

**District Board
Regular Meeting
Tuesday, December 17, 2024**

WESTERN TECHNICAL COLLEGE
111 7th ST N ROOM 408
LA CROSSE, WI 54601

District Board Members:

Ryan Alderson Lance Bagstad Chet Doering Michelle Greendeer-Rave
Kevin Hennessey Angie Lawrence Ken Peterson Megan Skarlupka MaryKay Wolf

District Board Regular Meeting | Open Session

2:00 p.m.

District Board Regular Meeting | Closed Session Immediately following Open Session

The Board will convene into a closed session, pursuant to Wis. Statutes 19.85 (1)(c) for the purpose of considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. No action.



Scan here to access current and past agendas as well as approved minutes. They can also be found at:
<https://www.westerntc.edu/board-minutes-and-agendas>

Any questions about the meeting should be directed to Jessica Pintz pintzj@westerntc.edu.

Western Technical College District Board Meeting Agenda Tuesday, December 17, 2024

Call to Order

December 17, 2024, meeting of the Western Technical College District Board and all other meetings of this Board are open to the public and in compliance with the state statutes. Notice of the meeting has been sent to the press to make the general public of Wisconsin aware of the meeting's time, place, and agenda. *The door is open for any member of the public to attend at the start of every meeting (for transparency).*

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

1) Michael Earll, Instructor, Criminal Justice, Academic Affairs

Action **X**
Page 4

Topics:

INFORM: College Audit - Wade Hackbarth, Christina Heit, and Wipfli Associate, Kyle Gruber

DISCUSS/ACTIVITY: January DBA & February ACCT Visits - Julie Lemon and Eric Jacobson

DISCUSS: Borrowing Plan Discussion - Wade Hackbarth

INFORM: Co-Worker Wellbeing - Wade Hackbarth and John Heath

INFORM: Close Out Experience 2025 and Update on Development of Next Plan - Tracy Dryden

TIFs and TIDs (new information only)

Break

Items to be removed from the consent agenda

Approve Consent Agenda

1) Minutes:

a) November 19, 2024, Meeting Minutes

Page 5

b) June 13, 2024, Budget & Facilities Subcommittee Minutes

Page 6

2) Financial Reports

a) Vendors Over \$2,500 - ending November 30, 2024

Page 7

b) Capital Projects Reports - ending November 30, 2024

Page 9

c) General Revenue/Expense Report - ending November 30, 2024

Page 12

d) Department Budget Summary - ending November 30, 2024

Page 13

e) Enterprise Services Summary - ending November 30, 2024

Page 15

3) Project Submission and Acceptances 2024-25

a) 2025-29 Adult Education & Family Literacy Act Grant Program

Page 19

b) 2025-26 State Grant (*formerly General Purpose Revenue*) Funds

Page 21

4) Personnel (Information Only)

a) Hires	Page	23
i) Kevin Sheehan, Custodian, Finance & Operations		
ii) Brian Jeffords, Transportation Parts & Lab Specialist, Academic Affairs		
iii) Clay Slater Custodian (Sparta), Finance & Operations		
iv) Bryan Morris, Access Service Manager, Student Services & Engagement		
v) Adam Conway, Facilities Project Manager, Finance & Operations		
b) Promotion, Appointment, Transfers		
i) Haley Bahr, K12 Partnership Specialist, Student Service & Engagement		
ii) Kelsey Hanson, Instructor, Clinical Nursing, Academic Affairs		
c) Resignations	Page	24
i) Kat Anderson, Admin Assistant, HSC, Academic Affairs		
ii) Claire Legault, CRM Training & Support Specialist, Student Service & Engagement		

Approve: Roll Call Vote

Roll Call X

1) Adopt Changes to FYE24 Annual Budget Modifications: Capital Projects Funds	Page	25
2) Adopt the FY2023-2024 Financial Audit Report	Page	27
3) Adopt the FY2025 Capital Borrowing Plan	Page	28
4) Adopt the Resolution Authorizing the Issuance and Establishing Parameters for the Sale of not to exceed \$21,860,000 General Obligation Promissory Notes, Series 2025A of Western Technical College District, Wisconsin	Page	32

President's Report

- 1) Community and Media Connections
- 2) Current Priorities
- 3) January and February 2025 Meetings
- 4) January 2026 Meeting

District Board Chairperson's Report

- 1) Board Business | Updates
- 2) Board Events
- 3) Plus Delta Feedback

Closed Session

Action X

The Board will convene into a closed session, pursuant to Wis. Statutes 19.85 (1)(c) for the purpose of considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. No action.

Adjournment

Action X



Western Technical College

Resolution of Commendation to **Mike Earll**

Whereas, Mike Earll, Criminal Justice Instructor, retired from Western Technical College on December 16, after completing 23+ years of loyal and dedicated service to the students, staff, and the District Board of the Western Technical College District; and

Whereas, Mike transitioned seamlessly from his career as a police officer to becoming a cornerstone of the Criminal Justice program, sharing his extensive knowledge and passion for the legal system to inspire and prepare countless students for careers in public service; and

Whereas, Mike possessed a unique gift for connecting with students, presenting complex concepts in a clear, relatable, and engaging manner, and fostering an environment of learning and growth; and

Whereas, Mike spent the majority of his career at the Western Public Safety Training Facility in Sparta, where he built strong and lasting relationships with his colleagues across the criminal justice and public safety teams, leaving an indelible mark on his coworkers who will deeply miss his camaraderie, wisdom, and leadership; and

Whereas, Mike's dedication to the law enforcement and criminal justice profession has been a cornerstone of the success of Western's programs, and his vast knowledge, practical experience, and unwavering commitment to public service will leave a legacy that continues to inspire future educators and students alike; therefore be it

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

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

Western
Technical College

Roger Stanford, PhD, President/District Director

Lance Bagstad, Chair

Adopted, approved, and recorded by the Western Technical College District Board on December 17, 2024

WESTERN TECHNICAL COLLEGE DISTRICT BOARD
Minutes of Regular Meeting
November 19, 2024

Mr. Bagstad, District Board Chair, called the regular meeting of the Board of Western Technical College District to order at 2:00 p.m. on Tuesday, November 19, 2024, at Western Technical College, 111 7th St N Rm 408, La Crosse, WI. Board members present: R. Alderson, L. Bagstad, M. Greendeer-Rave, K. Hennessey, A. Lawrence, K. Peterson, M. Skarlupka, M. Wolf, and R. Stanford, President. Excused: C. Doering III

Notice of the meeting was posted publicly on November 15, 2024, at 1:12 p.m., 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 19.81-19.98.

Others present J. Pintz, W. Hackbarth, R. Hopkins, A. Thornton, C. Heit, J. Lemon, K. Reyburn, B. Shane, L. Wallace, K. Dean, T. Keifer, A. Martin, C. Newman, T. Ludeking. (Western employees).

Motion Lawrence seconded by Peterson to approve the Commendation for Kristine Stegemeyer. Votes: Ayes, 8, Opposed 0, Abstain 0. Motion passed.

The board discussed Employee Engagement, Q12 Results, and coworker Well-Being, heard updates on the Capital Funding Process and ARRIVE Gant, and heard from students about the Apprenticeship program. No action was taken.

K. Peterson provided an update on the Budget and Facilities Subcommittee. No action was taken.

Motion Peterson seconded by Hennessey that the Western Technical College District Board approve the following consent & at-table items as presented: 1. Minutes - a. Sept 17, 2024, District Board Regular Meeting, 2. Financial Reports: a. Vendors over \$2,500-Oct 2024 b. Capital Projects-Oct 2024 c. General Rev/Exp Report- Sept & Oct 2024, d. Dept Budget-Sept & Oct 2024, e, Enterprise-Sept & Oct 2024. 3. Project Submissions a. 2025-26 Perkins V Strengthening Career & Technical Education Votes: Ayes, 8, Opposed 0, Abstain 0. Motion carried.

Motion Lawrence second Hennessey to approve 1. Annual Business & Industry Services Contract Training, 2. Vehicle Technology Center (VTC)-Automotive Facility Expansion 3. VTC - Automotive Facility Remodel, 4. Student Success Center Remodel, 5. New Program Dev. Concept Approval - Assoc Degree AAS-Landscape Horticulture Sales and Marketing; Votes: Ayes, 8 Opposed 0 Abstain 0 Motion Approved.

Motion Peterson second Hennessey to Roll Call approve Resolution Review of Procurement for FY2024-25 performed by Business Office; Alderson, Y; Bagstad, Y; Greendeer-Rave, Y; Lawrence, Y; Skarlupka, Y; Hennessey, Y; Peterson Y. Wolf Y. Motion Approved.

President's Report: Dr. Stanford announced the celebration of a new Sim Lab with a Ribbon Cutting and 40 years of respiratory therapy education. He provided an update on the WTCS State Board meeting at the AMETA Center and mentioned plans to visit Mid-State to discuss donor support for the new center. Veterans Week was celebrated on campus, with various opportunities for staff and students, including a lunch with Viterbo. E. Jacobson joined President Stanford for a post-election update.

District Board Chairperson's report: Mr. Bagstad updated the board on upcoming DBA and ACCT events. Mr. Peterson discussed scholarship reviews, encouraging board members to participate as a way to get to know our students. Due to the number of new members and limited time together, there will be no board evaluation this year; feedback can be shared via Delta Plus forms. He expressed gratitude for this board being a high-functioning, kind, and respectful team.

