

**Western Technical College Administrative Center**  
**111 Seventh Street N, Room 408**  
**La Crosse, WI**

**District  
Board  
Members:**

Lance Bagstad  
Andrew Bosshard  
Jim Dillin

Michelle Greendeer-Rave  
Majel Hein  
Kevin Hennessey

Angie Lawrence  
Ed Lukasek  
Ken Peterson

**District Board Meeting – Open Session**

**3:00pm**

**\*\* If there are any questions relative to a specific agenda item, please feel free to direct them to [pintzj@westerntc.edu](mailto:pintzj@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 ... 2022-23*

DATE	EVENT	LOCATION
January 17, 2023	Western College Day – 8am-Noon	Lunda Center
January 17, 2023	Western District Board Meeting - 3pm	A408
January 17, 2023	WTCS Board Meeting – 9am-Noon	Madison
February 5-8, 2023	ACCT National Legislative Summit	Washington, DC
February 14-17, 2023	Achieve The Dream 2023	Chicago, IL
February 21, 2023	Western District Board Meeting – 2pm   *Dinner Hosted by Roger and Julie	A408   Roger & Julie's Residence
March 14-15, 2023	WTCS Board Meeting	Northeast WI – Green Bay
March 21, 2023	Western District Board Meeting	TBD
April 18, 2023	Western District Board Meeting	TBD
April 20-22, 2023	District Boards Association Meeting	GTC - Kenosha
April 22, 2023	Commencement	La Crosse Center

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

# 2022-23 WIG: Attract and Retain Students and Co-Workers



Western Technical College  
**DISTRICT BOARD MONTHLY PLANNING CALENDAR – Meetings Begin at 2pm**  
**October 18, 2022-Revised – Effective January 1, 2023**

January	February	March (Board Location Change)
<ul style="list-style-type: none"> <li>Annual Enrollment Management</li> <li>Sustainability Update (1-page report)</li> </ul> <p><b>Issue Papers:</b></p> <ul style="list-style-type: none"> <li><i>New Program Approval</i></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 (biennial even years)</li> <li>Roger hosts dinner - District Board and Senior Leadership Team</li> </ul> <p><b>Board Advance</b></p>	<ul style="list-style-type: none"> <li><b>Strategic Focus Area - DEI</b></li> <li>ATD Update</li> <li>Annual District Board Appointment</li> <li>Student Government Update</li> <li>Closed Session President Presents on Evaluation</li> </ul> <p><b>Issue Papers:</b></p> <ul style="list-style-type: none"> <li><i>Private Sector Review</i></li> </ul>
April – (Sparta Annually)	May (1 <sup>st</sup> Tuesday)	June
<ul style="list-style-type: none"> <li>Full Budget Review (<i>no separate meeting</i>) – <i>Kicks Off Meeting</i></li> <li>Foundation Update</li> <li>Non-Renewals (closed-as needed)</li> <li>Presidents Evaluation</li> </ul>	<ul style="list-style-type: none"> <li>Student Ambassador Update</li> <li>Higher Ed Landscape &amp; Labor Market Update</li> <li>Annual Grant Update</li> <li>Annual K-12 Update</li> </ul> <p><b>Issue Papers:</b></p> <ul style="list-style-type: none"> <li><i>Non-Renewals (as needed)</i></li> <li><i>Fees &amp; Rates</i></li> <li><i>District Boards Association Annual Fees</i></li> </ul>	<ul style="list-style-type: none"> <li>Public Hearing – Budget</li> <li>District Boards Association Visit   Update (spring visit)</li> <li>Enrollment Update</li> <li>RLC Update (biennial odd years)</li> <li>HLC Update (F2F years 3, 8, 9 and 10   1-page report other years)</li> <li>District Board Dinner</li> </ul> <p><b>Issue Papers:</b></p> <ul style="list-style-type: none"> <li><i>Board Approval of Budget</i></li> <li><i>3-year Facility Plan</i></li> <li><i>Out of State Tuition Remission/Waivers</i></li> <li><i>Presidents Contract Amendment</i></li> <li><i>Salary Adjustments</i></li> <li><i>Bargaining Agreement</i></li> </ul>
July 2 <sup>nd</sup> Monday	August	September
<ul style="list-style-type: none"> <li><b>Program &amp; Service Highlights (optional)</b></li> <li>Recognize WLDI Grads</li> <li>Annual Organizational Meeting Actions</li> <li>President Shares Identified Goals</li> </ul> <p><b>Issue Papers:</b></p> <ul style="list-style-type: none"> <li><i>Designation of Date/Time/Location of District Board meetings</i></li> <li><i>District’s Attorneys</i></li> <li><i>District’s Public Finance Advisor</i></li> <li><i>District’s Official Newspaper</i></li> <li><i>District’s Public Depositories</i></li> <li><i>Annual Calendar</i></li> </ul>	<p><b>Annual Infrastructure Meeting</b></p> <p><b>Board Meeting   No Topics – SLT Excused</b></p> <p><b>Board Advance</b></p> <ul style="list-style-type: none"> <li>Annual Attorney Update</li> <li>Annual Boardmanship Topic</li> <li>Validate Board Evaluation</li> <li>Validate Board Goals</li> <li>Validate Board Commitments</li> <li>“A” Level Policy Discussion</li> </ul> <p><b>Issue Papers:</b></p> <ul style="list-style-type: none"> <li><i>Western and DBA Committee Appointments</i></li> </ul>	<ul style="list-style-type: none"> <li><b>Strategic Focus Area – 7-Week</b></li> <li>Enrollment Update</li> <li>Annual Legal Update</li> <li>Tax Levy Discussion</li> <li>College Day Update (1-page report)</li> <li>Legislative Update (1-page report)</li> <li>District Board Dinner</li> </ul>

Effective 01/01/2023

**Western Technical College**  
**DISTRICT BOARD MONTHLY PLANNING CALENDAR – Meetings Begin at 2pm**  
**October 18, 2022-Revised – Effective January 1, 2023**

October (Remote Location)	November	December
<ul style="list-style-type: none"> <li>• <b>Key Results Update</b> (Student Success Metrics and Strategic Goals including Equity Scorecard) <b>(2025)</b></li> <li>• Review Previous Fiscal Year’s Operating Financial Results</li> <li>• Annual BIS Update (1-page report)</li> <li>• Annual Marketing Update (1-page report)</li> <li>• Annual Manufacturers Luncheon on Same Day</li> <li>• Work Based Learning (WBL) and Computer-Based Learning (CBL) (1-page report/short presentation)</li> </ul> <p><b>Issue Papers:</b></p> <ul style="list-style-type: none"> <li>• <i>Annual Review of Procurements Report</i></li> <li>• <i>Annual BIS Contract Training</i></li> <li>• <i>Tax Levy</i></li> <li>• <i>Resolution Designating Positions as Assistant, Associate, or Deputy District Director for Wisconsin’s Code of Ethics for Public Officials and Employees</i></li> <li>• <i>Annual Budget Modifications</i></li> </ul> <p>NOTE: Luncheons held at regional campuses</p>	<ul style="list-style-type: none"> <li>• <b>Program &amp; Service Highlights (Learner Support &amp; Transition 2022)</b></li> <li>• <b>Strategic Focus Area – Co-worker Wellbeing</b></li> <li>• Q12</li> <li>• College Audit</li> <li>• Enterprise Update (biennial odd years–1-page report)</li> </ul> <p><b>Issue Papers:</b></p> <ul style="list-style-type: none"> <li>• <i>College Audit</i></li> </ul> <p><b>Board Advance</b></p>	<ul style="list-style-type: none"> <li>• <b>Annual Strategic Plan Review –</b> (WIGS, Data, Adjustments, Progress, and Priorities)</li> <li>• Borrowing Plan Discussion</li> <li>• RLC Community Panel Update (1-page report)</li> </ul> <p><b>Issue Papers:</b></p> <ul style="list-style-type: none"> <li>• <i>Capital Borrowing</i></li> </ul>

**\*Senior Leadership Team annual goal - 25% of District Board meetings or Advance sessions will be held at different locations.**

**\*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 faculty.**

**\*One-page reports submitted in lieu of presentation to District Board.**

Process   Timeline for President Evaluation	Timeline	Responsible
President presents goals and update.	March Board Meeting (closed session)	President
Distribute President evaluation tool to Board for their completion and President for his/her self-assessment.	March Board Meeting	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	Follows April Meeting	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

**Effective 01/01/2023**

## **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, JANUARY 17, 2023**  
**AGENDA**

Topic	Attachment	Action
<b>Call to Order</b>		X

The January 17, 2023 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.

**Resolution of Commendation | Retirement**

- Shelley McNeely, Dean of Students, Student Service & Engagement ..... Page 10 X

**Presentations**

- Discuss: Urban Green Space Update – Wade Hackbarth | Jay McHenry | Jacque Schreiner | Mike Poellinger
- Inform: Annual Enrollment Management Update – Amy Thornton | Deb Hether
- Inform: Spring Enrollment Update – Amy Thornton | Wade Hackbarth

**Annual 1-Page Department Report: Sustainability** Page 36 X

**Break | Chair’s Decision**

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

**Items to be Removed from Consent Agenda**

**Approve: Consent Agenda**

- Minutes
  - A. December 20, 2022 District Board Regular Meeting ..... Page 11 X
  - B. December 20, 2022 Policy Subcommittee Meeting ..... Page 12
  - C. November 15, 2022 Budget & Facilities Subcommittee Meeting ..... Page 13
- Financial Reports - December
  - A. Schedule of Payments ..... Page 14 X
  - B. Vendors Over \$2,500 ..... Page 15 X
  - C. General Fund | Special Revenue Funds Report ..... Page 17 X
  - D. Department Budget Summary ..... Page 18 X
  - E. Enterprise Fund Report ..... Page 20 X
  - F. Capital Projects Reports ..... Page 24 X
- Policy Revisions | **First Reading**
  - A. B0200 Resident Status | B0200 Procedure for Out-of-State Applications (District Board reference only) ..... Page 28 X
  - B. E0202 Enrollment of Students Under Age 18 | E0202p Procedure for Enrolling Students Under Age 16 (District Board reference only) ..... Page 30 X
- Personnel (*Information Only*)
  - A. Hires
    - 1. Jeffrey Kiefer, Instructor-HVAC, Integrated Technology, Academic Affairs Page 33
    - 2. Noah Hummel, Admission Coach, Enrollment Services, Student Service and Engagement Page 33
  - B. Promotions | Transfers | Appointments
    - 1. Alyssa Behringer, Student Information System Coordinator, Registrar/SIS, Enrollment Services, Student Service and Engagement Page 33
  - C. Resignations
    - 1. Laurie Landry, Traffic Safety Coordinator, General Studies, Academic Affairs Page 34
    - 2. Jill Grennan, Performance Excellence & Compliance Coordinator, Institutional Effectiveness, Executive Offices Page 34
    - 3. Ann Lichliter, Instructor-Human Services Associate, Academic Excellence, Education and Human Services, Academic Affairs Page 34



