

Wisconsin Indianhead Technical College
Board Proceedings
October 26, 2015

The regular meeting of the Wisconsin Indianhead Technical College Board was held on Monday, October 26, 2015, at 8:30 a.m., at the WITC-Ashland Campus, located at 2100 Beaser Avenue, Ashland, WI 54806.

CALL TO ORDER/ROLL CALL/DETERMINATION OF QUORUM

Chairperson, Chris Fitzgerald, called the meeting to order at 8:30 a.m. with the following Board members present: James Beistle, Chris Fitzgerald, Brett Gerber, Troy Lambert, Dave Minor, Agnes Ring, Josh Robinson, and Eileen Yeakley. *Lori Laberee provided notice that she would not be in attendance at this meeting.*

The following WITC employees in attendance during the meeting were: Steve Decker, Kim Olson, Cher Vink, and John Will. WITC employees in attendance for a portion of the meeting were: Steve Bitzer and Ellen Riely Hauser. Representative Beth Meyers was also present during this meeting.

OPEN MEETING

Kim Olson, Executive Assistant to the President and Board, read the following open-meeting statement: "The October 26, 2015, meeting of the Wisconsin Indianhead Technical College Board, and all other meetings of this Board, are open to the public and in compliance with state statutes. Notice of the meeting was sent to the press on October 23, 2015, in an attempt to make the general public of Wisconsin aware of the time, place, and agenda of the meeting."

APPROVAL OF AGENDA

Chair Fitzgerald reserved the right to modify the order of the agenda to accommodate persons making presentations, live or via technology. James Beistle moved, seconded by Troy Lambert, to approve the agenda. Upon a unanimous vote of all members present, motion carried.

AUDIENCE RECOGNITION ANNOUNCEMENT

Time was reserved for Chair Fitzgerald to recognize people in the audience if needed. The Audience Recognition Board policy (II.M.) was included in the Board book as a reference.

CAMPUS WELCOME

Time was reserved for Steve Bitzer, Vice President, Student Affairs and Ashland Campus Administrator, to welcome the Board. Key updates included information on the Welding program and the Fall Open House.

EXECUTIVE SESSION

Chairperson, Chris Fitzgerald, requested a motion for the Board to convene into executive session under the provisions of Wisconsin Statutes §19.85(1)(c)(f)(g) for the purpose of considering Review of Outcome of IRS Audit and Approval of Select Employees' Compensation Eligibility.

James Beistle moved, seconded by Brett Gerber, to convene into executive session in accordance with Wisconsin Statutes §19.85(1)(c)(f)(g) for the purpose noted in the preceding paragraph. Chair Fitzgerald announced the motion. Upon a roll-call vote, all members present voted yes; motion carried (8-0).

Chairperson, Chris Fitzgerald, called the executive session to order at 8:36 a.m. with the following Board members present: James Beistle, Chris Fitzgerald, Brett Gerber, Troy Lambert, Dave Minor, Agnes Ring, Josh Robinson, and Eileen Yeakley. *Lori Laberee provided notice that she would not be in attendance at this meeting.*

The following WITC employees in attendance during executive session were: Steve Decker, Kim Olson, Cher Vink, and John Will.

Approval of the September 21, 2015, Executive Meeting Minutes

Dave Minor moved, seconded by Josh Robinson, to approve the September executive meeting minutes as printed. Upon a unanimous vote of all members present, motion carried.

Ms. Olson was excused at 8:36 a.m.

James Beistle moved, seconded by Troy Lambert, to adjourn the Executive Session and reconvene back into the regular Board meeting. Upon a roll-call vote, all members present voted yes; motion carried (8-0) and the executive session adjourned at 9:09 a.m.

OPEN SESSION RECONVENED

MEETING MINUTES

1. Approval of the September 21, 2015, Regular Meeting Minutes

Troy Lambert moved, seconded by Agnes Ring, to approve the September 21, 2015, regular meeting minutes as printed. Upon a unanimous vote of all members present, motion carried. The signed contract listing from the September meeting was attached to the official minutes.

BUDGET CONSIDERATIONS REQUIRING BOARD ACTION

1. 2015-2016 Tax Levy

Steve Decker, Vice President, Finance and Business Services, presented the tax levy and recommended approval of Resolution 16-01. Supplemental schedules were included under a cover letter from Mr. Decker. *It was noted that adopting a tax levy that is different from the budgeted amount requires a 2/3 vote of the full Board and will be publicly noticed within 10 days following Board approval per Wisconsin Statute §65.90(5).*

A. **Financial Forecast Model Update**

Steve Decker, Vice President, Finance and Business Services, presented an initial forecast of WITC's financial position for 2015-16 through 2020-21. This forecast model highlighted the impact of tax levy changes for the College.

Brett Gerber moved, seconded by Agnes Ring, to receive the Financial Forecast Model Update as it related to the interpretation of the ENDS statement for the President's annual evaluation. Upon a roll-call vote, all members present voted yes; motion carried (8-0).

B. **Approval of Resolution 16-01, District Tax Levy for 2015-2016**

Per Wisconsin Statute §65.90, Board approval was requested for Resolution 16-01, District Tax Levy for 2015-2016 (attached).

Dave Minor moved, seconded by Eileen Yeakley, to approve Resolution 16-01, District Tax Levy for 2015-2016. Upon a roll-call vote, all members present voted yes; motion carried (8-0).

