



MORAINE PARK TECHNICAL COLLEGE

DISTRICT BOARD MEETING

Wednesday, February 15, 2023

Moraine Park Technical College

235 N. National Avenue, Fond du Lac, WI 54935

World Link Conference Center, Room A-112

Virtual meeting option via Microsoft Teams

Ph: (414) 662-4790 | Conference ID: 927 955 377#

Upcoming Meetings and College Events

TITLE	DATE	TIME	LOCATION
WTCS State Board Meeting	March 14-15		NWTC, Green Bay
District Board Meeting	March 15	5:00 pm	West Bend Campus
Board Appointment Committee Meeting	March 20	4:30 pm	Fond du Lac Campus
HLC Conference	March 24-28		Chicago, IL
District Board Spring Workshop	March 28	4:00-7:00 pm	Fond du Lac TBD

VISION

Your home for **lifelong learning** to achieve lifelong dreams.

MISSION

Growing minds, businesses and communities through **innovative learning experiences.**

*This publication will be made available in an accessible alternative format upon request.
Please contact the President's Office at 920-929-2127 or email jjelinek@morainepark.edu.*

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VIII. ADJOURNMENT(Tom Hopp – Board Chair).....	25

I. ROLL CALL – 5:00 p.m.

A. Meeting Announcement

This meeting of the Moraine Park Technical College District Board has been officially announced to the District’s official news media – the Fond du Lac Reporter, the West Bend Daily News, and the Beaver Dam Daily Citizen – as well as to other media, in accordance with the Wis. Stat. sec. 19.81 through 19.98.

Roll call:

_____ Schwab
_____ Johnson
_____ Treichel
_____ Guerrero
_____ Jung
_____ Hintz
_____ Hill
_____ Zeratsky
_____ Hopp

II. PUBLIC COMMENTS

The public has been provided the opportunity to comment to the board. Any public comments received will be shared at this time.

III. APPROVAL OF MINUTES

SUGGESTED MOTION:

I move that the Moraine Park Technical College District Board approve the January 18, 2023 meeting minutes as presented.

MORAINES PARK TECHNICAL COLLEGE DISTRICT BOARD MEETING MINUTES January 18, 2023

ATTENDANCE

A meeting of the Moraine Park Technical College District Board was called to order at 5:01 p.m., November 16, 2022, in Room K201/202 of Moraine Park Technical College, 700 Gould Street, Beaver Dam, Wisconsin, Chairperson Tom Hopp presiding. Board members present at the meeting were Diane Guerrero, Rob Johnson, Steve Hill, Vernon Jung, Mike Schwab, Kate Treichel, Bur Zeratsky, and Sara Hintz.

MEETING NOTICE

Notice of the meeting was sent to the District's official newspapers (the Beaver Dam Daily Citizen, the West Bend Daily News, and the Fond du Lac Reporter) as well as to other media in compliance with Wis. Stat. sec. 19.81 through 19.98.

PUBLIC COMMENTS

The public was provided with an opportunity to comment to the Board. No comments from the public were received.

BUSINESS AND COMMUNITY LEADER CONNECTION

Jerry Cegielski, head of the Castings Division at Mercury Marine, provided a presentation to the board. An overview of the company history, products provided, business operations, innovative developments, manufacturing processes, recently completed expansions, and impacts of their partnership with Moraine Park were included in the presentation. Information only; no Board action required.

APPROVAL OF MINUTES

MOTION Zeratsky, second Johnson, that the Moraine Park Technical College District Board approve the December 21, 2022 meeting minutes as presented. Vote: Ayes: 7; Opposed: 0. Motion CARRIED.

III. APPROVAL OF MINUTES

MORAINÉ PARK TECHNICAL COLLEGE DISTRICT BOARD MEETING MINUTES January 18, 2023 (continued)

CONSENT ITEMS – MONTHLY BUSINESS

MOTION Jung, second Zeratsky, that the Moraine Park Technical College District Board approve the following presidential parameter consent items as presented:

1. Human Resources – Employment;
2. Financial Services – Accounting/Investments;
3. Economic Development Contracting;

and that the bills for the month of December be approved and payments are authorized, ordered, and confirmed. December receipts total \$2,697,220.67. December disbursements total -\$4,902,208.36. Roll call vote: Treichel, yes; Guerrero, yes; Schwab, yes; Johnson, yes; Jung, yes; Hill, excused; Hintz, excused; Zeratsky, yes; and Hopp, yes. Motion CARRIED.

APPROVAL OF RESOLUTION AUTHORIZING THE ISSUANCE OF \$1,500,000 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2022-23B

MOTION Schwab, second Jung, that the Moraine Park Technical College District Board adopt the following resolution authorizing the issuance and setting the sale of \$1,500,000 General Obligation Promissory Notes, Series 2022-23B (the "Notes") for the public purpose of financing building remodeling and improvements, including official intent to reimburse eligible project expenditures with the proceeds of the Notes. Roll call vote: Treichel, yes; Guerrero, yes; Schwab, yes; Johnson, yes; Jung, yes; Hill, excused; Hintz, excused; Zeratsky, yes; and Hopp, yes. Motion CARRIED.

