

**District Board
Regular Meeting
Tuesday, March 19, 2024**

**WESTERN TECHNICAL COLLEGE
ADMINISTRATIVE CENTER, RM 408
111 SEVENTH STREET N
LA CROSSE, WI 54601**

District Board Members:

Lance Bagstad	Andrew Bosshard	Jim Dillin	Chet Doering	
Michelle Greendeer-Rave	Majel Hein	Kevin Hennessey	Angie Lawrence	Ken Peterson

District Board Regular Meeting | Open Session **2:00 p.m.**

District Board Regular Meeting | Closed Session **Immediately following open session**

The Board will convene into a closed session, pursuant to s.19.85(c) for the purpose of the President's evaluation. No action.

Any questions about the meeting should be directed to Jessica Pintz pintzj@westerntc.edu.

Western Technical College District Board Meeting Agenda Tuesday, March 19, 2024

Call to Order

March 19, 2024, meeting of the Western Technical College District Board and all other meetings of this Board are open to the public and in compliance with the state statutes. Notice of the meeting has been sent to the press to make the general public of Wisconsin aware of the meeting's time, place, and agenda.

Mission: Western Technical College provides relevant, high-quality education in a collaborative and sustainable environment that changes the lives of students and grows our communities.

Resolution of Commendation

1) Lee Cravens, Custodian, Residence Hall, Finance and Operations

Action **X**
Page 4

Topics:

INFORM: Student Government Update - Kari Reyburn, Margy Krogman, & SG Executives

INFORM: Achieving the Dream Update - Kari Reyburn

INFORM: Strategic Focus Area: Diversity, Equity, & Inclusion Update - Kari Reyburn & AJ Clauss

INFORM: Title III Grant Update - Brianne Shane

DISCUSS: Viroqua Community Space - Wade Hackbarth

TIFs and TIDs (new information only)

Break

Items to be removed from the consent agenda

Approve Consent Agenda

1) Minutes:

a) February 13, 2024, Meeting Minutes

Action **X**
Page 5

2) Financial Reports

a) Vendors Over \$2,500 - ending February 31, 2024

Page 6

b) General Revenue/Expense Report - ending Jan 31 & Feb 28, 2024

Page 8

c) Department Budget Summary - ending Jan 31 & Feb 28, 2024

Page 10

d) Enterprise Services Summary - ending Jan 31 & Feb 28, 2024

Page 14

e) Capital Projects Reports - ending February 31, 2024

Page 22

3) Project Submission and Acceptances 2023-24

a) Wisconsin Technical College System-Oral Health Grant FY2024

Page 25

4) Policies (Second Read)

a) D0105 Programming High School Non-Graduates under 18

Page 26

b) C0109-E0711 Name in Use Policy Page 27

c) D0401 Degrees Page 29

5) Personnel (Information Only)

a) Hires Page 30

i) Abisola Babatunde, Project Manager, Executive Offices

b) Retirements Page 31

i) Jody Jablonski, Benefits & HRIS Coordinator, Finance & Operations

c) Resignations Page 31

i) Ben Bierman, Conference Center & Food Service Manager, Finance & Operations

ii) Ty Madden, Custodian, Finance & Operations

Approve:

1) Private Sector Review

Action X

Page 32

President's Report

- Community and Media Connections
- Current Priorities
- 7-Weeks Update - Rebecca Hopkins
- ERP Update - Wade Hackbarth

District Board Chairperson's Report

- Board Business | Updates
- Board Events
- Plus Delta Feedback

Break

Closed Session

*The Board will convene into a closed session for the purpose of discussing **the President's evaluation** under the provisions of Wisconsin Statutes, Sec. 19.85 (1)(c). No action.*

Adjournment

Action x



Western Technical College

Resolution of Commendation to **Lee Cravens**

Whereas, Lee Cravens, Residence Hall custodian in the Finance and Operations Unit will retire from Western Technical College on March 22 after completing 40+ years of loyal and dedicated service to the students, staff, and the District Board of the Western Technical College District; and

Whereas, Lee has consistently exhibited an even-tempered and patient demeanor, providing a stable and calming influence within the Residence Hall; and

Whereas, he has demonstrated exceptional honesty and integrity, earning the trust and respect of colleagues, contractors, and students alike; and

Whereas, his unwavering dedication to understanding the needs of the Residence Hall community has positioned him as an individual with an innate ability to keep his finger on the pulse of student life;

Whereas, Lee has showcased remarkable skills in handling work orders and repair requests, displaying a keen ability to prioritize and address critical issues with a thoughtful and resourceful approach, maintaining a calm and controlled environment; and

Whereas, his leadership, friendship, and knowledge will be missed; therefore be it

Resolved, that the Board of the Western Technical College District hereby expresses its appreciation and gives a special commendation to Lee Cravens for his years of service and his commitment to excellence; and be it

Resolved, that the Western Technical College District Board, Administration, Faculty, Staff, and Students all wish Lee many happy and satisfying years in his retirement.

**Western
Technical College**

Roger Stanford, PhD, President/District Director

Ken Peterson, Chair

Adopted, approved, and recorded by the Western Technical College District Board on March 19, 2024

WESTERN TECHNICAL COLLEGE DISTRICT BOARD
Minutes of Regular Meeting
February 13, 2024

K. Peterson, Chair, called the Board of Western Technical College District meeting to order at 3:31 p.m. on Tuesday, February 13, 2024, at Western Technical College, Admin Center, 111 7th St. N., Rm 408, La Crosse, WI. Board members present: L. Bagstad, C. Doering III, M. Greendeer-Rave K. Hennessey, M. Hein, J. Dillin, A. Lawrence, K. Peterson, and R. Stanford, President. Excused: A. Bosshard,

Notice of the meeting was posted publicly on February 8, 2024, at 4:44 p.m., with the agenda being distributed to interested persons, sent to the district's official newspaper (The La Crosse Tribune), and distributed to other news media throughout the district in compliance with Wisconsin Statutes, Sections 19.81-19.98.

Others present: J. Pintz, W. Hackbarth, A. Thornton, R. Hopkins, J. Heath, T. Dryden, B. Shane, L. Wallace, E. Jacobson (Western employees)

Presentations included an enrollment update with the vice presidents and a review of the annual planning cycle with T. Dryden.

Motion Hennessey, second Bagstad, that the Western Technical College District Board approve the following consent items as presented: 1. Minutes - a. January 16, 2024, 2. Financial Reports: a. Vendors over \$2,500-Jan. b. Capital Projects-Jan. Votes: 7 Ayes, 0 Opposed, 1 Abstain: from Vendors over \$2,500. Motion carried.

Motion Bagstad, second Hennessey, Approval for 1. Parking lot expansion, Public Safety Facility, Sparta 2. Coleman Center Remodel, 3. Center for Innovation. Votes: 8 Ayes, 0 Opposed, 0 Abstain. Motion carried.

Presidents reported on recent events, including the visit from Governor Evers last week; he toured the Kumm Center; Kevin Dean guided the tour and shared with the Governor and his team all the great things we are doing here. This is the last meeting for chairperson Majel Hein; she is stepping down from her role on the board at this time. Aspen Award, we have been invited to interview with the evaluation team, and we are very excited to be selected as a finalist.

The District Board Chairperson shared upcoming DBA dates, March 22-23 at Nicolet, invited K. Hennessey to share his experience at the ACCT updates, and reminded them of Plus Delta feedback.

4:29 Motion Bagstad, second Hennessey, to move into closed session. No action was taken. Roll Call: L. Bagstad, yes; C. Doering III, yes; M. Greendeer-Rave, yes; M. Hein, yes; K. Hennessey, yes; A. Lawrence, yes; K. Peterson, yes. Motion carried.

4:52 p.m. Motion Hennessey, second Hein, that the Western Technical College District Board move back into open session and adjourn. Votes: Ayes, 8 Opposed, 0. Motion carried.

Jim Dillin, District Board Secretary

Western Technical College Vendor Payments Exceeding \$2500 February 29, 2024

<u>Vendor</u>	<u>Amount</u>	<u>Check #</u>
A Book Company LLC	\$ 15,645.75	5002847
A Book Company LLC	\$ 71,466.43	5002895
AST - Association of Surgical	\$ 3,705.00	5002749
Badger Environmental &	\$ 5,720.00	E0002178
Benedict Refrigeration Service	\$ 6,667.14	E0002271
Bernie J. Buchner, Inc.	\$ 3,410.04	E0002315
Cary Specialized Services, Inc	\$ 4,499.00	E0002277
CDW Govt #PT69090	\$ 3,580.02	PCARD
Charger AcquisitionCo, Inc.	\$ 3,223.85	E0002181
City of La Crosse	\$ 9,490.74	5002854
City of Sparta	\$ 7,107.77	5002754
Delta Dental	\$ 5,105.30	9000413
Delta Dental	\$ 6,013.50	9000396
Delta Dental	\$ 7,082.30	9000401
Delta Dental	\$ 11,618.23	9000409
DigiCopy, Inc.	\$ 3,436.23	E0002231
Duet Resource Group, Inc.	\$ 42,805.36	E0002280
Economic Modeling, LLC	\$ 11,800.00	E0002281
Epicosity LLC	\$ 40,407.85	E0002233
Fowler & Hammer, Inc.	\$ 22,671.75	E0002285
Gallup, Inc.	\$ 61,476.00	E0002320
Gaumard Scientific Company, In	\$ 67,612.65	E0002185
Gerke Excavating, Inc	\$ 3,787.50	E0002186
Great Rivers United Way Inc	\$ 9,772.94	5002902
Harter's Trash & Recycling, In	\$ 6,494.60	5002864
Herb Kohl Educational Foundati	\$ 5,902.15	5002867
High Forest Bobcat Service, In	\$ 3,407.63	E0002286
HSR Associates, Inc.	\$ 14,972.49	E0002287
Infosilem Inc.	\$ 18,376.09	5002868
J & K of La Crosse, Inc	\$ 11,293.54	E0002235
JAMF Software, LLC	\$ 3,519.00	E0002236
JMB & Associates, LLC	\$ 5,240.00	E0002237
Kiesler Police Supply, Inc	\$ 3,498.00	5002807
Kone Inc.	\$ 3,765.00	E0002291
Kratt Lumber Company	\$ 7,883.17	E0002292
Kreibich Landscaping	\$ 11,830.00	E0002293
Kwik Trip Inc & Subsidiaries	\$ 2,628.32	5002809
Kwik Trip Inc & Subsidiaries	\$ 6,075.00	5002870
La Crosse Mail & Print Solutio	\$ 10,000.00	5002810
La Crosse Medical Health Scien	\$ 7,274.00	5002811
La Crosse Medical Health Scien	\$ 58,710.50	5002906
La Crosse Medical Health Scien	\$ 117,103.54	5002812
LAB Midwest LLC	\$ 218,578.00	E0002294
Madison National Life Insuranc	\$ 4,894.62	5002873
Market & Johnson, Inc.	\$ 96,747.26	E0002297
Mltchell1	\$ 2,597.00	5002910
Mixed Reality Systems, Inc.	\$ 3,208.44	E0002299
Northcentral Technical College	\$ 2,520.14	5002913
Oriental Motor USA Corp	\$ 3,218.13	PCARD

