

NORTHEAST WISCONSIN TECHNICAL COLLEGE



District Board of Trustees

MEETING AGENDA AND EXHIBITS

Wednesday, November 15, 2023

**In-Person at the NWTC Green Bay Campus
2740 W. Mason Street, Green Bay, WI 54307**



OUR VISION...

NWTC is a cutting-edge life-long learning college that transforms, strengthens, and inspires.

MISSION STATEMENT

We are a two-year technical college, serving Northeast Wisconsin by providing education, training, and life-long learning opportunities for all individuals and businesses leading to the development of a skilled and culturally inclusive workforce. Our customers stimulate the economic vitality of our district as a result of the application of skills and knowledge acquired through the completion of certificates, degrees, diplomas, and courses.

NWTC VALUE STATEMENTS

Customer Focus: We are committed to exceeding the service and learning expectations of our customers and our community.

Everyone Has Worth: We are committed to embracing the worth of every individual, creating a place for all people and promoting the respectful environment necessary for intellectual and personal discovery.

Passion and Inspiration: We have a personal passion for achieving the College's vision, inspiring and motivating others to action.

Creativity and Innovation: We are committed to energizing and fostering transformative change through challenging experiences, proactive thinking, and taking initiative.

Collaboration: We are committed to open communication, teamwork, and productive conflict that strengthen relationships and create better solutions.

Emotional Intelligence: We are committed to growth in our individual awareness through personal reflection, seeking input from others and aligning our actions.

Results and Accountability: We are individually and collectively accountable for the sustainable and optimal use of resources and the achievement of meaningful, measurable results.

Valuing Talent & Well Being: We are committed to fostering a mentally and physically healthy work environment that promotes learning and growth and attracts and retains talented people.

Ethics: We are committed to ethical and honest behavior and personal responsibility for living and modeling the values of NWTC.

NWTC Land Acknowledgment Statement

"The region served by Northeast Wisconsin Technical College occupies the ancestral home of the Menominee Nation, who have persisted here in Northeast Wisconsin from before recorded history to the present day. The College's Green Bay campus exists upon lands ceded to the Oneida Nation by the Menominee Nation. We acknowledge this land we stand upon today as sacred, historical, and significant to the Menominee and Oneida Nations, as are the lands of all sovereign First Nations People."



*NWTC Board of Trustees Meeting
Agenda*

November 15, 2023
12:00 p.m.

*NWTC Green Bay Campus – Boardroom
2740 W. Mason Street, Green Bay, WI 54307*

Open Meeting & Roll Call – Please turn off all cell phones at this time.

The Board Chairperson will call the November 15, 2023 NWTC Board of Trustees meeting to order and request that roll call be taken at this time.

Guests

12:00 – 12:10

1. **Open Forum, Introduction of Guests, and Acknowledgements**

The Chairperson will ask for the introduction of any guests present at this time and invite public comment.

Prior to the open of the meeting, public wishing to speak during this portion of the agenda must complete the sign-in sheet provided at the meeting location proving their name and nature of interest/concern. Public Remarks are limited to five (5) minutes per person and fifteen (15) minutes in total.

2. **Mission Moment**

Meridith Jaeger, Vice President of College Advancement, will share a mission moment during this time.

3. **Student Leader Forum**

Abdisa Mama and Carl VanCaster, Student Leader Forum Officers, will provide an update at this time.

Action Items (Roll Call Vote)

12:10 – 12:35

1. **Bills**

Detailed copies of the current disbursements for fiscal year 2023 for the month of October are being forwarded to the Board Treasurer for review and recommendation to the Board for payment. Additional listings of the bills are available in the District Office for review by any interested person. Included as Board Exhibit 1 is a copy of the certified 1st quarter Capital Expenditures report for items over \$50,000 and the FY2022 Board Professional Development Account Status Report and Capital Contingency Account Status Report.

It is recommended that the Board approve the October 2023 bills as presented and the certified 1st quarter Capital Expenditures report for items over \$50,000.

2. Resolution Board Resolution Extending Cisco Catalyst Digital Network Architecture (DNA) Advantage Agreement

It is recommended that Board approval be given to enter into an extension of a five-year contract with Cisco for their Catalyst DNA Advantage Program. This agreement provides a subscription for Cisco software that maintains critical updates and needed features to our computer network infrastructure. The terms of the agreement start on 12/1/2023 and end on 11/30/2028 and cost \$56,826.24 per year, for a total of \$284,131.20. The funds for the first year of this contract, \$56,826.24, were approved by the Board of Trustees in the FY2024 Capital Budget.

3. Budget Modifications

Board Exhibit 2 is a copy of the fund statements of proposed fund and function modifications to the FY2023 budget, prepared in accordance with Wisconsin State Statute 65.90(5) and the Uniform Financial Fund Accounting System Manual of the Wisconsin Technical College System Board.

It is recommended that the Board approve the proposed fund and function modifications contained in the fund statements and that such modifications be summarized and published per State Statute 65.90(5) as a Class I legal notice within ten days of Board approval and both exhibits be forwarded to the State Board.

4. Approval of NWTC Facilities 2024-2026 Three-Year Plan

Per WTCS requirements and statute, all WTCS districts must provide an approved three-year comprehensive Facilities plan. This request is for approval to submit the presented plan (Exhibit 3) with approval from the NWTC District Board. Chet Lamers, Facilities Director will provide an overview of the plan.

It is recommended that the NWTC Board approve the NWTC Facilities 2024-2026 Three-Year Plan for submission to the WTCS office.

5. Facilities: District Wide Restroom Improvement – Aurora & Advance Manufacturing Center Restroom Renovation

The primary intent of this project will be to make improvements to the College's public restrooms. We will remodel the existing restrooms to ensure the design and fixture counts meet the international plumbing code and the current ADA standards for Accessible Design. The specific project provides construction renovates to 354 SF of public restrooms on the Aurora Regional Site and 546 SF in the Advance Manufacturing Center on the Green Bay Campus.

Staff requests that the NWTC District Board of Trustees authorize NWTC staff to submit final review documents to the Wisconsin Technical College System (WTCS) Board for District Wide Restroom Improvement – Aurora & Advance Manufacturing Center Restroom Renovation at the NWTC Aurora Regional Site and the NWTC Green Bay Campus. This project was approved for funding in the FY24 capital budget. It is recommended that the Board approve the following resolution.

“BE IT RESOLVED, that the Northeast Wisconsin Technical College Board approves the District Wide Restroom Improvement – Aurora & Advance Manufacturing Center Restroom Renovation, at the Aurora Regional Site and the Green Bay Campus of Northeast Wisconsin Technical College.”

6. Facilities: Green Bay Celebration Garden Renovation

The NWTC Green Bay Celebration Garden, located in the courtyard behind building SC, is heaving due to the root network of the nearby trees. The trees need to be removed, roots excavated, and the surface replaced to prevent future injuries. The existing retiree bricks will be removed, saved, and worked into the new design of the space. This project funds these issues and allows for a new sunshade system to be installed. The project provides light construction renovates to 6,500 SF of the outdoor seating area behind the Student Center building on the Green Bay campus.

Staff requests that the NWTC District Board of Trustees authorize NWTC staff to submit final review documents to the Wisconsin Technical College System (WTCS) Board for Green Bay Celebration Garden Renovation at the NWTC Green Bay Campus. This project was approved for funding in the FY24 capital budget. It is recommended that the Board approve the following resolution.

“BE IT RESOLVED, that the Northeast Wisconsin Technical College Board approves the Green Bay Celebration Garden Renovation, at the Green Bay Campus of Northeast Wisconsin Technical College.”

7. Facilities: Teaching and Learning Center Renovation

The Teaching and Learning Center project is a renovation of the existing Student Center building within the existing footprint. The Teaching and Learning Center Office space renovation will create a common location for the team with areas that support faculty (full and part-time) consultation, the creation and delivery of multi-modal professional development opportunities designed to provide wrap around support to faculty and instructional leaders. The Teaching and Learning Center fosters continuous professional growth in support of inclusive learning through education and coaching. This remodel will support the continued growth of the center and of our faculty. The project provides light construction renovates to 2,303 SF of the Student Center building on the Green Bay campus.

Staff requests that the NWTC District Board of Trustees authorize NWTC staff to submit final review documents to the Wisconsin Technical College System (WTCS) Board for Teaching and Learning Center Renovation at the NWTC Green Bay Campus. This project was approved for funding in the FY24 capital budget. It is recommended that the Board approve the following resolution.

“BE IT RESOLVED, that the Northeast Wisconsin Technical College Board approves the Teaching and Learning Center Renovation, at the Green Bay Campus of Northeast Wisconsin Technical College.”

8. Facilities: Skills Storage and Check Off Rooms Renovation

The Skills Storage and Check Off Rooms project is a renovation of the existing Health Science building within the existing footprint. Remodel of skills storage room (HS317H) and Skill check off rooms (HS317A-F) include updating the high-density storage unit as it is old and needs frequent repairs and parts are no longer available. The renovation also includes reconfiguring 4 check off rooms to two larger rooms. The smaller rooms are not conducive for the required equipment and two people to be in the room at one time. The project provides light construction renovates to 855 SF of the Health Science building on the Green Bay campus.