2. Approval of Budget Modifications

A summary of the following budget modifications, which will be publicly noticed within 10 days following Board approval per Wisconsin Statute §65.90 (5), were included for the Board's approval. A two-thirds majority of the full Board was required to approve these budget modifications.

- A. **General Fund:** Administration recommended changes to the allocations between functions in the General Fund expense budgets by \$300,000 as well as a \$61,800 operating transfer to the Enterprise fund. The adjustments reflected reallocation of budget dollars for actual functional expenditures in FY15. Troy Lambert moved, seconded by Brett Gerber, to approve the recommended General Fund budget modification as presented. Upon a roll-call vote, all members present voted yes; motion carried (8-0).

- B. **Special Revenue Fund - Operating:** Administration recommended increasing the Special Revenue – Operating Fund by \$475,000. The adjustment reflected reallocation of budget dollars for actual functional revenue and expenditures in FY15. Troy Lambert moved, seconded by Brett Gerber, to approve the recommended Special Revenue Fund - Operating budget modification as presented. Upon a roll-call vote, all members present voted yes; motion carried (8-0).
- C. **Capital Projects Fund:** Administration recommended increasing and changing the allocations between functions in the Capital Projects Fund by \$295,000. The adjustment reflected reallocation of budget dollars for actual functional revenue and expenditures in FY15. Troy Lambert moved, seconded by Brett Gerber, to approve the recommended Capital Projects Fund budget modification as presented. Upon a roll-call vote, all members present voted yes; motion carried (8-0).
- D. **Debt Service Fund:** Administration recommended increasing the Debt Service Fund by \$100,000. The adjustment reflected reallocation of budget dollars for actual functional revenue and expenditures in FY15. Troy Lambert moved, seconded by Brett Gerber, to approve the recommended Debt Service Fund budget modification as presented. Upon a roll-call vote, all members present voted yes; motion carried (8-0).
- E. **Enterprise Fund:** Administration recommended decreasing Enterprise Fund revenues and expenditures by \$600,000 as well as a \$61,800 operating transfer in from the general fund. The adjustments reflected reallocation of budget dollars for actual functional revenue and expenditures in FY15. Troy Lambert moved, seconded by Brett Gerber, to approve the recommended Enterprise Fund budget modification by moving the expenditure dollar amounts in the Physical Plan row to the Auxiliary Services row. Upon a roll-call vote, all members present voted yes; motion carried (8-0).
- F. **Internal Service Fund:** Administration recommended increasing Internal Service Fund by \$25,000. The adjustment reflected reallocation of budget dollars for actual functional revenue and expenditures in FY15. Troy Lambert moved, seconded by Brett Gerber, to approve the recommended Internal Service Fund budget modification as presented. Upon a roll-call vote, all members present voted yes; motion carried (8-0).
- G. **Special Revenue/Non-Aidable Fund:** Administration recommended decreasing the Special Revenue – Non-aidable Fund expense budgets by \$3,500,000. The adjustment reflected reallocation of budget dollars for actual functional expenditures in FY15. Troy Lambert moved, seconded by Brett Gerber, to approve the recommended Special Revenue/Non-Aidable Fund budget modification as presented. Upon a roll-call vote, all members present voted yes; motion carried (8-0).

The Board Chair recessed the meeting at 9:54 a.m. and reconvened the meeting at 9:58 a.m.

CONSENT AGENDA

Chairperson Fitzgerald asked if there were any items to be pulled off the Consent Agenda and acted on separately; however, there were none. Troy Lambert moved, seconded by James Beistle, to approve the Consent Agenda. Upon a roll-call vote, all members present voted yes; motion carried (8-0).

1. **Personnel:**

- A. **New Hire:** Deborah Houser, Food Service Assistant; Rice Lake; \$14.36/hour; effective October 1, 2015.
- B. **Resignation:** Thomas Claymon, Law Enforcement Training Specialist; Rice Lake; effective September 28, 2015. *Note: Mr. Claymon rescinded accepted offer. The position was set to start November 1, 2015.*

2. **Contracts**

The contract listing was approved (see attached list).

3. **Financial/Cash Position Report**

The College's Financial and Cash Position Report, as of September 30, 2015, was approved.

4. Approval of Bills

Expenditures and revenue from the budget, covering check numbers 211952 through 212667 and electronic transfer payments totaling \$11,537,559.89 were approved.

5. Bids/Purchases

- A. **Adjustable Height Tables – Shell Lake:** The Board approved the purchase of two adjustable height tables in the total amount of \$2,050 from Duet Resource Group of Milwaukee, WI, under University of Wisconsin (UW) contract #UW 13-5665. The purchase was not included in the originally approved list. The tables are for the Shell Lake Administrative Office.
- B. **Simulation Manikin – Ashland:** The Board approved the purchase of simulation equipment in the total amount of \$5,914 from Laerdal Medical Corporation of Wappingers Falls, NY, under AmeriNet contract #VH10278. The purchase was over the approved budget amount. The simulation manikin is for the Emergency Medical Technician Program at the Ashland Campus.
- C. **Simulation Manikin – New Richmond:** The Board approved the purchase of simulation equipment in the total amount of \$3,610 from Laerdal Medical Corporation of Wappingers Falls, NY, under AmeriNet contract #VH10278. The purchase was over the approved budget amount. The simulation manikin is for the Emergency Medical Technician Program at the New Richmond Campus.
- D. **Vision Insurance – Collegewide:** The Board accepted the proposal from National Vision Insurance (NVA) of Clifton, NJ, as the vision insurance carrier effective January 1, 2016, for a one year contract. The Vision Plan proposals were evaluated using a Request for Proposal (RFP) process. Proposals were received from three providers. The RFP evaluation scoring was provided for the Board's review. Monthly premiums proposed by NVA reflected no increase to the current premiums. Vision coverage is a voluntary insurance program that is paid in full by participating employees.

