



**BLACKHAWK**  
**TECHNICAL COLLEGE**

# DISTRICT BOARD MEETING

BELOIT~JANESVILLE CAMPUS  
DISTRICT BOARD ROOM – 2613  
6004 S COUNTY ROAD G  
JANESVILLE WI 53546





# District Board Meeting | AGENDA



**BELOIT-JANESVILLE CAMPUS**  
President's Suite 2613  
6004 S County Rd G, Janesville, WI 53546



February 19, 2025



5-7 pm

## I. CALL TO ORDER

### a. Public Comment

Persons who wish to address the District Board may make a statement if it pertains to a specific agenda item. Persons who raise issues not on the agenda may be invited back to repeat their comments at a later District Board meeting when the subject is appropriately noticed on the agenda. Unless requested by the District Board Chairperson from the audience regarding a specific agenda topic, public comments or dialogue are not allowed during other portions of the District Board meeting and discussion.

## II. SPECIAL REPORTS

- a. Student Representative to the District Board Report (Information – Rebecca Barnett)
- b. BTC Foundation Gift Report (Information – Cassie Hartje)
- c. Dual Credit Report (Tony Landowski and Dr. Katie Lange)
- d. Spring 2025 Enrollment and Fall 2024 Student Success Report (Information – Dr. Jon Tysse)

## III. CONSENT AGENDA ITEMS

- a. Approval of the Draft January 15, 2025, District Board Regular Meeting Minutes (Action)
- b. Approval of Current Bills (Action – Jim Nemeth)
- c. Approval of Training Contracts (Action – Dr. Karen Schmitt)

## IV. COMMITTEE REPORTS

**Finance Committee** (Information – Chairperson Barrington-Tillman) – No Meeting Scheduled

**Personnel Committee** (Information – Chairperson Deprez) – No Meeting Scheduled

## V. ACTION ITEMS

- a. Adoption of Resolution to Approve the Administrative Office Suite Remodel Contingent Upon Wisconsin Technical College System Board (WTCSB) Approval and to Request WTCSB Approval of Remodel (Action – Jim Nemeth)
- b. Approval of Award of Contract for Switchgear (Action – Jim Nemeth)
- c. Approval of Modifications to the Fiscal Year 24-25 Budget (Action – Jim Nemeth)

**Finance Committee Action Items** – No Action Items

**Personnel Committee Action Items** – No Action Items

## VI. POLICY REVIEW

- a. No Policies for Review

## VII. INFORMATION/DISCUSSION

- a. Financial Statement (Information – Jim Nemeth)
- b. President's Update (Information – Dr. Tracy Pierner)
  - i. Community and Internal Engagement
  - ii. College and Upcoming Events
  - iii. Other Communications
  - iv. Construction Projects





## District Board Meeting | AGENDA



BELOIT-JANESVILLE CAMPUS  
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- c. Staff Changes (For Information Only. Not for District Board Action)
  - a. New Hires:
    - i. Kayla Riggan, Administrative Assistant – Public Safety and Law Enforcement – January 28, 2025
  - b. New Positions:
    - i. Sara Oelschlager, Academic Advisor – January 27, 2025
    - ii. Cindy Fuerstenberg Peters, Academic Advisor – February 19, 2025
  - c. Resignations:
    - i. Elliot Schultz, Basic Skills Instructor – January 10, 2025
    - ii. Mandi Adie, PT Copywriter and Content Creator – January 27, 2025
    - iii. Ashley McCarthy, Recruitment and Admissions Coordinator, February 28, 2025
    - iv. Jeremy Crabb, JAC Electrical Apprenticeship Instructor – May 19, 2025
  - d. Retirements:
    - i. Mary Mather, Nursing Instructor – December 16, 2025
    - ii. Tony Landowski, Executive Director of Student Services – May 9, 2025

### VIII. WTCS CONSORTIUM UPDATES

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- a. District Board Association (DBA) (Information – Representative)
- b. District Mutual Insurance (DMI) (Information)
- c. Insurance Trust (WTC) (Information – Representative)
- d. Marketing Consortium (Information – Representative)
- e. Purchasing Consortium (Information – Representative)
- f. Wisconsin Technical College Employee Benefit Consortium (WTCEBC) (Information – Representative)

### IX. FUTURE AGENDA ITEMS

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- a. Suggestions for Future Agenda Items


### X. ADJOURNMENT

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FEBRUARY 19, 2025

## SPECIAL REPORTS

- b. BTC Foundation Gift Report
  - c. Dual Credit Report
  - d. Spring 2025 Enrollment and Fall 2024 Student Success Report
- 



## SPECIAL REPORTS ITEM b.

### BTC Foundation Gift Report

Gift Date	Gift Amount	Gift Type	Fund Description	Donor
8/1/2024	\$5,000.00	One-Time Gift	IDEAL Opportunity Scholarship	Christine Bowen
8/7/2024	\$5,000.00	One-Time Gift	Charter Next Generation (CNG) Scholarship	Charter Next Generation, Inc.
12/3/2024	\$5,250.00	One-Time Gift	Blackhawk Student Cupboard	William J. Cronin Foundation
12/12/2024	\$5,500.00	One-Time Gift	\$5k IDEAL Opportunity Scholarship, \$500 Diversity Scholarship (Soul Food Luncheon)	Greater Beloit Economic Development Corporation
12/31/2024	\$6,000.00	One-Time Gift	Draeger Family Scholarship	Johnson Financial Group
9/5/2024	\$6,000.00	One-Time Gift	Alliant Energy Electric Power Distribution (EPD) Scholarship	Alliant Energy Foundation
10/1/2024	\$10,000.00	One-Time Gift	\$5k: Fund for the Future of Athletics, \$5k Pierner Family Endowed Fund	Blackhawk Technical College
12/31/2024	\$10,000.00	One-Time Gift	Blain Gilbertson Family Scholarship	Chicago Community Foundation (Mick Gilbertson & Jane Blain Gilbertson)
7/3/2024	\$10,000.00	One-Time Gift	Dr. Gordon & Barbara Kronquist Memorial Endowed	Dr. Gordon Kronquist
7/29/2024	\$10,000.00	One-Time Gift	Blackhawk Fund	Mercyhealth
7/9/2024	\$20,000.00	Pledge Payment	Blackhawk Fund	JP Cullen Foundation
11/7/2024	\$20,000.00	One-Time Gift	Mercyhealth - Making Lives Better - Scholarship	MHS Association of Volunteers
8/19/2024	\$50,000.00	Pledge Payment	\$25k: Fund for the Future of Manufacturing, \$25k Blackhawk Fund	Prent Corporation
8/27/2024	\$50,000.00	One-Time Gift	Ben Dickinson Memorial Endowed Scholarship	Vanguard Charitable (Dr. Gregg and Helen Dickinson)
7/19/2024	\$106,000.00	One-Time Gift	Nancy B. Parker Nursing Scholarship	Calusa Fund at Schwab Charitable (George Parker III)





# SPECIAL REPORTS ITEM c.



## Dual Credit Pathways and High School Data Update 2023-2024

### Definition of Terms

- ◇ Transcribed Credit: High School teacher teaching exact Blackhawk course as an adjunct; meets all required credentials to be Blackhawk Adjunct
- ◇ Advanced Standing: High School teacher teaching course with aligned course outcomes
- ◇ Start College Now: Students come to Blackhawk for course taught by Blackhawk Instructor
- ◇ 38.14 Contract: Cohort of students take a closed section course at the high school or at Blackhawk
- ◇ Collegiate Academy: High school students take Blackhawk courses at their high school and typically join virtually through MyEdChoice option

### AY24 Dual Credit Outcomes

- ◇ Transcribed Credit (Total savings to students = Over \$905,000 million)
  - 90 = Total Courses (-45% compared to AY23)
  - 1105 = Total Students (-31% compared to AY23)
  - 5168 = Total Credits (-24% compared to AY23)
  - 172 = Total FTEs (-24% compared to AY23)
- ◇ Advanced Standing
  - 177 = Total Courses (-21% compared to AY23; up 15% compared to AY22)
  - 320 = Total Advanced Standing credits applied over academic year
- ◇ Start College Now
  - 207 = Total Courses (-17% compared to AY23)
  - 101 = Total Students (flat compared to AY23)
- ◇ 38.14 Contract
  - 12 = Total Contracts (-14% compared to AY23)
  - 119 149 = Total Students (-20% compared to AY23)
  - \$87,000 = Total Contract Revenue (-16% compared to AY23)
- ◇ Of the high school students who directly enrolled at BTC fall 2024 or spring 2025, 38% had taken one or more kinds of dual enrollment courses.
- ◇ Of the students who took the following forms of Dual Credit, the percentage equates to the students who directly enrolled at Blackhawk (*Based on 2022 Graduates*):

Transcribed Credit	14%
Start College Now	35%
38.14 Contract	19%



## Dual Credit Pathways and High School Data Update, Cont. 2023-2024

### Partnership Updates

- ◆ South Beloit High School
  - 50 = Total Students (-7% compared to AY23)
  - 217 = MATT Division and General Education Courses (-12% compared to AY23)
  - 2 students graduated in Spring 2024
  - Partnership expansion expected in 2025-2026 to include courses in additional Associate of Applied Science programs
- ◆ RUHS Middle College
  - 1 student graduated with an Associate of Applied Science Degree Spring 2024; 1 student petitioned in a Health Science program during Spring 2024 and started Fall 2024 in clinical courses
  - 4 students on track to complete an Associate of Applied Science Degree by Spring 2025
  - 33 = Total Students (-35% compared to AY23)
  - 217 Courses in all divisions (-35%)
  - Partnership focus: increasing student success, credit accumulation, and degree completion
- ◆ Green County School Districts– Partnership focuses
  - Collegiate Academy, Fire Academy, Nursing Assistant
  - Annual meeting for K-12 Partners specifically in Green County

### Summary of High School Data

- ◆ 358 = 2024 High School Graduates who directly enrolled in Blackhawk
  - -12% compared to direct enrollments last year
- ◆ 210 = Number of Enrolled Students from Rock and Green County High Schools
- ◆ Fall 2025 Direct High School enrollment - +50% acceptances (as of 1.30.25)

<b>Spring as of 1/28/2025</b>				
<b>How many students do we have?</b>	<b>Spring 24</b>	<b>Spring 25</b>	<b>Spring Difference</b>	<b>% Difference</b>
Headcount- Transfer	0	0	0.00	#DIV/0!
Headcount- New	380	477	97.00	25.53%
Headcount- Continuing	1788	1898	110.00	6.15%
Headcount- Returning	257	281	24.00	9.34%
<b>Total Headcount</b>	<b>2425</b>	<b>2656</b>	<b>231.00</b>	<b>10%</b>
Credits-Transfer	0	0	0.00	#DIV/0!
Credits- New	2841	3378	537.00	18.90%
Credits- Continuing	14254	15170	916.00	6.43%
Credits- Returning	1896	2248	352.00	18.57%
<b>Total Credits</b>	<b>18991</b>	<b>20796</b>	<b>1805.00</b>	<b>10%</b>
Total credit avg per student	7.8	7.8	(0.00)	
	<b>Spring 24</b>	<b>Spring 25</b>	<b>Spring Difference</b>	<b>% Difference</b>
Under 18	103	163	60	58.25%
Traditional Students Headcount 18-19	433	487	54	12.47%
Non-Traditional Students Headcount	1889	2006	117	6.19%
Full- Time Students	556	608	52	9.35%
Part-Time Students	1869	2048	179	9.58%

