

**Waukesha County Area Technical College District  
District Board Meeting Minutes  
December 8, 2015 - 5:00 PM  
Richard T. Anderson Education Center, Room C051/057**

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**Present:**

Mary Baer	Alan Karch
Pauline Jaske	Mary Wehrheim
Elizabeth Thelen	Jim Riley
Ron Bertieri	Dr. Pat Deklotz
Luis Hernandez, Jr.	

**Also Present:**

Kaylen Betzig  
23 Guests

**Excused:**

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**I. Call to Order – Mary Wehrheim**

**A. Pledge of Allegiance**

- M. Wehrheim called the meeting to order at 5:00 p.m. with the Pledge of Allegiance.

**II. Public/Staff Remarks**

- None

**III. Delegates to be Heard**

**A. Student Government Association – Ericka Raisleger**

- E. Raisleger presented on the final fall semester student events.

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

- Thank You to the Baking & Pastry and Culinary areas for their work with the Food Pantry, Habitat for Humanity and the Women’s Center. Mary Baer was a judge at Habitat for Humanity. The WCTC Gingerbread House won first place.
- There is a dramatic increase in the number of students who need assistance. Thank you to Kelly Ratliff and the team for their efforts with the Campus Cupboard. If students are hungry, they are not going to learn. The Campus Cupboard is growing nationally, and WCTC gets calls on how theirs is run.
- The Board received the default rate information from Tim Jacobson.
- The AQIP visit will be September 25 – 27, 2017. There will be 3-5 reviewers on campus.
- The Board Members are invited to attend the Strategy Forum from Feb 17 – 18, 2016 in Oakbrook, IL. They would like at least one Board Member present. This forum develops a plan of action on a specific topic pertinent to the college. The Board Members are asked to let Dr. Ann Krause-Hanson or Kaylen Betzig know if they will attend.
- Thank you to Mark Rzeznik and the other staff who gave up their Saturday to bring 100+ Boy Scouts on campus last weekend for training and completion of badges in dentistry, engineering, welding, truck transportation, automotive maintenance and more.

**V. Approval of Consent Agenda Items**

**A. Minutes Dated November 10, 2015 (Regular Board Meeting)**

**B. Accounts Payable Summaries for November 5, 12, 19, and 25, 2015**

**C. 38.14 Contract Report for November 2015**

**D. Approval to Hire Dr. Jennifer Fontanini as Associate Dean of Communication Skills/Social Science**

- J. Fontanini was not available for this meeting and will be invited to speak at the January 2016 Board Meeting.
- J. Riley motioned to approve the Consent Agenda Items. Approved; carried unanimously.

## **VI. Action Items**

### **A. Resolution to Submit Request for Approval (RFA) of the Digital Media/Video Lab Project Remodel in the G Building to the WTCS Board – J. Leverenz**

- J. Leverenz provided details of the project and requested approval to submit it to the Wisconsin Technical College System Board for review at the January 2016 meeting.
- A. Karch motioned to approve. **Approved; carried unanimously.**

### **B. Request for Approval of International Travel – A. Baade**

- **Education Abroad: Hessen Exchange; Frankfurt, Germany**
  - This is the annual Hessen Exchange. Travel will take place May 13-27, 2016, to Frankfurt, Germany. Up to 5 WCTC students will be traveling with Heather Albinger, faculty member, for this 1 credit Education Abroad course.
  - P. Jaske motioned to approve. **Approved; carried unanimously.**
- **Education Abroad: International Service Learning; Guatemala City, Guatemala**
  - Rachel Dobrauc will lead this group. Kara Hoffmann, an instructor in the Early Childhood Program, will also attend to be trained as the back-up instructor. Eight students are interested. Travel is May 28 – June 4, 2016. A \$1,125 fellowship per traveler was received through CCID.
  - M. Baer motioned to approve. **Approved; carried unanimously.**

## **VII. Presentation/Discussion**

### **A. Report on Graduates' Success 2014 – V. Brenner**

- V. Brenner reported on the statistics of the 13/14 graduates.

### **B. Upper C Building Renovations/Remodel – C. Tessmann/D. Brown/A. Krause-Hanson**

- The recommended remodel of the upper C Building was reviewed. This is in follow-up to staff displacements as a result of the remodels of the Learning Commons and the culinary expansion. Goal is to promote students and programs; academic takes priority. Need standalone buildings with all classrooms for efficiencies in opening/closing buildings.

### **C. Strategic Enrollment Management (SEM) Presentation – D. Rood/N. Gahagan/A. Krause-Hanson**

- Follow-up on the tiger team established to address the declining enrollment and the need to reverse that trend. Based on the premise that one size does not fit all and that retaining means working with the students individually and viewing things from a customer perspective. One core team and six sub teams. Teams are named to mirror the student experience. The Board is invited to attend the Team Showcase (Gallery Walk) on April 28, 2016 which will highlight the progress and findings to date.

## **VIII. Adjournment – Mary Wehrheim**

- M. Wehrheim adjourned the meeting at 6:41 p.m.

Respectfully Submitted by  
Caroline Tindall, Recorder