OTHER ITEMS REQUIRING BOARD ACTION

1. Announcements and/or Action from Executive Session

There were no announcements from the Board Chair.

2. Approval of Resolution 16-02, Authorizing the Issuance of \$5,160,000 General Obligation Promissory Notes, Series 2015D of the Wisconsin Indianhead Technical College District, Wisconsin, and Setting the Sale Thereof

Mr. Decker recommended approval of Resolution 16-02 (attached), presented to the Board with the intent to borrow \$1,045,000 for the building remodeling and improvement projects in the aggregate amount of \$1,045,000 at the Ashland and New Richmond campuses as well as campus simulation projects throughout the district; site improvements in the amount of \$325,000 at the Shell Lake Administrative Office; site improvements in the amount of \$890,000 at the Rice Lake Campus; and the purchase of movable equipment in the aggregate amount of \$2,900,000. Bids will be presented to the Board at the December 21, 2015, meeting for their consideration.

Recommendations for WITC District Shell Lake, Wisconsin \$5,160,000 General Obligation Promissory Notes, Series 2015D was provided as additional supporting documentation. This authorization will be published within 10 days after the Board meeting.

The borrowing will be as follows:

Equipment	\$2,900,000
Remodeling	\$1,045,000
Site Improvements	<u>\$1,215,000</u>
Total	\$5,160,000

Josh Robinson moved, seconded by Agnes Ring, to approve Resolution 16-02, Authorizing the Issuance of \$5,160,000 General Obligation Promissory Notes, Series 2015D of the Wisconsin Indianhead Technical College District, Wisconsin, and Setting the Sale Thereof as presented. Upon a roll-call vote, all members present voted yes; motion carried (8-0).

3. Approval of Resolution 16-03, Reporting for Compliance to Wisconsin's Code of Ethics for Public Officials and Employees

The Wisconsin Ethics Board requested the district Board review its prior designations and either confirm their appropriateness or adopt a new resolution designating non-clerical positions that report directly to the President. Resolution 16-03 (attached) and a contact list (attached) of those identified in the resolution were provided for the Board's approval.

Dave Minor moved, seconded by Brett Gerber, to approve Resolution 16-03, Reporting for Compliance to Wisconsin's Code of Ethics for Public Officials and Employees as presented. Upon a unanimous vote of all members present, motion carried. Ms. Olson will submit the signed resolution and contact list to Wisconsin's Government Accountability Board.

4. Approval of Resolution 16-04, Resolution by Wisconsin Indianhead Technical College for City Center District

On behalf of the Superior area, Board member Minor made a request to include Resolution 16-04 (attached) on the Board agenda. Approval of the resolution from the WITC Board was requested in support of Superior's City Center District Bill to give small market cities in Wisconsin, like Superior, the tools to compete successfully and grow. Mr. Minor noted that this resolution will allow for the creation of a tax on hotel/motel, food/beverage, car rental, etc., to pay for infrastructure in any community in Wisconsin. He also noted there is no tax liability for the College. A PowerPoint was also provided for the Board's reference to describe strategy, efforts, and results over the past two years.

Brett Gerber moved, seconded by Troy Lambert, to approve Resolution 16-04, Resolution by Wisconsin Indianhead Technical College for City Center District as presented. Upon a unanimous vote of all members present, motion carried. Ms. Olson will submit the signed resolution to the appropriate city officials.

5. Approval of Resolution 16-05, Petition Wisconsin Technical College Systems (WTCS) Board Requesting Approval for the Remodeling at the WITC-Ashland Campus

Resolution 16-05 (attached) was provided for the Board's Review. Mr. Decker requested Board approval to submit a Request for Approval to the WTCS Board for the WITC-Ashland Campus facility project. The project includes a renovation to the existing medical assistant, occupational therapy assistant, and SimMan Lab classrooms, conference center, and lounge. The remodel will also include new finishes, lighting, replacement of dated HVAC units, and controls. WTCS Board approval is required per Wisconsin Statutes. The WITC Board is authorized to act on bids after the WTCS Board acts on the Request for Approval. Mr. Decker presented details in a PowerPoint related to this project at the meeting.

Eileen Yeakley moved, seconded by James Beistle, to approve Resolution 16-05, Petition Wisconsin Technical College Systems (WTCS) Board Requesting Approval for the Remodeling at the WITC-Ashland Campus as presented. Upon a roll-call vote, all members present voted yes; motion carried (8-0).

6. Procurement Annual Review

In accordance with Wisconsin Administrative Code TCS 6.05(2)(h), the College is to provide an annual procurement review to the Board to determine if a more competitive procurement process should be used in subsequent years. Mr. Decker recommended approval of the current procurement process. The 2014-2015 annual procurement review of vendors paid \$25,000 or more by VISA card and/or by accounts payable check was provided. These amounts include purchases that were approved by the Board. Mr. Decker noted that there was one technical finding where a quote was needed and two process improvement findings where RFPs were needed as noted on Exhibit 6 in the Board book.