**SPECIAL REPORTS ITEM d.**

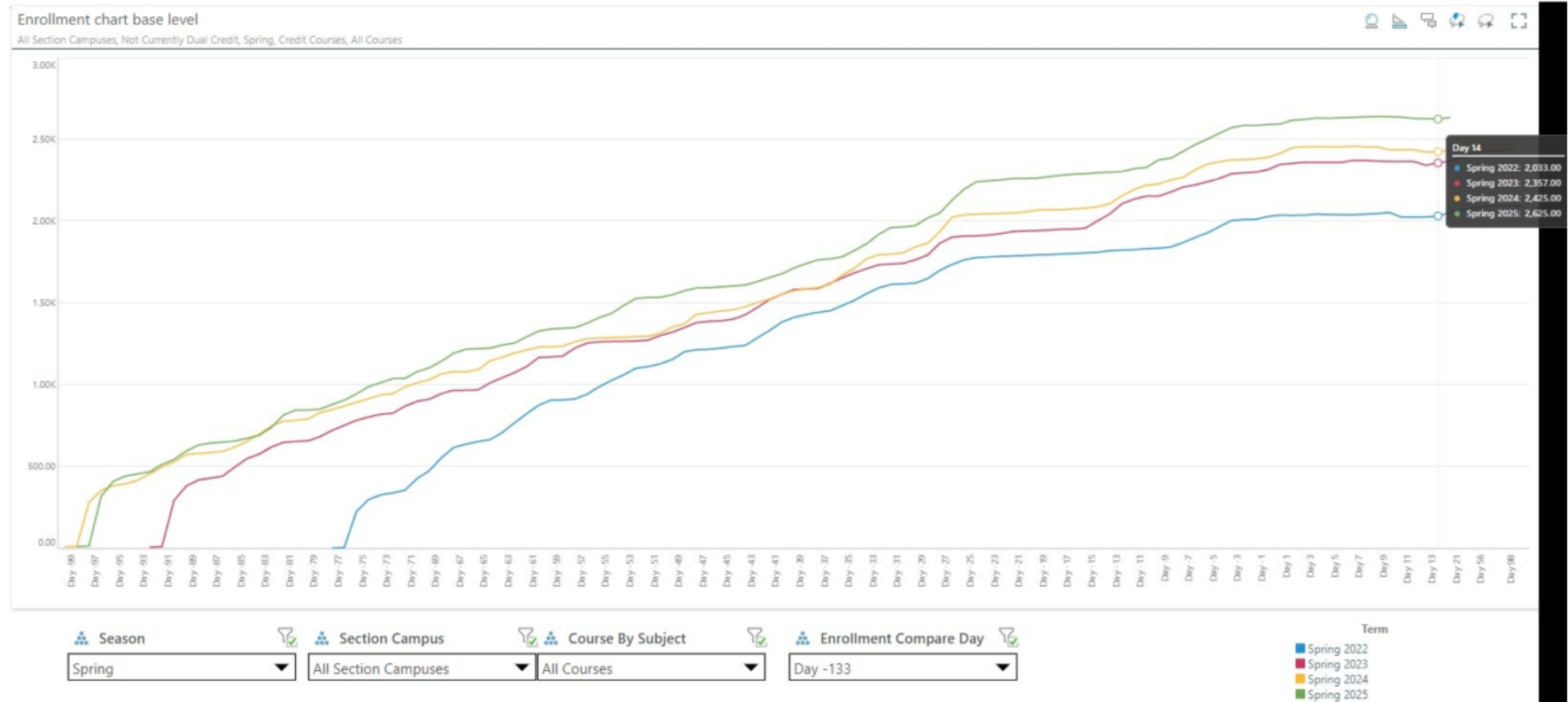
**Spring 2025 Enrollment and Fall 2024 Success**



**BLACKHAWK** Technical College

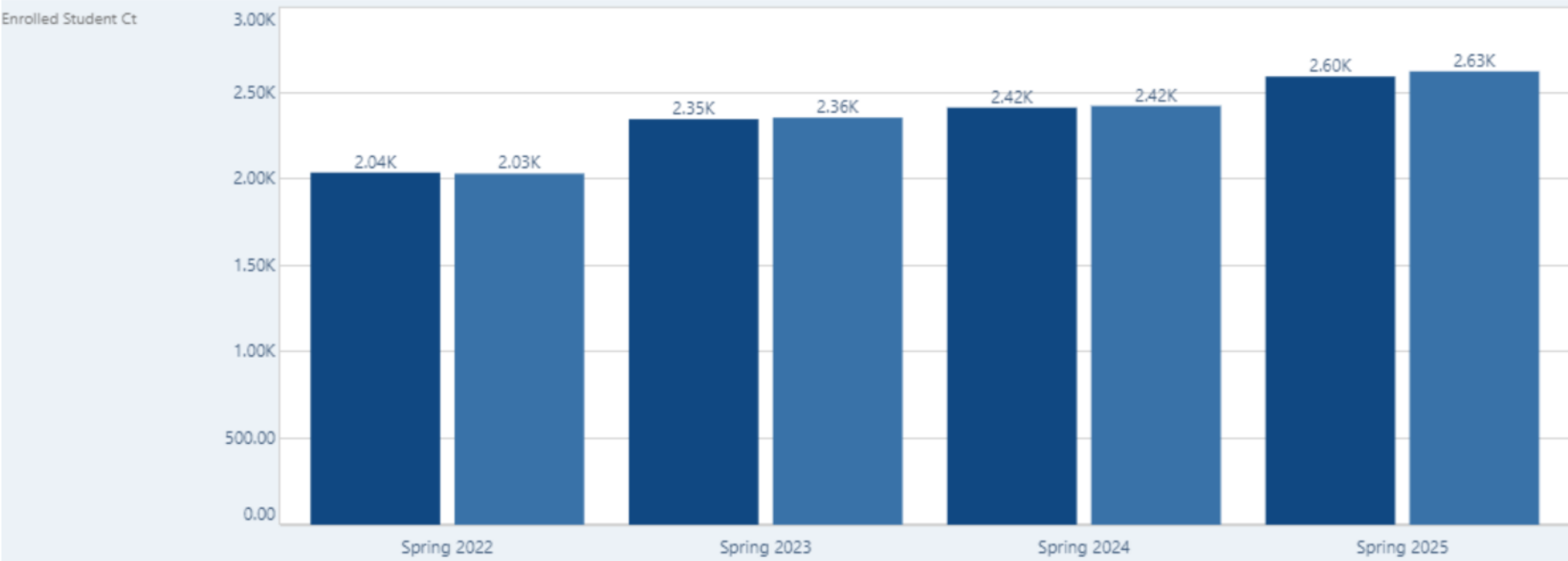
# Blackhawk Technical College (BTC)

## *Distinct Headcount for Credit and Pre-College Students, Spring 2022- 2025*



# Blackhawk Technical College (BTC)

*Distinct Headcount for Credit and Pre-College Students, Spring 2022- 2025*



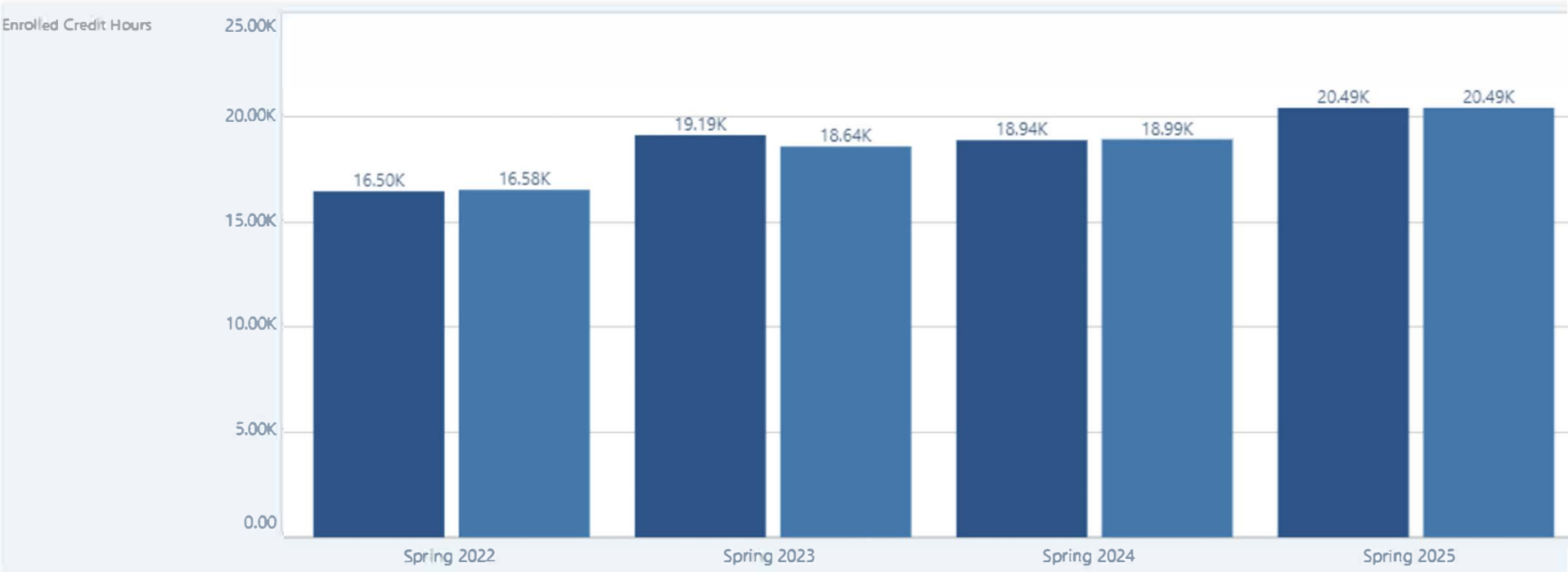
Enrolled Student Ct by Term and Enrollment Compare Day (Credit Courses, Not Currently Dual Credit)				
Enrollment Compare Day	Spring 2022	Spring 2023	Spring 2024	Spring 2025
Day 1	2,039.00	2,348.00	2,415.00	2,595.00
Day 14	2,033.00	2,357.00	2,425.00	2,625.00

+7% from Spring 2024 @ Day 1  
+8% from Spring 2024 @ Day 14  
+29% from Spring 2022 @ Day 14