Topic	Attachment	Action
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D. Retirements

- 1. David Boen, Instructor-HVAC, Integrated Technology, Academic Affairs Page 34
- 2. Janice Strupp, Executive Assistant, President, Executive Offices Page 34

**Approve: Roll Call Vote**

- Approve: Adopt the Resolution Authorizing the Issuance and Establishing Parameters for the Sale of not to exceed \$6,505,000 General Obligation Promissory Notes, Series 2023A, of Western Technical College District, Wisconsin..... Page 35 ROLL CALL

**President Report**

- Community and Media Connections
- Current Priorities
- VP of Academics Search Plan – Wade Hackbarth
- February Holiday Party

**District Board Chairperson Report**

- Board Business | Updates
- Board Events
- Legislative Day Reflection – Eric Jacobson | Julie Lemon | Board Members
- Plus Delta Feedback

**Adjournment** ..... X



# Western Technical College

## *Resolution of Commendation to* **Shelley McNeely**

*Whereas*, Shelley McNeely, Dean of Students in the Student Development Division, will retire from Western Technical College on January 31, 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*, Shelley is truly one-of-a-kind; a strong collaborative partner in student success, always on-call and completely dedicated to the students of Western; and

*Whereas*, she is a compassionate and understanding leader who always provides guidance and knowledge to help others succeed, and always believed in her team and their abilities; and

*Whereas*, Shelley was known to be the Switzerland of Western, never picking a side, and having a unique ability to see things from multiple lenses and facilitate solutions; and

*Whereas*, she has a broad range of expertise in a variety of areas, including campus safety, student life, residence life, student advocacy, conduct, and Title IX, allowing her to be a strong voice of support to students throughout their time at Western; and

*Whereas*, Shelley had a wonderful sense of humor, producing the Breakfast Classique for several years and always providing the proper balance of humor and compassion in sensitive areas; and

*Whereas*, her work ethic, expertise, and love of all things Broadway 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 Shelley McNeely for her years of service and her commitment to excellence; and be it

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

**Western**  
**Technical College**

Roger Stanford, PhD, President/District Director

Ken Peterson, Chair

Adopted, approved, and recorded by the Western Technical College District Board on January 17, 2023

**WESTERN TECHNICAL COLLEGE DISTRICT BOARD**  
**Minutes of Regular Monthly Meeting**  
**December 20, 2022**

Mr. Ken Peterson, District Board Chair, called the regular meeting of the Board of Western Technical College District to order at 2:06pm on Tuesday, December 20, 2022, at the Western Technical College Administrative Center, 111 Seventh Street N, La Crosse, WI. Board members present: Lance Bagstad, Andrew Bosshard, Jim Dillin, Kevin Hennessey, Majel Hein, Michelle Greendeer-Rave, Angie Lawrence, Ed Lukasek, Ken Peterson, and Roger Stanford, President.

Notice of the meeting was posted publicly on Thursday, December 15, 2022 at 2:15pm 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, Amy Thornton, Julie Lemon, Christina Heit, Barb Kelsey, Kari Reyburn, Grace Janssen, Julie Christensen, Liz Wallace, Eric Jacobson, Pat Mielke, Nancy Winberg, Loren Anderson (Western employees) and Kyle Gruber, Wipfli

Presentations included Audit and Grants updates, Community Based Learning | Work Based Learning and ACCT Legislative Summit. Policy subcommittee and budget & facilities subcommittee updates were presented.

3:00pm: Kevin Hennessey excused.

Motion Bagstad, second Bosshard that the Western Technical College District Board approve the following consent items as presented: A. Minutes – 1. November 15, 2022 District Board Regular Meeting; 2. May 10, 2022 District Board Budget & Facilities Subcommittee Meeting; B. Financial Reports – 1. Schedule of Payments; 2. Vendors Over \$2,500. 3. General Revenue Expense Report – Oct/Nov; 4. Department Budget Summary – Oct/Nov; 5. Auxiliary Services Reports – Oct/Nov; 6. Capital Projects Reports; C. Policy Revisions | Second Reading – 1. C0101A Employee Complaint Resolution-Discipline/C0101AP – Procedures for Employee Complaint Resolution (District Board reference only); 2. C0400 Workers' Compensation & Benefits; 3. C0406 Health Examinations; 4. C0702 Jury Duty; D. Policy Review – No Changes | Second Reading – 1. D0113 Courses for Auditors Aged 60 and Older/D0113p – Procedures for Courses for Auditors Aged 60 and Older (District Board reference only); E. Policy Discontinuance | Second Reading – 1. C0101B Employee Complaint Resolution; F. Project Submission and Acceptance 2023-24 – 1. Adult Education and Family Literacy Act Grant Program; 2. State Grants (formerly General-Purpose Revenue) Funds. Votes: Ayes, 8, Opposed, 0. Abstention to Vendors over \$2500, 1. Motion carried.

Motion Lukasek, second Hein that the Western Technical College District Board accept and place on file the 2021-2022 financial audit report prepared by Wipfli, LLP. Roll call: Bagstad, yes; Bosshard, yes; Dillin, yes; Hein, yes; Lawrence, yes; Lukasek, yes; Greendeer-Rave, yes; Peterson, yes. Motion carried.

Motion Lawrence, second Bagstad, that the Western Technical College District Board approve the 2023 Capital Borrowing Plan. Roll Call: Bosshard, yes; Bagstad, yes; Dillin, yes; Hein, yes; Lawrence, yes; Lukasek, yes; Greendeer-Rave, yes; Peterson, yes. Motion carried.

Under the President's Report, Dr. Stanford shared that a Western student has been chosen as an ATD Scholar and will attend the national conference in February. Revised annual district board calendar begins in January. January College Day will be focused on coworker wellness. Ashley Furniture proposal is still in progress. Urban Green Space continues to raise funds. Local eighth graders are on campus today and are touring program areas. Partnership with sister city in France is in early stages (apprenticeship college). Early Childhood Education made decision to invest in one more faculty member to offer another cohort in this area. BIS has additional income, growing fast. Due to fulfillment challenges, another position will be added.

During the District Board Chairperson report, a District Boards Association meeting reminder was provided for January 11-13 in Madison. Reminder to complete Plus Delta.

5:03pm: Motion Lukasek, second Bagstad that the Western Technical College District Board adjourn. Votes: Ayes, 8; Opposed, 0. Motion carried.

Majel Hein, District Board Secretary

## Western Policy Subcommittee Minutes

December 20, 2022

1:00 P.M. Virtual Meeting

Committee Attendees: Majel Hein, Angie Lawrence, Lance Bagstad

Staff Attendees: Jill Grennan

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

- B0200 – Resident Status
  - B0200p Procedure for Out of State Applications (*Policy Committee Reference Only*)
- E0202 – Enrollment of Students Under Age 18
  - E0202p Procedure for Enrolling Students Under Age 16 (*Policy Committee Reference Only*)

All policies discussed have had verbiage changes.

- B0200 – Resident Status had revisions. The policy will move forward to the January board meeting.
- E0202 – Enrollment of Students Under Age 18 had revisions. The policy will move forward to the January board meeting.

No other business was discussed.

The next meeting is scheduled for February 21. There was no other business discussed.  
The meeting was adjourned at 1:33 p.m.

Respectfully,



Jill Grennan

## **Budget and Facilities Subcommittee Minutes November 15, 2022**

**Subcommittee Attendees:** Andrew Bosshard, Michelle Greendeer-Rave, Kevin Hennessey, Ed Lukasek

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

**Other Attendees:** N/A **Excused:** N/A

Andrew Bosshard called the meeting to order at 1:00 p.m.

### **Minutes**

The committee reviewed and approved the minutes from the meeting held on May 10, 2022.

### **Draft Annual Capital Borrowing Plan**

The draft annual capital borrowing plan was presented to the committee; the preliminary capital borrowing total is \$10,505.00. The draft 2023 capital borrowing plan will be presented for board approval in November, with final approval in December.

### **Viroqua Shell Space**

The city of Viroqua and the Viroqua library are interested in potentially renovating one of Western's unfinished shell spaces for additional library programming related to their early childhood program. The concept is in the development stage.

There is a second unfinished shell space that Western could use for any potential future development related to the college.

### **Meetings**

Tuesday, December 20, 2022, @ 1:00 p.m.

Tuesday, February 21, 2023, @ 1:00 p.m.

### **Other Business**

Being there was no other business to discuss, the meeting was adjourned at 1:57 p.m.



**Western Technical College**  
**Schedule of Payments Issued**  
**For The Period 12/01/22 thru 12/31/22**  
**FY 2022-2023**

	Check Numbers Used	Number Issued	December 2022	Year to Date
<b>Accounts Payable</b>				
Checks	352131-352360	230	\$687,591.99	\$5,343,198.81
P Card		386	\$119,735.53	\$1,154,459.43
Electronic		153	\$3,244,317.37	\$21,057,889.67
<b>Total Accounts Payable</b>			<b>\$ 4,051,644.89</b>	<b>\$ 27,555,547.91</b>
<b>Student Refunds</b>				
Checks	537660-537967	308	\$207,811.96	\$1,465,171.83
Electronic		247	\$183,773.02	\$3,832,272.93
<b>Total Student Refunds</b>			<b>\$ 391,584.98</b>	<b>\$ 5,297,444.76</b>
<b>Payroll</b>				
Checks	801175-801178	4	\$1,079.07	\$6,154.83
Electronic		1496	\$1,980,980.92	\$11,654,091.29
<b>Total Payroll</b>			<b>\$ 1,982,059.99</b>	<b>\$ 11,660,246.12</b>
<b>Total Payments</b>			<b>\$ 6,425,289.86</b>	<b>\$ 44,513,238.79</b>

