

Northeast Wisconsin Technical College District

*Board of Trustees Meeting
Minutes*

January 18, 2023
12:00 p.m.

*In- Person at the NWTC Green Bay Campus – Boardroom DO308
2740 West Mason Street, Green Bay, WI 54303*

Open Meeting & Roll Call

The Board Chairperson called the January 18, 2023 NWTC Board of Trustees meeting to order and request that roll call be taken at this time. (12:01 p.m.)

Present: Dave Mayer, Richard Stadelman, Gerald Worrick, Cathy Dworak, Jeff Rickaby, Carla Hedtke, Dustin Delsman, Ben Villarruel

Absent: Kim Schanock

Also Present: Sara Lam, Meridith Jaeger, Dan Mincheff, Jennifer Flatt, Kathryn Rogalski, Jeff Rafn, Janel Karban, Pam Gerstner, Pam Lunde, Eric Derenne, Myke Schmit, Chet Lamers

Guests

Open Forum, Introduction of Guests, and Acknowledgements

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

Student Senate

There was no Student Senate update.

Gerald Worrick joined the meeting virtually at 12:07 p.m.

Mission Moment

Meridith Jaeger, Vice President of College Advancement introduced Pam Gerstner, Associate Dean, General Studies, who shared a mission moment at this time. The mission moment included testimonials from students who completed career pathways with NWTC.

Dr. Rafn's impact on students, staff and the community:

It is Dr. H. Jeffrey Rafn's belief, and certainly mine and your belief, that everyone deserves an education. Jeff has been tireless in supporting "Access to Education", and in building pathways within education, beginning with NWTC's pre-college opportunities for the adults in our District needing a GED®/HSED, ELL, and our college level programming through Career Pathways Bridge (CPB).

Our GED®/HSED program, ELL program, and CPB program serves students who are in one or more of the following categories:

- 1) Individuals who do not possess a high school diploma who are seeking an equivalency GED® or HSED;
- 2) Individuals who are non-native English speakers seeking English Language acquisition; and/or,

3) Individuals who do not meet the pre-requisites for program entry seeking college level programming with wrap-around services through Team Teaching, BE/ELL support instruction, and Case management / Navigation services.

These programs are life-changing for the individual and the families they support, as once they earn their GED®/HSED and/or college-level credentials through CPB, their wage earnings move from below the poverty line to life- and family sustaining wages. Please join me in viewing these student testimonials.

We are proud to serve these students, and so is Dr. Rafn as demonstrated by the below picture of him leading the NWTC Band at our annual GED®/HSED Graduation Ceremonies. I would like to thank Dr. Rafn for his commitment and support to our programs and students!

Action Items (Roll Call Vote)

Bills

Detailed copies of the current disbursements for fiscal year 2022 for the month of December were 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.

Jeff Rickaby moved that the Board approve the December 2022 bills as presented.

Motion seconded by Richard Stadelman.

Motion carried, with all voting “Aye” on roll call.

Student Center Renovation – Anatomy and Physiology Labs

The Student Center Anatomy and Physiology Lab Renovation project is a remodel of the existing Student Center on the third level of the building within the existing footprint. This remodel is to relocate the (2) Anatomy and Physiology Labs to underutilized VC classroom spaces, which will set the stage to open other areas on level 3 of the student center to create a science wing. Most of the space on the third floor does not have to be reconfigured. The Health Science Labs (MA, Clinical, Phlebotomy, and Skills Lab) will remain untouched, as will the Physics Lab and the Mol/Cell Lab and prep spaces.

The project provides a moderate construction renovates to 4,395 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 Student Center Renovation– Anatomy and Physiology Labs at the NWTC Green Bay Campus. It is recommended that the Board approve the following resolution.

Gerald Worrick moved that the Northeast Wisconsin Technical College Board approves the Student Center Renovation Anatomy and Physiology Labs, at the Green Bay Campus of Northeast Wisconsin Technical College at a cost in combination with the Environmental Treatment Lab renovation of \$2.5M.

Motion seconded by Richard Stadelman.

Motion carried, with the following votes on roll call:

- “Aye” - Hedtke, Mayer, Stadelman, Dworak, Delsman, Rickaby, Worrick
- “Nay” - Villarruel

Student Center Renovation – Environmental Treatment Lab

The Student Center Environmental Treatment Lab Renovation project is a remodel of the existing Student Center on the third level of the building within the existing footprint. This remodel is to relocate the Environmental Treatment Lab and prep labs to the third level science wing in the Student Center from their current location in the Agricultural and Natural Resource building. This location will provide opportunities for synergies and efficiencies with other natural sciences, such as creating a central lab prep area to reduce overall resource needs.

The project provides a moderate construction renovates to 2,905 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 Student Center Renovation– Environmental Treatment Lab at the NWTC Green Bay Campus. It is recommended that the Board approve the following resolution.

Jeff Rickaby moved that the Northeast Wisconsin Technical College Board approves the Student Center Renovation Environmental Treatment Lab, at the Green Bay Campus of Northeast Wisconsin Technical College at a cost in combination with the Anatomy & Physiology Lab renovation of \$2.5M.

