



WCTC District Board Regular Meeting

Tuesday August 12, 2025
Waukesha County Technical College
Richard T. Anderson Education Center (RTA), C051/C057

UPCOMING MEETINGS

Regular Board Meeting	Tuesday, September 9, 2025	5:00 pm	RTA, C051/C057
Regular Board Meeting	Tuesday October 14, 2025	5:00 pm	RTA, C051/C057
Regular Board Meeting	Tuesday November 11, 2025	5:00 pm	RTA, C051/C057

The modern comprehensive regional college
that ignites people to thrive in a changing world.



WAUKESHA
COUNTY TECHNICAL
COLLEGE

Hands-on
Higher Ed

**Waukesha County Area Technical College
District Board Meeting
August 12, 2025 - 5:00 PM
Richard T. Anderson Education Center, C051/C057**

AGENDA

- I. Call to Order – Brian Baumgartner**
 - A. Pledge of Allegiance
- II. Public/Staff Remarks***
- III. President’s Report – Dr. Richard G. Barnhouse**
- IV. Approval of Consent Agenda Items**
 - A. Minutes Dated July 14, 2025 (Annual Organizational Meeting and Regular Board Meeting)
 - B. Accounts Payable Summary for July 2025
 - C. 38.14 Contract Report for July 2025
 - D. Approval of Hire Report
 - E. Approval of International Travel
 - F. Board Policies Review: Policy 1.1, Policy 1.2, Policy 1.3, Policy 1.4
- V. Action Items**
 - A. Approval of H Building H220 Virtual Reality Lab project – Rich Haen
- VI. Presentation/Discussion**
 - A. AI Initiatives Update – Sarah Buszka, Phyllis King, Alli Jerger
- VII. A Motion Shall be Made Pursuant to Sec. 19.85(1)(g) Wisconsin Statutes to Convene into Closed Session to Discuss**
 - A. Confer With Legal Counsel Who is Rendering Legal Advice Regarding Strategy to be Adopted by WCTC With Respect to Litigation in Which it is or is Likely to Become Involved.
- VIII. Adjournment – Brian Baumgartner**



Dr. Richard G. Barnhouse, President

*** 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.

**Waukesha County Area Technical College
District Board Annual Organizational Meeting Minutes
July 14, 2025
Richard T. Anderson Education Center, C051/057**

Present:

Brian Baumgartner, Board Chairperson
Courtney Bauer, Vice Chairperson
Ryan Clark, Secretary/Treasurer
Amanda Busche, Board Member
Mike Cady, Board Member
Barbara Dittrich, Board Member
Rob Ewing, Board Member
Jamie Stahulak, Board Member
Stephanie Reisner, Board Member

Absent:

Also Present:

Richard Barnhouse
Jennifer Hagen

16 Guests

Board Chairperson Brian Baumgartner called the Annual Organizational Meeting to order at 5:00 p.m.

A. Pledge of Allegiance

ELECTION OF OFFICERS

The following individuals were nominated:

- Brian Baumgartner – Board Chairperson
3 calls were made for chair nominations. No other nominations came from the floor. Brian Baumgartner was named Board Chairperson.
- Courtney Bauer – Board Vice Chairperson
Ryan Clark – Board Vice Chairperson
3 calls were made for chair nominations. No other nominations came from the floor. Ryan Clark withdrew his name for consideration. Courtney Bauer was named Board Vice Chairperson.
- Ryan Clark – Board Secretary/Treasurer
Courtney Bauer – Board Secretary/Treasurer
3 calls were made for chair nominations. Courtney Bauer withdrew her name for consideration. Ryan Clark was named Board Secretary/Treasurer.

Ms. Reisner made a motion to approve this slate of officers for 2025-26; receiving a second from Dr. Cady. **Approved; carried unanimously.**

TIME, PLACE AND DATES OF REGULAR BOARD MEETINGS

Regular District Board meetings will be held on the second Tuesday of the month. The July Annual Organizational & Regular Board meeting is an exception and will be held the second Monday of July. If needed, Special District Board meetings will be held on the fourth Tuesday of the month. Board meetings will start at 5:00 p.m. Mr. Ewing made a motion to approve meetings to be held the second Tuesday of the month with the except of the July meeting; receiving a second from Mr. Clark **Approved; carried unanimously.**

WTCS BOARDS ASSOCIATION BOARD OF DIRECTOR MEMBER

BOARD'S LIAISON TO WTCS BOARDS ASSOCIATION INTERNAL BEST PRACTICES COMMITTEE

BOARD'S LIAISON TO WTCS BOARDS ASSOCIATION EXTERNAL PARTNERSHIPS COMMITTEE

BOARD'S LIAISON TO WTCS BOARDS ASSOCIATION AWARDS COMMITTEE

BOARD'S LIAISON TO WTCS BOARDS ASSOCIATION BYLAWS, POLICIES & PROCEDURES COMMITTEE

Discussion was held regarding the WTCS District Boards Association. The decision was made to not name anyone from the WCTC District Board to any liaison positions on the WTCS Boards Association. Ms. Reisner made a motion to approve; receiving a second from Mr. Ewing. **Approved; carried unanimously.**

BOARD MEMBER REPRESENTATION ON WCTC FOUNDATION BOARD

Mr. Stahulak was nominated to continue to represent the District Board on the WCTC Foundation Board. Dr. Cady made a motion to approve the nomination, receiving a second from Ms. Reisner. **Approved; carried unanimously.**

ADJOURNMENT – BRIAN BAUMGARTNER

Ms. Reisner motioned to adjourn the meeting, receiving a second from Mr. Ewing. Meeting adjourned at 5:09 pm.

Respectfully Submitted by
Jennifer Hagen
Sr. Executive Assistant to the Board

Signed: _____
Ryan Clark, Board Secretary/Treasurer

**Waukesha County Area Technical College
District Board Meeting Minutes
July 14, 2025 – 5:00 PM
Richard T. Anderson Education Center, C051/057**

Present:

Brian Baumgartner, Board Chairperson
Courtney Bauer, Vice Chairperson
Ryan Clark, Secretary/Treasurer
Amanda Busche, Board Member
Mike Cady, Board Member
Barbara Dittrich, Board Member
Rob Ewing, Board Member
Jamie Stahulak, Board Member
Stephanie Reisner, Board Member

Absent:

Also Present:

Richard Barnhouse
Jennifer Hagen

17 Guests

I. Call to Order – Brian Baumgartner 5:09 p.m.

II. Public/Staff Remarks

A. None

III. President's Report – Dr. Richard G. Barnhouse

- Dr. Barnhouse welcomed everyone to the WCTC District Board July meeting and welcomed new Board members Amanda Busche and Barbara Dittrich.
- Dr. Barnhouse discussed the history and purpose of the District Boards Association (DBA).
- Dr. Barnhouse discussed moving more quickly on infrastructure projects due to infrastructure coming to end of life. Rich Haen and Kristine Golz will come to a future Board meeting to discuss in detail.
- Secretary Blumenfeld from the Wisconsin Department of Administration visited campus and discussed AI and the future of degrees at WCTC, among other topics.
- Dr. Barnhouse and Chief of Staff Laura Krohn attended an invite only event with gener8tor to discuss future of AI and potential partnerships.
- WCTC hosted AI Gun Detection demonstration last month for law enforcement and K-12 partners.
- WCTC hosted the ribbon cutting of the UWM Center at WCTC last month.
- In the future, WCTC will be meeting with UW-Parkside, UW-Green Bay, and UW-Stout to discuss partnerships.
- WCTC continues to partner with K-12 partners, especially in the future of AI, including LABMidwest.
- Dr. Barnhouse attended the WTCS Board meeting in Rhinelander last week. The Artificial Intelligence Implementation Specialist Advanced Technical Certificate was approved at the meeting.