# Blackhawk Technical College (BTC)

## Credits for Credit and Pre-College Students, Spring 2022- 2025



Enrolled Credit Hours by Term and Enrollment Compare Day (Credit Courses, Not Currently Dual Credit)

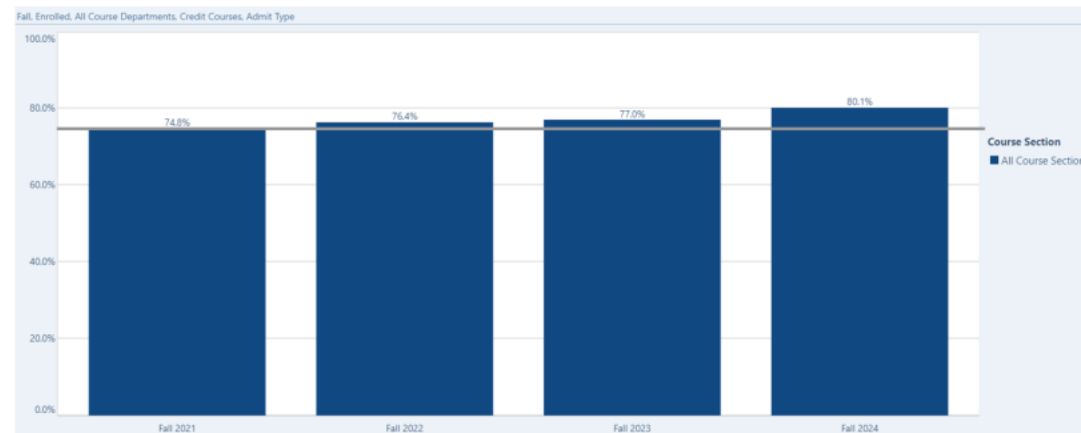
Enrollment Compare Day	Spring 2022	Spring 2023	Spring 2024	Spring 2025
Day 1	16,503.00	19,186.00	18,942.00	20,486.50
Day 14	16,578.00	18,644.00	18,991.00	20,491.00

+8% from Spring 2024 @ Day 1  
+8% from Spring 2024 @ Day 14  
+24% from Spring 2022 @ Day 14

# Fall 2024



# Student Success

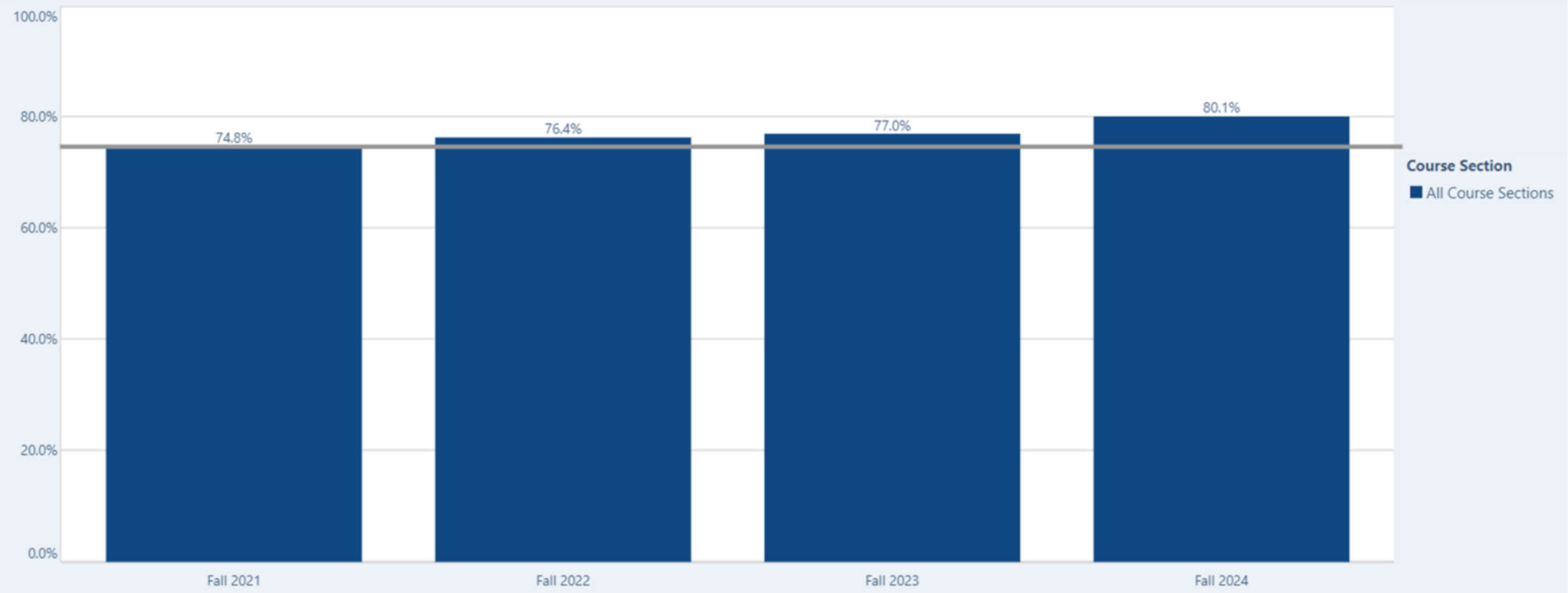


BTC has established an institutional target of 74% success in College level classes as our target.

\* Success is defined as a student earning an A, B or C as compared to those earning a D, F, or W.

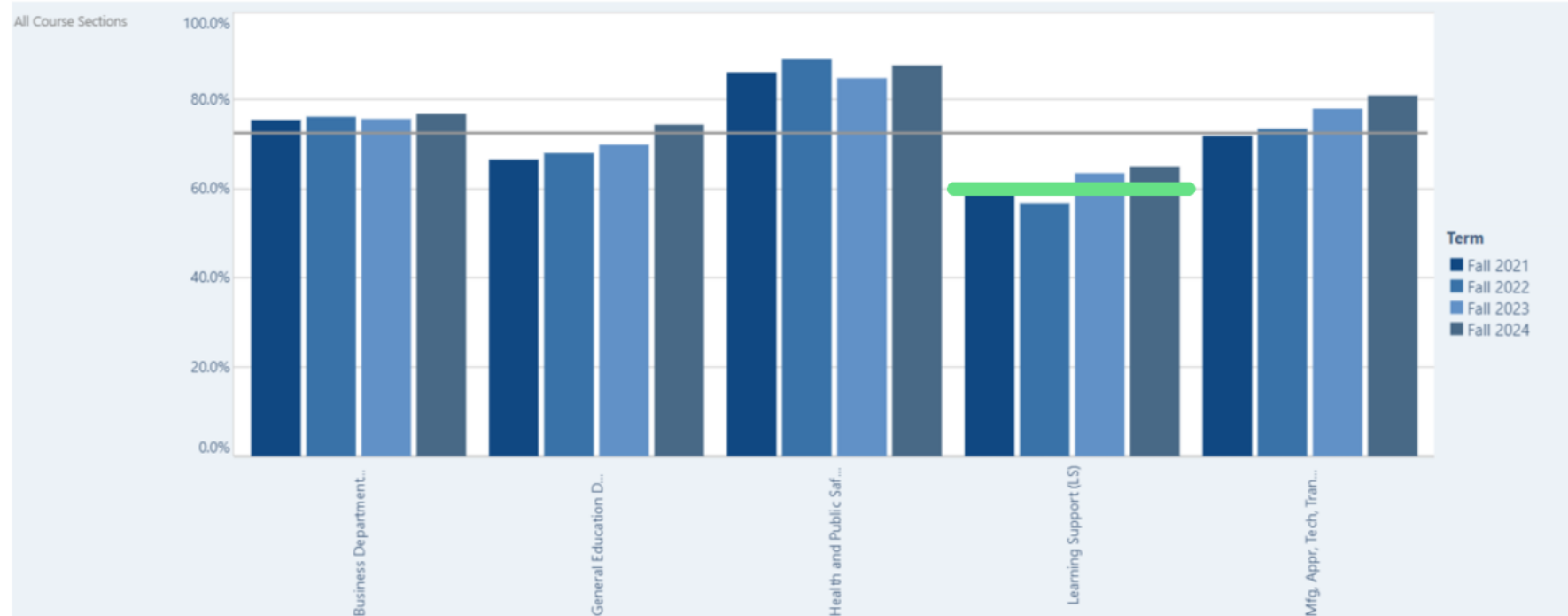
## Blackhawk Technical College (BTC)

Fall, Enrolled, All Course Departments, Credit Courses, Admit Type



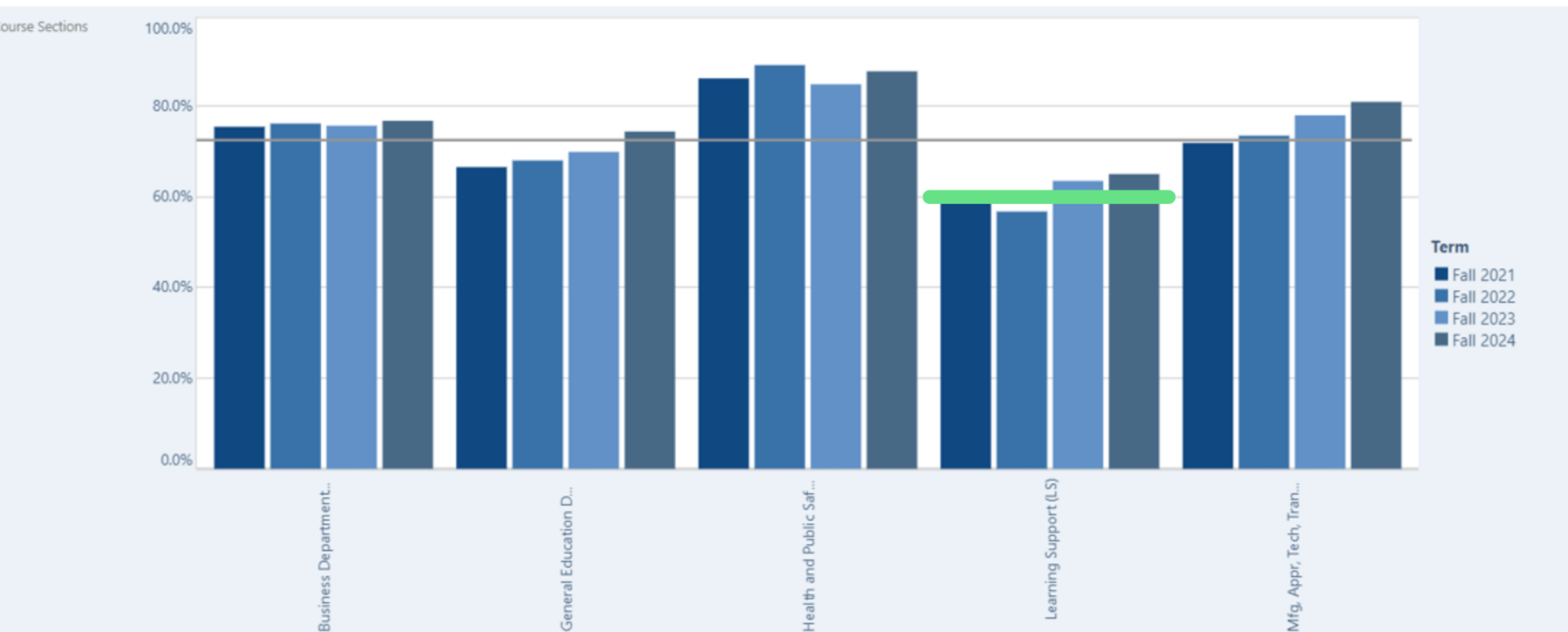
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\* Success is defined as a student earning an A, B or C as compared to those earning a D, F, or W.

