021</u>	<u>Budget</u> <u>2021</u>
<b>VENDING</b>						
<b>Revenue</b>						
Commissions	\$27,282	\$30,167	\$22,395	\$22,215	\$5,729	\$21,000
<b>Total Revenue</b>	<b>\$27,282</b>	<b>\$30,167</b>	<b>\$22,395</b>	<b>\$22,215</b>	<b>\$5,729</b>	<b>\$21,000</b>
<b>Expenses</b>						
Vending Expenses	\$29,665	\$30,739	\$25,850	\$25,545	\$7,795	\$20,000
Vending-Student Use	\$370	\$9,000	\$4,096	\$4,096	\$200	\$10,000
<b>Total Expenses</b>	<b>\$30,035</b>	<b>\$39,739</b>	<b>\$29,947</b>	<b>\$29,642</b>	<b>\$7,995</b>	<b>\$30,000</b>
<b>Profit/(Loss)</b>	<b>(\$2,752)</b>	<b>(\$9,573)</b>	<b>(\$7,552)</b>	<b>(\$7,426)</b>	<b>(\$2,266)</b>	<b>(\$9,000)</b>

<b>RESIDENCE HALL</b>						
<b>Revenue</b>						
Commissions	\$1,893	\$1,818	\$1,533	\$1,533	\$287	\$2,000
Dorm Rent Receipts	\$988,320	\$1,043,666	\$916,509	\$880,207	\$354,345	\$1,032,000
Dorm Rent - Breaks	\$4,230	\$19,050	\$1,315	\$1,315	\$1,050	\$8,000
Dorm Rent Forfeiture/Damage	\$24,207	\$18,869	\$13,100	\$12,827	\$3,323	\$10,000
Cost Reimbursements	\$26,640	\$28,807	\$26,303	\$26,303	(\$290)	\$28,000
Housing Application Fees	\$0	\$7,650	\$8,550	\$8,400	\$2,850	\$10,000
Emergency Relief Funds-College-...	\$0	\$0	\$153,797	\$0	\$1,810	\$0
Gifts & Grants-DMI Covid-19 Res...	\$0	\$0	\$50,000	\$0	\$11,775	\$0
Miscellaneous Revenue	\$16,696	\$39,744	\$48,269	\$23,930	\$2,582	\$21,000
<b>Total Revenue</b>	<b>\$1,061,986</b>	<b>\$1,159,604</b>	<b>\$1,219,377</b>	<b>\$954,516</b>	<b>\$377,733</b>	<b>\$1,111,000</b>
<b>Expenses</b>						
Salaries	\$49,379	\$50,349	\$53,678	\$50,284	\$43,758	\$58,531
Fringe Benefits	\$17,190	\$15,700	\$17,210	\$15,444	\$15,159	\$16,569
Travel Expenses	\$410	\$0	\$0	\$0	\$0	\$0
Noninstr Dup/Prnt/Graphics	\$1,680	\$1,300	\$1,323	\$1,322	\$500	\$2,000
General Expense	\$18,315	\$27,204	\$12,710	\$11,400	\$5,054	\$20,000
Other Contracts and Services	\$35,361	\$50,358	\$62,412	\$66,051	\$40,152	\$38,000
Interest Expense	\$588,435	\$579,300	\$570,941	\$515,108	\$504,832	\$559,900
Utilities	\$94,343	\$90,359	\$84,499	\$77,024	\$65,346	\$86,500
Depreciation Expense	\$410,625	\$401,631	\$393,004	\$358,413	\$359,975	\$392,700
Other Expenditures	\$16,800	\$18,995	\$14,377	\$12,057	\$6,285	\$16,800
<b>Total Expenses</b>	<b>\$1,232,539</b>	<b>\$1,235,197</b>	<b>\$1,210,153</b>	<b>\$1,107,101</b>	<b>\$1,041,060</b>	<b>\$1,191,000</b>
<b>Profit/(Loss)</b>	<b>(\$170,554)</b>	<b>(\$75,593)</b>	<b>\$9,224</b>	<b>(\$152,586)</b>	<b>(\$663,327)</b>	<b>(\$80,000)</b>

