



WCTC District Board Regular Meeting

Monday July 13, 2026

Waukesha County Technical College

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

Immediately Following the Annual Organizational Meeting at 5:00 pm

UPCOMING MEETINGS

Regular Board Meeting	Tuesday August 11, 2026	5:00 pm	RTA, C051/C057
Regular Board Meeting	Tuesday September 9, 2026	5:00 pm	RTA, C051/C057
Regular Board Meeting	Tuesday October 13, 2026	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 Regular District Board Meeting
July 13, 2026
Richard T. Anderson Education Center, C051/057
Immediately Following the Annual Organizational Meeting at 5:00 p.m.**

AGENDA

- I. Call to Order – Board Chairperson**
- II. Public/Staff Remarks***
- III. President’s Report – Dr. Richard G. Barnhouse**
- IV. Approval of Consent Agenda Items**
 - A. Minutes Dated June 9, 2026 (page 4-11)
 - B. Accounts Payable Summaries June 2026 (page 12-14)
 - C. 38.14 Contract Report June 2026 (page 15-16)
 - D. Information Security Program Update (page 17-18)
 - E. Board Policies Review 4.1, 4.2, and 4.3 (page 19)
 - F. Reaffirm WCTC Mission and Horizon Statements (page 20)
 - G. Approval of International Travel (page 21-22)
- V. Presentation/Discussion**
 - A. Process Review: Facilities and Finance – Kristine Golz and Rich Haen
- VI. Action Items**
 - A. Approval of H Building Nursing Renovation Project – Rich Haen (page 23-24)
 - B. Approval of S Building AJN Restroom and Locker Room Renovation Project – Rich Haen (page 25-26)
 - C. Approval of Q Building Lower Level Classroom and Office Renovation Project – Rich Haen (page 27-28)
- VII. Adjournment – Board Chairperson**



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

**Waukesha County Technical College
District Board Meeting Minutes
Public Hearing
June 9, 2026 - 5:00 PM
Richard T. Anderson Education Center, C051/C057**

Present:

Ryan Clark, Secretary/Treasurer
Courtney Bauer, Board Vice Chairperson
Amanda Busche, Board Member
Michael Cady, Board Member
Barb Dittrich, Board Member (remote)
Rob Ewing, Board Member
Brian Baumgartner, Chairperson

Absent:

Stephanie Reisner, Board Member
Jamie Stahulak, Board Member

Also Present:

Richard Barnhouse
Jennifer Hagen
17 guests

REGULAR MEETING

I. Call to Order – Brian Baumgartner 5:00 pm

II. Public/Staff Remarks*

- A. No public comments were received.

III. 2026-27 Annual Budget Review – Kristine Golz

- A. Kristine Golz reviewed the fiscal year 2026-27 budget and discussed various revenue sources.
- B. The FY27 budget is balanced, keeps the tax burden on homeowners essentially flat, and funds forward-looking investments in technology, emergency services, and core operations.

IV. Adjournment – Brian Baumgartner

- A. Mike Cady motioned to adjourn the meeting, receiving a second from Courtney Bauer. Meeting adjourned at 5:11 pm.

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

Signed: _____

Ryan Clark, Board Secretary/Treasurer

**Waukesha County Technical College
District Board Meeting Minutes
June 9, 2026 - 5:00 PM
Richard T. Anderson Education Center, C051/C057**

Present:

Brian Baumgartner, Chairperson
Courtney Bauer, Board Vice Chairperson
Ryan Clark, Secretary/Treasurer
Amanda Busche, Board Member
Michael Cady, Board Member
Barb Dittrich, Board Member (remote)
Rob Ewing, Board Member
Jamie Stahulak, Board Member

Absent:

Stephanie Reisner, Board Member

Also Present:

Richard Barnhouse
Jennifer Hagen
18 guests

REGULAR MEETING

I. Call to Order – Brian Baumgartner 5:11 pm

II. Public Remarks*

- A. No public remarks were received.

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

- A. Dr. Barnhouse welcomed everyone to the June WCTC District Board Meeting.
- B. Last month the college hosted 4 graduation ceremonies.
- C. Dr. Barnhouse will be moving into the role of Chair of Higher Education Regional Alliance (HERA) in July. Membership includes 17 colleges and universities in the southeast Wisconsin area.
- D. Dr. Barnhouse will move into the role of Treasurer for the President's Association in July.
- E. Dr. Barnhouse met with Secretary Pechacek of the Wisconsin Department of Workforce Development regarding higher education trends.
- F. Dr. Barnhouse met with Secretary John Miller, CEO of the Wisconsin Economic Development Corporation.