# BTC Course Success



\*The learning support target averages to 60% success.

# Course Success

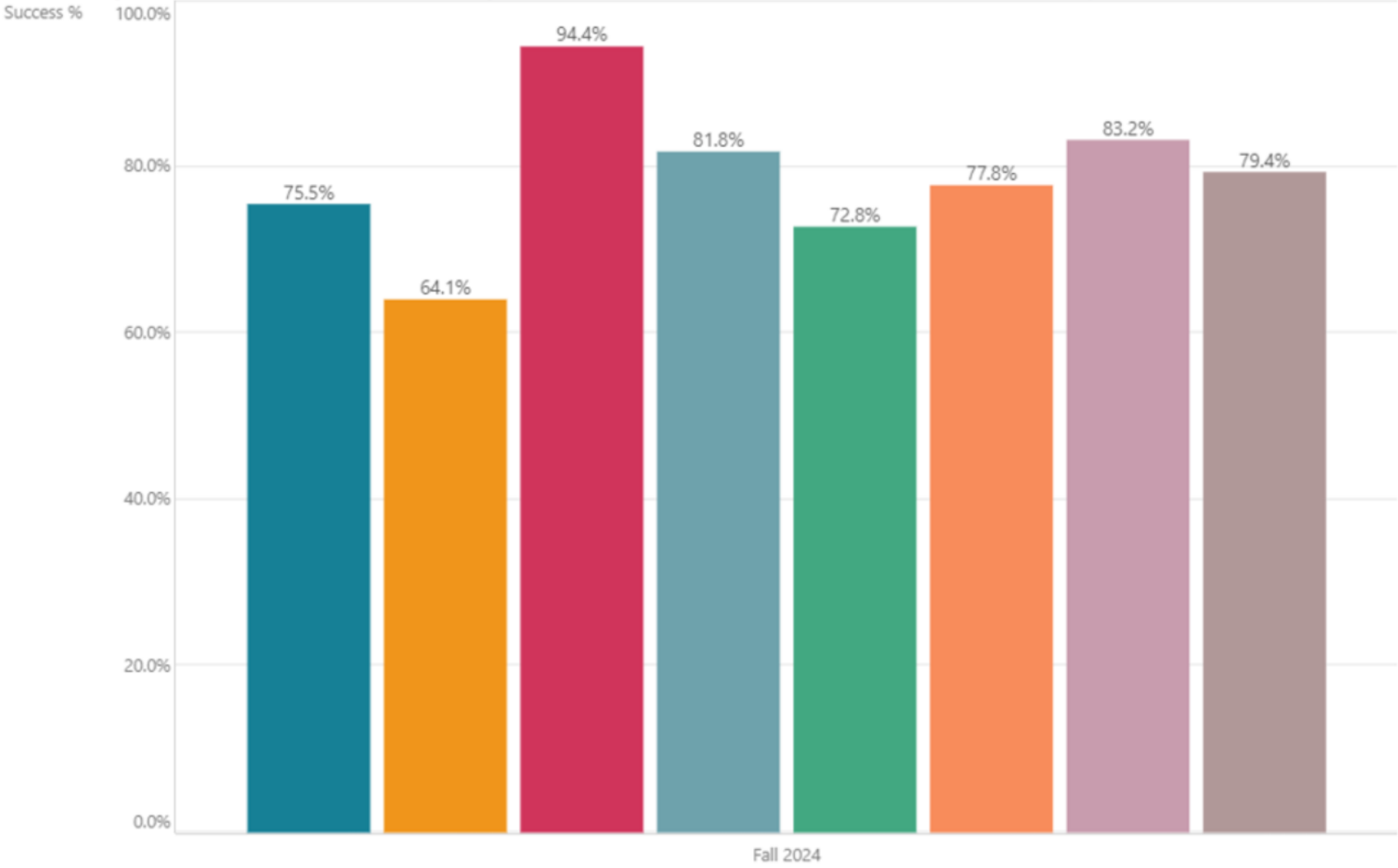


\* The learning support target averages to 60% success



# BTC Course Success

Success % by Term and Course Section (Not Currently Dual Credit, Fall, Enrolled, Credit Courses, General Education Department (GE))



**Background**

■ Enrolled

■ Not Currently Dual Credit

■ Credit Courses

■ General Education Dep...

**Course Section**

■ All Course Sections

■ Communication Skills (801)

■ Foreign Language (802)

■ History (803)

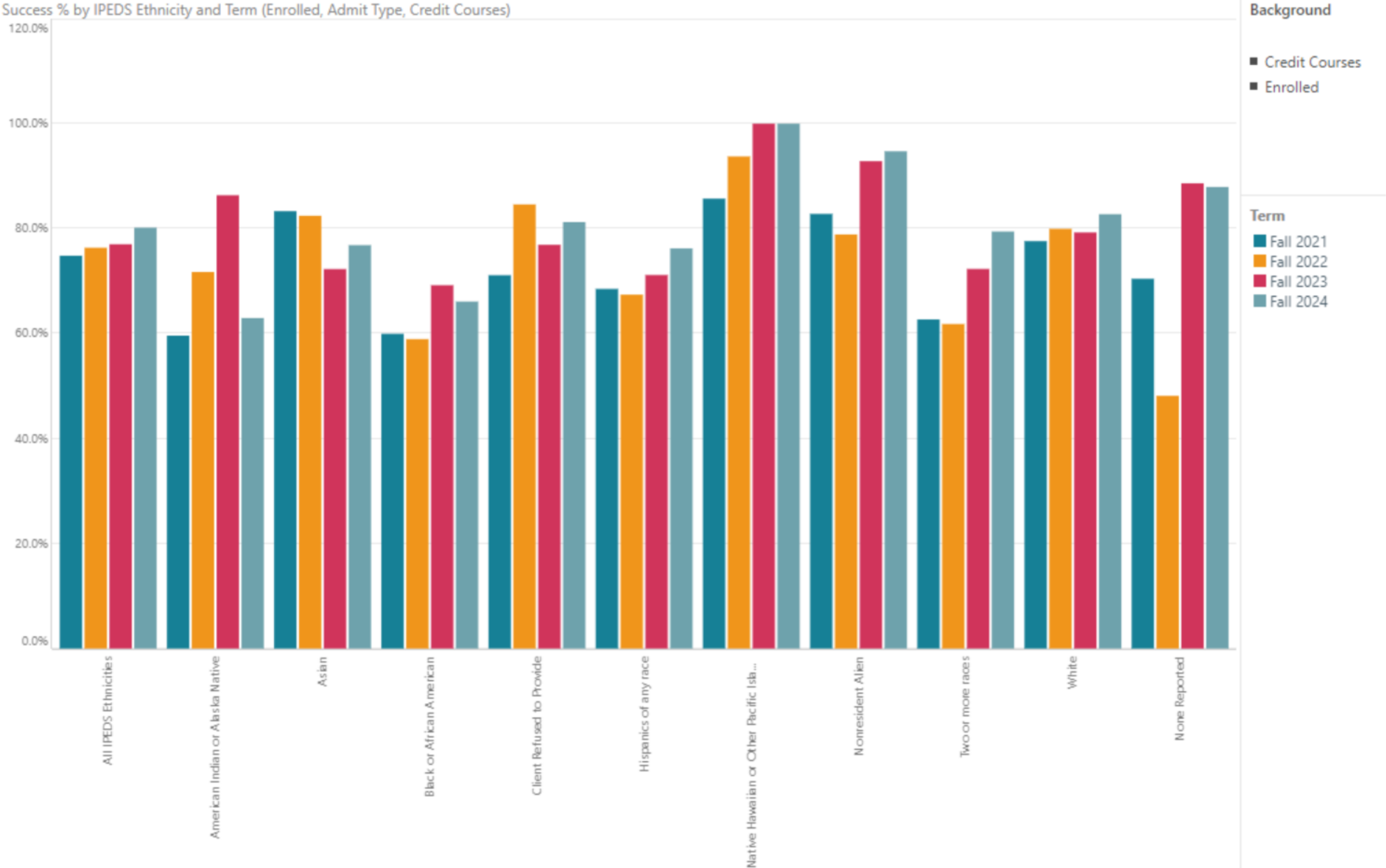
■ Mathematics (804)

■ Music

■ Natural Science (806)