<b>TOMAH JOB CENTER</b>						
<b>Revenue</b>						
Facilities Rental Income	\$20,088	\$20,691	\$15,419	\$16,132	\$710	\$18,000
<b>Total Revenue</b>	<b>\$20,088</b>	<b>\$20,691</b>	<b>\$15,419</b>	<b>\$16,132</b>	<b>\$710</b>	<b>\$18,000</b>
<b>Expenses</b>						
Other Contracts and Services	\$5,194	\$253	\$0	\$0	\$0	\$0
Depreciation Expense	\$11,572	\$11,571	\$11,571	\$10,637	\$10,637	\$11,600
<b>Total Expenses</b>	<b>\$16,766</b>	<b>\$11,824</b>	<b>\$11,571</b>	<b>\$10,637</b>	<b>\$10,637</b>	<b>\$11,600</b>
<b>Profit/(Loss)</b>	<b>\$3,322</b>	<b>\$8,866</b>	<b>\$3,847</b>	<b>\$5,495</b>	<b>(\$9,927)</b>	<b>\$6,400</b>

**Western Technical College**  
**Capital Projects Report-FY21 Completed Projects**  
**as of 05/31/2021**

Project #	Project Name	Actual Amount Borrowed	Amount Transferred / Revenue Received	Total Revenue for Project	Total Cost of Project	Date Closed
	<b>Remodeling &amp; Site Improvements</b>					
C18520	Sparta-Well	100,000	50,059.44	150,059.44	150,059.44	04/30/2021
C19200	First Choice Service-Welcome Ctr Remodel	1,500,000.00	(77,785.54)	1,422,214.46	1,422,214.46	08/31/2020
C19210	Learner Support&Transition-ARC-1st Flr Remodel	1,300,000.00	(96,901.29)	1,203,098.71	1,203,098.71	08/31/2020
C19220	Student Support Services-ARC-2nd Flr Remodel	1,200,000.00	(342,464.82)	857,535.18	857,535.18	08/31/2020
C19230	Student Success Ctr-Well Relocation	145,000.00	(1,986.11)	143,013.89	143,013.89	08/31/2020
C19240	Student Success Ctr-HVAC Replacement	1,115,000.00	126,299.53	1,241,299.53	1,241,299.53	11/30/2020
C19250	Learning Commons Barrel Dome	385,000.00	(74,986.25)	310,013.75	310,013.75	10/31/2020
C19260	Student Success Ctr-Bldg Automation System	170,000.00	(19,035.00)	150,965.00	150,965.00	09/30/2020
C19420	Parking Lot C Renovation	-	327,903.51	327,903.51	327,903.51	09/30/2020
C19430	Parking Lot M Renovation	50,000.00	9,873.94	59,873.94	59,873.94	02/28/2021
C20300	Learning Commons-Dome Ends	250,000.00	(167,902.55)	82,097.45	82,097.45	04/30/2021
C20400	Kumm Ctr Cooling Coil Replacements & Chiller	575,000.00	(25,983.36)	549,016.64	549,016.64	04/30/2021
C20500	LED Lighting Upgrades	500,000.00	(45,671.69)	454,328.31	454,328.31	03/31/2021
C20600	Student Life Office Remodel	115,000.00	(7,469.15)	107,530.85	107,530.85	04/30/2021
C20610	Bus Educ Center Exterior	-	122,881.95	122,881.95	122,881.95	01/31/2021
C20620	Admin Center-Gym Exterior	-	45,426.00	45,426.00	45,426.00	01/31/2021
C99200	Minor Projects-FY20	100,000.00	77,774.89	177,774.89	177,774.89	08/31/2020
C99205	Exterior Signage-FY20	30,000.00	27,746.63	57,746.63	57,746.63	10/31/2020
	<b>Total Remodeling &amp; Site Improvements Completed Projects</b>	<b>7,435,000.00</b>	<b>(122,279.31)</b>	<b>7,312,720.69</b>	<b>7,312,720.69</b>	
	<b>Equipment &amp; Furnishings</b>					
C19300	Student Success Center-Equipment/Furnishings	680,000.00	36,378.10	716,378.10	716,378.10	12/31/2020
C20605	Student Life Office Remodel-Furnishings	-	14,283.95	14,283.95	14,283.95	02/28/2021
C99201	Minor Furnishings & Equipment-FY20	50,000.00	(50,000.00)	-	-	08/31/2020
C99204	Security Equipment-FY20	-	73,031.45	73,031.45	73,031.45	09/30/2020
	<b>Total Equipment &amp; Furnishings Completed Projects</b>	<b>730,000.00</b>	<b>73,693.50</b>	<b>803,693.50</b>	<b>803,693.50</b>	
	<b>Total Completed Projects in FY21</b>	<b>8,215,000.00</b>	<b>(23,556.09)</b>	<b>8,191,443.91</b>	<b>8,191,443.91</b>	