- G. Last week Brad Piazza and Laura Krohn joined Dr. Barnhouse in a planning meeting with the President's Association visioning session in Wausau.
- H. Dr. Barnhouse and staff toured Wenthe-Davidson Engineering last month.
- I. Dr. Barnhouse will attend the Wisconsin Quantum Alliance Launch in Madison tomorrow. Dr. Barnhouse will be speaking at the event.
- J. Dr. Barnhouse recognized departing Board members Jamie Stahulak and Stephanie Reisner and thanked them for their time on the WCTC District Board. Trees have been planted outside the RTA in their name.

IV. Approval of Consent Agenda Items

- A. Minutes dated May 12, 2026
- B. Accounts Payable Summary May 2026
- C. 38.14 Contract Report May 2026
- D. Approval of Hire Report
- E. Approval of Continuation of 38.14 Contract Pricing Rates for FY26
- F. Approval of International Travel

Rob Ewing motioned to approve the Consent Agenda Items, receiving a second from Ryan Clark. **Approved, carried unanimously.**

V. Action Items

A. WCTC Board Adoption of 2026/27 Budget – Kristine Golz

- Total budget is balanced with revenue driven by a small tax levy increase (1% net new construction), flat state aid, and modest tuition increases while operating within revenue limitations.
- Health, dental, and life insurance for employees have no increase this year.
- Funding supports key initiatives including AI, ERP implementation, EMS/Paramedic programming, and capital projects, while also exploring institutional changes like new programs and a potential name change.

Courtney Bauer motioned to approve the formal adoption of the FY2026/27 budget, receiving a second from Ryan Clark. **Approved, carried unanimously.**

B. Establish Projected 2026/27 Reserves – Kristine Golz

- Reserves are strategically segmented to support operations, stability, and future need
- Planned reserve changes reflect targeted use and stabilization.

Rob Ewing motioned to approve the reservations and fund balance for fiscal year 2026/27, receiving a second from Mike Cady. **Approved, carried unanimously.**

C. Bid Approval for AJN Exterior Concrete Re-bid - Rich Haen

- The S Building exterior concrete project is being rebid to correct substandard work from Summer 2025, including full concrete removal/replacement to fix grading and drainage issues and the addition of protective bollards to enhance safety and infrastructure protection.
- Improvements support a safe, durable, and accessible environment at the AJN Center, aligning with WCTC's goal to enhance user experience, support growing event demand, and strengthen student attraction and retention efforts.

Amanda Busche motioned to award the S Building Exterior Renovation rework project to the lowest responsible bidder, PLM Paving and Concrete, with a total construction cost of \$82,624, receiving a second from Barb Dittrich. **Approved, carried unanimously.**

D. Bid Approval for Fire Training Grounds Concrete Project – Rich Haen

- The project supports installation of a second four-story modular burn building at the fire training grounds, including site preparation (foundations, pads, trench drains, and light pole relocation) to enable more advanced, realistic firefighter training scenarios.
- The addition improves training quality and reduces wear on the existing burn building without increasing program size, traffic, noise, or overall site usage.

Courtney Bauer motioned to award the Fire Training Grounds concrete project to the lowest responsible bidder Wil-Surge Electric, Inc., with a total construction cost of \$312,435, receiving a second from Ryan Clark. **Approved, carried unanimously.**

E. Bid Approval for Waukesha Parking Lot Resurfacing Project – Rich Haen

- The project will resurface and restore the Waukesha Campus parking lot following prior infrastructure work (sewer, stormwater, and utilities), where temporary patches were installed and are now ready for final paving.
- Work is scheduled from July 1 through August 7, 2026, to complete final surface restoration of previously disturbed asphalt area.

Ryan Clark motioned to award the Waukesha Parking Lot Resurfacing project to the lowest responsible bidder Poblocki Paving Corp., with a total construction cost of \$189,866 receiving a second from Rob Ewing. **Approved, carried unanimously.**

F. Bid Approval Mechanical Infrastructure Phase 2 Project – Rich Haen

- Installation of high-efficiency boilers, chillers, pumps, and electrical systems to serve six buildings, completing decentralization of the heating and cooling system to improve reliability, efficiency, and redundancy.
- Each building will operate independently, eliminating underground piping risks and generating energy savings.
- Construction is scheduled July 1, 2026 through October 31, 2027.

