



MATC Vision

MATC is the premier, comprehensive technical college that provides excellence in education to enrich, empower and transform lives in our community

December 12, 2014

NOTICE TO RESIDENTS OF THE MILWAUKEE AREA
TECHNICAL COLLEGE DISTRICT, WISCONSIN

A regular open meeting* of the **MILWAUKEE AREA TECHNICAL COLLEGE DISTRICT BOARD, WISCONSIN**, will be held in the **BOARD ROOM, ROOM M210**, of **MILWAUKEE AREA TECHNICAL COLLEGE, 700 WEST STATE STREET, MILWAUKEE, WISCONSIN**, on **TUESDAY, DECEMBER 16, 2014** beginning at **5:00 P.M.** The agenda** for said meeting is presented as follows:

A. Roll Call

B. Compliance with the Open Meetings Law

C. Approval of Minutes

C-1 Regular Board Meeting: November 25, 2014

D. Comments from the Public

E. Approval of Consent Agenda Items

FPO-2 Bills – November 2014
Bills – By Check Number
Bills – By Payee
Bills - Checks Exceeding \$2,500
Bills - Channels 10/36
Bills – Voided Checks

FPO-3 Financial Report – November 2014

FPO-4 Human Resources Report

FPO-5 Procurement Report

I. External Contracts
None.

II. Procurements

Chyron Character Generation System (MPTV Equipment)

AVI Systems
Brookfield, WI
\$82,534.00

York Chiller for ECAM Center HVAC Lab Equipment

Johnson Controls
Waukesha, WI
\$83,432.00

III. Contracts for Services

None.

IV. Construction Contracts

RENOVATION AND REMODELING

Remodeling Specified Areas: Downtown Milwaukee &
West Allis Campuses - MATC Bid reference NO. 2014-021
Triad Construction Inc.
West Allis, WI
\$585,450.00

V. Lease Agreements

None.

F. Chairperson's Report

Information Item

F-1 MATC District Board Self-Evaluation Instrument

G. President's Report

H. Student Government Report

I. Legislative Matters Report

J. Education, Services, and Student Success Committee Report

Policy Approvals

J-1 [Policy A0111 – District Board Committees Structure/Meetings](#)

J-2 [Policy A0111-A – Areas of Responsibility of District Board Committees](#)

K. Finance, Personnel, and Operations Committee Report

Action Items

- FPO-6 Resolution (F0016-12-14) Authorizing the Sale of \$1,500,000 General Obligation Promissory Notes, Series 2014-2015G of Milwaukee Area Technical College District, Wisconsin
- FPO-7 Resolution (F0017-12-14) Authorizing the Issuance of \$1,500,000 General Obligation Promissory Notes, Series 2014-2015H of Milwaukee Area Technical College District, Wisconsin
- FPO-8 Resolution (F0018-12-14) to Revise Fiscal Year 2014–2015 Renovation / Remodeling (Capital) Projects

M. Miscellaneous Items

1. Communications and Petitions
2. Information Items

N. Old Business/New Business

1. Future Agenda Items
2. Date of Next Meeting:

Tuesday, January 27, 2015, 5:00 p.m. Board Meeting, Oak Creek Campus, Lecture Hall A (A241)

* This meeting may be conducted in part by telephone. Telephone speakers will be available to allow the public to hear those parts of the proceedings that are open to the public.

** Action may be taken on any agenda item, whether designated as an action item or not. Agenda items may be moved into Closed Session for discussion when it becomes apparent that a Closed Session is appropriate under Section 19.85 of the Wisconsin Statutes. The board may return into Open Session to take action on any item discussed in Closed Session.

*Reasonable accommodations are available through the ADA Office for individuals who need assistance.
Please call 414-297-6610 to schedule services at least 48 hours prior to the meeting.*



C-1

**MILWAUKEE AREA TECHNICAL COLLEGE DISTRICT BOARD
MILWAUKEE, WISCONSIN
November 25, 2014**

CALL TO ORDER

The regular monthly meeting of the Milwaukee Area Technical College District Board was held in Open Session on Tuesday, November 25, 2014, and called to order by Chairperson Holmes at 5:03 p.m. in the Board Room, Room M210, at the Downtown Milwaukee Campus of Milwaukee Area Technical College.