ACADEMIC PROGRAM HIGHLIGHT – ELECTROMECHANICAL TECHNOLOGY

The Dean of Applied Technology and Trades and an Electromechanical Technology Program Instructor provided a presentation to the board. An overview of the program offerings, employment and wage trends, improvement initiatives, and current industry demands were included in the presentation. Information only; no Board action required.

III. APPROVAL OF MINUTES

MORAINES PARK TECHNICAL COLLEGE DISTRICT BOARD MEETING MINUTES January 18, 2023 (continued)

PRESIDENT'S REPORT

President Baerwald presented the 2022-23 Strategic Plan Mid-Year Progress Report, highlighting key strategic initiatives. The board evaluation tool was reviewed, and it was shared that the evaluation will be sent to all board members in mid-February with review of results at the spring workshop. Date options for the spring workshop were discussed, and Tuesday, March 28 from 4:00-7:00 pm was tentatively selected. An update on meetings recently attended was then provided, highlighting Envision Greater Fond du Lac and assumption of board chairperson role, meeting with Advocap to discuss potential childcare grant partnership opportunities, participation in Leadership Fond du Lac Higher Education panel discussion, and meeting with the Anthology CEO to discuss next steps with the ERP software solution. WTCS update included a webinar to review the new "Justice-Involved Dashboard" from the Department of Corrections which will assist with legislative advocacy and grant writing, recent state board meeting and subsequent President's Association meeting which focused on potential changes to Higher Learning Commission accreditation requirements for faculty. Legislative update included recently held legislative luncheon in Madison with 9 legislators able to attend as well as separate meetings held with members of the Joint Finance Committee to discuss budget requests and other needs of the technical college system. College activities update included successful realization of the AIR Center fundraising campaign goal, recently held Career Connections event which brings district middle school students to campus to explore programs, and faculty in-service which included a K-12 discussion panel. Information only; no Board action required.

UPCOMING EVENTS

It was noted that the timeline for accepting district board applications for the upcoming appointment process will be February 3-17 and to please direct any interested applicants to their local county clerk or the President's Office. A summary of upcoming meetings and events was shared. Anyone wishing to register for upcoming events should contact the President's Office. Information only; no Board action required.

ADJOURNMENT

MOTION Johnson, second Jung, that the Moraine Park Technical College District Board meeting be adjourned. Vote: Ayes: 7; Opposed: 0. Motion CARRIED.

The Board meeting was adjourned at 6:26 p.m.

IV. CONSENT ITEMS

The following information is being presented in accordance with District Board Policies BP 3.2 – Human Relationships, BP 3.3 – Compensation and Benefits, and BP 4.6 – Workforce Development.

A. Human Resources – Employment

Resignations/Terminations

Hannah Hillesheim, Instructional Technology Specialist, submitted her resignation effective February 3, 2023. Hannah had been with the College since February 2013.

Latisha Spence-Brookens, Associate Dean of Human Services, submitted her resignation effective March 1, 2023. Latisha has been with the College since July 2019.

Karrie Bruegman-May, Nursing Instructor, submitted her retirement effective May 23, 2023. Karrie has been with the College since August 2009.

Recruitment – Support Employees

Administrative Assistant-Dean WB/Grants Specialist, West Bend Campus. This full-time position was created when Kim Spartz changed roles at the College. This position provides technical assistance and administrative support to the Dean of the West Bend Campus and the Grants Office. After screening and interviewing, Lisa Disch-Johnson was selected and started February 6, 2023.

Facilities Management Assistant, Fond du Lac Campus. This full-time position was created when Melanie Petrowitz changed roles at the College. This position is responsible for providing administrative support and technical assistance to the facilities support system. After screening and interviewing, Erin Cotter was selected and started January 30, 2023.

Administrative Aide – EWD, Fond du Lac Campus. This full-time position was created when Kaitlin Malwitz submitted her resignation. This position will provide administrative assistance and technical support to all facets of the Economic and Workforce Development team. After screening and interviewing, Malinda Moore was selected and started January 30, 2023.

Student Involvement Specialist, West Bend Campus. This full-time position was created when Sandra Botham changed positions at the College. This position will plan, coordinate and lead student activities within student life to enhance student retention and engagement for the assigned campus. After screening and interviewing, Brittany Schmidt was selected and will start February 27, 2023.

Housekeeper, Fond du Lac Campus. This full-time position was created when Samuel Emrick submitted his resignation. The Housekeeper performs custodial duties and heavy-duty cleaning. After screening and interviewing, Tyler Blanck was selected and started February 6, 2023.

IV. CONSENT ITEMS

A. Human Resources – Employment

Recruitment – Support Employees (continued)

Academic Advisor-TRIO/SSS, Fond du Lac Campus. This full-time position was created when Bethany Brey submitted her resignation. This position is responsible for recruiting and advising eligible TRIO/Student Support Services (SSS) program students while providing required program services and referrals to appropriate support resources to ensure student motivation, academic success, retention, and graduation in accordance with applicable federal regulations governing TRIO/SSS Programs. Interviews were last held February 1, 2023.

Maintenance Mechanic, Fond du Lac Campus. This full-time position was created when Thomas Greicar submitted his resignation. This position will be performing at the journeyman level in several building trades. Interviews were last held January 19, 2023.