Rob Ewing motioned to award the Mechanical Infrastructure Phase 2 Project to the lowest responsible bidder, Will-surge Electric, Inc., with a total construction cost of \$6,743,465, receiving a second from Mike Cady. **Approved, carried unanimously.**

VI. Presentation/Discussion

A. Report on Nominating Committee for 2026/27 District Board Officers – Ryan Clark

- Mike Cady reported that the following nominations were received:
 - Courtney Bauer received 5 nominations for Board Chairperson.
 - Ryan Clark received 3 nominations for Vice Chairperson.
 - Brian Baumgartner received 2 nominations for Vice Chairperson.
 - Ryan Clark received 2 nominations for Secretary Treasurer.
 - Brian Baumgartner received 2 nominations for Secretary Treasurer.
 - Amanda Busche received 1 nomination for Secretary Treasurer.
- Brian Baumgartner asked that his name be removed for consideration for Vice Chairperson.
- Ryan Clark asked that his name be removed from consideration for Secretary Treasurer.
- The following slate will be up for vote at the July 13 WCTC District Board Annual Organizational Meeting:
 - Courtney Bauer for Chairperson.
 - Ryan Clark for Vice Chairperson.
 - Brian Baumgartner for Secretary Treasurer.
 - Amanda Busche for Secretary Treasurer.

B. WCTC Name and Brand – Andy Palen

- Independent, 9-month listening process by Mueller Communications spanned 9 stakeholder interviews, 2 focus groups, 4 listening sessions,

and 126 survey responses, with K-12/CTE and advisory engagement still underway.

- WCTC enjoys strong equity among those who know it.
- Word-by-word analysis shows "College" has near-consensus support, "Technical" is genuinely mixed, "Waukesha" is contested, and "County" carries the highest friction — meanwhile the WCTC acronym ranked second only to "College" as the element to protect, with even 45% of "keep as-is" respondents really defending the letters.
- Andy will come back to the Board in October after more information from students has stakeholders has been obtained.

C. H Building Nursing Renovation Project – Rich Haen and Colleen Nuckolls

- Nursing and related health programs are experiencing growth. The significant space imbalance that restricts program expansion was highlighted.
- Nursing space lacks the ability to support modern teaching methods, technology, and student needs, with current layouts limiting instructional effectiveness and access.
- The proposed renovation will create flexible, simulation-based clinical learning spaces (including updated labs and VR/XR capabilities), improve safety and workforce readiness, and relocate School of Health offices to enhance collaboration and program alignment.
- The project is scheduled from October 2026 to completion in July 2027.

D. S Building AJN Restroom and Locker Room Renovation Project – Rich Haen

- The S Building AJN Restroom and Locker Room renovation modernizes approximately 3,828 sq. ft. of high-use support spaces to align with the recently upgraded AJN lobby and growing campus/community utilization.
- Existing restrooms and locker rooms are outdated and misaligned with current academic uses (cosmetology, fire protection, EMS), resulting in inefficiencies, accessibility gaps, and diminished user experience.
- Renovations will improve accessibility, code compliance, and layout functionality while better supporting instructional needs and enhancing the experience for students, faculty, and event attendees.
- Project is scheduled from October 2026 to completion targeted for April 2027.

E. Q Building Lower Level Classroom and Office Renovation Project – Rich Haen

- The Q Building lower-level renovation is the next phase in transforming the facility into a cohesive hub for advanced technology, AI, and interdisciplinary innovation.

- Existing classrooms and office spaces no longer meet current instructional, technological, or collaboration needs.
- Renovation will modernize classrooms and offices, improve instructional quality and user experience, and fully integrate the lower level to maximize the building's overall impact.
- Construction is scheduled to begin in October 2026 with completion targeted for June 2027.