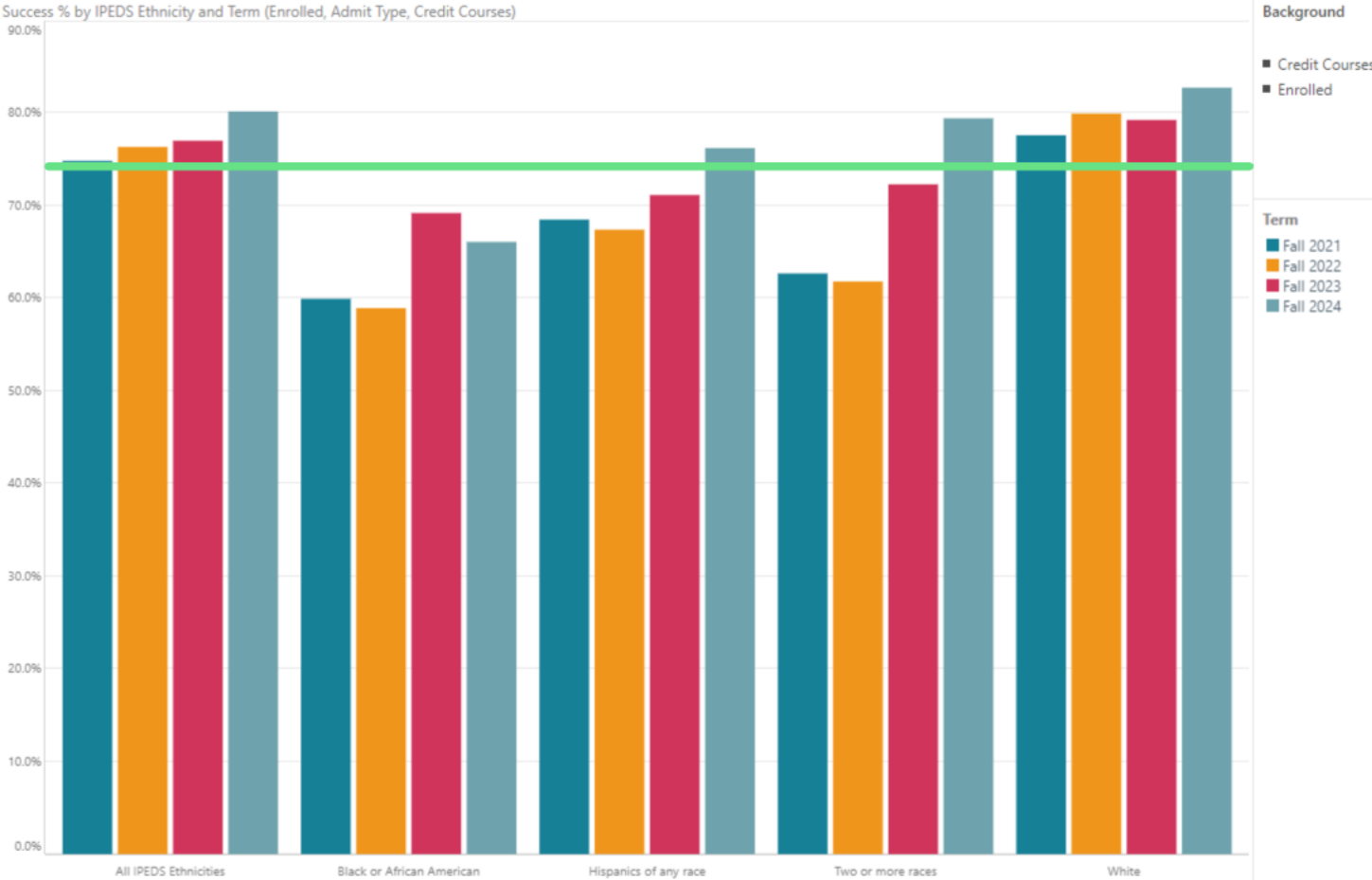
■ Social Science (809)

# BTC Course Success



Success % by Term and IPEDS Ethnicity (Enrolled, Admit Type, Credit Courses)				
IPEDS Ethnicity	Fall 2021	Fall 2022	Fall 2023	Fall 2024
All IPEDS Ethnicities	74.8%	76.4%	77.0%	80.2%
American Indian or Alaska Native	59.6%	71.7%	86.4%	63.0%
Asian	83.3%	82.5%	72.3%	76.9%
Black or African American	60.0%	59.0%	69.2%	66.1%
Client Refused to Provide	71.1%	84.6%	76.9%	81.3%
Hispanics of any race	68.5%	67.4%	71.2%	76.2%
Native Hawaiian or Other Pacific Islander	85.7%	93.8%	100.0%	100.0%
Nonresident Alien	82.8%	78.9%	92.9%	94.7%
Two or more races	62.7%	61.8%	72.3%	79.4%
White	77.6%	80.0%	79.3%	82.8%
None Reported	70.5%	48.1%	88.6%	87.9%

# BTC Course Success



# BTC Course Success

Course Department	Course Section	Fall 2021	Fall 2022	Fall 2023	Fall 2024
Business Department (BUS)	Accounting (101)	69.9%	92.4%	77.9%	83.2%
	Agri-Business (006)	68.2%	79.2%	82.5%	84.6%
	Business Health Services (160)	94.2%	87.1%	86.7%	85.0%
	Business Management (102)	71.0%	75.4%	76.6%	76.5%
	Computer Software (103)	76.4%	71.1%	72.4%	67.0%
	Culinary Arts(316)	84.1%	77.3%	79.6%	82.1%
	Early Child Education (307)	68.9%	61.7%	76.7%	70.1%
	Farm Business Management (090)			100.0%	100.0%
	Foundations of Education (522)	86.9%	71.6%	85.3%	81.7%
	Graphic Design (201)		100.0%	90.9%	80.0%
	Hospitality		66.7%	25.0%	100.0%
	Human Resources (116)	55.6%	100.0%	86.7%	91.7%
	IT-Software Development (152)	81.3%	84.0%	76.7%	84.5%
	Leadership Development (196)	67.9%	79.8%	69.6%	83.3%
	Marketing&MerchandMgmt (104)	83.0%	69.7%	73.1%	67.3%
	Office Systems/Technology(106)	76.9%	77.8%	77.8%	90.9%
	Photography (203)	76.8%	74.2%	72.4%	72.2%
	Supply Chain Mgmt (182)	64.3%	94.1%	53.3%	57.1%
General Education Department (GE)	Communication Skills (801)	60.9%	58.6%	60.1%	64.1%
	Foreign Language (802)				94.4%
	History (803)				81.8%
	Mathematics (804)	68.7%	69.0%	68.2%	72.8%
	Music				77.8%
	Natural Science (806)	71.7%	73.7%	77.3%	83.2%
	Social Science (809)	68.2%	70.8%	73.7%	79.4%

Course Department

Health and Public Safe

Learning Support (LS)

# BTC Course Success

Course Department	Course Section	Fall 2021	Fall 2022	Fall 2023	Fall 2024
Health and Public Safety (HPS)	☒ Central Services Tech/Assist	62.5%	100.0%	90.9%	90.0%
	☒ Criminal Justice (504)	87.3%	82.9%	86.1%	92.2%
	☒ Dental (508)	91.7%	95.6%	93.4%	100.0%
	☒ Emergency Medical Service(531)	90.4%	74.1%	93.3%	70.2%
	☒ Fire Technology (503)	86.4%	73.2%	55.6%	64.3%
	☒ Human Services (520)	63.6%	84.8%	65.8%	71.8%
	☒ Lab Tech/Food Science (506)	100.0%	93.3%	100.0%	100.0%
	☒ Laboratory Assistant (513)	87.7%	84.0%	71.6%	74.2%
	☒ Medical Assistant (509)	77.6%	89.3%	84.5%	86.1%
	☒ Medical Records (530)	92.9%	100.0%	84.0%	95.7%
	☒ Medical Terminology (501)	66.7%	77.6%	72.7%	76.8%
	☒ Nursing (543)	96.6%	98.0%	95.0%	94.8%
	☒ Physical Therapy Assist (524)	92.4%	90.0%	100.0%	100.0%
	☒ Radiologic Technology (526)	98.3%	98.0%	94.4%	96.5%
	☒ Substance Use Counseling(550)	80.0%	91.3%	70.8%	67.8%
	☒ Surgical Technician(512)	100.0%	100.0%	100.0%	96.6%
Learning Support (LS)	☒ Gen College:Comm Skills (831)	53.8%	59.6%	60.9%	50.0%
	☒ Gen College:Mathematics (834)	68.4%	73.3%	67.1%	68.9%
	☒ Gen College:Natrl Science(836)	63.6%	50.0%	63.8%	77.3%
	☒ Gen College:Reading (838)	50.6%	49.4%	62.0%	56.8%



# BTC Course Success

Course Department	Course Section	Fall 2021	Fall 2022	Fall 2023	Fall 2024
Mfg, Appr, Tech, Transport (MATT)	Automation Systems Technology			100.0%	100.0%
	Automobile-Mechanical (404)	60.5%	67.7%	67.8%	92.4%
	Combustion Engines (412)	83.0%	68.3%	79.5%	100.0%
	Computer Num Control (444)	86.4%	88.7%	94.4%	100.0%
	Electric Power Dist (413)	98.7%	97.6%	97.1%	95.6%
	Electromechanical Tech (620)	59.3%	75.9%	76.1%	78.4%
	Heat, Vent, AC & Refrig (401)			93.3%	100.0%
	HVAC/R (601)	70.4%	80.5%	89.5%	88.2%
	Ind Engineering Tech (623)		100.0%	100.0%	83.3%
	Ind Maintenance Mechanic (462)	100.0%	100.0%	66.7%	100.0%
	Industrial Safety (449)	75.9%	77.1%	70.4%	69.2%
	IT Computer Support (154)				67.2%
	IT-Networking&SysAdmin (150)	67.2%	65.4%	92.3%	78.1%
	Machine Shop(420)	100.0%	100.0%	96.0%	92.7%
	Maintenance Technician (464)	100.0%	100.0%	100.0%	100.0%
	Mechanical Drafting (421)			77.6%	57.5%
	Mechanical Technology (606)	33.3%	53.8%	66.7%	57.9%
	Metallurgy	100.0%	100.0%	100.0%	95.0%
	Mfg Info Tech Specialist (631)	62.7%	59.8%	60.9%	81.0%
	Truck Driving (458)	100.0%	100.0%	100.0%	100.0%
	Welding(442)	76.6%	78.4%	76.0%	68.4%


Questions?





FEBRUARY 19, 2025

## CONSENT AGENDA

- a. Draft January 15, 2025, District Board Regular Meeting Minutes
  - b. Current Bills
  - c. Training Contracts
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# CONSENT AGENDA ITEM a.

## District Board Meeting | MINUTES



BELOIT-JANESVILLE CAMPUS  
District Board Room – 2613  
6004 S County Rd G, Janesville, WI 53546



January 15, 2025



5-7 p.m.

### ATTENDANCE

**District Board Members Present:** Eric Thornton, Chairperson; Barbara Barrington-Tillman, Vice-Chairperson (5:07 p.m.); Rich Deprez, Secretary; Suzann Holland; Mark Holzman; and Dave Marshick.

**District Board Members Absent:** Kathy Sukus, Treasurer; Rachel Andres; Rob Hendrickson.

**Staff:** Julie Barreau, Kathy Broske, Tony Landowski, Jim Nemeth, Liz Paulsen, Dr. Tracy Pierner, Dr. Karen Schmitt, Dr. Jon Tysse.

**Student Representative:** Rebecca Barnett.

**Guests:** None.

### CALL TO ORDER

Chairperson Thornton called the Blackhawk Technical College District Board meeting to order at 5:02 p.m. and called for Public Comments. There were none.

### SPECIAL REPORTS

Chairperson Thornton called for Special Reports.

- a. Chairperson Rebecca Barnett gave the District Board members a student activity report.
- b. Chairperson Thornton recognized retiree Tammy Roehl for their service at the College.
- c. Dr. Karen Schmitt provided an overview of the approved programs for operation in fiscal year 2025-26.

### CONSENT AGENDA

Chairperson Thornton called for the Consent Agenda. Mr. Deprez moved, and Mr. Holzman seconded the motion to approve the Consent Agenda Items a - c. **Ayes: 6; Opposed: 0.**

**The motion carried.**

- a. Draft December 18, 2024, District Board Regular Meeting Minutes.
- b. Current Bills for December 31, 2024, include starting check #00303511 and ending check #00303662, totaling \$2,959.953.29 for the month.
- c. Training Contracts: The number served is 144 for an actual contract amount of \$33,485.