Range of Bids	State Administrative Rule Procurement - TCS 6.05(2)(h)	WITC Policy Purchasing Policy (D-550)
\$0 - 25,000		May purchase without formal quotes or bids
\$25,000 - \$50,000	Requires quotations	Requires quotations

Over \$50,000	Requires sealed bids; submitted to the Board for approval for procurement	Requires sealed bids; submitted to the Board for approval prior to procurement if not included on approved major equipment list, otherwise submitted to the Board for review
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Agnes Ring moved, seconded by Eileen Yeakley, to approve the current procurement process as presented. Upon a unanimous vote of all members present, motion carried.

Note: The Board Chair moved to Legislative Updates under Correspondence and Information (item 5.A.).

INFORMATION REPORT

1. **Annual Academic Quality Improvement Program (AQIP) Report**

Ellen Riely Hauser, Vice President, Institutional Effectiveness, presented the *Academic Quality Improvement Program (AQIP) Report* for the Board. The report highlighted the history of our AQIP involvement along with current activities in our Quality Improvement journey including a review of the current status of AQIP Action Projects. A PowerPoint was provided. In April 2016, a team will be going to the Strategy Forum.

Agnes Ring moved, seconded by Dave Minor, to accept the Annual Academic Quality Improvement Program (AQIP) Report as it related to the interpretation of the ENDS statement for the President’s annual evaluation. Upon a unanimous vote of all members present, motion carried.

CORRESPONDENCE AND INFORMATION

1. **Meeting Information Sharing**

Time was reserved for Board members to report on any meetings they attended.

A. **2015 Association of Community College Leadership Congress Update**

Time was reserved for ACCT Leadership Congress attendees to report out on the conference and sessions they attended. Mr. Beistle, Ms. Olson, and President Will shared information from the sessions they attended. Mr. Beistle and Ms. Olson provided documents that summarized their sessions. Ms. Olson will post all session materials on the “Board Only Resources” Connection for the Board’s reference.

Ms. Ring was excused at 11:25 a.m.

2. **Travel Sign Up**

A. **Board Events Schedule**

Time was reserved for the Board to update administration on their plans for upcoming Board events. A copy of the *Board Events Schedule* was routed during the meeting for Board members to update by recording their plans to attend (or not attend) the meetings and events listed on the form; or, to contact the Executive Assistant as soon as plans are confirmed. Chair Fitzgerald requested that the Board report any changes on the *Board Events Schedule* to Ms. Olson. Links to state and national Board meetings and events were included in the Board book.

3. **Monitoring Schedule Review and Updates**

A. **Monitoring Schedule**

Time was reserved to review and update the *Board Monitoring Schedule* as needed. Administration recommended moving the annual Marketing Initiatives report from April 2016 to November 2015. The District Boards Association Office would like to give their annual update in January 2016. There were no objections from the Board.

B. Board Member Orientation Debriefing

Time was reserved to debrief on the Board Member Orientation meeting that took place on September 21, 2015.

4. President's Updates:

Time was reserved for President Will to provide an update on the following items:

A. Student Updates and News

This is a placeholder for student updates and College news items:

1) WITC-New Richmond Students Compete in Amazing Packaging Race

Automated Packaging Systems students of WITC-New Richmond attended the Amazing Packaging Race at the PACK EXPO in Las Vegas. The Association for Packaging and Processing Technologies sent packaging students throughout the PACK EXPO Las Vegas and Pharma EXPO 2015 show floors to complete challenges at 25 exhibitor booths. An article from the *Exhibitor Online* was provided for the Board's reference.

2) WITC-Superior Renews Student Spaces with a Focus on Student Experience

The updated student atrium at WITC-Superior features new amenities, more color, appealing furniture, and modern décor breathing new life into the multiuse space. The changes throughout the building represent WITC's philosophy that the student experience happens both inside and outside the classrooms. Articles from *Positively Superior* and the *Superior Telegram* were provided for the Board's reference. A video clip from *EYEWITNESS NEWS (WDIO-TV, LLC)* was also shared at the meeting.

3) Fall Art Fair at WITC-Rice Lake

The WITC Foundation sponsored the new Fall Art Fair on October 24, 2015, where 20 local and regional artists were able to exhibit and sell their work at this juried event featuring pottery, jewelry, woodworking, painting, weaving, leatherwork, basketry, and more. An article from the *Barron News-Shield* was provided for the Board's reference.

4) WITC Presents Preview Day at all Campuses

The public was welcomed to attend the Preview Day/Open House at all WITC campuses on October 22, 2015. Attendees were able to check out career programs, tour the campus, shadow a classroom, meet with instructors, and more. An article from the *Baldwin Bulletin* was provided for the Board's reference.

5) Remodeled Student Lounge, Classrooms on Display at WITC-Ashland Open House

The WITC-Ashland Open House held on October 22, 2015, showcased what the College has to offer. Attendees were able to talk to the staff and instructors, get a free career assessment, check out programs, and get a campus tour. The Open House also showcased the newly remodeled student lounge, among other improvements. An article from the *Ashland Daily Press* was provided for the Board's reference.

B. 2014-2015 High School Relations Report Update

Time was reserved for the 2014-2015 High School Relations Report Update. A printed copy of the report was provided at the meeting.