VII. Ryan Clark motioned to convene into Closed Session pursuant to Section 19.85(1)(c) Wisconsin State Statute at 6:08 pm:

- A. Rob Ewing seconded the motion
- B. **Unanimous roll call vote**
- C. Discussion was held regarding WCTC President's Evaluation.
- D. Ryan Clark motioned to reconvene into open session, receiving a second from Mike Cady.
- E. **Unanimous roll call vote.**
- F. The open meeting reconvened at 8:29 pm.
- G. Ryan Clark motioned to approve the WCTC President's Evaluation and Terms and presented; receiving a second from Amanda Busche. **Approved, carried unanimously.**

VIII. Adjournment – Brian Baumgartner

- A. Jamie Stahulak motioned to adjourn the meeting, receiving a second from Amanda Busche. Meeting adjourned at 8:30 pm.

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

Signed: _____

Ryan Clark, Board Secretary/Treasurer

Check Register Report

Accounts Payable account code "WA". Database instance PROD-Native Generated: 7/2/2026 9:33:20 AM

Check Number	Date	Payee	Amount
C0809555	06/23/26	10-33 Vehicle Services LLC	5,890.96
C0809662	06/30/26	Affordable Erecting	7,000.00
C0809603	06/25/26	Airoidi Brothers Inc	34,000.00
!0043814	06/02/26	Aladdin Food Management Services LLC	16,748.05
!0044048	06/30/26	Aladdin Food Management Services LLC	6,821.85
C0809275	06/04/26	American Pressure Cleaning LLC	5,991.00
C0809493	06/18/26	Arrowhead School District	24,521.11
C0809336	06/09/26	Automatic Entrances of Wisconsin	10,500.00
!0043881	06/09/26	Avkin Inc	27,025.00
C0809217	06/02/26	Carnegie Dartlet LLC	23,750.00
!0043884	06/09/26	CDW-G Computer Discount Warehouse	6,553.25
!0043991	06/23/26	CDW-G Computer Discount Warehouse	6,204.38
C0809559	06/23/26	CED Interstate Electric	6,906.50
C0809668	06/30/26	Cottingham & Butler Insurance Services, Inc.	5,050.00
C0809562	06/23/26	Creative Constructors LC	70,282.00
C0809218	06/02/26	Creative Constructors LC	38,900.00
!0044053	06/30/26	Dell Marketing L P	46,968.00
C0809670	06/30/26	Earth Care Window Treatment & Design	6,648.00
C0809495	06/18/26	East Troy High School	37,360.65
C0809496	06/18/26	Elmbrook School District	8,076.88
!0043915	06/11/26	Field Training Solutions	6,000.00
!0044057	06/30/26	Gallagher Student Health & Special Risk	20,151.00
!0043854	06/04/26	Gannett Wisconsin LocaliQ	59,054.26
C0809455	06/16/26	GB Lead Services LLC	11,262.00
C0809499	06/18/26	Hamilton School District	41,005.20
C0809565	06/23/26	HelioCampus Inc	510,105.00
!0043994	06/23/26	Henry Schein Inc	18,014.78
!0044059	06/30/26	Henry Schein Inc	10,309.68
!0043889	06/09/26	Hill Rom	16,818.01
C0809566	06/23/26	Independence Painting LLC	8,517.49
C0809406	06/11/26	Independence Painting LLC	5,786.49
C0809608	06/25/26	Independence Painting LLC	5,781.51
!0044060	06/30/26	Johnson Controls Building Solutions LLC	12,967.97
C0809345	06/09/26	Kaschak Roofing INC	157,500.00
C0809502	06/18/26	Kettle Moraine School District	7,441.96
!0043891	06/09/26	Lab Midwest Corp	11,200.00
C0809569	06/23/26	Laerdal Medical Corporation	7,357.64
C0809676	06/30/26	LaForce Inc	27,065.00
C0809677	06/30/26	LaForce Inc	6,216.97
!0043940	06/16/26	Madison National Life Insurance Co	9,284.81
C0809504	06/18/26	Master Medical Equipment LLC	12,532.00
C0809505	06/18/26	Menomonee Falls School District	26,889.42
C0809460	06/16/26	Midwest Defense Solutions LLC	13,325.00
!0043893	06/09/26	Mueller Communications LLC	13,830.60
C0809506	06/18/26	Napleton Chevrolet Columbus	55,133.50
C0809348	06/09/26	Napleton Chevrolet Columbus	40,935.50
C0809507	06/18/26	New Berlin Public Schools	24,761.79
C0809612	06/25/26	O & W Communications	10,480.50
C0809350	06/09/26	O & W Communications	5,218.50
C0809508	06/18/26	Oconomowoc Area School District	37,754.90
C0809509	06/18/26	OT Technology INC	35,000.00
C0809510	06/18/26	Pewaukee School District	6,633.83
!0044017	06/25/26	PFM Asset Management LLC	5,060.80
!0043895	06/09/26	Pitney Bowes Reserve Account	7,000.00
!0043824	06/02/26	Post-Captain Consulting LLC	6,000.00
C0809571	06/23/26	Proven Power Inc	6,480.00
!0043825	06/02/26	Quarles & Brady LLP	44,517.00
!0043996	06/23/26	Quarles & Brady LLP	30,672.00
!0043896	06/09/26	Quarles & Brady LLP	22,000.00