**Western Technical College**  
**Capital Projects Report-Current Projects**  
**As of 05/31/2021**

Project Name	Debt Issue	Actual Amount Borrowed	Amount Transferred	Proposed Transfers	Future Borrowings/ Revenue	Total Revenue	Actual Expenditures to Date	Total Estimated Future Costs	Total Projected Cost	(Over) / Under
<b>Land and New Construction</b>										
La Crosse Property Acquisitions/Footprint-FY17	2016C	1,000,000.00	14,489.11	-	-	1,014,489.11	1,010,354.18	4,134.93	1,014,489.11	-
La Crosse Property Acquisitions/Footprint-FY18	2018B/2019A	440,000.00	60,000.00	-	-	500,000.00	433,378.09	66,621.91	500,000.00	-
Sparta Public Safety Training Ctr-New Construction	2021B	1,500,000.00	-	-	-	1,500,000.00	100,389.60	1,411,000.00	1,511,389.60	(11,389.60)
<b>Total Land and New Construction</b>		<b>2,940,000.00</b>	<b>74,489.11</b>	<b>-</b>	<b>-</b>	<b>3,014,489.11</b>	<b>1,544,121.87</b>	<b>1,481,756.84</b>	<b>3,025,878.71</b>	<b>(11,389.60)</b>
<b>Remodeling &amp; Site Improvements</b>										
Apprenticeship Center-Remodeling	2020C	1,500,000.00	-	-	-	1,500,000.00	1,504,588.05	1,048.89	1,505,636.94	(5,636.94)
Apprenticeship Center-Parking Lot	2020B	600,000.00	-	-	-	600,000.00	305,873.59	294,126.41	600,000.00	-
Apprenticeship Center-HVAC Upgrade	2020B	600,000.00	-	-	-	600,000.00	327,388.32	272,611.68	600,000.00	-
Apprenticeship Center-Exterior Upgrade	2020D	750,000.00	-	-	-	750,000.00	707,667.78	42,332.22	750,000.00	-
Cleary Courtyard Upgrade	2020D	425,000.00	-	-	-	425,000.00	395,723.44	29,276.56	425,000.00	-
Lunda Center-Lighting	2021B	100,000.00	-	-	-	100,000.00	-	100,000.00	100,000.00	-
Bus Educ Center Basement Remodeling	N/A	-	25,000.00	-	-	25,000.00	8,400.00	16,600.00	25,000.00	-
Sparta Old Firing Range-Lead Abatement	2020D	100,000.00	-	-	-	100,000.00	89,787.05	10,212.95	100,000.00	-
Sparta Public Safety Training Ctr-Remodeling	2021C	-	-	-	1,500,000.00	1,500,000.00	74,953.60	1,425,046.40	1,500,000.00	-
Sparta Public Safety Training Ctr-HVAC	2021B	750,000.00	-	-	-	750,000.00	73,603.03	866,384.55	939,987.58	(189,987.58)
Sparta Public Safety Training Ctr-Exterior	2021A	950,000.00	-	-	-	950,000.00	42,106.20	922,322.92	964,429.12	(14,429.12)
Sparta Public Safety Training Ctr-Roof	2021B	500,000.00	-	-	-	500,000.00	-	548,000.00	548,000.00	(48,000.00)
Tomah Parking Lot-Lighting	2021A	75,000.00	100,000.00	-	-	175,000.00	-	175,000.00	175,000.00	-
Coleman HVAC System	N/A	-	40,000.00	-	-	40,000.00	36,428.00	4,478.24	40,906.24	(906.24)
Kumm Center Roof	2021A	-	530,000.00	-	-	530,000.00	1,878.81	528,121.19	530,000.00	-
Admin Center-2nd Floor Carpeting	N/A	-	25,000.00	-	-	25,000.00	13,771.00	11,229.00	25,000.00	-
Admin Center-Landscaping	2021B	55,000.00	-	-	-	55,000.00	-	55,000.00	55,000.00	-
Business Education Center-Chiller	2021A	-	500,000.00	-	-	500,000.00	6,250.00	493,750.00	500,000.00	-
Tomah-Restrooms		-	40,000.00	-	-	40,000.00	13,185.51	26,814.49	40,000.00	-
Minor Projects-FY21	2020D	60,000.00	-	-	-	60,000.00	17,771.99	42,228.01	60,000.00	-
Exterior Signage-FY21	N/A	-	166,227.36	-	-	166,227.36	105,854.87	60,372.49	166,227.36	-
Project Closing Account-Remodeling & Site Improv	N/A	-	28,965.82	-	-	28,965.82	-	28,965.82	28,965.82	-
<b>Total Remodeling &amp; Site Improvements</b>		<b>6,465,000.00</b>	<b>1,455,193.18</b>	<b>-</b>	<b>1,500,000.00</b>	<b>9,420,193.18</b>	<b>3,725,231.24</b>	<b>5,953,921.82</b>	<b>9,679,153.06</b>	<b>(258,959.88)</b>

