

Northeast Wisconsin Technical College District

Board of Trustees Meeting
Minutes

February 15, 2023

12:00 p.m.

*In- Person at the NWTC Green Bay Campus – BT233 Collaboration Space
2740 West Mason Street, Green Bay, WI 54303*

Open Meeting & Roll Call

The Board Chairperson called the February 15, 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, Dustin Delsman, Kim Schanock

Absent: Ben Villarruel, Carla Hedtke

Also Present: Meridith Jaeger, Dan Mincheff, Janel Karban, Valarie Wunderlich, Mike Vander Heiden, John Kopp, Sue Zittlow, John Reinders, Erica Plaza, Eric Derenne, Joshua Wallschlaeger

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

Joshua Wallschlaeger, Student Senate Officer, provided an update at this time.

Joshua shared that he recently utilized Campus Care located at NWTC and found it very convenient and helpful to have the option right on campus.

NWTC Exclusive news:

eSports Information: The Sturgeon Bay campus has undergone remodeling as well as the Marinette campus and created almost identical room layouts for our eSports program allowing teammates to play from campus to campus. This gives our teams an advantage within recruiting since it is very easily and much more accessible to join the team at a total of three of our campus'. The NWTC eSports team has also joined a national eSports association with thousands of other schools around the country. Reputable schools within our association include UW-Eau Claire and UW-Milwaukee. Other schools within the association include Lakeshore Technical College and Northcentral technical college.

Recreational sports: Volleyball and basketball have both begun their 2nd season this year with active participation allowing for multiple teams within both.

Study Abroad: The school has successfully hosted two of the trips abroad this year including trips to Mexico, and Barcelona. The 3rd and 4th trips to Scotland and Greece are approaching as Summer nears closer.

External Study abroad student: Joshua will be taking part in a study abroad trip to Tunisia, Africa thanks to the International Student Advisor, Sarah Conery, as well as Megan Popkey from Student Involvement's continued assistance in providing information regarding governmental study abroad program opportunities.

Joshua will be departing on June 3, 2023, and the trip will go on for about two weeks in which Joshua and other American students from around the country will take part global business classes along with Tunisian students. This is a sponsored trip by a federally endorsed program named EdAbroad in hopes to strengthen the connection between the American and African Economies. This is an exciting trip because three of our current international students, one working in Student Involvement, are originally from Tunisia.

WSG (Wisconsin Student Government) News: February 19-21, 2023, three of the Student Senate Senators including Joshua will be traveling to Madison to meet with governmental representatives to discuss legislative concerns and share WSG's position paper. They will discuss these concerns with representatives that the other senators as well as Joshua have contacted and scheduled meetings with.

- **Priority Concern:**

Open Educational Resources (OER) - a program in which the state funds to provide textbooks and other required learning materials free on the internet for students to use to assist with the rising costs of college and allow access to education more easily obtainable by America's youth. These are typically formatted in the style of PDFs on the internet.

- **Secondary Concern:**

Broadband access in rural or underprivileged areas - Government involvement and funding for the establishment of wider broadband or more internet connection all over the state giving students equal access to education regardless of their geographical living situation. This is a secondary concern because Student Senate discussed it last year with numerous representatives as well as this year and many of them have agreed and informed them of their current work within the communities they represent.

Mission Moment

Meridith Jaeger, Vice President of College Advancement shared a mission moment at this time.

Action Items (Roll Call Vote)

Bills

Detailed copies of the current disbursements for fiscal year 2023 for the month of January 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. Included as Board Exhibit 1 is a copy of the certified 2nd quarter Capital Expenditures report for items over \$50,000.

Jeff Rickaby moved that the Board approve the January 2023 bills as presented and the certified 2nd quarter Capital Expenditures report for items over \$50,000.

4 Motion seconded by Richard Stadelman.

Motion carried, with all voting "Aye" on roll call.