<u>Vendor</u>	<u>Amount</u>	<u>Check #</u>
P & T Electric, Inc	\$ 3,556.18	E0002192
P & T Electric, Inc	\$ 7,796.03	E0002328
Patterson Dental Supply, Inc.	\$ 4,778.91	5002877
Pepsi-Cola Bottling Company of	\$ 4,555.02	E0002329
Performance Food Group, Inc.	\$ 4,637.37	5002775
Performance Food Group, Inc.	\$ 6,333.36	5002916
Performance Food Group, Inc.	\$ 7,373.26	5002823
Performance Food Group, Inc.	\$ 11,589.86	5002878
Point of Beginning, Inc.	\$ 2,842.00	E0002245
PT Welding & Driveshaft Repair	\$ 3,308.88	5002879
PT Welding & Driveshaft Repair	\$ 4,347.59	5002917
Riteway Bus Service, Inc.	\$ 2,740.70	E0002194
Riteway Bus Service, Inc.	\$ 4,214.13	E0002330
Robert Ferrilli LLC	\$ 23,190.20	E0002304
Scott R Klabunde	\$ 3,240.00	E0002311
Securian Financial Group, Inc.	\$ 19,089.21	E0002239
Sikich LLP	\$ 498,820.80	9000399
Spectrum	\$ 2,932.90	PCARD
The Change Companies	\$ 2,695.00	PCARD
TM Ticketmaster	\$ 2,623.29	PCARD
Transact Campus Inc	\$ 22,080.06	E0002336
Tri-State Carpets, Inc	\$ 3,957.00	5002782
U.S. Bank	\$ 80,875.63	9000412
United States Postal Service	\$ 4,000.00	5002784
WIN, LLC	\$ 4,789.99	E0002309
Wisconsin HEAB	\$ 12,118.00	5002892
Wisconsin Retirement System	\$ 370,619.58	9000416
Wolter, Inc.	\$ 5,820.40	E0002205
Xcel Energy	\$ 84,450.78	5002876
YWCA La Crosse, Inc.	\$ 6,250.00	E0002206



Western Technical College
General Fund/Special Revenue Funds
For the Seven Months Ending January 31, 2024

	Budget	Encumbrances	Current Month	YTD	% of YTD
	2024	2024	January	2024	to Budget
Revenue					
Local Taxes	12,117,962		12,085,692	12,080,657	99.69%
State Sources	25,420,982		346,340	5,506,925	21.66%
Program Fees	11,625,000		180,636	11,401,183	98.07%
Material Fees	415,300		5,297	454,354	109.40%
Other Student Fees	896,275		34,465	807,399	90.08%
Institutional Sources	5,674,700		296,225	1,600,105	28.20%
Federal Sources	1,171,377		-	574,727	49.06%
Total Revenues	57,321,596		12,948,655	32,425,350	56.57%
Expenditures					
Salaries	35,564,283		2,758,365	20,091,052	56.49%
Benefits	11,535,125		980,727	6,278,763	54.43%
Current Expenses	12,773,358	346,456	839,020	5,446,017	42.64%
Total Expenditures	59,872,766	346,456	4,578,112	31,815,832	53.14%
Net Revenue (Expenditures)	(2,551,170)	(346,456)	8,370,543	609,518	



Western Technical College
General Fund/Special Revenue Funds
For the Eighth Months Ending February 29, 2024

	Budget	Encumbrances	Current Month	YTD	% of YTD
	2024	2024	February	2024	to Budget
Revenue					
Local Taxes	12,117,962		822	12,081,479	99.70%
State Sources	25,420,982		17,248,435	22,913,791	90.14%
Program Fees	11,625,000		(22,095)	11,379,087	97.88%
Material Fees	415,300		279	454,634	109.47%
Other Student Fees	896,275		57,333	865,733	96.59%
Institutional Sources	5,674,700		2,380,633	3,984,410	70.21%
Federal Sources	1,171,377		138,039	823,682	70.32%
Total Revenues	57,321,596		19,803,446	52,502,816	91.59%
Expenditures					
Salaries	35,564,283		2,736,220	22,827,271	64.19%
Benefits	11,535,125		856,699	7,135,462	61.86%
Current Expenses	12,773,358	306,612	2,924,502	8,340,835	65.30%
Total Expenditures	59,872,766	306,612	6,517,421	38,303,568	63.97%
Net Revenue (Expenditures)	(2,551,170)	(306,612)	13,286,025	14,199,248	



Western Technical College
Department Summary Report
 For the Seven Months Ending January 31, 2024

Department	Budget	Encumbrances	Actual	Balance	% Used
<u>District Board/President</u>					
100 - District Board - Stanford, Roger	\$70,300.00		\$46,037.32	\$24,262.68	65.49%
150 - President - Stanford, Roger	679,833.00		390,666.37	289,166.63	57.47%
170 - Foundation and Alumni - Schreiner, Jacquelyn	519,940.00		295,400.82	224,539.18	56.81%
273 - Institutional Effectiveness - Dryden, Tracy	470,802.00		272,332.55	198,469.45	57.84%
275 - Institutional Research - Shane, Brianne	374,453.00	7,019.56	185,011.95	182,421.49	51.28%
430 - Grants Administration - Wallace, Liz	347,544.00		198,171.48	149,372.52	57.02%
Total District Board/President	2,462,872.00	7,019.56	1,387,620.49	1,068,231.95	56.63%
<u>Academic Affairs</u>					
200 - Academics - Hopkins, Rebecca	394,724.00		194,511.16	200,212.84	49.28%
210 - Business Division - Carr, Denise	3,049,584.00		1,779,989.84	1,269,594.16	58.37%
220 - Integrated Technologies Division - Gamer, Josh	5,803,880.00	6,238.00	3,116,761.63	2,680,880.37	53.81%
228 - BIS Academics (Apprenticeship) - Martin, Angie	396,828.00		238,123.72	158,704.28	60.01%
240 - Health and Public Safety Division - Dean, Kevin	1,006,113.00		577,468.09	428,644.91	57.40%
241 - Nursing - Miller, Chaudette	2,857,159.00		1,693,116.71	1,164,042.29	59.26%
242 - Allied Health - Jobe, Dean	1,421,135.00		837,489.79	583,645.21	58.93%
243 - Public Safety Services - Dean, Kevin	1,768,034.00	6,870.60	1,009,721.41	751,441.99	57.50%
244 - Health Education - Jimenez, Juan	1,579,322.00		906,138.81	673,183.19	57.38%
250 - General Studies - Gillette, John	3,337,863.00		1,911,211.50	1,426,651.50	57.26%
251 - Learning Commons - Moffler-Daykin, Kirsten	514,686.00		263,803.00	250,883.00	51.26%
270 - Academic Excellence, Educ & Human Srv - Cooksey, Nicole	1,605,384.00		926,161.87	679,222.13	57.69%
Total Academic Affairs	23,734,712.00	13,108.60	13,454,497.53	10,267,105.87	56.74%
<u>Student Services and Engagement</u>					
279 - Regional Learning Centers-Operations - Hether, Deb	686,613.00		391,658.73	294,954.27	57.04%
300 - Student Development and Success - Thornton, Amy	250,933.00		129,140.23	121,792.77	51.46%
310 - Learner Support and Transition - Church-Hoffman, Mandy	3,235,179.00		1,781,901.67	1,453,277.33	55.08%
314 - Enrollment Services - Hether, Deb	326,060.00		184,257.29	141,802.71	56.51%
317 - College Connections - Kiel, Mac	373,499.00		203,096.37	170,402.63	54.38%
331 - Counseling and Disability Services - BrandauHynek, Ann	576,495.00		330,763.03	245,731.97	57.37%
334 - College Advising - McCann, Micahmarie	848,911.00		495,814.92	353,096.08	58.41%
335 - Career Services - Janssen, Grace	268,947.00		158,790.84	110,156.16	59.04%
336 - Veteran Services - Helgeson, Jackie	287,635.00		168,985.44	118,649.56	58.75%
341 - Campus Community Safety - Schuster, Chris	551,985.00		325,677.96	226,307.04	59.00%
351 - K-12 Partnerships - Mezera, Isaac	206,012.00		118,867.34	87,144.66	57.70%
352 - Financial Aid - Grandall, Jerolyn	536,550.00		320,754.46	215,795.54	59.78%
355 - Registrar/SIS - Thomas, Lyndsey	496,096.00		287,137.96	208,958.04	57.88%
410 - Marketing, Communications & Legislative Advocacy - Lemon, Ju	1,411,919.00	113,807.96	851,433.69	446,677.35	68.36%
440 - Outreach & Admissions - Locy, Caitlin	766,931.00		445,691.75	321,239.25	58.11%
445 - Student Life, Equity and Engagement - Reyburn, Kari	583,664.00		311,894.58	271,769.42	53.44%
Total Student Services and Engagement	11,407,429.00	113,807.96	6,505,866.26	4,787,754.78	58.03%



Western Technical College
Department Summary Report
 For the Seven Months Ending January 31, 2024