Staff requests that the NWTC District Board of Trustees authorize NWTC staff to submit final review documents to the Wisconsin Technical College System (WTCS) Board for the Skills Storage and Check Off Rooms Renovation at the Green Bay Campus of Northeast Wisconsin Technical College. This project will be funded through the FY24 capital budget. It is recommended that the Board approve the following resolution.

“BE IT RESOLVED, that the Northeast Wisconsin Technical College Board approves the Skills Storage and Check Off Rooms Renovation at the Green Bay Campus of Northeast Wisconsin Technical College.”

9. Facilities: Pride, BIPOC and Unity Cultural Center Renovation

The Pride, BIPOC and Unity Cultural Center project is a remodel of the existing Student Center building within the existing footprint. The Pride and BIPOC centers would be repurposed from an existing Student Services space that will otherwise have low utilization. The centers will provide a safe and supportive environment for students from marginalized groups to access resources, services and mentorship, for identity-based student organizations and employee involvement groups to hold meetings and activities, and for campus offices to hold DEI-focused programs. An updated and refocused Unity Cultural Center will cultivate and celebrate an engaged community by way of cultural, social, and literary events. Celebrated artistic voices transform communities. Our campus community will benefit from having a dedicated space where personal transformation can happen. While not in use as an exhibition space, this multi-functional event center will still be utilized as a gathering space for students, student clubs, and a variety of other student-focused special events. The project provides light construction renovates to 1,335 SF of the Student Center building on the Green Bay campus.

Staff requests that the NWTC District Board of Trustees authorize NWTC staff to submit final review documents to the Wisconsin Technical College System (WTCS) Board for the Pride, BIPOC and Unity Cultural Center Renovation at the NWTC Green Bay Campus. This project was approved for funding in the FY24 capital budget. It is recommended that the Board approve the following resolution.

“BE IT RESOLVED, that the Northeast Wisconsin Technical College Board approves the Pride, BIPOC and Unity Cultural Center Renovation, at the Green Bay Campus of Northeast Wisconsin Technical College.”

Consent Agenda Items:

12:35 – 12:40

1. Minutes

The minutes of the October 18, 2023 Board meeting were sent to Board members prior to the November 15, 2023 Board meeting. It is recommended that Board approval be given for the October 18, 2023 Board meeting minutes.

2. Retirement(s) – Faculty

- A. Katherine Burbey- Reed – Nursing Assistant Instructor, who has been with the College since January 7, 2018, and has announced her resignation effective May 15, 2024.
- B. Kari Liebeck – Associate Degree Nursing Instructor, who has been with the College since January 7, 2008, and has announced her resignation effective May 15, 2024.
- C. James Boland – Emergency Medical Services Instructor, who has been with the College since January 1, 2005, and has announced her resignation effective May 21, 2024.

It is recommended that Board approval be given for the retirement(s) listed above.

3. Expanded Function Dental Auxiliary (EFDA) Advanced Technical Certificate Program Approval

The Expanded Function Dental Auxiliary (EFDA) advanced technical certificate would build upon skills gained through the Dental Assistant technical diploma and working in the field. The Wisconsin EFDA certification permits the holder to perform the following activities as delegated and supervised by a dentist: (a) Placement and finishing of restoration material after the dentist prepares a tooth for restoration; (b) Application of sealants; (c)

Coronal polishing; (d) Impressions; (e) Temporizations; (f) Packing cord; (g) Removal of cement from crowns; (h) Adjustment of dentures and other removable oral appliances; (i) Removal of sutures and dressings; and, (k) Application of topical fluoride, fluoride varnish, or similar dental topical agent.

In order to enroll in the program, applicants must demonstrate the following:

- a. Completion of at least 1,000 hours practicing as a dental assistant and holds the certified dental assistant credential issued by the Dental Assisting National Board, Inc., or its successor.
- b. Completion of at least 2,000 hours practicing as a dental assistant, as verified by the supervising licensed dentist.

The EFDA curriculum was designed with a total of 11 occupation specific credits which are divided into 6 Core Courses. Two of the course courses are aligned to ladder with the existing WTCS Dental Assistant Curriculum: 10-508-101 Dental Health Safety (1 credit) and 31-508-304 Dental & General Anatomy (2 credits). By completing the Dental Assistant Technical Diploma program those credits would directly transfer into the EFDA certification program. Graduates can expect to earn approximately \$21/hour upon graduation.

There are approximately 3,100 dentists who are members of the Wisconsin Dental Association. In April 2022, the WDA supported the new law authorizing expanded function dental auxiliaries as a way of helping to improve oral health in Wisconsin. WDA President Dr. Cliff Hartmann provided this statement in a WDA press release “EFDA’s are used in nearly half of the nation and the military. Once trained and certified, they are able to perform an expanded scope and can only perform these procedures while under the direct supervision of the supervising dentist. An EFDA can be used to improve access to care for underserved populations and provide a way to deal with potential dental workforce shortages, like those we are currently seeing around the state. We stand ready to work with our state’s technical colleges to put an EFDA training program in place.”

The US Bureau of labor has provided data in relation to the Dental Assistant. They are projected the job outlook to be faster than the average with a growth of 7%. About 55,100 job openings for dental assistants are projected each year, on average, over the decade. Many of those are expected from the need to replace workers to transfer to different occupations or exit the labor force. (Oct 3, 2023). The program is expected to begin in Spring 2025.

It is recommended that the Board approve the Expanded Function Dental Auxiliary (EFDA) Advanced Technical Certificate and authorize its submission to the WTCS State Board for approval.

4. Corporate Training & Economic Development (Contracts for Service)

Under the provisions of State Statutes 38.14 (3) and State Administrative Code WTCS 8, the District Board may enter into contracts to provide instructional or non-instructional services to public institutions, local governmental bodies, private institutions, industries, and businesses. District Board policy E240 delegates the authority to initiate a contract to the President, with the proviso that the contract is subject to retroactive approval by the Board. A report of fiscal year 2024 contracts pending Board approval is attached as Board Exhibit 4.

This report includes not only the in-district contracts but also the out-of-district and the out-of-state contracts. State Board Contract for Service Policy requires that the District Board receive a report at least quarterly on contracts entered into for which less than full cost is being charged. We have elected to provide the Board with this report on a monthly basis. This report uses a state formula in which the state annually calculates a percentage for indirect expenses (34.08% for on-campus and 27.96% for off-campus) such as administration, facilities, utilities, information systems, registration, counselors, insurance, etc., associated with a contract to determine full costs. Project pricing was recommended by the department and approved by the Board. The intent is to recover the direct and indirect costs of delivering the services. Copies of the contracts are available for review by any interested person.

It is recommended that the Board approve the contracts for services identified in Board Exhibit 4.

Reports

1. Connect for Student Success

12:40 – 1:30

Trista Loritz, Project Manager and Scott Anderson, Dean of Health Science & Education will provide the Board with an overview of Connect for Student Success and allow time for discussion on the topic.

Break

1:30 – 1:45

2. Divisional Reports

1:45 – 2:30

- A. President's Report
- B. Learning Update
- C. College Advancement Update
- D. Diversity, Equity, and Inclusion Update
- E. Student Services Update
- F. Business & Technology Update
- G. Talent & Culture Update

3. Board Member Professional Development Updates

2:30 – 3:00

Board members will have an opportunity to report out on any professional development activities and/or conferences they have attended since the last Board meeting.

Next Board Meeting(s)

The December 13, 2023 Board Meeting will be held in the NWTC Green Bay Campus Boardroom located at 2740 W. Mason Street, Green Bay, WI 54307.

Board members and administration will have an opportunity to identify items that weren't identified prior to the preparation of the agenda for referral to administration or placed on a future board agenda.

Upcoming Event(s)

December 18, 2023, Green Bay Graduation Ceremony, Resch Center

January 25-26, 2024, District Board Winter Meeting, TBD

February 4-7, 2024, ACCT Legislative Summit, Washington DC

- **Early Bird Registration:** October 12, – December 13, 2023

Adjournment

The Board Chair will accept a motion to adjourn the November 15, 2023 Board meeting.