3:47 p.m. M. Wolf excused. Motion Peterson second Hennessey that the board move into closed session. Alderson, Y; Bagstad, Y; Greendeer-Rave, Y; Lawrence, Y; Skarlupka, Y; Hennessey, Y; Peterson, Y. Motion Approved.

4:56 p.m. Motion Hennessey second Peterson that the board move into open session. Votes: Ayes, 7. Opposed, 0. Motion carried.

4:57 p.m. Motion Peterson second Hennessey that the Western Technical College District Board adjourn. Votes: Ayes, 7. Opposed, 0. Motion carried.

Ken Peterson, District Board Secretary

Budget and Facilities Subcommittee Minutes

June 18, 2024

Subcommittee Attendees: Andrew Bosshard, Kevin Hennessey, Chet Doering

Staff Members: Roger Stanford, Wade Hackbarth, Christina Heit, Gene McCurdy, Mary Leske

Other Attendees: Josh Gamer **Excused:** Brian Haun, Michelle GreenDeer-Rave,

Andrew Bosshard called the meeting to order at 1:01 p.m.

Minutes

The committee reviewed and approved the May Budget and Facilities Subcommittee minutes.

Review Draft 2024-2027 Three-Year Facilities Plan

Wade provided a report related to the draft three-year facilities plan; a period of questions and answers followed. The draft three-year facilities plan will be presented to the full board for final approval during the June District Board meeting.

Donor Project Update

Roger provided a report on the donor project; questions and answers ensued.

Current Project Updates

Gene has provided a report on the current projects. The following projects are scheduled:

- Coleman Center
- Integrated Technology Center - dust collection system
- Kumm Center – main walk-in cooler replacement
- Viroqua Regional Learning Center - electric vehicle charging station
- Wellness Center – retracting hoops
- Kumm Center – landscaping and boardwalk replacement
- Student Success Center - transom window replacement
- Sparta Public Safety and Training Facility – 20 additional parking lot spaces
- Health Science Center – Dental Assistant simulation lab and Radiography simulation lab.

We don't anticipate any projects impacting Fall 2024 classes.

Meetings

Tuesday, August 20, 2024 @ 1:00 p.m.

Tuesday, November 19, 2024 @ 1:00 p.m.

Other Business

- The committee honored Andrew Bosshard for providing leadership to Western Technical College by serving on the subcommittee.

Since no other business was discussed, the meeting was adjourned at 1:45 p.m.

<u>Vendor</u>	<u>Amount</u>	<u>Check #</u>
A Book Company LLC	\$ 14,295.89	5004333
AMAZON	\$ 5,947.82	PCARD
American Heritage Life Insurance	\$ 3,804.74	5004379
Anthology, Inc. of NY	\$ 11,811.30	5004380
Auto Value	\$ 2,562.36	E0003786
Auto Value	\$ 2,891.26	E0003842
Auto Value	\$ 3,542.53	E0003899
Bernie J. Buchner, Inc.	\$ 5,375.53	E0003787
Bernie J. Buchner, Inc.	\$ 13,543.10	E0003900
BEST BUY CO	\$ 4,515.53	PCARD
Blackhawk Supply LLC	\$ 8,593.84	E0003844
Bound Tree Medical LLC	\$ 13,351.16	E0003846
Brown's Medical Imaging, LLC	\$ 3,339.38	E0003847
Brown's Medical Imaging, LLC	\$ 3,424.10	E0003740
CAHIIM	\$ 3,300.00	E0003794
Chaos Software Inc.	\$ 7,696.00	E0003793
Charger AcquisitionCo, Inc.	\$ 3,223.85	E0003741
City of La Crosse	\$ 9,908.52	5004383
COARC	\$ 4,675.00	5004297
Dakota Supply Group Inc	\$ 18,859.04	E0003848
DALCO ENTERPRISES	\$ 4,895.24	PCARD
Delta Dental	\$ 5,190.20	9000663
Delta Dental	\$ 5,539.60	9000671
Delta Dental	\$ 8,294.42	9000677
Delta Dental	\$ 9,671.59	9000656
Direct Fitness Solutions, LLC	\$ 10,617.75	E0003904
DPrep Inc.	\$ 42,388.00	E0003851
Ellucian Company LLC	\$ 10,120.25	E0003852
Excel Images	\$ 3,967.26	5004427
Fowler & Hammer, Inc.	\$ 83,033.03	E0003907
GLOBAL ALUMNI	\$ 2,712.00	PCARD
Graphic House, Inc.	\$ 7,652.00	E0003799
Grizzly Industrial, Inc.	\$ 10,322.55	5004391
Gunslick Trap Club, Inc.	\$ 3,371.50	5004344
Harter's Trash & Recycling	\$ 7,271.03	5004393
Hillyard, Inc	\$ 28,530.66	5004395
HSR Associates, Inc.	\$ 42,151.86	E0003857
Identity Works, Inc	\$ 3,170.20	E0003800
J & K of La Crosse, Inc	\$ 11,840.00	E0003858
Johnson Operating Services	\$ 2,700.00	E0003753
Keystone Interpreting Solution	\$ 3,719.10	E0003754
Kilgore International, Inc.	\$ 11,327.50	E0003860
KMS Cleaning for You LLC	\$ 9,552.50	E0003755
Kone Inc.	\$ 3,765.00	E0003861
Kwik Trip Inc & Subsidiaries	\$ 2,573.33	5004347
La Crosse County Treasurer	\$ 5,000.00	5004339
La Crosse Medical Health Science Consortium	\$ 5,747.00	5004400
LAB Midwest LLC	\$ 3,390.00	E0003908

Vendor	Amount	Check #
LAB Midwest LLC	\$ 202,276.00	E0003862
Madison National Life Insurance	\$ 4,952.08	5004402
MatterHackers, Inc.	\$ 48,769.00	E0003866
McCabe Construction, Inc.	\$ 2,887.55	5004406
McKesson	\$ 3,209.09	5004408
Medline Industries	\$ 11,409.96	5004353
Michaels Truck Equipment Inc	\$ 2,984.98	5004311
Michaels Truck Equipment Inc	\$ 4,957.54	5004409
Mid-State Technical College	\$ 32,795.64	E0003757
NAPA Auto Parts	\$ 4,695.95	5004352
Neighborhood Family Clinics Inc	\$ 14,297.00	E0003802
Patterson Dental Supply, Inc.	\$ 23,659.14	5004416
Pepsi-Cola Bottling Company of La Crosse	\$ 3,283.58	E0003910
Performance Food Group, Inc.	\$ 3,258.67	5004315
Performance Food Group, Inc.	\$ 3,421.42	5004453
Performance Food Group, Inc.	\$ 6,245.51	5004417
Performance Food Group, Inc.	\$ 12,374.58	5004357
PrestoSports, LLC	\$ 2,900.00	E0003806
PT Welding & Driveshaft Repair	\$ 2,802.68	5004358
Riteway Bus Service, Inc.	\$ 3,006.75	E0003763
River City Lawnscape, Inc.	\$ 15,143.79	E0003873
Schmidt Goodman Office Products	\$ 4,344.60	E0003876
Sikich LLP	\$ 528,356.64	9000661
SP PITSCO EDUCATION	\$ 2,762.06	PCARD
SPECTRUM	\$ 3,106.81	PCARD
Sysco Baraboo, LLC	\$ 2,793.89	E0003915
The Prestwick Group, Inc.	\$ 25,708.91	E0003872
TouchNet Information Systems	\$ 58,736.00	E0003880
Trane U.S. Inc.	\$ 4,387.96	5004365
Tri State Business Machines, Inc.	\$ 4,201.31	E0003881
Tri-State Carpets, Inc	\$ 2,797.00	5004323
U.S. Bank	\$ 82,484.16	9000675
Validity, Inc.	\$ 13,497.78	E0003917
Van Meter Inc.	\$ 51,018.85	E0003882
Vendi Advertising LLC	\$ 40,653.00	E0003812
W. Nuhsbaum Inc.	\$ 10,611.00	E0003884
Williams Landscaping	\$ 8,062.50	5004370
WIN, LLC	\$ 4,671.92	E0003885
Winona Nursery Inc.	\$ 3,677.66	E0003816
Wipfli LLP	\$ 7,000.00	5004428
WiscNet	\$ 29,830.00	E0003922
Wisconsin HEAB	\$ 14,744.00	5004376
Wisconsin Retirement System	\$ 402,742.90	9000681
Xcel Energy	\$ 58,013.20	5004414
Xcel Energy	\$ 68,525.88	5004355

Western Technical College
Capital Projects Report-FY25 Completed Projects
as of 11/30/2024