- Last month the WCTC Foundation hosted an event to dedicate a bench to Ellen Phillips, former President of the WCTC Foundation.

IV. Approval of Consent Agenda Items

- A. Minutes dated June 10, 2025
- B. Accounts Payable Summaries for June 2025
- C. 38.14 Contract Report for June 2025
- D. Hire Report
- E. Approval of International Travel

Mr. Ewing motioned to approve the Consent Agenda Items; receiving a second from Mr. Stahulak. **Approved; carried unanimously.**

V. Action Items

A. Reimbursement Resolution – Kristine Golz

- Ms. Golz discussed WCTC’s borrowing plans for fiscal year 2026.
- By adopting this resolution, the college can begin work when other approvals have been obtained, borrow for it later, and reimburse the expenditures with the borrowed funds.

Ms. Bauer motioned to approve the Debt Reimbursement Resolution; receiving a second from Dr. Cady. **Approved; carried unanimously.**

VI. Presentation/Discussion

A. Process Review: Facilities and Finance – Kristine Golz and Rich Haen

- Ms. Golz reviewed the types of capital expenditure.
- Mr. Haen reviewed the lifecycle of a capital project.
- Mr. Haen reviewed the approval processes and construction phases for a project.

B. Update on WCTC District Board Policies – Laura Krohn

- Ms. Krohn updated the Board on process for updating the policies for the WCTC District Board. Over the course of the fiscal year, Board policies will be reviewed and brought forward to the Board in consent agenda in future months.

C. H Building H220 Virtual Reality Nursing Lab Project – Rich Haen

- Mr. Haen discussed the remodel of H220 to create a Virtual Reality Nursing Lab.
- This will be 1000 square feet and have 10 student stations.
- Construction is expected to be completed by early January, giving students the opportunity to begin using the lab for spring term 1.
- The equipment and software was purchased using a grant from the state.

V. Board Self-Evaluation

- A. Chairperson Baumgartner shared that 7 Board members participated in a Board self-evaluation this past month. This is not only an important part of the Higher Learning Commission process but allows for on-going discussions and positive input. Overall, the evaluation shows that the Board continues to work well together with a high satisfactory rating.

VI. Mr. Clark motioned to convene into Closed Session pursuant to Section §19.85(1) (c) of the Wisconsin State Statutes at 6:01 pm:

- A. Ms. Bauer seconded the motion.
- B. **Unanimous roll call vote**
- C. Discussions were held regarding:
 - Employee Compensation
- D. Mr. Clark motioned to reconvene in open session; receiving a second from Ms. Reisner.
- E. **Unanimous roll call vote**
- F. The open meeting reconvened at 6:32 pm.
- G. Ms. Bauer motioned to approve the Employee Compensation as presented; receiving a second from Mr. Ewing. **Approved; carried unanimously.**

VII. Adjournment – Brian Baumgartner

- Ms. Reisner motioned to adjourn the meeting, receiving a second from Mr. Cady.
Meeting adjourned at 6:33 p.m.

Respectfully Submitted by
Jennifer Hagen
Sr. Executive Assistant to the Board

Signed: _____
Ryan Clark, Secretary/Treasurer

Check Register Report

Accounts Payable account code "WA". Dated 7/31/25 Database instance PROD-Native

Number	Date	Payee	Amount
!0041130	7/31/2025	Absolute Construction Enterprises Inc	\$ 27,254.00
!0041006	7/17/2025	American Technical Publishers Inc	\$ 5,163.00
!0041131	7/31/2025	Assessment Technologies Institute LLC	\$ 20,000.00
C0803393	7/3/2025	Automox	\$ 8,640.00
C0803599	7/17/2025	Bear Construction Company	\$ 8,978.02
!0041108	7/29/2025	CDW-G Computer Discount Warehouse	\$ 9,466.15
C0803412	7/8/2025	Christopher S Healy LLC	\$ 6,324.06
C0803555	7/15/2025	Compass Minerals America Inc	\$ 10,377.58
C0803744	7/31/2025	D & H Distributing	\$ 34,221.80
C0803558	7/15/2025	D & H Distributing	\$ 12,347.47
C0803702	7/29/2025	Dentsply North America LLC	\$ 67,678.80
C0803559	7/15/2025	Districts Mutual Insurance	\$ 431,890.00
C0803601	7/17/2025	Districts Mutual Insurance	\$ 177,113.00
!0040944	7/8/2025	DocuSign Inc	\$ 48,127.50
!0041010	7/17/2025	Douglas Stewart Company	\$ 8,924.57
!0040984	7/15/2025	Duet Resource Group	\$ 60,676.57
!0040930	7/3/2025	Ellucian Company LLC	\$ 383,108.00
!0040945	7/8/2025	Ellucian Company LLC	\$ 36,824.00
!0041135	7/31/2025	Ellucian Company LLC	\$ 36,052.00
!0040932	7/3/2025	Explorance Corp	\$ 22,817.62
C0803602	7/17/2025	Extron Electronics	\$ 10,741.60
!0041074	7/24/2025	Flemings Fire #1 Inc	\$ 6,885.94
!0040986	7/15/2025	Forte	\$ 7,177.07
!0040987	7/15/2025	Gallagher Student Health & Special Risk	\$ 20,767.50
!0041075	7/24/2025	Gardner Builders Milwaukee LLC	\$ 56,731.62
!0041014	7/17/2025	Gener8tor Management LLC	\$ 162,500.00
C0803561	7/15/2025	Grand Appliance and TV	\$ 5,175.00
C0803745	7/31/2025	Grand Appliance and TV	\$ 5,175.00
C0803394	7/3/2025	Higher Learning Commission	\$ 8,358.90
C0803706	7/29/2025	HigherEdJobs	\$ 5,495.00
C0803707	7/29/2025	Home Depot	\$ 9,545.50
C0803396	7/3/2025	Independence Painting LLC	\$ 16,855.59
C0803562	7/15/2025	Independence Painting LLC	\$ 5,932.34
C0803672	7/24/2025	JAMF Software LLC	\$ 13,250.00
!0041079	7/24/2025	Johnson Controls Inc	\$ 24,463.87
!0041016	7/17/2025	Lab Midwest Corp	\$ 27,344.00
C0803565	7/15/2025	Level Up Construction Inc	\$ 66,500.00
!0041039	7/22/2025	Madison National Life Insurance Co	\$ 8,822.48
!0041017	7/17/2025	Majic Productions Inc	\$ 7,890.00
C0803398	7/3/2025	Mongoose	\$ 45,255.00
!0040948	7/8/2025	Northwoods Software Development	\$ 9,500.00
!0040991	7/15/2025	Paragon Development Systems (PDS)	\$ 7,470.00
!0041019	7/17/2025	Per Mar Security Services	\$ 25,862.64
!0041112	7/29/2025	PFM Asset Management LLC	\$ 6,884.84
C0803750	7/31/2025	Phoenix Metals Company	\$ 18,429.12
C0803681	7/24/2025	Pivot Point International Inc	\$ 5,577.12

