

**Waukesha County Technical College
District Board Meeting Minutes
July 13, 2026 - 5:00 PM
Richard T. Anderson Education Center, C051/C057**

Present:

Courtney Bauer, Chairperson
Amanda Busche, Secretary/Treasurer
Barb Dittrich, Board Member
Rob Ewing, Board Member
Erin Thompson, Board Member
Maria Wadina, Board Member

Absent:

Michael Cady, Board Member
Ryan Clark, Board Vice Chairperson
Brian Baumgartner, Board Member

Also Present:

Richard Barnhouse
Jennifer Hagen
15 guests

REGULAR MEETING

I. Call to Order – Courtney Bauer 5:13 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 July WCTC District Board Meeting and welcomed new Board members Maria Wadina and Erin Thompson.
- B. Last month the college held the groundbreaking ceremony for the expansion of the Applied AI Lab in the Q Building.
- C. Dr. Barnhouse thanks the Facilities and Grounds crew for the work this summer with the many projects being done.
- D. Dr. Barnhouse reported that the President's Association is looking to hire a lobbyist and communication strategist to work for the Presidents directly on behalf of the President's Association.
- E. Recently there were articles in the Waukesha Freeman and the Milwaukee Business Journal regarding the Applied AI Lab.

- F. Dr. Barnhouse is looking to meet over a breakfast or lunch meeting with each board member once per year.
- G. The college has been talking with Herzing University about AI and Nursing programs.
- H. Dr. Barnhouse has met with First Business Bank. They have been a good partner in conjunction with the expansion of the Applied AI Lab.
- I. Last week Dr. Barnhouse and WCTC staff took a tour of local business Innovative Signs.
- J. Dr. Barnhouse attended an MMAC reception last month for involved members, as well as the Waukesha County Business Alliance.
- K. The college will provide one item of WCTC gear with the WCTC logo on it to each Board member if they wish.

IV. Approval of Consent Agenda Items

- A. Minutes dated June 9, 2026
- B. Accounts Payable Summary June 2026
- C. 38.14 Contract Report June 2026
- D. Information Security Program Update
- E. Board Policies Review 4.1, 4.2, and 4.3
- F. Reaffirm WCTC Mission and Horizon Statements
- G. Approval of International Travel

Amanda Busche motioned to approve the Consent Agenda Items, receiving a second from Barb Dittrich. Approved, carried unanimously.

V. Presentation/Discussion

A. Process Review: Facilities and Finance – Rich Haen

- The Wisconsin Technical College System operates under Chapter 38 of state statutes as 16 individual units of government, with districts defined by school district boundaries and boards holding authority to levy property tax.
- Four categories drive expenditures — capital equipment & technology, remodeling & improvements, site improvements, and new construction/added square footage.
- Projects require two WCTC Board presentations before submission to the WTCS Board, with approval requirements differing for projects under vs. over \$1.5 million.
- Construction is managed through biweekly progress meetings, pay applications by percentage complete, substantial completion and punchlist, final walk-through, and closeout documentation.

VI. Action Items

A. Approval of H Building Nursing Renovation Project - Rich Haen

- WCTC is seeking approval for a project to renovate about 11,448 square feet of H Building space for Nursing and related health programs.
- The renovation addresses aging facilities, space constraints, and capacity issues affecting Nursing, Sterile Processing, Phlebotomy, and Surgical Technology, including programs with waitlists.
- The project will create modern labs, simulation spaces, and nearby School of Health offices to improve student learning, collaboration, safety, and workforce readiness.

Erin Thompson motioned to approve the H Building Nursing Renovation project, receiving a second from Maria Wadina. **Approved, carried unanimously.**

B. Approval of S Building AJN Restroom and Locker Room Renovation Project – Rich Haen

- WCTC is seeking approval for a project for a 3,828-square-foot renovation of the S Building AJN restrooms and adjacent locker rooms, continuing recent improvements made to the AJN Center lobby.
- The project will modernize outdated restrooms and locker rooms, improve accessibility and code compliance, and better align the spaces with current academic program needs, including cosmetology, fire protection, and EMS training.

Rob Ewing motioned to approve the S Building AJN Restroom and Locker Room Renovation Project, receiving a second from Amanda Busche. **Approved, carried unanimously.**

C. Approval of Q Building Lower Level Classroom and Office Renovation Project – Rich Haen

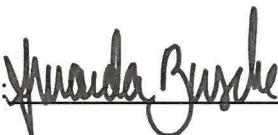
- WCTC is seeking approval for a project for a 7,875-square-foot renovation of Q Building's lower-level classrooms and office spaces, which have not been significantly updated since the building was originally constructed.
- The project is intended to complete Q Building's transformation into a modern hub for AI, IT, advanced technology, and interdisciplinary innovation, building on the Applied AI Lab and second-floor addition already underway.

Maria Wadina motioned to approve the Q Building Lower Level Classroom and Office Renovation Project, receiving a second from Erin Thompson. **Approved, carried unanimously.**

VII. Adjournment – Courtney Bauer

- A. Barb Dittrich motioned to adjourn the meeting, receiving a second from Amanda Busche. Meeting adjourned at 5:54 pm.

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

Signed: 
Amanda Busche, Board Secretary/Treasurer