Check Number	Date	Payee	Amount
C0809512	06/18/26	Robert W Baird & Company Inc	14,600.00
!0043827	06/02/26	Runner Enterprise Data Quality	5,474.94
!0044064	06/30/26	Salsbury Industries	6,668.30
C0809686	06/30/26	School District of Waukesha	112,342.97
C0809572	06/23/26	School Specialty	25,475.50
!0044065	06/30/26	Simons Electrical Systems	16,228.88
!0043999	06/23/26	Staff Electric Company Inc	34,098.24
!0043897	06/09/26	Statz Restoration & Engineering Co	21,875.00
!0043967	06/18/26	Statz Restoration & Engineering Co	19,975.00
!0044067	06/30/26	Superior Cleaners LLC	70,104.00
!0043944	06/16/26	Symetra Life Insurance Company	26,125.26
C0809463	06/16/26	Trashcans Warehouse	33,267.55
C0809613	06/25/26	TrueLook Inc	6,817.15
C0809362	06/09/26	Village of Pewaukee	25,281.68
C0809363	06/09/26	Vitality Medical Inc	12,784.22
!0044003	06/23/26	Von Briesen & Roper SC	5,475.00
C0809364	06/09/26	Waukesha County	5,450.00
C0809689	06/30/26	WE Energies	6,034.66
C0809690	06/30/26	WE Energies	5,355.11
C0809521	06/18/26	WE Energies	71,624.50
!0043900	06/09/26	Weatherproofing Technologies Inc	500,529.97
!0044071	06/30/26	Weatherproofing Technologies Inc	11,768.88
C0809691	06/30/26	Whitney Sullivan Coaching	5,400.00
!0044072	06/30/26	Wil-Surge Electric	76,000.00
!0043833	06/02/26	Wil-Surge Electric	10,000.00
C0809522	06/18/26	WISN TV	5,464.71
C0809429	06/11/26	Zimmerman Design Group	127,839.19
C0809369	06/09/26	Zimmerman Design Group	8,598.28
C0809467	06/16/26	Zimmerman Design Group	7,452.13
		Total	3,029,373.86

ACCOUNTS PAYABLE SUMMARY
June 2026

**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 \$3,029,373.86.**

**The Waukesha County Area Technical College
District Board and President have examined these claims
and approve their payment this 13th day of July, 2026**

Chair

Secretary/Treasurer

President

**WCTC CORPORATE TRAINING CENTER
QUARTERLY OPEN ENROLLMENT WORKSHOP REPORT
APRIL-JUNE 2026**

Total # of Workshops	Total # of Participants	Revenue	Direct Cost	Full Cost
Corporate Training Center Workshops				
15	119	\$25,121	\$13,514	\$16,205
Criminal Justice Workshops				
32	645	\$132,165	\$96,692	\$129,007
American Heart Association Workshops				
5	44	\$4,400	\$2,109	\$2,470
Total Revenue - Workshops:		\$161,686		

WCTC CORPORATE TRAINING CENTER CONTRACT APPROVAL REPORT - JUN 2026

CNT #	Start Date	Customer	Service Description	Number Served	Total Revenue	Direct Cost	Variance (1)	Full Cost	Variance (2)
Instructional Contracts									
9284	1/15/26	Journey 21 Inc.	Health & Wellness, Food Safety, and Police Safety	34	\$12,037	\$7,901	\$4,136	\$9,844	\$2,193
9325	4/27/26	Steinig Tal Kennel	K-9 Certification	26	\$1,300	\$1	\$1,299	\$1	\$1,299
9217	7/1/25	Waukesha County DH&HS	ABE Services for Waukesha Jail	75	\$50,000	\$50,000	\$0	\$50,000	\$0
Center for Early College Opportunities (High School Transcribed Credit)									
<i>WCTC Adm. Policy FIN-550 reflects that transcribed credit 38.14 contracts will not provide for full cost recovery</i>									
9163	1/20/26	Johnson Creek School District	Intro to Sociology - HSTC	7	\$5,563	\$2,874	\$2,689	\$3,603	\$1,960
CONTRACT TOTALS:					\$68,900	\$60,776	\$8,124	\$63,448	\$5,452