Spirit Store Representative, Fond du Lac Campus. This is a new, part-time position. This position works closely with the Auxiliary Services Manager to perform work activities for Spirit Store operations. Performs day-to-day cashier operations, cash handling and store opening and closing procedures. Interviews were last held January 27, 2023.

WIOA Training Navigator, Beaver Dam Campus. This full-time position was created when Talitha Cushman submitted her resignation. This position will perform student recruitment for WIOA (Workforce Innovation and Opportunity Act) sponsored programs under the Workforce Development Board of South Central Wisconsin's WorkSmart Network, advise WIOA candidates interested in transitioning to MPTC programs and provide administrative and technical assistance for WIOA programs. Interviews were last held February 7, 2023.

Recruitment – Management/Instructional Employees

Construction Project Manager, Fond du Lac Campus. This new, limited term position was created to support the CEV project Referendum. This position is accountable and responsible for the formation or adjustment of processes of the Facility Maintenance, Facility Planning and Construction major process of the Facilities Support System subject to the constraints imposed by the Director of Facilities, MPTC District Board policy, State Board rules, law and professional ethical behavior. After screening and interviewing, Michael Chevalier was selected and will start February 20, 2023.

Michael earned his Associates degree in Information Technology from Moraine Park Technical College and his Journeyman Electrician/Apprenticeship from Milwaukee Area Technical College and was most recently employed as President of MCR Services, LLC.

It is recommended that Moraine Park Technical College District Board issue a 2022-23 contract to Michael Chevalier and further that he be placed in DI on the Management salary schedule.

IV. CONSENT ITEMS

A. Human Resources – Employment

Recruitment – Management/Instructional Employees (continued)

Associate Dean of Business and IT, Fond du Lac Campus. This full-time position was created when Deborah Clarke submitted her resignation. This position is responsible for the Teaching and Learning and Instructional Operations major processes of the Teaching and Learning Primary System, for the instructional programs of assignment, subject to the constraints imposed by the Dean, District Board policy, State Board rules, laws, and professional ethical behavior. After screening and interviewing, Joseph Desiderio was selected and will start March 20, 2023.

Joseph earned his Master's in Business Administration from Park University and was most recently the IT Technical Support Specialist Instructor at Moraine Park Technical College.

It is recommended that Moraine Park Technical College District Board issue a 2022-23 contract to Joseph Desiderio and further that he be placed in C2 on the Management salary schedule.

Associate Dean of Human Services, Fond du Lac Campus. This full-time position was created when Latisha Spence-Brookens submitted her resignation. This position is responsible for the Teaching and Learning and Instructional Operations major processes of the Teaching and Learning Primary System, for the instructional programs of assignment, subject to the constraints imposed by the Dean, District Board policy, State Board rules, laws, and professional ethical behavior. Interviews will be held on February 21, 2023.

Associate Dean of Health, West Bend Campus. This full-time position was created when Ben McKenzie submitted his resignation. This position is responsible for the Teaching and Learning and Instructional Operations major processes of the Teaching and Learning Primary System, for the instructional programs of assignment, subject to the constraints imposed by the Dean, District Board policy, State Board rules, laws, and professional ethical behavior.

Economic & Workforce Development-Industrial Maintenance Instructor, Fond du Lac Campus. This repurposed position was created when Roy Krueger submitted his retirement. The primary teaching responsibility for this position will be for courses in the Industrial Maintenance Boot Camp. This instructor will be teaching at various sites and business locations within the Moraine Park Technical College District, and may be required to teach on evenings and weekends.

Vice President of Teaching and Learning, Fond du Lac Campus. This full-time position was created when Jim Eden submitted his retirement. The Vice President of Teaching and Learning will be a forward-looking academic leader with vision, strong leadership and strategic management experience to take Moraine Park to the next level of academic excellence and student success. First round interviews will be held on March 20 and 21, 2023.

IV. CONSENT ITEMS

A. Human Resources – Employment

Recruitment – Management/Instructional Employees (continued)

Senior Applications Developer, Fond du Lac Campus. This position was created when Matthew Mutz submitted his resignation. This position is accountable and responsible for the formation or adjustment of processes of the Application Development major process of the Information Technology Unit subject to the constraints imposed by the Application Development Manager, MPTC District Board policy, State Board rules, law and professional ethical behavior.

Applications Developer, Fond du Lac Campus. This full-time position was created when Ross Atkinson accepted another position at the College. This position is accountable and responsible for the formation or adjustment of processes of the Application Development major process of the Information Technology Unit subject to the constraints imposed by the Application Development Manager, MPTC District Board policy, State Board rules, law and professional ethical behavior. Interviews were last held August 11, 2022.

Promotion/Demotion/Transfer

Grants and Library Services Coordinator, West Bend Campus. This full-time position was created through a reorganization. This position will participate in and support teams and individuals within their area of responsibility for grant-related work and perform a variety of library and testing services for the West Bend campus. Thomas Ziolkowski was promoted into this position and started February 6, 2023.

