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WCTC District Board Annual Organizational Meeting Followed by Regular Meeting

Monday, July 14, 2025
Waukesha County Technical College
Richard T. Anderson Education Center (RTA), C051/C057

The modern comprehensive regional college
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WAUKESHA
COUNTY TECHNICAL
COLLEGE

Hands-on
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**Waukesha County Area Technical College
Annual Organizational District Board Meeting
July 14, 2025 - 5:00 PM
Richard T. Anderson Educational Center, C051/057**

AGENDA – Annual Organizational Meeting

- 1. Call to Order – Brian Baumgartner**
 - Pledge of Allegiance
- 2. Election of Officers – Action***
- 3. Time, Place and Dates of Regular Board Meetings** (Currently held the 2nd Tuesday of the month at 5pm, except for the annual meeting, which is held the 2nd Monday in July) – **Action***
- 4. WTCS Boards Association Board of Director Member – (Currently open) – Action ***
- 5. Board's Liaison to WTCS Boards Association Internal Best Practices Committee** (Currently Stephanie Reisner/*Up to 4*) – **Action***
- 6. Board's Liaison to WTCS Boards Association External Partnerships Committee** (Currently Stephanie Reisner/*Up to 4*) – **Action***
- 7. Board's Liaison to WTCS Boards Association Awards Committee** (Currently open/*Only 1*) – **Action***
- 8. Board's Liaison to WTCS Boards Association Bylaws, Policies & Procedures Committee** (Currently Ryan Clark/*Only 1*) – **Action***
- 9. Board Member Representation on WCTC Foundation Board** (Currently Jamie Stahulak) – **Action**
- 10. Adjournment**



Dr. Richard G. Barnhouse, President

*Agenda item mandated by the State Board

*** Board Meeting Rules of Conduct**

District Board meetings are to be conducted in accordance with the published agenda. Public remarks are allowed but must be made during the “public/staff remarks” section of the agenda and are limited to three (3) minutes per person and fifteen (15) minutes in total. This is not a public hearing. Persons who wish to address the district Board may make a statement as long as it pertains to a specific current agenda item. The District Board Chairperson may or may not respond to statements made.

Public/Staff Remarks Procedure:

1. Public Comments must pertain to a current agenda item.
2. Comment request forms must be completed and submitted to the District Board Executive Assistant prior to the meeting.
3. The Board Chairperson will ask the requesting speaker to come forward to present their comments to the District Board.
4. Speakers must adhere to the three (3) minute limit per individual.
5. Total time allotted for all public remarks shall not exceed fifteen (15) minutes.
6. The Board Chairperson reserves the right to stop unprofessional discussion or discussion targeted toward a specific individual.

Unless requested by the Board Chairperson from the audience regarding a specific agenda topic, public comments or dialogue are not allowed during other portions of the board meeting and/or discussion. Interruptions or disruptive behavior may result in security being notified. Public comments or communications may also be directed to the Board through the President’s office in Room C211.

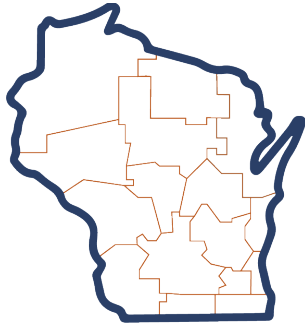
Attention Individuals with Disabilities:

Every reasonable effort will be made for special accommodations for individuals with disabilities for public board meetings. Please contact the District Board Executive Assistant at 262/691-5211 at least 72 hours prior to the meeting if you require special accommodations.

WCTC DISTRICT BOARD MEETINGS 2025-2026

Meeting	Date	Time	Location
Annual Organization and Regular Board Meeting	Monday, July 14, 2025	5:00 pm	RTA Center, C051/C057
Regular Board Meeting	Tuesday, August 12, 2025	5:00 pm	RTA Center, C051/C057
Regular Board Meeting	Tuesday, September 9, 2025	5:00 pm	RTA Center, C051/C057
Regular Board Meeting	Tuesday, October 14, 2026	5:00 pm	RTA Center, C051/C057
Regular Board Meeting	Tuesday, November 11, 2025	5:00 pm	RTA Center, C051/C057
Regular Board Meeting	Tuesday, December 9, 2025	5:00 pm	RTA Center, C051/C057
Regular Board Meeting	Tuesday, January 13, 2026	5:00 pm	Waukesha Campus
Regular Board Meeting	Tuesday, February 10, 2026	5:00 pm	RTA Center, C051/C057
Regular Board Meeting	Tuesday, March 10, 2026	5:00 pm	RTA Center, C051/C057
Regular Board Meeting	Tuesday, April 14, 2026	5:00 pm	RTA Center, C051/C057
Public Hearing and Regular Board Meeting	Tuesday, May 12, 2026	5:00 pm	RTA Center, C051/C057
Regular Board Meeting	Tuesday, June 9, 2026	5:00 pm	RTA Center, C051/C057