Project #	Project Name	Actual Amount Borrowed	Amount Transferred / Revenue Received	Total Revenue for Project	Total Cost of Project	Date Closed
	New Construction, Property, Remodeling & Site Improvements					
C23310	Learning Commons-Transom Windows	240,000.00	(19,411.53)	220,588.47	220,588.47	11/30/2024
C23503	Walk in Cooler/Freezer-Union Market	50,000.00	56,582.90	106,582.90	106,582.90	09/30/2024
C24425	Tomah Industrial Lab Renovation	-	100,744.78	100,744.78	100,744.78	08/31/2024
C24550	Sparta Geo Well Repair	-	20,086.25	20,086.25	20,086.25	08/31/2024
C24600	Int Technology Ctr-Restroom Doors	-	87,479.33	87,479.33	87,479.33	08/31/2024
C24610	6th Street Stone Replacement	-	9,480.66	9,480.66	9,480.66	11/30/2024
C24775	Admin Center-Gym Wall Protection & Volleyball System	-	66,246.68	66,246.68	66,246.68	09/30/2024
C24800	Kumm Ctr-West End Landscaping Upgrades	-	56,238.10	56,238.10	56,238.10	09/30/2024
C24850	Admin Gym-Electric Basketball hoops	-	21,857.09	21,857.09	21,857.09	09/30/2024
C99240	Minor Projects-FY24	50,000.00	38,736.51	88,736.51	88,736.51	08/31/2024
C99245	Exterior Signage-FY24	30,000.00	(29,614.78)	385.22	385.22	08/31/2024
	Total New Construction, Property, Remodeling & Site Impr Completed Projects	370,000.00	408,425.99	778,425.99	778,425.99	
	Equipment & Furnishings					
C23519	Residence Hall Furniture	325,000.00	(13,908.66)	311,091.34	311,091.34	08/31/2024
C99241	Minor Furnishings & Equipment-FY24	50,000.00	(15,348.78)	34,651.22	34,651.22	08/31/2024
C99244	Security Equipment-FY24	20,000.00	(16,713.26)	3,286.74	3,286.74	08/31/2024
	Total Equipment & Furnishings Completed Projects	395,000.00	(45,970.70)	349,029.30	349,029.30	
	Total Completed Projects	765,000.00	362,455.29	1,127,455.29	1,127,455.29	

Western Technical College
Capital Projects Report-Current Projects
As of 11/30/2024

Project Name	Debt Issue	Actual Amount Borrowed	Amount Transferred	Proposed Transfers	Donations / Other Revenue	Future Borrowings	Total Revenue	Actual Expenditures to Date	Total Estimated Future Costs	(Over) / Under
Land and New Construction										
La Crosse Property Acquisitions/Footprint-FY24	2024A	50,000.00	152,122.94	-	-	-	202,122.94	157,887.35	44,235.59	-
Wanek Ctr of Innovation-Alt #2-Additions-South&North T	Donor Funded	-	-	-	832,700.00	-	832,700.00	-	832,700.00	-
Mauston Property-Sale of Land	None	-	-	-	25,000.00	-	25,000.00	-	25,000.00	-
Total Land and New Construction		50,000.00	152,122.94	-	857,700.00	-	1,059,822.94	157,887.35	901,935.59	-
Remodeling & Site Improvements										
Electric Vehicle Charging Station-Viroqua	2023A	70,000.00	-	(4,808.12)	-	-	65,191.88	65,191.88	-	-
Dust Collection System-ITC	2024A	450,000.00	-	-	-	-	450,000.00	393,226.50	56,773.50	-
La Crosse Medical Health Science Ctr-Phase 2	2023B	215,000.00	-	-	-	-	215,000.00	167,988.47	47,011.53	-
Sparta-Additional Parking (20 spaces)	2024B-Reserve	-	100,000.00	-	-	-	100,000.00	86,536.00	13,464.00	-
Coleman Remodel	2024B-Reserve	-	300,000.00	-	-	-	300,000.00	187,355.65	112,644.35	-
Wanek Center of Innovation-Elevator-North End	2024A&2024B	200,000.00	-	-	-	20,000.00	220,000.00	-	220,000.00	-
Wanek Center of Innovation-HVAC	2024A&B&Donor	500,000.00	108,000.00	-	77,372.00	57,128.00	742,500.00	-	742,500.00	-
Wanek Center of Innovation-Restrooms	2024A	295,000.00	(108,000.00)	-	-	-	187,000.00	-	187,000.00	-
Wanek Ctr of Innovation-Base Bid-Interior Renovations	Donor Funded	-	-	-	2,159,366.00	-	2,159,366.00	1,610.00	2,157,756.00	-
Wanek Ctr of Innovation-Alt #1-Exterior Upgrades	Donor Funded	-	-	-	466,400.00	-	466,400.00	-	466,400.00	-
Wanek Ctr of Innovation-Alt #3-Roofing (South&North T	Donor Funded	-	-	-	482,900.00	-	482,900.00	-	482,900.00	-
Wanek Ctr of Innovation-Alt 7A-Exterior Bldg Signage &	Donor Funded	-	-	-	158,400.00	-	158,400.00	-	158,400.00	-
Business Educ Center-Alt 7B-Monument Sign (LaCrosse	Donor Funded	-	-	-	55,330.00	-	55,330.00	-	55,330.00	-
Wanek Ctr of Innovation-Alt 7C-Monument Sign (Badger	Donor Funded	-	-	-	57,970.00	-	57,970.00	-	57,970.00	-
Wanek Ctr of Innovation-Alt 7D-Interior Signage	Donor Funded	-	-	-	126,500.00	-	126,500.00	-	126,500.00	-
Wanek Ctr of Innovation-Alt B1-Addl Electrical Panel Re	2024B	-	-	-	-	75,900.00	75,900.00	-	75,900.00	-
Wanek Ctr of Innovation-Alt-HVAC Controls (not part of	2024B	-	-	-	-	83,600.00	83,600.00	-	83,600.00	-
Wanek Ctr of Innovation-Alt #4-BIS Suite Renovations	2024B	-	-	-	-	58,960.00	58,960.00	-	58,960.00	-
Wanek Ctr of Innovation-A&E Fees	Donor&2024B	-	-	-	321,646.00	209,412.00	531,058.00	457,272.37	73,785.63	-
Regional Campus Parking Lot Upgrades	2024B	-	(2,113.99)	-	-	45,000.00	42,886.01	42,886.01	-	-
Student Success Center-Summer 2025	2025D	-	-	-	-	1,500,000.00	1,500,000.00	6,154.85	1,493,845.15	-
Automotive Technology Ctr Remodel	2025B	-	-	-	-	1,500,000.00	1,500,000.00	22,618.15	1,477,381.85	-
Graphics-College Wide	2024A	25,000.00	-	-	-	-	25,000.00	-	25,000.00	-
Wellness Center-Studio Flooring	Trf-Wellness C	-	-	-	30,000.00	-	30,000.00	2,597.00	35,688.06	(8,285.06)
Dental Simulation Lab	2024B&Donatic	-	-	-	126,455.00	200,000.00	326,455.00	23,980.73	302,474.27	-
Roof Hatches-DMI Grant	Grant funded	-	-	-	25,000.00	-	25,000.00	-	25,000.00	-
Donor/History Walls	None-Trf	-	-	25,000.00	-	-	25,000.00	23,429.10	1,570.90	-
Minor Projects-FY25	2024B	-	11,000.00	-	-	50,000.00	61,000.00	5,056.16	55,943.84	-
Exterior Signage-FY25	2024A	30,000.00	-	-	-	-	30,000.00	-	30,000.00	-
Project Closing Account-Remodeling & Site Improvmnts	N/A	-	589,565.70	(20,191.88)	-	-	569,373.82	-	-	569,373.82
Total Remodeling & Site Improvements		1,785,000.00	998,451.71	-	4,087,339.00	3,800,000.00	10,670,790.71	1,485,902.87	8,623,799.08	561,088.76

Western Technical College
Capital Projects Report-Current Projects
As of 11/30/2024

Project Name	Debt Issue	Actual Amount Borrowed	Amount Transferred	Proposed Transfers	Donations / Other Revenue	Future Borrowings	Total Revenue	Actual Expenditures to Date	Total Estimated Future Costs	(Over) / Under
Equipment Projects										
Tomah Industrial Lab-Equipment										
5843-Furnishings	2023C	-	23,000.00	-	-	-	23,000.00	-	23,000.00	-
5845-Instructional Equipment	2023C	55,000.00	205,000.00	-	-	-	260,000.00	203,626.19	56,373.81	-
5844-Graphics	2023C	-	3,000.00	-	-	-	3,000.00	-	3,000.00	-
Total Tomah Industrial Lab-Equipment		55,000.00	231,000.00	-	-	-	286,000.00	203,626.19	82,373.81	-
Coleman Project-Equipment and Furnishings										
5842-IT Equipment	2024B-Reserve	-	50,000.00	(24,849.84)	-	-	25,150.16	25,150.16	-	-
5843-Furnishings	2024B-Reserve	-	60,000.00	5,026.52	-	-	65,026.52	65,026.52	-	-
Total Coleman Project-Equipment and Furnishings		-	110,000.00	(19,823.32)	-	-	90,176.68	90,176.68	-	-
Wanek Ctr of Innovation-IT Equip/Furnishings/Graphics										
5842-IT Equip/5843-Furnishings/5844-Graphics	2024A	700,000.00	-	-	-	-	700,000.00	4,335.49	695,664.51	-
Total Wanek Ctr of Innovation-IT Equip/Furnishings/Graphics		700,000.00	-	-	-	-	700,000.00	4,335.49	695,664.51	-
Wanek Ctr of Innovation-Instructional Equipment										
5845-Instructional Equipment	2024A&B&Donor	190,000.00	-	-	1,016,496.00	1,060,000.00	2,266,496.00	200,910.64	2,065,585.36	-
Total Wanek Ctr of Innovation-Instructional Equipment		190,000.00	-	-	1,016,496.00	1,060,000.00	2,266,496.00	200,910.64	2,065,585.36	-
Campus Benches										
5844-Non-Instructional Equipemnt	None-Trf	-	26,000.00	1,396.35	-	-	27,396.35	27,396.35	-	-
Total Campus Benches		-	26,000.00	1,396.35	-	-	27,396.35	27,396.35	-	-
Admin Ctr 1st Floor Redesign										
5843-Furnishings	None-Trf	-	25,000.00	-	-	-	25,000.00	-	25,000.00	-
Total Admin Ctr 1st Floor Redesign		-	25,000.00	-	-	-	25,000.00	-	25,000.00	-
Minor Furnishings & Equipment-FY25										
5842-IT Equipment	2024A	10,000.00	-	-	-	-	10,000.00	-	10,000.00	-
5843-Furnishings	2024A	40,000.00	-	-	-	-	40,000.00	2,266.74	37,733.26	-
5844-Non-Instructional Equipment	Trf	-	7,000.00	-	-	-	7,000.00	6,913.00	87.00	-
Total Minor Furnishings & Equipment-FY25		50,000.00	7,000.00	-	-	-	57,000.00	9,179.74	47,820.26	-
Security Equipment-FY25										
5842-IT Equipment (Cameras)	2024A	20,000.00	-	-	-	-	20,000.00	-	20,000.00	-
Total Security Equipment-FY25		20,000.00	-	-	-	-	20,000.00	-	20,000.00	-
Project Closing Account-Equipment										
5842-IT Equipment	N/A		223,885.33	19,823.32	-	-	243,708.65	-	-	243,708.65
5843-Furnishings	N/A		10,081.55	-	-	-	10,081.55	-	-	10,081.55
5844-Non-Instructional Equip/Graphic Design			80,295.45	(1,396.35)	-	-	78,899.10	-	-	78,899.10
Total Project Closing Account-Equipment		-	314,262.33	18,426.97	-	-	332,689.30	-	-	332,689.30
Total Equipment Projects		1,015,000.00	713,262.33	-	1,016,496.00	1,060,000.00	3,804,758.33	535,625.09	2,936,443.94	332,689.30
Total All Current Projects		2,850,000.00	1,863,836.98	11	5,961,535.00	4,860,000.00	15,535,371.98	2,179,415.31	12,462,178.61	893,778.06