IV. CONSENT ITEMS

B. Financial Services – Accounting/Investments

Receipts and Disbursements Report as of January 31, 2023 including the Disbursement Detail for disbursements \$2,500 or greater

Monthly Investment Report as of January 31, 2023

Monthly Comparative Statement of Revenues and Expenses as of January 31, 2023

TAX LEVY RECEIVABLE

January tax levy payments have been received. Total collections as of February 6, 2023 totaled \$6,596,321.02 or 38.7% of the total levied. Last year's collection through February 4, 2022 was \$6,384,269.97 or 37.8% of the total levied. A summary of this year's collection is as follows:

<u>County</u>	<u>Total Levied</u>	<u>Total Collected</u>	<u>Percent Collected</u>
Calumet	\$213,299.07	\$77,344.19	36.3%
Columbia	3,295.14	\$919.45	27.9%
Dodge	3,202,738.69	\$1,063,318.85	33.2%
Fond du Lac	4,655,340.51	\$1,743,371.27	37.5%
Green Lake	1,407,878.91	\$396,712.03	28.2%
Marquette	19,892.36	\$4,667.36	23.5%
Sheboygan	5,352.38	\$2,280.77	42.6%
Washington	7,321,177.18	\$3,234,888.78	44.2%
Waushara	144,897.64	\$42,575.66	29.4%
Winnebago	<u>79,319.12</u>	\$30,242.66	38.1%
	<u>\$17,053,191.00</u>	<u>\$6,596,321.02</u>	38.7%

IV. CONSENT ITEMS

C. Economic Development Contracting

EWD Board Report - February 2023										
Recipient	Title	Contract	Course Section #	Revenue	Revenue - Grant Administration Fee	Direct Cost	Net	Enrolled	FTE	
Alpa Inc.	Resilience: How to Keep Going	3342	41758	\$877.92	-	\$364.92	\$513.00	8	0.03	
Amsted Automotive	Robotics - Level 2	3276	41499	\$7,493.99	\$749.40	\$2,812.55	\$4,681.44	4	0.11	
BK Laser LLC	Train the Trainer	3352	41725	\$599.00	\$59.90	\$222.79	\$376.21	1	0.01	
Broan-NuTone LLC	Value Stream Mapping	3157	41344	\$5,586.50	-	\$2,069.17	\$3,517.33	12	0.24	
Campbellsport High School	Computer Aided Mfg. - Part B	3058	21727	\$591.80	-	\$1,599.30	(\$1,007.50)	4	0.13	
Conagra Brands	Supervision 101	3083	41458	\$5,396.00	\$539.60	\$2,449.82	\$2,946.18	4	0.08	
Conagra Brands	Welding - Intro to TIG	3104	41643	\$8,775.15	\$877.52	\$3,545.97	\$5,229.18	4	0.13	
Fives Giddings & Lewis LLC	Programmable Controllers 1	3077	21468	\$488.75	\$65.00	\$176.02	\$312.73	1	0.03	
Fives Giddings & Lewis LLC	Intro Power Transmission Systems	3077	21465	\$977.50	\$65.00	\$483.40	\$494.10	1	0.03	
Fives Giddings & Lewis LLC	Basic Blueprint/Schematic Reading	3077	21464	\$488.75	\$65.00	\$194.72	\$294.03	1	0.03	
Fives Giddings & Lewis LLC	Basic Hydraulics/Pneumatics	3077	21466	\$977.50	\$65.00	\$350.83	\$626.67	1	0.03	
Fives Giddings & Lewis LLC	Intro to Industrial Controls	3077	21467	\$488.75	\$65.00	\$144.72	\$344.03	1	0.03	
Fives Giddings & Lewis LLC	Industrial Maintenance Safety	3077	21463	\$488.75	\$65.00	\$380.15	\$108.60	1	0.03	
Fox Valley Savings Bank	Train the Trainer	3361	41725	\$599.00	\$59.90	\$222.79	\$376.21	1	0.01	
Grande Cheese Company	Programmable Controllers 1	3079	21468	\$977.50	\$130.00	\$352.03	\$625.47	2	0.07	
Grande Cheese Company	Intro to Industrial Controls	3079	21467	\$977.50	\$130.00	\$289.43	\$688.07	2	0.07	
Grande Cheese Company	Basic Hydraulics/Pneumatics	3079	21466	\$1,955.00	\$130.00	\$701.66	\$1,253.34	2	0.07	
Grande Cheese Company	Intro Power Transmission Systems	3079	21465	\$1,955.00	\$130.00	\$966.80	\$988.20	2	0.07	
Grande Cheese Company	Basic Blueprint/Schematic Reading	3079	21464	\$977.50	\$130.00	\$389.43	\$588.07	2	0.07	
Grande Cheese Company	Industrial Maintenance Safety	3079	21463	\$977.50	\$130.00	\$760.29	\$217.21	2	0.07	
Horicon Bank	Train the Trainer	3351	41725	\$1,198.00	\$119.80	\$445.56	\$752.44	2	0.03	
KMC Stampings	Train the Trainer	3170	41648	\$4,357.00	\$435.70	\$1,501.25	\$2,855.75	9	0.12	
Markesan High School	Medical Terminology	3038	21733	\$4,301.01	-	\$2,470.57	\$1,830.44	9	0.9	
Mayville Engineering Company Inc	Supervisory Leadership	3130	41334	\$1,089.49	\$108.95	\$532.73	\$556.76	12	0.04	
Mayville Engineering Company Inc	Emotional Intelligence	3130	41333	\$2,020.40	\$202.04	\$1,427.23	\$593.17	18	0.06	
Mayville Engineering Company Inc	Diversity & Civility	3130	41335	\$938.00	\$93.80	\$364.37	\$573.63	10	0.03	
Mayville Market Piggly Wiggly	Train the Trainer	3357	41726	\$599.00	-	\$3.96	\$595.04	1	0.01	
Mercury Marine	NIMS Review/Cert Testing	3167	41513	\$1,580.00	\$158.00	\$1,249.96	\$330.04	10	0.03	
Mercury Marine	CNC Machining Fundamentals	3167	41502	\$21,165.59	\$2,116.56	\$11,226.39	\$9,939.20	10	0.67	
Mercury Marine	Intro to Engine Fundamentals	3249	41640	\$3,680.00	\$368.00	\$1,405.60	\$2,274.40	12	0.16	
Mercury Marine	Mercury Leadership Development Refresher	3096	41756	\$690.00	-	\$137.25	\$552.75	29	0.1	
Mid-States Aluminum Corporation	DISC	3178	41721	\$1,469.12	\$146.91	\$847.20	\$621.92	9	0.03	
Mid-States Aluminum Corporation	Supervision 101	3178	41722	\$6,212.99	\$621.30	\$2,481.47	\$3,731.52	9	0.18	

