

**Waukesha County Area Technical College District
District Board Meeting Minutes
June 12, 2018 - 5:00 PM
Richard T. Anderson Education Center, Room C051/057**

Present:

Robyn Ludtke	Alan Karch
Courtney Parkhurst	Michael Wiebe
Ron Bertieri	Dr. Patricia Deklotz
Mary Wehrheim	Jim Riley

Also Present:

Kaylen Betzig
32 Guests

Excused:

David Lancaster

I. Call to Order – Patricia Deklotz, Ph.D.

A. Pledge of Allegiance

- Board Chairperson, P. Deklotz, called the Public Hearing to order at 5:00 p.m.

II. Public/Staff Remarks

- None

III. WCTC Update on College Activities – Kaylen Betzig

- C. Tessmann was recognized for her work on the Comprehensive Annual Financial Report (CAFR) with the receipt by WCTC of the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association (GFOA) of the U.S. and Canada
- M. Wehrheim was recognized for her 10 years of service to the WCTC District Board.
- J. Riley and P. Deklotz were recognized and thanked for their years of the service on the WCTC District Board. Both will be ending their terms on June 30, 2018.

IV. Approval of Consent Agenda Items

A. Minutes Dated May 8, 2018

B. Accounts Payable Summaries for May 3, 10, 17, 24 and 31, 2018

C. 38.14 Contract Report for May 2018

D. Promotion of Christy Stone to Director, Corporate Training Center

- R. Ludtke motioned to approve the Consent Agenda. **Approved; carried unanimously.**
- Colleen Nuckols, Carol Fontanez, and Christy Stone spoke regarding their work and personal history.

V. Action Items

A. Resolution to Modify the 2017/18 Budget – Michael Becker

- M. Becker requested approval of modifications to the 2017/18 budget with no impact to the tax levy.
- The resolution (page 12) was read by M. Wehrheim.
- M. Wehrheim motioned to approve. **Approved; carried unanimously.**

B. Resolution Establishing Projected 2018/19 Reserves – Cary Tessmann

- C. Tessmann requested approval to establish the 2018/19 Projected Reserves. This action is needed to adopt the budget.
- Reference made to pages 14, 15, and 16 of the Board Packet.
- R. Bertieri motioned to approve. **Approved; carried unanimously.**

C. Resolution to Adopt the 2018/19 Budget – Cary Tessmann

- All Board Members received the FY19 Budget Book. C. Tessmann requested approval to adopt the 2018/19 budget as presented.
- C. Parkhurst motioned to approve. **Approved; carried unanimously.**

D. Resolution to Submit a Program Implementation Request for an Information Technology (IT) Service Desk Technician Apprenticeship to the WTCS Board – Brad Piazza/CyndiKaye Medved/Dawn Voigt

- B. Piazza, K. Ehlert (in absence of C. Medved) and Dawn Voigt spoke regarding the first Information Technology Apprenticeship to be submitted by WCTC. Previous apprenticeships by WCTC had been in the manufacturing sector. No concept review needed for apprenticeships.
- K. Ehlert confirmed creating technology apprenticeships is the logical “next step”.
- There are not enough workers to fill all the jobs.
- 1 year program.
- Potential use of a number of grants to help with costs.
- A. Karch motioned to approve. **Approved; carried unanimously.**

E. Resolution for Approval of a Concept Review of the Terry Lutz Integrated Manufacturing Center by the WTCS Board – Jeff Leverenz

- In the planning stages. State requires a concept review.
- M. Wehrheim was moved by the dedication ceremony which spoke volumes to what WCTC can do and the support it receives from the community.
- M. Wehrheim motioned to approve. **Approved; carried unanimously.**

F. Construction Bid Approval: Fabrication Lab Renovation Project, WCTC Bid #1718-19 – Jeff Leverenz

- Part of the \$2.8 Million donation.
- The state allowed the Fabrication Lab to be approved separately from the rest of the IMC donation so that the Lab could be in place for fall classes.
- J. Leverenz requested approval to award the Fabrication Lab Renovation Project contract to Absolute Construction Enterprises, Inc., at a total project cost of \$131,830.
- M. Wiebe motioned to approve. **Approved; carried unanarimously.**

VI. Presentation/Discussion

A. Capital Project Contingency Report – Jeff Leverenz

- J. Leverenz reviewed the Capital Project Contingency Report as of May 31, 2018.
- L Building Sprinkler system is not in process. Only one bidder and the bid came in too high.

B. Presentation: Electrical and Data Infrastructure Phase II – Jeff Leverenz

- J. Leverenz reviewed the campus infrastructure upgrades (data and electrical) to offset failures.
- This is the second and largest phase.
- Move forward on bid in the near future.

C. Presentation: Academic Foundations/General Studies – Bethany Leonard

- B. Leonard (Dean, School of Academic Foundation/General Studies) asked the team to introduce themselves ... Gary Nelson (Associate Dean – Math & Science), Jennifer Fontanini (Associate Dean – Communication Skills & Social Science), Linda Gordy (Associate Dean – College and Career Readiness), and Jim Nowak (Director, Academic Support Services).
- This Division brings in the largest number of FTEs for the College--30%.
- This Division’s staff is partnering across the College in numerous ways.
- Each manager spoke regarding their area.
- Student Jethro Wally spoke regarding his positive experiences at WCTC.
- P. Deklotz noted she is proud of the way this team is looking at meeting the needs of the student vs. their own schedule.
- P. Deklotz asked for an update to the Board on how these items are being perceived and working.

D. Report from Nominating Committee for 2018/19 WCTC Board Officers – Robyn Ludtke

- R. Ludtke announced the following nominees: Board Chairperson – Alan Karch; Vice Chairperson - Mary Wehrheim; and Secretary/Treasurer - David Lancaster. Alan Karch and Mary Wehrheim (who were present at the meeting) affirmed their desire to serve in those roles
- The slate of officers will be brought forward at the Monday, July 9, 2018, Annual Organizational Meeting with an opportunity for nominations to come from the floor and present.

VII. Board Evaluation of Meeting – Board Members

- Board members offered their evaluations of the meeting.

VIII. A. Karch motioned to go into Closed Session at 5:56 p.m. pursuant to Section 19.85(1)(e) and 111.70 Wisconsin Statutes to:

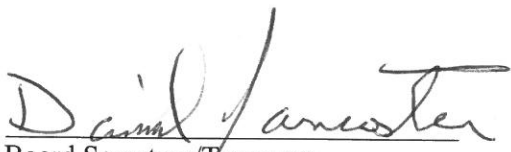
A. Discuss the approval of the Collective Bargaining Agreement (Support Staff) for 2018/2019.

- Unanimous roll call vote.
- Discussion was held.
- A. Karch motioned to reconvene into open session at 6:13 p.m.
- Unanimous roll call vote.
- A. Karch motioned to approve the WCESP Collective Bargaining Agreement that includes a base wage increase of 2.13% commencing on July 1, 2018. **Approved; carried unanimously.**

IX. Adjournment – Patricia Deklotz, Ph.D.

- Board Chairperson, P. Deklotz, adjourned the meeting at 6:14 p.m.

Respectfully Submitted by
Caroline Tindall, Recorder

Signed: 
Board Secretary/Treasurer