NORTHEAST WISCONSIN TECHNICAL COLLEGE



District Board of Trustees

Exhibits

November 15, 2023

**Northeast Wisconsin Technical College
 FY 2024 Board of Trustees Travel & Membership Budget Report
 As of September 30, 2023**

	<u>Budget</u>	<u>Expended</u>	<u>% of Budget Expended</u>	<u>Budget Remaining</u>
Travel to Meetings & Conference Travel	\$18,000	\$15,460	85.9%	\$2,540
Boards Association Membership	45,000	44,764	99.5%	236
Total	<u>\$63,000</u>	<u>\$60,224</u>	<u>95.6%</u>	<u>\$2,776</u>

**Northeast Wisconsin Technical College
 FY 2024 Capital Reserve Account Status
 As of September 30, 2023**

	Unobligated Balance as of June 30, 2023	Reserve Additions	Obligations	Remaining
Moveable Equipment				
\$50,000 and under		400		
Software - Learner Feedback Collection		17,484		
Interest Earned		12,826		
Total	660,068	30,710	-	690,778
Building Remodeling & Improvement				
Interest Earned		8,743		
Total	285,178	8,743	-	293,921
Land/Site Improvement				
Interest Earned		402		
Total	70,739	402	-	71,141
Total	1,015,986	39,855	-	1,055,840

FY2024 & Prior Year Capital Budget For Items with Total Cost Greater than \$50,000

FY 2024 Approved Capital Projects Including Consolidations for District Wide Projects from Previous Fiscal Years	Original Budget	First Quarter Expenditures	Budget Available
All Terrain Lift FY24	80,000	-	80,000
BLS/ALS Manikins For Simulated Education FY24	64,200	62,321	1,879
BLS-ALS Manikin For Clinical Simulation FY24	96,200	-	96,200
CDL Class A Manual Tractor/Truck FY24	95,000	57,176	37,825
CDL Training Land FY24	420,000	-	420,000
Classroom Refresh - HS304 FY24	52,000	-	52,000
CNC Plasma Table FY24	57,800	42,500	15,300
Capital Positions	1,374,400	294,092	1,080,308
Capital Software	2,101,900	1,239,910	1,612,764
Commons AV Upgrade FY24	125,000	-	125,000
Compact Excavator FY24	60,000	62,000	(2,000)
Digital Press Replacement (IIT portion) FY24	125,000	111,132	12,823
Digital Press Replacement FY24	128,500	111,800	9,323
District Wide Energy/HVAC Improvements FY24	928,900	13,160	57,598
District Wide Facilities Improvements FY24	850,000	11,202	282,412
District Wide Fleet Vehicle FY24	140,000	-	140,000
District Wide Flooring FY24	160,000	-	160,000
District Wide Furniture Improvements FY24	185,500	24,467	71,717
District Wide MEP FY24	1,630,000	-	1,530,196
District Wide Pavement FY24	1,280,000	51,978	514,482
District Wide Restroom Improvements FY24	380,000	-	380,000
District Wide Roofs FY24	1,880,000	43,270	1,429,255
District Wide Site Improvements FY24	285,000	28,369	11,742
EPD Aerial Lift FY24	200,000	-	200,000
Fire Student PPE Equipment FY24	200,000	-	11,846
Green Bay Celebration Garden FY24	200,000	-	200,000
Laerdal Sim Essential - Shawano RLC FY24	56,200	61,336	(5,136)
Laerdal Sim Essential - Sturgeon Bay FY24	59,200	57,426	1,774
Land Acquisition FY24	399,800	54	391,246
Laser Engraver FY24	52,100	-	52,100
Lifecycle - District Wide Computer Refresh FY24	660,000	5,422	900,424
Lifecycle - Instructional Technology FY24	600,000	132,470	176,330
Lifecycle - Network Equipment FY24	472,500	61,301	411,199
Lifecycle - Print Services (Copier and Printer Refresh) FY24	160,000	-	160,000
Lifecycle - Servers FY24	300,000	254	438,746
Lifecycle - Uninterruptible Power Supply FY24	77,000	-	77,000
Lower CC Phase I Remodel FY24	200,000	103,572	82,819
Mobile Modular Safety Devices Trainers (8) FY24	60,500	-	60,500
Mobile Modular Units FY24	188,000	1,544	186,457
NCMMTC NC113 Improvement FY24	200,500	11,486	189,014
Newborn Sim Baby Manikin BLS/ALS FY24	52,700	51,632	1,068
Pickup Truck For Fire Training FY24	55,000	849	2,747
Printing Services Replacement Production Printers FY24	160,000	-	28,870

FY2024 & Prior Year Capital Budget For Items with Total Cost Greater than \$50,000

Quint Fire Truck FY24	185,000	45,000	140,000
Remodel Of Skills Storage Room & Skills Check Off Rooms FY24	165,200	-	165,200
SC Level 3 Renovation FY24	2,201,800	867,790	(1,863)
Software - Workday FY23-FY32	3,655,000	1,648,858	2,605,228
Stratasys J35 Polyjet 3D Printer FY24	58,600	-	58,600
Sturgeon Bay Lab Expansion FY24	1,000,000	-	1,000,000
Teaching & Learning Center Office Space Remodel FY24	289,800	-	289,800
Triniti Storage Lifecycle FY24	130,000	-	133,374
Unity Cultural Center Update/Refresh FY24	314,600	-	112,600
Veterans/SSS Space Efficiency FY24	91,700	-	91,700
Western Star 47x Truck FY24	130,000	-	(5,432)
Total Current Year Expenditures		5,202,370	16,275,033

Prior Year Approved Capital Projects	Original Budget	First Quarter Expenditures	Budget Available
--------------------------------------	-----------------	----------------------------	------------------

FY 2023 Projects

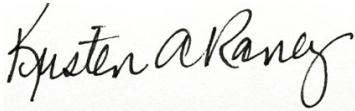
Netlab	50,100	-	50,100
NCMMTC Branding/Graphics	68,000	62,291	5,709
NCMMTC Electrical Trainers	75,000	30,420	46,712
Surgical Tech Lab Remodel	779,600	421,214	176,017
Remote Proctoring Software	130,000	-	130,000
Learning Management System	500,000	10,000	64,647
Tactical House Remodel Project	569,100	34,553	112,328
Mobile Training Wall System	77,400	170	16,187
Haz Mat Equipment	62,000	15,390	2,116
Automotive Training Vehicles	100,000	3,221	31,772
Automation Integreation Trainer	73,000	67,160	560
Battery Energy Storage	190,000	-	22,510
Computer Services	1,325,000	-	164,284
Media Services	475,000	66,792	-
Network Services	2,719,000	-	229,908
District Wide Security Improvements	145,000	30,923	4,265
Artisan Center Purchase	150,000	-	150,000
Media Monitoring & Communication Platform	76,200	7,140	47,640
Ocelot Orientation Chatbot	60,000	-	-
NCMMTC Learning-Customer	475,000	4,132	4,539
Marinette Campus Remodel	711,300	-	73,201
Cell Tower Installation	150,000	44,600	9,810
DW Envelope Improvements	330,000	-	141,633
Artisan Center Purchase	450,000	-	6,391
DW Site Improvements	55,000	11,594	4,928
K-12 Capital	59,000	-	59,000
Additive Manufacturing / Industry 4.0 Project	700,000	-	6,115

FY2024 & Prior Year Capital Budget For Items with Total Cost Greater than \$50,000

Information Technology Admin	1,702,500	-	73,394
DW ADAAG Improvements	200,000	-	2,628
Total Prior Year Expenditures		809,598	1,636,394

6,011,968

I certify that at the time of the report the expend First Quarter of FY2024. These are in accordance with Wisconsin Statue Chapter 38 and Wisconsin Technical College System Chapter 6. The Board will review and approve this report.



Dr. Kristen Raney
President



Daniel Mincheff
VP, Business & Technology

Northeast Wisconsin Technical College District

General Fund

Fiscal Year 2022-23

	Current Budget Adopted <u>4/12/2023</u>	Modified Budget Adopted <u>11/15/2023</u>	<u>Change</u>
<u>Resources</u>			
Tax Levy	12,440,643	13,136,417	695,774
State Aid	44,760,000	44,960,000	200,000
Program Fees	19,780,000	19,681,300	(98,700)
Material Fees	1,100,000	1,100,000	-
Other Student Fees	1,050,000	1,050,000	-
Institutional Revenue	706,200	706,200	-
Federal	-	-	-
Transfers from Reserves & Designated Fund Balances	-	142,925	142,925
Other Funding Sources	1,235,000	2,494,000	1,259,000
Total Resources	<u><u>81,071,843</u></u>	<u><u>83,270,842</u></u>	<u><u>2,198,999</u></u>
 <u>Uses</u>			
Instruction	50,018,453	50,339,952	321,499
Instructional Resources	1,371,751	1,404,651	32,900
Student Services	9,757,685	9,925,000	167,315
General Institutional	13,924,975	15,687,260	1,762,285
Physical Plant	5,913,979	5,913,979	-
Auxiliary Services	-	-	-
Transfers to Reserves & Designated Fund Balances	85,000	-	(85,000)
Other Uses	-	-	-
Total Uses	<u><u>81,071,843</u></u>	<u><u>83,270,842</u></u>	<u><u>2,198,999</u></u>

Northeast Wisconsin Technical College District

Special Revenue - Operating

Fiscal Year 2022-23

	Current Budget Adopted 4/12/2023	Modified Budget Adopted 11/15/2023	Change
	<u> </u>	<u> </u>	<u> </u>
<u>Resources</u>			
Tax Levy	1,887,784	1,168,936	(718,848)
State Aid	3,383,642	3,458,827	75,185
Program Fees	86,000	86,000	-
Material Fees	27,000	27,000	-
Other Student Fees	150,558	154,878	4,320
Institutional Revenue	8,864,976	9,084,838	219,862
Federal	7,991,237	7,871,679	(119,558)
Transfers from Reserves & Designated Fund Balances	-	698,848	698,848
Other Funding Sources	-	-	-
 Total Resources	 <u>22,391,197</u>	 <u>22,551,006</u>	 <u>159,809</u>
 <u>Uses</u>			
Instruction	15,552,086	15,586,931	34,845
Instructional Resources	-	-	-
Student Services	3,582,216	3,386,255	(195,961)
General Institutional	1,206,895	1,068,820	(138,075)
Physical Plant	-	-	-
Auxiliary Services	-	-	-
Transfers to Reserves & Designated Fund Balances	-	-	-
Other Uses	2,050,000	2,509,000	459,000
 Total Uses	 <u>22,391,197</u>	 <u>22,551,006</u>	 <u>159,809</u>