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: Kristine Golz, VP Finance & Administration
DATE: July 13, 2026
SUBJECT: Information Security Program Update

Background

The Gramm-Leach-Bliley Act (GLBA) Safeguards Rule requires institutions participating in federal student financial aid programs to maintain a comprehensive information security program designed to protect customer information. As part of these requirements, executive leadership provides the Board with periodic updates regarding the status of the College's information security program, significant risks, and ongoing efforts to strengthen the institution's security posture.

Information Security Program Update

WCTC continues to maintain an institution-wide information security program focused on protecting sensitive information, supporting regulatory compliance, and reducing cybersecurity risk. The program incorporates administrative, technical, and physical safeguards and is designed to support the confidentiality, integrity, and availability of institutional information.

During the past year, the College continued to advance several key initiatives, including:

- Continued implementation and monitoring of security controls aligned with institutional risk assessments.
- Ongoing review and strengthening of identity and access management practices.
- Enhancements to security awareness and phishing education for employees.
- Continued enhancement of vendor and third-party security review processes.
- Advancement of governance and change management practices for enterprise technology systems.
- Continued investment in cybersecurity monitoring, endpoint protection, vulnerability management, and incident response capabilities.
- Risk Assessment and Program Effectiveness

Consistent with GLBA requirements, management continues to assess information security risks and evaluate the effectiveness of safeguards implemented to mitigate those risks.

Management continues to evaluate the effectiveness of the College's information security program through ongoing risk assessments, monitoring activities, and review of security controls. Based on these activities, management believes the program continues to operate effectively and remains aligned with regulatory requirements and institutional risk. No material cybersecurity incidents requiring Board action occurred during the reporting period.

Looking Ahead

Over the coming year, the College will continue to mature its information security program by focusing on:

- Ongoing risk assessment and mitigation activities.
- Continued enhancement of cybersecurity governance, with focus on AI related risk management.
- Strengthening security controls supporting enterprise technology initiatives.
- Expansion of employee security awareness training.
- Ongoing review of third-party service providers and contractual security requirements.

Management will continue to provide periodic updates to the Board regarding the status of the College's information security program and significant cybersecurity risks.

Action Requested: Accept the Annual Information Security Program Update in fulfillment of the Board's oversight responsibilities under the Gramm-Leach-Bliley Act (GLBA) Safeguards Rule.



MEMORANDUM

TO: WCTC District Board of Trustees
FROM: Laura Krohn, Chief of Staff
Jennifer Hagen, Sr. Executive Assistant to the President and Board
DATE: July 13, 2026
SUBJECT: Board Policy Review: 4.1, 4.2, and 4.3

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. Included below in this memo are the original policies. We are not proposing any changes at this time.

Policy 4.1 - Students

Students will be given every opportunity to obtain the critical life skills and the occupational and technical skills needed to achieve their educational goals at an affordable cost.

Approved: December 2002

Reviewed: May 22, 2007

Revised: July 13, 2015

Policy 4.2 - Taxpayers

Taxpayers will benefit from customer-driven educational services provided through efficient and effective use of limited resources.

Approved: December, 2002

Reviewed: May 22, 2007

Revised: July 13, 2015

Policy 4.3 - Employers

Employers will be able to develop and maintain a skilled workforce through available and accessible educational offerings.

Approved: December, 2002

Reviewed: May 22, 2007

Reviewed: July 13, 2015

Action Requested: We are seeking approval of WCTC's District Board Policies 4.1, 4.2, and 4.3.