ITEM A. ROLL CALL

Present: Lauren Baker; David Dull; Melanie Holmes; Grace Maizonet (via telephone); José Pérez; Mary Scheibel; Kurt Wachholz and Ann Wilson. Mary Scheibel arrived at 5:04 p.m.

Absent: Abdulhamid Ali.

ITEM B. COMPLIANCE WITH THE OPEN MEETINGS LAW

Discussion Chairperson Holmes indicated that proper notice of the meeting had been given in compliance with the Wisconsin Open Meetings Law.

ITEM C. APPROVAL OF MINUTES

C-1 Regular Board Meeting: October 28, 2014

Motion It was moved by Ms. Wilson seconded by Ms. Baker, to approve the minutes of the Regular Board Meeting: October 28, 2014.

Action Motion approved.

ITEM D. COMMENTS FROM THE PUBLIC

None.

ITEM E. APPROVAL OF CONSENT AGENDA ITEMS

FPO-2 Bills – October 2014

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- FPO-3 Financial Report – October 2014**
- FPO-4 Human Resources Report**
- FPO-5 Procurement Report**
- FPO-6 Affirmative Action Report of Milwaukee Area Technical College, July 1, 2014 – September 30, 2014**

Motion It was moved by Mr. Dull, seconded by Mr. Wachholz, to approve the Consent Agenda.

Action Motion approved.

ITEM F. CHAIRPERSON'S REPORT

Discussion Chairperson Holmes:

- Encouraged board members to attend the upcoming ACCT – National Legislative Summit in Washington, DC.
- Announced the Winter Commencement, featuring Kimberley Motley, currently an attorney working in Afghanistan, as keynote speaker.
- Mentioned the Winter District Boards Association Meeting and Biennial Legislative Seminar in Madison.
- Welcomed Paul Gabriel, executive director of WTCS District Boards Association, who recapped the WDBA Meeting and Biennial Legislative Seminar, thanked the board, Dr. Martin, Mr. Mehan, Mr. Bauknecht and Mr. Strang for their services on behalf of MATC and spoke concerning various points of interest within WTCS and MATC.

Information Item

F-1 MATC Foundation Report

Discussion Ms. Holmes gave highlights of the November 19, 2014, MATC Foundation Board Meeting:

- Elected two new board members: Eric Zoromski, president, Vx Group and Peggy Williams-Smith, vice president, Food & Beverage at the Marcus Corporation.
- Christine McGee provided an overview of the plan she is developing for the Investing in Student Success scholarship campaign launching soon.
- Over \$50,000 was designated to the MATC Foundation from the recent Employee Giving Campaign.
- The Foundation is processing 529 scholarship applications for the spring semester.
- The Foundation is included in The Business Journal's Partners in Philanthropy publication.

ITEM G. PRESIDENT'S REPORT

Discussion Dr. Martin:

- Presented visual highlights of MATC activity from the month of November.
- Announced that Gingerbread Houses created by students from the Baking and Pastry Arts Associate Degree program and the Baking Production Diploma program will be on display from Dec. 9-16 at the Milwaukee Public Market.
- Announced that in December and January MATC will be offering select courses during the semester break.

Action Item

G-1 Posthumous Degree Awarded to September Swift

Motion It was moved by Ms. Holmes, seconded by Ms. Wilson to approve the Posthumous Degree Awarded to September Swift.

Action Motion approved.

ITEM H. STUDENT GOVERNMENT REPORT

Discussion Mr. Fehlhaber:

- Mentioned Leadership retreat/conference held October 25.
- Commented on the Murder Mystery event.
- Mentioned ASACC Report: District Student Senate members participated in a conference in New Orleans.
- Mentioned District Student Senate Report highlighting the senate's various activities of the month of November.