Northeast Wisconsin Technical College District

Special Revenue - Non-Aidable

Fiscal Year 2022-23

	Current Budget Adopted 4/12/2023	Modified Budget Adopted 11/15/2023	Change
<u>Resources</u>			
Tax Levy	200,000	223,074	23,074
State Aid	1,731,000	2,967,000	1,236,000
Program Fees	-	-	-
Material Fees	-	-	-
Other Student Fees	1,315,000	1,315,000	-
Institutional Revenue	27,000	27,000	-
Federal	10,322,841	10,663,841	341,000
Transfers from Reserves & Designated Fund Balances	-	-	-
Other Funding Sources	-	-	-
Total Resources	13,595,841	15,195,915	1,600,074
<u>Uses</u>			
Instruction	-	-	-
Instructional Resources	-	-	-
Student Services	13,540,841	15,117,841	1,577,000
General Institutional	-	-	-
Physical Plant	-	-	-
Auxiliary Services	-	-	-
Transfers to Reserves & Designated Fund Balances	55,000	78,074	23,074
Other Uses	-	-	-
Total Uses	13,595,841	15,195,915	1,600,074

Northeast Wisconsin Technical College District

Capital Projects

Fiscal Year 2022-23

	Current Budget Adopted 4/12/2023	Modified Budget Adopted 11/15/2023	Change
	<u> </u>	<u> </u>	<u> </u>
<u>Resources</u>			
Tax Levy	-	-	-
State Aid	258,856	258,856	-
Program Fees	-	-	-
Material Fees	-	-	-
Other Student Fees	-	-	-
Institutional Revenue	119,909	380,552	260,643
Federal	762,838	517,710	(245,128)
Transfers from Reserves & Designated Fund Balances	5,355,342	5,872,901	517,559
Other Funding Sources	21,337,500	20,337,500	(1,000,000)
 Total Resources	 <u>27,834,445</u>	 <u>27,367,519</u>	 <u>(466,926)</u>
 <u>Uses</u>			
Instruction	10,140,437	9,234,135	(906,302)
Instructional Resources	552,951	573,852	20,901
Student Services	53,632	84,340	30,708
General Institutional	11,455,671	11,392,517	(63,154)
Physical Plant	5,602,614	6,053,535	450,921
Auxiliary Services	29,140	29,140	-
Transfers to Reserves & Designated Fund Balances	-	-	-
Other Uses	-	-	-
 Total Uses	 <u>27,834,445</u>	 <u>27,367,519</u>	 <u>(466,926)</u>

Northeast Wisconsin Technical College District

Debt Service

Fiscal Year 2022-23

	Current Budget Adopted 4/12/2023	Modified Budget Adopted 11/15/2023	Change
	<u> </u>	<u> </u>	<u> </u>
<u>Resources</u>			
Tax Levy	20,819,023	20,819,023	-
State Aid	-	-	-
Program Fees	-	-	-
Material Fees	-	-	-
Other Student Fees	-	-	-
Institutional Revenue	25,000	25,000	-
Federal	-	-	-
Transfers from Reserves & Designated Fund Balances	1,287,047	1,006,285	(280,762)
Other Funding Sources	547,953	828,715	280,762
 Total Resources	 <u>22,679,023</u>	 <u>22,679,023</u>	 <u>-</u>
 <u>Uses</u>			
Instruction	-	-	-
Instructional Resources	-	-	-
Student Services	-	-	-
General Institutional	-	-	-
Physical Plant	22,679,023	22,679,023	-
Auxiliary Services	-	-	-
Transfers to Reserves & Designated Fund Balances	-	-	-
Other Uses	-	-	-
 Total Uses	 <u>22,679,023</u>	 <u>22,679,023</u>	 <u>-</u>

Northeast Wisconsin Technical College District

Enterprise

Fiscal Year 2022-23

	Current Budget Adopted 4/12/2023	Modified Budget Adopted 11/15/2023	Change
	<u> </u>	<u> </u>	<u> </u>
<u>Resources</u>			
Tax Levy	432,900	432,900	-
State Aid	-	-	-
Program Fees	-	-	-
Material Fees	-	-	-
Other Student Fees	-	-	-
Institutional Revenue	4,819,000	4,699,000	(120,000)
Federal	-	-	-
Transfers from Reserves & Designated Fund Balances	160,000	160,000	-
Other Funding Sources	-	15,000	15,000
 Total Resources	 <u>5,411,900</u>	 <u>5,306,900</u>	 <u>(105,000)</u>
 <u>Uses</u>			
Instruction	-	-	-
Instructional Resources	-	-	-
Student Services	-	-	-
General Institutional	-	-	-
Physical Plant	-	-	-
Auxiliary Services	5,226,900	5,306,900	80,000
Transfers to Reserves & Designated Fund Balances	-	-	-
Other Uses	185,000	-	(185,000)
 Total Uses	 <u>5,411,900</u>	 <u>5,306,900</u>	 <u>(105,000)</u>

Northeast Wisconsin Technical College District

Internal Service

Fiscal Year 2022-23

	Current Budget Adopted <u>4/12/2023</u>	Modified Budget Adopted <u>11/15/2023</u>	<u>Change</u>
<u>Resources</u>			
Tax Levy	-	-	-
State Aid	-	-	-
Program Fees	-	-	-
Material Fees	-	-	-
Other Student Fees	-	-	-
Institutional Revenue	12,385,000	13,436,000	1,051,000
Federal	-	-	-
Transfers from Reserves & Designated Fund Balances	437,500	437,500	-
Other Funding Sources	-	-	-
 Total Resources	 <u>12,822,500</u>	 <u>13,873,500</u>	 <u>1,051,000</u>
 <u>Uses</u>			
Instruction	-	-	-
Instructional Resources	-	-	-
Student Services	-	-	-
General Institutional	-	-	-
Physical Plant	-	-	-
Auxiliary Services	12,785,000	13,836,000	1,051,000
Transfers to Reserves & Designated Fund Balances	-	-	-
Other Uses	37,500	37,500	-
 Total Uses	 <u>12,822,500</u>	 <u>13,873,500</u>	 <u>1,051,000</u>



2024-2026 Three-Year Facilities Plan



**NWTC FACILITIES PLAN
2024 - 2026
Table of Contents**

	PAGE
Distribution List	2
SECTION 1: Executive Summary.....	3
Summary of Projects under Consideration for Next Three Years.....	4
Description of the Facilities Planning Process.....	5
FY23 Capital Budget.....	7
SECTION 2: Existing/Leased Facilities	8
Listing of the Properties Owned or Leased by the District.....	9-13
SECTION 3: Three-Year Project Summary.....	14
Listing of Three-Year Project Descriptions.....	15-18

DATE OF ISSUE: September 2023

PERSON TO CONTACT WITH QUESTIONS/SUGGESTIONS:

Chet Lamers
Director of Facilities
Northeast Wisconsin Technical College, Green Bay Campus
Phone: (920) 621-0013

Danielle Kerkhoff
Manager of Capital Development
Northeast Wisconsin Technical College, Green Bay Campus
Phone: (920) 609-6216

Lance VandenElzen
Manager of Maintenance
Northeast Wisconsin Technical College, Green Bay Campus
Phone: (920) 609-9016

ELECTRONIC DISTRIBUTION LIST

1. Wisconsin Technical College System Board
 - Daniel Scanlon, Director-Facilities Development
2. Learning Department Offices
 - College of Business (BT)
 - Community & Regional Learning Services (CRLS)
 - Corporate Training & Economic Development (CTED)
 - General Studies (GS)
 - Health Sciences & Education (HS)
 - Learning Solutions (LS)
 - Public Safety (PS)
 - Trades & Engineering Technologies (T&ET)
3. Campuses, Regional Learning Centers and Specialty Centers
 - NWTC Green Bay Campus
 - NWTC Marinette Campus
 - NWTC Sturgeon Bay Campus
 - NWTC Aurora Regional Learning Center
 - NWTC Crivitz Regional Learning Center
 - NWTC Luxemburg Regional Learning Center
 - NWTC Oconto Falls Regional Learning Center
 - NWTC Shawano Regional Learning Center
 - NWTC Artisan and Business Center
 - NWTC North Coast Marine Manufacturing Training Center (NCMMTC™)
 - Shawano NWTC/ThedaCare Partnership Space
 - NWTC Learning and Innovation Center in Partnership with Nicolet National Bank – Sister Bay
 - NWTC Woodland Kitchen and Business Incubator
4. Facilities Services
5. Executive Offices and Divisions
 - President
 - Diversity, Equity, and Inclusion
 - Learning
 - Talent and Culture
 - Business and Technology
 - College Advancement
 - Student Services

EXECUTIVE SUMMARY

SECTION 1

EXECUTIVE SUMMARY

Below is a list of projects under consideration during the planning period at NWTC.