Western Technical College
General Fund/Special Revenue Funds
For the Five Months Ending November 30, 2024

	Budget	Encumbrances	Current Month	YTD	% of YTD
	2025	2025	November	2025	to Budget
Revenue					
Local Taxes	12,510,658		3,466	(23,953)	(0.19%)
State Sources	25,654,020		1,024,169	5,780,528	22.53%
Program Fees	11,392,800		2,915,716	9,683,508	85.00%
Material Fees	461,400		131,533	383,368	83.09%
Other Student Fees	984,220		133,444	656,670	66.72%
Institutional Sources	6,387,350		591,393	2,389,449	37.41%
Federal Sources	2,302,016		276,910	695,482	30.21%
Total Revenues	59,692,464		5,076,631	19,565,052	32.78%
Expenditures					
Salaries	37,046,207		2,988,448	14,911,382	40.25%
Benefits	12,136,755		950,374	4,697,520	38.70%
Current Expenses	13,442,916	527,676	924,115	5,645,656	42.00%
Total Expenditures	62,625,878	527,676	4,862,936	25,254,558	40.33%
Net Revenue (Expenditures)	(2,933,414)	(527,676)	213,695	(5,689,506)	



Western Technical College
Department Summary Report
 For the Five Months Ending November 30, 2024

Department	Budget	Encumbrances	Actual	Balance	% Used
<u>District Board/President</u>					
100 - District Board - Stanford, Roger	\$69,900.00		\$43,137.50	\$26,762.50	61.71%
150 - President - Stanford, Roger	690,319.00		293,597.36	396,721.64	42.53%
170 - Foundation and Alumni - Schreiner, Jacquelyn	546,831.00	3,500.00	216,556.92	326,774.08	40.24%
273 - Institutional Effectiveness - Dryden, Tracy	510,891.00		210,314.79	300,576.21	41.17%
275 - Institutional Research - Shane, Brianne	416,990.00		142,498.51	274,491.49	34.17%
430 - Grants Administration - Wallace, Liz	358,914.00		132,935.57	225,978.43	37.04%
Total District Board/President	2,593,845.00	3,500.00	1,039,040.65	1,551,304.35	40.19%
<u>Academic Affairs</u>					
200 - Academics - Hopkins, Rebecca	412,721.00		139,755.61	272,965.39	33.86%
210 - Business Division - Pearson, Zakee	3,026,175.00		1,177,068.30	1,849,106.70	38.90%
220 - Integrated Technologies Division - Gamer, Josh	5,914,310.00	723.20	2,367,951.77	3,545,635.03	40.05%
228 - BIS Academics (Apprenticeship) - Martin, Angie	469,324.00		193,542.10	275,781.90	41.24%
240 - Health and Public Safety Division - Dean, Kevin	1,056,138.00	1,020.00	369,043.31	686,074.69	35.04%
241 - Nursing - Miller, Chaudette	2,717,467.00		1,057,991.65	1,659,475.35	38.93%
242 - Allied Health - Jobe, Dean	1,473,938.00		657,515.91	816,422.09	44.61%
243 - Public Safety Services - Dean, Kevin	1,943,033.00		768,107.02	1,174,925.98	39.53%
244 - Health Education - Jimenez, Juan	1,973,462.00		760,419.50	1,213,042.50	38.53%
250 - General Studies - Hopkins, Rebecca	3,612,393.00		1,363,365.25	2,249,027.75	37.74%
270 - Academic Excellence, Educ & Human Srv - Cooksey, Nicole	1,709,304.00		620,978.61	1,088,325.39	36.33%
Total Academic Affairs	24,308,265.00	1,743.20	9,475,739.03	14,830,782.77	38.99%
<u>Student Services and Engagement</u>					
279 - Regional Learning Centers-Operations - Hether, Deb	763,095.00		310,943.62	452,151.38	40.75%
300 - Student Development and Success - Thornton, Amy	256,440.00		96,499.05	159,940.95	37.63%
310 - Learner Support and Transition - Church-Hoffman, Mandy	3,899,487.00		1,554,284.45	2,345,202.55	39.86%
314 - Enrollment Services - Hether, Deb	377,788.00		135,429.29	242,358.71	35.85%
317 - College Connections - Kiel, Mac	395,583.00	48.77	173,956.76	221,577.47	43.99%
331 - Counseling and Disability Services - BrandauHynek, Ann	608,936.00		223,769.20	385,166.80	36.75%
334 - College Advising - McCann, Micahmarie	907,986.00		350,910.46	557,075.54	38.65%
335 - Career Services - Janssen, Grace	320,380.00		124,652.78	195,727.22	38.91%
336 - Veteran Services - Helgeson, Jackie	295,530.00		123,213.86	172,316.14	41.69%
341 - Campus Community Safety - Schuster, Chris	555,177.00		227,084.72	328,092.28	40.90%
351 - K-12 Partnerships - Mezera, Isaac	210,847.00		72,042.62	138,804.38	34.17%
352 - Financial Aid - Grandall, Jerolyn	560,654.00		229,667.28	330,986.72	40.96%
355 - Registrar/SIS - Thomas, Lyndsey	519,636.00		228,791.77	290,844.23	44.03%
410 - Marketing, Communications & Legislative Adv - Lemon, Julie	1,601,333.00	332,622.53	465,665.23	803,045.24	49.85%
440 - Outreach & Admissions - Locy, Caitlin	811,505.00		362,052.57	449,452.43	44.61%
445 - Student Life, Equity and Engagement - Reyburn, Kari	692,340.00		256,056.84	436,283.16	36.98%
Total Student Services and Engagement	12,776,717.00	332,671.30	4,935,020.50	7,509,025.20	41.23%



Western Technical College
Department Summary Report
 For the Five Months Ending November 30, 2024

Department	Budget	Encumbrances	Actual	Balance	% Used
<u>Finance and Operations</u>					
280 - Business and Industry Services - Martin, Angie	5,972,366.00		2,344,325.00	3,628,041.00	39.25%
500 - Finance and Operations Admin - Hackbarth, Wade	400,153.00		141,545.10	258,607.90	35.37%
502 - Lunda Center - Murphy, Dan	308,304.00		129,689.56	178,614.44	42.07%
504 - Sustainability-Development - Meehan, Casey	150,821.00		62,099.21	88,721.79	41.17%
510 - Business Services - Spry, Mitch	354,302.00		156,962.59	197,339.41	44.30%
515 - Cashier's Office - Drazkowski, Lisa	512,553.00	3,823.75	236,405.79	272,323.46	46.87%
520 - Information Services - Pierce, Joan	2,843,081.00	45,176.79	1,056,545.60	1,741,358.61	38.75%
530 - Human Resources - Heath, John	1,079,563.00		422,755.72	656,807.28	39.16%
535 - Professional Development - Kettner-Sieber, Jackie	290,611.00	9,390.00	81,730.47	199,490.53	31.35%
536 - Wellness Program - Monroe, Ryan	44,254.00		17,189.50	27,064.50	38.84%
540 - Physical Plant - McCurdy, Gene	836,062.00	4,320.00	360,690.62	471,051.38	43.66%
541 - Facilities Operations - McCurdy, Gene	1,997,273.00	21,235.00	635,491.64	1,340,546.36	32.88%
545 - Custodial Services - Dahl, Julie	2,212,420.00	54,447.00	893,961.27	1,264,011.73	42.87%
550 - Controller - Heit, Christina	1,395,457.00	6,300.00	743,632.17	645,524.83	53.74%
Total Finance and Operations	18,397,220.00	144,692.54	7,283,024.24	10,969,503.22	40.37%
<u>Budget Freezes and Other Expenses</u>					
551 - Budget Freezes - Heit, Christina	(357,755.00)			(357,755.00)	0.00%
552 - Reserve Fund Balance - Hackbarth, Wade	839,510.00	0.00	233,371.56	606,138.44	27.80%
Total Budget Freezes and Other Expenses	481,755.00	0.00	233,371.56	248,383.44	48.44%
<u>Federal Grants</u>					
700 - Federal Grants - Various	3,007,683.00	29,105.88	1,267,032.88	1,711,544.24	43.09%
Total Federal Grants	3,007,683.00	29,105.88	1,267,032.88	1,711,544.24	43.09%
<u>State and Private Grants</u>					
800-999 - State and Private Grants - Various	1,060,393.00	15,962.75	493,653.38	550,776.87	48.06%
Total State and Private Grants	1,060,393.00	15,962.75	493,653.38	550,776.87	48.06%
Total	62,625,878.00	527,675.67	24,726,882.24	37,371,320.09	40.33%