ITEM I. LEGISLATIVE MATTERS REPORT

Discussion Ms. Baker gave the following highlights:

- Federal Issues:
 - Discussed Election Results.
- State Issues:
 - Reviewed Legislative Initiatives Draft.
 - Discussed Grant Application Plan.
 - Tuition Freeze.
 - Discussed Election Outcome Strategy and Outreach.

- Local Issues:
 - Bradley Center Advisory Panel.
 - Discussed 94 East West Plan.

Ms. Baker distributed Draft of the Legislative Initiatives – FY2014-15 and asked the board for feedback to be discussed at the next Legislative Task Force Meeting.

ITEM J. PUBLIC TELEVISION COMMITTEE REPORT

Discussion Ms. Holmes gave highlights of the November 13, 2014, Public Television Committee Meeting.

ITEM K. EDUCATION, SERVICES, AND STUDENT SUCCESS COMMITTEE REPORT

Discussion Ms. Baker gave the following highlights of the November 18, 2014 Education, Services, and Student Success Committee meeting:

Policy Reviews

ESSS-4 Policy A0111 – District Board Committees Structure/Meetings.

ESSS-5 Policy A0111-A – Areas of Responsibility of District Board Committees

Discussion Ms. Baker reviewed Policy A0111 – District Board Committees Structure/Meetings; Policy A0111-A – Areas of Responsibility of District Board Committees.

ITEM L. FINANCE, PERSONNEL AND OPERATIONS COMMITTEE REPORT

Discussion Mr. Dull gave highlights of the November 20, 2014, Finance, Personnel, and Operations Committee meeting.

Action Items

FPO-7 Resolution (F0011-11-14) Authorizing the Sale of \$1,500,000 General Obligation Promissory Notes, Series 2014-2015F of Milwaukee Area Technical College District, Wisconsin

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Motion It was moved by Mr. Dull, seconded by Mr. Wachholz, to approve Resolution (F0011-11-14) Authorizing the Sale of \$1,500,000 General Obligation Promissory Notes, Series 2014-2015F of Milwaukee Area Technical College District, Wisconsin.

Discussion Mr. John Mehan, managing director, Robert W. Baird & Co., distributed and reviewed the Final Pricing Summary for the \$1,500,000 General Obligation Promissory Notes, Series 2014-2015F.

Action Motion approved, the roll call vote being as follows:

Ayes: Baker, Dull, Maizonet, Pérez, Scheibel, Wachholz, Wilson and Holmes – 8

Noes: None.

FPO-8 Resolution (F0012-11-14) Authorizing the Issuance of \$1,500,000 General Obligation Promissory Notes, Series 2014-2015G of Milwaukee Area Technical College District, Wisconsin

Motion It was moved by Mr. Dull, seconded by Mr. Wachholz, to approve Resolution (F0012-11-14) Authorizing the Issuance of \$1,500,000 General Obligation Promissory Notes, Series 2014-2015G of Milwaukee Area Technical College District, Wisconsin.

Action Motion approved, the roll call vote being as follows:

Ayes: Dull, Maizonet, Pérez, Scheibel, Wachholz, Wilson, Baker and Holmes – 8

Noes: None.

FPO-9 Resolution (F0013-11-14) to Approve FY2013-2014 Comprehensive Annual Financial Report

Motion It was moved by Mr. Dull, seconded by Mr. Wachholz, to approve Resolution (F0013-11-14) to Approve FY2013-2014 Comprehensive Annual Financial Report.

Action Motion approved.

FPO-10 Approval of Auditor’s Communication to Those Charged with Governance and Management

Discussion John Knepel, partner, Baker Tilly, clarified the IT governance issue that was a concern.

Motion It was moved by Mr. Dull, seconded by Mr. Wachholz, to approve Approval of Auditor’s Communication to Those Charged with Governance and Management.

Action Motion approved.

FPO-11 Approval of Single Audit Report

Discussion Naushad Moola, Coleman Williams, summarized the single audit report.