Summary of Projects under Consideration for Next Three Years

Acquisitions / Building Construction

1. Acquisition of property adjacent to other NWTC property at all locations.
2. Expansion of District-Wide campus parking as demand at each site warrants.
3. Expansion of Regional Learning Centers as program changes dictate.
4. Expansion of programming in partnership with district high schools for the purpose of creating high school academies.
5. Acquisition or expansion of conditioned storage space district-wide.
6. Expansion at all sites eligible within the \$1.5 million expansion cap.
7. Acquisition of a Green Bay east side location.
8. Acquisition or lease of a daycare/childcare facility.
9. Acquisition or lease of facilities associated with future UW-System partnership/programming.
10. Expansion of programming space in Marinette as driven by workforce training demands in the area.
11. Purchase or long-term lease of an agricultural facility within the district for program expansion.
12. Development of a Marine Center of Excellence within the district.
13. Strategic partnerships with other not-for-profit learning institutions where space within is made available.

Major Remodeling

14. Remodeling to accommodate Energy Improvement projects.
15. Renovation of existing space at the former Tweet Garot facility at 2545 Larson Road, Green Bay.
16. Renovation of the existing space in building CC on the Green Bay Campus.
17. Renovation of the existing space in Building AG on the Green Bay Campus.
18. Renovation of the existing space in Building HS on the Green Bay Campus.
19. Demolition/Renovation at the Aurora site as part of an HVAC and plumbing system infrastructure replacement.
20. Enclosure of the underside of skywalks on the Green Bay Campus.

Minor Remodeling

21. District-Wide infrastructure enhancements.
22. General classroom and laboratory reconfigurations to address programmatic changes.

Rentals

23. Rental of instructional space as needed to support the district-wide learning.
24. Rental space for storage of learning equipment district-wide.
25. Rental of apartments or dormitories for the purpose of housing students.

Description of the Facilities Planning Process

There are several planning tools that the College uses to develop facility plans. The first is the **Facilities Condition Assessment**. The College completed a comprehensive Facilities Condition Assessment in 1999. The Assessment was completed by an outside consultant and consisted of a comprehensive inspection of the existing facilities by specialists in the various building components. Three documents were developed based on the findings of the assessment: 1) a comprehensive listing of maintenance projects, 2) an itemized estimate of cost by project, and 3) a recommended schedule for completion of these projects spanning a 25-year period. A copy of the Facilities Condition Assessment was provided to the WTCS at the time of the study.

Since the information contained in the 1999 comprehensive Facilities Condition Assessment report contains information from nearly 25 years ago, NWTC continues to update the framework of this report on an annual basis through internal condition assessments to guide its planning process. There has been an increasing emphasis on using internal assessments to guide the College's major maintenance planning, supplementing it with outside experts as needed. This information is updated and documented in a **Critical Asset Management Plan (CAMP)**.

In 2016, NWTC completed a Tree Inventory for all owned sites. This document contains information regarding the defense strategy of mature trees against the various diseases known within our region. In 2017, an Exterior Experience Campus Masterplan was developed to identify areas for future expansion on the Green Bay Campus. Concepts from this study will be incorporated into all other owned sites within the NWTC District. In 2019, a Critical Asset Management Plan (CAMP) was implemented to manage and track all assets related to facilities with a predictable lifecycle.

The second planning tool is the **Capital Budget Process**. The District prepares an annual capital budget that includes major maintenance, renovation, construction, and improvement projects. Facilities staff investigate the condition of College facilities and property to identify potential major maintenance and renovations. The College community identifies improvement projects related to instruction and student services. Project scopes are defined, and estimates are developed for the capital budget. The projects are reviewed by the Executive Leadership Team (ELT) and projects are either approved, modified, put on hold or eliminated in order to deliver a capital budget that meets the capital targets defined by the ELT at the beginning of the capital planning process. The capital budget is then reviewed and approved by the District Board of Trustees as part of the NWTC's annual budget process. Finally, a Public Hearing is held prior to final approval by the District Board of Trustees. A copy of the approved FY2024 Capital Budget can be found on Page 8. NWTC will be in year 2 of a 3-year Capital Budget process to align with the 3-year Facilities Plan.

A third planning process is the Executive Leadership Team **Long-Range Planning**. The ELT of the College consists of the College President and his/her direct reports (listed on Page 2, Section 5). This team provides the overall administrative leadership to the District. As part of the ELT management of the District, major initiatives are identified and developed which often results in construction projects. These are

typically included as part of the Capital Budgeting process. Input from the NWTC Board of Trustees is incorporated into the planning process as well.

The **College President** periodically meets with various County Board of Supervisors and community leaders, as well as other groups and organizations within the District to obtain guidance and input for future initiatives/programs for the College. Facilities projects may be required to support the implementation of these initiatives/programs.

FY2024 CAPITAL BUDGET

Project Title	Total	Project Title	Total
Learning		Facilities Improvements	
All Terrain Lift	\$ 80,000	District-Wide Energy/HVAC Improvements	\$ 130,000
Basic/Advanced Life Support (BLS/ALS) Manikins for Simulated Education	64,200	District-Wide Facilities Improvements	150,000
BLS-ALS Manikin for Clinical Simulation	96,200	District-Wide Fleet Vehicle	140,000
Classroom Refresh - HS304	52,000	District-Wide Flooring	160,000
Commercial Driving License (CDL) Class A Automatic Tractor/Truck	95,000	District-Wide Furniture Improvements	75,000
Commercial Driving License (CDL) Class A Manual Tractor/Truck	95,000	District-Wide Mechanical, Electrical, Plumbing (MEP) Improvements	560,000
Compact Excavator	60,000	District-Wide Pavement	490,000
Computerized Numerical Control (CNC) Plasma Table	57,800	District-Wide Restroom Improvements	380,000
Digital Press Replacement	128,500	District-Wide Roofs	930,000
Electrical Power Distribution Aerial Lift	200,000	District-Wide Site Improvements	110,000
Fire Student Personal Protective Equipment (PPE) Equipment	200,000	Green Bay Celebration Garden	200,000
Laerdal Sim Essential - Shawano RLC	56,200	Information & Instructional Technology	
Laerdal Sim Essential - Sturgeon Bay	59,200	Computer Services	1,805,000
Laser Engraver	52,100	Information Technology Admin	324,700
Lower CC Phase I Remodel	200,000	Media Services	502,000
Mobile Modular™ Safety Devices Trainers (8)	60,500	Network Services	1,499,700
Mobile Modular™ Units	188,000	Miscellaneous	
NCMMTC® NC113 Improvement	200,500	Capital Positions	1,374,400
Newborn Sim Baby Manikin BLS/ALS	52,700	New Investment	
Pickup Truck for Fire Training	55,000	Software - Workday Enterprise Resource Planning (ERP)	3,655,000
Quint Fire Truck	185,000	Sturgeon Bay Lab Renovation	2,000,000
Remodel of Skills Storage Room & Skills Check-Off Rooms	165,200	Universal Driving Facility (UDF) Land Acquisition	819,800
SC Level 3 Renovation	500,000	Other Areas	
Software - Anthology Course Eval System Renewal FY24 - FY26	56,900	Multicultural Center	202,000
Software - Canvas FY23 - FY25	152,700	Software - Ocelot Enrollment Mgmt Chatbot FY24 - FY26	50,400
Software - VMware College of Business FY24 - FY26	90,000	Unity Cultural Center Update/Refresh	112,600
Stratasys J35 Polyjet 3D Printer	58,600	Veterans/Student Support Services Space Efficiency	91,700
Teaching and Learning Center Office Space Remodel	289,800	Capital Budget Requests with Total Costs > \$50,000	19,573,400
Tintri Storage Lifecycle	130,000	Capital Budget Requests with Total Costs ≤ \$50,000	2,583,400
Western Star 47x Truck	130,000	Total Capital Budget	\$ 22,156,800

EXISTING / LEASED FACILITIES

SECTION 2

EXISTING / LEASED FACILITIES

Listing of the Properties Owned or Leased by the District

<u>NAME OF PROPERTY</u>	<u>VALUE OF BUILDING</u>
Owned Sites:	
1. NWTC Green Bay Campus	\$ 251,553,355
2. Universal Driving Facility – EVOG Site (Howard)	\$ 4,463,945
3. NWTC Marinette Campus	\$ 21,664,236
4. NWTC North Coast Marine Manufacturing Training Center®	\$ 5,761,515
5. NWTC Sturgeon Bay Campus	\$ 15,248,621
6. NWTC Shawano Regional Learning Center	\$ 3,055,239
7. NWTC Shawano / ThedaCare Partnership Space	\$ 1,156,718
8. NWTC Oconto Falls Regional Learning Center	\$ 1,758,522
9. NWTC Aurora Regional Learning Center	\$ 5,298,002
10. NWTC Learning and Innovation Center in Partnership with Nicolet National Bank - Sister Bay	\$ 380,000
11. NWTC Crivitz Regional Learning Center	\$ 1,605,744
12. NWTC Luxemburg Regional Learning Center	\$ 670,000
13. NWTC Artisan and Business Center	\$ 430,000
Leased Sites:	
NWTC Green Bay East (Boys & Girls Club)	Leased

*All values are based on the latest DMI Schedule of values updated October 26, 2022.