Department	Budget	Encumbrances	Actual	Balance	% Used
<u>Finance and Operations</u>					
280 - Business and Industry Services - Martin, Angie	5,125,777.00	21.56	960,071.68	4,165,683.76	18.73%
500 - Finance and Operations Admin - Hackbarth, Wade	377,091.00		197,991.72	179,099.28	52.51%
502 - Lunda Center - Murphy, Dan	276,705.00		152,387.27	124,317.73	55.07%
504 - Sustainability-Development - Meehan, Casey	140,616.00		80,877.60	59,738.40	57.52%
510 - Business Services - Otto, De Anne	322,096.00		192,436.90	129,659.10	59.75%
515 - Cashier's Office - Draskowski, Lisa	535,855.00		303,016.41	232,838.59	56.55%
520 - Information Services - Pierce, Joan	3,037,554.00	68,456.93	1,818,055.24	1,151,041.83	62.11%
530 - Human Resources - Heath, John	1,003,850.00		556,720.87	447,129.13	55.46%
535 - Professional Development - Kettner-Sieber, Jackie	271,851.00		137,677.18	134,173.82	50.64%
536 - Wellness Program - Monroe, Ryan	43,373.00		24,301.99	19,071.01	56.03%
540 - Physical Plant - McCurdy, Gene	813,027.00	14,336.17	422,638.45	376,052.38	53.75%
541 - Facilities Operations - Haun, Brian	1,754,085.00	19,334.53	880,879.66	853,870.81	51.32%
545 - Custodial Services - Dahl, Julie	2,180,299.00		1,148,844.92	1,031,454.08	52.69%
550 - Controller - Heit, Christina	1,397,142.00	14,160.00	624,442.09	758,539.91	45.71%
Total Finance and Operations	17,279,321.00	116,309.19	7,500,341.98	9,662,669.83	44.08%
<u>Budget Freezes and Other Expenses</u>					
551 - Budget Freezes - Heit, Christina	767,961.00			767,961.00	0.00%
552 - Reserve Fund Balance - Hackbarth, Wade	1,148,875.00	54,205.50	820,909.82	273,759.68	76.17%
Total Budget Freezes and Other Expenses	1,916,836.00	54,205.50	820,909.82	1,041,720.68	45.65%
<u>Federal Grants</u>					
700 - Federal Grants - Various	1,908,643.00	6,620.00	1,274,836.57	627,186.43	67.14%
Total Federal Grants	1,908,643.00	6,620.00	1,274,836.57	627,186.43	67.14%
<u>State and Private Grants</u>					
800-999 - State and Private Grants - Various	1,162,953.00	35,385.00	525,303.11	602,264.89	48.21%
Total State and Private Grants	1,162,953.00	35,385.00	525,303.11	602,264.89	48.21%
Total	59,872,766.00	346,455.81	31,469,375.76	28,056,934.43	53.14%



Western Technical College
Department Summary Report
 For the Eight Months Ending February 29, 2024

Department	Budget	Encumbrances	Actual	Balance	% Used
<u>District Board/President</u>					
100 - District Board - Stanford, Roger	\$70,300.00		\$46,988.17	\$23,311.83	66.84%
150 - President - Stanford, Roger	679,833.00		443,095.75	236,737.25	65.18%
170 - Foundation and Alumni - Schreiner, Jacquelyn	519,940.00		335,915.49	184,024.51	64.61%
273 - Institutional Effectiveness - Dryden, Tracy	470,802.00		311,624.05	159,177.95	66.19%
275 - Institutional Research - Shane, Brianne	374,453.00	7,019.56	228,249.06	139,184.38	62.83%
430 - Grants Administration - Wallace, Liz	347,544.00		226,962.31	120,581.69	65.30%
Total District Board/President	2,462,872.00	7,019.56	1,592,834.83	863,017.61	64.96%
<u>Academic Affairs</u>					
200 - Academics - Hopkins, Rebecca	394,724.00		219,004.17	175,719.83	55.48%
210 - Business Division - Carr, Denise	3,049,584.00		2,022,271.05	1,027,312.95	66.31%
220 - Integrated Technologies Division - Gamer, Josh	5,803,880.00	2,850.00	3,576,393.19	2,224,636.81	61.67%
228 - BIS Academics (Apprenticeship) - Martin, Angie	396,828.00		237,290.48	159,537.52	59.80%
240 - Health and Public Safety Division - Dean, Kevin	1,006,113.00	3,927.34	653,959.64	348,226.02	65.39%
241 - Nursing - Miller, Chaudette	2,857,159.00		1,921,055.57	936,103.43	67.24%
242 - Allied Health - Jobe, Dean	1,421,135.00		957,562.67	463,572.33	67.38%
243 - Public Safety Services - Dean, Kevin	1,768,034.00	3,372.60	1,144,052.06	620,609.34	64.90%
244 - Health Education - Jimenez, Juan	1,579,322.00		1,030,511.74	548,810.26	65.25%
250 - General Studies - Gillette, John	3,337,863.00		2,167,431.41	1,170,431.59	64.93%
251 - Learning Commons - Moffler-Daykin, Kirsten	514,686.00		300,760.34	213,925.66	58.44%
270 - Academic Excellence, Educ & Human Srv - Cooksey, Nicole	1,605,384.00		1,053,830.52	551,553.48	65.64%
Total Academic Affairs	23,734,712.00	10,149.94	15,284,122.84	8,440,439.22	64.44%
<u>Student Services and Engagement</u>					
279 - Regional Learning Centers-Operations - Hether, Deb	686,613.00		443,916.01	242,696.99	64.65%
300 - Student Development and Success - Thornton, Amy	250,933.00		149,490.20	101,442.80	59.57%
310 - Learner Support and Transition - Church-Hoffman, Mandy	3,235,179.00		2,075,329.57	1,159,849.43	64.15%
314 - Enrollment Services - Hether, Deb	326,060.00		210,070.23	115,989.77	64.43%
317 - College Connections - Kiel, Mac	373,499.00		230,742.37	142,756.63	61.78%
331 - Counseling and Disability Services - BrandauHynek, Ann	576,495.00		376,724.73	199,770.27	65.35%
334 - College Advising - McCann, Micahmarie	848,911.00		562,147.41	286,763.59	66.22%
335 - Career Services - Janssen, Grace	268,947.00		182,700.22	86,246.78	67.93%
336 - Veteran Services - Helgeson, Jackie	287,635.00		194,521.83	93,113.17	67.63%
341 - Campus Community Safety - Schuster, Chris	551,985.00		362,554.42	189,430.58	65.68%
351 - K-12 Partnerships - Mezera, Isaac	206,012.00		135,571.72	70,440.28	65.81%
352 - Financial Aid - Grandall, Jerolyn	536,550.00		364,358.75	172,191.25	67.91%
355 - Registrar/SIS - Thomas, Lyndsey	496,096.00		328,105.73	167,990.27	66.14%
410 - Marketing, Communications & Legislative Advocacy - Lemon, Ju	1,411,919.00	112,028.62	948,933.03	350,957.35	75.14%
440 - Outreach & Admissions - Locy, Caitlin	766,931.00		506,481.47	260,449.53	66.04%
445 - Student Life, Equity and Engagement - Reyburn, Kari	583,664.00		355,843.84	227,820.16	60.97%
Total Student Services and Engagement	11,407,429.00	112,028.62	7,427,491.53	3,867,908.85	66.09%



Western Technical College
Department Summary Report
 For the Eight Months Ending February 29, 2024

Department	Budget	Encumbrances	Actual	Balance	% Used
<u>Finance and Operations</u>					
280 - Business and Industry Services - Martin, Angie	5,125,777.00	10,498.02	3,324,992.99	1,790,285.99	65.07%
500 - Finance and Operations Admin - Hackbarth, Wade	377,091.00		224,965.90	152,125.10	59.66%
502 - Lunda Center - Murphy, Dan	276,705.00		176,083.46	100,621.54	63.64%
504 - Sustainability-Development - Meehan, Casey	140,616.00		91,234.84	49,381.16	64.88%
510 - Business Services - Otto, De Anne	322,096.00		217,987.09	104,108.91	67.68%
515 - Cashier's Office - Draskowski, Lisa	535,855.00		350,010.56	185,844.44	65.32%
520 - Information Services - Pierce, Joan	3,037,554.00	7,110.25	2,051,947.76	978,495.99	67.79%
530 - Human Resources - Heath, John	1,003,850.00		619,602.95	384,247.05	61.72%
535 - Professional Development - Kettner-Sieber, Jackie	271,851.00		150,413.43	121,437.57	55.33%
536 - Wellness Program - Monroe, Ryan	43,373.00		27,544.26	15,828.74	63.51%
540 - Physical Plant - McCurdy, Gene	813,027.00	11,096.17	584,527.68	217,403.15	73.26%
541 - Facilities Operations - Haun, Brian	1,754,085.00	34,038.55	1,036,376.93	683,669.52	61.02%
545 - Custodial Services - Dahl, Julie	2,180,299.00		1,310,857.59	869,441.41	60.12%
550 - Controller - Heit, Christina	1,397,142.00	14,160.00	557,545.09	825,436.91	40.92%
Total Finance and Operations	17,279,321.00	76,902.99	10,724,090.53	6,478,327.48	62.51%
<u>Budget Freezes and Other Expenses</u>					
551 - Budget Freezes - Heit, Christina	767,961.00			767,961.00	0.00%
552 - Reserve Fund Balance - Hackbarth, Wade	1,148,875.00	54,205.50	858,655.49	236,014.01	79.46%
Total Budget Freezes and Other Expenses	1,916,836.00	54,205.50	858,655.49	1,003,975.01	47.62%
<u>Federal Grants</u>					
700 - Federal Grants - Various	1,908,643.00	6,620.00	1,439,209.78	462,813.22	75.75%
Total Federal Grants	1,908,643.00	6,620.00	1,439,209.78	462,813.22	75.75%
<u>State and Private Grants</u>					
800-999 - State and Private Grants - Various	1,162,953.00	39,685.00	670,551.59	452,716.41	61.07%
Total State and Private Grants	1,162,953.00	39,685.00	670,551.59	452,716.41	61.07%
Total	59,872,766.00	306,611.61	37,996,956.59	21,569,197.80	63.97%



Western Technical College
Enterprise Fund Board Report
 For the Seven Months Ending January 31, 2024

	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023	YTD Prior Yr 2023	Fiscal Yr-YTD 2024	Budget 2024
ENTERPRISE TOTAL						
Total Revenue	\$4,511,414	\$4,467,891	\$3,893,838	\$2,729,471	\$1,681,025	\$2,708,364
Expenses						
Salaries	\$689,323	\$911,467	\$1,002,612	\$592,459	\$580,986	\$892,661
Fringe Benefits	\$294,639	\$310,324	\$302,823	\$182,738	\$168,728	\$282,960
Cost of Goods Sold	\$1,435,961	\$1,519,491	\$1,659,516	\$1,139,597	\$329,547	\$637,000
Depreciation and Interest Expense	\$981,143	\$970,850	\$930,096	\$529,390	\$529,435	\$900,400
All Other Expenses	\$333,468	\$351,664	\$436,509	\$264,732	\$213,527	\$407,250
Total Expenses	\$3,734,534	\$4,063,795	\$4,331,556	\$2,708,916	\$1,822,223	\$3,120,271
Enterprise Profit/(Loss)	\$776,880	\$404,097	(\$437,718)	\$20,555	(\$141,198)	(\$411,907)