Western Technical College
Enterprise Fund Board Report
 For the Five Months Ending November 30, 2024

	Fiscal Year 2022	Fiscal Year 2023	Fiscal Year 2024	YTD Prior Yr 2024	Fiscal Yr-YTD 2025	Budget 2025
ENTERPRISE TOTAL						
Total Revenue	\$4,467,891	\$3,893,838	\$2,815,172	\$1,218,149	\$1,156,223	\$2,605,460
Expenses						
Salaries	\$911,467	\$1,002,612	\$976,995	\$408,760	\$432,625	\$983,784
Fringe Benefits	\$310,324	\$302,823	\$284,154	\$117,862	\$118,812	\$297,940
Cost of Goods Sold	\$1,519,491	\$1,659,516	\$541,440	\$246,031	\$236,633	\$541,000
Depreciation and Interest Expense	\$970,850	\$930,096	\$897,479	\$380,362	\$371,941	\$884,100
All Other Expenses	\$351,664	\$436,509	\$386,422	\$145,776	\$112,855	\$423,462
Total Expenses	\$4,063,795	\$4,331,556	\$3,086,490	\$1,298,791	\$1,272,866	\$3,130,286
Enterprise Profit/(Loss)	\$404,097	(\$437,718)	(\$271,318)	(\$80,642)	(\$116,643)	(\$524,826)

CAMPUS SHOP

Revenue						
Book Sales	\$1,081,518	\$924,920	\$0	\$0	\$0	\$0
Supply Sales	\$233,977	\$206,559	\$86,462	\$55,144	\$42,477	\$100,000
Commission Revenue	\$0	\$2,000	\$72,823	\$44,386	\$26,514	\$75,000
Other Revenue	\$3,177	\$70,452	\$155,927	\$72,193	\$57,644	\$60,000
Emergency Relief Funds-Institutional	\$654,242	\$126,521	\$0	\$0	\$0	\$0
Total Revenue	\$1,972,914	\$1,330,452	\$315,212	\$171,723	\$126,635	\$235,000
Expenses						
Salaries	\$200,398	\$181,354	\$114,062	\$45,894	\$52,183	\$111,188
Fringe Benefits	\$64,970	\$54,968	\$34,105	\$13,835	\$15,094	\$34,900
Cost of Goods Sold	\$1,133,019	\$1,184,308	\$59,333	\$28,401	\$41,782	\$65,000
Depreciation Expense	\$10,031	\$5,015	\$0	\$0	\$0	\$0
Other Expenses	\$54,333	\$66,560	\$8,944	\$4,461	\$3,792	\$23,912
Total Expenses	\$1,462,751	\$1,492,205	\$216,444	\$92,591	\$112,851	\$235,000
Profit/(Loss)	\$510,163	(\$161,753)	\$98,768	\$79,132	\$13,784	\$0



Western Technical College
Enterprise Fund Board Report
 For the Five Months Ending November 30, 2024

	Fiscal Year 2022	Fiscal Year 2023	Fiscal Year 2024	YTD Prior Yr 2024	Fiscal Yr-YTD 2025	Budget 2025
UNION MARKET						
Revenue						
Union Market Sales	\$286,185	\$371,576	\$420,711	\$179,404	\$182,298	\$376,000
Meal Plan-Residence Hall Sales	\$181,451	\$226,764	\$216,688	\$84,434	\$89,716	\$200,000
Catering Revenue	\$124,631	\$222,434	\$219,772	\$81,211	\$98,629	\$200,000
Other Revenue	\$2,315	\$1,419	\$0	\$0	\$187	\$2,000
Emergency Relief Funds-Institutional	\$349,715	\$57,266	\$0	\$0	\$0	\$0
Total Revenue	\$944,297	\$879,459	\$857,171	\$345,049	\$370,830	\$778,000
Expenses						
Salaries	\$515,374	\$606,844	\$627,827	\$263,831	\$285,694	\$632,644
Fringe Benefits	\$166,200	\$177,261	\$178,163	\$74,681	\$73,221	\$186,947
Cost of Goods Sold	\$339,096	\$416,668	\$444,152	\$197,040	\$184,876	\$435,000
Depreciation Expense	\$2,759	\$2,759	\$2,759	\$1,165	\$1,000	\$2,400
Other Expenses	\$64,116	\$85,185	\$90,228	\$33,620	\$18,988	\$84,000
Total Expenses	\$1,087,545	\$1,288,717	\$1,343,129	\$570,337	\$563,779	\$1,340,991
Profit/(Loss)	(\$143,248)	(\$409,258)	(\$485,958)	(\$225,288)	(\$192,949)	(\$562,991)

DAY CARE CENTER

Revenue

Facilities Rental Income	\$47,807	\$47,807	\$47,807	\$19,920	\$19,920	\$50,200
Other Revenue	\$474	\$7,640	\$14,333	\$5,786	\$7,196	\$5,000
Total Revenue	\$48,281	\$55,447	\$62,140	\$25,706	\$27,116	\$55,200

Expenses

Other Expenses	\$30,865	\$17,391	\$18,620	\$6,885	\$5,405	\$30,200
Total Expenses	\$30,865	\$17,391	\$18,620	\$6,885	\$5,405	\$30,200
Profit/(Loss)	\$17,416	\$38,056	\$43,520	\$18,821	\$21,711	\$25,000

Western Technical College
Enterprise Fund Board Report
For the Five Months Ending November 30, 2024

Fiscal Year	Fiscal Year	Fiscal Year	YTD Prior Yr	Fiscal Yr-YTD	Budget
2022	2023	2024	2024	2025	2025

WELLNESS CENTER

Revenue

Memberships Fees	\$12,902	\$11,869	\$11,205	\$5,322	\$1,273	\$6,000
Student Govt Support	\$158,700	\$163,641	\$165,364	\$68,900	\$73,285	\$175,885
Other Revenue	\$12,877	\$9,156	\$14,936	\$6,466	\$4,754	\$8,500
Emergency Relief Funds-Institutional	\$12,653	\$1,967	\$0	\$0	\$0	\$0
Total Revenue	\$197,132	\$186,633	\$191,505	\$80,688	\$79,312	\$190,385

Expenses

Salaries	\$106,099	\$98,471	\$106,542	\$45,000	\$41,866	\$100,938
Fringe Benefits	\$45,064	\$36,407	\$33,147	\$13,814	\$13,350	\$33,347
Depreciation Expense	\$3,975	\$4,378	\$4,351	\$1,125	\$1,710	\$4,100
Other Expenses	\$22,182	\$25,059	\$46,431	\$9,003	\$8,979	\$23,700
Total Expenses	\$177,319	\$164,315	\$190,471	\$68,942	\$65,905	\$162,085

Profit/(Loss)

	\$19,812	\$22,318	\$1,034	\$11,746	\$13,407	\$28,300
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PC RESALE

Revenue

Resale Receipts	\$152,459	\$174,145	\$115,873	\$73,794	\$31,472	\$125,000
Emergency Relief Funds-Institutional	\$526	\$0	\$0	\$0	\$0	\$0
Total Revenue	\$152,985	\$174,145	\$115,873	\$73,794	\$31,472	\$125,000

Expenses

Salaries	\$37,286	\$36,424	\$38,355	\$15,981	\$16,294	\$39,257
Fringe Benefits	\$17,971	\$11,828	\$12,313	\$5,080	\$5,361	\$13,026
Cost of Goods Sold	\$47,376	\$58,540	\$37,955	\$20,590	\$9,975	\$41,000
Other Expenses	\$7,673	\$29,583	\$20,671	\$14,011	\$4,188	\$24,050
Total Expenses	\$110,307	\$136,375	\$109,294	\$55,662	\$35,818	\$117,333

Profit/(Loss)

	\$42,679	\$37,770	\$6,579	\$18,132	(\$4,346)	\$7,667
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VENDING

Revenue

Commissions	\$10,604	\$18,735	\$16,416	\$3,976	\$7,172	\$15,000
Other Revenue	\$351	\$4,921	\$7,446	\$3,208	\$3,158	\$2,000
Emergency Relief Funds-Institutional	\$14,174	\$2,633	\$0	\$0	\$0	\$0
Total Revenue	\$25,129	\$26,289	\$23,862	\$7,184	\$10,330	\$17,000