IV. CONSENT ITEMS

C. Economic Development Contracting

EWD Board Report - February 2023										
Recipient	Title	Contract	Course Section #	Revenue	Revenue - Grant Administration Fee	Direct Cost	Net	Enrolled	FTE	
MSI Express, Inc	Intro Power Transmission Systems	3135	21465	\$1,955.00	\$130.00	\$675.73	\$1,279.27	1	0.03	
MSI Express, Inc	Programmable Controllers 1	3135	21468	\$977.50	\$130.00	\$175.98	\$801.52	1	0.03	
MSI Express, Inc	Basic Hydraulics/Pneumatics	3135	21466	\$1,955.00	\$130.00	\$412.46	\$1,542.54	1	0.03	
MSI Express, Inc	Basic Blueprint/Schematic Reading	3135	21464	\$977.50	\$130.00	\$389.44	\$588.06	2	0.07	
MSI Express, Inc	Intro to Industrial Controls	3135	21467	\$977.50	\$130.00	\$144.70	\$832.80	1	0.03	
MSI Express, Inc	Industrial Maintenance Safety	3135	21463	\$977.50	\$130.00	\$760.28	\$217.22	2	0.07	
Progress Manufacturing Inc.	Supervision 101	3102	41501	\$5,513.76	\$551.38	\$2,379.48	\$3,134.28	6	0.12	
Sadoff Iron & Metal Company	Train the Trainer	3355	41725	\$599.00	\$59.90	\$222.79	\$376.21	1	0.01	
Serigraph, Inc.	Recognition and Engagement - Group A	3115	41369	\$934.58	\$93.46	\$333.29	\$601.29	9	0.03	
Serigraph, Inc.	Recognition and Engagement - Group B	3115	41375	\$929.72	\$92.97	\$328.43	\$601.29	6	0.02	
Serigraph, Inc.	Coaching and Mentoring - Group A	3115	41368	\$937.82	\$93.78	\$336.53	\$601.29	9	0.03	
Serigraph, Inc.	Coaching and Mentoring - Group B	3115	41374	\$933.86	\$93.39	\$332.57	\$601.29	7	0.02	
Serigraph, Inc.	Influence and Persuasion - Group A	3115	41365	\$1,002.53	\$100.25	\$401.24	\$601.29	9	0.03	
Serigraph, Inc.	Influence and Persuasion - Group B	3115	41370	\$984.19	\$98.42	\$382.90	\$601.29	7	0.02	
Serigraph, Inc.	Giving Effective Feedback - Group A	3115	41366	\$937.82	\$93.78	\$336.53	\$601.29	9	0.03	
Serigraph, Inc.	Giving Effective Feedback - Group B	3115	41371	\$929.90	\$92.99	\$328.61	\$601.29	5	0.02	
Serigraph, Inc.	Dealing with Difficult People - Group A	3115	41367	\$939.44	\$93.94	\$338.15	\$601.29	9	0.03	
Serigraph, Inc.	Dealing with Difficult People - Group B	3115	41373	\$935.12	\$93.51	\$336.33	\$598.79	7	0.02	
Signicast Corporation	Intro Power Transmission Systems	3082	21465	\$5,865.00	\$390.00	\$2,900.40	\$2,964.60	6	0.2	
Signicast Corporation	Basic Hydraulics/Pneumatics	3082	21466	\$5,865.00	\$390.00	\$2,104.98	\$3,760.02	6	0.2	
Signicast Corporation	Programmable Controllers 1	3082	21468	\$2,932.50	\$390.00	\$1,056.09	\$1,876.41	6	0.2	
Signicast Corporation	Intro to Industrial Controls	3082	21467	\$2,932.50	\$390.00	\$868.29	\$2,064.21	6	0.2	
Signicast Corporation	Basic Blueprint/Schematic Reading	3082	21464	\$2,932.50	\$390.00	\$1,168.29	\$1,764.21	6	0.2	
Signicast Corporation	Industrial Maintenance Safety	3082	21463	\$2,932.50	\$390.00	\$2,280.81	\$651.69	6	0.2	
Specialty Cheese Company, Inc	Intro Power Transmission Systems	3078	21465	\$977.50	\$65.00	\$483.40	\$494.10	1	0.03	
Specialty Cheese Company, Inc	Basic Blueprint/Schematic Reading	3078	21464	\$488.75	\$65.00	\$194.73	\$294.02	1	0.03	
Specialty Cheese Company, Inc	Programmable Controllers 1	3078	21468	\$488.75	\$65.00	\$176.02	\$312.73	1	0.03	
Specialty Cheese Company, Inc	Basic Hydraulics/Pneumatics	3078	21466	\$977.50	\$65.00	\$350.83	\$626.67	1	0.03	
Specialty Cheese Company, Inc	Intro to Industrial Controls	3078	21467	\$488.75	\$65.00	\$144.72	\$344.03	1	0.03	
Specialty Cheese Company, Inc	Industrial Maintenance Safety	3078	21463	\$488.75	\$65.00	\$380.15	\$108.60	1	0.03	
Specialty Cheese Company, Inc	Train the Trainer	3350	41725	\$599.00	\$59.90	\$222.79	\$376.21	1	0.01	
Whisker	Supervision 101	3147	41262	\$5,963.02	\$596.30	\$3,065.02	\$2,898.00	14	0.28	
Workforce Development Board of South Central Wisconsin	Burke Welding Textbooks	3381	T1633	\$1,041.92	-	\$37.49	\$1,004.43	0	0	
TOTAL				\$149,321.64	\$ 13,551.35	\$66,619.78	\$82,701.86	345	6.01	

