

NORTHEAST WISCONSIN TECHNICAL COLLEGE



District Board of Trustees

MEETING AGENDA AND EXHIBITS

Wednesday, September 20, 2023

**In-Person at the NWTC Shawano RLC
111 Thomas Avenue, Shawano, WI 54166**



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*

September 20, 2023
12:00 p.m.

*NWTC Shawano Regional Learning Center (RLC) – Room 124/125
111 Thomas Avenue, Shawano, WI 54166*

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

The Board Chairperson will call the September 20, 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 Leadership Forum**

Carl VanCaster, Student Leadership Forum Officer, will provide an update at this time.

Reports

1. **Board EduByte – Shawano RLC Update and Menominee Indian Historic Display** **12:10 – 12:25**

Jodi Tetting, Coordinator of Shawano Regional Learning Center, and Jeannie Otto, Regional Learning Center Manager, will provide a brief update on the Shawano RLC and allow time for the Board members to view the Menominee Indian Historic Display.

2. Roundtable Discussion – Menominee Nation Tribe Community Leaders *12:25 – 1:25*

Facilitated by Jeannie Otto, Regional Learning Center Manager and Sara Lam, Vice President of Diversity, Equity, and Inclusion, the Board will engage in a roundtable discussion with NWTC collaborators from the Menominee Indian Tribe.

Action Items (Roll Call Vote) *1:25 – 1:30*

1. Bills

Detailed copies of the current disbursements for fiscal year 2023 for the month of August 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.

It is recommended that the Board approve the August 2023 bills as presented.

Consent Agenda Items: *1:30 – 1:35*

1. Minutes

The minutes of the August 9, 2023 Board meeting were sent to Board members prior to the September 20, 2023 Board meeting. It is recommended that Board approval be given for the August 9, 2023 Board meeting minutes.

2. Faculty – New Hire

A. Jonathon Ladwig – Fire Science Instructor

Jonathon Ladwig was the Selection Committee’s top choice for Fire Science Instructor. Mr. Ladwig holds a Bachelor’s Degree in Fire Administration from Columbia Southern University.

Since 2019, Mr. Ladwig has been employed as the Fire Safety Coordinator at NWTC. Prior to that, he was a Part-Time Fire Service Instructor at NWTC and a Fire Chief at Little River Fire Department. He has his Fire Officer 1 and Fire Officer 2 State Fire Certifications from Fox Valley Technical College. Placement for this position would be at the level Faculty A, \$74,500.

It is recommended that Board approval be given for the new hire listed above.

3. Faculty – Retirement

With regret, we accept the following retirement notice:

A. Cindy Goldsmith – Computer Support Specialist Instructor who has been with the College since September 9, 1996, and has announced her retirement effective May 15, 2024.

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

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 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 (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 1.

Break

1:35 – 1:50

Reports

1. Board Meeting Agenda Items

1:50 – 2:10

The Board will utilize this time to discuss future Board agenda topics.

2. Divisional Reports

2:10 – 2:40

- 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

2:40 – 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 October 18, 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 Events

- October 9-12, 2023, ACCT Leadership Congress, Las Vegas, NV
- October 11, 2023, NWTC Shawano Alumni Celebration, Shawano, WI
- October 25-28, 2023, District Boards Association Fall Meeting, WCTC, Pewaukee, WI

Adjournment

The Board Chair will accept a motion to adjourn the September 20, 2023 Board meeting.