**Western Technical College  
Vendor Payments Exceeding \$2500  
December 31, 2022**

<u>Vendor</u>	<u>Amount</u>	<u>Check #</u>
4 IMPRINT	\$ 4,408.21	352270
7 RIVERS ALLIANCE	\$ 5,250.00	352322
ACHIEVING THE DREAM REG	\$ 4,722.00	PCARD
AMERICAN HEART SHOPCPR	\$ 3,322.00	PCARD
AMERICAN HERITAGE LIFE INSURANCE COMPANY	\$ 4,386.79	352188
AWL*PEARSON EDUCATION	\$ 3,299.60	PCARD
AWL*PEARSON EDUCATION	\$ 3,472.35	PCARD
AWL*PEARSON EDUCATION	\$ 4,799.40	PCARD
AWL*PEARSON EDUCATION	\$ 7,199.10	PCARD
BASSETT INC. DBA BASSETT MECHANICAL	\$ 207,493.00	EFT000000006541
BERNIE BUCHNER, INC.	\$ 4,079.16	EFT000000006546
BOUND TREE MEDICAL LLC	\$ 5,129.97	352329
BRICKL BROTHERS INC	\$ 72,985.07	352274
CARY SPECIALIZED SERVICES INC	\$ 2,745.00	EFT000000006548
CHARGER ACQUISITION CO, INC DBA EMBURSE, INC	\$ 6,447.70	EFT000000006559
CITY OF LA CROSSE	\$ 8,364.40	352146
CLARK EQUIPMENT COMPANY DBA BOBCAT COMPANY	\$ 6,469.34	EFT000000006560
CUMMINS OSM	\$ 3,600.00	PCARD
DELTA DENTAL	\$ 8,603.60	WIRE
DELTA DENTAL	\$ 9,429.98	WIRE
DELTA DENTAL	\$ 10,295.16	WIRE
DELTA DENTAL	\$ 11,279.00	WIRE
DIGICOPY	\$ 3,178.79	EFT000000006500
DISTRICTS MUTUAL INSURANCE	\$ 11,056.00	352250
ELLUCIAN COMPANY LP	\$ 102,346.50	EFT000000006533
ELSEVIER INC	\$ 13,581.68	EFT000000006501
EPICOSITY LLC	\$ 63,010.32	EFT000000006557
EPICOSITY LLC	\$ 68,145.94	EFT000000006441
HARTER'S TRASH & RECYCLING INC	\$ 6,352.16	352198
HSR ASSOCIATES, INC	\$ 2,709.15	EFT000000006522
INDOFF INC	\$ 6,421.92	352288
INFOR GLOBAL OPERATIONS LP dba INFOR (US), LLC	\$ 2,851.20	EFT000000006540
INTEGRITY DATA	\$ 9,000.00	352199
JACKSON & ASSOCIATES LLC	\$ 213,434.36	352289
KONE INC	\$ 3,615.00	352202
KREIBICH HOLDING LLC dba KREIBICH LANDSCAPING	\$ 4,310.00	EFT000000006461
KWIK TRIP	\$ 2,594.53	352204
LA CROSSE MEDICAL HEALTH SCIENCE	\$ 5,174.75	352207
LA CROSSE WATER UTILITY	\$ 2,586.59	352208
LAB MIDWEST, LLC	\$ 31,456.00	352290
LEVI, RAY, SHOUP, INC.	\$ 5,218.20	PCARD
MARKET & JOHNSON, INC.	\$ 210,547.63	EFT000000006524
MOLL,KIMBERLY dba KM'S CLEANING	\$ 2,687.50	352160

<u>Vendor</u>	<u>Amount</u>	<u>Check #</u>
MSA SAFETY INCORPORATED	\$ 3,081.00	352161
MSA SAFETY INCORPORATED	\$ 5,720.00	352296
NATIONAL INSURANCE SERVICES	\$ 4,843.97	352333
NEIGHBORHOOD FAMILY CLINICS INC	\$ 6,090.00	EFT000000006458
NELSON'S PLUMBING & ELECTRIC INC	\$ 5,491.99	352218
OFFICENATION INC DBA PCNATION	\$ 7,861.58	EFT000000006543
P & T ELECTRIC INC.	\$ 6,255.37	EFT000000006471
P & T ELECTRIC INC.	\$ 10,324.07	EFT000000006449
P & T ELECTRIC INC.	\$ 50,316.92	EFT000000006526
PEPSI-COLA BOTTLING COMPANY OF LA CROSSE	\$ 3,119.05	EFT000000006534
PRESTWICK GROUP,THE dba MAX-R	\$ 8,888.00	EFT000000006459
PRO-TEC DESIGN	\$ 4,622.27	EFT000000006528
PT WELDING AND DRIVESHAFT REPAIR, INC.	\$ 9,055.05	352299
RAVE WIRELESS, INC. DBA RAVE MOBILE SAFETY	\$ 6,400.00	EFT000000006450
REINHART FOODSERVICE	\$ 2,900.17	352222
REINHART FOODSERVICE	\$ 4,689.58	352301
REINHART FOODSERVICE	\$ 10,910.05	352166
RITEWAY BUS SERVICE, INC dba GO RITEWAY TRANSPORTATION GROUP	\$ 2,692.00	352167
RITEWAY BUS SERVICE, INC dba GO RITEWAY TRANSPORTATION GROUP	\$ 4,048.37	352223
ROBERT FERRILLI LLC	\$ 14,800.00	EFT000000006539
SAFEGUARD BUSINESS SYSTEMS INC dba BRAND ADVANTAGE GROUP	\$ 8,340.00	EFT000000006538
SAGE PUBLICATIONS, INC.	\$ 4,800.00	EFT000000006456
SCHUMAKER,HOWARD	\$ 2,500.00	352265
SERVI,JOSEPH	\$ 3,868.82	EFT000000006558
SERVICEMASTER CLEANING SERVICE	\$ 7,172.92	EFT000000006476
SIKICH LLP	\$ 507,186.46	WIRE
STANDARD & POOR'S	\$ 3,000.00	352228
US BANK-DEBT SERVICES WIRE	\$ 79,113.96	WIRE
US OMNI & TSACG COMPLIANCE SERVICES, INC.	\$ 16,479.10	WIRE
VALIDITY INC	\$ 13,497.78	EFT000000006487
WE ENERGIES	\$ 2,608.15	352238
WISCONSIN HIGHER EDUCATION AIDS BOARD	\$ 2,700.00	352183
WISCONSIN INDEPENDENT NETWORK LLC	\$ 4,138.00	EFT000000006485
WISCONSIN RETIREMENT-WRS WIRE	\$ 349,961.98	WIRE
XCEL ENERGY	\$ 73,952.49	352319
YWCA	\$ 2,983.00	EFT000000006532





**Western Technical College**  
**General Fund/Special Revenue Funds**  
 For the Six Months Ending Saturday, December 31, 2022

	<u>Budget</u> <u>2023</u>	<u>Encumbrances</u> <u>2023</u>	<u>Current Month</u> <u>December</u>	<u>YTD</u> <u>2023</u>	<u>% of YTD</u> <u>to Budget</u>
<b>Revenue</b>					
Local Taxes	11,764,000		11,187	26,216	0.22%
State Sources	24,712,465		21,954	5,340,156	21.61%
Program Fees	11,546,000		1,024,944	11,101,359	96.15%
Material Fees	415,600		35,649	396,847	95.49%
Other Student Fees	919,400		46,901	641,281	69.75%
Institutional Sources	5,082,400		226,062	996,327	19.60%
Federal Sources	1,414,687		231,113	710,341	50.21%
<b>Total Revenues</b>	<b><u>55,854,552</u></b>		<b><u>1,597,811</u></b>	<b><u>19,212,527</u></b>	<b><u>34.40%</u></b>
<b>Expenditures</b>					
Instructional	35,155,352	129,509	2,505,056	15,187,526	43.20%
Instructional Resources	1,246,149		85,071	542,947	43.57%
Student Services	6,720,584	4,408	592,173	3,205,770	47.70%
General Institutional	9,825,045	382,578	755,824	5,468,904	55.66%
Physical Plant	4,428,670	41,013	283,780	1,971,078	44.51%
<b>Total Expenditures</b>	<b><u>57,375,800</u></b>	<b><u>557,508</u></b>	<b><u>4,221,905</u></b>	<b><u>26,376,225</u></b>	<b><u>45.97%</u></b>
<b>Net Revenue (Expenditures)</b>	<b><u>(1,521,248)</u></b>	<b><u>(557,508)</u></b>	<b><u>(2,624,093)</u></b>	<b><u>(7,163,698)</u></b>	

**Western Technical College**  
**Department Summary Report**  
For the Six Months Ending Saturday, December 31, 2022

<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	\$56,500.00		\$42,134.57	\$14,365.43	74.57%
150 - President - Stanford, Roger	602,149.00		296,748.77	305,400.23	49.28%
170 - Foundation and Alumni - Schreiner, Jacquelyn	505,442.00		209,488.86	295,953.14	41.45%
273 - Institutional Effectiveness - Dryden, Tracy	563,974.00		293,012.61	270,961.39	51.95%
275 - Institutional Research - Shane, Brianne	387,465.00	11,200.00	172,862.81	203,402.19	47.50%
430 - Grants Administration - Wallace, Liz	372,368.00		165,110.50	207,257.50	44.34%
<b>Total District Board/President</b>	<b>2,487,898.00</b>	<b>11,200.00</b>	<b>1,179,358.12</b>	<b>1,297,339.88</b>	<b>47.85%</b>
<b><u>Academic Affairs</u></b>					
200 - Academics - Thornton, Amy	381,715.00		104,035.00	277,680.00	27.25%
210 - Business Division - Brown, Gary	4,305,072.00		2,034,396.87	2,270,675.13	47.26%
220 - Integrated Technologies Division - Gamer, Josh	5,441,292.00	4,768.34	2,457,746.58	2,978,777.08	45.26%
240 - Health and Public Safety Division - Dean, Kevin	967,156.00	3,067.00	429,951.48	534,137.52	44.77%
241 - Nursing - Miller, Chaudette	2,772,686.00		1,376,371.32	1,396,314.68	49.64%
242 - Allied Health - Jobe, Dean	1,246,955.00		613,802.70	633,152.30	49.22%
243 - Public Safety Services - Dean, Kevin	1,680,652.00	10,292.70	755,995.59	914,363.71	45.59%
244 - Health Education - Jimenez, Juan	1,185,945.00	1,200.00	560,654.64	624,090.36	47.38%
250 - General Studies - Gillette, John	4,401,414.00		2,115,024.99	2,286,389.01	48.05%
251 - Learning Commons - Moffler-Daykin, Kirsten	447,438.00		215,411.36	232,026.64	48.14%
270 - Academic Excellence, Educ & Human Srv - Hopkins, Rebecca	1,588,423.00		774,481.82	813,941.18	48.76%
310 - Learner Support and Transition - Church-Hoffman, Mandy	2,948,720.00		1,332,146.62	1,616,573.38	45.18%
<b>Total Academic Affairs</b>	<b>27,367,468.00</b>	<b>19,328.04</b>	<b>12,770,018.97</b>	<b>14,578,120.99</b>	<b>46.73%</b>
<b><u>Student Services and Engagement</u></b>					
279 - Regional Learning Centers-Operations - Hether, Deb	665,807.00		319,793.62	346,013.38	48.03%
300 - Student Development and Success - Thornton, Amy	314,485.00		173,577.07	140,907.93	55.19%
314 - Enrollment Services - Hether, Deb	757,852.00	4,408.21	332,939.32	420,504.47	44.51%
331 - Counseling and Disability Services - BrandauHynek, Ann	546,653.00		269,421.46	277,231.54	49.29%
335 - Advising and Career Services - Kelsey, Barb	1,104,776.00		555,430.11	549,345.89	50.28%
336 - Veteran Services - Helgeson, Jackie	278,605.00		133,836.14	144,768.86	48.04%
341 - Security/Student Development - McNeeley, Shelley	726,979.00		386,235.89	340,743.11	53.13%
351 - K-12 Partnerships - Mezera, Isaac	234,799.00		98,993.51	135,805.49	42.16%
352 - Financial Aid - Grandall, Jerolyn	453,925.00		278,190.54	175,734.46	61.29%
355 - Registrar/SIS - Peterson, Sandy	541,187.00		278,120.57	263,066.43	51.39%
410 - Marketing, Communications & Legislative Advocacy - Lemon, Julie	1,291,696.00	188,608.66	641,810.07	461,277.27	64.29%
440 - Outreach & Admissions - Locy, Caitlin	761,712.00		362,073.01	399,638.99	47.53%
445 - Community Engagement & Equity/Inclusion - Reyburn, Kari	389,240.00		196,397.54	192,842.46	50.46%
<b>Total Student Services and Engagement</b>	<b>8,067,716.00</b>	<b>193,016.87</b>	<b>4,026,818.85</b>	<b>3,847,880.28</b>	<b>52.31%</b>

