

A meeting of the Madison Area Technical College District Board was held on July 8, 2024, in a hybrid format at the Truax 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: Shiva Bidar-Sielaff (Vice-Chair), Melanie Lichtfeld (Secretary), Christopher Canty, Shana Lewis, Ann McNeary.

Also present: Jack E. Daniels, President; Jon Anderson, Legal Counsel; Tim Casper, Executive Vice-President of Student Services, Damira Grady, Vice-President of Culture and Climate, Sylvia Ramirez, Executive Vice President, Finance & Administration/Chief Operating Officer; and Mark Thomas, Executive Vice President of Institutional Policy, Strategy/Chief of Staff.

Others present: Kai Brito, Student Senate President; Laurie Grigg, Chief Financial Officer and Controller; Cody White, Manager, Capital Planning and Sustainability; and Kristin Rolling, Recording Secretary.

Call to Order ^I

The meeting was duly noticed and called to order at 5:32 p.m. by Ms. Bidar-Sielaff, who was serving as Chair due to the absence of Mr. Dantzler. Mr. Anderson stated that appropriate notices had been given and the meeting was in compliance with the open meetings law.

Organizational Meeting ^{II}

Oath of Office for Newly Appointed and Reappointed Board Members ^{II A}

Mr. Anderson announced that Ms. McNeary and Ms. Bidar-Sielaff had signed and subscribed an oath of office for their three-year terms on the District Board of Trustees. New Trustees Dr. Tonya Olson and Mr. Korbey White will sign and subscribe their oath of office at

the August Board meeting. Also at the August Board meeting, all new and re-appointed trustees will participate in the ceremonial oath of office.

Announcement of FY2024-25 District Board Officers II B

Ms. Bidar-Sielaff announced that District Board Officers were elected at the Board's 4:30 p.m. meeting. The officers who served in FY2023-24 were reelected and will continue in their roles for FY2024-25– Mr. Dantzler, Chair; Ms. Bidar-Sielaff, Vice-Chair; Ms. Lichtfeld, Secretary; and Mr. Bullock, Treasurer.

Appointment of Representatives to the Wisconsin Technical College District Boards Association Board of Directors and Standing Committees II C

Representation on the District Boards Association Board of Directors and standing committees will be determined at a later date.

FY2024-25 Board Meeting Schedule II D

There was consensus to continue the previous year's schedule of meetings on the first Wednesday of each month.

Routine Business Matters III

Approval of Meeting Minutes III A

There was a motion by Ms. Lewis, seconded by Ms. Lichtfeld, to approve the meeting minutes of June 5, 2024, as submitted. Motion carried.

Public Comments III B

There were no public comments.

New Business IV

Communications IV A

Board Chair's Report IV A 1

Future Meeting & Event Schedule IV A 1 a

Ms. Bidar-Sielaff reminded Trustees of upcoming meetings and events.

Student Liaison Report IV A 2

There was no student liaison report.

Student Senate Report III B 3

Mr. Brito reported that the Student Senate appointed a new Inclusion and Belonging Coordinator, and a Communications Coordinator. Mr. Brito and Senate executive member Ms. Nohaya Salifou traveled to Marian University in June for the National Association for Campus Activities Student Government Institute. In the fall, the Student Senate will work with the Student Activities Board to establish "Lines of Consistency" in the budget approval process, which would create standardized guidelines regarding budget decisions. This would need to be approved by the College President and the Madison College District Board.

College/Campus Announcements III B 4

Dr. Casper reported on the success of students at SkillsUSA Nationals. Nat Mason, a Hospitality Management student, was one of ten students selected nationwide to be accepted into the Student Educational Program of the National Coalition of Black Meeting Professionals (NCBMP). Madison College Academic Advisor and Men's Basketball Coach Jason Roscoe is one of 19 coaches nationwide recognized for earning a National Association of Basketball Coaches (NABC) Professional Development Series certification. The WorkSmart Team received our Letter of Intent to Contract from the Workforce Development Board of South Central Wisconsin to continue serving students through the Workforce Innovation and Opportunity Act (WIOA) grant. With funds from a WTCS Grant, Transfer Center & Services

coordinated a Transfer Summit workshop for more than 50 Madison College advisors, faculty, and staff last month.

Dr. Ramirez reported that in June 2022, Madison College joined a two year technical assistance program designed to help the college better support student-parents, called FamilyU. As of June 28, 2024, the technical assistance portion of the engagement ended. While the technical assistance side of the program has ended, the college will continue to work to improve supports. This work aligns with the strategic commitments related to eliminating barriers to access and success and meeting workforce development needs.

Dr. Grady reported that the Sexuality and Gender Advocate affinity group successfully advocated for the display of Pride flags across all Madison college campuses. The college participated in several Juneteenth events, including a collaboration with Humility Inc., to host Baraboo's first-ever Juneteenth Day. More than 300 people attended the celebration.

Dr. Thomas reported that last week \$49 million in federal funding was awarded to the Wisconsin Biohealth Tech Hub, including \$12.5 million to Madison College. The college will manage the project jointly with partners at Milwaukee Area Technical College, the UW-System, the Workforce Development Board of Southcentral Wisconsin, and Employee Milwaukee, Inc., the workforce development board in Milwaukee County. Last week the college we received a delegation of 8 German students and their accompanying faculty, exchange program with the German state of Hessen. The students are involved in a one-month Applied Manufacturing Apprenticeship training program and is co-sponsored by UW-Madison's Center for German and European Studies.