CAMPUS SHOP

Revenue						
Book Sales	\$1,193,125	\$1,081,518	\$924,920	\$845,523	\$0	\$0
Supply Sales	\$180,403	\$233,977	\$206,559	\$171,454	\$63,054	\$230,000
Commission Revenue	\$0	\$0	\$2,000	\$0	\$61,595	\$82,500
Other Revenue	\$1,203	\$3,177	\$70,452	\$25,689	\$92,547	\$9,000
Emergency Relief Funds-Institutional	\$682,342	\$654,242	\$126,521	\$126,521	\$0	\$0
Total Revenue	\$2,057,073	\$1,972,914	\$1,330,452	\$1,169,187	\$217,196	\$321,500
Expenses						
Salaries	\$207,222	\$200,398	\$181,354	\$106,970	\$64,797	\$104,890
Fringe Benefits	\$70,072	\$64,970	\$54,968	\$32,150	\$19,939	\$31,610
Cost of Goods Sold	\$1,225,591	\$1,133,019	\$1,184,308	\$852,137	\$38,837	\$161,000
Depreciation Expense	\$10,031	\$10,031	\$5,015	\$2,975	\$0	\$0
Other Expenses	\$66,118	\$54,333	\$66,560	\$56,129	\$4,906	\$24,000
Total Expenses	\$1,579,034	\$1,462,751	\$1,492,205	\$1,050,361	\$128,479	\$321,500
Profit/(Loss)	\$478,040	\$510,163	(\$161,753)	\$118,826	\$88,717	\$0

Western Technical College
Enterprise Fund Board Report
For the Seven Months Ending January 31, 2024

	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023	YTD Prior Yr 2023	Fiscal Yr-YTD 2024	Budget 2024
UNION MARKET						
Revenue						
Union Market Sales	\$69,219	\$286,185	\$371,576	\$219,605	\$231,672	\$368,500
Meal Plan-Residence Hall Sales	\$72,493	\$181,451	\$226,764	\$143,907	\$139,481	\$200,000
Catering Revenue	\$7,130	\$124,631	\$222,434	\$122,513	\$116,436	\$180,000
Other Revenue	\$796	\$2,315	\$1,419	\$1,419	\$0	\$2,000
Emergency Relief Funds-Institutional	\$780,816	\$349,715	\$57,266	\$57,266	\$0	\$0
Total Revenue	\$930,454	\$944,297	\$879,459	\$544,710	\$487,589	\$750,500
Expenses						
Salaries	\$321,786	\$515,374	\$606,844	\$357,614	\$379,467	\$555,439
Fringe Benefits	\$145,643	\$166,200	\$177,261	\$106,940	\$106,489	\$173,046
Cost of Goods Sold	\$92,790	\$339,096	\$416,668	\$253,984	\$268,071	\$420,000
Depreciation Expense	\$2,344	\$2,759	\$2,759	\$1,631	\$1,631	\$2,800
Other Expenses	\$28,162	\$64,116	\$85,185	\$46,804	\$51,898	\$77,500
Total Expenses	\$590,724	\$1,087,545	\$1,288,717	\$766,973	\$807,556	\$1,228,785
Profit/(Loss)	\$339,729	(\$143,248)	(\$409,258)	(\$222,263)	(\$319,967)	(\$478,285)

DAY CARE CENTER

Revenue

Facilities Rental Income	\$47,807	\$47,807	\$47,807	\$27,887	\$27,887	\$48,000
Other Revenue	\$319	\$474	\$7,640	\$2,913	\$7,904	\$3,000
Total Revenue	\$48,126	\$48,281	\$55,447	\$30,800	\$35,791	\$51,000

Expenses

Other Expenses	\$19,525	\$30,865	\$17,391	\$9,078	\$9,140	\$26,000
Total Expenses	\$19,525	\$30,865	\$17,391	\$9,078	\$9,140	\$26,000
Profit/(Loss)	\$28,601	\$17,416	\$38,056	\$21,722	\$26,651	\$25,000

**Western Technical College
Enterprise Fund Board Report
For the Seven Months Ending January 31, 2024**

	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023	YTD Prior Yr 2023	Fiscal Yr-YTD 2024	Budget 2024
WELLNESS CENTER						
Revenue						
Memberships Fees	\$502	\$12,902	\$11,869	\$7,838	\$7,891	\$12,000
Student Govt Support	\$155,996	\$158,700	\$163,641	\$95,534	\$96,460	\$165,364
Other Revenue	\$1,544	\$12,877	\$9,156	\$4,717	\$9,317	\$5,000
Emergency Relief Funds-Institutional	\$64,807	\$12,653	\$1,967	\$1,967	\$0	\$0
Total Revenue	\$222,849	\$197,132	\$186,633	\$110,056	\$113,668	\$182,364
Expenses						
Salaries	\$77,396	\$106,099	\$98,471	\$60,790	\$61,388	\$99,512
Fringe Benefits	\$44,440	\$45,064	\$36,407	\$23,400	\$19,962	\$33,442
Depreciation Expense	\$3,270	\$3,975	\$4,378	\$2,219	\$1,575	\$2,700
Other Expenses	\$47,262	\$22,182	\$25,059	\$18,670	\$15,320	\$18,200
Total Expenses	\$172,368	\$177,319	\$164,315	\$105,079	\$98,245	\$153,854
Profit/(Loss)	\$50,481	\$19,812	\$22,318	\$4,977	\$15,423	\$28,510

PC RESALE

Revenue

Resale Receipts	\$225,840	\$152,459	\$174,145	\$125,983	\$81,158	\$175,000
Emergency Relief Funds-Institutional	\$4,385	\$526	\$0	\$0	\$0	\$0
Total Revenue	\$230,225	\$152,985	\$174,145	\$125,983	\$81,158	\$175,000

Expenses

Salaries	\$36,290	\$37,286	\$36,424	\$20,904	\$22,373	\$38,505
Fringe Benefits	\$18,053	\$17,971	\$11,828	\$6,865	\$7,234	\$12,390
Cost of Goods Sold	\$117,580	\$47,376	\$58,540	\$33,476	\$22,639	\$56,000
Other Expenses	\$16,408	\$7,673	\$29,583	\$18,261	\$15,477	\$28,550
Total Expenses	\$188,331	\$110,307	\$136,375	\$79,506	\$67,723	\$135,445

Profit/(Loss)

\$41,893	\$42,679	\$37,770	\$46,477	\$13,435	\$39,555
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VENDING

Revenue

Commissions	\$5,770	\$10,604	\$18,735	\$10,077	\$8,493	\$20,000
Other Revenue	\$255	\$351	\$4,921	\$1,980	\$4,284	\$1,000
Emergency Relief Funds-Institutional	\$18,857	\$14,174	\$2,633	\$2,633	\$0	\$0
Total Revenue	\$24,882	\$25,129	\$26,289	\$14,690	\$12,777	\$21,000

Expenses

Vending Expenses	\$11,488	\$26,465	\$45,529	\$28,768	\$20,028	\$40,000
Vending Expenses-Student Use	\$200	\$0	\$50	\$0	\$3,000	\$10,000
Total Expenses	\$11,688	\$26,465	\$45,579	\$28,768	\$23,028	\$50,000

Profit/(Loss)

\$13,194	(\$1,336)	(\$19,290)	(\$14,078)	(\$10,251)	(\$29,000)
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Western Technical College
Enterprise Fund Board Report
For the Seven Months Ending January 31, 2024

	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023	YTD Prior Yr 2023	Fiscal Yr-YTD 2024	Budget 2024
RESIDENCE HALL						
Revenue						
Dorm Rent	\$381,611	\$963,416	\$1,122,794	\$663,174	\$650,163	\$1,132,950
App Fees & Deposit Forfeitures	\$7,573	\$18,090	\$21,529	\$9,354	\$2,800	\$20,000
Cost Reimbursements-Parking	(\$290)	\$24,551	\$28,589	\$28,759	\$26,802	\$28,000
Emergency Relief Funds-Institutional	\$593,271	\$114,960	\$9,719	\$9,719	\$0	\$0
Other Revenue	\$14,840	\$1,748	\$54,261	\$20,401	\$50,443	\$22,000
Total Revenue	\$997,005	\$1,122,765	\$1,236,892	\$731,407	\$730,208	\$1,202,950
Expenses						
Salaries	\$46,628	\$52,310	\$79,519	\$46,181	\$52,961	\$94,315
Fringe Benefits	\$16,432	\$16,119	\$22,359	\$13,383	\$15,104	\$32,472
Interest Expense	\$560,557	\$549,144	\$539,666	\$307,546	\$316,635	\$535,600
Utilities	\$75,584	\$92,229	\$92,583	\$43,580	\$38,583	\$98,000
Depreciation Expense	\$393,370	\$393,370	\$366,707	\$208,250	\$202,825	\$347,700
Other Expenses	\$68,721	\$53,801	\$74,569	\$43,442	\$55,175	\$85,000
Total Expenses	\$1,161,292	\$1,156,973	\$1,175,403	\$662,382	\$681,283	\$1,193,087
Profit/(Loss)	(\$164,286)	(\$34,208)	\$61,489	\$69,025	\$48,925	\$9,863

TOMAH JOB CENTER

Revenue

Facilities Rental Income	\$799	\$4,389	\$4,521	\$2,638	\$2,638	\$4,050
Total Revenue	\$799	\$4,389	\$4,521	\$2,638	\$2,638	\$4,050

Expenses

Depreciation Expense	\$11,571	\$11,571	\$11,571	\$6,769	\$6,769	\$11,600
Total Expenses	\$11,571	\$11,571	\$11,571	\$6,769	\$6,769	\$11,600

Profit/(Loss)

Profit/(Loss)	(\$10,772)	(\$7,182)	(\$7,050)	(\$4,131)	(\$4,131)	(\$7,550)
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Western Technical College
Enterprise Fund Board Report
 For the Eight Months Ending February 29, 2024

	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023	YTD Prior Yr 2023	Fiscal Yr-YTD 2024	Budget 2024
ENTERPRISE TOTAL						
Total Revenue	\$4,511,414	\$4,467,891	\$3,893,838	\$2,976,573	\$1,932,045	\$2,708,364
Expenses						
Salaries	\$689,323	\$911,467	\$1,002,612	\$682,096	\$674,609	\$892,661
Fringe Benefits	\$294,639	\$310,324	\$302,823	\$207,382	\$194,408	\$282,960
Cost of Goods Sold	\$1,435,961	\$1,519,491	\$1,659,516	\$1,192,224	\$391,237	\$637,000
Depreciation and Interest Expense	\$981,143	\$970,850	\$930,096	\$605,196	\$603,972	\$900,400
All Other Expenses	\$333,468	\$351,664	\$436,509	\$302,014	\$245,419	\$407,250
Total Expenses	\$3,734,534	\$4,063,795	\$4,331,556	\$2,988,912	\$2,109,645	\$3,120,271
Enterprise Profit/(Loss)	\$776,880	\$404,097	(\$437,718)	(\$12,339)	(\$177,600)	(\$411,907)