Motion seconded by Richard Stadelman.

Motion carried, with the following votes on roll call:

- “Aye” - Hedtke, Mayer, Stadelman, Dworak, Delsman, Rickaby, Worrick
- “Nay” - Villarruel

Consent Agenda Items:

Minutes

The minutes of the December 14, 2022 Board meeting were sent to Board members prior to the January 18, 2023 Board meeting. It was recommended that Board approval be given for the December 14, 2022 Board meeting minutes.

New Hires – Faculty

Brad Zima – Marketing Instructor. Brad Zima was the Selection Committee’s top choice for Marketing Instructor. Mr. Zima is working towards his Master’s Degree in Leadership and Organizational Development and anticipates graduating in 2024 from Lakeland University. He holds a Bachelor’s Degree in Organizational Leadership with an emphasis in Marketing Communications from University of Wisconsin Green Bay and an Associate’s Degree in Marketing Management from Milwaukee Area Technical College. Since 2019, Mr. Zima has been employed as a Career Advisor and Internship Coordinator, and a Part-Time College of Business Marketing and Career Development Faculty for Northeast Wisconsin Technical College. Prior to that, he was the Program Director at Iron River Community Broadcasting and the Owner at CilQz Media. He has been the Co-Chair of NWTC’s Environment Climate Stewardship Team, Global Career Development Facilitator, Contributing Member of the New Manufacturing Alliance (NEWMA) Talent Task Force, Co-Chair of the Students of Color High Wage Employer Relations Committee, Co-Chair of NWTC American Marketing Association, and Positive Intelligence and EQ Training. Placement for this position would be at the level Faculty C, \$72,000. It was recommended that Board approval be given for the appointment listed above.

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 2022 contracts pending Board approval is attached as Board Exhibit 1.

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 (33.66% for on-campus and 27.75% for off-campus) such as administration, facilities, utilities, information systems, registration, counselors, insurance, etc., associated with a contract to determine full costs. The hourly rate of \$167.00 per hour along with the ability to project price 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 was recommended that the Board approve the contracts for services identified in Board Exhibit 1.

Dave Mayer moved that the Board approve the consent agenda items as follows: December 14, 2022, Board meeting minutes, the appointment of Brad Zima – Marketing Instructor, and the contracts for services identified in Board Exhibit 1.

Motion seconded by Jeff Rickaby.

Motion carried, with all voting “Aye” on voice vote.

Reports

Board Member Professional Development Updates

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

Carla Hedtke shared the District Board Association budget that was presented as part of the District Board Association Winter update. As part of the report, Richard Stadelman also shared the up-to-date Wisconsin Technical College System data:

- Graduate median salary for all degrees: \$46,796
- 93% of 2021 graduates in the labor force are employed
- 1 in 5 graduates are people of color
- 10% enrollment growth over 2020-21
- 92% of technical college graduates reporting location live and work in Wisconsin
- 67% of technical college graduates work in the college district from which they graduated
- 274,000+ students served
- 71% of people surveyed believe the state of Wisconsin benefits from the education technical colleges provide
- Apprentice median salary: \$84,238
- 97% of graduates were satisfied or very satisfied with their technical training
- 98% of employers said a technical college was important to the overall success of their business

Action Item: Voting of District Board Association budget will be added to the February 15, 2023 board agenda.

Roundtable Discussion: Latinx Community

The Board engaged in a roundtable discussion with members of the Latinx community within the NWTC district.

- Moises Centeno (NWTC graduate and current student)
- Juan Corpus (President, Latino Professionals Association)
- Amanda Garcia (Executive Director, Casa ALBA Melanie)
- Lucio Prieto (NWTC student)

During the discussion, the members of the Latinx community shared how their Latinx identity has been a strength for them in their work in the community, what they see as being some of the education priorities and goals in the community, experiences in the Bi-Lingual Cohort, and importance of location of campus.

Board Appointment Process Discussion

The Board of Trustees held an open discussion on the Board Appointment process, guidelines, and opportunities to inform the County Chairs within the NWTC District on the process. The Board Appointment Meeting and Public Hearing will be held on March 20, 2023, at 3:00 p.m.

President's Report

A. Current Events – Dr. Jeff Rafn

- Majority of ELT will not be in attendance for the February meeting in order to attend Achieve the Dream conference in Chicago.
- State Board Meeting will be held at NWTC Green Bay Campus on March 14 & 15, 2023
- Enrollment is up 2.7%

Next Board Meeting

The February 15, 2023 Board Meeting will be held in the Green Bay Campus Academic IT Area.

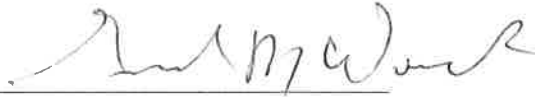
Board members and administration will have an opportunity to identify items that weren't identified prior to the preparation of the agenda for referral to administration or placed on a future board agenda.

Adjournment

Dave Mayer moved that the Board adjourn the January 18, 2023 Board meeting. (3:15 p.m.)

Motion seconded by Dustin Delsman.

Motion carried, with all voting "Aye" on voice vote.



Gerald Worrick, Board Secretary

2-16-23

Date