IV. CONSENT ITEMS

SUGGESTED MOTION:

I move that the Moraine Park Technical College District Board approve the following presidential parameter consent items as presented:

- 1. Human Resources – Employment;***
- 2. Financial Services – Accounting/Investments;***
- 3. Economic Development Contracting; and***

that the bills for the month of January be approved and payments are authorized, ordered, and confirmed.

Roll call vote:

_____ Treichel
_____ Schwab
_____ Guerrero
_____ Johnson
_____ Zeratsky
_____ Jung
_____ Hill
_____ Hintz
_____ Hopp

V. ACTION ITEMS

A. Approval of Retirement

The following employee has informed the College that she will be retiring from the Moraine Park District:

<u>Employee</u>	<u>Title</u>	<u>Effective Date</u>	<u>Date Hired</u>
Karrie Bruegman-May	Nursing Instructor	May 23, 2023	August 18, 2009

SUGGESTED MOTION:

I move that the Moraine Park Technical College District Board accept the retirement of Karrie Bruegman-May:

This employee has proven to be a very dedicated, cooperative and hard-working employee of Moraine Park Technical College. The Board hereby accepts her retirement and expresses sincere appreciation for her many contributions and years of service. The Board also wishes to express its appreciation on behalf of the citizens of the Moraine Park District.

V. ACTION ITEMS

B. Approval of Student Intake Fees

The following information is being presented for the purpose of District Board monitoring of their Governance Process Policy BP 1.10 College Budgeting Process, in which MPTC student fees for the coming academic year need to be approved by the District Board. The WTCS Board approves program (tuition) fees (in-state and out-of-state).

We are proposing and requesting four (4) new fees and one (1) change/update to the 2022-23 Moraine Park student fees for the 2023-24 academic year. Additionally, the WTCS sets program fees that are expected to be announced in late March. The requested items are as follows:

Fee Changes/Updates

- **Avocational Fee:** Increase from \$266.16 to \$276.81 per credit (increase of 4%).

Rationale: We continue to increase fees slightly each year to assist with the cost recovery of expenses associated with producing, printing and mailing the printed class schedule. In addition, the adjunct rates were increased last year and the program fee rates were unable to absorb the adjunct rate changes. Similar classes in the community are priced significantly higher than ours and the impact to students is minimal. For a typical 4-hour course (.1 credit) - Standard rate -Current: \$31.12 (community fee plus material fee) Proposed: \$32.18 (community fee plus material fee) Net change: +\$1.06.

MPTC would maintain the 25% discount to the community service fee for participants ages 62 and older. Over 62 discount - Current: \$24.46 (community fee plus material fee) Proposed: \$25.26 (community fee plus material fee) Net change: +\$0.80.

New Fees

- **International Student Admission Processing Fee:** \$100 admissions fee for international students.

Rationale: The processing for International Students that require a student visa to study at Moraine Park is extensive. Recruitment and Admission staff must answer questions about and process additional financial documents, insurance documents, English language testing, and immigration questions. Once these documents have been received and reviewed, the college's Principle Designated School Official (PDSO) must process and create an I-20 for the prospective student in the Student and Exchange Visitor Information System (SEVIS). We propose a \$100 admissions fee to offset the additional staff time to process these items.