CAMPUS SHOP

Revenue						
Book Sales	\$1,193,125	\$1,081,518	\$924,920	\$864,022	\$0	\$0
Supply Sales	\$180,403	\$233,977	\$206,559	\$182,509	\$69,860	\$230,000
Commission Revenue	\$0	\$0	\$2,000	\$0	\$62,387	\$82,500
Other Revenue	\$1,203	\$3,177	\$70,452	\$29,200	\$87,865	\$9,000
Emergency Relief Funds-Institutional	\$682,342	\$654,242	\$126,521	\$126,521	\$0	\$0
Total Revenue	\$2,057,073	\$1,972,914	\$1,330,452	\$1,202,252	\$220,112	\$321,500
Expenses						
Salaries	\$207,222	\$200,398	\$181,354	\$121,046	\$74,370	\$104,890
Fringe Benefits	\$70,072	\$64,970	\$54,968	\$36,567	\$22,734	\$31,610
Cost of Goods Sold	\$1,225,591	\$1,133,019	\$1,184,308	\$860,067	\$45,158	\$161,000
Depreciation Expense	\$10,031	\$10,031	\$5,015	\$3,400	\$0	\$0
Other Expenses	\$66,118	\$54,333	\$66,560	\$63,107	\$6,692	\$24,000
Total Expenses	\$1,579,034	\$1,462,751	\$1,492,205	\$1,084,187	\$148,954	\$321,500
Profit/(Loss)	\$478,040	\$510,163	(\$161,753)	\$118,065	\$71,158	\$0

Western Technical College
Enterprise Fund Board Report
For the Eight Months Ending February 29, 2024

	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023	YTD Prior Yr 2023	Fiscal Yr-YTD 2024	Budget 2024
UNION MARKET						
Revenue						
Union Market Sales	\$69,219	\$286,185	\$371,576	\$253,984	\$298,799	\$368,500
Meal Plan-Residence Hall Sales	\$72,493	\$181,451	\$226,764	\$169,155	\$163,938	\$200,000
Catering Revenue	\$7,130	\$124,631	\$222,434	\$136,265	\$134,566	\$180,000
Other Revenue	\$796	\$2,315	\$1,419	\$1,419	\$0	\$2,000
Emergency Relief Funds-Institutional	\$780,816	\$349,715	\$57,266	\$57,266	\$0	\$0
Total Revenue	\$930,454	\$944,297	\$879,459	\$618,089	\$597,303	\$750,500
Expenses						
Salaries	\$321,786	\$515,374	\$606,844	\$413,250	\$443,777	\$555,439
Fringe Benefits	\$145,643	\$166,200	\$177,261	\$121,420	\$123,304	\$173,046
Cost of Goods Sold	\$92,790	\$339,096	\$416,668	\$293,868	\$318,896	\$420,000
Depreciation Expense	\$2,344	\$2,759	\$2,759	\$1,864	\$1,864	\$2,800
Other Expenses	\$28,162	\$64,116	\$85,185	\$52,464	\$60,771	\$77,500
Total Expenses	\$590,724	\$1,087,545	\$1,288,717	\$882,866	\$948,612	\$1,228,785
Profit/(Loss)	\$339,729	(\$143,248)	(\$409,258)	(\$264,777)	(\$351,309)	(\$478,285)

DAY CARE CENTER

Revenue

Facilities Rental Income	\$47,807	\$47,807	\$47,807	\$31,871	\$31,871	\$48,000
Other Revenue	\$319	\$474	\$7,640	\$3,281	\$8,578	\$3,000
Total Revenue	\$48,126	\$48,281	\$55,447	\$35,152	\$40,449	\$51,000

Expenses

Other Expenses	\$19,525	\$30,865	\$17,391	\$11,509	\$11,582	\$26,000
Total Expenses	\$19,525	\$30,865	\$17,391	\$11,509	\$11,582	\$26,000
Profit/(Loss)	\$28,601	\$17,416	\$38,056	\$23,643	\$28,867	\$25,000

Western Technical College
Enterprise Fund Board Report
For the Eight Months Ending February 29, 2024

	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023	YTD Prior Yr 2023	Fiscal Yr-YTD 2024	Budget 2024
WELLNESS CENTER						
Revenue						
Memberships Fees	\$502	\$12,902	\$11,869	\$9,679	\$9,620	\$12,000
Student Govt Support	\$155,996	\$158,700	\$163,641	\$109,156	\$110,240	\$165,364
Other Revenue	\$1,544	\$12,877	\$9,156	\$5,190	\$9,981	\$5,000
Emergency Relief Funds-Institutional	\$64,807	\$12,653	\$1,967	\$1,967	\$0	\$0
Total Revenue	\$222,849	\$197,132	\$186,633	\$125,992	\$129,841	\$182,364
Expenses						
Salaries	\$77,396	\$106,099	\$98,471	\$69,799	\$70,489	\$99,512
Fringe Benefits	\$44,440	\$45,064	\$36,407	\$26,148	\$22,757	\$33,442
Depreciation Expense	\$3,270	\$3,975	\$4,378	\$2,536	\$1,800	\$2,700
Other Expenses	\$47,262	\$22,182	\$25,059	\$20,659	\$15,967	\$18,200
Total Expenses	\$172,368	\$177,319	\$164,315	\$119,142	\$111,013	\$153,854
Profit/(Loss)	\$50,481	\$19,812	\$22,318	\$6,850	\$18,828	\$28,510

PC RESALE

Revenue

Resale Receipts	\$225,840	\$152,459	\$174,145	\$145,389	\$96,649	\$175,000
Emergency Relief Funds-Institutional	\$4,385	\$526	\$0	\$0	\$0	\$0
Total Revenue	\$230,225	\$152,985	\$174,145	\$145,389	\$96,649	\$175,000

Expenses

Salaries	\$36,290	\$37,286	\$36,424	\$24,008	\$25,570	\$38,505
Fringe Benefits	\$18,053	\$17,971	\$11,828	\$7,857	\$8,250	\$12,390
Cost of Goods Sold	\$117,580	\$47,376	\$58,540	\$38,289	\$27,183	\$56,000
Other Expenses	\$16,408	\$7,673	\$29,583	\$22,591	\$17,822	\$28,550
Total Expenses	\$188,331	\$110,307	\$136,375	\$92,745	\$78,825	\$135,445

Profit/(Loss)

\$41,893	\$42,679	\$37,770	\$52,644	\$17,824	\$39,555
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VENDING

Revenue

Commissions	\$5,770	\$10,604	\$18,735	\$10,604	\$8,986	\$20,000
Other Revenue	\$255	\$351	\$4,921	\$2,215	\$4,614	\$1,000
Emergency Relief Funds-Institutional	\$18,857	\$14,174	\$2,633	\$2,633	\$0	\$0
Total Revenue	\$24,882	\$25,129	\$26,289	\$15,452	\$13,600	\$21,000

Expenses

Vending Expenses	\$11,488	\$26,465	\$45,529	\$32,583	\$23,761	\$40,000
Vending Expenses-Student Use	\$200	\$0	\$50	\$0	\$3,000	\$10,000
Total Expenses	\$11,688	\$26,465	\$45,579	\$32,583	\$26,761	\$50,000

Profit/(Loss)

\$13,194	(\$1,336)	(\$19,290)	(\$17,131)	(\$13,161)	(\$29,000)
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Western Technical College
Enterprise Fund Board Report
 For the Eight Months Ending February 29, 2024

	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023	YTD Prior Yr 2023	Fiscal Yr-YTD 2024	Budget 2024
RESIDENCE HALL						
Revenue						
Dorm Rent	\$381,611	\$963,416	\$1,122,794	\$757,224	\$742,763	\$1,132,950
App Fees & Deposit Forfeitures	\$7,573	\$18,090	\$21,529	\$9,354	\$2,950	\$20,000
Cost Reimbursements-Parking	(\$290)	\$24,551	\$28,589	\$28,684	\$26,897	\$28,000
Emergency Relief Funds-Institutional	\$593,271	\$114,960	\$9,719	\$9,719	\$0	\$0
Other Revenue	\$14,840	\$1,748	\$54,261	\$26,251	\$58,466	\$22,000
Total Revenue	\$997,005	\$1,122,765	\$1,236,892	\$831,232	\$831,076	\$1,202,950
Expenses						
Salaries	\$46,628	\$52,310	\$79,519	\$53,993	\$60,403	\$94,315
Fringe Benefits	\$16,432	\$16,119	\$22,359	\$15,390	\$17,363	\$32,472
Interest Expense	\$560,557	\$549,144	\$539,666	\$351,660	\$360,772	\$535,600
Utilities	\$75,584	\$92,229	\$92,583	\$54,329	\$50,230	\$98,000
Depreciation Expense	\$393,370	\$393,370	\$366,707	\$238,000	\$231,800	\$347,700
Other Expenses	\$68,721	\$53,801	\$74,569	\$44,772	\$55,594	\$85,000
Total Expenses	\$1,161,292	\$1,156,973	\$1,175,403	\$758,144	\$776,162	\$1,193,087
Profit/(Loss)	(\$164,286)	(\$34,208)	\$61,489	\$73,088	\$54,914	\$9,863

TOMAH JOB CENTER

Revenue

Facilities Rental Income	\$799	\$4,389	\$4,521	\$3,015	\$3,015	\$4,050
Total Revenue	\$799	\$4,389	\$4,521	\$3,015	\$3,015	\$4,050

Expenses

Depreciation Expense	\$11,571	\$11,571	\$11,571	\$7,736	\$7,736	\$11,600
Total Expenses	\$11,571	\$11,571	\$11,571	\$7,736	\$7,736	\$11,600

Profit/(Loss)	(\$10,772)	(\$7,182)	(\$7,050)	(\$4,721)	(\$4,721)	(\$7,550)
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Western Technical College
Capital Projects Report-FY 24 Completed Projects
as of 02/28/2024