**Western Technical College**  
**Department Summary Report**  
For the Six Months Ending Saturday, December 31, 2022

<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	4,576,600.00	10,000.00	676,356.02	3,890,243.98	15.00%
500 - Finance and Operations Admin - Hackbarth, Wade	366,590.00		156,079.23	210,510.77	42.58%
502 - Lunda Center - Murphy, Dan	253,900.00		128,221.67	125,678.33	50.50%
504 - Sustainability-Development - Meehan, Casey	133,142.00		65,223.16	67,918.84	48.99%
510 - Business Services - Otto, De Anne	311,084.00		163,077.50	148,006.50	52.42%
515 - Cashier's Office - Vonderohe, Marsha	495,319.00		219,842.08	275,476.92	44.38%
520 - Information Services - Pierce, Joan	3,075,888.00	100,095.15	1,760,249.21	1,215,543.64	60.48%
530 - Human Resources - Heath, John	950,522.00		464,991.07	485,530.93	48.92%
535 - Professional Development - Kettner-Sieber, Jackie	317,612.00		107,006.83	210,605.17	33.69%
536 - Wellness Program - Monroe, Ryan	42,167.00		19,612.21	22,554.79	46.51%
540 - Physical Plant - McHenry, Jay	814,333.00	1,865.00	354,361.50	458,106.50	43.74%
541 - Facilities Operations - Haun, Brian	1,814,869.00	39,148.14	744,669.64	1,031,051.22	43.19%
545 - Custodial Services - Dahl, Julie	2,178,984.00		993,315.37	1,185,668.63	45.59%
550 - Controller - Heit, Christina	1,429,013.00		608,899.49	820,113.51	42.61%
<b>Total Finance and Operations</b>	<b>16,760,023.00</b>	<b>151,108.29</b>	<b>6,461,904.98</b>	<b>10,147,009.73</b>	<b>39.46%</b>
<b><u>Budget Freezes and Other Expenses</u></b>					
551 - Budget Freezes - Heit, Christina	(765,700.00)			(765,700.00)	0.00%
550 - COVID-19 Expenses - Heit, Christina	387,962.00	3,301.25	181,918.72	202,742.03	47.74%
552 - Reserve Fund Balance - Hackbarth, Wade	900,254.00	90,572.58	147,172.61	662,508.81	26.41%
<b>Total Budget Freezes and Other Expenses</b>	<b>522,516.00</b>	<b>93,873.83</b>	<b>329,091.33</b>	<b>99,550.84</b>	<b>80.95%</b>
<b><u>Federal Grants</u></b>					
700 - Federal Grants - Various	1,760,705.00	1,950.00	893,462.07	865,292.93	50.86%
<b>Total Federal Grants</b>	<b>1,760,705.00</b>	<b>1,950.00</b>	<b>893,462.07</b>	<b>865,292.93</b>	<b>50.86%</b>
<b><u>State and Private Grants</u></b>					
800-999 - State and Private Grants - Various	409,474.00	87,030.48	158,062.97	164,380.55	59.86%
<b>Total State and Private Grants</b>	<b>409,474.00</b>	<b>87,030.48</b>	<b>158,062.97</b>	<b>164,380.55</b>	<b>59.86%</b>
<b>Total</b>	<b>57,375,800.00</b>	<b>557,507.51</b>	<b>25,818,717.29</b>	<b>30,999,575.20</b>	<b>45.97%</b>

**Western Technical College**  
**Enterprise Fund Board Report**  
For the Six Months Ending Saturday, December 31, 2022

	<u>Fiscal Year</u> 2020	<u>Fiscal Year</u> 2021	<u>Fiscal Year</u> 2022	<u>YTD Prior Yr</u> 2022	<u>Fiscal Yr-YTD</u> 2023	<u>Budget</u> 2023
<b>ENTERPRISE TOTAL</b>						
<b>Total Revenue</b>	<u>\$4,153,135</u>	<u>\$4,511,414</u>	<u>\$4,467,891</u>	<u>\$2,111,602</u>	<u>\$2,277,513</u>	<u>\$3,723,000</u>
<b>Expenses</b>						
Salaries	\$934,994	\$689,323	\$911,467	\$449,311	\$503,612	\$963,300
Fringe Benefits	\$331,284	\$294,640	\$310,324	\$153,816	\$152,902	\$317,845
Cost of Goods Sold	\$1,657,222	\$1,435,961	\$1,519,491	\$868,018	\$876,782	\$1,517,400
Other	\$1,368,270	\$1,314,610	\$1,322,511	\$648,430	\$677,145	\$1,337,755
<b>Total Expenses</b>	<u>\$4,291,770</u>	<u>\$3,734,533</u>	<u>\$4,063,793</u>	<u>\$2,119,575</u>	<u>\$2,210,440</u>	<u>\$4,136,300</u>
<b>Enterprise Profit/(Loss)</b>	<u>(\$138,635)</u>	<u>\$776,881</u>	<u>\$404,098</u>	<u>(\$7,973)</u>	<u>\$67,073</u>	<u>(\$413,300)</u>
<b>CAMPUS SHOP</b>						
<b>Revenue</b>						
Book Sales	\$1,388,353	\$1,194,328	\$1,084,694	\$703,949	\$667,679	\$1,102,000
Supply Sales	\$227,578	\$179,493	\$232,826	\$150,396	\$152,146	\$220,000
Resale Receipts	\$3,609	\$910	\$1,151	\$652	\$546	\$1,500
Emergency Relief Funds-Institutio...	\$0	\$682,342	\$654,242	\$81,903	\$126,521	\$0
<b>Total Revenue</b>	<u>\$1,619,539</u>	<u>\$2,057,074</u>	<u>\$1,972,913</u>	<u>\$936,901</u>	<u>\$946,892</u>	<u>\$1,323,500</u>
<b>Expenses</b>						
Salaries	\$230,454	\$207,222	\$200,398	\$101,754	\$90,643	\$186,711
Fringe Benefits	\$74,558	\$70,072	\$64,970	\$33,411	\$26,475	\$54,664
Cost of Goods Sold	\$1,288,248	\$1,225,591	\$1,133,019	\$678,897	\$626,563	\$1,067,000
Other	\$63,955	\$76,149	\$64,363	\$42,187	\$53,960	\$69,025
<b>Total Expenses</b>	<u>\$1,657,214</u>	<u>\$1,579,034</u>	<u>\$1,462,750</u>	<u>\$856,248</u>	<u>\$797,642</u>	<u>\$1,377,400</u>
<b>Profit/(Loss)</b>	<u>(\$37,675)</u>	<u>\$478,040</u>	<u>\$510,163</u>	<u>\$80,653</u>	<u>\$149,250</u>	<u>(\$53,900)</u>

**Western Technical College**  
**Enterprise Fund Board Report**  
For the Six Months Ending Saturday, December 31, 2022

	<u>Fiscal Year</u> <u>2020</u>	<u>Fiscal Year</u> <u>2021</u>	<u>Fiscal Year</u> <u>2022</u>	<u>YTD Prior Yr</u> <u>2022</u>	<u>Fiscal Yr-YTD</u> <u>2023</u>	<u>Budget</u> <u>2023</u>
<b>UNION MARKET</b>						
<b>Revenue</b>						
Union Market Sales	\$318,702	\$69,219	\$286,185	\$156,545	\$201,049	\$375,000
Meal Plan-Residence Hall Sales	\$147,754	\$72,493	\$181,451	\$93,496	\$118,683	\$200,000
Coleman Cafe Sales	\$33,216	\$0	\$0	\$0	\$0	\$0
Catering/Other	\$189,989	\$7,926	\$126,946	\$37,214	\$93,856	\$202,000
Coronavirus Relief Fund-WI DOA	\$19,957	\$12,011	\$0	\$0	\$0	\$0
Emergency Relief Funds-Institutio...	\$203,053	\$768,806	\$349,715	\$90,665	\$57,266	\$0
<b>Total Revenue</b>	<b>\$912,671</b>	<b>\$930,454</b>	<b>\$944,297</b>	<b>\$377,921</b>	<b>\$470,854</b>	<b>\$777,000</b>
<b>Expenses</b>						
Salaries	\$508,585	\$321,786	\$515,374	\$247,608	\$302,859	\$546,360
Fringe Benefits	\$168,314	\$145,643	\$166,200	\$81,246	\$89,868	\$167,890
Cost of Goods Sold	\$336,515	\$92,790	\$339,096	\$158,629	\$224,075	\$395,000
Other	\$78,543	\$30,505	\$66,875	\$35,048	\$42,014	\$83,300
<b>Total Expenses</b>	<b>\$1,091,958</b>	<b>\$590,724</b>	<b>\$1,087,545</b>	<b>\$522,531</b>	<b>\$658,815</b>	<b>\$1,192,550</b>
<b>Profit/(Loss)</b>	<b>(\$179,286)</b>	<b>\$339,730</b>	<b>(\$143,247)</b>	<b>(\$144,610)</b>	<b>(\$187,961)</b>	<b>(\$415,550)</b>
<hr/>						
<b>DAY CARE CENTER</b>						
<b>Revenue</b>						
Facilities Rental Income	\$46,415	\$47,807	\$47,807	\$23,903	\$23,903	\$48,000
Miscellaneous Revenue	\$3,135	\$319	\$474	\$159	\$2,530	\$1,000
<b>Total Revenue</b>	<b>\$49,550</b>	<b>\$48,126</b>	<b>\$48,281</b>	<b>\$24,063</b>	<b>\$26,433</b>	<b>\$49,000</b>
<b>Expenses</b>						
Other Expenditures	\$14,827	\$19,525	\$30,865	\$15,962	\$7,292	\$24,000
<b>Total Expenses</b>	<b>\$14,827</b>	<b>\$19,525</b>	<b>\$30,865</b>	<b>\$15,962</b>	<b>\$7,292</b>	<b>\$24,000</b>
<b>Profit/(Loss)</b>	<b>\$34,724</b>	<b>\$28,601</b>	<b>\$17,416</b>	<b>\$8,101</b>	<b>\$19,142</b>	<b>\$25,000</b>