Expenses

Vending Expenses	\$26,465	\$45,529	\$28,824	\$14,859	\$14,668	\$40,000
Vending Expenses-Student Use	\$0	\$50	\$3,833	\$3,000	\$5,258	\$10,000
Total Expenses	\$26,465	\$45,579	\$32,657	\$17,859	\$19,926	\$50,000

Profit/(Loss)

	(\$1,336)	(\$19,290)	(\$8,795)	(\$10,675)	(\$9,596)	(\$33,000)
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Western Technical College
Enterprise Fund Board Report
 For the Five Months Ending November 30, 2024

	Fiscal Year 2022	Fiscal Year 2023	Fiscal Year 2024	YTD Prior Yr 2024	Fiscal Yr-YTD 2025	Budget 2025
RESIDENCE HALL						
Revenue						
Dorm Rent	\$963,416	\$1,122,794	\$1,110,398	\$462,600	\$457,004	\$1,100,125
App Fees & Deposit Forfeitures	\$18,090	\$21,529	\$13,563	\$2,200	\$3,950	\$20,000
Cost Reimbursements-Parking	\$24,551	\$28,589	\$26,897	\$13,839	\$14,470	\$28,000
Emergency Relief Funds-Institutional	\$114,960	\$9,719	\$0	\$0	\$0	\$0
Other Revenue	\$1,748	\$54,261	\$93,996	\$33,482	\$34,091	\$52,000
Total Revenue	\$1,122,765	\$1,236,892	\$1,244,854	\$512,121	\$509,515	\$1,200,125
Expenses						
Salaries	\$52,310	\$79,519	\$90,209	\$38,054	\$36,588	\$99,757
Fringe Benefits	\$16,119	\$22,359	\$26,426	\$10,452	\$11,786	\$29,720
Interest Expense	\$549,144	\$539,666	\$534,998	\$228,362	\$219,396	\$518,000
Utilities	\$92,229	\$92,583	\$80,331	\$24,520	\$25,244	\$103,000
Depreciation Expense	\$393,370	\$366,707	\$343,800	\$144,875	\$145,000	\$348,000
Other Expenses	\$53,801	\$74,569	\$88,540	\$35,417	\$26,333	\$84,600
Total Expenses	\$1,156,973	\$1,175,403	\$1,164,304	\$481,680	\$464,347	\$1,183,077
Profit/(Loss)	(\$34,208)	\$61,489	\$80,550	\$30,441	\$45,168	\$17,048

TOMAH JOB CENTER

Revenue

Facilities Rental Income	\$4,389	\$4,521	\$4,555	\$1,884	\$1,013	\$4,750
Total Revenue	\$4,389	\$4,521	\$4,555	\$1,884	\$1,013	\$4,750

Expenses

Depreciation Expense	\$11,571	\$11,571	\$11,571	\$4,835	\$4,835	\$11,600
Total Expenses	\$11,571	\$11,571	\$11,571	\$4,835	\$4,835	\$11,600

Profit/(Loss)	(\$7,182)	(\$7,050)	(\$7,016)	(\$2,951)	(\$3,822)	(\$6,850)
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Topic: PROJECT SUBMISSION AND ACCEPTANCE – 2025-2029
Adult Education and Family Literacy Act Grant Program

Issue: The Wisconsin Technical College System Board has issued a request for proposals for Adult Education and Family Literacy Act Grant Programs for 2026-2029. AEFLA competitive grants are submitted for four-year cycles through the WTCS and fund a range of pre-college services provided through Learner Support & Transition.

Project Description: 1. **Comprehensive Services – Industry-aligned Comprehensive Adult Basic Education Services**

Western’s four-year Comprehensive Services grant provides a wide range of adult education resources to residents of Western’s service area. Ten separate Adult Education Centers in the District (including three county jails) emphasize basic skills instruction, so adult learners may focus on an array of educational and training goals, such as gaining a high school credential, preparing for postsecondary education, meeting occupational requirements or other short- or long-term educational or vocational goals. Working with the Western Wisconsin Workforce Development Board, Western will create career pathways within adult education, leveraging integrated education trainings and contextualized curriculum to alleviate regional demand for skilled workers.

Total Budget	Grant Request	District Match
\$365,629	\$225,618	\$140,011

2. **Adult Education and Re-Entry Services – La Crosse County Law Enforcement Center Basic Skills Program**

This four-year project offers educational programming within the La Crosse County Law Enforcement Center. Many inmates do not have a high school diploma and need basic skills to compete for jobs when they leave the jail. Western provides intake, orientation, and goal-setting activities; basic skill instruction and instruction to prepare inmates to obtain a secondary school credential.

Total Budget	Grant Request	District Match*
\$121,542	\$75,000	\$46,542

*The La Crosse County Law Enforcement Center will support a large portion of the matching funds

3. **Integrated English Literacy and Civics Education (IELCE)**

Western is submitting a four-year ask to fund an English Language Learners (ELL) Navigator to help students navigate extended workforce training for Western’s ELL students. As part of the grant, we will provide ELL classes, offer an Integrated Education Training (IET) opportunity for paraprofessional special

ed training, and a multi-employer workplace literacy program as a baseline for offering more employer-specific programming. The ELL Navigator will work on developing more employer-specific programs, while also helping students navigate the expanded offerings and transitions to college. Western will work with the Western Wisconsin Workforce Development Board to identify in-demand employment sectors around which to create IETs.

Total Budget	Grant Request	District Match*
\$121,542	\$75,000	\$46,542

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

WESTERN TECHNICAL COLLEGE

ISSUE PAPER

Topic: Project Submission and Acceptance – 2025-26
State Grant (formerly General Purpose Revenue) Funds

Issue: Western is responding to the Wisconsin Technical College System’s request for proposals (RFP) for the fiscal year 2025 to 2026 for State Grant funding. Competitive grants are released on an annual basis for the following fiscal year.

Project Description: Core Industry

1. Medical Laboratory Technician (MLT)

Western’s Medical Laboratory Technician (MLT) program project will work to improve student competencies and outcomes through the utilization of funds to upgrade training equipment that currently have not kept up with industry standard. The equipment purchase and installation will allow students to receive hands-on instruction on updated equipment. The project will also include faculty training/professional development and curriculum modifications to integrate new and updated equipment.

Additionally, once equipment is established, the MLT program will host an open house and provide general marketing to potential students who might be interested in exploring the program, thus potentially boosting student enrollment in the program and connecting said potential students to pathway for a competitively paying high demand career for Western’s district.

Total Project	State Funds	Matching Funds
\$350,000	\$350,000	\$0

2. Web Design & Software

Western’s Web Design & software program project will work to better serve students by purchasing equipment, supplies, and software to enhance Western’s Web & Software program and meet the ever-changing landscape of technological understanding. In addition to the purchase of equipment and software, Western will utilize funding for faculty training and professional development, with a focus on into the influence of Artificial Intelligence (AI) as it relates to web and software. Faculty will use this knowledge and grant funds to modify the curriculum to embed AI-specific materials, ensuring students are competitive in the workforce upon graduation. The program will also utilize funds to market the program and its new acquisitions to interested prospective students, industry partners, and community stakeholders through a targeted marketing campaign including but not limited to a program open-house event.

Total Project	State Funds	Matching Funds
\$150,000	\$150,000	\$0

Career Pathways

1. Business Internships

Western’s 2-year project will create Western run internships through key areas of the college that can coincide with ongoing teaching through select Business programs held at Western. Utilizing these funds, the college will hire a staff member to construct and coordinate—with the assistance and insight of key stakeholders—both a traditional pathway and IET pathways and options for internship at the college which compliments student learning within their current classes.

Total Project	State Funds	Matching Funds
\$260,000	\$260,000	\$0

Completion

Resource Navigation

This one-year grant focuses on assisting current students in their journey to completion, eliminating or mitigating barriers as needed. Western’s FY25 project will concentrate on reducing gaps in course completion between economically disadvantaged and non-economically disadvantaged, single parents and non-single parent, and disabled and non-disabled students with possible other student populations experiencing completion/retention gaps yet to be named and/or identified as target beneficiaries of grant service activities.

Funding will be utilized to cover salaries and fringe for maintaining the Financial Services Resource Navigator and Career Services positions as well as hire a Student Parent Resource Navigator (title subject to change) to help centralize and embolden the work being done for student parents at Western. Further funding may be utilized for expanding emergency funds available for students, a Student Parent Programming Assistant (student work study position) for The SPACE to work alongside the Student Parent Resource Navigator, supplies and marketing materials for neurodivergent student programming to increase sense of belonging for this student group, travel costs for a student and staff member to attend the National Legislative Summit in Washington, D.C., and professional development/learning funding.

Total Project	State Funds	Matching Funds
\$300,000	\$225,000	\$75,000

Professional Growth (Formula)

This project focuses on continuing to offer strong professional development opportunities for new and existing full-time and adjunct faculty. From assistance in onboarding to supporting the learning plans of all veteran faculty, the aim of this grant is to ensure that all faculty are reflective practitioners in a collaborative and inclusive institution where we model the learning process in everything we do.

In FY26, Western’s Professional Growth proposal will focus on funding the New Faculty Experience, Faculty 101, FQAS Course Delivery, Faculty Facilitation, FTE and Adjunct Peer Mentoring, Communities of Practice, Professional Development, Quality Matters Continuation, and college-wide professional learning to connect our strategic plan, college, division, program and department goals.

