

A meeting of the Madison Area Technical College District Board was held on October 4, 2023, in a hybrid format at the Goodman South Campus. Members of the public were given an opportunity to attend in person or virtually through a phone line published as part of the notice.

Board members present: Donald Dantzler (Chair), Shiva Bidar-Sielaff (Vice-Chair), Melanie Lichtfeld (Secretary), Daniel Bullock (Treasurer), Christopher Canty, Randy Guttenberg, Shana Lewis, and Joe Maldonado.

Also present: Jack E. Daniels, President; Jon Anderson, Legal Counsel; Rosemary Buschhaus, Tim Casper, Executive Vice-President of Student Services, Vice-President of Human Resources/Chief Human Resources Officer; Beth Giles-Klinkner, Interim Provost; Damira Grady, Vice-President of Climate and Culture, Sylvia Ramirez, Executive Vice President, Finance & Administration/Chief Operating Officer

Others present: Valentina Ahedo, Vice-President, Access Pathways; Hussein Alshammari, Student; Mackenzie Carstens, Student Liaison; Lazaro Enriquez, Associate Manager, Early College; Sara Finesilver, Full-Time Faculty, English as a Second Language; Kevin Foley, Associate Dean, School of Nursing; Laurie Grigg, Chief Financial Officer/Controller; Aubrey Johnson, Student; Jovhany Michaud, Mohamed Mohamed, Student; Emily Pink, Program Director, Early Childhood Education; Student Senate President; Mark Thomas, Executive Vice President, Institutional Policy & Strategy/Chief of Staff; Grant Voltz, Student; Cody White; and Kristin Rolling, Recording Secretary.

Call to Order ^I

The meeting was duly noticed and called to order at 5:31 p.m. by Mr. Dantzler. Mr. Anderson stated that appropriate notices had been given and the meeting was in compliance with the open meetings law.

Routine Business Matters ^{II}**Approval of Meeting Minutes** ^{II A}

There was a motion by Ms. Lewis, seconded by Mr. Guttenberg, to approve the meeting minutes of September 6, 2023, as submitted. Motion carried.

Public Comments ^{II B}

There were no public comments.

New Business ^{III}**Communications** ^{III A}**Board Chair's Report** ^{III A 1}**Future Meeting & Event Schedule** ^{III A 1 a}

Mr. Dantzler reminded Trustees about upcoming meetings and college events, including the fall DBA meeting at Waukesha County Technical College and the Association of Community College Trustees Leadership Congress in Las Vegas.

Student Liaison Report ^{III A 2}

Mr. Carstens reported that many college clubs were represented at Campus Fun Days, and that about 350 students participated at Truax and about 100 students participated at Goodman South Campus.

Student Senate Report ^{III A 3}

Mr. Michaud reported that the Student Senate was represented at most College Fun Days events, including at the regional campuses.

College/Campus Announcements III A 4

Ms. Ahedo welcomed the Board to Goodman South Campus (GSC) and introduced several members of the campus staff. Enrollment at the campus has increased steadily post-pandemic, with 3,600 headcount and 400 FTEs and that demand for English as a Second Language programming is higher than it was before the pandemic. Madison College has been working for the last year with FamilyU, a capacity building program to identify and support parenting students, and the college recently received the FamilyU seal, demonstrating the college's commitment to serving student parents. Ms. Ahedo introduced Ms. Pink and Mr. Johnson; Mr. Foley and Mr. Votlz; Ms. Finesilver and Mr. Alshammari; and Mr. Enriquez, and Mr. Mohamed; to share information and experiences related to Early Childhood education, Nursing Apprenticeship, English as a Second Language, and the Early College STEM Academy, respectively.

President's Report III A 5

Conditionally Approved Study Abroad Programs 2023-24 III A 5 a

Dr. Daniels reported that the attached study abroad program for 2023-24 would be conditionally approved and will be opened for student consideration and application. Given the ongoing complications related to international travel caused by the pandemic and other potentially evolving global risks, each program will be subject to additional review before Center for International Education issues final approval.

International Travel III A 5 b

Dr. Daniels informed the Board of recently approved international travel activities that will provide staff professional development and student exchange and recruitment opportunities.

The presented activities have been conditionally approved and final decisions will be made for each activity based on a review of health and safety conditions.

Supplier Diversity Plan Update III A 5 c

Ms. Grigg and Dr. Ramirez shared information related to the Madison College Diverse Supplier Initiative including the college's policy, a spending summary, and a review of next steps.

Strategic Planning – Madison College Vision 2023 III A 5 d

Dr. Thomas shared an update on Madison College Vision 2023, including: a review of the 2013 strategic plan; priorities of the ongoing vision planning; the role of the Board; updated mission, vision, and values statements and key performance indicator themes; the process for gathering input for Vision 2023; and a timeline for the work. Dr. Daniels added that the Board, as part of the meeting's consent agenda, is being asked to approve the mission, vision and values and themes for performance indicators and that the college will present outcomes and measurements to the Board and will also continue to engage Trustees in the further development of the documents.