### COMMITTEE REPORTS

- a. The Finance Committee met on December 18, 2024. The minutes are attached.

### ACTION ITEMS

Chairperson Thornton called for Action Items.



## District Board Meeting | MINUTES

 **BELOIT-JANESVILLE CAMPUS**  
District Board Room - 2613  
6004 S County Rd G, Janesville, WI 53546



January 15, 2025



5-7 p.m.

- a. Dr. Tracy Pierner presented the 2024-25 Distinguished Alumni Award Nominee to the District Board members.

It was moved by Mr. Holzman and seconded by Mr. Marshick to nominate Brandon Giles as the 2023-24 Distinguished Alumni Award Nominee. **Ayes: 6; Opposed: 0. The motion carried.**

- b. Administration recommends District Board approval on an additional \$10,00 for the Upper Level DO Remodel project and an additional \$10,000 for the Lower Level DO Remodel project to cover the projected cost overages and to close out the projects.

It was moved by Mr. Holzman and seconded by Mr. Marshick to approve an additional 2% over the budget for the Upper and Lower Level DO Remodel projects to cover projected cost overages and close out the projects. **Ayes: 6; Opposed: 0. The motion carried.**

### POLICY REVIEW

Chairperson Thornton called for Policy Review. There were none.

### INFORMATION/DISCUSSION

- a. Jim Nemeth reviewed the December Financial Statement and Quarterly Report with the District Board members. J. Nemeth shared with the District Board members that we went out to Bid and hired a company for \$32,000 to clean out the old shooting range.
- b. Dr. Tracy Pierner presented his monthly report to the District Board members.
- c. Staff Changes consisting of new hires, new positions, resignations, and retirements were reviewed.
- d. A discussion occurred regarding Membership in the District Boards Association (DBA). A discussion took place with the District Board members concerning whether the DBA membership benefits the college and students.

### WTCS CONSORTIUM UPDATES

Chairperson Thornton Called for WTCS Consortium updates. There were none.

### FUTURE AGENDA ITEMS

Chairperson Thornton Called for Future Agenda items. There were none.

### ADJOURNMENT

Mr. Marshick moved and was seconded by Mr. Deprez to adjourn the meeting at 6:16 p.m.  
**Ayes: 6; Opposed: 0. The motion was carried.**

Rich Deprez,  
Secretary

## CONSENT AGENDA ITEM b.

Blackhawk Technical College

### BILL LIST SUMMARY

Period Ending January 31, 2025

Starting Check Number 00303663

Ending Check Number 00303861 Plus Direct Deposits

#### PAYROLL TAXES

Federal	303,129.01	
State	<u>53,951.80</u>	357,080.81

#### PAYROLL BENEFIT DEDUCTIONS & FRINGE PAYMENTS

Retirement	-	
Health and Dental Insurance	21,108.85	
Miscellaneous	<u>16,802.33</u>	37,911.18

#### STUDENT RELATED PAYMENTS

28,414.19

#### CURRENT NON CAPITAL EXPENSES

698,182.40

#### CAPITAL

837,815.91

#### DEBT

-

#### TOTAL BILL LISTING AND PAYROLL TAXES

1,959,404.49

#### PAYROLL-NET

968,881.93

#### SUB TOTAL BILL LISTING AND PAYROLL

2,928,286.42

#### PLUS OTHER WIRE/ACH TRANSFERS

81,967.31

#### PLUS WRS WIRE TRANSFERS

207,718.77

#### P-CARD DISBURSEMENTS

148,767.71

#### WIRE FOR LAND PURCHASE

-

#### PLUS BOND PAYMENT

-

#### HEALTH INSURANCE WIRES

327,415.62

#### GRAND TOTAL FOR THE MONTH

3,694,155.83



## CONSENT AGENDA ITEM c.

### CONTRACT TRAINING REPORT FEBRUARY 2025

The following training contracts have been negotiated since the last District Board Regular Meeting.

Customized Instruction Contract Detail				
Contract #	Business/Industry	# Served	Est. FTEs	Actual Contract Amount
2025-1099	CNG	16	0.11	\$ 3,339
	<i>CPR/AED/FA/BBP</i>			
2025-1101	Kerry	18	0.60	\$ 2,316
	<i>Microsoft PowerPoint</i>			
2025-1102	Multi-Recipient	12	0.20	\$ 4,500
	<i>SMA Leadership Academy</i>			
		46	0.91	\$ 10,155
Technical Assistance Contract Detail				
Contract #	Business/Industry	# Served	Est. FTEs	Actual Contract Amount
2025-1049	City of Beloit Public Works	1	NA	\$ 4,079
	<i>CDL 160 hours</i>			
2025-1051	City of Beloit Public Works	1	NA	\$ 3,279
	<i>CDL 60 hours</i>			
2025-1097	Frito Lay	1	NA	\$ 2,050
	<i>CDL 8 hours</i>			
2025-1098	Frito Lay	1	NA	\$ 8,640
	<i>CDL 160 hours</i>			
2025-1100	Jones Dairy	1	NA	\$ 850
	<i>Maintenance Assessment</i>			
		5	0	\$ 18,898
High School Customized Instruction Contract Detail				
Contract #	Business/Industry	# Served	Est. FTEs	Actual Contract Amount
		0	0	\$ -

WAT Grant Customized Instruction Contract Detail				
Contract #	Business/Industry	# Served	Est. FTEs	Actual Contract Amount
		0	0	\$ -
Combined Contract Totals				
		# Served	Est. FTEs	Actual Contract Amount
		51	0.91	\$ 29,053
High School At Risk Detail				
Contract #	Business/Industry	# Served	Est. FTEs	Actual Contract Amount
Transcripted Credit Contract Detail				
Contract #	Business/Industry	# Served	Est. FTEs	Actual Contract Amount
		0	0	\$ -
	All Contracts	51	0.91	\$ 29,053



**Contract Training Approved By The District Board**

Quarter	Month	FY 2020-21		FY 2021-22		FY 2022-23		FY 2022-23		FY 2024-25	
		Month's \$	YTD \$	Month's \$	YTD \$	Month's \$	YTD \$	Month's \$	YTD \$	Month's \$	YTD \$
1st	July	\$0	\$0	\$34,748	\$34,748	\$54,931	\$54,931	\$28,725	\$28,725	\$38,831	\$38,831
	August	\$16,389	\$16,389	\$79,603	\$114,351	\$41,084	\$96,015	\$68,918	\$97,643	\$38,724	\$77,555
	September	\$17,532	\$33,921	\$63,394	\$177,745	\$96,205	\$192,220	\$80,688	\$178,331	\$91,371	\$168,926
2nd	October	\$29,073	\$62,994	\$22,313	\$200,058	\$69,654	\$261,874	\$35,845	\$214,176	\$47,508	\$216,434
	November	\$59,156	\$122,150	\$52,930	\$252,988	\$47,449	\$309,323	\$27,781	\$241,957	\$44,929	\$261,363
	December	\$18,026	\$140,176	\$54,656	\$307,644	\$34,393	\$343,716	\$33,481	\$275,438	\$80,092	\$341,455
3rd	January	\$30,791	\$170,967	\$12,501	\$320,145	\$34,793	\$378,509	\$79,645	\$355,083	\$33,485	\$374,940
	February	\$31,829	\$202,796	\$48,571	\$368,716	\$63,011	\$441,520	\$52,717	\$407,800	\$29,053	\$403,993
	March	\$48,171	\$250,967	\$60,958	\$429,674	\$37,786	\$479,306	\$21,190	\$428,990		
4th	April	\$26,869	\$277,836	\$26,321	\$455,995	\$68,919	\$548,225	\$4,959	\$433,949		
	May	\$1,675,805	\$1,953,641	\$1,637,142	\$2,093,137	\$57,853	\$606,078	\$40,600	\$474,549		
	June	\$27,698	\$1,981,339	\$29,771	\$2,122,908	\$1,451,081	\$2,057,159	\$940,832	\$1,415,381		
	YTD TOTAL		<u>\$1,981,339</u>		<u>\$2,122,908</u>		<u>\$2,057,159</u>		<u>\$1,415,381</u>		<u>\$403,993</u>

**Historical Reference**

FY 2020-21	FY 2021-22		FY 2022-23		FY 2023-24		FY 2024-25	
WAT Grants: \$145,703	Customized Instruction:	\$234,389	Customized Instruction:	\$279,252	Customized Instruction:	\$193,929	Customized Instruction:	\$140,433
TC w/HS: \$1,652,700	Technical Assistance:	\$221,718	Technical Assistance:	\$226,705	Technical Assistance:	\$188,917	Technical Assistance:	\$122,059
HSED w/HS: \$13,788	High School Customized Instruction:	\$62,817	High School Customized Instruction:	\$107,368	High School Customized Instruction:	\$113,632	High School Customized Instruction:	\$128,796
	WAT Grants:	\$39,864	WAT Grants:	\$52,024	WAT Grants:	\$14,078	WAT Grants:	\$1,794
	High School At Risk:	\$8,752	High School At Risk:	\$21,595	High School At Risk:	\$6,836	High School At Risk:	\$10,911
	Transcripted Credit:	\$1,637,142	Transcripted Credit:	\$1,382,463	Transcripted Credit:	\$897,989	Transcripted Credit:	\$0







FEBRUARY 19, 2025

## ACTION ITEMS

- a. Resolution to Approve the Administrative Office Suite Remodel Contingent Upon Wisconsin Technical College System Board (WTCSB) Approval and to Request WTCSB Approval of Project
- b. Award of Contract for Switchgear
- c. Modifications to the Fiscal Year 24-25 Budget

### Finance Committee Action Items

- a. No Action Items

### Personnel Committee Action Items

- a. No Action Items
- 



## **ACTION ITEMS ITEM a.**

2. Approval of Administrative Office Suite Remodel Contingent Upon Wisconsin Technical College System Board (WTCSB) Approval and to Request WTCSB Approval of Remodel (Action – James Nemeth)

This remodeling project to address the need for permanent and functional office spaces for key departments currently located in temporary locations. The President's Office and Human Resources (HR) staff were displaced when the District Office building was incorporated into a newly constructed Innovative Manufacturing Education Center. The project will repurpose space vacated by the Public Safety department after relocation to the new Public Safety Center in the 2600 wing of the Beloit-Janesville Campus's Central Building.

The remodel will establish a dedicated office suite for the President, his assistant, and the HR department. This suite will create a cohesive and professional environment to support administrative leadership and HR functions, ensuring efficient operations and improved service delivery. The suite will include:

- A welcoming reception area with easy access to the public.
- A Board Room for meetings with internal and external stakeholders.
- Offices for the President, the Assistant to the President, and the HR Staff.
- A conference room for collaboration and prospective employee interviews.

In addition, the remodel will enhance access to the Workforce and Community Development (WCD) office suite by relocating its entrance to a more prominent and accessible location near a main building entrance. The design of the remodeled WCD office suite minimizes the amount of construction while also creating a professional and welcoming space for staff, employers, and community members.