**Western Technical College**  
**Enterprise Fund Board Report**  
For the Six Months Ending Saturday, December 31, 2022

	<u>Fiscal Year</u> <u>2020</u>	<u>Fiscal Year</u> <u>2021</u>	<u>Fiscal Year</u> <u>2022</u>	<u>YTD Prior Yr</u> <u>2022</u>	<u>Fiscal Yr-YTD</u> <u>2023</u>	<u>Budget</u> <u>2023</u>
<b>WELLNESS CENTER</b>						
<b>Revenue</b>						
Memberships Fees	\$22,269	\$502	\$12,902	\$3,399	\$6,134	\$15,000
Student Govt/Other Revenue	\$166,998	\$157,540	\$171,577	\$86,351	\$86,096	\$173,750
Emergency Relief Funds-Institutio...	\$0	\$64,807	\$12,653	\$3,754	\$1,967	\$0
<b>Total Revenue</b>	<b>\$189,267</b>	<b>\$222,849</b>	<b>\$197,132</b>	<b>\$93,503</b>	<b>\$94,197</b>	<b>\$188,750</b>
<b>Expenses</b>						
Salaries	\$105,088	\$77,396	\$106,099	\$54,265	\$53,059	\$108,919
Fringe Benefits	\$52,888	\$44,440	\$45,064	\$22,245	\$19,952	\$45,151
Other	\$17,758	\$50,532	\$26,156	\$14,661	\$20,432	\$22,530
<b>Total Expenses</b>	<b>\$175,735</b>	<b>\$172,368</b>	<b>\$177,319</b>	<b>\$91,171</b>	<b>\$93,443</b>	<b>\$176,600</b>
<b>Profit/(Loss)</b>	<b>\$13,532</b>	<b>\$50,481</b>	<b>\$19,813</b>	<b>\$2,332</b>	<b>\$754</b>	<b>\$12,150</b>
<hr/>						
<b>PC RESALE</b>						
<b>Revenue</b>						
Resale Receipts	\$124,917	\$225,840	\$152,459	\$85,226	\$97,592	\$163,900
Emergency Relief Funds-Institutio...	\$0	\$4,385	\$526	\$526	\$0	\$0
<b>Total Revenue</b>	<b>\$124,917</b>	<b>\$230,225</b>	<b>\$152,985</b>	<b>\$85,753</b>	<b>\$97,592</b>	<b>\$163,900</b>
<b>Expenses</b>						
Salaries	\$37,188	\$36,290	\$37,286	\$18,643	\$17,800	\$35,270
Fringe Benefits	\$18,721	\$18,053	\$17,971	\$8,876	\$5,783	\$11,180
Purchases for Resale	\$32,459	\$117,580	\$47,376	\$30,493	\$26,144	\$55,400
Other Expenses	\$11,997	\$16,408	\$7,673	\$3,446	\$13,174	\$18,550
<b>Total Expenses</b>	<b>\$100,366</b>	<b>\$188,331</b>	<b>\$110,306</b>	<b>\$61,459</b>	<b>\$62,900</b>	<b>\$120,400</b>
<b>Profit/(Loss)</b>	<b>\$24,551</b>	<b>\$41,893</b>	<b>\$42,679</b>	<b>\$24,294</b>	<b>\$34,692</b>	<b>\$43,500</b>
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**Western Technical College**  
**Enterprise Fund Board Report**  
For the Six Months Ending Saturday, December 31, 2022

	<u>Fiscal Year</u> <u>2020</u>	<u>Fiscal Year</u> <u>2021</u>	<u>Fiscal Year</u> <u>2022</u>	<u>YTD Prior Yr</u> <u>2022</u>	<u>Fiscal Yr-YTD</u> <u>2023</u>	<u>Budget</u> <u>2023</u>
<b>VENDING</b>						
<b>Revenue</b>						
Commissions	\$22,395	\$6,025	\$10,955	\$3,886	\$7,415	\$21,000
Emergency Relief Funds-Institutio...	\$0	\$18,857	\$14,174	\$2,263	\$2,633	\$0
<b>Total Revenue</b>	<b>\$22,395</b>	<b>\$24,882</b>	<b>\$25,129</b>	<b>\$6,150</b>	<b>\$10,048</b>	<b>\$21,000</b>
<b>Expenses</b>						
Vending Expenses	\$25,850	\$11,488	\$26,465	\$13,378	\$21,244	\$40,000
Vending-Student Use	\$4,096	\$200	\$0	\$0	\$0	\$10,000
<b>Total Expenses</b>	<b>\$29,947</b>	<b>\$11,688</b>	<b>\$26,465</b>	<b>\$13,378</b>	<b>\$21,244</b>	<b>\$50,000</b>
<b>Profit/(Loss)</b>	<b>(\$7,552)</b>	<b>\$13,194</b>	<b>(\$1,336)</b>	<b>(\$7,228)</b>	<b>(\$11,196)</b>	<b>(\$29,000)</b>

<b>RESIDENCE HALL</b>						
<b>Revenue</b>						
Commissions	\$1,533	\$287	\$1,378	\$416	\$632	\$1,500
Dorm Rent Receipts	\$916,509	\$380,561	\$948,389	\$471,150	\$564,000	\$1,121,825
Dorm Rent - Breaks	\$1,315	\$1,050	\$15,027	\$9,036	\$4,924	\$10,000
Dorm Rent Forfeiture/Damage	\$13,100	\$3,323	\$6,340	\$4,840	\$5,064	\$13,000
Cost Reimbursements	\$26,303	(\$290)	\$24,551	\$24,930	\$28,948	\$28,000
Housing Application Fees	\$8,550	\$4,250	\$11,750	\$3,500	\$2,300	\$10,000
Emergency Relief Funds-Institutio...	\$153,797	\$593,271	\$114,960	\$70,994	\$9,719	\$0
Gifts & Grants-DMI Covid-19 Res...	\$50,000	\$11,775	\$0	\$0	\$0	\$0
Miscellaneous Revenue	\$48,269	\$2,778	\$370	\$251	\$13,648	\$11,000
<b>Total Revenue</b>	<b>\$1,219,377</b>	<b>\$997,005</b>	<b>\$1,122,765</b>	<b>\$585,118</b>	<b>\$629,235</b>	<b>\$1,195,325</b>
<b>Expenses</b>						
Salaries	\$53,678	\$46,628	\$52,310	\$27,041	\$39,251	\$86,040
Fringe Benefits	\$17,210	\$16,454	\$16,172	\$8,038	\$10,824	\$38,960
Noninstr Dup/Prnt/Graphics	\$1,323	\$525	\$526	\$407	\$968	\$1,500
General Expense	\$12,710	\$6,387	\$14,923	\$3,472	\$4,563	\$20,000
Other Contracts and Services	\$62,412	\$52,190	\$28,883	\$11,403	\$23,603	\$43,000
Interest Expense	\$570,941	\$560,557	\$549,144	\$270,865	\$263,433	\$536,600
Utilities	\$84,499	\$75,584	\$92,229	\$26,008	\$32,915	\$82,250
Depreciation Expense	\$393,004	\$393,370	\$393,370	\$201,696	\$178,500	\$357,000
Other Expenditures	\$14,377	\$9,597	\$9,416	\$4,095	\$9,246	\$18,400
<b>Total Expenses</b>	<b>\$1,210,153</b>	<b>\$1,161,292</b>	<b>\$1,156,973</b>	<b>\$553,026</b>	<b>\$563,302</b>	<b>\$1,183,750</b>
<b>Profit/(Loss)</b>	<b>\$9,224</b>	<b>(\$164,287)</b>	<b>(\$34,208)</b>	<b>\$32,092</b>	<b>\$65,933</b>	<b>\$11,575</b>

<b>TOMAH JOB CENTER</b>						
<b>Revenue</b>						
Facilities Rental Income	\$15,419	\$799	\$4,389	\$2,195	\$2,261	\$4,525
<b>Total Revenue</b>	<b>\$15,419</b>	<b>\$799</b>	<b>\$4,389</b>	<b>\$2,195</b>	<b>\$2,261</b>	<b>\$4,525</b>
<b>Expenses</b>						
Depreciation Expense	\$11,571	\$11,571	\$11,571	\$5,802	\$5,802	\$11,600
<b>Total Expenses</b>	<b>\$11,571</b>	<b>\$11,571</b>	<b>\$11,571</b>	<b>\$5,802</b>	<b>\$5,802</b>	<b>\$11,600</b>
<b>Profit/(Loss)</b>	<b>\$3,847</b>	<b>(\$10,772)</b>	<b>(\$7,182)</b>	<b>(\$3,607)</b>	<b>(\$3,541)</b>	<b>(\$7,075)</b>

**Western Technical College**  
**Capital Projects Report-FY23 Completed Projects**  
**as of 12/31/2022**

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>					
C20510	Lunda Center-Lighting	100,000.00	(23,723.47)	76,276.53	76,276.53	08/31/2022
C21210	Sparta Public Safety Training Ctr-Remodeling	1,500,000.00	(234,864.99)	1,265,135.01	1,265,135.01	11/30/2022
C21240	Sparta Public Safety Training Ctr-Roof	500,000.00	80,603.75	580,603.75	580,603.75	11/30/2022
C21550	Admin Center-2nd Floor Carpeting	-	23,674.20	23,674.20	23,674.20	08/31/2022
C22550	Admin Center-1st Floor Flooring & Painting	-	49,414.75	49,414.75	49,414.75	08/31/2022
C99220	Minor Projects-FY22	60,000.00	(17,623.59)	42,376.41	42,376.41	09/30/2022
C99225	Exterior Signage-FY22	50,000.00	(12,145.66)	37,854.34	37,854.34	09/30/2022
	<b>Total Remodeling &amp; Site Improvements Completed Projects</b>	<b>2,210,000.00</b>	<b>(134,665.01)</b>	<b>2,075,334.99</b>	<b>2,075,334.99</b>	
	<b>Equipment &amp; Furnishings</b>					
C19310	Student Success Center-Graphic Designs	20,000.00	(20,000.00)	-	-	11/30/2022
C22113	Business Education Ctr-Rooms 113/116	-	31,032.24	31,032.24	31,032.24	08/31/2022
C22519	Res Hall-Wireless Network-WAPs	-	43,454.28	43,454.28	43,454.28	11/30/2022
C22810	Coleman Center-Rm 100 Furnishings	-	8,301.61	8,301.61	8,301.61	11/30/2022
C99221	Minor Furnishings & Equipment-FY22	50,000.00	(50,000.00)	-	-	09/30/2022
C99224	Security Equipment-FY22	70,000.00	(66,055.01)	3,944.99	3,944.99	09/30/2022
	<b>Total Equipment &amp; Furnishings Completed Projects</b>	<b>120,000.00</b>	<b>(33,266.88)</b>	<b>86,733.12</b>	<b>86,733.12</b>	
	<b>Total Completed Projects in FY23</b>	<b>2,340,000.00</b>	<b>(177,931.89)</b>	<b>2,162,068.11</b>	<b>2,162,068.11</b>	