- **International Student I-20 Reissuance Fee:** \$150 International Student I-20 Reissuance Fee.

Rationale: International Students often desire to change their designated start term at MPTC. Each time a student changes their start term, the college's PDSO must process and reissue a new I-20 form. This document must be sent through international mail as an electronic document is not sufficient. This fee would be charged whenever an international student requires an I-20 be changed and reissued through SEVIS. Approximately one half of the other WTCS colleges charge additional fees for this processing.

V. ACTION ITEMS

B. Approval of Student Intake Fees

New Fees (continued)

- **Cosmetology Kit Charge:** Include kit charge on course with the option to bring the kit into the new MPTC Spirit Store.

Rationale: To provide context, the cosmetology kit has roughly 100 line items with multiple components from combs to mannequin heads. The kits cost \$2205 + shipping and taxes through eCampus. Late, incomplete and undelivered orders have been long-standing issues. Allowing our Spirit Store to order the kit will create cost saving to students, improve timeliness of delivery, eliminate educational/instructional barriers that occur when the kits are not on time(kits ready for the students on Day 1), flexibility to change out components, allow payment plan options, and overall improved service to students.

- **Second Chance Pell/DOC Online Program Books:** Include book charge on courses.

Rationale: With the issuance of 2nd Chance Pell funding for incarcerated, it is more effective for financial aid and the student to add the book charges onto the course section. Incarcerated do not have access to purchase books on their own. The addition of the book charges will simplify the financial aid process and the book ordering process for students and MPTC staff.

SUGGESTED MOTION:

I move that the Moraine Park Technical College District Board approve the student intake fees for 2023-24 as proposed.

V. ACTION ITEMS

C. Approval of Apprenticeship Proposals

I. Early Childhood Educator Apprenticeship (50-316-2)

Proposed Components

Program Name: Early Childhood Educator Apprenticeship

Program Number: 50-316-2

Effective for the 2023-2024 Academic Year

The College is seeking the District Board's approval to submit an Apprentice Program Implementation Request to the Wisconsin Technical College System (WTCS) to implement an Early Childhood Educator Apprenticeship at Moraine Park Technical College.

Rationale

The Early Childhood Educator Apprenticeship will position students to work in an in-demand field while earning their Child Care Services Technical Diploma. The apprenticeship program positions students to earn their diploma through displaying educational and skills competencies in the classroom and in field. Quad Graphics, Advisory Committee Member and District Employer, is looking for the ability to sponsor apprentices.

Resources Required

No additional resources are required.

SUGGESTED MOTION:

I move that the Moraine Park Technical College District Board approve the proposal for Early Childhood Educator Apprenticeship, and to continue with the implementation phase of the development process. This apprenticeship will be implemented for the 2023-2024 academic year.

V. ACTION ITEMS

C. Approval of Apprenticeship Proposals

2. Restaurant Cook Apprenticeship (50-316-1)

Proposed Components

Program Name: Restaurant Cook Apprenticeship

Program Number: 50-316-1

Effective for the 2023-2024 Academic Year

The College is seeking the District Board's approval to submit an Apprentice Program Implementation Request to the Wisconsin Technical College System (WTCS) to implement a Restaurant Cook Apprenticeship at Moraine Park Technical College.

Rationale

Conversations with district business and industry partners indicate an increasing need for trained individuals to enter the food service industry as skilled chefs. The Restaurant Cook Apprenticeship program aligns with the MPTC's Culinary Arts Associate Degree program allowing for both apprenticeship students and program students to take courses in tandem. In addition, MPTC was approached by a major health-care employer expressing their interest in beginning to utilize the Restaurant Cook Apprenticeship as a training model for new employees.

Resources Required

No additional resources are required.

SUGGESTED MOTION:

I move that the Moraine Park Technical College District Board approve the proposal for Restaurant Cook Apprenticeship, and to continue with the implementation phase of the development process. This apprenticeship will be implemented for the 2023-2024 academic year.

V. ACTION ITEMS

C. Approval of Apprenticeship Proposals 3. Culinary Apprenticeship (50-316-3)

Proposed Components

Program Name: Culinary Apprenticeship

Program Number: 50-316-3

Effective for the 2023-2024 Academic Year

The College is seeking the District Board's approval to submit an Apprentice Program Implementation Request to the Wisconsin Technical College System (WTCS) to implement a Culinary Apprenticeship at Moraine Park Technical College.

Rationale

Conversations with district business and industry partners indicate an increasing need for trained individuals to enter the food service industry as skilled chefs. The Culinary Apprenticeship program aligns with MPTC's Culinary Arts Associate Degree program allowing for both apprenticeship students and program students to take courses in tandem. In addition, MPTC was approached by a major health-care employer expressing their interest in beginning to utilize the Culinary Apprenticeship as a training model for new employees.

Resources Required

No additional resources are required.

SUGGESTED MOTION:

I move that the Moraine Park Technical College District Board approve the proposal for Culinary Apprenticeship, and to continue with the implementation phase of the development process. This apprenticeship will be implemented for the 2023-2024 academic year.