**Western Technical College**  
**Capital Projects Report-Current Projects**  
**As of 05/31/2021**

Project Name	Debt Issue	Actual Amount Borrowed	Amount Transferred	Proposed Transfers	Future Borrowings/ Revenue	Total Revenue	Actual Expenditures to Date	Total Estimated Future Costs	Total Projected Cost	(Over) / Under
<b>Equipment Projects</b>										
<b>Student Success Center-Artwork</b>										
5844-Non-Instructional Equipment	2019D	20,000.00	-	-	-	20,000.00	-	20,000.00	20,000.00	-
<b>Total Student Success Center Equipment/Furnishings</b>		<b>20,000.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>20,000.00</b>	<b>-</b>	<b>20,000.00</b>	<b>20,000.00</b>	<b>-</b>
<b>Apprenticeship Center-Equipment/Furnishings</b>										
5842-IT Equipment	2020C	75,000.00	(30,981.20)	-	-	44,018.80	39,891.25	4,127.55	44,018.80	-
5843-Furnishings	2020C	55,000.00	8,981.20	-	-	63,981.20	63,981.20	-	63,981.20	-
5845-Instructional Equipment	2020C	750,000.00	42,000.00	-	-	792,000.00	773,260.92	18,739.08	792,000.00	-
<b>Total Apprenticeship Center-Equipment/Furnishings</b>		<b>880,000.00</b>	<b>20,000.00</b>	<b>-</b>	<b>-</b>	<b>900,000.00</b>	<b>877,133.37</b>	<b>22,866.63</b>	<b>900,000.00</b>	<b>-</b>
<b>BE Basement (IT) Remodel-Furnishings</b>										
5843-Furnishings	N/A	-	90,000.00	-	-	90,000.00	-	90,000.00	90,000.00	-
<b>Total BE Basement (IT) Remodel-Furnishings</b>		<b>-</b>	<b>90,000.00</b>	<b>-</b>	<b>-</b>	<b>90,000.00</b>	<b>-</b>	<b>90,000.00</b>	<b>90,000.00</b>	<b>-</b>
<b>Unitrends Backup System Replacement</b>										
5842-IT Equipment	2020C	125,000.00	107,000.00	-	-	232,000.00	214,371.12	17,628.88	232,000.00	-
<b>Total Unitrends Backup System Replacement</b>		<b>125,000.00</b>	<b>107,000.00</b>	<b>-</b>	<b>-</b>	<b>232,000.00</b>	<b>214,371.12</b>	<b>17,628.88</b>	<b>232,000.00</b>	<b>-</b>
<b>Sparta Public Safety Training Center-Equipment/Furnishings</b>										
5842-IT Equipment	2021A	150,000.00	-	-	-	150,000.00	64,970.25	85,029.75	150,000.00	-
5843-Furnishings	2021A	100,000.00	-	-	-	100,000.00	-	100,000.00	100,000.00	-
5844-Artwork	2021A	20,000.00	-	-	-	20,000.00	-	20,000.00	20,000.00	-
5845-Instructional Equipment	2021A	250,000.00	-	-	-	250,000.00	-	250,000.00	250,000.00	-
<b>Total Sparta Public Safety Training Ctr-Equipment/Furnishings</b>		<b>520,000.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>520,000.00</b>	<b>64,970.25</b>	<b>455,029.75</b>	<b>520,000.00</b>	<b>-</b>
<b>Lunda Center-AV Equipment</b>										
5842-IT Equipment	2021A	50,000.00	-	-	-	50,000.00	2,850.00	47,150.00	50,000.00	-
<b>Total Lunda Center-AV Equipment</b>		<b>50,000.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>50,000.00</b>	<b>2,850.00</b>	<b>47,150.00</b>	<b>50,000.00</b>	<b>-</b>
<b>General Studies Relocations</b>										
5843-Furnishings	2021A	-	25,000.00	-	-	25,000.00	14,795.47	10,204.53	25,000.00	-
<b>Total General Studies Relocations</b>		<b>-</b>	<b>25,000.00</b>	<b>-</b>	<b>-</b>	<b>25,000.00</b>	<b>14,795.47</b>	<b>10,204.53</b>	<b>25,000.00</b>	<b>-</b>
<b>Powercampus Upgrade-FY21</b>										
5842-IT Equipment	2021A	-	213,558.60	-	-	213,558.60	213,558.60	-	213,558.60	-
<b>Total Powercampus Upgrade-FY21</b>		<b>-</b>	<b>213,558.60</b>	<b>-</b>	<b>-</b>	<b>213,558.60</b>	<b>213,558.60</b>	<b>-</b>	<b>213,558.60</b>	<b>-</b>