Note: Regular Board Meetings are currently held the 2nd Tuesday of each month at 5:00 pm with a hold on the 4th Tuesday of each month at 5:00 pm. The July Annual Organization & Regular Board Meeting is an exception and is held the **2nd Monday of July**.



WISCONSIN TECHNICAL COLLEGE DISTRICT BOARDS ASSOCIATION

2025 Appointments to DBA Positions

When filling out the online form, please include the following appointments as part of your July 2025 district board organizational meeting agenda.

Board of Directors

Each district board uses its own process to select its representative to the DBA board. Board of Director seats are staggered 2-year terms and association officers automatically serve as their district's delegate to the board.

- *Each college can have only one (1) representative on the DBA Board of Directors.*
- *There is no limit on the number of designee terms that may be served.*
- *A new member also may be appointed at mid-term, at the district board's discretion.*
- *New DBA Board of Director members will be seated in July 2025.*

The following odd-numbered districts are requested to select a member to be seated on the association's Board of Directors effective July 2025 for a two-year term:

- Blackhawk
 - *Current Board Member: Barbara Barrington-Tillman*
- Fox Valley
 - *Current Board Member: Margaret Kastner*
- Milwaukee
 - *Current Board Member: Mark Foley*
- Northeast Wisconsin
 - *Current Board Member: Carla Hedtke*
- Mid-State
 - *Current Board Member: Betty Bruski Mallek*
- Northcentral
 - *Current Board Member: Paul Proulx*

The remaining districts ***DO NOT*** need to select a member for the Board of Directors at this time:

- Chippewa Valley | *Erin Greenawald, Secretary/Treasurer*
- Gateway | *Ram Bhatia, At-Large*
- Lakeshore | *John Wyatt, DBA President*
- Madison College | *Donald Dantzler, Jr.*
- Moraine Park | *Vernon Jung*
- Nicolet College | *Dianne Lazear*
- Northwood | *Lori Laberee, Vice President*
- Southwest Wisconsin | *Chuck Bolstad, Past President*
- Waukesha County | *Brian Baumgartner*
- Western | *Lance Bagstad*

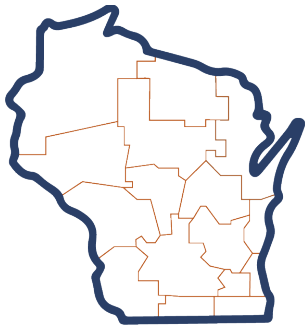
Standing Committees

All districts are requested to assign new or continuing members to the Association's standing committees, at your board's discretion.

Standing Committees:

- *External Partnerships Committee*
- *Internal Best Practices Committee*
- *Bylaws, Policies and Procedures Committee*
- *Awards Committee*

A document outlining the standing committee descriptions and committee member expectations [*can be found here*](#).



WISCONSIN TECHNICAL COLLEGE DISTRICT BOARDS ASSOCIATION

2025 Committee Descriptions

Board of Directors

Description

- The DBA Board sets policy for the Association, has final approval of all bylaws, policy and procedures manual changes, determines the annual Association budget, approves compensation for staff, and is the governing and oversight board for the DBA Executive Director.

Composition & Commitment

- Each district board is asked to designate one (1) trustee to represent the college on the DBA Board of Directors.
- The DBA Board holds at least four (4) hybrid meetings per year and attends the one (1) Annual Planning Meeting, usually held in August or September each year.
 - It's important that we have full representation from all colleges at DBA board meetings. Board of Directors Delegates are asked to attend all Association Board meetings either in-person or virtually. If a delegate is unable to attend a meeting, they should contact DBA for more information.

External Partnerships Committee

Description

- This committee works to explore innovative partnerships, external challenges, and emerging opportunities for collaboration, while building understanding and strengthening relationships between trustees and local, state, and national leaders.