Number	Date	Payee	Amount
!0041020	7/17/2025	Pixelbox Visual Design LTD	\$ 6,950.00
!0040949	7/8/2025	Postmaster	\$ 20,000.00
C0803568	7/15/2025	Praesidium	\$ 10,497.75
!0041140	7/31/2025	Rave Wireless Inc	\$ 10,622.75
C0803609	7/17/2025	RedShelf Inc	\$ 302,864.50
!0040937	7/3/2025	Respondus Inc	\$ 11,945.00
C0803610	7/17/2025	Runner Enterprise Data Quality	\$ 5,474.94
!0041083	7/24/2025	Sassafras Software Inc	\$ 5,914.00
!0040992	7/15/2025	Schunk Intec Inc	\$ 28,863.09
!0041084	7/24/2025	Schunk Intec Inc	\$ 10,172.28
C0803613	7/17/2025	ServiceNow Inc	\$ 97,796.16
C0803571	7/15/2025	Signs and Lines by Stretch	\$ 6,149.69
!0040993	7/15/2025	Simons Electrical Systems	\$ 13,585.74
C0803614	7/17/2025	Simplified Entertainment	\$ 5,800.00
!0041087	7/24/2025	Staff Electric Company Inc	\$ 13,655.24
!0041042	7/22/2025	Staff Electric Company Inc	\$ 9,985.78
C0803717	7/29/2025	Sunbelt Rentals Inc	\$ 8,167.76
!0041043	7/22/2025	Symetra Life Insurance Company	\$ 23,669.64
C0803573	7/15/2025	Trane Company	\$ 125,618.54
C0803572	7/15/2025	Trane Company	\$ 36,351.81
C0803618	7/17/2025	Turnitin LLC	\$ 14,949.97
C0803402	7/3/2025	UpToDate Inc	\$ 6,143.94
C0803575	7/15/2025	Village of Pewaukee	\$ 25,281.68
C0803620	7/17/2025	Village of Pewaukee Water Utility	\$ 49,727.69
C0803415	7/8/2025	WE Energies	\$ 73,093.79
C0803578	7/15/2025	Wil-Surge Electric	\$ 1,494,064.05
!0041046	7/22/2025	WiscNet	\$ 53,975.00
!0040938	7/3/2025	Wisconsin Library Services Inc	\$ 78,154.44
!0041024	7/17/2025	Wisconsin Library Services Inc	\$ 60,758.28
C0803580	7/15/2025	Wisconsin Technical College District Boards Assoc	\$ 34,962.50
C0803405	7/3/2025	Wisconsin Technical College System Foundation	\$ 9,438.00
C0803641	7/22/2025	Zimmerman Design Group	\$ 12,731.72
C0803581	7/15/2025	Zimmerman Design Group	\$ 11,245.00
C0803691	7/24/2025	Zimmerman Design Group	\$ 9,630.00
C0803724	7/29/2025	Zimmerman Design Group	\$ 7,695.00

81	Payments TOTAL:	\$ 4,700,510.00
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ACCOUNTS PAYABLE SUMMARY
July 2025

**To the Secretary/Treasurer of the Waukesha County Area
Technical College District Board:**

**The Vice President of Finance and Administration submits for approval the
attached claims for payment, which include payroll deductions, of \$4,700,510.00**

**The Waukesha County Area Technical College
District Board and President have examined these claims
and approve their payment this 12th day of August, 2025**

Chair

Secretary/Treasurer

President

WCTC CORPORATE TRAINING CENTER CONTRACT APPROVAL REPORT - JULY, 2025

Contract #	Start Date	Customer	Service Description	Total Participants	Total Revenue	Direct Cost	Variance (1)	Full Cost	Variance (2)
Instructional Contracts									
9105	6/24/2025	Dynamic Ratings	AI for Productivity	20	3,024	720	2,304	913	2,111
9121	7/9/2025	Jagemann Stamping	AI for Productivity	5	2,300	480	1,820	608	1,692
9122	7/7/2025	American Friction Welding	GD&T	17	3,211	1,293	1,918	1,310	1,901
9148	7/21/2025	WRTP Big Step Program	CDL Permit Training	8	1,466	366	1,100	464	1,002
Center for Early College Opportunities <i>(High School Transcribed Credit)</i>									
<i>WCTC Adm. Policy FIN-550 reflects that transcribed credit 38.14 contracts will not provide for full cost recovery</i>									
9046	7/7/2025	Franklin Public Schools	Nursing Assistant	18	13,750	10,213	3,537	10,298	3,452
CONTRACT TOTALS:					23,751	13,072	10,679	13,593	10,158

Definitions

Total Revenue: Contract Amount (Selling price based on Board's pricing structure) + any related revenue from grants
 Direct Cost: Salary and Benefits plus all Direct Expenses
 Full Cost calculation: [Salary & Benefits + (Salary & Benefits x the appropriate State Indirect Cost Factor)]
 Variance: (1) The difference between Total Revenue and Direct Cost
 Variance: (2) The difference between Total Revenue and Full Cost



MEMORANDUM

TO: WCTC District Board of Trustees
FROM: Michelle Skinder, Vice President of Human Resources and Legal Affairs
DATE: August 12, 2025
RE: Approval to Hire Report

The following individuals are recommended for hire based on the Colleges recruitment, hiring and promotion process:

Cal Krantz

Start Date: 8/1/25
Position: Instructor – Database and Analytics

Suzanne Joneson

Start Date: 8/1/25
Position: Instructor – Science



MEMORANDUM

TO: WCTC District Board of Trustees
FROM: Brad Piazza, Provost and Executive Vice President
DATE: August 12, 2025
RE: International Professional Development Exchange

Waukesha County Technical College (WCTC) requests approval for the employees listed below to participate in the Illinois Consortium for International Studies and Programs (ICISP) 2 Week International Professional Exchange. WCTC is a Wisconsin member of ICISP, an organization which provides international opportunities to students and employees of colleges in Illinois and surrounding states. WCTC has participated in this professional exchange many times in the past with participants such as Jonathan Koch, Timothy Alft, Rhiannan Smith, Dena Constantineau, Sandra Maylen, Todd Lewis Smith, Lynda Busack, Dennis Jackson and Jessica Jacobi.

As part of this program, US participants are matched with individuals in another country (either Finland, or the Netherlands) with a similar job responsibility who also applied for the exchange. The exchange consists of two main phases. First, the international visitor comes to the United States in October and stays with their US match for approximately two weeks. The following May, US participants travel to their match's country for approximately two weeks. The main goal of the exchange is to provide each participant with the opportunity to see how their work is accomplished in a different, international setting while becoming familiar with another culture and higher education system. Participants are expected to share the experience with their home campus through blogs, presentations, and learning activities. WCTC faculty, staff, and students have benefitted greatly from not only the international visitors who have come to Wisconsin on this exchange, but also from our faculty members who have brought back new, innovative ways to engage students and the campus community.

Program: ICISP 2 Week International Professional Exchange
Location: The Netherlands
USA Dates: October 11-25, 2025
International Dates: May 9-23, 2025
Faculty/Staff: Darlene Rose, Instructor, Aesthetian
Faculty/Staff Cost: Estimated at \$1,800 per staff member including airfare, ICISP administrative fee, orientation costs, and insurance.