V. ACTION ITEMS

C. Approval of Apprenticeship Proposals

4. Maintenance Mechanic/Millwright Apprenticeship (50-423-1)

Proposed Components

Program Name: Maintenance Mechanic/Millwright Apprenticeship

Program Number: 50-423-1

Effective for the 2023-2024 Academic Year

The College is seeking the District Board's approval to submit an Apprentice Program Implementation Request to the Wisconsin Technical College System (WTCS) to implement a Maintenance Mechanic/Millwright Apprenticeship at Moraine Park Technical College.

Rationale

Conversations with district business and industry partners indicate a need for trades people with the ability to troubleshoot, identify solutions, repair, and maintain industrial equipment. The Maintenance Mechanic/Millwright apprenticeship gives us the opportunity to address these district needs by providing a training pathway for employees of organizations such as John Deere and Quad Graphics.

Resources Required

Equipment, curriculum development, and faculty resources are included in a Core Industry Grant proposal.

SUGGESTED MOTION:

I move that the Moraine Park Technical College District Board approve the proposal for Maintenance Mechanic/Millwright Apprenticeship, and to continue with the implementation phase of the development process. This apprenticeship will be implemented for the 2023-2024 academic year.

V. ACTION ITEMS

C. Approval of Apprenticeship Proposals

5. Material Handler Apprenticeship (50-XXX-X)

Proposed Components

Program Name: Material Handler Apprenticeship

Program Number: 50-XXX-X

Effective for the 2023-2024 Academic Year

The College is seeking the District Board's approval to submit an Apprentice Program Implementation Request to the Wisconsin Technical College System (WTCS) to implement a Material Handler Apprenticeship at Moraine Park Technical College.

Rationale

Department of Corrections has approached Moraine Park to offer a Material Handler Apprenticeship. The program would be offered to individuals who are incarcerated at the John C. Burke Center and work at one of the warehouses operated by the Bureau of Correctional Enterprises. The apprenticeship will be 1244 hours, including classroom hours and hours worked in the warehouses.

Resources Required

No additional resources are needed.

SUGGESTED MOTION:

I move that the Moraine Park Technical College District Board approve the proposal for Material Handler Apprenticeship, and to continue with the implementation phase of the development process. This apprenticeship will be implemented for the 2023-2024 academic year.

VI. CORRESPONDENCE AND REPORTS

A. 2022-23 Strategic Plan Scorecard Mid-Year Report

Laura Waurio, Director of Institutional Effectiveness, will present the 2022-23 Strategic Plan Mid-Year Progress Report to the board.

B. K-12 Strategic Plan/Annual Report Update

Lisa Pollard – Dean of the West Bend Campus, Beth Roehl – K-12 Partnership Coordinator, and Holly Steiner – K-12 Partnership Coordinator, will provide a presentation to the board.

C. Spring Enrollment Update

Jim Barrett, Vice President of Student Services, will provide a presentation to the board.

D. President's Report

President Baerwald will provide a summary update of recently attended meetings and college activities.

E. District Boards Association Reports/Upcoming Events

1. ACCT National Legislative Summit

Members that attended the recent February 5-8 ACCT National Legislative Summit may wish to report on sessions and meetings attended at this time.

2. Upcoming Events

Note: A majority of Board members may be attending the meetings/conferences at the dates/places, and for the purposes noted below. This notice is being provided to comply with Wisconsin Open Meetings Law.

1. WTCS State Board Meeting – March 14-15 – Northeast WI Technical College, Green Bay
2. District Board Meeting – Wednesday, March 15, 5:00 pm – West Bend Campus
3. Board Appointment Committee Meeting – Monday, March 20, 4:30 pm – Fond du Lac Campus
4. District Board Spring Workshop – Tuesday, March 28, 4:00-7:00 pm – Fond du Lac TBD
5. HLC Conference – March 24-28 – Chicago, IL

VII. CLOSED SESSION

A. Approval to Convene into Closed Session

It is the Board's intent to convene into Closed Session pursuant to Wis. Stat. 19.85(1)(e) for deliberating and negotiating the purchasing of public properties, the investing of public funds, and conducting other specified public business, because competitive and bargaining reasons require a closed session. The topic is consideration of the terms and conditions of a proposed Developer Agreement with the City of Horicon for the purchase and development of real estate for a fire training facility.

SUGGESTED MOTION:

I move that the Moraine Park Technical College District Board convene into closed session pursuant to Wis. Stat. 19.85(1)(e) for deliberating and negotiating the purchasing of public properties, the investing of public funds, and conducting other specified public business, because competitive and bargaining reasons require a closed session. The topic is consideration of the terms and conditions of a proposed Developer Agreement with the City of Horicon for the purchase and development of real estate for a fire training facility.

Roll call vote:

_____ Zeratsky
_____ Guerrero
_____ Hill
_____ Hintz
_____ Schwab
_____ Treichel
_____ Jung
_____ Johnson
_____ Hopp

(UPON COMPLETION OF THE CLOSED SESSION, THE BOARD WILL RECONVENE INTO OPEN SESSION)

VIII. ADJOURNMENT

SUGGESTED MOTION:

I move that this Moraine Park Technical College District Board meeting be adjourned.