Project #	Project Name	Actual Amount Borrowed	Amount Transferred / Revenue Received	Total Revenue for Project	Total Cost of Project	Date Closed
New Construction, Remodeling & Site Improvements						
C21500	Tomah Parking Lot-Lighting	175,000.00	(82,425.00)	92,575.00	92,575.00	08/31/2023
C21850	Tomah Elevator	105,000.00	18,722.92	123,722.92	123,722.92	08/31/2023
C21900	Parking Lot D	500,000.00	(120,754.89)	379,245.11	379,245.11	08/31/2023
C22100	Solar Panel Charging Stations	90,000.00	99,896.05	189,896.05	189,896.05	02/28/2024
C22410	Diesel North End-New Construction	1,200,000.00	(53,984.97)	1,146,015.03	1,146,015.03	10/31/2023
C22412	Diesel Remodel-North End	1,200,000.00	(90,091.61)	1,109,908.39	1,109,908.39	10/31/2023
C22413	Diesel North End-HVAC Upgrades	900,000.00	1,746.69	901,746.69	901,746.69	10/31/2023
C22414	Diesel North End-Exterior	700,000.00	(37,803.38)	662,196.62	662,196.62	10/31/2023
C22415	Diesel North End-Roof	625,000.00	9,083.75	634,083.75	634,083.75	11/30/2023
C22750	Tomah MA Space-Remodeling	75,000.00	14,084.26	89,084.26	89,084.26	10/31/2023
C23145	Mauston Fire Alarm System	85,000.00	(6,759.00)	78,241.00	78,241.00	12/31/2023
C23147	Sparta Landscaping	35,000.00	(27,850.00)	7,150.00	7,150.00	11/30/2023
C23150	Parking Lot K Renovation	275,000.00	(275,000.00)	-	-	10/31/2023
C23200	Parking Lot Upgrades-La Crosse	225,000.00	33,430.03	258,430.03	258,430.03	02/28/2024
C23550	Admin Center Bathrooms-ADA	325,000.00	21,105.72	346,105.72	346,105.72	02/28/2024
C23601	Drop Cords-Hvacr Lab in ITC	25,000.00	(25,000.00)	-	-	08/31/2023
C23645	Parking Lot-Mauston	270,000.00	(18,504.72)	251,495.28	251,495.28	11/30/2023
C23747	Fire Prop Replacement-Sparta	30,000.00	(4,891.59)	25,108.41	25,108.41	10/31/2023
C24100	Admin Center Sidewalk	15,000.00	(1,604.48)	13,395.52	13,395.52	10/31/2023
C24150	Cleary Courtyard Pavers	15,000.00	(702.37)	14,297.63	14,297.63	10/31/2023
C99230	Minor Projects-FY23	25,000.00	57,105.90	82,105.90	82,105.90	08/31/2023
C99235	Exterior Signage-FY23	30,000.00	22,487.51	52,487.51	52,487.51	08/31/2023
Total Remodeling & Site Improvements Completed Projects		6,925,000.00	(467,709.18)	6,457,290.82	6,457,290.82	
Equipment & Furnishings						
C22720	Tomah Med Assistant Program Equipment	30,000.00	2,583.26	32,583.26	32,583.26	02/28/2024
C22730	Sparta Backup Generator	150,000.00	1,031.69	151,031.69	151,031.69	02/28/2024
C24200	Tomah-Flexible Classroom Space	-	33,776.10	33,776.10	33,776.10	02/28/2024
C24520	Expand Wireless-La Crosse	540,000.00	(8,667.22)	531,332.78	531,332.78	10/31/2023
C99231	Minor Furnishings & Equipment-FY23	50,000.00	(4,356.55)	45,643.45	45,643.45	08/31/2023
C99234	Security Equipment-FY23	70,000.00	(32,289.40)	37,710.60	37,710.60	08/31/2023
Total Equipment & Furnishings Completed Projects		660,000.00	(45,313.17)	614,686.83	614,686.83	
Total Completed Projects in FY24		7,675,000.00	(494,326.83)	7,180,673.18	7,180,673.18	

Western Technical College
Capital Projects Report-Current Projects

As of 02/28/2024

Project Name	Debt Issue	Actual Amount Borrowed	Amount Transferred	Proposed Transfers	Future Borrowings/ Other Revenue	Total Revenue	Actual Expenditures to Date	Total Estimated Future Costs	Total Projected Cost	(Over) / Under
Land and New Construction										
La Crosse Property Acquisitions/Footprint-FY18	2019A/2022A/2018B	710,000.00	183,350.84	(152,122.94)	15,800.00	757,027.90	757,027.90	-	757,027.90	-
La Crosse Property Acquisitions/Footprint-FY24	2024A	50,000.00	-	152,122.94	-	202,122.94	157,887.35	44,235.59	202,122.94	-
Mauston Property-Sale of Land	None	-	-	-	25,000.00	25,000.00	-	25,000.00	25,000.00	-
Total Land and New Construction		760,000.00	183,350.84	-	40,800.00	984,150.84	914,915.25	69,235.59	984,150.84	-
Remodeling & Site Improvements										
Western Urban Green Space	2022C&2023A&Dc	180,000.00	20,000.00	(31,610.23)	160,755.00	329,144.77	329,144.77	-	329,144.77	-
Electric Vehicle Charging Station-Viroqua	2023A	70,000.00	-	-	-	70,000.00	39,393.88	30,606.12	70,000.00	-
Learning Commons-Transom Windows	2023A&2024B	240,000.00	-	-	60,000.00	300,000.00	13,264.17	286,735.83	300,000.00	-
Walk in Cooler/Freezer-Union Market	2023A	50,000.00	100,000.00	10,000.00	-	160,000.00	2,475.75	157,524.25	160,000.00	-
Dust Collection System-ITC	2024A	450,000.00	-	-	-	450,000.00	15,000.00	435,000.00	450,000.00	-
La Crosse Medical Health Science Ctr-Phase 2	2023B	215,000.00	-	-	-	215,000.00	-	215,000.00	215,000.00	-
Tomah Industrial Lab Renovation	None-Trf	-	100,000.00	-	-	100,000.00	86,724.18	13,275.82	100,000.00	-
Sparta-Additional Parking (20 spaces)	2024B	-	-	-	60,000.00	60,000.00	-	60,000.00	60,000.00	-
Sparta Geo Well Repair	None-Trf	-	25,000.00	-	-	25,000.00	9,000.00	16,000.00	25,000.00	-
Int Technology Ctr-Restroom Doors	None-Trf	-	135,000.00	-	-	135,000.00	68,574.40	67,321.60	135,896.00	(896.00)
6th Street Stone Replacement	None-Trf	-	25,000.00	-	-	25,000.00	5,067.30	19,932.70	25,000.00	-
Coleman Remodel	2024B	-	-	-	500,000.00	500,000.00	3,869.90	496,130.10	500,000.00	-
Admin Center-Gym Wall Protection	None-Trf	-	60,000.00	-	-	60,000.00	39,569.12	20,430.98	60,000.10	(0.10)
Business Education Center-Elevator-North End	2024A	200,000.00	-	-	-	200,000.00	-	200,000.00	200,000.00	-
Business Education Center-HVAC	2024A	500,000.00	-	-	-	500,000.00	-	500,000.00	500,000.00	-
Business Education Center-Restrooms	2024A	295,000.00	-	-	-	295,000.00	-	295,000.00	295,000.00	-
Business Educ Ctr-Interior/Exterior (Donor Project)	2024B	-	-	-	390,000.00	390,000.00	-	390,000.00	390,000.00	-
Regional Campus Parking Lot Upgrades	2024B	-	-	-	45,000.00	45,000.00	-	45,000.00	45,000.00	-
Business Education Center-BIS Remodel Space	2024B	-	-	-	115,000.00	115,000.00	-	115,000.00	115,000.00	-
Automotive Technology Ctr Remodel	TBD	-	-	-	1,500,000.00	1,500,000.00	5,000.00	1,495,000.00	1,500,000.00	-
Graphics-Collegewide	2024A	25,000.00	-	-	-	25,000.00	-	25,000.00	25,000.00	-
Minor Projects-FY24	2023A	50,000.00	-	20,000.00	-	70,000.00	40,730.78	29,269.22	70,000.00	-
Exterior Signage-FY24	2023A	30,000.00	50,030.64	-	-	80,030.64	385.22	79,645.42	80,030.64	-
Project Closing Account-Remodeling & Site Improv	N/A	-	566,483.41	1,610.23	-	568,093.64	-	-	-	568,093.64
Total Remodeling & Site Improvements		2,305,000.00	1,081,514.05	-	2,830,755.00	6,217,269.05	658,199.47	4,991,872.04	5,650,071.51	567,197.54

Western Technical College
Capital Projects Report-Current Projects

As of 02/28/2024

Project Name	Debt Issue	Actual Amount Borrowed	Amount Transferred	Proposed Transfers	Future Borrowings/ Other Revenue	Total Revenue	Actual Expenditures to Date	Total Estimated Future Costs	Total Projected Cost	(Over) / Under
Equipment Projects										
Residence Hall Furniture										
5843-Furnishings	2023A	325,000.00	(11,000.00)	-	-	314,000.00	306,598.42	7,401.58	314,000.00	-
5844-Non-Instructional Equipment	2023A	-	11,000.00	-	-	11,000.00	8,574.00	2,426.00	11,000.00	-
Total Residence Hall Furniture		325,000.00	-	-	-	325,000.00	315,172.42	9,827.58	325,000.00	-
Tomah Industrial Lab-Equipment										
5843-Furnishings	2023C	-	23,000.00	-	-	23,000.00	-	23,000.00	23,000.00	-
5845-Instructional Equipment	2023C	55,000.00	205,000.00	-	-	260,000.00	202,628.19	57,371.81	260,000.00	-
5844-Graphics	2023C	-	3,000.00	-	-	3,000.00	-	3,000.00	3,000.00	-
Total Tomah Industrial Lab-Equipment		55,000.00	231,000.00	-	-	286,000.00	202,628.19	83,371.81	286,000.00	-
Expand Wireless-Sparta										
5842-IT Equipment	2023C	65,000.00	-	-	-	65,000.00	27,341.50	37,658.50	65,000.00	-
Total Expand Wireless-Sparta		65,000.00	-	-	-	65,000.00	27,341.50	37,658.50	65,000.00	-
Business Educ Ctr-IT Equipment/Furnishings/Graphics										
5842-IT Equip/5843-Furnishings/5844-Graphics	2024A	700,000.00	-	-	-	700,000.00	-	700,000.00	700,000.00	-
Total Business Educ Ctr-IT Equipment/Furnishings/Graphics		700,000.00	-	-	-	700,000.00	-	700,000.00	700,000.00	-
Business Educ Ctr-Instructional Equipment										
5845-Instructional Equipment	2024A	190,000.00	-	-	1,230,000.00	1,420,000.00	-	1,420,000.00	1,420,000.00	-
Total Business Educ Ctr-Instructional Equipment		190,000.00	-	-	1,230,000.00	1,420,000.00	-	1,420,000.00	1,420,000.00	-
Minor Furnishings & Equipment-FY24										
5842-IT Equipment	2023A	10,000.00	-	-	-	10,000.00	-	10,000.00	10,000.00	-
5843-Furnishings	2023A	40,000.00	6,000.00	-	-	46,000.00	29,524.82	16,475.18	46,000.00	-
Total Minor Furnishings & Equipment-FY24		50,000.00	6,000.00	-	-	56,000.00	29,524.82	26,475.18	56,000.00	-
Security Equipment-FY24										
5842-IT Equipment (Cameras)	2023A	20,000.00	-	-	-	20,000.00	3,286.74	16,713.26	20,000.00	-
Total Security Equipment-FY24		20,000.00	-	-	-	20,000.00	3,286.74	16,713.26	20,000.00	-
Project Closing Account-Equipment										
5842-IT Equipment	N/A		185,325.07	-	-	185,325.07	-	-	-	185,325.07
5843-Furnishings	N/A		20,824.11	-	-	20,824.11	-	-	-	20,824.11
5844-Non-Instructional Equip/Graphic Design			110,869.45	-	-	110,869.45	-	-	-	110,869.45
Total Project Closing Account-Equipment		-	317,018.63	-	-	317,018.63	-	-	-	317,018.63
Total Equipment Projects		1,405,000.00	554,018.63	-	1,230,000.00	3,189,018.63	577,953.67	2,294,046.33	2,872,000.00	317,018.63
Total All Current Projects		4,470,000.00	1,818,883.52	-	4,101,555.00	10,390,438.52	2,151,068.39	7,355,153.96	9,506,222.35	884,216.17

WESTERN TECHNICAL COLLEGE

ISSUE PAPER

Topic: **Project Submission and Acceptance – FY 2024
Wisconsin Technical College System Office – Oral Health Grant**

Issue: The Wisconsin Technical College System has initiated the Request for Proposal (RFP) process for the program year 2024-2025 for State Leadership Grant funding for an Oral Health grant.