Professional development exchanges like these offer incredibly valuable insight into how other countries and cultures run their colleges, how teaching methods differ, how curriculum is developed, and how colleges support student learning in an international context. Experiences like this are directly related to WCTC's strategic goals. Thank you for your consideration and continued support of WCTC's international opportunities for faculty/staff.



MEMORANDUM

TO: WCTC District Board of Trustees
FROM: Laura Krohn, Chief of Staff
DATE: 8/12/25
RE: International Travel: Asian Conference on Education, Tokyo Japan

Waukesha County Technical College (WCTC) requests approval for Phyllis King, Chief Strategist for AI Advancement, to travel to Tokyo Japan for the Asian Conference on Education (ACE) at Osaka School of International Public Policy at Osaka University of Japan. Ms. King submitted a proposal for a presentation titled “Empowering Innovation Through Applied AI: A Technical College Model for Creativity-Driven Workforce Transformation”. The ACE conference encourages academics and scholars to meet and exchange ideas and views in an international forum stimulating respectful dialogue. This event will afford an exceptional opportunity for making new contacts, networking, and facilitating partnerships across national and disciplinary borders.

Event: 17th Asian Conference on Education (ACE2025)

Location: Osaka School of International Public Policy (OSIPP) at Osaka University, Japan

Dates: November 23-28, 2025

Staff: Phyllis King, Chief Strategist for AI Advancement



MEMORANDUM

TO: WCTC District Board of Trustees
FROM: Laura Krohn, Chief of Staff
DATE: 8/12/25
RE: Board Policy Review: 1.1 – 1.4

As presented at the July 14, 2025 WCTC District Board Meeting, the WCTC District Board Policies will be reviewed in the coming year and proposed changes will be brought before the Board in the consent agenda. Following this memo are the original policies and the proposed changes to:

- 1.1 Governance Commitment
- 1.2 Governing Style
- 1.3 Board Job Description
- 1.4 Chairperson's Role

Changes to these policies are minor and are mostly to provide consistency in language, font, and formatting. Staff are available to answer any questions or facilitate discussion.

**WAUKESHA COUNTY TECHNICAL COLLEGE
BOARD OF TRUSTEES**



**GOVERNANCE PROCESS
POLICY 1.1
GOVERNANCE COMMITMENT**

The purpose of governance is that the Board, on behalf of the residents of the Waukesha County Technical College District (from here written as College), guarantees the accountability of the Waukesha County Technical College by assuring, in concurrence with Chapter 19 of the Wisconsin State Statutes and specifically to §§ 19.81, 19.84 and 19.85 that pertain to open meetings of governmental bodies, that it (a) achieves satisfactory results for students, employers and the community at an acceptable cost and (b) maintains compliance with the Board's Executive Limitations. In fulfillment of this charge, the Board is committed to rigorous, continual improvement of its capability to define values and vision.

DRAFTED:	MARCH 26, 1996
APPROVED:	NOVEMBER 12, 1996
REVISED:	AUGUST 12, 1997
REVIEWED:	FEBRUARY 7, 2002
REVISED:	NOVEMBER 22, 2005
REVISED:	JULY 13, 2009
REVISED:	MAY 12, 2015

See Wisconsin State Statute 19.81 – Declaration of Policy
See Wisconsin State Statute 19.84 – Public Notice
See Wisconsin State Statute 19.85 - Exemptions
See Board of Trustees Policies 3.1 - 3.15 – Executive Limitations

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GOVERNANCE PROCESS
POLICY 1.1

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GOVERNANCE COMMITMENT

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The purpose of governance is that the Board, on behalf of the residents of the Waukesha County Technical College District (~~"from here written as College"~~), guarantees the accountability of the ~~College~~Waukesha County Technical College by assuring, in concurrence with Chapter 19 of the Wisconsin State Statutes and specifically to §§ 19.81, 19.84 and 19.85 that pertain to open meetings of governmental bodies, that it (a) achieves satisfactory results for students, employers, and the community at an acceptable cost, and (b) maintains compliance with the ~~District~~ Board's Executive Limitations. In fulfillment of this charge, the ~~District~~ Board is committed to rigorous, continual improvement of its capability to define values and vision.

DRAFTED: MARCH 26, 1996
APPROVED: NOVEMBER 12, 1996
REVISED: AUGUST 12, 1997
REVIEWED: FEBRUARY 7, 2002
REVISED: NOVEMBER 22, 2005
REVISED: JULY 13, 2009
REVISED: MAY 12, 2015
REVISED: AUGUST XX, 2025

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See Wisconsin State Statute 19.81 – Declaration of Policy
See Wisconsin State Statute 19.84 – Public Notice
See Wisconsin State Statute 19.85 - Exemptions
See ~~District~~ Board of Trustees Policies 3.1 - 3.15 – Executive Limitations

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**GOVERNANCE PROCESS
POLICY 1.2
GOVERNING STYLE**

The Board will govern with an emphasis on outward vision rather than an internal preoccupation, strategic leadership rather than administrative detail, collective rather than individual decisions, future rather than past or present, and proactivity rather than reactivity. Effective governance will depend on encouragement of diversity in viewpoints and will require clear distinction of Board and chief executive roles.

The Board will:

1. Cultivate a sense of group responsibility. The Board, not the staff, will be accountable for excellence in governing. The Board will use the expertise of individual members to enhance the ability of the Board as a body rather than to substitute the individual judgments for the Board's values.
2. Lead, direct, control, and inspire the organization through the careful establishment and communication of broad written policies reflecting the Board's values and perspectives. The Board's major policy focus will be on the intended long-term impacts outside the operating organization, not on the administrative or programmatic means of attaining those effects.
3. Enforce upon itself whatever discipline is needed to govern with excellence. Discipline will apply to matters such as attendance, preparation for meetings, policymaking principles, respect of roles, and ensuring the continuity of governance capability. Continual Board development will include orientation of new members in the Board's governance process and periodic Board discussion of process and performance improvement. The Board will allow no officer, individual or committee of the Board to hinder or be an excuse of not fulfilling its commitments. Monitoring will be done using a minimum of Board time so that meetings can be used to create the future rather than to review the past.

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GOVERNANCE PROCESS
POLICY 1.2
GOVERNING STYLE

The District Board will govern with an emphasis on outward vision rather than an internal preoccupation, strategic leadership rather than administrative detail, collective rather than individual decisions, future rather than past or present, and proactivity rather than reactivity. Effective governance will depend on encouragement of diversity in viewpoints and will require clear distinction between the District-of Board and chief executive roles.

The District Board will:

1. Cultivate a sense of group responsibility. The District Board, not the staff, will be accountable for excellence in governing. The District Board will use the expertise of individual members to enhance the ability of the District Board as a body rather than to substitute the individual judgments for the District Board's values.
2. Lead, direct, control, and inspire the organization through the careful establishment and communication of broad written policies reflecting the District Board's values and perspectives. The District Board's major policy focus will be on the intended long-term impacts outside the operating organization, not on the administrative or programmatic means of attaining those effects.
3. Enforce upon itself whatever discipline is needed to govern with excellence. Discipline will apply to matters such as attendance, preparation for meetings, policymaking principles, respect of roles, and ensuring the continuity of governance capability. Continual District Board development will include orientation of new members in the District Board's governance process and periodic District Board discussion of process and performance improvement. The District Board will allow no officer, individual, or committee of the Board to hinder or be an excuse ~~of for~~ not fulfilling its commitments. Monitoring will be done using a minimum of District Board time so that meetings can be used to create the future rather than to review the past.