Dr. Daniels reported that, a month ago, he notified the Board of his intent to retire, effective in June 2024. He spoke to his tenure at Madison College and thanked the board, faculty, and staff for their support during this period of time.

Action Items III B

Proposed FY2023-2024 Capital Remodel Projects III B 1

Mr. White reported that as part of the capital projects planning process, the following

remodeling projects have been identified for funding. These projects are included in the Three-Year Facilities Plan approved by the Madison College Board on September 6, 2023.

Truax – Early Learning Campus, Childcare Remodel

The estimated project cost is \$1,500,000.

Truax – Early Learning Campus, Childcare Site Improvements

The estimated project cost is \$500,000.

Commercial Avenue Campus – Building A, Community & Industry Education Center Office Remodel

The estimated project cost is \$850,000.

Capital equipment, including technology, instructional equipment, and furniture, are not part of the construction estimates. Sufficient funds are available for those costs within the College's planning capital budget.

There was a motion by Mr. Guttenberg, seconded by Ms. Lichtfeld, to:

- 1. Approve the above projects.**
- 2. Authorize staff to prepare construction drawings and specifications and to send the above projects out for competitive bids.**
- 3. Authorize staff to submit a request for approval of each project to the Wisconsin Technical College System for Board approval.**

Motion carried.

FY2023-24 Tax Levy III B 2

Ms. Ramirez reported that to meet budget requirements, the college needs to generate a tax levy for operations of \$47,339,734. In addition, the District is be required to make subsequent budget adjustments for FY 2023-24, as is typical practice.

As equalized property values in the District increased by 11.93% to \$128,399,188,295, an operational mill rate of 0.36869 would be utilized. The operational mill rate for FY2022-23 was 0.39201. This recommended operational mill rate reflects a decrease in the operational rate of 0.02332 mills or 5.95% from the prior year.

To meet budget requirements, the college needs to generate a debt service tax levy of \$37,631,646, a debt service mill rate of 0.29308. This is a decrease of \$1,405,308 as compared to the initial FY2023-24 debt service budget.

As the debt service mill rate for FY2022-23 was 0.32951, the recommendation reflects a decrease in the debt service of 0.03643 mills or 11.06%. This reflects the debt service related to the 2010 referendum and the District's capital plan implementation.

The combined operational and debt service mill rate for FY2022-23 was 0.72152. The combined FY2023-24 mill rate, as recommended for operations and debt service, is 0.66178. The combined levy amount is \$84,971,380.

There was a motion by Mr. Bullock, seconded by, Ms. Lewis, to authorize a property tax levy for FY2023-24 of \$84,971,380 on the full value of the taxable property of the district for the purpose of operating and maintaining the schools of the district and for the payment of debt. The levy for operations shall be \$47,339,734, and the levy for debt service shall be \$37,631,646. Motion carried.

District Purchases over \$50,000 Review III B 3

Dr. Ramirez reported that the Wisconsin Administrative Code [TCS 6.05 (2) (h)] requires an annual review of purchases "...to determine if a more competitive procurement process should be used in succeeding years." The review is to be based upon a report "containing transaction detail grouped by similar goods, supplies and services". Procurement has reviewed this detailed report for district purchases made in the 2021-22 fiscal year and brings forward this review for the Board's acceptance. For the year, the district had purchases in excess of \$50,000 from a total of 223 suppliers, totaling \$73,714,962. Procurement will continue to lead efforts throughout the year to ensure compliance with Purchasing policies and will emphasize the need for a competitive process to be used whenever feasible.

There was a motion by Mr. Canty, seconded by, Mr. Maldonado, to approve the District Purchases over \$50,000 Review for FY 2022-23. Motion carried.

Consent Agenda III B 4

Affirmation of the Madison College Mission, Vision, and Values and Key Performance Indicator Themes III B 4 a

General fund monthly financial report as of August 31, 2023 III B 4 b

Requests for proposals/request for bids/sole sources III B 4 c

Contracts for service August 2023 III B 4 d

Supplier payments greater than or equal to \$2,500 and schedule of checks issued for the period August 16, 2023 through September 15, 2023
III B 4 e

Wisconsin Code of Ethics III B 4 f

Employment of personnel III B 4 g

Resignations and separations III B 4 h

Retirements III B 4 i

There was a motion by Ms. Lewis, seconded by Mr. Maldonado, to approve Consent Agenda items III.B.4.a. i. Motion carried

Adjournment V

There was a motion by Mr. Canty, seconded by Mr. Maldonado, to adjourn the meeting. Motion carried.

The meeting adjourned at 7:10 p.m.

Melanie Lichtfeld, Secretary