C. Direct from High School Enrollment Update

President Will updated the Board on factors influencing direct from high school enrollments. He reviewed survey and research components related to the issue of encouraging more high school graduates to enroll immediately after graduating.

D. County Board Meeting Updates

President Will attended the St. Croix County Board meeting on the evening of Tuesday, October 6, 2015, at the St. Croix County Government Center in Hudson, WI. He provided information to the St. Croix County Board Chair and County Administrator related to the questions he received at the County Board meeting. President Will is also scheduled to attend the Douglas County Board meeting on Thursday, November 19, at 6 p.m., at the Douglas County Courthouse.

E. Distinguished Budget Presentation Award Update

The Government Finance Officers Association awarded WITC with the Distinguished Budget Presentation Award. President Will thanked Steve Decker, Anita Hacker, and all staff involved for their work. Congratulations to the Business Services Department for this significant achievement.

F. Business Continuity Plan Update

Administration shared the results of the Business Continuity Management audit conducted by District Mutual Insurance in September 2015. The plan addresses how we are going to keep our operations going in the immediate aftermath of an event. Ms. Vink was the leader in that effort. The largest area of weakness was related to media and how we communicate with what we've done and how we've responded. Ms. Vink noted that our Emergency Action Procedures are part of the Business Continuity Plan. We were one of the first technical colleges audited and we received high points for what we put together. District Mutual Insurance recently started a more intense program because of the crisis response efforts.

5. Legislative Updates

A. Representative Beth Meyers

Time was reserved for Representative Meyers to provide legislative updates and answer questions from the Board and College President. Key topics included information on the Governmental Accountability Board, a transportation bill related to buying railroad cars to help the timber industry, and that she would vote against having guns on campus. She would also like to work with Kate Siegler when she does listening sessions.

Note: The Board Chair moved back to the Information Report.

6. Employee Benefits Update

Ms. Vink provided an update on the health and dental insurance renewal with Health Partners.

7. Capital Equipment Purchases

- A. Furniture – Ashland:** A purchase was made of lounge and office furniture in the total amount of \$27,068 from Systems Furniture of De Pere, WI, under University of Wisconsin (UW) contract #UW 13-5665. The furniture is for the Student Success Center at the Ashland Campus.
- B. Video Carts and Monitors – Ashland:** A purchase was made of two video carts and monitors in the total amount of \$19,777 from AT&T of Madison, WI, under Department of Administration (DOA) contract #11-84086-701. The carts and monitors are for the Distance Learning Department at the Ashland Campus.
- C. Video Carts and Monitors – Shell Lake:** A purchase was made of two video carts and monitors in the total amount of \$19,777 from AT&T of Madison, WI, under Department of Administration (DOA) contract #11-84086-701. The carts and monitors are for the Distance Learning Department at the Shell Lake Campus.

ESTABLISH BOARD AGENDA ITEMS FOR FUTURE MEETINGS

1. Review Meeting Dates, Locations, and Start Times

Time was reserved for the Board to confirm its plans for the meeting scheduled on Monday, November 16, 2015, beginning 8:30 a.m., at the WITC-Administrative Office in Shell Lake. The Board Forward meeting will follow the regular meeting on November 16, 2015. The Board meeting schedule was provided for the Board's information.

2. Review/Add Agenda Items

Time was reserved for the Board to add or review agenda items for the next Board meeting. Board agenda items for the meeting on Monday, November 16, 2015, were listed on the Board's Monitoring Schedule. Additional agenda items for this meeting were discussed.

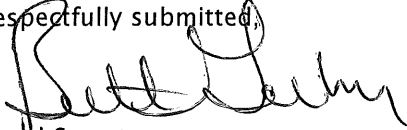
Note: Board members may add additional items to next month's Board agenda by contacting the Chair before Thursday, October 29, 2015. This request does not obligate the Chair to include these items on the agenda. The Chair will notify administration of agenda items before the Board book is prepared and copied.

MEETING EVALUATION

PLUS +		DELTA ^	
+ None		^ None	

James Beistle moved, seconded by Troy Lambert, to adjourn the meeting at 12:07 p.m.

Respectfully submitted,



Board Secretary

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Note: A Board luncheon and optional tour were provided following the meeting; however, no action was taken.

9/29/2015
1:58:59
PM

Wisconsin Indianhead Technical College
Contract Estimated Full Cost Report

Fiscal Year:
2016

The Board is requested to ratify the President's action in entering into a contractual arrangement with the following agencies:

State Designated Indirect Cost Factors:
On Campus = 43.3% Off Campus = 36.45%

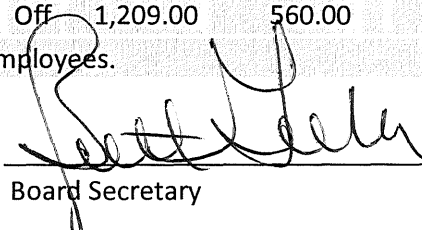
----- ESTIMATED -----									
Contract Number	Service Recipient	Location	On/Off	Contract Revenue	Est.Salary/ Fringe Cost	+ Indirect	= Full Cost	Difference +/-	
222	Chippewa Valley Technical College	Chippewa Valley Technical College	Off	20,418.00	20,418.00	-	20,418.00	-	
	Tom Bembnister will teach Plumbing Apprentice courses for CVTC through agreement between CVTC and WITC. Dates of instruction are August 2015 through May, 2016.								
223	Northcentral Technical College	Northcentral Technical College	Off	30,410.00	24,724.00	4,854.00	29,577.00	834.00	
	Tom Bembnister will teach Plumbing Apprentice courses for NTC though agreement between NTC and WITC. Dates of instruction are August, 2015 through May, 2016.								
388	Fraser Shipyards, Inc.	WITC Superior	On	9,803.00	4,776.00	1,159.00	5,934.00	3,870.00	
	Employees of Fraser Shipyards will receive basic pipe-fitting training.								
389	City of Cumberland Municipal Utilities	City of Cumberland Municipal Utilities - Cumberland	Off	390.00	317.00	89.00	406.00	(16.00)	
	Provide Heartsaver 1st Aid/Adult & Child CPR & AED to employees.								
390	Lakeview Dental	WITC	On	544.00	279.00	87.00	366.00	179.00	
	AHA CPR Healthcare Provider Renewal								
391	Adoray Home Health	Baldwin	Off	445.00	203.00	74.00	277.00	169.00	
	Health Care Provider Renewal CPR								
392	Burkwood Treatment Center	Burkwood Treatment Center - Hudson	Off	1,579.00	849.00	177.00	1,026.00	554.00	

Provide CBRF Medication class for employees.

393	Osceola EMS	Osceola EMS	Off	1,121.00	911.00	332.00	1,243.00	(123.00)
	Practical skills review							
394	Osceola Medical Center	Osceola Med Center	Off	2,496.00	1,950.00	-	1,950.00	546.00
	Hospital Hazmat Decon Refreshers (x3 classes)							
395	Peter Christensen Health Center	Peter Christensen Health Center	Off	628.00	490.00	-	490.00	138.00
	ACSL training. Renewal class.							
396	Barron Police Department	Arland Gun Range	Off	239.00	194.00	71.00	265.00	(27.00)
	Handgun Training DOJ Fire Arm Qualification Training will consist of 2, 2 hour sessions. Officers are required to attend one training.							
397	Spirit Mt Ski Patrol	WITC Superior	On	4,252.00	-	-	-	4,252.00
	EXCHANGE OF SERVICES CONTRACT. Ski Patrol members will receive safety training.							
398	Hawksford/Larson Dental Association	Hawksford/Larson Dental - Hayward	Off	494.00	232.00	71.00	303.00	192.00
	Provide CPR for Healthcare recertification to employees.							
399	Clearwater Paper	Clearwater Paper - Ladysmith	Off	1,209.00	560.00	177.00	737.00	473.00
	Provide Heartsaver 1st aid/Adult & Child CPR & AED to employees.							

*** End Of Report ***

* indicates an amended contract



Board Secretary

10-26-15

Date

RESOLUTION NO. 16-01

RESOLUTION LEVYING DISTRICT TAX FOR FISCAL YEAR 2015-16

WHEREAS, the district board of this district, pursuant to §65.90, Wis. Stats., has heretofore formulated a budget and adopted a budget as required by said section;

WHEREAS, said budget requires a tax levy in the sum of \$5,151,399 for the purpose of district operations for the fiscal year 2016 and whereas said tax does not exceed 1.5 mills on the full value of the taxable property of the district;

WHEREAS, additional taxes in the aggregate sum of \$6,658,278 has heretofore been levied and is necessary for the purpose of paying principle and interest on valid bonds or notes heretofore issued pursuant to Chapter 67, Wis. Stats., and now outstanding and whereas it is the practice of this board to confirm such previous levies for bond or note payments by including such previous levies each year as a part of the total levy;


WHEREAS, a total aggregate tax for the fiscal year 2016 in the sum of \$11,809,677 is required to cover the amounts for each of the above purposes;

NOW, THEREFORE, BE IT RESOLVED BY THE DISTRICT BOARD OF WISCONSIN INDIANHEAD TECHNICAL COLLEGE AS FOLLOWS, TO WIT:

1. That the district board of said technical college district pursuant to s. 38.16, Wis. Stats., hereby levies upon the full value of the taxable property of the district for FY 2016 a tax in the amount of \$11,809,677 for the purposes set forth in the preamble hereto.
2. That the district board secretary of said district is hereby directed pursuant to and as required by said s. 38.16, Wis. Stats., to file with the clerk of each city, village and town, any part of which is located in the district, a certified statement showing the amount of the levy and the proportionate amount of the tax to be spread upon the tax rolls for collection in each city, village and town. Such proportion shall be ascertained on the basis of the ratio of full value of the taxable property of that part of the city, village or town located in the district to the full value of all taxable property in the district, as certified to the district board secretary by the department of revenue.

3. Upon the receipt of the certified statement from the district board secretary, the clerk of each city, village and town is hereby ordered pursuant to said s. 38.16, Wis. Stats., and other applicable Wisconsin law to spread the amounts thereof upon the tax rolls for collection and said taxes certified to each said clerk shall be extended and collected by each of said cities, each of said villages and each of said towns in the same manner and at the same time as taxes for general city, general village and general town purposes are extended and collected.
4. That when such taxes are collected, such amounts shall be paid by the treasurer of each city, village and town to the district board treasurer of this district at the times and in the manner as required by law.

Adopted and approved this 26th day of October 2015.