Lastly, as part of the staff relocations related to administrative functions, the remodel would repurpose a work room located in the student success center. The remodel would dividing the work room into an office and a small storage closet to better utilize the space.

By repurposing existing campus space, this project will ensure that key administrative and community-focused departments have the facilities they need to function effectively while enhancing accessibility and visibility.

A building map with the area to be renovated and renovation plan are attached. The Construction Manager's estimate of project cost is provided below:

General construction	\$740,000
Electrical	268,000
Plumbing, & fire protection	109,000
Heating, ventilating & air conditioning	<u>186,000</u>
Construction Total	\$1,303,000
Contingency – 7.8%	117,000
Professional & other fees	<u>80,000</u>
TOTAL	\$1,500,000

The long-term capital investment plan includes borrowing \$1.5 Million in FY25-26 for facility improvements.

With District Board support, this request will be submitted to the WTCS Office for WTCS Board consideration of approval at their March 11-12th meeting. If approved, the project will be released for bid in the spring. Work will commence after the Sherriff's Substation project is completed and the office relocated.

Administration recommends District Board approval of the following resolution to remodel the Beloit-Janesville Campus, Central Building 2600 Wing, Administrative Suite Remodel:

**RESOLUTION:**

**Whereas, the District Board, the President's Office, and Human Resources staff are in need of a permanent meeting room and office location after the former District Office was incorporated into the Innovative Manufacturing Center; and**

**Whereas, the location is suitable providing access to the public when attending public meetings, engaging with the President's Office, or seeking employment through Human Resources; and**

**Whereas, the size of the space is adequate to accommodate the functions of the District Board, the President's Office, and Human Resources; and**

**Whereas, the redesign of the Workforce and Community Development Space will enhance visibility and access for employers and members of the community; and**

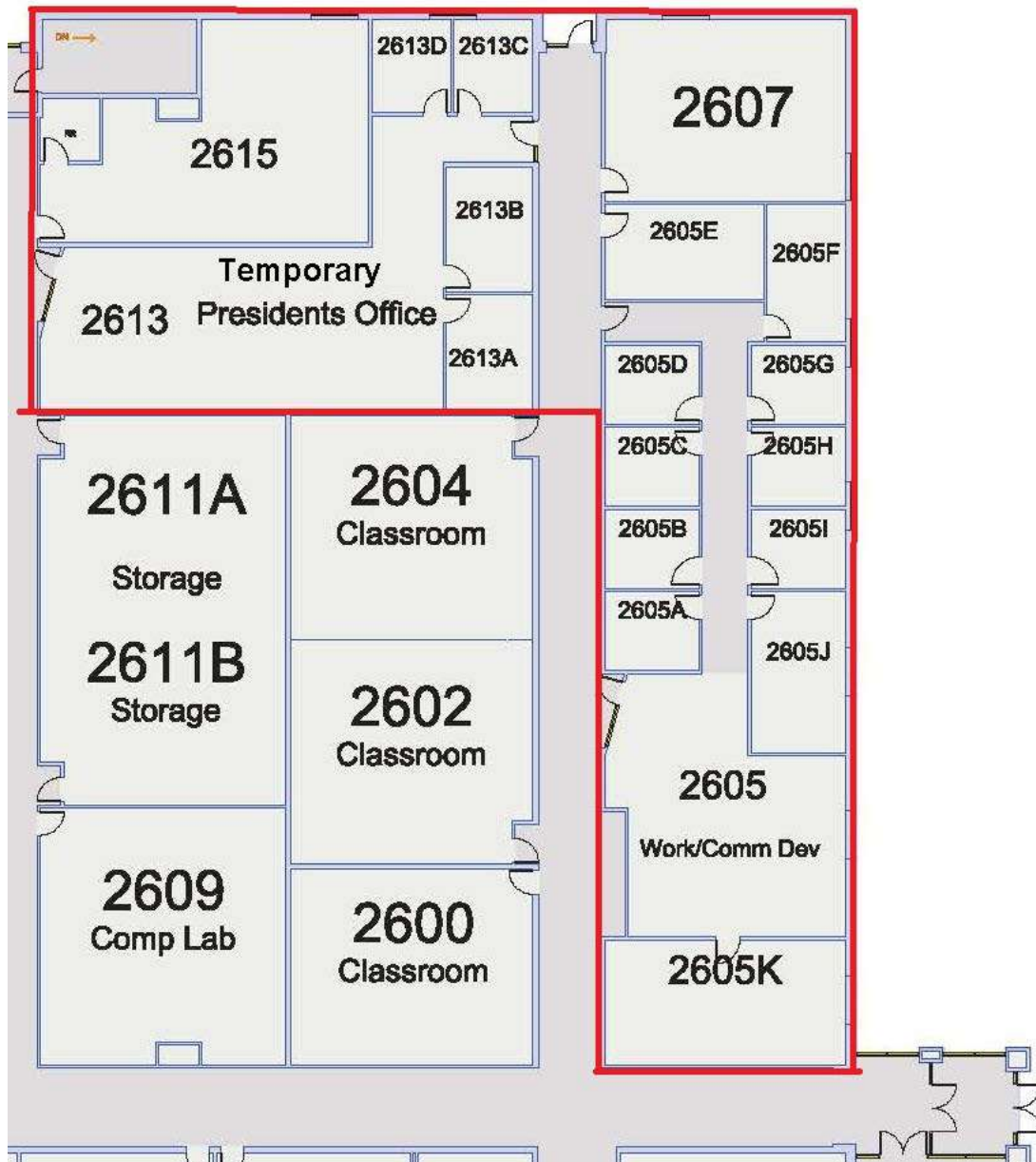
**Whereas, renovation of the 2600 Administrative Office Suite is part of the College's facilities improvement and capital investment plans;**

**It is therefore Resolved, that the Blackhawk Technical College District Board approve the Beloit-Janesville Campus, Central Building, 2600 Wing Administrative Office Suite Remodel Project, which is contingent upon WTCS Board approval and to request Wisconsin Technical College System Board approval of the improvements.**

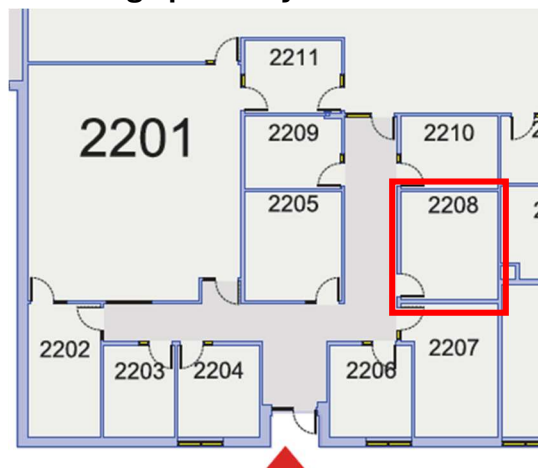
## Central Building Map – Upper Level



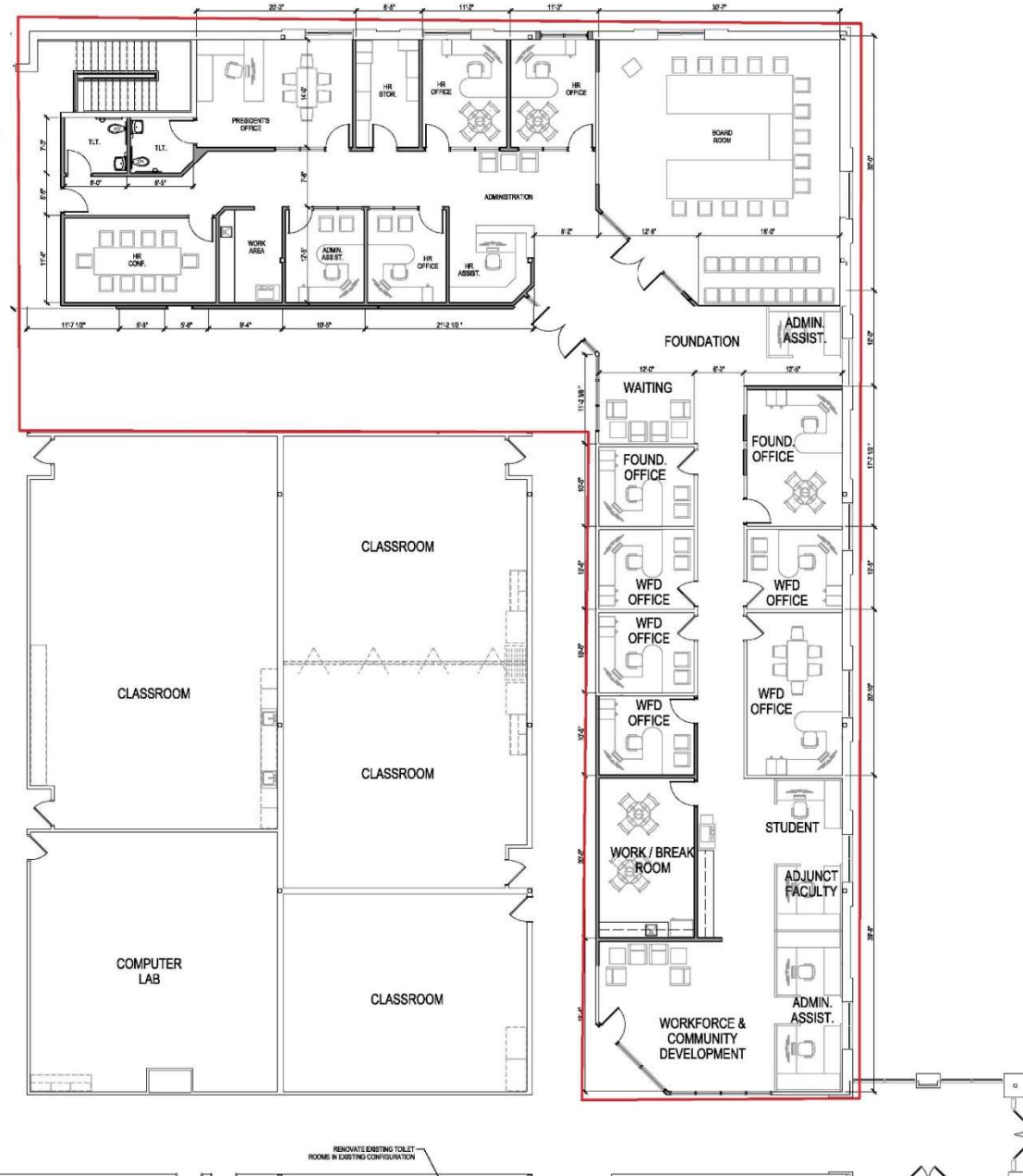
Existing Space Layout – 2600 Wing



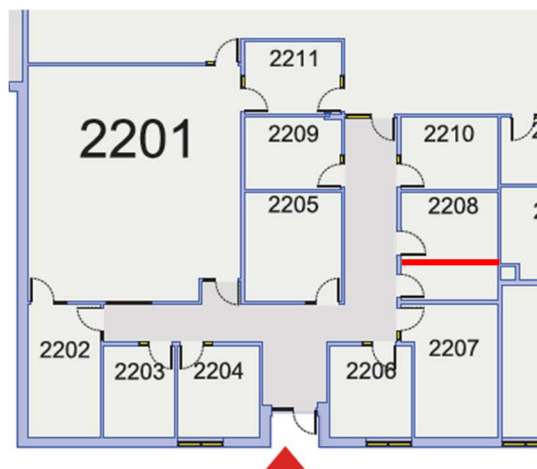
Existing Space Layout – Workroom



## Remodeled Layout – 2600 Wing



## Remodeled Workroom





## ACTION ITEMS ITEM b.

### Action Item

#### Award of Contract for Switchgear (Action – James Nemeth)

Medium voltage switchgear is positioned between Alliant Energy power lines and the College's electrical distribution system. The switchgear serves several functions including voltage regulation, protection against faults, load balancing, and redundancy. For the Central Building on the Beliot-Janesville Campus, there is a primary switchgear location with 2 feeder bays that feed 2 secondary switchgear locations.