**Western Technical College**  
**Capital Projects Report-Current Projects**  
**As of 12/31/2022**

Project Name	Debt Issue	Actual Amount Borrowed	Amount Transferred	Proposed Transfers	Future Borrowings/ Other 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-FY18	2019A/2022A/20	710,000.00	64,134.93	-	-	774,134.93	699,810.26	74,324.67	774,134.93	-
Sparta Public Safety Training Ctr-New Construction	2021B	1,500,000.00	-	-	-	1,500,000.00	1,485,894.96	14,105.04	1,500,000.00	-
Diesel North End-New Construction	2022C&2022E	1,200,000.00	-	-	-	1,200,000.00	967,602.56	232,397.44	1,200,000.00	-
<b>Total Land and New Construction</b>		<b>3,410,000.00</b>	<b>64,134.93</b>	<b>-</b>	<b>-</b>	<b>3,474,134.93</b>	<b>3,153,307.78</b>	<b>320,827.15</b>	<b>3,474,134.93</b>	<b>-</b>
<b>Remodeling &amp; Site Improvements</b>										
Bus Educ Center Basement Remodeling	2022A	35,000.00	25,000.00	-	-	60,000.00	61,074.32	-	61,074.32	(1,074.32)
Sparta Public Safety Training Ctr-HVAC	2021B	750,000.00	179,025.39	-	-	929,025.39	927,125.39	1,900.00	929,025.39	-
Sparta Public Safety Training Ctr-Exterior	2021A	950,000.00	168,404.76	-	-	1,118,404.76	1,120,801.82	-	1,120,801.82	(2,397.06)
Tomah Parking Lot-Lighting	2021A&2022D	175,000.00	-	-	-	175,000.00	78,380.00	96,620.00	175,000.00	-
Business Education Center-Chiller	2021A	-	519,000.00	-	-	519,000.00	409,486.28	109,513.72	519,000.00	-
Horticulture Education Ctr-Public Servant Space	2022C&Donations	75,000.00	20,000.00	-	55,000.00	150,000.00	18,151.16	131,848.84	150,000.00	-
Tomah Elevator	2022D	105,000.00	25,000.00	-	-	130,000.00	113,222.92	16,777.08	130,000.00	-
Parking Lot D	2022A	500,000.00	-	-	-	500,000.00	366,840.65	133,159.35	500,000.00	-
Solar Panel Charging Stations	2022A&Dam Proce	90,000.00	25,000.00	-	79,450.00	194,450.00	163,522.31	44,642.00	208,164.31	(13,714.31)
Water Reuse System-Integrated Tech Ctr	N/A	-	65,000.00	-	-	65,000.00	60,558.87	4,441.13	65,000.00	-
Diesel Remodel-North End	2022E	1,200,000.00	-	-	-	1,200,000.00	1,102,863.69	97,136.31	1,200,000.00	-
Diesel North End-HVAC Upgrades	2022D	900,000.00	-	-	-	900,000.00	882,541.59	20,762.98	903,304.57	(3,304.57)
Diesel North End-Exterior	2022C	700,000.00	-	-	-	700,000.00	640,931.49	59,068.51	700,000.00	-
Diesel North End-Roof	2022C	625,000.00	-	-	-	625,000.00	653,691.38	-	653,691.38	(28,691.38)
Physical Plant Remodel	2022D&2022E	480,000.00	-	-	-	480,000.00	445,624.06	34,375.94	480,000.00	-
Sparta Overhead Door Replacements	N/A	-	35,000.00	-	-	35,000.00	32,849.00	2,151.00	35,000.00	-
Independence Partnership-Electromechanical Prog	2022D	15,000.00	-	-	-	15,000.00	-	15,000.00	15,000.00	-
Tomah MA Space-Remodeling	2022C	75,000.00	21,000.00	-	-	96,000.00	5,773.20	90,226.80	96,000.00	-
Coleman Center-Rm 100 Remodel	N/A	-	15,000.00	-	-	15,000.00	5,652.33	9,347.67	15,000.00	-
Automotive Center-Doors	N/A	-	26,000.00	-	-	26,000.00	-	26,000.00	26,000.00	-
Admin Center Bathrooms-ADA	TBD	-	-	-	150,000.00	150,000.00	9,030.50	140,969.50	150,000.00	-
Minor Projects-FY23	2022A	50,000.00	17,623.59	-	-	67,623.59	32,019.93	35,603.66	67,623.59	-
Exterior Signage-FY23	2022D	30,000.00	72,518.15	-	-	102,518.15	36,399.85	66,118.30	102,518.15	-
Project Closing Account-Remodeling & Site Improv	N/A	-	245,119.82	-	-	245,119.82	-	245,119.82	245,119.82	-
<b>Total Remodeling &amp; Site Improvements</b>		<b>6,755,000.00</b>	<b>1,458,691.71</b>	<b>-</b>	<b>284,450.00</b>	<b>8,498,141.71</b>	<b>7,166,540.74</b>	<b>1,380,782.61</b>	<b>8,547,323.35</b>	<b>(49,181.64)</b>

**Western Technical College**  
**Capital Projects Report-Current Projects**  
**As of 12/31/2022**

Project Name	Debt Issue	Actual Amount Borrowed	Amount Transferred	Proposed Transfers	Future Borrowings/ Other Revenue	Total Revenue	Actual Expenditures to Date	Total Estimated Future Costs	Total Projected Cost	(Over) / Under
<b>Equipment Projects</b>										
<b>Sparta Public Safety Training Center-Equipment/Furnishings</b>										
5842-IT Equipment	2021A	150,000.00	7,000.00	-	-	157,000.00	153,797.46	3,202.54	157,000.00	-
5843-Furnishings	2021A	100,000.00	38,758.59	-	-	138,758.59	138,758.59	-	138,758.59	-
5844-Graphic Designs	2021A	20,000.00	(20,000.00)	-	-	-	-	-	-	-
5845-Instructional Equipment	2021A	250,000.00	-	-	-	250,000.00	232,346.56	17,653.44	250,000.00	-
<b>Total Sparta Public Safety Training Ctr-Equipment/Furnishings</b>		<b>520,000.00</b>	<b>25,758.59</b>	<b>-</b>	<b>-</b>	<b>545,758.59</b>	<b>524,902.61</b>	<b>20,855.98</b>	<b>545,758.59</b>	<b>-</b>
<b>Diesel North End-Equipment/Furnishings</b>										
5842-IT Equipment	2022A	125,000.00	-	-	-	125,000.00	29,202.74	95,797.26	125,000.00	-
5843-Furnishings	2022A	5,000.00	41,440.00	-	-	46,440.00	43,172.71	5,622.10	48,794.81	(2,354.81)
5844-Graphic Designs	2022A	50,000.00	(50,000.00)	-	-	-	-	-	-	-
5845-Instructional Equipment	2022A	300,000.00	-	-	-	300,000.00	274,897.52	25,102.48	300,000.00	-
<b>Total Diesel North End-Equipment/Furnishings</b>		<b>480,000.00</b>	<b>(8,560.00)</b>	<b>-</b>	<b>-</b>	<b>471,440.00</b>	<b>347,272.97</b>	<b>126,521.84</b>	<b>473,794.81</b>	<b>(2,354.81)</b>
<b>Physical Plant Remodel-Equipment &amp; Furnishings</b>										
5842-IT Equipment	2022A	25,000.00	-	-	-	25,000.00	22,519.58	2,480.42	25,000.00	-
5843-Furnishings	2022A	50,000.00	-	-	-	50,000.00	16,501.48	33,498.52	50,000.00	-
5844-Graphic Designs	2022A	10,000.00	(10,000.00)	-	-	-	-	-	-	-
<b>Total Physical Plant Remodel-Equipment &amp; Furnishings</b>		<b>85,000.00</b>	<b>(10,000.00)</b>	<b>-</b>	<b>-</b>	<b>75,000.00</b>	<b>39,021.06</b>	<b>35,978.94</b>	<b>75,000.00</b>	<b>-</b>
<b>Independence Partnership-Electromechanical Equipment</b>										
5845-Instructional Equipment	2022A	15,000.00	-	-	-	15,000.00	16,957.38	-	16,957.38	(1,957.38)
<b>Total Independence Partnership-Electromechanical Equip</b>		<b>15,000.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>15,000.00</b>	<b>16,957.38</b>	<b>-</b>	<b>16,957.38</b>	<b>(1,957.38)</b>

**Western Technical College**  
**Capital Projects Report-Current Projects**  
**As of 12/31/2022**

Project Name	Debt Issue	Actual Amount Borrowed	Amount Transferred	Proposed Transfers	Future Borrowings/ Other Revenue	Total Revenue	Actual Expenditures to Date	Total Estimated Future Costs	Total Projected Cost	(Over) / Under
<b>Tomah Med Assistant Program Equipment</b>										
5845-Instructional Equipment	2022A	30,000.00	-	-	-	30,000.00	-	30,000.00	30,000.00	-
<b>Total Tomah Med Asst Program Equipment</b>		<b>30,000.00</b>	-	-	-	<b>30,000.00</b>	-	<b>30,000.00</b>	<b>30,000.00</b>	-
<b>Sparta Backup Generator</b>										
5844-Non-Instructional Equipment	2022A	150,000.00	-	-	-	150,000.00	4,598.69	145,401.31	150,000.00	-
<b>Total Sparta Backup Generator</b>		<b>150,000.00</b>	-	-	-	<b>150,000.00</b>	<b>4,598.69</b>	<b>145,401.31</b>	<b>150,000.00</b>	-
<b>Minor Furnishings &amp; Equipment-FY23</b>										
5842-IT Equipment	2022A	10,000.00	-	-	-	10,000.00	-	10,000.00	10,000.00	-
5843-Furnishings	2022A	40,000.00	-	-	-	40,000.00	16,810.93	23,189.07	40,000.00	-
<b>Total Minor Furnishings &amp; Equipment-FY23</b>		<b>50,000.00</b>	-	-	-	<b>50,000.00</b>	<b>16,810.93</b>	<b>33,189.07</b>	<b>50,000.00</b>	-
<b>Security Equipment-FY23</b>										
5842-IT Equipment (Cameras)	2022A	20,000.00	-	-	-	20,000.00	22,704.46	4,920.00	27,624.46	(7,624.46)
5844-Non-Instructional Equipment (Door Acces	2022A	50,000.00	-	-	-	50,000.00	1,189.82	48,810.18	50,000.00	-
<b>Total Security Equipment-FY23</b>		<b>70,000.00</b>	-	-	-	<b>70,000.00</b>	<b>23,894.28</b>	<b>53,730.18</b>	<b>77,624.46</b>	<b>(7,624.46)</b>
<b>Project Closing Account-Equipment</b>										
5842-IT Equipment	N/A		66,644.19	-	-	66,644.19	-	66,644.19	66,644.19	-
5843-Furnishings	N/A		66,462.87	-	-	66,462.87	-	66,462.87	66,462.87	-
5844-Non-Instructional Equip/Graphic Design			202,518.48	-	-	202,518.48	-	202,518.48	202,518.48	-
<b>Total Project Closing Account-Equipment</b>		-	<b>335,625.54</b>	-	-	<b>335,625.54</b>	-	<b>335,625.54</b>	<b>335,625.54</b>	-
<b>Total Equipment Projects</b>		<b>1,400,000.00</b>	<b>342,824.13</b>	-	-	<b>1,742,824.13</b>	<b>973,457.92</b>	<b>781,302.86</b>	<b>1,754,760.78</b>	<b>(11,936.65)</b>
<b>Total All Current Projects</b>		<b>11,565,000.00</b>	<b>1,865,650.77</b>	-	<b>284,450.00</b>	<b>13,715,100.77</b>	<b>11,293,306.44</b>	<b>2,482,912.62</b>	<b>13,776,219.06</b>	<b>(61,118.29)</b>