Chairperson

ATTEST:



Secretary

Resolution No. 16-02

RESOLUTION AUTHORIZING THE ISSUANCE OF \$5,160,000 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2015D, OF WISCONSIN INDIANHEAD TECHNICAL COLLEGE DISTRICT, WISCONSIN, AND SETTING THE SALE THEREOF

WHEREAS, Wisconsin Indianhead Technical College District, Wisconsin (the "District") is presently in need of \$5,160,000 for the public purposes (the "Public Purpose") of financing: (a) building remodeling and improvement projects in the aggregate amount of \$1,045,000.00 at the District's campuses; (b) site improvements in the amount of \$325,000.00 at the Shell Lake campus; (c) site improvements in the amount of \$890,000.00 at the Rice Lake campus; and (d) purchases of moveable equipment in the aggregate amount of \$2,900,000.00 at the District's campuses; and

WHEREAS, the District Board deems it necessary and in the best interest of the District to borrow the monies needed for such purposes through the issuance of general obligation promissory notes pursuant to the provisions of Section 67.12(12), Wis. Stats.;

NOW, THEREFORE, BE IT:

RESOLVED, that the District shall issue general obligation promissory notes in the amount of \$5,160,000 for the Public Purpose; and be it further

RESOLVED, that:

Section 1. Note Authorization. The District shall issue the general obligation promissory notes authorized above in an aggregate principal amount not to exceed \$5,160,000 (the "Notes"), the proceeds of which shall be used for the Public Purpose in the amounts authorized for that purpose.

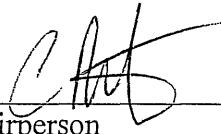
Section 2. Notice to Electors. The District Secretary shall, within ten (10) days hereafter, cause public notice of the adoption of this resolution to be given to the electors of the District by publishing notices thereof in The Ashland Daily Press, the official District newspaper published and having general circulation in the District, which newspaper is found and determined to be likely to give notice to the electors, such notices to be in the forms set forth on Exhibit A hereto.

Section 3. Direct Annual Irrepealable Tax. There shall be levied on all the taxable property of the District a direct, annual, irrepealable tax sufficient to pay the interest on the Notes as it becomes due, and also to pay and discharge the principal thereof.

Section 4. Sale of Notes. The Notes shall be offered for public sale in accordance with the Official Terms of Offering attached to this resolution. The District Secretary shall cause notice of the sale of the Notes to be disseminated in such manner and at such times as the Secretary may determine and shall cause copies of the Official Terms of Offering and other pertinent data to be forwarded to prospective bidders. At a future meeting in 2015, the District Board shall consider such bids as may have been received and take action thereon.

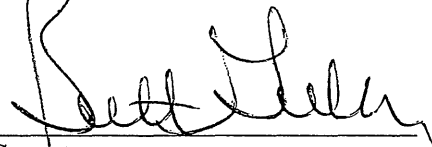
Section 5. Official Statement. The District Secretary shall cause an Official Statement concerning this issue to be prepared by the District's financial advisor, PMA Securities, Inc. The appropriate District officials shall determine when the Official Statement is final for purposes of Securities and Exchange Commission Rule 15c2-12 and shall certify said Official Statement, such certification to constitute full authorization of such Official Statement under this resolution.

Adopted on October 26, 2015.



Chairperson

Attest:



Secretary

EXHIBIT A

NOTICE

TO THE ELECTORS OF:

Wisconsin Indianhead Technical College
District, Wisconsin

NOTICE IS HEREBY GIVEN that the District Board of the above-named District, at a meeting duly called and held on October 26, 2015, adopted pursuant to the provisions of Section 67.12(12) of the Wisconsin Statutes, a resolution providing that the sum of \$5,160,000 be borrowed through the issuance of general obligation promissory notes of the District for the public purposes of financing: (a) building remodeling and improvement projects in the aggregate amount of \$1,045,000.00 at the District's campuses; (b) site improvements in the amount of \$325,000.00 at the Shell Lake campus; (c) site improvements in the amount of \$890,000.00 at the Rice Lake campus; and (d) purchases of moveable equipment in the aggregate amount of \$2,900,000.00 at the District's campuses.

A copy of said Resolution is on file in the Administrative Office, 505 Pine Ridge Drive, Shell Lake, Wisconsin, and is available for public inspection weekdays, except holidays, between the hours of 8:00 A.M. and 4:00 P.M.

The District Board need not submit said Resolution to the electors for approval unless within 30 days after the publication of this Notice there is filed with the Secretary of the District Board a petition meeting the standards set forth in Sec. 67.12(12)(e)(5), Wis. Stats., requesting a referendum thereon at a special election.

Dated October 26, 2015.

BY ORDER OF THE DISTRICT BOARD

District Secretary


RESOLUTION 16-03

REPORTING FOR COMPLIANCE TO WISCONSIN'S CODE OF ETHICS
FOR
PUBLIC OFFICIALS AND EMPLOYEES

WHEREAS: the Wisconsin Indianhead Technical College Board approves the following positions for the purpose of the Wisconsin's Code of Ethics for Public Officials and Employees, §19.41 through §19.59, Wisconsin State Statutes.