MEMORANDUM

TO: WCTC District Board of Trustees
FROM: Laura Krohn, Chief of Staff
Jennifer Hagen, Sr. Executive Assistant to the President and Board
DATE: July 13, 2026
SUBJECT: Reaffirm WCTC Mission and Horizon Statements

WCTC maintains mission and horizon (vision) statements that guide the strategic work and operations of the College. While mission and horizon statements do not change on a regular basis, it is a best practice to review these annually. We do not recommend any revisions for the coming fiscal year as we are still in the midst of our multi-year modern college planning.

Mission Statement

Waukesha County Technical College provides accessible career and technical education to strengthen our community through lifelong learning.

Horizon Statement

To be the modern comprehensive regional college that ignites people to thrive in a changing world.

Action Requested: We are seeking affirmation of WCTC's current mission and horizon statements.



MEMORANDUM

TO: WCTC District Board of Trustees
FROM: Brad Piazza, Provost and Vice President, Academic Affairs
DATE: July 13, 2026
SUBJECT: Approval of International Travel: Tri-National Seminar Exchange Education Abroad

Waukesha County Technical College (WCTC) requests approval to conduct the Tri-National Seminar trip.

Tri-National Seminar Exchange Program

The Tri-National Seminar is a unique international program that has existed for decades. It is a partnership of Käthe Kollwitz Schule in Germany, Southwest and Northwest College in Northern Ireland, and Madison College and Waukesha County Technical College in the United States. This program provides cross-cultural skill building activities through developing multi-national student teams. These teams conduct research on a topic and develop a formal presentation to deliver to the group at the conclusion of the program. Students also have the opportunity to enhance their understanding of the global marketplace by visiting area businesses and organizations in the host country. Students will be required to complete pre-departure assignments, in country reflection and activities, and a post-program assignment to successfully complete the program.

Program: Tri-National Seminar
Location: Dublin and Enniskillen, Ireland
Dates: March 12, 2027 - March 21, 2027
Eligibility: Minimum 2.5 GPA, maximum of 12 students. Must be a current student and enrolled in the Seminar course.
Course: 140-104 1-credit education abroad course to prepare students including pre-departure research, in country reflection and post travel assignments/presentations.
Student Cost: \$5,700 Program Fee (Approximate) paid to WorldStrides, inclusive of international airfare, some meals, lodging, cultural activities, in-country transportation and seminar fee. Tuition/Course Fees will be paid to WCTC. Participants will cover the cost of the program from personal funds, financial aid, and scholarships.
Scholarships: WCTC students are eligible for scholarships and stipends from the Student Government Association and the WCTC Foundation.
Leaders: Matthew Green- Business Information Technology faculty
Kara Hoffmann- Early Childhood Education faculty

Leader Cost: Travel costs for the leaders have been incorporated into the student fees.
Per diem meal expenses for faculty leaders may be reimbursed up to \$50 per day for 10 days as budgeted and incorporated into the student fees.

Action Requested: Staff is seeking your approval to conduct the Tri-National Program study abroad.
Staff are available to answer any questions.



MEMORANDUM

TO: WCTC District Board of Trustees
FROM: Richard Haen, Executive Director - District Facilities
DATE: July 13, 2026
SUBJECT: 5830DC - H Building Nursing Renovation Project Approval

The proposed renovation of approximately 11,448 square feet of nursing and related instructional space is essential to addressing outdated facilities and supporting continued program demand. Approximately half of the existing nursing space has not undergone a major renovation since its original construction in 1978, limiting its ability to support current teaching methods, technology, and student needs.

Significant space constraints exist today, with nursing serving approximately 200 students in just over 2,200 square feet, and additional programs such as Sterile Processing and Phlebotomy maintaining waitlists due to limited capacity. This imbalance restricts enrollment growth and access to high-demand healthcare programs.

The renovation will enhance the student experience across Nursing, Sterile Processing, Phlebotomy, and Surgical Technology by creating modern, flexible learning environments that better reflect real-world clinical settings. Updated labs and simulation spaces will improve instructional quality, safety, and workforce readiness.

The project also includes relocating School of Health offices to the second floor of H building which will place them near the nursing programs, improving collaboration, accessibility, and overall program cohesion.

This effort represents a strategic opportunity to better utilize existing space by reconfiguring areas and aligning them with program needs. Overall, the renovation addresses aging infrastructure, improves space efficiency, and strengthens the School of Health's ability to deliver high-quality education aligned with workforce demand.

Funding of \$1.5 million will be supported through FY27 capital borrowing.

