

**Waukesha County Technical College  
District Board Meeting Minutes  
May 14, 2024 - 5:00 PM  
Richard T. Anderson Education Center, C051/057**

---

**Present:**

Courtney Bauer, Board Chairperson  
Joe Garza, Board Vice Chairperson (virtual)  
Brian Baumgartner, Secretary/Treasurer (virtual)  
Ryan Clark, Board Member  
Thomas Michalski, Board Member  
Jamie Stahulak, Board Member

**Absent**

Stephanie Reisner, Board Member  
Jim Zaiser, Board Member

**Also Present:**

Richard Barnhouse

30 guests

---

**PUBLIC HEARING**

**I. Call to Order – Courtney Bauer 5:00 p.m.**

- A. Pledge of Allegiance

**II. Public/Staff Remarks**

- A. None

**III. 2024-25 Annual Budget Review – Kristine Golz**

- Ms. Golz reported on the 2024-25 budget. Budget approval is recommended at the June Board meeting. The tax levy is scheduled for approval at the October Board meeting. A recalculation will be shared at that time.

**IV. Adjournment – Courtney Bauer**

- The Public Hearing meeting was adjourned at 5:05 p.m.
- 

**REGULAR MEETING**

**I. Call to Order – Courtney Bauer 5:06 p.m.**

**II. Public/Staff Remarks\***

- A. None

**III. Delegates to be Heard**

**A. Student Government Association – Gabby Karaban**

- Ms. Karaban reported that SGA held their final event on May 10. She shared that she is graduating with an associate degree in business management and a technical diploma in customer service. She will be traveling to Poland this summer and plans to finish getting her real estate license. Ms. Karaban then introduced the new SGA President Pierson Barnes. Mr. Barnes is in the Marketing program. Ms. Karen Ziegler, Coordinator-Student Life then introduced Mr. Jorge Benito, our new District Ambassador.

**IV. President’s Report – Dr. Richard G. Barnhouse**

- Dr. Barnhouse welcomed everyone to the May WCTC District Board meeting.
- Graduation is at the end of this week. The College has been quite busy with pinning's, showcases and other events. Thank you to everyone who has been able to attend.
- The WCTC Foundation has chosen a new Executive Director, Ms. Robyn Ludtke. Ms. Ludtke will start June 3, 2024. This is a major transition for the Foundation. Ms. Ludtke will be working closely with the College and Foundation Board.
- Dr. Barnhouse recently met with Senator Julian Bradley's staff to discuss state efforts regarding AI. He also had two meetings this week with Microsoft regarding AI. The AI lab is expected to open this summer/fall. Dr. Barnhouse will continue to update the Board as the College continues to lead the state in AI.
- Dr. Morna Foy, WTCS President recently visited and toured the Waukesha campus followed by lunch in the Classic Room.
- WCTC recently hosted an Automation Pathway discussion. The College is working with employers, WMEP, WCBA and others to create this pathway.
- Dr. Barnhouse attended the Waukesha 2050 event. WCTC was not on the docket but was mentioned numerous times. This shows the great work that everybody at the College is doing.
- He met and had lunch with the two new WCTC District Board members. This was a great way to share who we are and highlight the great things happening on campus. Both members will be back on campus in a few weeks for their WCTC District Board Orientation.
- Dr. Barnhouse thanked the Child Development Center for hosting the recent golf outing. It is always a wonderful event.
- The Police Academy Graduation, another outstanding campus event, was held just last week.
- Dr. Barnhouse shared that Mr. Paul Decker, Waukesha County Board Chair recently retired. He had the opportunity to meet with the new Waukesha County Board Chair, James Heinrich.
- Later this week eight high school students will be graduating with their associates degrees. This is just the beginning as the College expects these numbers to grow every year.

#### **V. Approval of Consent Agenda Items**

- A. Minutes dated April 9, 2024 (Regular Board Meeting)
- B. Accounts Payable Summary April 2024
- C. 38.14 Contract Report April 2024
- D. Approval to Hire Report
- E. Approval of International Travel Report
- F. Board Monitoring Data: 2023-24 Third Quarter Financials

Mr. Thomas Michalski motioned to approve the Consent Agenda Items, receiving a second from Mr. Ryan Clark. Approved; carried unanimously.