Owned Facilities

A summary of the District owned facilities is as follows:

NWTC Green Bay Campus

Located on the far west side of the City of Green Bay, Wisconsin, at 2740 West Mason Street, the designated comprehensive campus of the College occupies a 204.25 acre site. The building complex is used exclusively for the delivery of educational programs, the maintenance of the facility and site, and the administration of the Campus and District.

The Campus completed a major expansion and remodeling project in 2004. The project added a Health Sciences Center, Student Center, Building Construction Trades Center, and a Public Safety Training Center. The College of Business was extensively remodeled and expanded at that time. The Green Bay Campus space totaled 800,452 square feet at the end of construction in 2004.

The College, in partnership with the local Chamber of Commerce, constructed a business incubator space in 2005, now referred to as the Startup Hub. The Landscape Horticulture Center was added in 2007, and a second Greenhouse was added in 2010. The Campus added a third floor to its Student Center over the existing Lecture Hall in 2011, adding 6,977 square feet of classroom space. A fourth floor was added to the Health Sciences and Education Center in 2013, adding 14,207 square feet.

In 2016, as part of the approved 2015 Referendum, an addition was made to the College of Business (BT) building. This expansion totaled 27,439 square feet of new space with the existing space being renovated to create a cohesive feeling between existing and new space.

In 2017, as part of the approved 2015 Referendum, a newly constructed, freestanding Transportation Center (TC) was built. This building totals 64,543 square feet of new space. Lastly, in 2018 the Great Lakes Energy Education (EE) building was added totaling 30,187 square feet of new space.

As part of the approved 2015 Referendum, two (2) additional parcels of connected land were acquired; 6.13 and 5.29 acres. This property acquisition brings the total Campus land area to 204.25 acres. At present, the Green Bay Campus totals 1,073,189 square feet.

Universal Driving Facility (UDF) – EVOC Site

Located in the Village of Howard, Wisconsin at 4975 Glendale Avenue, this 26-acre site was purchased and developed for training that accompanies the activities happening on the adjacent track. A paved road course with large pads for conducting training was added to the site in 2016. As part of the approved 2015 Referendum, in 2017 a 17,593 square foot training facility was constructed. As of the issuance of this plan, NWTC has an accepted offer to purchase for additional adjacent land (approximately 22 acres). Development of this land will be planned over the next year.

NWTC Marinette Campus

Located on the south side of the City of Marinette, Wisconsin, at 1601 University Drive, the Campus occupies a 40-acre site at the corner of University Drive and Pierce Avenue. The original facility was constructed in 1970 and was 28,584 square feet. A major renovation and expansion was completed and occupied in 1989, adding 8,520 square feet to the Campus. A Fire Training Center was provided with this expansion. The Campus completed a second expansion in September 1992, adding 17,183 square feet.

The next Campus expansion was completed in 2002, adding 23,820 square feet. The Machine Tool Shop was relocated and expanded with this project. Renovation of all office and student services areas was also completed.

In 2016, as part of the approved 2015 Referendum, two additions, totaling 12,155 square feet, were added that contain Student Services and Health Sciences programming.

In 2017, the third and final addition was complete, totaling 2,498 square feet. This addition increased the program offerings in the College of Business. The gross area is currently 90,262 square feet.

Marinette Job Center

The District developed a partnership to provide employment services with Community Services of Northeast Wisconsin, Incorporated and a consortium of community services organizations in the Marinette region in 1999. A 13,400 square foot building was built on the Campus with a corridor attaching the buildings. The building is leased to the various agency tenants. The College obtained ownership at the end of the 15-year lease for the property in 2013. This facility was subsequently renovated and repurposed the majority of the building into space for programming.

NWTC North Coast Marine Manufacturing Training Center (NCMMTC™)

The College purchased a portion of the former Goodwill Industries building at 1428 Main Street, Marinette in 2011, which was remodeled to create the NCMMTC™. The purchase was finalized in October of 2011 with remodeling completed January 2012, adding 16,908 square feet of space to the Marinette region. However, only 11,777 square feet of space was owned by NWTC at that time.

In 2014, NWTC purchased the remainder of the building which included an additional 14,545 square feet of space. This area was renovated to support instructional delivery for Corporate Training within the region.

NWTC Sturgeon Bay Campus

The Campus occupies a 10-acre site on the north side of the City of Sturgeon Bay, Wisconsin, at 229 North 14th Avenue. The building was constructed in 1971 encompassing a gross square foot area of 20,654 square feet. A 20,162 square foot addition in 1977 increased the gross area to 40,816 square feet. The Campus completed another small addition in 1992, bringing the gross area to 42,272 square feet.

The next Campus expansion was completed in 2003, adding 20,429 square feet. The Diesel Shop received a major renovation and expansion at that time, as did the Hospitality and Tourism program areas. The gross area is currently 62,701 square feet.

In 2018, a multi-phased renovation was completed to a significant portion of the existing facility as part of the approved 2015 Referendum. There were no additions made to the facility, rather a reorganization and renovation of existing spaces.

NWTC Shawano Regional Learning Center

Located on a site immediately adjacent to the Shawano Community High School, at 111 Thomas Avenue, the regional learning center occupies a 2.3 acre site. The building was constructed in 2003 and encompasses a gross square foot area of 12,035 square feet. The facility includes classrooms, computer labs, as well as administrative, facility support and common areas. The building was built to support the addition of a second floor, but no further expansion has taken place.

NWTC Shawano / ThedaCare Partnership Space

Located just a block down from the NWTC Shawano Regional Learning Center, this space was purchased as an owned space within a brand-new hospital currently owned by ThedaCare. Included within this 5,002 square foot space are nursing simulation suites, computer training room, and several replica spaces from within the adjacent hospital utilized for staff training. An additional 4,371 square feet of space is considered common space which includes shared restrooms and training spaces.

NWTC Oconto Falls Regional Learning Center

Located at 649 East Jackson Street, in Oconto Falls, Wisconsin, the regional learning center occupies a 1.3 acre site. The building was previously leased from the City of Oconto Falls and then was purchased in 2007. The building encompasses a gross square foot area of 9,134 square feet. The facility includes classrooms, computer labs, as well as administrative, facility support and common areas used to provide basic education, GED, and program related courses.

NWTC Woodland and Kitchen Business Incubator (Aurora)

In 2017, NWTC purchased a 26,182 square foot, former elementary school, located at 2046 Cty Hwy B, Aurora, Wisconsin. The facility is used to provide basic education, GED, small business (kitchen) incubator for food related products, and program-related courses.

NWTC Learning and Innovation Center in Partnership with Nicolet National Bank (Sister Bay)

In 2016, NWTC purchased a 5,536 square foot, former bank, located at 2438 South Bay Shore Drive in Sister Bay, Wisconsin. The facility has been renovated to include a general-purpose classroom, a processing kitchen, contracted office space and an innovation laboratory.

NWTC Crivitz Regional Learning Center

In 2018, NWTC purchased a 7,500 square foot facility that was leased for several years prior. Located at 412 Hwy 141, Crivitz, Wisconsin, the facility is used to provide basic education, GED, and program-related courses.

NWTC Luxemburg Regional Learning Center

In 2020, NWTC purchased a facility that was leased for several years prior. Located on Hwy 54, in Luxemburg, Wisconsin, the facility is used to provide basic education, GED, and program-related courses. The building includes classrooms and common spaces totaling 6,299 square feet.

NWTC Artisan and Business Center

In 2022, NWTC purchased this facility after leasing for several years. This property serves as a classroom and craft artisan space totaling 12,000 square feet at 1417 Cedar Street, Green Bay, WI. The facility is used to provide training in wood turning, quilting, pottery, and jewelry. In addition, business classes are offered to artists with a focus on small business development.

Leased Facilities

The District has a few leases for spaces which serve as regional learning centers for providing community training. These sites provide educational offerings and some student services. Listed below is a summary of the facilities currently being leased by the District:

NWTC Green Bay East (Boys & Girls Club)

NWTC leases a small space co-located inside of the Boys & Girls Club located at 1451 University Avenue in Green Bay, WI. This space is open to the public and serves as a connector location for students for remote content delivery.

Other Short-Term Leases

The District delivers adult continuing education courses to approximately 37 high schools throughout the District in addition to the three Campus locations and five regional learning centers described above. The facilities are rented by the course, session, or term. Nearly all the locations are in local school facilities. The rented facilities are all considered "minor rentals" as defined by WTCS 5.09, Wisconsin Administrative Code.