**Western Technical College**  
**Capital Projects Report-Current Projects**  
**As of 05/31/2021**

Project Name	Debt Issue	Actual Amount Borrowed	Amount Transferred	Proposed Transfers	Future Borrowings/ Revenue	Total Revenue	Actual Expenditures to Date	Total Estimated Future Costs	Total Projected Cost	(Over) / Under
<b>Minor Furnishings &amp; Equipment-FY21</b>										
5842-IT Equipment	2020C	10,000.00	-	-	-	10,000.00	-	10,000.00	10,000.00	-
5843-Furnishings	2020C	40,000.00	-	-	-	40,000.00	-	40,000.00	40,000.00	-
<b>Total Minor Furnishings &amp; Equipment-FY21</b>		<b>50,000.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>50,000.00</b>	<b>-</b>	<b>50,000.00</b>	<b>50,000.00</b>	<b>-</b>
<b>Security Equipment-FY21</b>										
5842-IT Equipment (Cameras)	N/A	-	30,034.93	-	-	30,034.93	-	30,034.93	30,034.93	-
5844-Non-Instructional Equipment (Door Access)	N/A	-	52,984.05	-	-	52,984.05	-	52,984.05	52,984.05	-
<b>Total Security Equipment-FY21</b>		<b>-</b>	<b>83,018.98</b>	<b>-</b>	<b>-</b>	<b>83,018.98</b>	<b>-</b>	<b>83,018.98</b>	<b>83,018.98</b>	<b>-</b>
<b>Project Closing Account-Equipment</b>										
5842-IT Equipment	N/A		699.07	-		699.07	-	699.07	699.07	-
5843-Furnishings	N/A		25,710.65	-		25,710.65	-	25,710.65	25,710.65	-
<b>Project Closing Account-Equipment</b>		<b>-</b>	<b>26,409.72</b>	<b>-</b>	<b>-</b>	<b>26,409.72</b>	<b>-</b>	<b>26,409.72</b>	<b>26,409.72</b>	<b>-</b>
<b>Total Equipment Projects</b>		<b>1,645,000.00</b>	<b>564,987.30</b>	<b>-</b>	<b>-</b>	<b>2,209,987.30</b>	<b>1,387,678.81</b>	<b>822,308.49</b>	<b>2,209,987.30</b>	<b>-</b>
<b>Total All Current Projects</b>		<b>11,050,000.00</b>	<b>2,094,669.59</b>	<b>-</b>	<b>1,500,000.00</b>	<b>14,644,669.59</b>	<b>6,657,031.92</b>	<b>8,257,987.15</b>	<b>14,915,019.07</b>	<b>(270,349.48)</b>