Total Project	State Funds	Matching Funds
\$89,375	\$59,583	\$29,792

Total State Grant Requests 2025-26

Total State Grant Projects	State Funds	Western Funds
\$1,149,375	\$1,044,583	\$104,792

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

New Hires, Appointments December 2024

New Hires:

Position filled	Division	FT/PT	Effective Date	Employee	Apps Received/ Interviewed
Custodian	Finance & Operations	FT	12/9/24	Kevin Sheehan	6/4
Transportation Parts & Lab Specialist	Academic Affairs	FT	12/9/24	Brian Jeffords	11/4
Custodian (Sparta)	Finance & Operations	FT	12/9/24	Clay Slater	11/3
Access Service Manager	Student Services & Engagement	FT	1/2/25	Bryan Morris	14/4
Facilities Project Manager	Finance & Operations	FT	1/21/25	Adam Conway	12/4

Promotions, Appointments, Transfers:

Position filled	Division	FT/PT	Effective Date	Employee	Apps Received/ Interviewed
K12 Partnership Specialist <i>*previously Admissions Coach</i>	Student Services & Engagement	FT	12/2/24	Haley Bahr	28/5
Instructor – Clinical Nursing <i>*previously adjunct</i>	Academic Affairs	FT	1/10/24	Kelsey Hanson	4/3

**Retirements, Resignations, and Terminations
December 2024**

Resignations

Position	Division	Effective Date	Employee
Admin Assistant HSC	Academic Affairs	12/23/24	Kat Anderson
CRM Training & Support Specialist	Student Services & Engagement	2/21/25	Claire Legault

WESTERN TECHNICAL COLLEGE DISTRICT

ISSUE PAPER

Topic: **Budget Modifications 2023-2024:** Capital Projects Funds

Issue: The District Board, under S65.90(5), must approve, by at least a two-thirds vote of the full Board, any modifications to an adopted budget by fund type or function.

The attached resolution modifies the 2023-2024 current budget to reflect adjustments for additional funds expended.

INCREASE TO CURRENT ADOPTED BUDGET

1. Increase and decrease **Capital Projects Funds** expenditures by **\$537,500** due to additional and reduced funds expended within specific functions.

General Institutional	\$ 537,500
Physical Plant	(537,500)

Recommendation: Approve the Resolution to Adopt Changes to the current 2023-2024 Budget

WESTERN TECHNICAL COLLEGE DISTRICT

RESOLUTION

To Adopt Changes to the current 2023-2024 Budget

Whereas, under the provisions of Wisconsin Statute 65.90(5), the District Board must approve, by at least a two-thirds vote of the full Board, any modifications to an adopted budget by fund type or function; and

Whereas expenditures in the Capital Projects Funds need to be adjusted due to additional funds expended in these funds; and

Therefore be it

Resolved, that the Western Technical College District Board adopt the 2023-2024 budget modifications to the Capital Projects Funds:

CAPITAL PROJECTS FUND			
<u>Revenue Category</u>	<u>Current Budget</u>		<u>Change</u>
State Aids	\$	314,000	\$ 0
Institutional Revenue		422,000	0
Federal		550,000	0
Transfers from Reserves and Designated Fund Balances		1,854,000	0
Other Funding Sources		9,860,000	0
	\$	<u>13,000,000</u>	\$ <u>0</u>
<u>Expenditure Function</u>	<u>Current Budget</u>		<u>Change</u>
Instruction	\$	3,529,000	\$ 0
Instructional Resources		235,000	0
Student Services		54,000	0
General Institutional		2,497,000	537,500
Physical Plant		6,685,000	(537,500)
	\$	<u>13,000,000</u>	\$ <u>0</u>

WESTERN TECHNICAL COLLEGE DISTRICT

ISSUE PAPER

Topic: Financial Audit 2023-2024

Issue: Wipfli, LLP has submitted the audit report of the District's financial statements for the year ending June 30, 2024. A copy of the audit, along with the auditor's management recommendations, can be found at <https://www.westerntc.edu/board-minutes-and-agendas>.

The audit report must be submitted to the Wisconsin Technical College System prior to December 31, 2024.

Recommendation: Accept and place on file the 2023-2024 financial audit report prepared by Wipfli, LLP.

WESTERN TECHNICAL COLLEGE DISTRICT

I S S U E P A P E R

Topic: Adoption of the 2025 Capital Borrowing Plan

Issue: The Budget and Facilities Subcommittee has reviewed the specific capital needs of Western for 2025 and developed its recommendation accordingly. The attached recommendation allows Western to move forward with the facility and equipment needs to support the three-year facility plan. The capital borrowing plan allows the college to develop a borrowing schedule for 2025 but is subject to District Board approval of each individual borrowing.

Recommendation: Adopt the 2025 Capital Borrowing Plan as presented.

Western Technical College

CALENDAR YEAR 2025

Capital Borrowing Plan

NON-RECURRING ITEMS	\$ Amount	Issue	Category
<u>New Projects</u>			
Automotive - Building Addition	1,250,000	2025B	New Construction
Automotive - Remodeling	1,500,000	2025B	Remodeling
Automotive - Exterior Upgrades (Can't expand windows)	1,500,000	2025C	Remodeling
Automotive - HVAC	875,000	2025E	Remodeling
Automotive - Roofing	475,000	2025E	Remodeling
Automotive - Furniture for Lounge	50,000	2025B	Equipment
Automotive - IT Equipment	50,000	2025B	Equipment
Automotive - Instructional Equipment	200,000	2025B	Equipment
Automotive - Graphics	15,000	2025F	Remodeling
Student Success Center - Remodeling	1,500,000	2025D	Remodeling
Student Success Center - Chiller	75,000	2025F	Remodeling
Student Success Center - Furniture	100,000	2025B	Equipment
Student Success Center - IT Equipment	50,000	2025B	Equipment
Student Success Center - Graphics	15,000	2025B	Remodeling
Lunda Center Cooling	800,000	2025F	Remodeling
Lunda Center Roofing	200,000	2025F	Remodeling
Lunda Center Carpeting	70,000	2025F	Remodeling
Lunda Center IT Replacement	300,000	2025B	Equipment
HSC Dental Lab Equipment	0	2025B	Equipment
LMHSC Projects	TBD		Remodeling
Residence Hall Casework for Stoves	85,000	2025F	Remodeling
Residence Hall Ranges	50,000	2025B	Equipment
Subtotal	9,160,000		
<u>On-going Maintenance Items</u>			
ITC Chiller	100,000	2025E	Remodeling
Sparta HVAC/Humidity Project	100,000	2025F	Remodeling
Replace AEDs	30,000	2025B	Equipment
Parking Lots - Auto/Diesel/Sparta/Viroqua	100,000	2025F	Remodeling
Subtotal	330,000		
Total Non-Recurring Items	9,490,000	29	

RECURRING ITEMS	\$ Amount	Issue	Category
Instructional Equipment	1,000,000	2025B	Equipment
Non-instructional Equipment	200,000	2025B	Equipment
Computer Utility	800,000	2025B	Equipment
Fleet Vehicles	55,000	2025B	Equipment
Security Access	20,000	2025B	Equipment
Conference Rooms Equipment	50,000	2025B	Equipment
Audio Visual Equipment	75,000	2025B	Equipment
Network Improvements	100,000	2025B	Equipment
Data Center Upgrades	120,000	2025B	Equipment
Hyflex Equipment	100,000	2025B	Equipment
Copier/Printer Utility	45,000	2025B	Equipment
PC Services	60,000	2025B	Equipment
UPS Utility	25,000	2025B	Equipment
Minor Furnishings and Equipment-FY24	50,000	2025B	Equipment
Colleague Software-Annual License Fee due 12/31/24	445,000	2025B	Equipment
Colleague Software Implementation-Internal Labor	0	2025B	Equipment
Elevate Software Implementation	0	2025B	Equipment
Planning/Budgeting software	55,000	2025B	Equipment
Other Software Systems (GASB 96)	500,000	2025B	Equipment
Signage-FY25	30,000	2025F	Remodeling
Graphics - Collegewide	25,000	2025F	Remodeling
Minor Remodeling Projects-FY26	50,000	2025E	Remodeling
Total Recurring Items	3,805,000		
TOTAL 2025 CAPITAL PLAN	13,295,000		
Less: Remodeling reserve balance	(200,000)	2025B	Remodeling
Less: Capital equipment reserve balance	(100,000)	2025B	Equipment
Less: Footprint reserve balance	0		New Construction
2025 Borrowing Needed	12,995,000		

Breakdown of Borrowing by Category			
<i>Equipment</i>	4,430,000		
<i>Remodeling</i>	7,315,000		
<i>New Construction/Footprint</i>	1,250,000		
Total	12,995,000		

Breakdown of Borrowing Issuances		Remodeling**	Equipment	New Construction
2025B	6,995,000	1,315,000	4,430,000	1,250,000
2025C	1,500,000	1,500,000	0	0
2025D	1,500,000	1,500,000	0	0
2025E	1,500,000	1,500,000	0	0
2025F	1,500,000	1,500,000	0	0
Total	12,995,000	7,315,000	4,430,000	1,250,000
			Totals	12,995,000
**Cannot have more than \$1.5 million of remodeling on a single borrowing				0

**WESTERN TECHNICAL COLLEGE DISTRICT
ISSUE PAPER**

Topic: Resolutions Authorizing the Issuance and Establishing Parameters for the Sale of Not to Exceed \$21,860,000 General Obligation Promissory Notes, Series 2025A, of Western Technical College District, Wisconsin.

