



*Board of Trustees Meeting
Minutes*

May 8, 2024
12:15 p.m.

*In- Person at the NWTC Green Bay Campus – Boardroom DO308
2740 West Mason Street, Green Bay, WI 54303*

Open Meeting & Roll Call

The Board Chairperson called the May 8, 2024 NWTC Board of Trustees meeting to order and requested that roll call be taken at this time. (12:15 p.m.)

Present: Dave Mayer, Richard Stadelman, Gerald Worrick, Dustin Delsman, Carla Hedtke, Cathy Dworak, Kelly Robinson

Absent: Jeff Rickaby, Brenda Mendolla-Buckley

Also Present: Crystal Harrison, Amy Kox, Mike VanderHeiden, Meridith Jaeger, Jennifer Flatt, Kathryn Rogalski, Kristen Raney, Janel Karban, Sara Lam, Myke Schmit, Natalie Winzenried, Foundation Board Members, Pam Lunde

Open Forum, Introduction of Guests, and Acknowledgements

The Chairperson asked for the introduction of any guests present at this time and invite public comment.

Foundation Update

Joe Langer, NWTC Foundation Board Vice President, provided an update at this time.

Student Leader Forum

No Student Leader Forum update.

Mission Moment

Meridith Jaeger, Vice President of College Advancement, shared a mission moment at this time.

Executive Session

The Board Chair accepted a motion to go into Executive Session in accordance with State Statute 19.85 (1) (c)¹ for the purpose of discussing the following items: 1. President’s Performance Evaluation and Incoming President’s Contract and Compensation.

Gerald Worrick moved that the Board go into Executive Session in accordance with State Statute 19.85 (1) (c)² for the purpose of discussing the following items: 1. President’s Performance Evaluation and President’s Contract and Compensation.

Motion seconded by Dustin Delsman.

Motion carried, with all voting “Aye” on roll call.

Dustin Delsman moved that the Board return to regular order of business.

Motion seconded by Dave Mayer.

Motion carried, with all voting “Aye” on roll call.

Action Items (Roll Call Vote)

Bills

Detailed copies of the current disbursements for fiscal year 2024 for the month of April were forwarded to the Board Treasurer for review and recommendation to the Board for payment. Additional listings of the bills are available in the District Office for review by any interested person. Included as Board Exhibit 1 is a copy of the fiscal year 2024 Board of Trustees Travel and Membership Budget Report.

Richard Stadelman moved that the Board approve the April 2024 bills as presented and the fiscal year 2024 Board of Trustees Travel and Membership Budget Report.

Motion seconded by Dave Mayer.

Motion carried, with all voting “Aye” on roll call.

President’s Contract & Compensation

Dustin Delsman moved that the Board approve the Kristen Raney’s compensation, benefits, and contract as discussed in Executive Session to be effective July 1, 2024.

Motion seconded by Dave Mayer.

Motion carried, with all voting “Aye” on roll call.

¹ (c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

² (c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

Consent Agenda Items:

Minutes

The minutes of the April 17, 2024 Board meeting were sent to Board members prior to the May 8, 2024 Board meeting. It was recommended that Board approval be given for the April 17, 2024 Board meeting minutes.

Corporate Training & Economic Development (Contracts for Service)

Under the provisions of State Statutes 38.14 (3) and State Administrative Code WTCS 8, the District Board may enter into contracts to provide instructional or non-instructional services to public institutions, local governmental bodies, private institutions, industries, and businesses. District Board policy E240 delegates the authority to initiate a contract to the President, with the proviso that the contract is subject to retroactive approval by the Board. A report of fiscal year 2024 contracts pending Board approval is attached as Board Exhibit 2.

This report includes not only the in-district contracts but also the out-of-district and the out-of-state contracts. State Board Contract for Service Policy requires that the District Board receive a report at least quarterly on contracts entered into for which less than full cost is being charged. We have elected to provide the Board with this report on a monthly basis. This report uses a state formula in which the state annually calculates a percentage for indirect expenses (34.08% for on-campus and 27.96% for off-campus) such as administration, facilities, utilities, information systems, registration, counselors, insurance, etc., associated with a contract to determine full costs. Project pricing was recommended by the department and approved by the Board. The intent is to recover the direct and indirect costs of delivering the services. Copies of the contracts are available for review by any interested person.

It is recommended that the Board approve the contracts for services identified in Board Exhibit 2.

Dave Mayer moved that the Board approve the consent agenda items as follows: April 17, 2024, Board meeting minutes and the contracts for services identified in Board Exhibit 2.

Motion seconded by Dustin Delsman.

Motion carried, with all voting “Aye” on voice vote.

Reports

NWTC Strategic Partnerships

Kristen Raney, President, and members of the Executive Leadership Team reviewed efforts to strengthen key partnerships that align with college priorities.

Overview

Part of Kristen’s onboarding has been getting to assess and review partnerships. We’re looking at the partnerships themselves and asking high-level questions on if we’re getting the most out of the partnerships that we can and maximizing the partnerships. We’re moving from everyone is involved in as many organizations as possible to more focused categories of partnerships (K12, Transfer, Focused Partners). Kristen and ELT shared what they’re doing and how they’re strategically involved with partnerships.