**Bids/RFPs Awarded  
May 2021**

**Bids are awarded to the lowest responsible bidder. The following bids were awarded to these vendors:**

Bids:

Description	Award Date	Vendor	Term	# of Bids Received
2021 Roof Improvements-Sparta Public Safety Training Ctr	5/12/2021	Jackson & Associates	Until completion of project	3



# C0600 Board Negotiation Team

Negotiations will be conducted by a team annually appointed by the ~~District Director/~~president and approved by the ~~board~~. Tentative agreements will be presented for approval to the ~~board~~ by the ~~district director/~~president **through an issue paper**.

Revised August 17, 1993

Revised April 18, 1989

Adopted September 26, 1979

Reference Procedure: [C0600p Board Negotiation Team Procedure](#)

# C0600p Board Negotiation Team Procedure

~~A timetable shall be established for negotiations with a view to concluding agreements with all employee organizations.~~ **Negotiations will be concluded** in sufficient time to permit incorporation of the fiscal impact of the negotiated contracts into the annual budget ~~and tax levy~~. **State statute limits negotiations to bargaining increases to base wages up to the Consumer Price Index.**

The positions set forth by the ~~Board~~ **bargaining** team are the positions of the ~~board~~; the ~~board~~ is kept fully informed of the proposals presented and of the current status of negotiations.

Adopted April 18, 1999

Reference Policy: [C0600 Board Negotiation Team](#)



**Retirements, Resignations, and Terminations  
June 2021**

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**Resignations**

<b>Position</b>	<b>Effective Date</b>	<b>Employee</b>
Instructor – Psychology (General Studies)	6/30/21	<b>Alissa Minten</b>

**New Hires, Appointments, Promotions/Transfers  
June 2021**

**New Hires:**

<b>Position filled</b>	<b>Division</b>	<b>FT/PT</b>	<b>Effective Date</b>	<b>Employee</b>	<b># of Application(s) Received/Interviewed</b>
Veterans Specialist	Student Services & Engagement	FT	5/17/21	<b>Dustin Schultz</b>	34/5
Custodian	Finance & Operations	FT	6/1/21	<b>Travis Koopman</b>	12/3
CRM Technician	Student Services & Engagement	FT	6/28/21	<b>Claire LeGault</b>	10/5
Instructor – Health Science (General Studies)	Academic Affairs	FT	8/1/21	<b>Amber Patterman</b>	25/8
Instructor – Health Science (General Studies)	Academic Affairs	FT	8/1/21	<b>Jennifer Servais</b>	25/8

**WESTERN TECHNICAL COLLEGE DISTRICT  
ISSUE PAPER**

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**Topic:** Project Submission and Acceptance – FY22 to FY27  
Department of Education – Title III, Part A, Strengthening Institutions Grant

**Issue:** The Department of Education has initiated a Request for Proposal (RFP) process for Title III, Part A SIP (Strengthening Institutions Program) for FY22 (due July, funded Sept/Oct)

**Project Description:** Western will apply for a Title III Grant this summer. These are five-year projects that allow the college to devote upwards of \$2m to institution-wide projects that will grow our organization and improve student success. The focus for the project, tentatively titled EDGE (Engaging with Data Governance for Equity), will grow infrastructure for a stronger IR area that will then be used to pilot its effectiveness in projects that are focused in Academic and Student Success areas. The necessary improvements to that underlying structure have the potential to carry Western forward across multiple strategic priorities, as well as bring fairly significant resources to encourage driving action through data intelligence and bridging different systems at Western to strengthen integrated strategic planning across the institution.

While the overall approach has been defined and approved by SLT, the draft is still in development, although we know the Academic project will focus on the development of 7-week schedules.

This is a five-year project, with annual funds (if approved) of about \$430k to \$450. Some additional staff will be necessary and we will likely strive for a similar structure in some manner as we had in Pathway to 2020 (our '12 to '17 Title III) that allowed for some flexibility and innovation to occur on some level in real time with faculty, possibly through mini-grants.