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REVISED: AUGUST XX, 2025

**WAUKESHA COUNTY TECHNICAL COLLEGE
BOARD OF TRUSTEES**



**GOVERNANCE PROCESS
POLICY 1.3
BOARD JOB DESCRIPTION**

The job of the Board is to represent the residents of the Waukesha County Technical College District in determining and demanding appropriate organizational performance. To distinguish the Board's own unique job from the jobs of its staff, the Board will concentrate its efforts on the following job products or outputs:

1. The link between the College and
 - A. WCTC Students
 - B. Residents of the Waukesha County Technical College District
 - C. The Wisconsin Technical College System (WTCS) District Boards Association
 - D. The WTCS State Board
 - E. Other WTCS District Boards
 - F. Local, State, and National Elected and Appointed Officials
 - G. Employer Organizations
 - H. Labor Organizations
 - I. Public and Private K-12 Systems
 - J. Public and Private Universities
 - K. Other future partnerships that may develop
2. Written governing policies which, at the broadest levels, address:
 - L. *Governance Process*: Specification of how the Board conceives, carries out and monitors its own task (see policies 1.1 – 1.10)
 - M. *Board-President Relationship*: How power is delegated and its proper use monitored; the President's role, authority and accountability (see policies 2.1 – 2.3)
 - N. *Executive Limitations*: Constraints on executive authority, which establish the prudence and ethics boundaries within which all executive activity and decisions must take place (see policies 3.1 – 3.15)
 - O. *Ends*: Organizational products, impacts, benefits, outcomes, recipients, and their worth (what good for which needs at what cost) (see policies 4.1 – 4.3)
3. The assurance of the President's performance against Ends (see 2.D above) and Executive Limitations (see 2.C. above)

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WAUKESHA COUNTY TECHNICAL COLLEGE
DISTRICT BOARD OF TRUSTEES



GOVERNANCE PROCESS

POLICY 1.3

DISTRICT BOARD JOB DESCRIPTION

The job of the District Board is to represent the residents of the Waukesha County Technical College District in determining and demanding appropriate organizational performance. To distinguish the District Board's own unique job from the jobs of its staff, the District Board will concentrate its efforts on the following job products or outputs:

1. The link between the College and
 - A. WCTC Students
 - B. Residents of the Waukesha County Technical College District
 - C. The Wisconsin Technical College System (WTCS) District Boards Association
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 - E. Other WTCS District Boards
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 - G. Employer Organizations
 - H. Labor Organizations
 - I. Public and Private K-12 Systems
 - J. Public and Private Universities
 - K. Other future partnerships that may develop
2. Written governing policies which, at the broadest levels, address:
 - L.A. *Governance Process*: Specification of how the District Board conceives, carries out, and monitors its own task (see ~~policies~~ Policies 1.1 – 1.10)
 - M.B. *Board-President Relationship*: How power is delegated and its proper use monitored; the President's role, authority, and accountability (see ~~P~~ policies 2.1 – 2.3)
 - N.C. *Executive Limitations*: Constraints on executive authority, which establish the prudence and ethics boundaries within which all executive activity and decisions must take place (see ~~P~~ policies 3.1 – 3.15)
 - O.D. *Ends*: Organizational products, impacts, benefits, outcomes, recipients, and their worth (what good for which needs at what cost) (see ~~policies~~ Policies 4.1 – 4.3)
3. The assurance of the President's performance against Ends (see 2.D above) and Executive Limitations (see 2.C. above)

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**GOVERNANCE PROCESS
POLICY 1.4
CHAIRPERSON' S ROLE**

The Chairperson assures the integrity of the Board's process and represents the Board to outside and inside parties. The Chairperson is the only Board member authorized to speak for the Board, beyond simply reporting Board decisions, other than in specifically authorized instances.

1. The responsibility of the Chairperson is to assure that the Board adheres consistently to its own rules and those legitimately imposed upon it from outside the organization. In carrying out its responsibility, the Chairperson shall assure that:
 - A. Meeting discussion will only be on those issues which, according to Board policy, are clearly appropriate for the Board to decide.
 - B. Deliberation will be fair, open, and thorough, but also efficient, timely, orderly, and to the point.
 - C. Board discipline will be maintained.
 - D. The Board may meet virtually in whole or in part at the direction of the Board Chairperson.
 - E. Agendas are reviewed with the President prior to Board meetings.
 - F. Board orientation for new members will be provided.
2. The authority of the Chairperson consists of making decisions that fall within the topics covered by Board policies on Governance Process and Board-President Relationship, except where the Board specifically delegates portions of this authority to others. The Chairperson is authorized to use any reasonable interpretation of the provisions in these policies:
 - A. The Chairperson is empowered to chair Board meetings according to Robert's Rules of Order for Small Boards. In particular, motions need not be seconded and the Chairperson can speak in discussion without rising or leaving the chair; and, subject to rule or custom within the particular Board, which should be uniformly followed regardless of how many members are present, he/she usually can make motions and usually votes on all questions.
 - B. The Chairperson has no authority to make decisions about policies created by the Board within Ends and Executive Limitations policy areas. The Chairperson acts on behalf of the Board to instruct the President (see policy 2.1).

3. The Chairperson may represent the Board to outside and inside parties. This includes announcing Board-stated positions, decisions and interpretations within the area delegated to him or her.
4. Only the Chairperson and the President (or designee) shall have the authority to contact legal counsel on behalf of the district. District Board members and employees who contact district legal counsel without delegated authority shall be responsible for all costs incurred as a result of their actions.
5. Requests for information by Board members to the President or staff which require data compilation about college operations and activities shall be directed through the Chairperson. The Chairperson, College President or designee will respond to all requests within three (3) business days indicating an approximate time frame for obtaining the information requested.

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REVISED:	APRIL 28, 1998
REVIEWED:	FEBRUARY 7, 2002
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REVISED:	JULY 13, 2009
REVISED:	NOVEMBER 2011
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See Board of Trustees Policy 2.1 - Chief Executive Role

GOVERNANCE PROCESS
POLICY 1.4
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See District Board of Trustees Policy 2.1 - Chief Executive Role



Memorandum

TO: WCTC District Board of Trustees

FROM: Richard Haen, District Facilities Director

DATE: August 12, 2025

SUBJECT: Approval 5830CA H Building H220 Nursing VR Lab Project

We propose the renovation of approximately 1,053 square feet of currently underutilized space within the H Building, comprising a former computer lab and adjacent storage room. The primary objective is to establish a modern, inviting learning environment by removing an existing permanent wall, installing robust power and data infrastructure to support ten virtual training stations and one instructor station, and modifying the current hallway entrance to facilitate the transport of large items such as hospital beds.

Interior enhancements will include updated flooring, ceiling systems, and lighting fixtures to improve both functionality and visual appeal. This project is partially funded through a recently awarded grant, which will support the acquisition of necessary equipment, instructional resources, and staffing to ensure the successful implementation of a high-quality virtual training experience where students' learning and development will flourish.

REQUEST FOR APPROVAL

REMODELING

Wisconsin Technical College System Board

This request for Wisconsin Technical College System Board approval for additional or new facilities is made pursuant to s.38.04(10), Wis. Stats. and Chapter TCS 5, Wis. Adm. Code.