Project Description: Western's project will work to create the Expanded Functions program in the oral health grant. The Expanded Functions program, which allows assistants to complete more duties with this certificate, will directly fill the high number of positions in dental care in our local area. This project, which will help create real-life scenarios in a lab setting, will serve one cohort of students by the grant end. The project will serve all students within and beyond the Expanded Functions program by providing updated lab spaces, materials, and completed workstations. Faculty involved in the project will be able to undergo the training necessary to utilize new equipment and best serve students in the Expanded Functions area. This project will help meet the high local workforce needs in dental care since the unique Expanded Functions certificate allows dental assistants to perform more duties. The project requires a 20% match from Western, and Delta Dental is providing about 50% of the matching funds.

Total Project	State Funds	Western Funds	Delta Dental Funds
\$1,580,681	\$1,264,545	\$216,136	~\$100,000

Recommendation: Authorize the submission of the above projects in substantive form and accept funds if awarded.

D0105 Programming **for** High School **Age Youth** ~~non-graduates~~ ~~under 18~~

The College is ~~primarily organized and operated primarily to provide postsecondary vocational and technical educational opportunities.~~ **Western Technical College recognizes the benefit of providing educational opportunities to high school age youth. The College will provide educational services to serve the needs of high school age youth in accordance with [Wisconsin Statute 118.33, 118.33 \(3m\), s.118.15\(1\)\(b\), 318.14\(3\).](#)**

In addition, the College will assist district high schools in establishing programming and services that are accessible to all students, age appropriate, and barrier free. ~~However, according to Wisconsin Statutes, the College must provide educational opportunities to any high school non-graduate under 18 who can benefit from its existing instructional services. Accordingly, the College will assist District high schools in establishing appropriate services for high school age youth.~~

Reference: [Policy E0202 Enrollment of Students Under 18](#)

C0109-E0711 Name-In-Use (Preferred Name) (new)

Western Technical College is committed to being a safe, inclusive, and accessible space for all people, free from discrimination and harassment. The College is legally required to use a student's or co-worker's legal name. However, Western recognizes that students and co-workers may choose to identify themselves with a name in use—differing from their current legal name—where feasible.

In accordance with the College's harassment and nondiscrimination policy, the following guidelines shall be followed, subject to laws, regulations, procedures, and policies of those entities of Western Technical College:

1. Name-in-use may not be used for the purpose of impersonating, deceit, misrepresentation, or fraud.
2. Western reserves the right to remove a name-in-use if it contains inappropriate language, hate speech, or will cause harm to another person or group of people.
3. Requesting a name-in-use change is not the same as a legal name change through the court system.
4. Western will attempt to display the name-in-use to the College community where feasible and appropriate and make a good-faith effort to update reports, documents, and systems accordingly.

Reference: C0102/E0105 Harassment and Nondiscrimination Policy, Name-in-Use Change Request Form

C109p-E0711p Name-In-Use (Preferred Name) Procedure:

1. Name-in-use option will be included in the application to Western Technical College.
2. Name-in-use will be updated upon completion of Name-in-Use Change Request form (completed form emailed to registration@westerntc.edu) on:
 - a. Student database used by staff, instructors, and administrators.
 - b. Email/Outlook accounts
 - c. MyWestern
 - d. Student ID cards (Western will cover the cost)
 - e. Display and username for Blackboard
 - f. Class rosters
 - g. Academic certifications or diplomas
 - h. Residence Life rosters
 - i. Faculty/staff directory
 - j. Certain internal communication from the College
3. Legal names will be used for legal purposes, which include, but are not limited to:
 - a. Official Transcripts
 - b. Enrollment verification
 - c. National Student Clearinghouse
 - d. Tax forms
 - e. Medical records
 - f. Financial aid documents

- g. Employment records
 - h. Federal Request for Information
 - i. Federal Immigration documents
 - j. External communications (i.e. mailings, President's List announcements, etc.)
4. Co-Workers: To change name-in-use or pronouns, co-workers must complete the Personal Information Change form found on the HR intranet page. Any questions can be directed to the Manager – Employment, Compensation, and Compliance.

D0401 Degrees

In keeping with its mission and aligned with [Wisconsin State Statute §38](#), Western Technical College **offers the following degrees:** a variety of degrees including the Associate of Applied Science, the Associate of Science, **Associate of Arts, and Technical Diplomas, and certificates. In addition, Western offers the GED and HSED completion diplomas.**

These degrees are designed to meet the economic and developmental needs of the communities that Western serves and the structural requirements prescribed by the Wisconsin Technical College System (WTCS) and documented in the WTCS Education Services Manual (ESM).

Revised

Revised November 19, 2019

Adopted June 21, 2005

First Reading May 17, 2005

Policy & Instruction Committee April 19, 2005

[Wisconsin State Statute 38](#)

**New Hires, Appointments
 March 2024**

New Hires:

Position filled	Division	FT/PT	Effective Date	Employee	# of Apps Received/ Interviewed
Project Manager LTE 9/30/28	Executive Offices	FT	2/26/24	Abisola Babatunde	12/4

**Retirements, Resignations, and Terminations
 March 2024**

Retirements

Position	Division	Effective Date	Employee
Benefits & HRIS Coordinator	Finance & Operations	6/28/24	Jody Jablonski

Resignations

Position	Division	Effective Date	Employee
Conference Center & Food Service Manager	Finance & Operations	4/4/24	Ben Bierman
Custodian	Finance & Operations	5/24/24	Ty Madden

WESTERN TECHNICAL COLLEGE DISTRICT

I S S U E P A P E R

Topic: Private Sector Review Committee

Issue: The Wisconsin Technical College System (WTCS) requires each college to appoint a Private Sector Review Committee. This committee reviews contracting practices with the private sector and pricing for services in the Business and Industry Services (BIS) area.

Like last year's committee, the 2024-25 Private Sector Review Committee is made up of 21 representatives from industry and local government, as well as Western Technical College representation.

This size of this committee meets WTCS guidelines, is a manageable number of members and provides industry representation in alignment with BIS contract training data.

Recommendation: Appoint the Private Sector Review Committee for 2024-25

2024-2025 Private Sector Review Committee

Western Representatives	First Name	Last Name	Company	Street Address	City	State	Zip	Phone	E-mail
District Board Representative	Ken	Peterson	Western Technical College	400 Seventh St N	La Crosse	WI	54602-0907	608-304-1228	kpeterson@fbrennan.com
Regional Learning Centers	Nikki	Purvis	Western Technical College	120 E Milwaukee St	Tomah	WI	54660	608-374-7700	purvisn@westerntc.edu
Business Division	Denise	Carr	Western Technical College	400 Seventh St N	La Crosse	WI	54602-0908	608-785-9098	carrd@westerntc.edu
Trade and Industry Division	Josh	Gamer	Western Technical College	400 Seventh St N	La Crosse	WI	54602-0908	608-785-9088	gamerj@westerntc.edu
Health and Public Safety Division	Kevin	Dean	Western Technical College	400 Seventh St N	La Crosse	WI	54602-0908	608-789-4765	deank@westerntc.edu
General Studies Division	John	Gillete	Western Technical College	400 Seventh St N	La Crosse	WI	54602-0908	608-785-9402	gillettej@westerntc.edu
Learner Support and Transition	Mandy	Church-Hoffman	Western Technical College	400 Seventh St N	La Crosse	WI	54602-0908	608-785-9542	church-hoffmanm@westerntc.edu
Enterprise Services	Dan	Murphy	Western Technical College	400 Seventh St N	La Crosse	WI	54602-0908	608-785-9155	murphyd@westerntc.edu
TUMMA- Workforce Development Board	Kevin	Ruetten	Western Technical College	400 Seventh St N	La Crosse	WI	54602-0908	608-789-7890	ruettenk@westerntc.edu
Senior Leadership	Wade	Hackbarth	Western Technical College	400 Seventh St N	La Crosse	WI	54602-0908	608-785-9123	hackbarthw@westerntc.edu
Community Representatives									
Manufacturing- Printing	Don	Hardie	Duratech	3216 Commerce St	La Crosse	WI	54603	608-779-3205	don.hardie@duratech.com
Manufacturing – Metal	Rod	Knutson	Triple R	2501 Riley Rd	Sparta	WI	54656	608-269-7111	rod@triplerindustries.com
Manufacturing – Food	Amy	Neubauer	Superior Fresh	N10512 May Coulee Rd	Hixton	WI	54635	(715) 984-2598	aneubauer@superiorfresh.com
Manufacturing- Food	Lyn	Pletta	Great Lakes Cheese	2200 Enterprise Avenue	La Crosse	WI	54603	608-779-6771	Lyn.Pletta@Greatlakescheese.com
Manufacturing	Monica	Remond	City Brewery	925 3rd St S	La Crosse	WI	54601	(608) 785-4204	mredmond@citybrewery.com
Manufacturing	Lisa	Berg	Nelson Global	1202 Nelson Pkwy	Viroqua	WI	54665	608-637-2181	lisa.berg@nelsongp.com
Government(LFD)	Aaron	Bolstad	La Crosse Fire Department	726 5th Ave S	La Crosse	WI	54601	(608) 789-7260	bolstada@cityoflacrosse.org
Healthcare IT	Kent	Stein	Gundersen	235 Causeway Blvd	La Crosse	WI	54601	608-782-2282	kastein@gundersenhealth.org
Finance/Banking	Lindsay	Spitzer	Bluffview Bank	16893 S Main St.	Galesville	WI	54630	608-582-2233	lindsays@bluffviewbank.com
Education	Austin	Lee	Sparta High School	506 N Black River St	Sparta	WI	54656	608-366-3504	ALee@spartan.org
Utility	Jodi	Roesler	Dairyland Power	3200 East Ave S	La Crosse	WI	54601	608-788-4000	jrr@dairyland.com