Application	Yearly Project	Total 5-Year Funding	Federal Funds	Matching Funds
Regular Application	\$425,000	\$2,125,000	\$2,125,000	\$0

**Recommendation:** Authorize the submission of the above projects in substantive form and accept funds if awarded.

**WESTERN TECHNICAL COLLEGE DISTRICT**

**I S S U E P A P E R**

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**Topic:** Adoption of the 2021-2022 Budget

**Issue:** A Public Hearing on the proposed 2021-2022 budget was held at 1:00 pm on June 15, 2021 in accordance with Wisconsin Statutes, Chapter 65.90, s38.12(5m), which states that the District Board shall submit an approved copy of its budget to the State Board by July 1 of each year. The property tax levy for 2021-2022 will be set in October 2021 after receipt of the equalized valuation from the Department of Revenue.

**Recommendation:** Adopt the 2021-2022 District Budget as presented.

Note: Should public input dictate, a special Board meeting will be scheduled to take action to approve the budget.

**WESTERN TECHNICAL COLLEGE DISTRICT**

**I S S U E P A P E R**

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**Topic:** Approval and Adoption of the Total Salary and Range Adjustments FY 2021-22 for all Employees of Western Technical College

**Issue:** The budget for fiscal year 2020-21 supports a 1.25% salary adjustment in light of the financial ability of the college and meeting our total compensation goals. The compensation system supports adjusting the salary ranges by the CPI of 1.23%. The range adjustment applies only to the range itself and not to individuals within the range.

**Recommendation:** Approve and adopt the total salary (1.25%) including the range (1.23%) adjustments for FY 2021-22

**WESTERN TECHNICAL COLLEGE DISTRICT  
ISSUE PAPER**

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**Topic:** Three Year Facilities Plan 2021-2024

**Issue:** Annually, each Wisconsin Technical College District is required to prepare and submit a Three-Year Facilities Plan to the Wisconsin Technical College System Board (WTCSB). The plan must be approved by the District Board and submitted no later than July 1st of each year. The reporting shall be on a fiscal year basis and include information for the current and next two fiscal years. The plan will be accepted and reviewed by the WTCSB but no action will be taken, as each project continues to be subject to review and approval on an individual basis pursuant to s.38.04(10), Stats.

**Recommendation:** Adopt the Three Year Facilities Plan 2021-2024 as presented and submit the same to the Wisconsin Technical College System Office for record.

## WESTERN TECHNICAL COLLEGE DISTRICT

### I S S U E P A P E R

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**Topic:** Wisconsin Technical College District Boards Association's 2021-2022 Fee Assessment to Western Technical College

**Issue:** The Board of Directors of the Wisconsin Technical College District Boards Association has approved a 2021-2022 operating budget. Each District's dues are based on a formula of:

1.  $\frac{1}{2}$  of the budget assessed as a flat fee ( $\frac{1}{2}$  of the approved budget  $\div$  16 districts), and
2.  $\frac{1}{2}$  assessed by FTE enrollment (A change in dues may vary from .3% because of relative change in enrollments last year)

Western's fee assessment for the past year, 2020-2021 was approved at \$30,766.77.

**Recommendation:** Approve payment of the 2021-2022 Fee Assessment for the Wisconsin Technical College District Boards Association in the amount of \$30,862.83 (an increase of \$96.06 or .31%).



**TO:** Ms. Michelle Rudman  
Administrative Services Coordinator  
Wisconsin Technical College System  
PO Box 7874  
Madison, WI 53707-7874

**FROM:** Sandra Peterson

**DATE:** May 18, 2021

**RE: Report of Out-of-State Tuition Remission 2020-21**

The Western Technical College District reports the following Out-of-State Tuition remission for **2020-21**:

Number of Students.....	6
Number of Credits Remitted .....	70
Total College Credits .....	84,235.15
Percent of Credits Remitted.....	0.08%
Financial Impact .....	\$4,861.50

70 credits @ \$69.45

The 2021-22 Request for Remission of Out-of-State Tuition and the 2020-21 Summary of approved Remissions of Out-of-State Tuition will be shared with the Western Technical College District Board on June 15, 2021.