5830CA – H Building – H220 Nursing VR Lab Project

We propose the renovation of approximately 1,053 square feet of currently underutilized space within the H Building, comprising a former computer lab and adjacent storage room. The primary objective is to establish a modern, inviting learning environment by removing an existing permanent wall, installing robust power and data infrastructure to support ten virtual training stations and one instructor station, and modifying the current hallway entrance to facilitate the transport of large items such as hospital beds.

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District: Waukesha County Technical College

Authorized Representative: Richard Haen, District Facilities Director

Date Submitted: August 1, 2025

Date of Requested WTCSB Action: September 9-10, 2025

3. **TCS 5.04(4)(c)**

An environmental assessment is not applicable for this remodeling submittal.

4. **TCS 5.04(4)(d)**

Waukesha County Technical College (WCTC) seeks to enhance student learning in nursing (10-543-1) through simulation technology. Workforce partners have noted an increased need not only for additional nursing graduates, but also for graduates who have the ability to critically evaluate situations and make the best decisions in the moment. To meet local needs, this proposal is focused on increasing opportunities for students to 1) practice critical thinking in virtual reality (VR) and extended reality (XR) labs; 2) improve skills in simulations and skills labs; and 3) obtain critical faculty feedback in a private, high-fidelity simulation debriefing and skills testing spaces.

Key activities of this project include:

- implementing additional and enhanced simulation technology to augment student learning;
- providing faculty with the professional learning opportunities necessary to develop and implement enhanced simulation technology into clinical courses; and
- developing and delivering revised curriculum to nursing program students.

Nursing is a core industry, with growing local and statewide demand. On the Outcomes Based Funding Top 50 High Demand Fields and WTCS Programs list, Registered Nurses (occupation code 291141) is #8. Local employers, including advisory committee members as noted in meeting minutes, have repeatedly expressed the need for additional highly skilled nursing graduates to meet the demand in the rapidly changing and complex healthcare environment. According to the U. S. Bureau of Labor Statistics, nursing was the sixth fastest growing occupation for job growth in 2023.¹ In Wisconsin, there is an extraordinarily strong and growing job market for nurses. Locally, WisConomy projections for the Waukesha-Ozaukee-Washington Workforce Development Area (WOW WDA) reflect 154 annual openings, with positive growth of 8.3% projected through 2030.² Statewide projections reflect an average of 3,768 annual job openings and an annual projected growth rate of 5.3%.³

Area	Title	Base Employment	Projected Employment (2020-2030)	Change	% Change	Average Annual Openings
WOW WDA	Registered Nurses	5,551	6,016	465	8.4%	154
State of Wisconsin	Registered Nurses	62,255	65,565	3,310	5.3%	3,768

Further, the Wisconsin Department of Workforce Development and Wisconsin Center for Nursing anticipates the gap between demand for and the availability of registered nurses will increase 33%, resulting in nearly 23,000 unfilled nursing positions by 2040.⁴ The profession is facing unprecedented challenges due to an aging population, the complexity of healthcare delivery, and a shortage of qualified nurses.

In the healthcare system today, patients present sicker and with more complex issues than ever

before. Meanwhile, clinical sites have reduced the skills students can perform in their settings due to patient safety and liability concerns. The concern for lack of real-life experience in the clinical setting has been discussed extensively with WCTC's advisory board and clinical partners. The answer to these concerns is to find innovative ways to present complex situations to prepare students for the workforce. Virtual reality has become the recommended application to augment both in-person clinical and high-fidelity simulation to promote critical thinking and increase knowledge. The Healthcare Simulation Standards of Best Practice, created by the International Nursing Association for Clinical Simulation Learning (INACSL), guide the integration, use, and advancement of simulation-based experiences within academia, clinical practice, and research.⁵ These recommendations for a robust simulation experience have well-defined outcomes aligned with course objectives, facilitated by well-trained faculty, integrated into the curriculum, and completed with faculty feedback using a debriefing model. This deliberate, repeated practice in simulation and skills refines nursing student performance, including critical thinking and decision making.

Clinical partners and local healthcare systems that hire WCTC's nursing graduates support enhancing simulation opportunities. While these stakeholders consistently comment that students are well prepared for their clinical rotations compared to other nursing programs, requests have been made to work with students to ensure they are poised to enter the workforce with the confidence, strong critical thinking, and clinical judgement skills, required for success within the profession. Written stakeholder letters of support for enhanced simulation are included in this application, with excerpts highlighted below.

"Utilizing a virtual reality lab will help enhance the future of nursing and is something that I am in support of... Assessing scenarios in a safe setting creates the opportunity where errors are learned from without having poor outcomes and impacts." – Lauren Hally, Nurse Manager at Froedtert Hospital

"Sometimes (often times) the real-world universe doesn't efficiently provide those teaching moments and opportunities... BUT, VIRTUAL REALITY would allow us to make up for that in the next best way possible: A truly interactive and immersive environment that could not be replicated easily or efficiently in any other way." – Andre Pells, Heart Care Unit Patient Care Manager at Waukesha Memorial Hospital

"Being able to meet learners where they are at and provide content in a way that is engaging and interactive is so challenging, yet so crucial. While we have already been very impressed with the caliber of WCTC students (having hired a recent WCTC grad), I think this expansion of the WCTC simulation lab will continue to set your students apart in their preparation for practice." – Allison Baus, Clinical Educator Registered Nurse at Froedtert & The Medical College of Wisconsin

A new cost-effective enhancement to simulation is the use of VR/XR. Virtual reality is a computer-generated simulation of realistic and immersive environments, accessible through a head-mounted display, handheld controller, and motion tracking system. Expanded reality experiences combine virtual, augmented, and mixed reality. To support skills acquisition and competency, use of this technology provides learners real-time feedback on the skill by either guiding them through the skill (for practice) or highlighting areas for improvement (for refinery). This increases the amount of feedback students receive on their skill performance compared to

what they traditionally receive from faculty alone. To enhance simulation, the VR/XR environment exposes students to various environments and situations not available in traditional simulations or clinical sites. The use of VR/XR in nursing education has been shown to enrich interprofessional collaboration, increase cultural and ethical competence, improve knowledge retention, and boost course success. By integrating VR/XR into simulated clinical experiences, including providing real-time feedback, theoretical curriculum can be better aligned with planned clinical experiences, thereby increasing knowledge retention. This type of interactive flexible learning augments clinical experiences and theoretical learning which can increase student confidence and critical thinking.⁶ Studies have shown VR/XR is an effective immersive and active pedagogical tool⁷ that engages the modern learner and promotes knowledge retention.⁸

Constructed in 2007, WCTC's simulation lab proves restrictive due to space limitations. With only four patient rooms and three debriefing rooms, students are turned away from practicing outside of class time and test in a crowded, noisy lab. Testing stations overflow into the simulation lab which prevents simulation sessions from running. The current testing space and environment places students at elevated risk for distraction, increasing the risk for failure. Therefore, WCTC has committed college funding to expand lab spaces, including dedicated testing and debriefing areas, for the nursing program through renovations. These changes will better prepare nursing students not only for employment, but also for educational experiences they will encounter at other institutions if they continue their education. By augmenting this space, WCTC strives to train highly-skilled, critical-thinking nurses to fill the demand of local employers.

