

**Waukesha County Area Technical College District
District Board Meeting Minutes
December 12, 2017 - 5:00 PM
Richard T. Anderson Education Center, Room C057**

Present:

Courtney Parkhurst
Ron Bertieri
David Lancaster

David Lancaster
Michael Wiebe

Jim Riley
Mary Wehrheim

Also Present:

Kaylen Betzig
31 Guests

Excused:

Dr. Patricia Deklotz
Robyn Ludtke

I. Call to Order – Alan Karch

A. Pledge of Allegiance

- Acting Board Chairperson, A. Karch, called the meeting to order at 5:00 p.m.

II. Public/Staff Remarks

- C. Wanek returned from a WCTC education abroad experience in Vienna, which included four students. The Vienna curriculum is changing and the next Vienna trip may be more than a year out.

III. Delegates to be Heard

A. Student Government Association – Kayla Richmond

- K. Richmond reviewed the events for November/December and explained the Senator Spotlight posters used to recognize the SGA team members.

IV. WCTC Update on College Activities – Kaylen Betzig

- The WCTC Criminal Justice Recruitment video was shown. Thank you to Marketing and Criminal Justice. The video is available on the WCTC web-site under the Criminal Justice home page.
- The WCTC Holiday video was shown and made possible through the efforts of the Marketing and Culinary Departments. This goes out to numerous individuals including staff and the advisory committee members.
- More than 150 Boy Scouts and leaders participated in the NovaCon Merit Badge Clinic held December 2 at WCTC. This allows the Boy Scouts to earn merit badges and is also great exposure for a positive experience at WCTC.
- WCTC has instituted a new award – the Grit Award. This semester’s winner of the Grit Award is Jose Rodrigues Comacho. He received his GED and Associate Degree while working at WCTC and earning promotions. J. Comacho plans to pursue another Associate Degree after graduating on December 13, 2017.

V. Approval of Consent Agenda Items

A. Minutes Dated November 14, 2017 (Regular Board Meeting) and November 28, 2017 (Board Retreat)

B. Accounts Payable Summaries for November 2, 9, 16, 28 and 30, 2017

C. 38.14 Contract Report for November 2017

- D. Lancaster motioned to approve the Consent Agenda. Approved; carried unanimously.

VI. Action Items

A. Resolution to Approve the 2016/17 Fund Balance Reservations and Designations – C. Tessmann

- C. Tessmann commented A. & B. Action Items are connected. Steve Henke, Sr. Manager, at Baker Tilly Virchow Krause, LLP, Greater Milwaukee Area, was available to go over the results of the audit. He reviewed the 3-page handout.
- J. Riley motioned to approve. Approved; carried unanimously.

B. Resolution to Approve the 2016/17 Comprehensive Annual Financial Report (CAFR) – C. Tessmann

- C. Parkhurst motioned to approve. **Approved; carried unanimously.**

C. Resolution to Modify the 2017/18 Budget – M. Becker

- M. Becker request Board approval of two modifications.
- J. Riley motioned to approve. **Approved; carried unanimously.**

D. Resolution to Submit a Request for Approval (RFA) for the Diesel Technician Lab (G205) to the WTCS Board – J. Leverenz

- J. Leverenz went over this first review with the WCTC District Board and the request to go to the WTCS Board. M. Shiels presented on this project at last month's Board Meeting. Need to create space for seven CDL trucks and/or trucks/trailers out of which students can work. Going out for bids in February. Second WCTC District Board approval in March.
- M. Wiebe motioned to approve. **Approved; carried unanimously.**

E. Resolution to Submit Request for Approval (RFA) for the H117 Remodel to the WTCS Board – J. Leverenz

- J. Leverenz provided details on the project and reminded the Board that L. Nowak presented on this at the November Board Meeting. This will go for bids in February and WCTC District Board approval again in March.
- D. Lancaster motioned to approve. **Approved; carried unanimously.**

F. Resolution to Submit a Program Approval for a Master Aesthetician Associate of Applied Science (AAS) Program to the WTCS Board – B. Piazza/J. Hader/D. Voigt

- B. Piazza, J. Hader and D. Voigt provided details about the program and the name change.
- When the state requested the CIP Code, it became apparent that this program fit more of the Master degree.
- C. Parkhurst motioned to approve. **Approved; carried unanimously.**

VII. Presentation/Discussion

A. Applied Technology Center Annual Report – R. Roberts

- R. Roberts, Executive Director of the Corporate Training Center (CTC), reviewed the highlights of the report.
- The CTC will be combined with the Small Business Center due to a common mission. Restructuring will help reduce the operating budget.
- The Q Building will go through a remodel for a more professional look. The walls are done. Working on the flooring. Should be completed by end-of-year.

B. Fire Suppression System in L Building Presentation – J. Leverenz

- J. Leverenz noted the requirement to add wet sprinkler systems has been completed in phases over the years. The L Building is on the schedule for this fiscal year.
- The Workforce Building, H Building, and part of the I Building do not yet have sprinklers and are included on the Facility Master Plan.
- Infrastructure projects do not require WTCS Board approval. The construction bid will require WCTC Board approval.

C. Industrial Building Floor Replacement Presentation – J. Leverenz

- J. Leverenz provided details on the project. The quarry floor in the I Building is very durable but the noise the students' rolling carts make in the hallway is very disruptive to the classes. Looking to eliminate the noise in the hallways.

D. WCTC Foundation – E. Phillips

- E. Phillips introduced herself and Bonnie Kobleska, WCTC Foundation Manager. E. Phillips invited David Bogust, a WCTC student and scholarship recipient, to speak to the Board on behalf of the other students who receive scholarships. He discovered a passion for technology and for helping others. Thanks to the Veterans Center, WCTC also gave him the opportunity to transition from service to civilian life.
- The WCTC District Board and E. Phillips congratulated David on his many accomplishments.
- A PowerPoint on the WCTC Foundation was shown.
- E. Phillips concluded that donations are given because the community truly believes in what WCTC is doing.
- She thanked the WCTC District Board on behalf of WCTC Foundation President Dan Wolfgram.

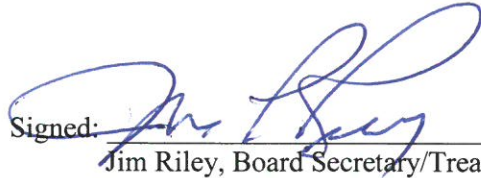
VIII. Board Evaluation of Meeting – Board Members

- Board Members offered their evaluation of the meeting.

IX. Adjournment – Alan Karch

- Acting Board Chairperson, A. Karch, adjourned the meeting at 6:10 p.m.

Respectfully Submitted by
Caroline Tindall, Recorder

Signed: 
Jim Riley, Board Secretary/Treasurer