Action Requested: We are seeking WCTC District Board approval of the attached resolution and submission to the Wisconsin Technical College System Board for review and approval.

**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 5830DC in the FY27 Budget.

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

5830DC - H Building Nursing Renovation Project Approval

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

(Typed or printed name)

July 13, 2026

Date



MEMORANDUM

TO: WCTC District Board of Trustees
FROM: Richard Haen, Executive Director - District Facilities
DATE: July 13, 2026
SUBJECT: 5830DA - S Building AJN Restroom and Locker Room Renovation Project

The proposed renovation of approximately 3,828 square feet in the S Building consisting of the AJN restrooms and adjacent locker rooms is a necessary next phase in enhancing the functionality and user experience of the Anthony J. Natalizio (AJN) Center and surrounding academic spaces. This project directly builds upon the AJN lobby renovation completed last summer, which transformed approximately 6,200 square feet into a more welcoming, functional, and highly utilized pre-function and gathering space supporting increased campus and community engagement. As usage of the AJN Center continues to grow, it is essential that adjacent support spaces are updated to the same standard.

The existing restrooms are outdated and no longer reflect the quality, accessibility, or expectations of a modern campus facility. In addition, the adjacent locker rooms have not undergone significant renovation since their original construction in 1978. While originally designed to support athletic programs, these spaces now primarily serve academic programs including cosmetology, fire protection, and EMS training. The mismatch between original design intent and current academic use has resulted in inefficiencies, outdated layouts, and an overall diminished user experience for students and staff.

Renovating these spaces will modernize fixtures, improve accessibility and code compliance, and reconfigure layouts to better align with current programmatic needs. Updated locker rooms will support the daily instructional requirements of the programs they now serve, while improved restrooms will enhance the experience for students, faculty, and visitors attending events in the AJN Center.

This project represents a strategic continuation of recent investments in the S Building, ensuring that all supporting spaces align with the upgraded lobby and conference center environment. By modernizing these high-use areas, the College will improve functionality, better support academic programming, and reinforce a cohesive, high-quality campus experience.

Funding of \$1.5 million will be supported through FY27 capital borrowing.

Action Requested: We are seeking WCTC District Board approval of the attached resolution and submission to the Wisconsin Technical College System Board for review and approval.

**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 5830DA in the FY27 Budget.

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

5830DA - S Building AJN Restroom and Locker Room Renovation 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

(Typed or printed name)

July 13, 2026

Date



MEMORANDUM

TO: WCTC District Board of Trustees
FROM: Richard Haen, Executive Director - District Facilities
DATE: July 13, 2026
SUBJECT: 5830DD - Q Building Lower-Level Classroom and Office Renovation Project

The proposed renovation of approximately 7,875 square feet within the Q Building lower-level classrooms and office spaces is a critical next step in completing the facility's transformation into a hub for advanced technology and innovation. These spaces have not undergone significant renovation since the building's original construction and no longer meet the instructional, technological, and collaboration needs of today's programs. As a result, they remain disconnected in both function and quality from the rest of the building, which has recently undergone substantial modernization.

Over the past two years, the Q Building has evolved significantly with targeted investments that have redefined its purpose. The development of the Applied AI Lab introduced approximately 5,000 square feet dedicated to collaboration among students, faculty, and regional businesses working on artificial intelligence solutions, establishing a unique capability within the region. This was followed by an 11,560 square foot second-floor addition, currently underway, that will provide modern classrooms, collaboration spaces, and specialized environments supporting a variety of IT and AI-related programs. Together, these initiatives have shifted the building from its original use to a dynamic center for AI, IT, and interdisciplinary innovation.

Renovating the lower level will complete this transformation by creating a cohesive, modern environment across the entire building. Updated classrooms and office spaces will enhance instructional quality, improve faculty and student experience, and better support current and future program needs. This project will maximize the value of prior investments by fully integrating all levels of the facility into a unified academic environment while further strengthening ongoing and future initiatives in artificial intelligence and emerging technologies.

Funding of \$1.5 million will be supported through FY27 capital reserves.

Action Requested: We are seeking WCTC District Board approval of the attached resolution and submission to the Wisconsin Technical College System Board for review and approval.

**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 5830DD in the FY27 Budget.

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

5830DD - Q Building Lower-Level Classroom and Office Renovation 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

(Typed or printed name)

July 13, 2026

Date