## B0200 Resident Status

The Board shall take appropriate action to establish procedures to determine the residence of students attending the College. **Wisconsin Administrative Code determines a student's resident status per TSC 10.03. This policy applies to all courses, including credit and non-credit.**

**Students who move or travel to Wisconsin for educational purposes must provide proof of in-state residence as determined by Administration Code TCS 10.03(2).**

Reviewed November 16, 2004

Reviewed January 19, 1993

Revised July 10, 1989

Adopted January 23, 1980

Wisconsin Administrative Code, Chapter TCS 10

Wisconsin Statute 38.22(5)

Reference Procedure: B0200P Procedure for Out-of-State Applications

## B0200p Procedure for Out-of-State Applications

**Western Technical College determines a student's residency status in accordance with Administration Code TCS 10.03. Students who apply for admission and list current address or high school attended as out-of-state will be notified of the option to:**

- ~~1. Applicant applies for admission and lists current address or high school attended as out-of-state.~~
- ~~2. Admissions sends out-of-state letter notifying student of out-of-state costs.~~
- ~~3. An applicant may request:~~
  1. To be considered a resident of Wisconsin (establish residency); or
  2. **submit** an out-of-state tuition waiver; or
  3. ~~to~~ pay out-of-state tuition

### RESIDENCY DETERMINATION

#### ~~Refer to Registrar~~

Applicants who are moving to Wisconsin and are requesting to establish Wisconsin as their state of residence for tuition purposes may request a residency determination. **The applicant completes a Residency Determination Form and submits supporting documentation.**

1. Applicant will be considered a resident if ~~he/she~~ **they** meets one or more **of** the following requirements:
  1. **Moved to Wisconsin for employment purposes and intend to make Wisconsin a permanent home.** ~~Employed in Wisconsin~~
  2. Registered to vote in Wisconsin
  3. Wisconsin Driver's License
  4. Vehicle registered in Wisconsin

**The Registrar reviews the Residency Determination Form and supporting documentation and makes a determination.**

2. Applicant is notified by mail if residency status is approved/ or denied. If approved:
  1. Residency status is changed on admissions screen and in-state tuition is charged.
  2. ~~Financial aid is notified of residency status.~~

## OUT-OF-STATE TUITION WAIVERS

~~Refer to Registrar~~

~~Approved names are submitted to District Board for information approval.~~

Applicants who will be retaining their home state as their official residence may request a waiver of the out-of-state tuition rate. The determining factor will be if the applicant meets the statute requirement of "needy and worthy" as defined by [Wisconsin State Statute 38.24 \(3\)](#):

1. ~~Needy:~~ In the case of a U.S. citizen, a student who has financial need under 20 [U.S.C. 1087kk](#).
2. In the case of a non-U.S. citizen, a student who lacks the financial means to pay out-of-state tuition as determined by a district board based on documentation that available assets and income are insufficient to fund educational expenses, including out-of-state tuition.
3. ~~Worthy:~~ A student who meets the normal admissions requirements of a district board for enrollment and who maintains satisfactory academic progress according to the district's standards.

### To request an Out-of-State Tuition Waiver:

Applicant completes the [Out-of-State Tuition Waiver](#) form and completes the Free Application for Federal Student Aid (FAFSA). The applicant must be accepted into a program prior to a decision being made.

The Registrar reviews the Out-of-State Tuition Waiver form and financial need as determined by the FAFSA and makes a determination.

1. ~~Applicant completes the [Out-of-State Tuition Waiver](#) form.~~
2. ~~Applicant must apply for financial aid.~~
3. ~~Applicant must be accepted into a program.~~

### Applicant will be considered for an Out of State Tuition Waiver if:

1. Applicant qualifies for PELL Grant under financial aid
2. Western has space available in quota for waivers.

**Approved names are submitted to the Western District Board for information approval.**

## OUT OF STATE TUITION WAIVERS - INTERNATIONAL

Applicant meets with the Guidance and Transition Counselor and completes the Out-of-State Tuition Waiver Form. The applicant must be accepted into a program prior to a decision being made.

The Registrar reviews the Out-of-State Tuition Waiver Form and supporting documentation and makes a determination.

### ~~Refer to Counselor for International Students~~

#### ~~Approved names are submitted to District Board for information approval.~~

- ~~1. Applicant makes an appointment to meet with the International Student Advisor~~
- ~~2. Applicant completes the [Out-of-State Tuition Waiver](#) form~~
- ~~3. Applicant must be accepted into a program~~

#### **Applicant will be considered for an Out-of-State Tuition Waiver if:**

1. Applicant completes required steps to attend Western as an international student.
2. Applicant provides financial information ~~indication~~ **indicating** inability to pay out-of-state tuition.
3. Western has space available in quota for waivers.

#### **Approved names are submitted to the Western District Board for information approval.**

Continuing international students must maintain a 2.0 GPA and continue to meet financial requirements.

Revised April 18, 2019

Revised February 8, 2005

Approved November 16, 2004

Reference Policy: [B0200 Resident Status](#)

Reference: [Wisconsin State Statute 38.24 \(3\)](#)

Reference: [Determining Student's Primary Location \(westerntc.edu\)](#)

## **E0202 Enrollment of Students Under Age 18**

~~Although Western Technical College designs its programs and courses primarily for students over age 18,~~ The College recognizes the benefit of enrolling **students** under **the** age of 18 ~~students~~ when certain conditions are satisfied and when statutory allowances are met ([Wisconsin Statute s.118.15\(1\)\(b\)](#), [318.14\(3\)](#), [38.22\(1\)](#), [38.22\(1s\)](#)).

- ~~1. [Wisconsin Statute s.118.15\(1\)\(b\)](#) Compulsory Education Students. Students who enroll at Western to take courses leading to high school graduation must be at least 16 years of age. A contract between Western and the K-12 district will be developed for each student. The contract will contain attendance and course information, K-12 approval and parent/guardian permission.~~
- ~~2. [Wisconsin Statute s.38.22\(1\)](#) Standard Enrollment. Students who enroll in courses at Western under this statutory allowance must be at least 16 years of age.~~
- ~~3. [Wisconsin Statute s.38.22\(1s\)](#). Students who enroll in courses at Western under this statutory allowance may be any age.~~
  - ~~1. For those under age 16 who wish to enroll in courses established by the College must do so outside normal school hours. Written permission of the parent or guardian must be provided. The College shall carefully review each applicant under age 16 and agree to admit only those students who can benefit from attending the class and for whom no hazardous conditions are present. The~~

safety of the student, the appropriateness of the curriculum, the potential disruption of the classroom and the maturity of the student shall guide the decision to admit a student under age 16. All students under age 16 shall be approved by the Western District Board. The College President or designee may authorize approval subsequent to final District board approval in cases where notification is too short for timely District Board action.

2. Occasionally Western will develop a course or program specifically targeted for students under age 16 when the purpose of the course or program fits the mission of the College. In such cases, the Western District Board shall be notified in advance and give approval to all such efforts.
4. ~~Wisconsin Statute s.38.14(3)~~. Students may enroll in courses at Western under this statutory allowance. A contract between the College and the K-12 district shall specify the terms of the instruction to be offered.
5. ~~Wisconsin Statute s.118.55~~ Youth Options. Students may enroll in Youth Options courses provided they are in grade 11 or beyond, are not taking compulsory education courses or enrolled in a youth options course at another higher education institution.

Revised May 19, 2009

Reviewed April 16, 1996

Adopted December 17, 1991

Reference Procedure: [E0202p Procedure for Enrolling Students Under Age 16](#), [C0108 Youth Protection Policy Family Educational Rights and Privacy Act \(FERPA\)](#), [Wisconsin Statute s.118.15\(1\)\(b\)](#), [318.14\(3\)](#), [38.22\(1\)](#), [38.22\(1s\)](#).

## E0202p Procedure for Enrolling Students Under Age 16

In accordance with ~~state statute~~ statutory language in [s.38.22\(1s\)](#), students under age 16 may be allowed to enroll in courses at Western. Courses must be outside normal school hours, written permission of the parent or guardian must be provided, and the College must agree that enrolling the student will present no concerns such as safety, appropriateness or disruption in the classroom. The Western ~~district board~~ shall approve all such enrollments ~~that are not approved under other Western programming (i.e. Start College Now, Compulsory Education, etc.)~~. The following procedures apply:

1. Any Western ~~employee~~ staff receiving a registration form will ~~verify~~ check the date of birth. Verification may be requested in the form of a birth certificate, school ID or other official document. Verification will be noted on the application form.
2. Written permission of the parent or guardian will be requested ~~and must be provided~~. ~~Parent or guardian will also certify class(es) meet outside of normal school hours~~.
3. The registration form will be referred to the appropriate dean, program ~~chair head~~ or instructor for careful review and approval. ~~The safety of student and the appropriateness of the curriculum shall will guide the admission decision. to admit the student.~~

4. If approved, all materials will be forwarded to the Registrar's Office where under age student files ~~of under age 16 students~~ are maintained.
5. ~~If disapproved, If not approved, the student will be notified of the decision. the dean, program head or instructor will notify the student.~~

Students who enroll in classes are financially obligated to pay for these classes.

#### PROCEDURE FOR ENROLLING COMPULSORY EDUCATION STUDENTS

In accordance with statutory language in [s.118.15\(1\)\(b\)](#), students in K-12 districts who are at least 16 years of age must be allowed to enroll in courses at Western leading to high school graduation. The K-12 school district must make the request and the parent or guardian must provide written permission. A contract between Western and the K-12 district will be developed for each student. The following procedures apply:

1. The K-12 school district will identify students who may benefit from a [118.15\(1\)\(b\)](#) program, and the K-12 board will make a formal request on behalf of each student.
2. A planning session is held between Western staff and K-12 staff.
3. A contract and agreement are entered ~~into~~ between Western and the K-12 district. **The contract consists of** ~~which contains~~ the budget to be paid by the K-12 district, the courses to be sought, and the time limits. Written parent or guardian permission will be provided. The budget of the contract, if the student is slotted into an existing section, is based on cost allocation data for hourly cost of instruction in combined aid categories as certified by the Wisconsin Technical College System Board.
4. The curriculum is modified as necessary, the student is provided services, and progress is monitored. Western notifies the K-12 district if the student is not attending or performing. The K-12 district is responsible for student performance.
5. The K-12 district is billed for costs when the student completes the contract.
6. A monthly report of students enrolled under [s.118.15\(1\)\(b\)](#) is provided for the Western **district board**.