In December 2022, one of the primary feeder bay's switchgear failed due to age. The switchgear in both feeder bays were replaced in 2023, however it was noted that the 2 secondary switchgear, installed in 1974 and 1986, should be considered for replacement.

Replacement of the switchgear has been included as part of the facilities on-going capital maintenance plan. At this time, the College plans on replacing the secondary switchgear that was installed in 1986. While it is the newer of the 2 secondary switchgear, it has experienced more problems in recent years. In January 2025, the College issued a request for proposal to replace the switchgear and received responses from 2 vendors.

The College evaluated the bids based on both qualitative factors (history with Alliant Energy, Knowledge of BTC's systems, experience, and lead time) as well as cost.

<b>Vendor</b>	<b>Score (Quality/Cost/Total)</b>	<b>Cost</b>
Van Ert	226/60/286	\$94,815
Westphal	222/47/269	\$130,421

Administration recommends approving the contract to purchase and install the switchgear to Van Ert.

Note - Current leadtime for the equipment is approximately 65 weeks, therefore installation is not expected to occur until calendar year 2026.



# ACTION ITEMS ITEM c.

<b><u>Proposed Modifications to the FY 2024-25 Budget</u></b>			
		<b>Expenditures &amp; Other Uses</b>	<b>Revenues &amp; Other Sources</b>
<b>General Fund</b>			
<b>1</b>	Increase Property Tax Revenue for grant funds moved to capital		
	Increase Property Tax Revenue		9,422
	Increase Transfers to Reserves and Designated Fund Balances	9,422	
	<b>Total - Amendment 1</b>	<b>9,422</b>	<b>9,422</b>
<b>2</b>	Transfer of funds between functions		
	Decrease Function 6 General Institutional Expenditures	(33,880)	
	Increase Function 7 Physical Plant Expenditures	33,880	
	<b>Total - Amendment 2</b>	<b>-</b>	<b>-</b>
<b>Special Revenue Fund</b>			
<b>3</b>	Establish budget for State and Business grants awarded and extended for FY25 and disapproved WAT Grants		
	Increase Function 1 Instruction Expenditures	15,068	
	Increase Function 3 Student Services Expenditures	21,000	
	Increase Function 6 General Institutional Expenditures	1,798	
	Increase State Aid Revenue		36,068
	Increase Institutional Revenue		1,798
	<b>Total - Amendment 3</b>	<b>37,866</b>	<b>37,866</b>
<b>4</b>	Record transfer of Capital to Grant Aid and Grant Aid to Capital		
	Increase Function 1 Instruction Expenditures	7,184	
	Decrease Function 3 Student Services Expenditures	(24,600)	
	Decrease Property Tax Revenue		(9,422)
	Decrease Federal Revenue		(15,178)
	Increase Transfers to Reserves and Designated Fund Balances		7,184
	<b>Total - Amendment 4</b>	<b>(17,416)</b>	<b>(17,416)</b>
<b>5</b>	Transfer of funds between functions		
	Decrease Function 1 Instruction Expenditures	(2,532)	
	Decrease Function 3 Student Services Expenditures	(38,702)	
	Increase Function 6 General Institutional Expenditures	41,234	
	<b>Total - Amendment 5</b>	<b>-</b>	<b>-</b>
<b>Capital Projects Fund</b>			
<b>6</b>	Establish a budget for Grant Capital Fund Purchases, Annual Capital Carryforwards, and Approved FY25 Capital		
	Increase Function 1 Instructional Resources Expenditures	129,043	
	Increase Function 3 Student Services Expenditures	9,000	
	Increase Function 6 General Institutional Expenditures	16,202	
	Increase Function 7 Physical Plant Expenditures	699,846	
	Increase Transfers to Reserves and Designated Fund Balances		699,846
	Decrease Transfers from Reserves and Designated Fund Balances	(75,480)	
	Increase State Aid Revenue		29,000
	Increase Institutional Revenue		20,580
	Increase Federal Revenue		29,185
	<b>Total - Amendment 6</b>	<b>778,611</b>	<b>778,611</b>

<b><u>Proposed Modifications to the FY 2024-25 Budget</u></b>			
		<b><u>Expenditures &amp; Other Uses</u></b>	<b><u>Revenues &amp; Other Sources</u></b>
<b>7</b>	Record transfer of Capital to Grant Aid and Grant Aid to Capital		
	Decrease Function 1 Instructional Resources Expenditures	(7,184)	
	Increase Function 3 Student Services Expenditures	24,600	
	Increase Institutional Revenue		9,422
	Increase Federal Revenue		15,178
	Decrease Transfers to Reserves and Designated Fund Balances		(7,184)
	<b>Total - Amendment 7</b>	<b>17,416</b>	<b>17,416</b>
<b>8</b>	Transfer of funds between functions		
	Increase Function 2 Instructional Resources Expenditures	57,390	
	Decrease Function 6 General Institutional Expenditures	(57,390)	
	<b>Total - Amendment 8</b>	<b>-</b>	<b>-</b>
	<b>Internal Services Fund</b>		
<b>9</b>	Establish budget for self insurance		
	Increase Institutional Revenue		1,995,000
	Increase Function 6 General Institutional Expenditures	1,995,000	
	<b>Total - Amendment 9</b>	<b>1,995,000</b>	<b>1,995,000</b>
	<b>Agency Fund</b>		
<b>10</b>	Record Increased revenue for SMA fundraiser and DASA prior year revenue		
	Increase Function 1 Instructional Resources Expenditures	10,540	
	Increase Function 3 Student Services Expenditures	1,300	
	Increase Institutional Revenue		11,840
	<b>Total - Amendment 10</b>	<b>11,840</b>	<b>11,840</b>



FEBRUARY 19, 2025

# INFORMATION/DISCUSSION

a. Financial Statement





# INFORMATION/DISCUSSION ITEM a.

## BLACKHAWK TECHNICAL COLLEGE Summary of Revenue and Expenditures as of January 31, 2025

<u>COMBINED FUNDS</u>	2024-25 CURRENT BUDGET	2024-25 ACTUAL TO DATE	2024-25 PERCENT INCURRED	2023-24 ACTUAL TO DATE	2023-24 PERCENT INCURRED
<b>REVENUE &amp; OTHER RESOURCES:</b>					
Local Government	\$ 17,743,589	\$ 17,262,021	97.3%	\$ 17,091,430	99.8%
State Aids	18,978,197	4,052,751	21.4%	3,913,640	23.7%
Statutory Program Fees	6,585,580	6,684,343	101.5%	6,281,088	100.3%
Material Fees	355,640	359,276	101.0%	348,084	101.2%
Other Student Fees	960,000	1,070,365	111.5%	888,151	103.2%
Institutional	4,015,414	2,340,617	58.3%	2,245,710	66.5%
Federal	8,742,583	4,681,236	53.5%	4,328,606	55.4%
Other Sources (Bond/Transfer from Other Fund)	7,314,045	7,128,304	97.5%	5,493,962	78.1%
Total Revenue & Other Resources	<u>\$ 64,695,048</u>	<u>\$ 43,578,912</u>	61.9%	<u>\$ 40,590,670</u>	48.1%
<b>EXPENDITURES BY FUNCTION:</b>					
Instruction	\$ 23,569,928	\$ 10,901,129	46.3%	\$ 10,037,268	51.3%
Instructional Resources	1,636,951	784,212	47.9%	897,290	50.2%
Student Services	13,285,432	6,825,154	51.4%	9,220,520	76.4%
General Institutional	9,298,144	5,227,789	56.2%	4,685,162	50.4%
Physical Plant	21,162,903	6,637,281	31.4%	14,806,523	36.3%
Auxiliary Services	444,982	322,445	72.5%	303,649	71.8%
Other Uses (Transfer to Other Fund)	325,045	-	0.0%	-	0.0%
Total Expenditures & Other Uses	<u>\$ 69,723,385</u>	<u>\$ 30,698,009</u>	44.2%	<u>\$ 39,950,412</u>	47.6%
<b>EXPENDITURES BY FUNDS:</b>					
General	\$ 31,951,865	\$ 16,493,674	51.6%	\$ 16,379,563	53.2%
Special Revenue	3,275,230	1,316,667	40.2%	1,125,866	41.7%
Capital Projects	13,836,045	6,043,560	43.7%	13,658,299	43.5%
Debt Service	10,025,000	969,963	9.7%	909,257	9.1%
Enterprise	151,982	48,021	31.6%	47,007	30.4%
Internal Service	305,000	604,630	198.2%	256,761	91.7%
Trust & Agency	9,853,218	5,221,494	53.0%	7,573,659	88.8%
Other Uses (Transfer to Other Fund)	325,045	-	0.0%	-	0.0%
Total Expenditures	<u>\$ 69,723,385</u>	<u>\$ 30,698,009</u>	44.2%	<u>\$ 39,950,412</u>	47.6%
Fund Balances, Beginning	\$ 25,694,607	\$ 25,694,607		\$ 44,286,478	
Change in Fund Balance	(5,028,337)	12,876,983		640,258	
Fund Balances, Ending	<u>\$ 20,666,270</u>	<u>\$ 38,571,590</u>		<u>\$ 44,926,736</u>	

<b>Debt Service Detail</b>					
Principal Payments	8,215,000	-	0.0%	-	0.0%
Interest Payments	1,705,000	865,913	50.8%	839,707	44.1%
Other Debt Service Expenses	105,000	104,050	99.1%	69,550	66.2%
Total Debt Service Payments	<u>\$ 10,025,000</u>	<u>\$ 969,963</u>		<u>\$ 909,257</u>	



**BLACKHAWK**  
**TECHNICAL COLLEGE**