



*Board of Trustees Meeting  
Minutes*

May 10, 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 May 10, 2023 NWTC Board of Trustees meeting to order and requested that roll call be taken at this time. (12:05 p.m.)

Present: Dave Mayer, Richard Stadelman, Gerald Worrick, Dustin Delsman, Carla Hedtke, Cathy Dworak, Kim Schanock

Absent: Jeff Rickaby, Ben Villarruel

Also Present: Tom Hinz, Terry Fulwiler, John Murphy, Joe Langer, Tanessa Klug, Layla Merrifield, Crystal Harrison, Natalie Magnin, Josh Wallschlaeger, Valarie Wunderlich, Meridith Jaeger, Dan Mincheff, Jennifer Flatt, Kathryn Rogalski, Sara Lam, Jeff Rafn, Janel Karban

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

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

**Foundation Update**

Tanessa Klug, Foundation Board President provided an update at this time. The Foundation achieved their goal of raising \$1 million two years in a row. The focus to them is students in the holistic view. This includes raising scholarship funds, food pantries, and a new focus on childcare.

The Brown County Golf Classic date will be announced soon. Goal is to raise approximately \$65k.

**Action Item: Janel Karban to connect with Tanessa Klug regarding community welcome for Dr. Kristen Raney.**

## District Board Update

Layla Merrifield, Executive Director, Wisconsin Technical College District Boards Association, provided an update at this time. The District Board is thinking creatively about a long-term direction on what they can bring to the association. The Board Officer election has been held. Those listed below will be installed in their new/returning offices at our July Quarterly Meeting in Appleton:

President: Chuck Bolstad (Southwest)  
Vice President: William Duncan (Gateway)  
Secretary/Treasurer: Paul Proulx (Northcentral)  
At-Large: Erin Greenawald (Chippewa Valley)  
Past President: Betty Bruski Mallek (Mid-State)

Spring 2023 meeting material: <https://districtboards.org/Spring23Materials.html>

The Ambassador Banquet occurred in the Wisconsin Dells. One student from each WTCS College received a scholarship from Baird. Several system board members attended.

Legislative: Positive feedback from legislators. WTCS has great representation and has received great feedback on the work the colleges have been doing.

## Student Senate

Joshua Wallschlaeger, Student Senate Officer, provided an update at this time. Going forward, the Student Senate name has been updated to the Student Leader Forum.

### **Wisconsin Student Government Updates:**

The most recent trip that was taken by the Wisconsin Student government advocates to Minocqua, Wisconsin. The mission of this trip was to speak with the Joint Finance Committee. Two of our students were able to travel to this event to raise continued awareness for OER (Open Education Resources) within the governmental system. They were met by a team from Nicolet Technical college upon their arrival and they gave presentations one after the other showing different aspects of why OER is a crucial piece of furthering education and why financing this is important.

### **NWTC updates:**

The global connections club hosted a camping excursion to Sturgeon Bay. This trip lasted 2 days. Regardless of the rainy conditions it was still an enjoyable trip that many of the students were able to participate in considering it allowed them to get an authentic Wisconsin experience to carry out the end of the year.

For Deca clubs' final event of the year, they were able to serve lunch to students from all over the school hosting around 300 students being served from the span of 11:00 – 1:00. This was a free lunch for students that included multiple nacho options as well as ice cream. There was also a build a smoothie event hosted in the commons as of recent by some other campus clubs. In this event students were able to make a smoothie and enjoy the "lovely spring weather."

On the topic of student involvement, they were able to host a trip to Milwaukee to see a Brewers game with high student turnout. During this trip many of the students were able to see a Brewers game for the first time at a generously discounted rate. The students also explored Milwaukee and some other attractions from this area.

On the topic of Business-oriented students, NWTC's two candidates from our business pitch event Jaden Lee, as well as Josh Wallschlaeger, were able to participate in the second-level pitch event hosted by Mid-State Technical College. At this event many business minds from various different campus' around the state were able to gather and students that qualified in the top two at their colleges were able to give their business presentations. This event went well with a

variety of food being served and many connections being formed throughout the college system. Josh Wallschlaeger was able to win first place in such competition following the achievement second place last year.

Student Senate name change - The student senate has changed their name from Student Senate to Student Leadership Forum. This is in hopes to bring out more student involvement and activity within the club from all around the school.

### Mission Moment

Meridith Jaeger, Vice President of College Advancement, shared a mission moment at this time relating to student scholarships and stories of students Foundation has helped to succeed.

### Executive Session

Dustin Delsman moved that the Board go into Executive Session in accordance with State Statute 19.85 (1) (c)<sup>1</sup> for the purpose of discussing the following items: 1. President's Performance Evaluation and Incoming President's Contract and Compensation.

Motion seconded by Richard Stadelman.

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

Gerald Worrick moved to temporarily return to the regular order of business due to timing.

Motion seconded by Richard Stadelman.

Gerald Worrick moved that the Board return to Executive Session in accordance with State Statute 19.85 (1) (c)<sup>2</sup> for the purpose of discussing the following items: 1. President's Performance Evaluation and Incoming President's Contract and Compensation.

Motion seconded by Dave Mayer.

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

Following the Executive Session, Dustin Delsman moved to return to the regular order of business.

Motion seconded by David Mayer.

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

### Action Items (Roll Call Vote)

### Bills

Detailed copies of the current disbursements for fiscal year 2023 for the month of April 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 3rd quarter Capital Expenditures report for items over \$50,000.

---

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

<sup>2</sup> (c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

David Mayer moved that the Board approve the April 2023 bills as presented and the certified 3rd quarter Capital Expenditures report for items over \$50,000.