Revised November 4, 2020

Adopted April 18, 1997

Reference Policy: [E0202 Enrollment of Students Under Age 18, s.38.22\(1s\), s.118.15\(1\)\(b\)](#)



## New Hires, Appointments, Promotions/Transfers January 2023

**New Hires:**

Position filled	Division	FT/PT	Effective Date	Employee	# of Application(s) Received/ Interviewed
Instructor – HVAC	Integrated Technology	FT	1/23/23	Jeffrey Kiefer	2/2
Admissions Coach	Enrollment Services	FT	1/30/23	Noah Hummel	21/7

**Promotions/Transfers:**

Position filled	Division	FT/PT	Effective Date	Employee	# of Application(s) Received/ Interviewed
Student Information System Coordinator	Registrar/SIS	FT	1/23/23	Alyssa Behringer	24/4

**Retirements, Resignations, and Terminations  
 January 2023**

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**Resignations**

<b>Position</b>	<b>Division</b>	<b>Effective Date</b>	<b>Employee</b>
Traffic Safety Coordinator	General Studies	12/31/22	Laurie Landry
Performance Excellence & Compliance Coordinator	Institutional Effectiveness	1/19/23	Jill Grennan
Instructor – Human Services Associate	Academic Excellence, Education and Human Services	8/1/23	Ann Lichliter

**Retirements**

<b>Position</b>	<b>Division</b>	<b>Effective Date</b>	<b>Employee</b>
Instructor - HVAC	Integrated Technology	2/17/23	David Boen
Executive Asst.	Executive Offices	3/17/23	Janice Strupp

**WESTERN TECHNICAL COLLEGE DISTRICT  
ISSUE PAPER**

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**Topic:** Resolution Authorizing the Issuance and Establishing Parameters for the Sale of \$6,505,000 General Obligation Promissory Notes, Series 2023A, of Western Technical College District, Wisconsin.

**Issue:** Included in this issue:

Western Urban Green Space	\$ 105,000
Sparta Landscaping	\$ 35,000
Drop Cords for HVACR Lab in ITC	\$ 25,000
Administrative Center Bathrooms - ADA Compliant	\$ 150,000
Parking Lot K Renovation	\$ 275,000
Parking Lot Maintenance - La Crosse Campus	\$ 225,000
Upgrade/Replace Walk-In Cooler - Food Service	\$ 50,000
Solar Panel Charging Station - Tomah	\$ 70,000
Learning Commons Exterior Transom Windows	\$ 240,000
Mauston Fire Alarm System	\$ 85,000
Minor Remodeling	\$ 50,000
Signage	\$ 30,000
Equipment	\$ 5,165,000
<b>TOTAL</b>	<b>\$ 6,505,000</b>

Approval of this resolution authorizes Administration to move forward with issuing debt provided that a pre-established set of parameters are met. If market conditions do not allow these parameters to be met after a period of time, the issue would come back to the Board for further discussion.

The interest rate parameter that has been established for this resolution is 4.00%.

**Recommendation:** Adopt the Resolution Authorizing the Issuance and Establishing Parameters for the Sale of not to exceed \$6,505,000 General Obligation Promissory Notes, Series 2023A, of Western Technical College District, Wisconsin

District Board Annual Report	
	Month and Year: January, 2023
Department Name: Sustainability	
Leader Name: Casey Meehan, PhD	

Western defines sustainability as the act of building—through our daily practices and educational programming—a thriving, resilient, and just community now and in the future. The sustainability department works to empower students and employees to reimagine and build cleaner, safer, healthier, and a more vibrant Driftless region.

Sustainability resonates with the Western community. According to a survey sent to all members of the Western community at the end of 2022, 75% of respondents feel that sustainability was personally important to them. Moreover, 7 in 10 respondents feel that it is important that Western is committed to pursuing sustainability.

What has the sustainability department been up to over the past year, and what is on the horizon in 2023?

## What happened in 2022?

- **The sustainability department created opportunities for employee (and student) engagement.**
  - 33 members of the Western community participated in the three-week [Campus EcoChallenge](#).
  - Western was a [host institution for the Global Conference on Sustainability in Higher Education \(GCSHE\)](#). Eight members of our college community participated in this international-level conference with all registration fees included in the sponsorship.
  - The department partnered with Hilltopper Refuse and Recycling and UW-L to bring environmental change-maker [Rob Greenfield](#) to the area to give a free presentation open to all students and the public.
  - Student workers created Sustainable Living guides for residents in the Western Residence Hall.
  - The sustainability department worked with the [Couillard Solar Foundation](#) and students in Western’s building sciences program to construct a temporary solar canopy in the Learning Commons.
  
- **The sustainability department continued to champion Western’s goal to be carbon neutral by 2035.**
  - This year, we have **reduced our total Scope 1 & 2 emissions** (those sources of emissions we are most able to control) **by about 40%** and our total emissions by nearly 52% since 2011. See the attached charts for details.
  - Our energy conservation efforts since 2010 have resulted in a **cost avoidance of over \$4 Million dollars**.

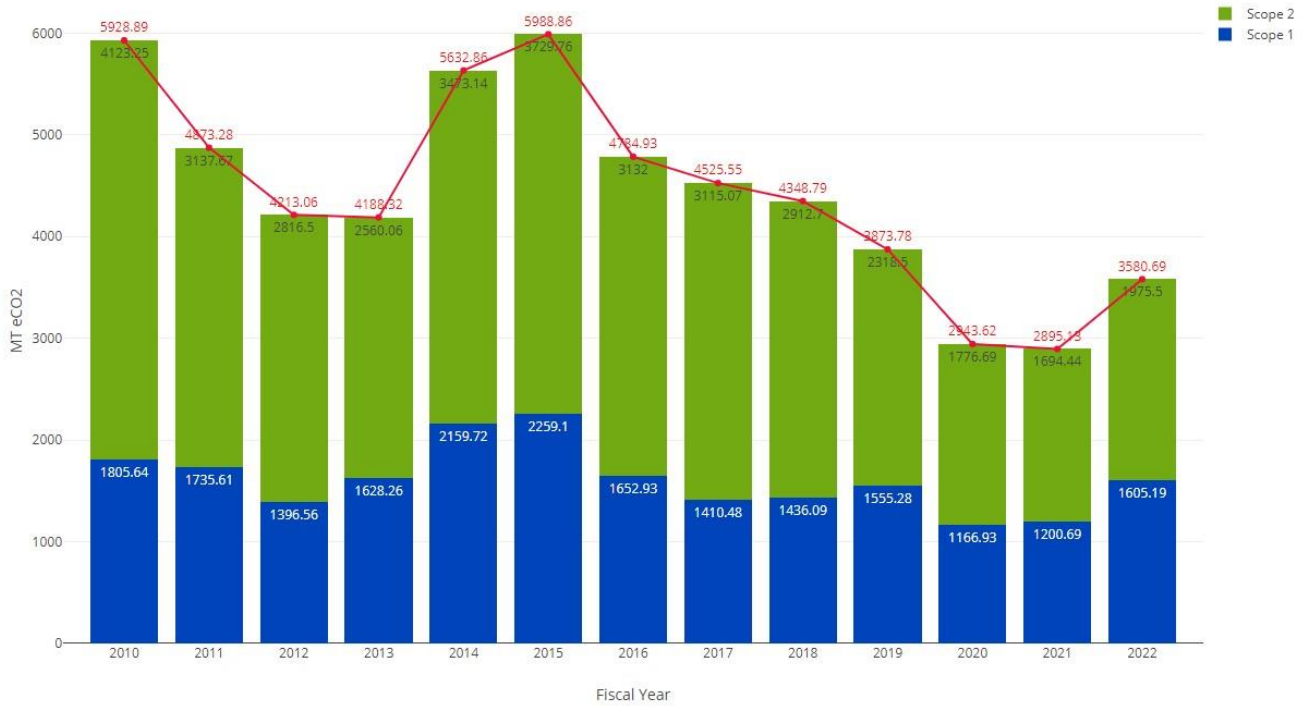
- **The sustainability department bolstered Western's position as a leader in sustainability through workforce and community engagement initiatives.**
  - Western continued its strong partnership with the 501c3 [Sustainability Institute](#). The Institute's highly-rated free programming, including the La Crosse Earth Fair, engaged more community participants than ever before.
  - Western was a sponsor of the [2022 Driftless Regional Read](#), a collaboration between the La Crosse, La Crescent, and Winona public libraries. The book, *Flight Behavior*, by Barbara Kingsolver, and all associated programming broadly focused on issues of climate change.
  - The sustainability department hosted a two-day on campus retreat for 15 sustainability professionals from the Upper Midwest Association of Campus Sustainability (UMACS) professional network. Participants came from higher education institutions across the Midwest including Iowa, South Dakota, Minnesota, Wisconsin, and Michigan.
  - Western Energy Manager Genevieve Mortenson spearheaded the [Solar Electric Vehicle Charging Station](#) project at Western's Apprenticeship Center. This collaboration with Xcel Energy was the first known project of its kind in the region. Great work, Genevieve!
- **Western's sustainability efforts continue to gain national recognition.** For the 5<sup>th</sup> year in a row, the American Association of Sustainability in Higher Education (AASHE) [Sustainable Campus Index](#) recognized Western as a **top 10 overall performer in sustainability among 2-year colleges**. Western is noted as being particularly strong in our initiatives around energy (ranked number 7 among *all* colleges and universities). **Additionally, Western has been called out in the [2023 Princeton Review's Guide to Green Schools](#).**

## What's up for 2023?

This year, the sustainability department will work to:

- **Create a new five-year strategic sustainability plan** to build upon Western's sustainability efforts.
- **Continue pursuing the procurement of a Virtual Power Purchase Agreement (VPPA)** to reduce our Scope 2 emissions by nearly 90% from 2011 levels.
- Based on feedback from the campus-wide sustainability survey (11/14 – 12/5, 2022), our stakeholders are looking for more sustainability events and communications. To that end, we will work to:
  - **Revive the Driftless Region Sustainability in Education Project.** This multi-day workshop is one of 14 [AASHE Centers for Sustainability Across the Curriculum](#) in the U.S. Facilitated by Casey Meehan, it brings together faculty from Western, UW-L, and other local schools to help educators authentically embed sustainability into their curriculum.
  - **Create more and more varied professional development opportunities for employees and students** to learn about sustainability issues and how to take sustainable actions in the workplace and at home.
  - **Develop more explicit outreach that helps stakeholders connect the dots between Western's equity work and sustainability efforts.**

## Western Scope 1 & 2 GHG Emissions, FY 2010-FY2022



## Western's Scope 1 & 2 Greenhouse Gas Emissions by Source, FY 2022