Issue: Included in this issue:

Remodeling Projects:

Wanek Center of Innovation

Elevator	\$20,000
HVAC Systems	\$165,000
BIS Office Suite	\$60,000
Electrical Panels	\$75,000
HVAC Controls	\$85,000
A&E Fees	\$100,000
Subtotal Wanek Center of Innovation	\$505,000

Other Remodeling Projects

Regional Parking Lots	\$45,000
Dental Lab – Health Science Center	\$200,000
Minor Remodeling	\$50,000
Subtotal Other Remodeling Projects	\$295,000

TOTAL REMODELING	\$800,000
CAPITAL EQUIPMENT – Wanek Center of Innovation	\$1,060,000
TOTAL 2025A	\$1,860,000
Refunding Not to Exceed	\$20,000,000
TOTAL BORROWING	\$21,860,000

There will be two parameter resolutions: one for the Remodeling Projects and Capital Equipment and one for the Refunding. Approval of these resolutions authorizes Administration to move forward with issuing debt provided that a pre-established set of parameters is 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 the Remodeling Projects and Capital Equipment is 4.00%. The interest rate parameter that has been established for Refunding is 4.00%.

In addition, the Refunding must meet a debt service savings test. The obligations to be refunded and the amount of Notes to be issued for the Refunding will depend on satisfaction of this savings test. The debt service savings test that has been established is that the refunding of each maturity to be included in the Refunding must result in positive present value savings.

Recommendation: Adopt the Resolutions Authorizing the Issuance and Establishing Parameters for the Sale of Not to Exceed \$21,860,000 General Obligation Promissory Notes, Series 2025A, of Western Technical College District, Wisconsin

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



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

District Board Commitments

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 regions

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.

Updated: 08.03.20

DISTRICT BOARD MONTHLY PLANNING CALENDAR – Meetings Begin at 2 pm

January	February	March (Board Location Change)
<ul style="list-style-type: none"> Annual Enrollment Management Sustainability Update <i>(1-page report)</i> <p>Issue Papers:</p> <ul style="list-style-type: none"> <i>New Program Approval</i> 	<ul style="list-style-type: none"> Enrollment Update Non-Renewals Proposal <i>(closed-as-needed)</i> Annual Planning Cycle Review <i>(biennial, even years)</i> Roger hosts dinner - District Board and Senior Leadership Team <i>(2025 will move dinner to March, location TBD)</i> <p>Board Advance</p>	<ul style="list-style-type: none"> Strategic Focus Area - DEI ATD Update Annual District Board Appointment Student Government Update Closed Session President Presents on Evaluation 2025 Community Luncheon @ RLC 2025 Board Dinner <p>Issue Papers:</p> <ul style="list-style-type: none"> <i>Private Sector Review</i>
April	May (2 nd Tuesday)	June
<ul style="list-style-type: none"> Full Budget Review <i>(no separate meeting) – Kicks Off Meeting</i> Foundation Update Non-renewals <i>(closed-as-needed)</i> Presidents Evaluation <i>(closed)</i> 	<ul style="list-style-type: none"> Student Ambassador Update Higher Ed Landscape & Labor Market Update Annual Grant Update Annual K-12 Update District Boards Association Visit Update <i>(May or June)</i> <p>Issue Papers:</p> <ul style="list-style-type: none"> <i>Non-renewals (as needed)</i> <i>Fees & Rates</i> <i>District Boards Association Annual Fees (May or June)</i> 	<ul style="list-style-type: none"> Public Hearing – Budget Enrollment Update RLC Update <i>(biennial -done in 2022)</i> HLC Update <i>(F2F years 3, 8, 9 and 10 (2024) 1-page report other years)</i> District Board Dinner <p>Issue Papers:</p> <ul style="list-style-type: none"> <i>Board Approval of Budget</i> <i>3-year Facility Plan</i> <i>Out of State Tuition Remission/Waivers</i> <i>Presidents Contract Amendment</i> <i>Salary Adjustments</i>
July 2 nd Monday	August	September
<ul style="list-style-type: none"> Program & Service Highlights <i>(optional)</i> Recognize WLDI Grads Annual Organizational Meeting Actions President Shares Identifies College Goals <p>Issue Papers:</p> <ul style="list-style-type: none"> <i>District’s Attorneys</i> <i>District’s Public Finance Advisor</i> <i>District’s Official Newspaper</i> <i>District’s Public Depositories</i> <i>Annual Calendar</i> <i>Designation of Date/Time/Location of District Board meetings</i> 	<p>Annual Infrastructure Meeting No Topics SLT Excused</p> <p>Board Advance - Annual Boardsmanship</p> <ul style="list-style-type: none"> Annual Attorney & Legal Update Validate Board Evaluation Validate Board Goals Validate Board Commitments “A” Level Policy Discussion <p>Issue Papers:</p> <ul style="list-style-type: none"> <i>Western and DBA Committee Appointments</i> 	<ul style="list-style-type: none"> Strategic Focus Area – 7-Weeks Enrollment Update Tax Levy Discussion College Day Update <i>(1-page report)</i> Legislative Update <i>(1-page report)</i> District Board Dinner
<p>Note: We will implement more discussions on budget and finance 2024 through 2026, to deepen our understanding of the fiscal climate. These discussions will sometimes take the place of traditional agenda items.</p>		

Western Technical College

DISTRICT BOARD MONTHLY PLANNING CALENDAR – Meetings Begin at 2 pm

October (Remote Location)	November	December
<ul style="list-style-type: none"> • Key Results Update (<i>Student Success Metrics and Strategic Goals including Equity Scorecard</i>) (2025) • Review Previous Fiscal Year’s Operating Financial Results • Annual BIS Update (1-page report 2024) • Annual Marketing Update (1-page report) • Annual Manufacturers Luncheon on Same Day • Work Based-Learning (WBL) and Community-Based Learning (CBL) (1-page report (2024)/short presentation 2025) • 2025 HLC Visit Report Out (Oct or Nov) <p>Issue Papers:</p> <ul style="list-style-type: none"> • <i>Annual Review of Procurements Report</i> • <i>Annual BIS Contract Training</i> • <i>Tax Levy</i> • <i>Resolution Designating Positions as Assistant, Associate, or Deputy District Director for Wisconsin’s Code of Ethics for Public Officials and Employees</i> • <i>Annual Budget Modifications</i> <p>NOTE: Luncheons held at regional campuses (2024, moved to 03/2025)</p>	<ul style="list-style-type: none"> • Program & Service Highlights (<i>Learner Support & Transition 2022, EMS, HPS 2023</i>) • Strategic Focus Area – Co-worker Wellbeing • Q12 • College Audit • Enterprise Update (<i>biennial odd years– 1-page report</i>) <p>Board Advance</p>	<ul style="list-style-type: none"> • Annual Strategic Plan Review – (<i>WIGS, Data, Adjustments, Progress, and Priorities</i>) • Borrowing Plan Discussion • RLC Community Panel Update (1-page report, 2025 will move to May or June) <p>Issue Papers:</p> <ul style="list-style-type: none"> • <i>Capital Borrowing</i> • <i>College Audit</i> <p><i>DBA Board Member of the Year Nominations</i></p>

- ***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 program highlights with the board. This will intentionally move across sectors over time. Students will present with the faculty.
- ***One-page reports submitted in lieu of presentation to the District Board.**

Process Timeline for President Evaluation	Timeline	Responsible
The President presents goals and updates.	March Board Meeting (closed session)	President
Distribute the President evaluation tool to the Board for their completion and the President for his/her self-assessment.	March Board Meeting	Human Resources
Compile results and summary document(s) to share with the 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 in the next review period	June	President, Board Chair
Provide Final Evaluation tool to the Board and President	July 1	Human Resources

Public Notice (see calendar below)

District Board (DB) members may attend the following meetings/events:

- District Boards Associations (DBA)
- WTCS State Board Meetings
- Community Luncheons
- Socials
- Other Western College-related events (Foundation, Student Government, All-College, etc.)

No Western Technical College business will be conducted at the above meetings.

Future Dates

2024-2025

Date	Event	Location
• 01/15-17/2025	DBA Activities	Madison, WI
• 01/21/2025	College Day (All-college event) & Regular Meeting	Western, La Crosse, WI
• 01/21/2025	WTCS State Board Meeting	WTCS Office, Madison, WI
• 02/9-12/2025	ACCT National Legislative Summit	Washington, DC
• 02/18/2025	Regular Meeting	Western, La Crosse, WI
• 03/11/2025	WTCS State Board Meeting	Madison Area Technical College
• 03/18/2025	Regular Meeting	Western RLC – Black River Falls, WI
• 04/01/2025	DBA Meeting	TBD
• 04/15/2025	Annual Budget & Regular Meeting	Western, La Crosse, WI
• 04/19/2025	Commencement	La Crosse Center, La Crosse, WI
• 05/13/2025	Regular Meeting	Western, La Crosse, WI
• 05/20/2025	WTCS State Board Meeting	WTCS Office, Madison, WI
• 06/17/2025	Public Budget & Regular Meeting	Western, La Crosse, WI
• 07/01/2025	DBA Meeting	TBD
• 07/08/2025	WTCS State Board Meeting	Nicolet Area Technical College
• 07/14/2025	Organizational Meeting	Western, La Crosse, WI
• 09/09-10/2025	WTCS State Board Meeting	Chippewa Valley Technical College
• 10/25/2025	WCTC Legal Issues Seminar & DBA Meeting	Waukesha Co Technical College
• 11/04-05/2025	WTCS State Board Meeting	Southwest Technical College