THREE-YEAR PROJECT SUMMARY

SECTION 3

THREE-YEAR PROJECT SUMMARY

Acquisition/Building Construction

The College is developing the following:

1. *Acquisition of Property Adjacent to the College's Campuses*
The College currently has a 204.5 acre site at its Green Bay Campus, a 40 acre site at the Marinette Campus, and a 10 acre site at the Sturgeon Bay Campus. The College also owns six Regional Learning Centers at Shawano, Oconto Falls, Aurora, Crivitz, Luxemburg, and the Green Bay Artisan & Business Center. The College currently has selected nearby properties to watch in the event that they are offered for sale. As these properties become available, a process to review and evaluate each property in conjunction with the NWTC District Board will be undertaken.
2. *Expansion of District-Wide Campus Parking*
This project would include additional parking on any campus that has a demand greater than current capacity as determined by a three-year parking study. Parking will be evaluated on the basis of short-term rental, expansion (owned land), and expansion (new land).
3. *Expansion/Acquisition of Regional Learning Centers*
Enrollment demands and program needs may move the District to obtain additional regional learning centers as locations are identified in the future. There is no specific timetable for this to occur and no budget projected at this time.
4. *Expansion of Programming in Partnership with District High Schools for the purpose of creating high school academies.*
Enrollment demands and program needs may move the District to obtain additional partnership spaces with District high schools as locations are identified in the future. Additionally, space may become available at NWTC operated locations to allow for K12 partnerships on campus. There is no specific timetable for this to occur and no budget projected at this time.
5. *Acquisition or Expansion of Conditioned Storage Space*
All NWTC locations require sufficient storage for instructional and support equipment. Many of the Public Safety, Trades and Engineering Technology, and other related programs have large size equipment that is susceptible to substantial damage if left outdoors. There is no specific timetable for this to occur and no budget projected at this time.

6. Expansion at all sites Eligible within the \$1.5 million Expansion Cap
Following the completion of the 2015 Building Referendum, NWTC may elect to fund undefined projects that were overlooked or fell short of funding within the \$66.5 million funding allocation by use of the \$1.5 million expansion funding. These projects would be developed and brought forth in greater detail.
7. Acquisition of a Green Bay East Side Location
The College is looking to address the transportation challenges of students reliant on alternative forms of transportation that may be enhanced by the creation of an east Green Bay location. This topic comes up during public focus groups and the College may wish to address it in the future. Although a current location is being leased, a more permanent location may be identified and purchased. There is no specific timetable for this to occur and no budget projection at this time.
8. Acquisition or Lease of a Daycare/Childcare Facility
Childcare for our students can be challenging with a dynamic class schedule. The College would look to partner with a 3rd party, or operate, a childcare facility. The facility could be integrated into the curriculum of the Early Childhood Education program. There is no specific timetable for this to occur and no budget projection at this time.
9. Acquisition or Lease of Facilities Associated with Future UW-System Partnership
As UW-System has merged operations of UW-Marinette with UW-Green Bay, developing a partnership to deliver overlapping curriculum may be beneficial. This may require NWTC to deliver new programming requiring new space beyond the College's existing footprint.
10. Expansion of Programming Space in Marinette as Driven by Workforce Demands
As local employers in Marinette are expanding, workforce training can be tailored at the NCMMTC facility. As this facility is nearing capacity, this project allows for the expansion of programming space elsewhere if needed.
11. Purchase or Long-Term Lease of an Agricultural Facility within the District for Program Expansion.
The College is evaluating programming related to the agricultural industry. This may require access to land for crop production, a functional dairy farm with automated systems, or equipment storage. There is no specific timetable for this to occur and no budget projection at this time.
12. Development of a Marine Center of Excellence within the District.
The College recently received Federal designation as a Marine Center of Excellence. The College is evaluating programs, products and services to support the designation which may require space (new or renovated) to deliver the content.

13. Strategic Partnerships with other Not-for-Profit Learning Institutions.
The College may partner in the future on strategic initiatives with other local organizations within the District.

Major Remodeling

14. Remodeling to Accommodate Energy Improvement Projects
The College continues to study a variety of Energy Improvement projects for potential implementation. A number of these projects may require remodeling or major construction of some type. Expanding solar applications continues to be under consideration. Other sustainable improvement ideas may surface as well.
15. Renovation of Existing Space at the Former Tweet Garot Facility
The College purchased the property at 2545 Larson Road during the 2015 approved Referendum. This project allows for renovations to this space as needed to accommodate the highest and best use of the space.
16. Renovation of Existing Space in the CC Building on the Green Bay Campus
The College has operated the Public Safety learning department since 1990 in the lower level of building CC. Current classrooms are incorrectly sized for modern methods of teaching. This project allows for a reconfiguration of spaces for the highest and best use. It may include a space swap with Building AG for the purposes of accommodating a K12 Partnership space on the Green Bay Campus.
17. Renovation of the existing space in Building AG on the Green Bay Campus
The College has operated a multitude of functions in building AG. Currently, building AG accommodated NWTC Print Services, NWTC Facilities, NWTC Welding/Metallurgy, and the Green Bay Area Public School N.E.W. School of Innovation; a K12 partnership space. As the N.E.W. School of Innovation grows, relocating this service into building CC (see project 16 above) would allow for a better presence and visibility for NWTC Public Safety.
18. Renovation of the existing space in Building HS on the Green Bay Campus.
The College has operated only Health Sciences programming in building HS since construction. Currently, planning to accommodate program expansion in the Health Sciences area(s) are showing a space constraint. Expansion of programming with possible growth into Building AG (see project 17 above) may result in extensive renovation to both buildings.

19. Demolition/Renovation at the Aurora site as part of an HVAC and plumbing system infrastructure replacement
The Aurora regional learning center was purchased from the local school district as part of a partnership agreement. The building is larger than needed, however NWTC has continued to make improvements to the building by modernizing the major mechanical systems. A recent study suggested that demolition of a portion of the building would allow for resources to be prioritized into areas of higher occupancy and utilization. This project allows for consideration of an infrastructure replacement project combined with a partial demolition and site restoration into green space.
20. Enclosure of the Underside of Skywalks on the Green Bay Campus
The College has over five (5) elevated skywalks on the Green Bay Campus. Over time, some of these structures require repair and significant structural enhancements. Consideration is being given to enclosing the area under these structures to address winter weather conditions and enhance its structural integrity.

Minor Remodeling

21. District-Wide Infrastructure Enhancements (i.e. Flooring, Doors, Windows, etc.)
This project provides funding for replacement and repairs necessary to keep the décor and infrastructure current.
22. General Classroom and Laboratory Reconfigurations
This project provides funding for future upgrades to existing classroom and laboratory spaces. Often these spaces are retooled to address current trends in course delivery, market demand, or to offer new programming.

Rentals

23. Rental of Instructional Space to Support the District's Regional Learning Centers
Enrollment demands and program needs may move the District to obtain additional regional learning centers. There is no specific timetable for this to occur and no budget projected at this time.
24. Rental Space for Storage of Learning Equipment District-Wide
The campuses have problems providing sufficient storage for instructional and support equipment. This is primarily an issue with equipment that is only periodically used and is specifically an issue in Trade's related programs which have large amounts of equipment that can incur substantial damage if left outdoors. There is no specific timetable for this to occur and no budget projected at this time.
25. Student Housing
This project provides temporary housing (yearly basis) to attract students to NWTC who would otherwise enroll where housing is made available to them.