Motion seconded by Richard Stadelman.

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

#### President’s Contract & Compensation

David Mayer moved that the Board approve the incoming President’s compensation, benefits, and contract as discussed in Executive Session to be effective June 25, 2023.

Motion seconded by Dustin Delsman.

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

#### Consent Agenda Items:

##### Minutes

The minutes of the April 12, 2023 Board meeting were sent to Board members prior to the May 10, 2023 Board meeting. It was recommended that Board approval be given for the April 12, 2023 Board meeting minutes.

##### Faculty – New Hire

Robbie Kumbier was the Selection Committee’s top choice for Electrical Power Distribution Instructor. Mr. Kumbier holds a Technical Diploma with High Honors in Electrical Power Distribution from Moraine Park Technical College. Since September 2019, Mr. Kumbier has been employed as the Electrical Power Distribution Lab Technician at Northeast Wisconsin Technical College. Prior to that, he was the Lead Lineman and Journeyman Lineman at New London Utilities. He has his CDL Driver’s License, First Aid/CPR Certification, and certifications in Electrical Power Distribution. Placement for this position would be at the level Faculty B, \$75,000. It was recommended that Board approval be given for the appointment listed above.

##### Faculty - Resignation

With regret, we accept the following resignation notice: Jennifer Brinker – Energy Management Technology Instructor, who has been with the College since December 15, 2014, and has announced her resignation effective May 18, 2023. It was recommended that Board approval be given for the resignation 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 2023 contracts pending Board approval is attached as Board Exhibit 2.

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 2.

David Mayer moved that the Board approve the consent agenda items as follows: April 12, 2023, Board meeting minutes, the appointment of Robbie Kumbier – Electrical Power Distribution Instructor, Jennifer Brinker – Energy Management Technology Instructor the resignation of and the contracts for services identified in Board Exhibit 2.

Motion seconded by Gerald Worrick.

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

## Reports

### Roundtable Discussion: Black, African, and African American Communities

Facilitated by Dr. Sara Lam, Vice President of Diversity, Equity, and Inclusion, the Board engaged in a roundtable discussion with members of the Black, African, and African American communities.

### Key Performance Outcomes

The end of 3<sup>rd</sup> quarter Key Performance Outcomes Status Report for Academic year 2023 was included with the Board packet as Board Exhibit 3 for review by the Board.

Included with the quarterly report are the FY 2023 Board Professional Development Account Status Report and the Operational and Capital Contingency Account Status Reports.

### President’s Report

#### A. Enrollment Activity

- Year over year, we are hovering around even. Working hard for next year to reenroll students.
- Texting campaigns are getting an 80% return rate in College of Business and General Studies
- New student enrollment is at a 3.5% increase
- Headcount is at a 4% increase
- New Student is up 2%

#### B. Legislative and Regulatory Issues (state & federal)

- Final decision for pay increases will be made soon which may be based on legislators.

#### C. 8-Week Advantage

- Numbers are still coming back strong. There are some courses that will be running 8-week or 16-week format.

#### D. Current Events

- Workday integration is getting near the go-live.
- Children’s Bell Garden opening at the Botanical Garden’s occurred on May 8, 2023.
- Car show occurred on May 7, 2023 and had a pre-pandemic turnout.
- NEW School of Innovation – Public signing on May 18, 2023.
- Shawano Regional Center has an outstanding land acknowledgement display put together along with the Menominee Nation with history of the 1800’s.

- Menominee High School 4x4 – four students earned their Associate Degree through NWTC.
- Oneida Nation Signing will occur in June.

### Board Member Professional Development Updates

No updates were given.

### Action Item

#### FY 2024 Budget Public Hearing

David Mayer made a motion to adjourn the regular session for the purpose of conducting a Public Hearing on the FY 2024 Budget for Northeast Wisconsin Technical College (4:00 p.m.).

Motion seconded by Dustin Delsman.

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

#### Public Hearing on the Fiscal Year 2024 Budget

In accordance with the requirements of Wisconsin Statutes, a Class I Legal Notice appeared in the official newspaper of the District giving notice that a Public Hearing on the Proposed Fiscal Year 2024 Budget would be held in the District Office of the Northeast Wisconsin Technical College at 2740 West Mason Street, Green Bay, Wisconsin 54307-9042, at 4:00 p.m. on Wednesday, May 10, 2023, for the purpose of giving members of the public an opportunity to express their views on the proposed FY 2024 budget.

A copy of the draft Fiscal Year 2024 Budget and Notice of Public Hearing was enclosed.

- Upon calls for interested parties to comment on the proposed FY 2024 Budget with no response, Chairman Mayer requested a motion to return to the regular order of business (4:05 p.m.)

Motion seconded by Dustin Delsman.

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

#### Adoption of the FY 2024 Budget

David Mayer moved that the board approve the FY 2024 Budget as presented in the budget document and summarized in Board Exhibit 4 or as amended.

Motion was seconded Gerald Worrick.

Motion carried, with the following votes on roll call:

Aye: Dave Mayer, Richard Stadelman, Gerald Worrick, Dustin Delsman, Carla Hedtke, Cathy Dworak, Kim Schanock

Nay: Carla Hedtke

**Next Board Meeting**

The June 14, 2023 Board meeting will be held in the District Boardroom on the Green Bay Campus located at 2740 West Mason Street, Green Bay, WI 54303.

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**

Gerald Worrick moved that the Board adjourn the May 10, 2023 Board meeting. (4:10 p.m.)

Motion seconded by David Mayer.

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

*Gerald M. Worrick*

---

Gerald Worrick, Board Secretary

June 14, 2023

---

Date

