

**Waukesha County Area Technical College District**  
**District Board Meeting Minutes**  
**July 13, 2015 - 5:00 PM**  
**Richard T. Anderson Education Center, Room C051/057**

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**Present:**

Mary Baer	Alan Karch
Ron Bertieri	Jim Riley
Pauline Jasje	Dr. Patricia Deklotz (via teleconference)
Luis Hernandez, Jr.	Mary Wehrheim (via teleconference)
Elizabeth Thelen	

**Also Present:**

Kaylen Betzig  
25 Guests

**Excused:**

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**I. Call to Order – Board Chair**

- A. Karch called the meeting to order at 5:20 p.m.

**II. Public/Staff Remarks**

- None.

**III. WCTC Update on College Activities – Kaylen Betzig**

- Three Board members were recently in the news – L. Hernandez in the Milwaukee BizTimes attending the Celebration of Giving event, E. Thelen in the Milwaukee Business Journal as the Water Council’s ‘BREWMaster’ (with video) and M. Baer featured in the Milwaukee Business Journal *Women of Influence* section.
- K. Betzig met with the Board Executive Team and a one hour Meet & Greet for the July/August new hires was approved. This will be held before the September Board meeting.
- On Friday, July 17, two representatives from Jim Sensenbrenner’s office will visit WCTC’s manufacturing area and the firing range. Our thanks to M. Wehrheim, E. Thelen, and Shelly Kuhn who requested this in follow-up to the February ACCT National Legislative Summit.
- Dates/times for Board members and donors to sign the IMC beam will be made available.
- The Dual Enrollment Academy was recognized as an Honorable Mention recipient of the National Career Pathways Partnership Excellence Award.
- A presentation by K. Betzig and M. Baer on Schools2Skills and the Dual Enrollment Academy was submitted for the October 2015 ACCT Conference and recently accepted.
- The Certificate of Achievement for Excellence in Financial Reporting has been awarded to WCTC/Cary Tessmann for the 2013-14 comprehensive annual financial report (CAFR).

**IV. Approval of Consent Agenda Items**

- A. Minutes Dated June 4, 2015 (Board Planning Session) and June 9, 2015 (Regular Board Meeting)**
- B. Accounts Payable Summaries for June 4, 11, 18, 25 and 30, 2015**
- C. 38.14 Contract Report for June 2015**
- D. Review of WCTC District Board Policy 3.3: Budgeting**
- E. Review of WCTC District Board Policy 3.4: Financial Condition**
- F. Review of WCTC District Board Policy 3.5: Emergency Executive Succession**
- G. Review of WCTC District Board Policy 3.6: Asset Protection**
- H. Review of WCTC District Board Policy 3.7: Contracts with Business and Industry**
- I. Review of WCTC District Board Policy 3.8: Compensation and Benefits**
- J. Review of WCTC District Board Policy 3.9: Communication and Counsel to the Board**
- K. Review of WCTC District Board Policy 3.10: Board’s Mission**
- L. Review of WCTC District Board Policy 3.11: School Closing**