Resolution Awarding the Sale of \$6,950,000 General Obligation Promissory Notes; Providing the Form of the Notes; and Levying a Tax in Connection Therewith

At its meeting on December 14, 2022, the Board authorized the borrowing of \$6,950,000 for FY 2023 capital budget needs (\$5,451,000 for moveable equipment, \$1,490,000 for building improvement, \$9,000 for site improvements). A draft resolution providing for the sale of General Obligation Promissory Notes in the amount of \$6,950,000, and specifying the amount of the tax heretofore levied, has been prepared by Bond Counsel and is attached as Board Exhibit 2. PMA Financial Network, Inc. will be soliciting competitive bids for the issue and presenting the bid tabulation and the winning bid for the sale of the notes at the meeting on February 15, 2023.

Dave Mayer moved that the Board adopt the resolution authorizing the sale of \$6,950,000 General Obligation Promissory Notes; providing the form of the notes; and levying a tax in connection therewith.

Motion seconded by Jeff Rickaby.

Motion carried, with all voting "Aye" on roll call.

Consent Agenda Items:

Minutes

The minutes of the January 18, 2023 Board meeting were sent to Board members prior to the February 15, 2023 Board meeting. It was recommended that Board approval be given for the January 18, 2023 Board meeting minutes.

Voting of District Board Association budget

The District Board Association budget was provided to the Board during the January 18, 2023 Board meeting. It was recommended that the Board approve the District Board Association budget as presented.

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 3.

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 3.

Dave Mayer moved that the Board approve the consent agenda items as follows: January 18, 2023, Board meeting minutes, the District Board Association budget, and the contracts for services identified in Board Exhibit 3.

Motion seconded by Richard Stadelman.

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

Reports

Staff Report

A. Workday Update

- John Kopp, Director of Enterprise Applications gave an update on Workday.
 - Part of the update was an overview of Workday versus what is being used today, how Workday is designed to serve students, and how Workday will simplify the NWTC application ecosystem.
 - Workday will provide mobile device support whereas PeopleSoft could not.
 - 3-Phase Go-Live within 36 months
 - Go-Live A: Students Apply in Workday
 - Go-Live B: Students Enroll in Workday (for Fall 2025)
 - Go-Live C: Summer 2025 Grades Loaded in Workday

Roundtable Discussion: IT Businesses

Facilitated by Mike Vander Heiden, Academic Dean of College of Business, John Reinders, Associate Dean of College of Business, and Sue Zittlow, Associate Dean of College of Business, the Board engaged in a roundtable discussion with the following members of IT Businesses within the NWTC district:

- Michelle Schuler, Microsoft
- Josh Hayden, Schreiber Foods
- Barb Streubel, KI
- Josh Goldman, Nsight
- John McCormick, Green Bay Packaging
- Cynthia Sternard, Associated Bank
- Peter Covach, Camera Corner Connecting Point

Tour: Academic IT

The Board was taken on a tour of the Academic IT area in College of Business at this time.

Key Performance Outcomes

Board Exhibit 4 was the FY23 2nd Quarter Key Performance Outcomes. Included with the quarterly report was the FY23 Operational and Capital Contingency Account Status Reports, the Board Professional Development Account Status Report, the FY23 & Prior Year Capital Budget Status Report for items with a total cost of \$50,000 or greater.

Key Performance Outcomes will be discussed further at the March 8, 2023 Board meeting as it relates to Diversity, Equity, and Inclusion initiatives and strategic outcomes.

Presidential Search

Executive Session

Gerald Worrick made a motion to go into Executive Session in accordance with State Statute 19.85 (1)(c)¹ for the purpose of discussing the following item: 1. Personnel Issues - Status of the presidential search including candidacy updates.

Motion seconded by Jeff Rickaby.

Motion carried, with all voting "Aye" on roll call.

Following the Executive Session, Gerald Worrick moved to return to the regular order of business.

Motion seconded by Richard Stadelman.

Motion carried, with all voting "Aye" on roll call.

Next Board Meeting

The March 8, 2023 Board Meeting will be held at the NWTC Sturgeon Bay Campus.

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 February 15, 2023 Board meeting. (3:10 p.m.)

Motion seconded by Dustin Delsman.

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


Gerald Worrick, Board Secretary

3-8-23
Date

¹ (1) (c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.