#### **VI. Action Items**

##### **A. Resolution Awarding the Sale of \$3,800,000 General Obligation Promissory Notes, Series 2024B – Jane Kittel**

- Dr. Kittel shared that the sale of the \$3,800,000 General Obligation Promissory Notes, Series 2024B was held. She introduced Jordan Masnica, Vice President of Baird. Mr. Masnica reported that out of eight bids, FHN Financial Capital Markets was the lowest bidder at 3.175%. Moody's did affirm the College's Aaa rating. Dr. Kittel then recommended approval.

Mr. Michalski motioned to approve the Resolution Awarding the Sale of \$3,800,000 General Obligation Promissory Notes, Series 2024B, receiving a second from Mr. Clark. Approved; carried unanimously

**B. Submit a Concept Review to the Wisconsin Technical College System Board for a Manufacturing Integration Engineering Technology Associate of Applied Science Program – Mike Shiels, David Schubot**

- Mr. Shiels shared that there is a large need for this program, which is to design automation in manufacturing. Manufacturers see this as an opportunity for their employees to receive two degrees in three years. This program will fill a current gap while enhancing efficiency and innovation across the manufacturing sector.

Mr. Clark motioned to approve the Submission of a Concept Review to the Wisconsin Technical College System Board for a Manufacturing Integration Engineering Technology Associate of Applied Science program, receiving a second from Mr. Jamie Stahulak. Approved; carried unanimously.

**C. Submit a Program Approval to the Wisconsin Technical College System Board for an Expanded Function Dental Auxiliary Advanced Technical Certificate Program – Michele Nelson, Lisa Nowak, David Schubot**

- Ms. Nowak requested final approval of the expanded function dental auxiliary advanced technical certificate program noting there has been a large push by the state of Wisconsin secondary to an increased need.

Mr. Stahulak motioned to approve the Program Approval to the Wisconsin Technical College System Board for an Expanded Function Dental Auxiliary Advanced Technical Certificate Program, receiving a second from Mr. Michalski. Approved; carried unanimously.

**D. Construction Bid Information: 5831AA Waukesha NA and HS Renovations – Rich Haen**

- Mr. Haen reviewed the project. Four bids were received with Gardner Builders Milwaukee, LLC being the lowest. Total project cost is \$1,190,515. Construction is anticipated to start lay May with completion in early December.

Mr. Clark motioned approval of the Construction Bid Information: 5831AA Waukesha NA and HS Renovations, receiving a second from Mr. Stahulak. Approved; carried unanimously.

**E. Tentative WCTC Board Adoption of 2024-25 Budget – Kristine Golz**

- Ms. Golz reviewed the WCTC 2024-25 budget. She then recommended approval.

Mr. Joe Garza motioned to approve the Tentative WCTC Board Adoption of 2024-25 Budget, receiving a second from Mr. Michalski. Approved; carried unanimously.

**F. Recommendations for Nomination Committee for 2024-25 Board Officers – Courtney Bauer**

- Nominating Committee Volunteers
  - Joe Garza (spokesperson)
  - Thomas Michalski
  - Ryan Clark

Mr. Garza motioned to approve the Recommendations for Nomination Committee for 2024-25 Board officers, receiving a second from Mr. Michalski. Approved; carried unanimously.

**VII. Presentation/Discussion**

**A. Branding Awareness Campaign – Andy Palen, Sarah Kikkert**

- Mr. Palen reported on the Branding Awareness Campaign, which is running April through June 2024. Part of the campaign is pushing the envelope forward and being a leader in higher education.

**IV. Mr. Brian Baumgartner motioned to convene into Closed Session pursuant to Section §19.85(1) (c) Wisconsin State Statute at 6:18 pm:**


- Mr. Michalski seconded the motion
- **Unanimous roll call vote**
- Discussion was held regarding Base Wage Agreement
- Mr. Baumgartner motioned to reconvene in open session, receiving a second from Mr. Garza
- **Unanimous roll call vote**
- The open meeting reconvened at 6:30 pm
- Mr. Garza motioned to approve the Base Wage Agreement as presented, receiving a second from Mr. Clark. Roll call vote was taken. Approved; carried unanimously.

**VIII. Adjournment – Courtney Bauer**

- Mr. Baumgartner motioned to adjourn the meeting, receiving a second from Mr. Garza. The meeting adjourned at 6:31 pm.

Respectfully Submitted by  
Kristan Gochenauer  
Executive Assistant to the Board

Signed:

  
Brian Baumgartner, Board Secretary/Treasurer