## OUT OF STATE TUITION WAIVERS

2020-2021 SCHOOL YEAR			SUMMER CREDIT	FALL CREDIT	SPRING CREDIT	SUMMER NONCR	FALL NONCR	SPRING NONCR	TOTAL	HEADCOUNT
Last	First	Country	2020	2020	2021	2020	2020	2021		
<b>INTERNATIONAL</b>										
<b>TOTAL INTERNATIONAL</b>			0.00	0.00	0.00	0.00	0.00	0.00	0.00	
<b>DOMESTIC</b>										
Bednarski	Brytnee	Iowa	0.00	7.00	10.00	0.00	0.00	0.00	17.00	1
Darling	Kaylee	Iowa	0.00	5.00	6.00	0.00	0.00	0.00	11.00	2
Fogt	Mariah	Iowa	0.00	7.00	13.00	0.00	0.00	0.00	20.00	3
Hirsbrunner	Ryan	Nevada	0.00	6.00	0.00	0.00	0.00	0.00	6.00	4
Mitchell	William	Iowa	0.00	7.00	0.00	0.00	0.00	0.00	7.00	5
Walleser	Joshua	Iowa	0.00	0.00	9.00	0.00	0.00	0.00	9.00	6
<b>TOTAL DOMESTIC</b>			0.00	32.00	38.00	0.00	0.00	0.00	70.00	
										0.00
<b>TOTAL ALL</b>			0.00	32.00	38.00	0.00	0.00	0.00	70.00	
Approved										
6/1/2010			Headcount						Credits	240

For GOAL classes - - get actual credit end of term from ISS

Updated

5/18/2021

**TO:** Ms. Michelle Rudman  
Administrative Services Coordinator  
Wisconsin Technical College System  
PO Box 7874  
Madison, WI 53707-7874

**FROM:** Sandra Peterson, Registrar/SIS Coordinator

**DATE:** May 18, 2021

**RE: Request for 2021-22 Remission of Out-of-State Tuition**

The Western Technical College District requests authority from the WTCS President to remit out-of-state tuition for **300** credits for **20** needy and worthy students during the 2021-22 academic year. The projected financials equate to:

$$300 \text{ credits @ } \$70.50 = \$21,150.00$$

The District projects 2,910 FTE's (net of Community Services) for the year.

This request will be submitted to Western's District Board at the June 15, 2021 meeting.

Thank you.

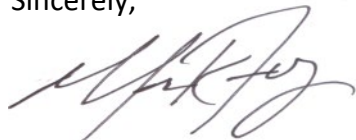
May 21, 2021

Ms. Sandy Peterson  
Registrar/Manager-Admissions  
Western Technical College District  
304 North Sixth Street  
Post Office Box C-908  
La Crosse, WI 54602-0908

Dear Ms. Peterson:

Your request of May 18, 2021 to remit out-of-state tuition for 300 credits for 20 needy and worthy students during the 2021-22 academic year is approved.

Sincerely,

A handwritten signature in black ink, appearing to read 'Morna K. Foy', written in a cursive style.

Morna K. Foy  
President

**Fifth Amendment to Employment Contract between  
Roger J. Stanford  
and the  
Board of Western Technical College District**

Amendment to Employment Contract (dated April 10, 2017), made and entered on the 18<sup>th</sup> day of April, 2017 and first amended on the 19<sup>th</sup> day of June, 2018 and second amended on the 18<sup>th</sup> day of June, 2019 and third amended on the 16<sup>th</sup> day of June, 2020 and fourth amended on the 15<sup>th</sup> day of December, 2020 by and between the Board of the Western Technical College District and Roger J. Stanford:

3. Terms and Compensation

- a. Term: The Board, as part of the annual evaluation of the President, agreed to extend the term of the Employment Contract by one year. As a result, the contract term will be from July 1, 2017 through June 30, 2024.
- b. Compensation – Salary: The Board shall increase the salary of the President by \$2790.63 effective July 1, 2021. On July 1, 2021, the President’s salary will increase from \$223,250 to \$226,040.63.

President

Board of Western Technical College District

\_\_\_\_\_

\_\_\_\_\_

Roger J. Stanford

Chairperson

\_\_\_\_\_

Secretary

The amendment of the Employment Contract was approved by a vote of the Board at an open meeting held on June 15, 2021.