**END OF
NWTC FACILITIES
PLAN**

OCTOBER BOARD REPORT

Proposed Contract Training 2023/2024

Indistrict*		START	EST		
CLIENT NAME	CONTRACT DESCRIPTION	DATE	REVENUE	EST EXPENSE	MARGIN
Multiple Recipient Local Gov	Tactics for Patrol - Oct. 2023	10/13/2023	1,788.00	421.99	1,366.01
Multiple Recipient Local Gov	AR 15 Armorer - Oct. 2023	10/12/2023	4,800.00	1,880.00	2,920.00
Multiple Recipient Local Gov	LESB Scenario Instructor - Oct 2023	10/16/2023	1,920.00	1,105.93	814.07
Sanimax USA Inc	Lean Transformation MN	10/16/2023	17,200.00	11,067.90	6,132.10
Multiple Recipient Local Gov	Suamico FD- Blue Card Fall 2023	10/21/2023	2,160.00	1,309.02	850.98
Green Bay Police Department	GBPD- CIT Training Oct 16-20	10/16/2023	5,461.95	4,961.95	500.00
Multiple Recipient Local Gov	Vehicle Contacts Transition Oct 2023	10/6/2023	900.00	421.99	478.01
Multiple Recipient Local Gov	Live, Love, Serve Oct 2023	10/11/2023	792.00	255.70	536.30
Multiple Recipient Local Gov	Tactical Leadership- Oct 2023	10/26/2023	480.00	387.54	92.46
Brown County Sheriffs Department	BCSO- Inservice- Oct 2023	10/2/2023	4,500.00	3,000.00	1,500.00
Austin Straubel Airport	Airport Firearms Oct 2023	10/9/2023	575.00	376.49	198.51
Brown County Health and Human Services	CPR Heartsaver AED	10/24/2023	4,458.00	3,623.73	834.27
Fincantieri Marinette Marine Corp	CPR Heartsaver AED & First Aid	10/31/2023	9,630.00	7,620.68	2,009.32
Family Services	Threat Awareness 10.11.23	10/11/2023	985.00	580.23	404.77
Green Bay Packaging Inc	Time Management	10/10/2023	675.00	335.60	339.40
Ashwaubenon Dept of Public Safety	ASPD Training Oct 2023	10/3/2023	450.00	80.00	370.00
Ashwaubenon Dept of Public Safety	ASPD Citizens Academy	10/25/2023	175.00	0.00	175.00
Midwest Wire Products LLC	Threads Training - fall 2023	10/11/2023	350.00	191.77	158.23
Mac Dental	Dental OSHA	10/31/2023	500.00	223.73	276.27
Imperial Supplies	Product Training Oct 2023	10/10/2023	3,600.00	1,789.87	1,810.13
Multiple Recipient Business & Industry	Laser Dentistry_Fall23	10/6/2023	6,488.60	4,506.40	1,982.20
Superior Transport & Logistics	How to Lead When Not a Leader	10/9/2023	1,050.00	484.43	565.57
Robinson Inc	Blueprint Reading 1 Fall 2023	10/9/2023	4,800.00	2,862.66	1,937.34
Multiple Recipient Local Gov	SFST Instructor Oct 2023	10/10/2023	1,400.00	447.47	952.53
NEW Industries Inc	Blueprint Reading - Fall 2023	10/3/2023	2,740.00	1,211.06	1,528.94
Multiple Recipient Local Gov	Fighting In and Around Cars Oct 2023	10/20/2023	920.00	375.70	544.30
Radisson Hotel & Conference Center	Radisson Security De-Escalation Training Oct 2023	10/19/2023	460.00	210.99	249.01
Wisconsin Kenworth	CPR Heartsaver AED	10/18/2023	630.00	451.19	178.81
Multiple Recipient Business & Industry	Emerging Leadership Development Series_Fall2023	10/4/2023	996.00	655.22	340.78
Green Bay Packaging - Airport Hanger	CPR Heartsaver AED	10/25/2023	670.00	488.18	181.82
Ronald Ristow DDS	Dental OSHA Refresher	10/17/2023	500.00	287.66	212.34
Lamers Bus Drivers	Heartsaver First Aid	10/19/2023	2,070.50	1,519.94	550.56
Multiple Recipient Local Gov	Defensive Tactics Transition- Oct 2023	10/27/2023	792.00	447.47	344.53
Multiple Recipient Business & Industry	Leadership Academy_Micro Credential_Fall2023	10/18/2023	2,097.00	2,077.53	19.47
Multiple Recipient Business & Industry	Microsoft Excel L1_Micro Credential_Oct_2023	10/29/2023	298.00	127.85	170.15
Multiple Recipient Business & Industry	Microsoft Excel L2_Micro Credential_Oct_2023	10/29/2023	707.75	319.62	388.13
Multiple Recipient Business & Industry	Microsoft Excel L3_Micro Credential_Oct_2023	10/29/2023	495.00	191.77	303.23
Sonoco US Paper Mills	STM Assessments Oct 2023	10/16/2023	925.00	508.65	416.35
B & D Warehouse, Inc.	Warehouse Optimization Assessment	10/23/2023	350.00	255.70	94.30
Industrial Works	Change Management, Safety & Leadership	10/23/2023	6,400.00	3,835.44	2,564.56
Trident Maritime Systems	Qualification 10/9/23	10/9/2023	754.12	367.10	387.02
Multiple Recipient Local Gov	Active Threat Prevention for Leadership	10/18/2023	150.00	0.00	150.00
Brown County Sheriffs Department	DTF- Oct 2023 FES/ Fire Grounds	10/31/2023	100.00	0.00	100.00
Schneider National	2023_Oct_Schneider HR DEI Training	10/25/2023	605.00	335.60	269.40
Multiple Recipient Business & Industry	Forklift Operator Training_Oct 2023	10/31/2023	756.00	869.74	-113.74
TOTAL			\$98,554.92	\$62,471.49	\$36,083.43

Out of District		START	EST		
CLIENT NAME	CONTRACT DESCRIPTION	DATE	REVENUE	EST EXPENSE	MARGIN
Vine Christian Fellowship	Firearms instruction and Simulator	10/7/2023	600.00	463.52	136.48
Assured Private Investigations	HR218 Qual	10/2/2023	20.00	0.00	20.00

* Margin represents the difference of Estimated Revenue and Estimated Direct Contract Expenses.

** Estimated Revenue must be equal to or greater than Full Cost.

OCTOBER BOARD REPORT

Proposed Contract Training 2023/2024

Menominee Tribal Police Department	Menominee Tribal Fighting in and around cars Oct 2023	10/5/2023	1,700.00	1,211.27	488.73
Dept of Workforce Dev	CDL Class A Auto and Theory Brad Porter	10/12/2023	4,220.63	2,259.42	1,961.21
Miller Electric Manufacturing Co	FY2324 Heyrman Enpak	10/2/2023	349.95	248.46	101.49
Dept of Workforce Dev	CDL Class A Auto and Theory Mark Sapon	10/26/2023	4,220.63	2,259.42	1,961.21
TOTAL			\$11,111.21	\$6,442.09	\$4,669.12

Out of State**			START	EST			
CLIENT NAME	CONTRACT DESCRIPTION		DATE	REVENUE	EST EXPENSE	MARGIN	FULL COST
Resolute Forest Products	Emotional Intelligence 10.2023		10/1/2023	8,750.00	4,842.70	3,907.30	5,669.24
Caterpillar/Anchor	Excel 8.2023		10/24/2023	3,000.00	1,737.02	1,262.98	2,201.72
Plastics Pipe Institute	MAB Fusion / Electrofusion		10/9/2023	14,425.00	7,058.72	7,366.28	9,769.65
Northern Fab & Machine LLC	CPR Heartsaver AED & Heartsaver First Aid		10/24/2023	2,146.00	1,816.77	329.23	2,101.96
Systems Control	AC2		10/31/2023	6,863.60	2,951.81	3,911.79	3,612.59
Trade Team	Qualifications 10/2 & 10/4/23		10/2/2023	2,700.99	1,772.47	928.52	2,450.27
Consolidated Marine Systems	Qualifications 10/10/23		10/10/2023	1,086.60	608.64	477.96	731.91
Trade Team	Qualifications 10/11 - 10/12/23		10/11/2023	1,699.35	1,245.49	453.86	1,648.52
Trade Team	Qualifications 10/16 - 10/18/23		10/16/2023	2,613.12	1,708.40	904.72	2,170.36
Trade Team	Qualifications 10/24 - 10/26/23		10/23/2023	2,156.44	1,145.69	1,010.75	1,440.76
LDR Worldwide	CDL Prep/Caulfield-2023-10-30		10/30/2023	2,805.55	1,250.41	1,555.14	1,564.09
TOTAL				\$48,246.65	\$26,138.12	\$22,108.53	\$33,361.07
Contract Total for October = 62		OCTOBER CONTRACT TRAINING GRAND TOTAL		\$157,912.78	\$95,051.70	\$62,861.08	

* Margin represents the difference of Estimated Revenue and Estimated Direct Contract Expenses.

** Estimated Revenue must be equal to or greater than Full Cost.

NWTC Board Meeting Schedule – FY 2023-2024

Board Meeting Date	District Boards Association (State)	ACCT Conferences (National)	Other Activity Dates
July 10, 2023 (Monday) Green Bay Campus Boardroom			
August 9, 2023 Green Bay CTED			August 22, 2023 Board Retreat Location: Lodge Kohler
September 20, 2023 Shawano RLC			
October 18, 2023 (Set Tax Levy) Green Bay Welcome Center	October 25-28, 2023 District Board Fall Meeting WCTC – Pewaukee	October 9-12, 2023 ACCT Leadership Congress Las Vegas, NV	
November 15, 2023 Green Bay Campus Boardroom			
December 13, 2023 Green Bay Campus Boardroom			December 18, 2023 Green Bay Graduation
January 10, 2024 Green Bay Campus Boardroom	January 25-26, 2024 District Board Winter Meeting TBD		
February 14, 2024 Green Bay Campus Boardroom		February 4-7, 2024 ACCT Legislative Summit Washington, DC	
March 13, 2024 Sturgeon Bay Campus			
March XX, 2024 Board Appointment Meeting & Public Hearing			Dworak, Mayer, Robinson
April 17, 2024 Capital & Operational Budget Green Bay Campus Boardroom	April 11-13, 2024 District Board Spring Meeting Madison		TBD Student Awards Ceremony Green Bay Commons
May 8, 2024 Budget Hearing & Adoption of Budget Green Bay Campus Boardroom			<u>Graduations:</u> May XX, 2024 – Sturgeon Bay May XX, 2024 – Green Bay May XX, 2024 - Marinette
June 12, 2024 Marinette Campus			GED/HSED Graduation TBD
July 8, 2024 - Monday Green Bay Campus Boardroom			