Motion It was moved by Mr. Dull, seconded by Mr. Wachholz, to approve Approval of Single Audit Report.

Action Motion approved.

FPO-12 Resolution (F0014-11-14) to Revise Fiscal Year 2013–2014 Renovation / Remodeling (Capital) Projects

Motion It was moved by Mr. Dull, seconded by Ms. Wilson, to approve Resolution (F0014-11-14) to Revise Fiscal Year 2013–2014 Renovation / Remodeling (Capital) Projects.

Action Motion approved.

FPO-13 Resolution (F0015-11-14) to Revise Fiscal Year 2014–2015 Renovation / Remodeling (Capital) Projects

Motion It was moved by Mr. Dull, seconded by Mr. Waccholz, to approve Resolution (F0015-11-14) to Revise Fiscal Year 2014–2015 Renovation / Remodeling (Capital) Projects.

Action Motion approved.

ITEM M. Miscellaneous Items

1. Communications and Petitions.
2. Information Items.

ITEM N. OLD BUSINESS/NEW BUSINESS

1. Future Agenda Items
2. Date of Next Meeting

**Tuesday, December 16, 2014, 5:00 p.m. Board Meeting,
Downtown Milwaukee Campus, Board Room (M210)**

ITEM O. Litigation Update ***

Motion It was moved by Ms. Baker, seconded by Ms. Wilson, to convene into Closed Session pursuant to Section 19.85(1)(g) of the Wisconsin Statutes to discuss Item O, Litigation Update, to update the board on pending litigation and litigation strategy. The Board may reconvene into Open Session to take action on matters discussed in Closed Session under Item O.

Action Motion approved, the roll call vote being as follows:

Ayes: Pérez, Scheibel, Wachholz, Wilson, Baker, Dull, Maizonet
and Holmes – 8

Noes: None.

Closed Session

The board convened into Closed Session at 6:12 p.m.

Adjournment

The meeting adjourned at 6:22 p.m.

Respectfully submitted,

José Pérez
Secretary

Attachment FPO - 2

BOARD BILLS LIST

The following bills are to be presented for approval at the meeting of the Milwaukee Area Technical College District Board, State of Wisconsin, to be held on 12-16-14.

Check No.	Company	For	Amount
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BILLS PAYABLE RECAPITULATION

Month of November 2014

Payments for encumbrances and monthly expenditures were made for the following funds:

General Fund	6,208,691.060	
Special Revenue Fund-Operational	82,409.630	
Special Revenue Fund-Non Aidable	101,337.810	
Enterprise Fund	188,248.360	
Capital Projects Fund	2,747,176.370	
Debt Service Fund	6,929,665.950	
Internal Service Fund	3,973,898.950	
Public Television Fund	<u>241,489.780</u>	
Total Expenditures		<u>\$ 20,472,918</u>

Secretary

Chair

BOARD BILLS LIST

The following bills are to be presented for approval at the meeting of the Milwaukee Area Technical College District Board, State of Wisconsin, to be held on 12-16-14.

**Bank Transfer Payments
November 2014**

Humana Health and Dental Insurance Premiums	<u><u>\$ 2,822,097.42</u></u>
UMR Health Insurance Claims	<u><u>\$ 746,251.64</u></u>
Bank Service Charges	<u><u>\$ 968.91</u></u>
Merchant Service Credit Card Fees	<u><u>\$ 12,282.71</u></u>
Wisconsin Retirement System	<u><u>\$ 1,678,554.75</u></u>
Federal Payroll Tax	<u><u>\$ 3,171,129.96</u></u>
State Payroll Tax	<u><u>\$ 343,200.47</u></u>
State, County, and Stadium Sales Tax	<u><u>\$ 21,356.94</u></u>

**Debt Service Fund Wire Payments
Nov-14**

<u>General Obligation Debt Series</u>	<u>Interest</u>	<u>Principal</u>
2008-09L	155,625	6,700,000
	<u><u>\$ 155,625.00</u></u>	<u><u>6,700,000</u></u>