Interest in the nursing program at WCTC continues to be high, with an average of 216 student applications submitted each semester since 2022. WCTC has consistently enrolled 60 new students into core nursing course cohorts every fall and spring semester since 2023, reaching the maximum capacity for overfilled cohorts. Additionally, WCTC has experienced an increase in student numbers due to improved retention in key core courses that previously had high attrition rates, beginning in 2022.

Course	Retention Rate
543-102	Increased from 70% to 85%
543-103	Increased from 62% to 75%
543-109	Increased from 54% to 89%
543-113	Increased from 66% to 98%

WCTC has seen a significant increase in enrollment since the fall 2023 semester. Expanded programming and new initiatives have contributed to a projected headcount increase from 18,024 in 2022-23 to 18,650 in 2023-24. As of September 5, 2023, there has been an 11% rise in the total number of credits (full-time equivalency or FTE) taken by students, increasing from 1,289 in fall 2022 to 1,434 in fall 2023. This growth includes nearly 1,600 new program students.

As of August 14, 2024, a year-to-date comparison from August 2023 shows a 6.1% increase in headcount and an 7.8% increase in FTEs. WCTC's commitment to providing a diverse, educated, and talented workforce aligns with its role as an integral part of the community. Additionally, dual enrollment programs such as the Dual Enrollment Academy and the Excelerate initiative continue to contribute to student success and engagement.

Actual and projected full-time equivalent enrollments are shown below for courses taught at the District only.

School Year	Collegiate Transfer	Associate Degree	Technical Diploma	Vocational Adult	Non-Post Secondary	Community Service	Total
2024-25*	25	2575	550	100	150	0	3400
2023-24*	12	2558	554	101	175	0	3,400
2022-23	4	2,414	480	114	155	0	3,167
2021-22	0	2,448	444	117	127	0	3,136
2020-21	0	2,556	458	97	116	0	3,227
2019-20	0	2,572	490	90	171	14	3,337
2018-19	0	2,633	486	114	179	27	3,439
2017-18	0	2,707	482	116	186	31	3,522
2016-17	0	2,752	471	116	204	37	3,580
2015-16	0	2,877	495	141	209	38	3,760

*Projections are based on year-to-date information and the District's Research Department's trend analysis and environmental scanning and does not include dual enrollment FTE's. Nationally, college age demographics are declining creating increased competition for the same students and impacting enrollment numbers. WCTC has started several new initiatives to address enrollment decline including adding the Associate of Arts and Associate of Science transfer degrees beginning January 2023, as well as "Excelerate" offerings to high school Juniors and Seniors coordinated with K-12 school districts within the district.

1. <https://www.bls.gov/emp/tables/occupations-most-job-growth.htm>
2. <https://jobcenterofwisconsin.com/wisconomy/query>
3. <https://skillexplorer.wisconsin.gov/OccList.aspx?curocc=291141>
4. Walsh, T. and Casal, M.P. (2022). Wisconsin registered nurse supply and demand forecast results: 2020-2040 long term occupational projections report. State of Wisconsin Department of Workforce Development. Available on the world wide web: https://jobcenterofwisconsin.com/wisconomy/wits_info/downloads/nurse-survey-reports/supply-nursereports/2020_WI%20RN%20Nurse%20Supply%20Demand%20Forecast%202020-2040.pdf
5. <https://www.inacsl.org/healthcare-simulation-standards-gl>
6. Lee, E. & Baek, G. (2024). Development and Effects of Adult Nursing Education Programs Using Virtual Reality Simulations. Healthcare(12) 1313.
7. Chen, F., Leng, Y., Ge., J, Wang, D. Chen B, Sun Z. (2020). Effectiveness of Virtual Reality in Nursing Education: Met-analysis. Journal of Medical Internet Research, 22(9).
8. Brown, K., Swoboda, S., Gilbert, G., Horvath, C., & Sullivan, N. (2022). Curricular Integration of Virtual Reality in Nursing Education. Educational Innovations, 66(6).

5. **TCS 5.04(4)(e)**

See section TCS 5.04(4)(d)

6. ***TCS 5.04(4)(f) and TCS 5.05***

Budget Amount

Increased instruction costs (grant funded): \$ 121,844

Increased administrative costs: \$ 0

Increased maintenance costs: \$ 0

Increased energy costs: \$ 0

Replacement equipment costs (grant funded): \$ 228,156

The following represents the source of funds for the remodel:

(a) Tax levy – FY 26 \$ 250,000

(b) Fund transfer or reserve funds

(c) Proposed sale of bonds or notes

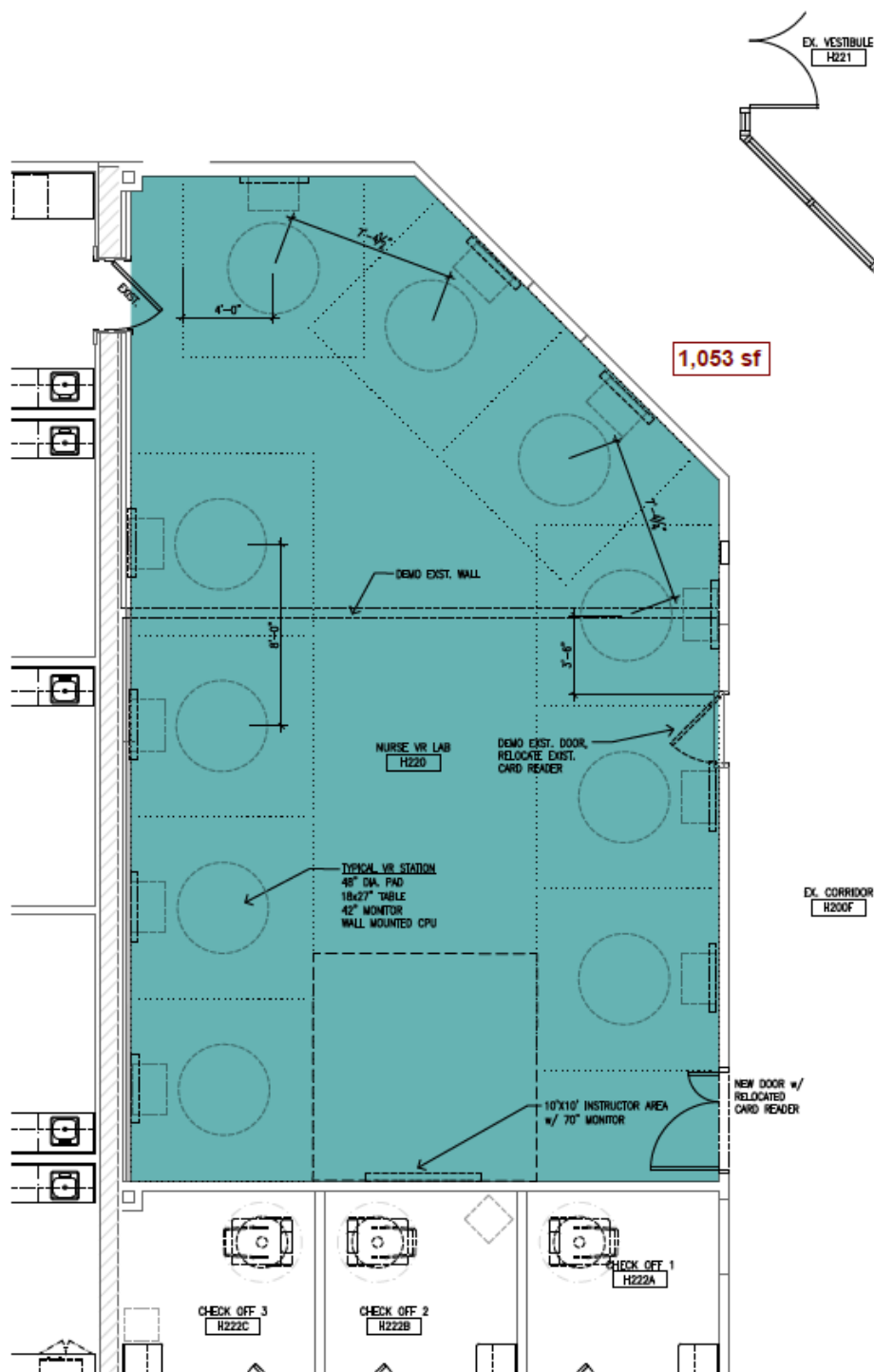
(d) Other funds:

1. Federal funds \$ 0

2. Gifts or grants \$ 0

(e) Total funds \$ 600,000

7. TCS 5.04(4)(g)



H220 Nurse VR Lab
H Building Upper Level
800 Main Street, Pewaukee, WI



20200120 1 July 1, 2020 Scale 1/8" = 1'-0"

8. **TCS 5.04(4)(h)**

1. General construction	\$ 69,800
2. Heating, ventilating and air conditioning	\$ 8,500
3. Electrical	\$ 126,000
4. Plumbing	\$ 2,500
5. Other contracts (security/card access/BAS)	\$ 3,000
6. Equipment, both fixed and movable	\$ 228,156
7. Miscellaneous costs (contingency)	\$ 18,300
8. Fees – Architectural / Engineering	\$ 24,900

9. **TCS 5.04(4)(l)**

Heating and cooling for the H-Building is currently being served by underground pipes from a central heating and cooling plant that was originally built in 1971 and near the end of life with failing underground pipes. The campus is currently undergoing a study by Hardwood Engineering looking at the feasibility to utilize high efficiency package boilers and air-cooled chillers to replace the outdated plant and underground distribution system.

TCS 5.04(4)(j)

No additional square footage is being added as part of this project. Primary use of the space will stay the same resulting in minimal if any impact on the heating and cooling plant and utility usage.

**RESOLUTION APPROVING THE REMODELING OF EXISTING FACILITIES AND
REQUESTING APPROVAL BY
THE WISCONSIN TECHNICAL COLLEGE SYSTEM BOARD**

WHEREAS, the Waukesha County Technical College Board of Trustees is required by Wisconsin Technical College System Board, Directive FBF, dated December 10, 1987, to approve certain remodeling of existing facilities;

AND WHEREAS, the Waukesha County Technical College Board of Trustees has approved Project Number 5830CA in the FY26 Budget;

AND WHEREAS, the purchase of equipment, training, and instruction costs are funded through a two-year State grant.

NOW, THEREFORE, BE IT RESOLVED, by the Waukesha County Technical College Board of Trustees that the following described project is approved:

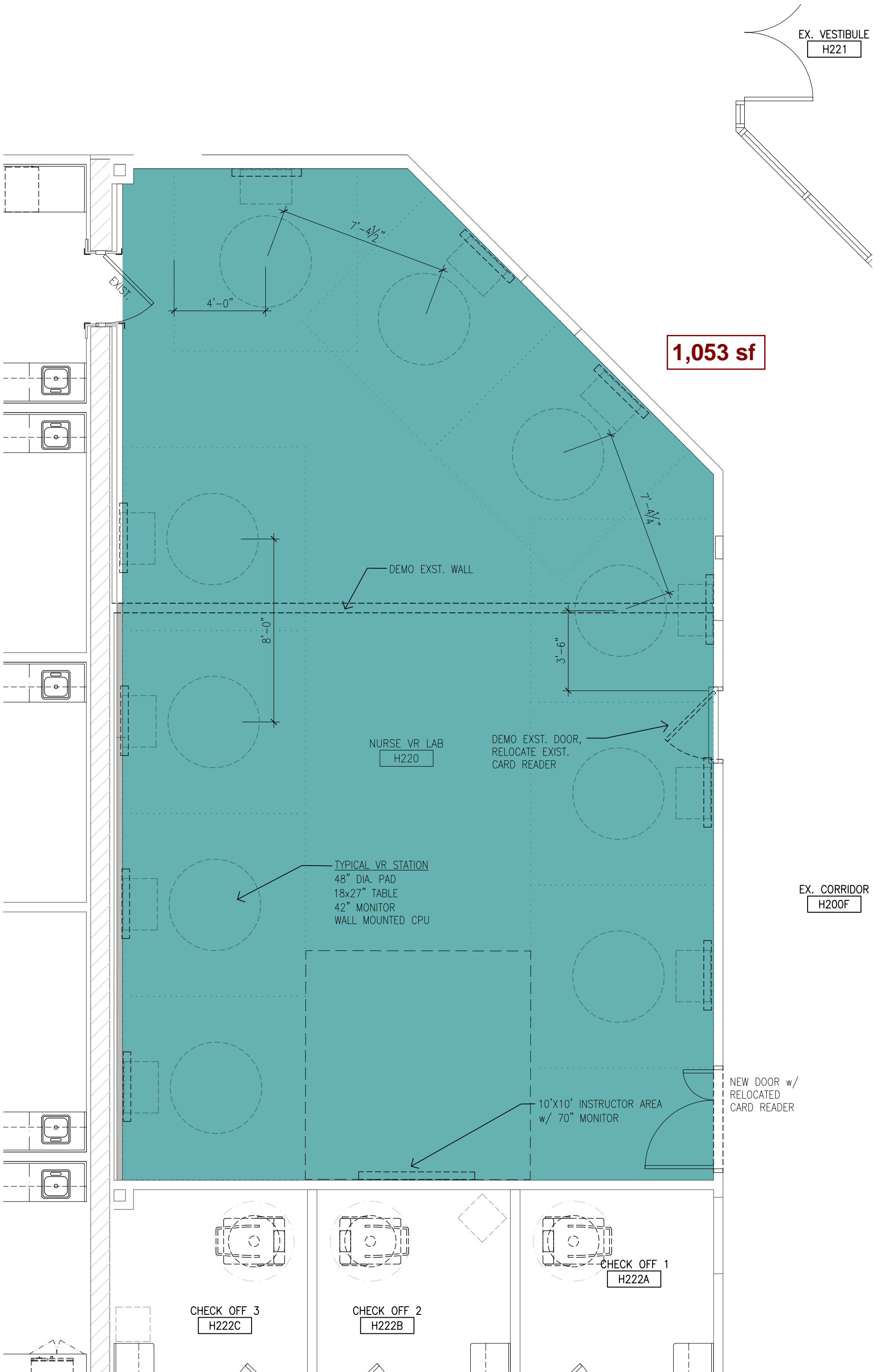
5830CA – H Building – H220 Nursing VR Lab Project

AND THEREFORE, BE IT FURTHER RESOLVED, the Waukesha County Technical College Board of Trustees requests that the Wisconsin Technical College System Board approve the above-described remodeling.

Board Chair

Brian Baumgartner
(Typed or printed name)

August 12, 2025
Date



H220 Nurse VR Lab H Building Upper Level

800 Main Street, Pewaukee, WI

zimmerman
ARCHITECTURAL STUDIOS, INC.