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WCTC District Board Annual Organizational Meeting

Monday July 13, 2026

Waukesha County Technical College

Richard T. Anderson Education Center (RTA), C051/C057

5:00 pm

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

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WAUKESHA
COUNTY TECHNICAL
COLLEGE

Hands-on
Higher Ed

**Waukesha County Area Technical College Annual Organizational District Board Meeting
July 13, 2026
Richard T. Anderson Educational Center, C051/057
5:00 PM**

AGENDA

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. **Wisconsin Technical College District Boards Association Board of Director Member – Action** (pages 4-13)
5. **Wisconsin Technical College District Boards Association External Partnerships Committee Member – Optional** (pages 4-13)
6. **Wisconsin Technical College District Boards Association Internal Best Practices Committee Member – Optional** (pages 4-13)
7. **Wisconsin Technical College District Boards Association Bylaws, Policies, and Procedures Committee Member – Optional** (pages 4-13)
8. **Wisconsin Technical College District Boards Association Awards Committee Member – Optional** (pages 4-13)
9. **Wisconsin Technical College District Boards Association Legislative Committee Member - Optional** (pages 4-13)
10. **Adjournment – Board Chairperson**



Dr. Richard G. Barnhouse, President

*Agenda item mandated

*** 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.

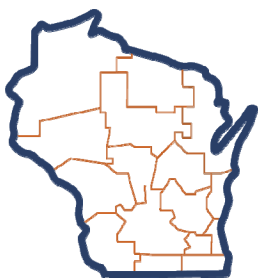
Attention Individuals with Disabilities:

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 board@wctc.edu at least 72 hours prior to the meeting if you require special accommodations.

Jennifer Hagen

From: Wisconsin Technical College District Boards Association <admin@districtboards.org>
Sent: Monday, July 6, 2026 11:48 AM
To: Jennifer Hagen
Subject: [EXTERNAL] DBA | President's Letter: Request for Committee Assignments

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WISCONSIN TECHNICAL COLLEGE
DISTRICT BOARDS ASSOCIATION

President's Letter

Request for Committee Assignments

To all Wisconsin Technical College System Trustees,

The District Boards Association (DBA) would like to welcome all of the new and returning members to each college's Board of Trustees. As you may already know, the DBA represents all 144 trustees that govern the Wisconsin Technical College System's (WTCS) sixteen member colleges. **It is our mission to help educate and develop all trustees so they can continue to maintain the WTCS as one of the premier technical college systems in the nation.** In addition to that primary role of trustee education, the DBA promotes inter-district cooperation, works to develop alliances and partnerships within the system and with industry, governmental bodies, K-12 leaders, community

organizations and others, and advocates at the local, state and national level on issues that affect our ability to deliver outstanding opportunities for our students.

As you go through your annual reorganization, the DBA would like you to consider how each of you can assist us in meeting our goal of strengthening the WTCS. Advancing the mission of the WTCS across the state through your participation in the DBA is one way to meet your primary responsibility to provide good governance and introduce new opportunities to your college. One way to participate is to represent your college's interests on one of the DBA's committees. The Association is stronger when each college's interests are actively represented on each of our committees. **I would strongly urge each trustee to join with your like-minded colleagues from other colleges and serve your college by joining one of our five committees.** These committees meet on a regular basis and usually hold those meetings virtually.

In conjunction with this letter, your college has received a separate form that will allow them to designate trustees to represent your college on each of the committees. **Please take the time to consider which of you might be interested in the mission of each committee and let your college's Executive Assistant, Board Chair, or the DBA office (dba@teamwi.com) know your name and the committee on which you would like to serve.**

In brief, the five committees are:

- 1) Internal Best Practices** – focused on educating trustees about the important role they have taken on. This committee sets the agenda for each of our in-person and virtual meetings.
- 2) External Partnerships** – focused on collaboration between colleges and other organizations with an interest in a strong technical college system.
- 3) Bylaws, Policies & Procedures** – focused on maintaining good governance within the DBA and ensuring all colleges are equally represented in our mission.
- 4) Awards** – focused on recognizing those members and other people and entities that have made a significant contribution to technical education in Wisconsin.

5) Legislative – this committee was recently reintroduced and charged with developing an advocacy agenda in cooperation with the President’s Association and the WTCS office and with educating trustees about the issues facing the WTCS and how to best interact with their local legislators to advance the interests of the WTCS.

More information about each of these committees can be found on [this page of the website](#).

Critically, the Legislative Committee will be holding its first meeting virtually on July 21st at noon. The DBA believes it is critical that every college have a representative on this committee as it works to provide meaningful input to the WTCS office as it sets its budget and policy priorities. **We strongly encourage you to swiftly identify your college’s representative on the Legislative Committee so that your interests can be represented on the Committee.** A full description of the duties of the Legislative Committee will be added to the DBA site soon. For more information about this committee, please contact its co-chairs Betty Bruski-Mallek or Neil Kline whose contact information can be found below.

The DBA provides the means for all sixteen colleges to strengthen their own programs by going beyond their district boundaries and joining together to provide all our students across the state with an outstanding education that will set them up for better future. Your college’s participation in the DBA makes us all stronger and highlights our unity toward achieving the mission of the Technical College system.

Thank you for your time. I look forward to hearing from each of you and working with you to provide a brighter future for our students.

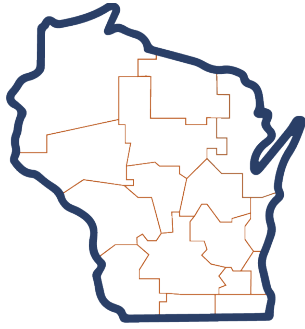
John Wyatt
President, Wisconsin Technical College System District
Boards Association

Legislative Committee Co-Chairs

- **Betty Bruski-Mallek, *Mid-State***
(715) 630-9495 | mallek@tds.net
 - **Neil Kline, *Northwood***
(715) 554-3441 | neil.kline@northwoodtech.edu
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WISCONSIN TECHNICAL COLLEGE DISTRICT BOARDS ASSOCIATION

2026 Appointments to DBA Positions

*Memo For Even-Numbered Districts

When filling out the online form, please include the following appointments as part of your July 2026 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 2026.*

The following even-numbered districts are requested to select a member to be seated on the association's Board of Directors effective July 2026 for a 2-year term:

- 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, Jr.*
- Nicolet College | *Dianne Lazear*
- Northwood | *Lori Laberee, Vice President*
- Southwest Wisconsin | *Chuck Bolstad, Past President*
- Waukesha County | *Brian Baumgartner*
- Western | *Megan Skarlupka*

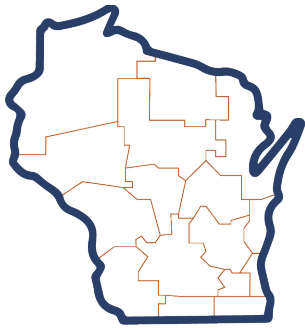
Standing Committees

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
- Legislative Committee – Pending

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



WISCONSIN TECHNICAL COLLEGE DISTRICT BOARDS ASSOCIATION

2026 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, all four (4) awards are given at the yearly Fall Meeting.
 - 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 (2) weeks to complete this activity.
 - During the rating process, members evaluate eight (8) to ten (10) award nominations and score each submission according to predefined criteria.
 - Members are allowed to split this responsibility with another board member.