2022-23 WIG: Attract and Retain Students and Co-Workers



Western Technical College
District Board Goal

Incorporate Experience 2025 and related student success and employee engagement priorities into all board meetings:

- a) Strategies include:
 - i. Adapt District Board agendas to incorporate benchmarks, progress, and completion data related to Experience 2025 and the seven strategic goals
 - ii. Consider the four Strategic Directions in all decision-making
 - iii. Communicate college events and level of priority to District Board members
 - iv. Foster greater levels of employee engagement and recognition through resolutions of commendation, targeted visits, and visual management tours
 - v. Check, adjust, and revise the District Board monthly calendar to allow for agility
 - vi. Adjust monthly agenda to allow for adequate time to fully cover agenda items
- b) Lead measures include:
 - i. President's goals are achieved in the timeframe set forth in the strategic plan
 - ii. Each District Board meeting highlights the Strategic Directions for Experience 2025 and student success
 - iii. 25% of District Board meetings and advances are held in places that allow for engagement with Western employees and student learning spaces
 - iv. Approval of annual calendar
 - v. District Board members express satisfaction with time allotted for agenda items through a Plus/Delta document each month

Approved October 16, 2018

District Board Commitments

1. We will follow the communication flow for board-president-staff interactions set forth by the president.
2. We will embrace the college mission, vision, values, practices, and culture fully as the board's own.
3. We will work with the president and leadership team to assess and shape college goals, results and measures. This will be led by the president and leadership team with board support, partnership and endorsement
4. We will review all policies that are older than 2015.
5. We will commit to the tenets of the college's culture of accountability.
6. We will express opinions at the table with respect and clarity to everyone present at the table and all parties speaking. In the end we stand with one unified voice.
7. We will lead by focusing on the present and future in order to achieve student, college, and community success.
8. We will work with the president to define the data necessary to make informed and educated decisions
9. We commit to a college-wide view at all times as we serve the entire regions

District Board Equity Commitment

Events around our nation remind us yet again of the work that remains to create a more just and equitable society. As a Board, we acknowledge the hurt, frustration, and anger felt by countless Americans, especially Americans of color. We hurt with those who are hurting, and we stand, in particular, with black members of our communities during this difficult time. At Western Technical College, we pledge to lean into our College values of diversity, integrity, teamwork, and respect. As a Board, we are committed to our advocacy for and support of Western's strategic goals to increase the enrollment of students of color and to eliminate achievement gaps among black, Hispanic, and indigenous students. We acknowledge structural racism and systemic poverty contribute to these gaps, and we pledge to continue to support programs and policies that ensure access to higher education for all students. We embrace the imperative to learn from experiences, history, cultures, values, beliefs, and views different from our own and to lead with empathy and compassion. Change starts with each of us, and we pledge to hold ourselves and each other accountable in this critically important work.

Updated: 08.03.20

Western Technical College

DISTRICT BOARD MONTHLY PLANNING CALENDAR – Meetings Begin at 2pm

October 18, 2022-Revised – Effective January 1, 2023

	February	March (Board Location Change)
<ul style="list-style-type: none"> Annual Enrollment Management Sustainability Update (1-page report) <p>Issue Papers:</p> <ul style="list-style-type: none"> <i>New Program Approval</i> 	<ul style="list-style-type: none"> Enrollment Update Non-Renewals Proposal (closed-as needed) Annual Planning Cycle Review (biennial even years) Roger hosts dinner - District Board and Senior Leadership Team <p>Board Advance</p>	<ul style="list-style-type: none"> Strategic Focus Area - DEI ATD Update Annual District Board Appointment Student Government Update Closed Session President Presents on Evaluation <p>Issue Papers:</p> <ul style="list-style-type: none"> <i>Private Sector Review</i>
April – (Sparta Annually)	May (1st or 2nd Tuesday)	June
<ul style="list-style-type: none"> Full Budget Review (<i>no separate meeting</i>) – <i>Kicks Off Meeting</i> Foundation Update Non-Renewals (closed-as needed) Presidents Evaluation 	<ul style="list-style-type: none"> Student Ambassador Update Higher Ed Landscape & Labor Market Update Annual Grant Update Annual K-12 Update District Boards Association Visit Update (spring visit) <p>Issue Papers:</p> <ul style="list-style-type: none"> <i>Non-Renewals (as needed)</i> <i>Fees & Rates</i> <i>District Boards Association Annual Fees</i> 	<ul style="list-style-type: none"> Public Hearing – Budget Enrollment Update RLC Update (biennial -done in 2022) HLC Update (F2F years 3, 8, 9 and 10 1-page report other years) District Board Dinner <p>Issue Papers:</p> <ul style="list-style-type: none"> <i>Board Approval of Budget</i> <i>3-year Facility Plan</i> <i>Out of State Tuition Remission/Waivers</i> <i>Presidents Contract Amendment</i> <i>Salary Adjustments</i> <i>Bargaining Agreement</i>
July 2nd Monday	August	September
<ul style="list-style-type: none"> Program & Service Highlights (optional) Recognize WLDI Grads Annual Organizational Meeting Actions President Shares Identified Goals <p>Issue Papers:</p> <ul style="list-style-type: none"> <i>Designation of Date/Time/Location of District Board meetings</i> <i>District’s Attorneys</i> <i>District’s Public Finance Advisor</i> <i>District’s Official Newspaper</i> <i>District’s Public Depositories</i> <i>Annual Calendar</i> 	<p>Annual Infrastructure Meeting</p> <p>Board Meeting No Topics – SLT Excused</p> <p>Board Advance</p> <ul style="list-style-type: none"> Annual Attorney & Legal Update Annual Boardmanship Topic Validate Board Evaluation Validate Board Goals Validate Board Commitments “A” Level Policy Discussion <p>Issue Papers:</p> <ul style="list-style-type: none"> <i>Western and DBA Committee Appointments</i> 	<ul style="list-style-type: none"> Strategic Focus Area – 7-Week Enrollment Update Tax Levy Discussion College Day Update (1-page report) Legislative Update (1-page report) District Board Dinner

Western Technical College

DISTRICT BOARD MONTHLY PLANNING CALENDAR – Meetings Begin at 2pm

October 18, 2022-Revised – Effective January 1, 2023

October (Remote Location)	November	December
<ul style="list-style-type: none"> • Key Results Update (Student Success Metrics and Strategic Goals including Equity Scorecard (2025)) • Review Previous Fiscal Year’s Operating Financial Results • Annual BIS Update (1-page report 2024) • Annual Marketing Update (1-page report) • Annual Manufacturers Luncheon on Same Day • Work Based Learning (WBL) and Community Based Learning (CBL) (1-page report (2024)/short presentation2025) <p>Issue Papers:</p> <ul style="list-style-type: none"> • <i>Annual Review of Procurements Report</i> • <i>Annual BIS Contract Training</i> • <i>Tax Levy</i> • <i>Resolution Designating Positions as Assistant, Associate, or Deputy District Director for Wisconsin’s Code of Ethics for Public Officials and Employees</i> • <i>Annual Budget Modifications</i> <p>NOTE: Luncheons held at regional campuses</p>	<ul style="list-style-type: none"> • Program & Service Highlights (Learner Support & Transition 2022, EMS, HPS 2023) • Strategic Focus Area – Co-worker Wellbeing • Q12 • College Audit • Enterprise Update (biennial odd years–1-page report) <p>Board Advance</p>	<ul style="list-style-type: none"> • Annual Strategic Plan Review – (WIGS, Data, Adjustments, Progress, and Priorities) • Borrowing Plan Discussion • RLC Community Panel Update (1-page report) <p>Issue Papers:</p> <ul style="list-style-type: none"> • <i>Capital Borrowing</i> • <i>College Audit</i> <p><i>DBA Board Member of the Year Nominations</i></p>

***Senior Leadership Team annual goal - 25% of District Board meetings or Advance sessions will be held at different locations.**

***Program Highlights / Students: This will be an attempt to have 2-3 programs per year share about their program to the board. This will intentionally move across sectors over time. Students will present with faculty.**

***One-page reports submitted in lieu of presentation to District Board.**

Process Timeline for President Evaluation	Timeline	Responsible
President presents goals and update.	March Board Meeting (closed session)	President
Distribute President evaluation tool to Board for their completion and President for his/her self-assessment.	March Board Meeting	Human Resources
Compile results and summary document to share with Board and President.	March 31	Human Resources
Review and discussion of results	April Board Meeting (closed session)	Board, Human Resources
Meeting with President	Follows April Meeting	Board Chair, President
Review/Update Evaluation Criteria	May	Human Resources, Board Chair
Summary Materials to be filed in HR	June	Human Resources
Develop individual goals to be included for the next review period	June	President, Board Chair
Provide Final Evaluation tool to Board and President	July 1	Human Resources

Public Notice (see calendar below)

District Board (DB) members may attend the following meetings/events:

- Wisconsin Technical College District Boards Associations (DBA)
- WTCS State Board Meetings
- Community Luncheons
- Socials
- Other Western College-related events (Foundation, Student Government, All-College, etc.)

No Western Technical College business will be conducted at the above meetings.

Future Dates

2024

Date	Event	Location
• 03/19/2024	Regular District Board Meeting	Western, La Crosse, WI
• 03/19-20/2024	WTCS State Board Meeting	Moraine Park, Fond du Lac, WI/Virtual
• 03/22-23/2024	DBA Spring Meeting	Nicolet, Rhinelander, WI
• 04/02/2024	President's Dinner (Foundation event)	Western, La Crosse, WI
• 04/10/2024	Student Leadership Banquet	Western, La Crosse, WI
• 04/16/2024	Regular District Board Meeting	Western, La Crosse, WI
• 04/18/2024	WTCS Student Ambassador Banquet	Wilderness Resort, WI Dells, WI
• 04/27/2024	Commencement Ceremony	La Crosse Center, La Crosse, WI
• 05/14/2024	Regular District Board Meeting	Western, La Crosse, WI
• 05/21/2024	WTCS State Board Meeting	WTCS, Madison, WI/Virtual
• 06/18/2024	Regular District Board Meeting	Western, La Crosse, WI
• 07/08/2024	Organizational Board Meeting	Western, La Crosse, WI
• 07/16-17/2024	WTCS State Board Meeting	Northwood, New Richmond, WI/Virtual
• 08/20/2024	Regular District Board Meeting (tentative)	TBD
• 08/27/2024	College Day (All-College event)	Western, La Crosse, WI
• 09/10-11/2024	WTCS State Board Meeting	Northcentral, Wausau, WI/Virtual