NORTHEAST WISCONSIN TECHNICAL COLLEGE



District Board of Trustees

Exhibits

September 20, 2023

AUGUST BOARD REPORT

Proposed Contract Training 2023/2024

Indistrict*		START			
CLIENT NAME	CONTRACT DESCRIPTION	DATE	EST REVENUE	EST EXPENSE	MARGIN
Oneida Nation	2023 Oneida Gov. Services_DiSC_Comm_Leadership_	8/16/2023	5,505.25	3,191.89	2,313.36
St Paul Lutheran	CPR Heartsaver AED	8/16/2023	1,904.00	1,395.46	508.54
Loomis Armored US LLC	Loomis Armored - Firearms Summer/Fall 2023	8/19/2023	1,200.00	701.31	498.69
Imperial Supplies	Product Training August 2023	8/15/2023	3,600.00	1,789.87	1,810.13
Bay Care Oral Surgeons	BLS Refresher	8/15/2023	935.00	713.26	221.74
Fincantieri Bay Shipbuilding	2023 Beginner & Intermediate Excel	8/14/2023	6,850.00	4,106.17	2,743.83
McDonalds Restaurants Green Bay	Active Shooter and De-Escalation Training Aug 2023	8/15/2023	1,800.00	671.20	1,128.80
Green Bay Metro Fire Department	GBFD Training August 2023	8/11/2023	1,050.00	1,050.00	0.00
Cruisers Yachts	CPR Heartsaver AED & Heartsaver First Aid	8/28/2023	3,351.00	2,797.87	553.13
Bay Oral Surgery & Implant Center Ltd	BLS Refresher	8/9/2023	525.00	358.66	166.34
Hatco Corp - Sturgeon Bay	2023 Hatco Green Belt Wrap-up	8/2/2023	2,085.00	1,208.47	876.53
Austin Straubel Airport	Austin Straubel Airport Qual Aug 2023	8/14/2023	175.00	125.50	49.50
REDI Transports	Redi Transport Firearms/Simulator Aug 2023	8/16/2023	300.00	60.00	240.00
Multiple Recipient Business & Industry	Understanding Workplace Generations	8/1/2023	280.25	201.84	78.41
Multiple Recipient Business & Industry	OSHA Forklift Train the Trainer	8/2/2023	1,975.00	967.74	1,007.26
Woller Precision Machine	CPR Heartsaver AED	8/30/2023	752.00	582.86	169.14
Superior Resource Group	Qualification 8/4/23	8/4/2023	392.22	223.10	169.12
Family Services	Threat Awareness 8.14.23	8/14/2023	985.00	580.23	404.77
Green Bay Police Department	GBPD SWAT FES Aug 14 2023	8/14/2023	300.00	0.00	300.00
Fincantieri Marinette Marine Corp	Qualifications 8/7 - 8/10/23 (Jamar & Hurckman)	8/7/2023	7,202.60	4,076.95	3,125.65
Superior Resource Group	Qualification 8/7/23	8/7/2023	377.60	150.40	227.20
Fincantieri Ace Marine	WAT GR252 FY23	8/21/2023	2,014.99	2,014.99	0.00
Ashwaubenon Dept of Public Safety	Ashwaubenon PS Mini Academy Sept	8/29/2023	375.00	40.00	335.00
Employment Health Services	Phlebotomy Training Aug 24, 2023	8/24/2023	225.00	127.85	97.15
First Impression Dental	BLS Refresher	8/15/2023	475.00	306.96	168.04
Absolute Concrete	CDL Class A Auto and Theory Logan McGrath	8/21/2023	4,220.63	2,218.81	2,001.82
Fincantieri Marinette Marine Corp	Qualifications 8/14 - 8/17/23	8/14/2023	6,274.86	3,330.36	2,944.50
Little River Volunteer Fire Department	Suring House Burn Aug 2023	8/19/2023	2,000.00	2,000.00	0.00
Anovia Health	Phlebotomy Training 8.28.23	8/28/2023	550.00	319.62	230.38
TreeHouse Foods	Safety Training: Fire Emergencies	8/28/2023	860.00	0.00	860.00
Renco Machine Co	2023 August Welding Qualifications	8/29/2023	2,170.00	1,150.63	1,019.37
Multiple Recipient Business & Industry	OSHA #503	8/8/2023	3,630.00	3,070.10	559.90
Multiple Recipient Business & Industry	OSHA #502	8/15/2023	2,650.00	2,779.91	-129.91
Fincantieri Marinette Marine Corp	Qualifications 8/21 - 8/24/23	8/21/2023	5,582.71	3,008.12	2,574.59
Fincantieri Marinette Marine Corp	Qualifications 8/28 - 8/31/23	8/28/2023	4,047.20	2,087.81	1,959.39
TOTAL			\$76,620.31	\$47,407.94	\$29,212.37

Out of District		START			
CLIENT NAME	CONTRACT DESCRIPTION	DATE	EST REVENUE	EST EXPENSE	MARGIN
Local 400 Pipe Trades	Fall 2023 Steamfitters and Plumbers	8/14/2023	24,445.20	24,445.20	0.00
North Central ST Reg Council Carpenters	Provide Related Training Fall 2023	8/14/2023	89,338.20	89,338.20	0.00
Dept of Workforce Dev	CDL Class A and Theory Mohamed Salad	8/16/2023	4,220.63	2,148.81	2,071.82
Miller Electric Manufacturing Co	FY2324 Heyrman Welding	8/7/2023	11,479.00	8,150.00	3,329.00
Matthews Tire	CDL Class A Manual and Theory Garrett Weiser	8/30/2023	4,753.67	2,886.01	1,867.66
Wisconsin Aluminum Foundry	CDL Class A Manual and Theory Douglas Schultz	8/31/2023	4,753.67	2,886.01	1,867.66
TOTAL			\$138,990.37	\$129,854.23	\$9,136.14

Out of State**		START				
CLIENT NAME	CONTRACT DESCRIPTION	DATE	EST REVENUE	EST EXPENSE	MARGIN	FULL COST

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

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

AUGUST BOARD REPORT

Proposed Contract Training 2023/2024

Systems Control	AC1	8/15/2023	6,863.60	3,547.31	3,316.29	4,491.86
Consolidated Marine Systems	Qualifications 8/8 - 8/9/23	8/8/2023	1,220.22	762.36	457.86	980.21
Trade Team	Qualifications 8/9 - 8/10/23 & Trident Fail	8/7/2023	2,047.36	950.56	1,096.80	1,201.44
Consolidated Marine Systems	Qualification 8/14/23	8/14/2023	697.28	201.50	495.78	265.61
Trade Team	Qualifications 8/14 - 8/17/23	8/14/2023	3,931.67	1,924.44	2,007.23	2,328.60
LDR Worldwide	CDL Prep/Thomas-2023-09-28	8/28/2023	2,805.55	1,250.41	1,555.14	1,564.09
Trade Team	Qualifications 8/23 - 8/24/23	8/23/2023	1,221.80	379.77	842.03	466.91
Trade Team	Qualifications 8/28 - 8/31/23	8/28/2023	4,044.01	2,055.74	1,988.27	2,481.52
TOTAL			\$22,831.49	\$11,072.09	\$11,759.40	\$13,780.24
Contract Total for August = 48 MONTH CONTRACT TRAINING GRAND TOTAL			\$238,442.17	\$188,334.26	\$50,107.91	

* 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			