K12

Achieving the Dream (ATD) Landscape Analysis
Northeast Wisconsin School of Innovation (NEWSOI)

Transfer

Turbocharge

PIE Board
New Agreements with UWGB

Focused Partners

Oneida Partnership
Menominee Nation
Achieve Brown County
Brown County United Way Premier Partner
NEWERA
NEWMA
New North

Divisional Reports

A. President's Report

- Kristen had lunch with Senator Baldwin and had great conversations on the needs of the college – healthcare in particular
- Graduation is next week: May 14-16
- Aspen Award – NWTC is in the top 20 as semifinalists

B. Learning Update

- Digital Arts Showcase
- Law Enforcement Graduation is coming up
- Industrial Technician Fundamentals and Welding bilingual cohort graduation tonight
- Nursing and Dental Pinning Ceremonies coming up
- NWTC awarded an Oral Healthcare Grant for \$1.6M which will allow us to expand our dental program

C. College Advancement Update

- Soar Higher Business Partner –Deadline June 14th – Event November 14th at Rockwood Terrace (Title Town /Airens Hill)
- Brown County Golf Classic – September 11, 2024
 - i. Reminder – Brown County in partnership with Green Bay Packers named NWTC as the beneficiary of this fundraising event with a goal of raising a \$1M endowment to support Brown County High School graduating seniors in need with scholarships.
- Foundation Assessment – current state and opportunities
 - i. Kick off April 1, 2024
 - ii. Month of April - Share documents (process, governance, structure, fundraising, etc)
 - iii. Scheduling meetings week of June 10th
 - 1. Donors, Staff, companies and organizations, alumni, trustee liaison,
 - iv. Report out – in July to help us develop our plan for the future
- Self-Insurance Fund Progress: Target of \$1.3 million in a combination of increased revenue and decreased expenses. For the calendar year 2025, premium rates will raise by 7% to bring us to the target.
- There's a combination of other changes being assessed.

D. Student Services Update

- Enrollment Update: FTE remains up over 2% over last year
 - i. For applications for next year, we are currently at 24% of in-district high school students having applied to NWTC.
 - ii. All age groups have seen a 100+ increase in applications over last year including
 - iii. 1-3 Years post-graduation (increase of 101)
 - iv. 3+ Post Graduation (increase of 158)
 - v. Health Sciences & Ed has the largest growth over all ages
 - vi. College of Business has had the most growth in non-traditional ages
 - vii. Trades & Engineering Technology has had the largest growth in the 1-3 year post HS graduation ages

E. Business & Technology Update

- No Update

Board Member Professional Development Updates

Board members had an opportunity to report out on any professional development activities and/or conferences they have attended since the last Board meeting.

Retirement Ceremony – Carla Hedtke attended

District Board Meeting – Carla Hedtke attended

Action Item

FY 2025 Budget Public Hearing

Gerald Worrick made a motion to adjourn the regular session for the purpose of conducting a Public Hearing on the FY 2025 Budget for Northeast Wisconsin Technical College (3:38 p.m.).

Motion seconded by David Mayer.

Motion carried, with all voting “Aye” on roll call.

Public Hearing on the Fiscal Year 2025 Budget

In accordance with the requirements of Wisconsin Statutes, a Class I Legal Notice appeared in the official newspaper of the District giving notice that a Public Hearing on the Proposed Fiscal Year 2025 Budget would be held in the District Office of the Northeast Wisconsin Technical College at 2740 West Mason Street, Green Bay, Wisconsin 54307-9042, at 4:00 p.m. on Wednesday, May 8, 2024, for the purpose of giving members of the public an opportunity to express their views on the proposed FY 2025 budget.

A copy of the draft Fiscal Year 2025 Budget and Notice of Public Hearing was enclosed.

- Upon calls for interested parties to comment on the proposed FY 2025 Budget with no response, Chairperson Cathy Dworak requested a motion to return to the regular order of business (4:05 p.m.)

Motion seconded by Carla Hedtke.

Motion carried, with all voting “Aye” on roll call.

Adoption of the FY 2025 Budget

David Mayer moved that the board approve the FY 2025 Budget as presented in the budget document and summarized in Board Exhibit 3 or as amended.

Motion was seconded Gerald Worrick.

Motion carried, with the following votes on roll call:

Aye: Dave Mayer, Richard Stadelman, Gerald Worrick, Dustin Delsman, Carla Hedtke, Cathy Dworak, Kelly Robinson

Nay:

Next Board Meeting

The June 12, 2024, Board meeting will be held in the District Boardroom on the Marinette Campus located at 1601 University Drive, Marinette, WI 54143.

Board members and administration will have an opportunity to identify items that weren't identified prior to the preparation of the agenda for referral to administration or placed on a future board agenda.

Adjournment

David Mayer moved that the Board adjourn the May 8, 2024 Board meeting. (4:10 p.m.)

Motion seconded by Dustin Delsman.

Motion carried, with all voting "Aye" on voice vote.



Gerald Worrick, Board Secretary

6 - 12 - 24

Date