President's Report IV A 5

International Travel IV A 5 a

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.

Action Items IV B

Proposed FY24/25 Capital Remodel Projects IV 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 Campus – Dean of Students Office Remodel

This 3,798 square foot remodel project in the northwest part of the first floor D-Section is an opportunity to co-locate complementary services, improve wayfinding, and modernize spaces to align with a hybrid work model.

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

Truax Campus – Student Access and Success Remodel

This 7,140 square foot remodel project will improve and expand programmatic access and space for Retention Initiatives and Student Engagement (RISE) programs, merge the Veteran Benefits and Veteran Resource Services into the Veteran Services Office, connect access programs for traditional and adult students through the Promise Programs Office with the RISE programs, and locate financial aid staff in this area.

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

Truax Campus – Advising, Career, Employment, and Transfer Services

This 4,987 square foot remodel project will affect the Student Affairs Advising, Career, and Transfer Services (ACTS) unit that leads academic advising, career, employment, and transfer support and programming. Within ACTS, Career and Employment Services (CES) and the Transfer Center serve as the primary points of contact for employers and university partners and host a variety of recruitment opportunities, career fairs, transfer fairs, and related events for students and partners throughout the year. The remodel offers an opportunity to co-locate these teams and services.

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

Truax Campus – Intake Center

This 3,275 square foot remodel project will create a centralized intake area for services offered by Academic Advising, the Dean of Students Office's units, financial aid, and success coaches. The redesigned space will assist students with many aspects of their student journey: application, enrollment, and completion. Centralized Intake Services supports admissions, enrollment, financial aid, and student payment functions by answering general in-person questions and offering triage support. The intake services support academic success coaching, phone and in-person questions and intake processes, appointment support for Academic Advising, Counseling, Financial Aid, and Dean of Students Offices. The new space allows for a full range of services and creates a centralized space to support student needs.

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

Capital equipment, including technology, instructional equipment, and furniture, are not part of the construction estimates. The projects will meet Americans with Disability Act (ADA) standards.

There was a motion Ms. McNeary, seconded by Ms. Lewis, to:

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

Motion carried.

Land Sale – Watertown Campus ^{IV B 2}

Dr. Ramirez reported that the Watertown Campus site includes two small vacant lots on the east side of Main Street. The lots are 0.4 acres each and are not connected to the main campus or each other. The lots are zoned TR-6, residential/multifamily, in the City of Watertown. This zoning allows a single-family home or multifamily building, up to one 3-unit condominium on each lot. This potential land sale is supported by the City of Watertown.

There was a motion by Ms. Lewis, seconded by Ms. McNeary, to authorize staff to issue a Request for Proposal and facilitate the sale of two lots at the Watertown Campus. Motion carried.

Capital Projects Borrowing ^{IV B 3}

Resolution Authorizing the Issuance of Not to Exceed \$3,000,000 General Obligation Promissory Notes, Series 2024-25B ^{IV B 3 a} **and Resolution Establishing the Parameters For the Sale of Not to Exceed \$3,000,000 General Obligation Promissory Notes, Series 2023-2B** ^{IV B 3 b}

Ms. Grigg reported that the attached resolution is the authorization to begin the borrowing process and totals \$3,000,000, including \$1,000,000 for building remodel and improvements and \$2,000,000 for the cost of acquisition of movable equipment and technology. Once the borrowing is authorized, the resolution is published as public notice per Section 67.12(12)(e)5 of the Wisconsin Statutes. Bids are then received. The second resolution is the issuance of the notes is for the public purpose of the acquisition of movable equipment and technology costing \$5,000 or more per unit or set (\$1,500,000), and for the purpose of paying the cost of building remodeling and improvement projects (\$1,000,000), and for the purpose of paying the cost of sitework (\$500,000). The resolution limits the delegation of authority by stating that the General Obligation Promissory Notes may not be issued unless the True Interest Cost is equal to or less than 5.00%.

There was a motion by Ms. Lewis, seconded by Ms. McNeary, to adopt the Resolution Authorizing the Issuance of Not to Exceed \$3,000,000 General Obligation Promissory Notes, Series 2024-25B and to adopt the Resolution Establishing Parameters for the Sale of Not to Exceed \$3,000,000 General Obligation Promissory Notes, Series 2024-25B. Motion carried.

Consent Agenda ^{IV B 4}

General fund monthly financial report as of May 31, 2024 ^{IV B 4 a}

Supplier payments greater than or equal to \$2,500 and schedule of checks issued for the period May 16, 2024 through June 15, 2024 ^{IV B 4 b}

Requests for proposals/request for bids/sole sources ^{IV B 4 c}

Contracts for services May 2024 ^{IV B 4 d}

Employment of personnel ^{IV B 4 e}

Resignations and separations ^{IV B 4 f}

Retirements ^{IV B 4 g}

There was a motion by Ms. Lewis, seconded by Ms. Lichtfeld, to approve Consent Agenda items IV B 4.a. through g. Motion carried.

Adjournment ^{VI}

There was a motion by Ms. Lewis, seconded by Ms. McNeary, to adjourn the meeting. Motion carried.

The meeting adjourned at 6:10 p.m.

Melanie Lichtfeld, Secretary