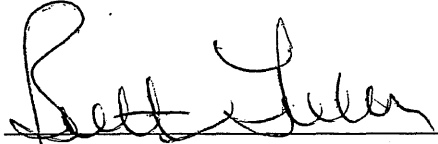
NOW, THEREFORE, BE IT RESOLVED: Wisconsin Indianhead Technical College Board designates the following positions: President; Vice President, Academic Affairs & Campus Administrator (Superior); Vice President, Continuing Education/Executive Director, Foundation and Alumni Relations & Campus Administrator (Rice Lake); Vice President, Student Affairs & Campus Administrator (Ashland); Vice President, Technology Services & Campus Administrator (New Richmond); Vice President of Finance and Business Services/Chief Financial Officer (Shell Lake); Vice President, Human Resources and Risk Management (Shell Lake); Vice President, Institutional Effectiveness (Ashland); and indicates its understanding that the current occupants of those positions and their successors to those positions are state public officials to whom the Wisconsin Ethics Code applies.

Adopted and approved this 26th day of October 2015.



Board Chair

ATTEST:



Board Secretary

**Wisconsin Indianhead Technical College
Wisconsin's Code of Ethics for Public Officials and Employees**

No	Last Name	First Name	Title	Address	Phone	E-mail
1.	Bitzer	Steve	Vice President, Student Affairs & Campus Administrator	WITC – Ashland 2100 Beaser Ave Ashland, WI 54806	(715) 682-4591 Ext. 3149	steve.bitzer @witc.edu
2.	Copenhaver	Bonny	Vice President, Academic Affairs & Campus Administrator	WITC - Superior 600 North 21st Street Superior, WI 54880	(715) 394-6677 Ext. 6214	bonny.copenhaver @witc.edu
3.	Decker	Steve	Vice President of Finance and Business Services/Chief Financial Officer	WITC – Administrative Office 505 Pine Ridge Drive Shell Lake, WI 54871	(715) 468-2815 Ext. 2234	steve.decker @witc.edu
4.	Fowler	Craig	Vice President, Continuing Education/Executive Director Foundation and Alumni Relations & Campus Administrator	WITC – Rice Lake 1900 College Drive Rice Lake, WI 54868	(715) 234-7082 Ext. 5201	craig.fowler @witc.edu
5.	Riely Hauser	Ellen	Vice President, Institutional Effectiveness	WITC – Ashland 2100 Beaser Ave Ashland, WI 54806	(715) 682-4591 Ext. 3184	ellen.hauser @witc.edu
6.	Huftel	Joe	Vice President, Technology Services & Campus Administrator	WITC – New Richmond 1019 S. Knowles Ave New Richmond, WI 54017	(715) 246-6561 Ext. 4332	joseph.huftel @witc.edu
7.	Vink	Cher	Vice President, Human Resources and Risk Management	WITC – Administrative Office 505 Pine Ridge Drive Shell Lake, WI 54871	(715) 468-2815 Ext. 2225	cher.vink @witc.edu
8.	Will	John	President	WITC – Administrative Office 505 Pine Ridge Drive Shell Lake, WI 54871	(715) 468-2815 Ext. 2227	john.will @witc.edu

RESOLUTION NO. 16-04

RESOLUTION BY THE

Wisconsin Indianhead Technical College

Subject: City Center District

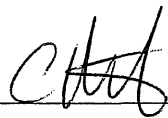
WHEREAS, The Wisconsin Indianhead Technical College, WITC, desires to further economic development in Superior & Douglas County by providing job opportunities for residents, reducing unemployment, preserving and stabilizing business activities within the Superior & Douglas County, expanding the tax base, encouraging tourism, and bringing needed capital into Superior & Douglas County for the benefit and welfare of residents; and

WHEREAS, WITC has been actively involved in economic development in order to improve the economic well-being of the regions served; and

WHEREAS, the formation of a City Center District would provide a much needed economic development tool that will provide significant economic benefits to the Superior & Douglas County Area;

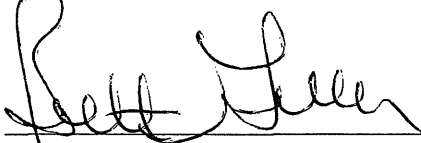
NOW, THEREFORE, BE IT RESOLVED that WITC shall: 1) work with Better City Superior and other entities to secure State legislator support for legislation authorizing the formation of City Center Districts in downtown cores; and 2) promote and support the formation of a City Center District in the downtown core of the City of Superior.

Adopted and approved this 26th day of October 2015.

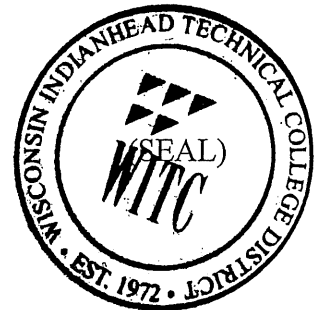


Chairperson

ATTEST:



Secretary



RESOLUTION #16-05

**PETITION TO THE WISCONSIN TECHNICAL COLLEGE SYSTEM
BOARD
REQUESTING APPROVAL FOR THE REMODELING
AT THE WITC-ASHLAND CAMPUS**

WHEREAS, the Wisconsin Indianhead Technical College Board has heard reports detailing the remodeling plans at the WITC-Ashland Campus:

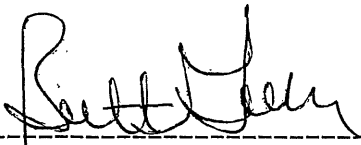
NOW, THEREFORE, BE IT RESOLVED that the Wisconsin Indianhead Technical College Board goes on record petitioning the Wisconsin Technical College System Board to allow the district Board to enter into a building project to provide the addition/remodeling at the WITC-Ashland Campus.

Adopted and approved this 26th day of October 2015.



District Board Chairperson

ATTEST:



District Board Secretary