- In collaboration with the host college, the committee meets with strategic partners that include but are not limited to:
 - K-12 leaders
 - Employer-partners
 - Chamber officials
 - County board members
 - Presidents Association
 - Higher education leaders
 - Association of Community College Trustees
 - Community and Faith-Based Organizations
 - Other stakeholders and partners
- This committee also generates programming input for Association staff to develop for in-service sessions.

Composition & Commitment

- This committee is led by two (2) trustee co-chairs in concert with DBA staff.
- Each district board is asked to appoint one (1) to four (4) trustees to serve on the External Partnerships Committee.
- This committee meets in-person or virtually as needed.

Internal Best Practices Committee

Description

- This committee works to share and discuss best practices internal to the technical college system on topics of interest to the members. Past topics appropriate for this committee include:
 - Board and Association best practices around new member orientation;
 - “Boardsmanship,” or how to be effective at the board table, legal and ethical parameters, and other skillsets for trustees;
 - Human resources and employee compensation best practices;
 - Student services best practices (mental health, veterans services);
 - Instructional services best practices (career pathways, credit for prior learning, Promise programs); and
 - Other emerging trends and topics
- This committee also generates programming input for Association staff to develop for in-service sessions.

Composition & Commitment

- This committee is led by two (2) trustee co-chairs in concert with DBA staff.
- Each district board is asked to appoint one (1) to four (4) trustees to serve on the Internal Best Practices Committee.
- This committee meets in-person or virtually as needed.

Bylaws, Policies and Procedures Committee

Description

- This committee, as set forth in Article IX of the Bylaws, reviews the Association's Bylaws, Policies and Procedures Manual and recommends changes to the Board of Directors where appropriate.
- The Committee has additional specific assignments:
 - At the Board of Directors' request, develop a select list of major issues on which the Board of Directors may request member consideration.
 - At the request of the Board of Directors, committee chair, or an individual member district board of the Association, review a proposed resolution or proposed change in the bylaws, policies or procedures for the purpose of recommending whether the proposed language will accomplish the desired effect, and/or whether the proposed change would require amendment of any other portion of the corporate bylaws, policies, or procedures.

Composition & Commitment

- This committee is led by two (2) trustee co-chairs in concert with DBA staff.
- This committee meets in-person or virtually as needed.

Awards Committee

Description

- This committee is responsible for promoting, identifying and rating:
 - Board Member of the Year candidates
 - Technical Education Champion (TECh) Award candidates
 - Media Award candidates
 - Distinguished Alumni of the Year candidates

- The Committee determines, selects the recipients of, and delivers the Association's annual awards via the following process:
 - Association staff announce the nomination period for each award.
 - At the end of the nomination period, the Association provides the Awards Committee with a slate of nominees eligible for the award with corresponding nomination materials.
 - The Awards Committee selects award recipients by rating colleges' nominees against a set rubric of criteria for each award.
 - Association staff then tabulate the scores and announce the winner.
 - Whenever possible, awards are presented at the next in-person meeting of the Association.

Composition & Commitment

- Each district board is asked to select one (1) trustee to serve on the committee who will review and rate nominations for the Association awards program on behalf of their college.
- This committee conducts their work via e-mail/virtual meetings, outside of the DBA meetings.
- Each award cycle roughly follows this process:
 - Generally, one (1) award is given per quarter, or two (2) awards are given together twice per year.
 - The DBA requests ratings from each college for awards.
 - Awards Committee members read nominations for each award and submit a rating for each nomination.
 - Members have about two weeks to complete this activity.
 - During the rating process, members read or view eight (8) to ten (10) nominations for an award and rate each award on four (4) or five (5) rating criteria.
 - Members are allowed to split this responsibility with another board member.

2024-2025 Technical College Trustee Designations

Please type or print

College Name: Waukesha County Technical College

(DBA will show this information in our 2024-25 member directory.)

College Board Chair: Brian Baumgartner

Vice Chair of the Board: Courtney Bauer

Secretary of the Board: Ryan Clark

Treasurer of the Board: Ryan Clark

(Please see the memo and Committee Descriptions attachments for more information.)

District Board assignments to the DBA:

DBA Board of Directors designee:

None

DBA Awards Committee: Thomas Michalski

DBA Bylaws Committee: Ryan Clark

DBA External Partnerships Committee (up to 4): Stephanie Reisner

DBA Internal Best Practices Committee (up to 4): Stephanie Reisner

Thank you for your assistance! Please return this form, with a copy of your 2024-25 college board meeting schedule if possible, to Diane Handrick at dhandrick@districtboards.org