- M. Review of WCTC District Board Policy 3.12: Program Fees and Tuition
- N. Review of WCTC District Board Policy 3.13: Procurement
- O. Review of WCTC District Board Policy 3.14: Travel Expense Reimbursement
- P. Review of WCTC District Board Policy 3.15: Contribution Recognition
- Q. Review of WCTC District Board Policy 4.1: Students
- R. Review of WCTC District Board Policy 4.2: Taxpayers
- S. Review of WCTC District Board Policy 4.3: Employers
- T. Approval to Hire Mike Bizjak as Academic Support Instructor
- U. Approval to Hire Michelle Bjornstad as Medical Assistant Instructor
- V. Approval to Hire Laurie Carnahan as Real Estate Instructor
- W. Approval to Hire Dr. Christopher Daood as Manager, Counseling, Advising & Student Accessibility
- X. Approval to Hire Cheryl Evans as Health Information Technology Instructor
- Y. Approval to Hire Donna Goelz as Nursing Instructor
- Z. Approval to Hire Anna Golembiewski as Nursing Instructor
- AA. Approval to Hire Kara Groom as Nursing Instructor
- BB. Approval to Hire Michael Jones as Fire Service Training Instructor
- CC. Approval to Hire Nicole Kowalchuk as Web & Software Developer Instructor
- DD. Approval to Hire Bradley LeTourneau as Metal Fabrication/Welding Instructor
- EE. Approval to Hire Todd Lewis-Smith as Social Science Instructor
- FF. Approval to Hire Amy Machgan as Counselor
- GG. Approval to Hire CyndiKaye Medved as Network Specialist Instructor
- HH. Approval to Hire Tracy Neher as Life Science Instructor
- II. Approval to Hire Michele Nelson as Nursing Instructor
- JJ. Approval to Hire Rachel Oliver as Baking and Pastry Instructor
- KK. Approval to Hire Kiersten Purves as Mathematics Instructor
- LL. Approval to Hire Scott Richter as Hospitality Management Instructor
- MM. Approval to Hire Crystal Ruhnke as Surgical Technology Instructor
- NN. Approval to Hire Koren Staat as Mathematics Instructor
- OO. Approval to Hire Sara Taft as Dental Hygiene Instructor
- PP. Approval to Hire Beth Wille as Basic Education Instructor
  - M. Baer motioned to approve items from A thru PP. **Approved; carried unanimously.**

**V. Action Items**

- A. **Approval to Authorize the Issuance of \$5,900,000 General Obligation Promissory Notes (2015C Issue) – C. Tessmann**
  - C. Tessmann requested authorization to issue \$5,900,000 general obligation promissory notes to be used for capital projects (\$1,200,000) and movable equipment (\$4,700,000).
  - P. Jaske motioned to approved. **Approved; carried unanimously.**
- B. **Construction Bid Approval: Accessibility, Testing, Veterans, and Global Center Renovation Projects, WCTC Bid #1415-11 – J. Leverenz**
  - J. Leverenz requested approval to award the contract to Miron Construction Company, Inc. with a total cost of \$558,088.
  - Part of the funding will come from a \$10,000 Home Depot grant.
  - The \$133,000 budget overage will be taken out of the B Building transformer or available contingency funds. The additional cost is a result of adding two unfunded projects and the Accessibility area originally being quoted at a low rate due to less remodeling at the time.
  - E. Thelen noted she will support this.
  - R. Bertieri moved for approval. **Approved; carried unanimously.**

**C. District Boards Association Nomination for the 2015 Distinguished Alumni Award –**

**S. Kuhn**

- S. Kuhn reported that WCTC would like to nominate Kevin Rooney who has numerous degrees from WCTC, MATC and MSOE and has demonstrated noteworthy accomplishments in his field, always crediting his technical college education for his success and ability to climb the career ladder.
- K. Rooney presented at WCTC's Legislative Breakfast in April 2015 to state legislators on the important role the technical college has played in his career.
- E. Thelen motioned to approve Kevin Rooney as WCTC's 2015 Distinguished Alumni Award nominee. 8 ayes and 1 abstain (Riley). **Approved; carried by majority vote.**

**VI. Presentation/Discussion**

**A. Student Services Update – Career Connections – N. Gahagan**

- Debra Weber, Director-Career Connections, and Linda Busack, Internship Assistant, presented on Career Connections via a PowerPoint and student success stories.
- Emphasis is made on the critical life skills and doing an internship (employers want experience to come from an internship).
- TechConnect is available which posts 40,000 jobs each year.
- A Job Fair allows students and community members to attend.
- A number of classes, both for trainers and for students, are made available.

**VII. Adjournment – Board Chair**

- A. Karch adjourned the Board meeting at 6:09 p.m.

Respectfully submitted by  
Caroline Tindall, Recorder