

**Waukesha County Area Technical College  
District Board Meeting Minutes  
June 13, 2023 – 5:00 PM  
Richard T. Anderson Education Center, C051/057**

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**Present:**

Courtney Bauer, Board Chairperson  
Brian Baumgartner, Secretary/Treasurer  
Ryan Clark, Board Member  
Thomas Michalski, Board Member  
Stephanie Reisner, Board Member (virtual)  
Lois Vasquez, Board Member  
Jim Zaiser, Board Member

**Absent**

Joe Garza, Board Vice Chairperson

**Also Present:**

Richard Barnhouse

22 Guests

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**I. Call to Order – Courtney Bauer 5:00 p.m.**

A. Pledge of Allegiance

**II. Public/Staff Remarks**

A. None

**III. President’s Report – Dr. Richard G. Barnhouse**

- Dr. Barnhouse welcomed everyone to the WCTC District Board June meeting.
- This evening the Board will be asked to approve an Artificial Intelligence Data Specialist Associate of Science Program Concept Review, the first of three requests as WCTC works towards being able to offer this degree. WCTC will be offering two certificates this fall, which do not require approval.
- Dr. Barnhouse has been invited to testify to the Senate Universities and Revenue Committee along with Morna Foy, WTCS President; Jay Rothman, UW-System President and Mark Mone, UW-Milwaukee Chancellor. He plans on describing what the future of higher education looks like along with challenges we anticipate.
- He had the opportunity to meet with Senator Rob Hutton, District 5. Discussion revolved around WCTC and the community. Overall the meeting went well and WCTC is glad to have a partner like Senator Hutton.
- Recently met with Dan Meyer, Publisher and Owner of the BizTimes. Mr. Meyer shared he has been hearing a lot about WCTC and would like to become more engaged.
- Dr. Barnhouse met with Paul Decker, Waukesha County Board Supervisor and Paul Farrow, Waukesha County Executive to discuss their version of what the future of higher education should look like from a county government perspective.
- He recently participated in a meeting with HERA, MKE Tech Hub Coalition and MSOE. Discussion revolved around how we come at AI as a region and getting employers the skilled employees needed for the future.
- Reported that three budget townhalls were held over the semester. He was pleased with the turnout and questions and will plan to continue offering these.
- Dr. Barnhouse golfed in the Child Development Center Golf Scramble on May 12, 2023. He stated that it was a great event and thanked everyone who participated.
- On May 11, 2023, he attended the police academy graduation. He continues to be impressed with the program and recruits.

- On June 9, 2023, he attended the Habitat for Humanity Gala. It was a fabulous event that raises a great deal of funding for those in need.
- He will be serving as Vice Chair of the Presidents Association for 2023-2024.
- He then thanked Michelle Skinder, Vice President for Human Resource Services for starting a new Annual Retirement Celebration. The event is a great way to thank our recent retirees for their service to WCTC.
- Dr. Barnhouse then shared that prior WCTC student and WCTC Ambassador Janixa Franco Gonzalez was chosen by Governor Evers to serve as a student member for a one-year term on the Wisconsin Technical College System Board.

#### **IV. Approval of Consent Agenda Items**

- A. Minutes dated May 9, 2023 (Regular Board Meetings)
- B. Accounts Payable Summaries for May 4, 11, 18, 25 and 30, 2023
- C. 38.14 Contract Report for May 2023
- D. Approval of Hire Term Report

Mr. Brian Baumgartner motioned to approve the Consent Agenda Items; receiving a second from Mr. Thomas Michalski. Approved; carried unanimously.

#### **V. Action Items**

##### **A. Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing – Jane Kittel**

- Dr. Kittel gave an overview of the resolution noting this will be brought to the Board once a year moving forward.

Mr. Ryan Clark motioned to approve the Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing; receiving a second from Mr. Michalski. Approved; carried unanimously.

##### **B. Resolution Establishing Projected 2023-24 Reserves – Jane Kittel**

- Dr. Kittel reported that WCTC is legally required to report reserves. She then reviewed the 2023-24 projected reserves and recommended approval of the resolution.

Mr. Brian Baumgartner motioned to approve the Resolution Establishing Projected 2023-24 Reserves; receiving a second from Mr. Jim Zaiser. Approved; carried unanimously.

##### **C. Resolution to Adopt the 2023-24 Budget – Jane Kittel**

- Dr. Kittel asked if there were any questions regarding the 2023-24 budget. She then recommended approval of the resolution.

Ms. Stephanie Reisner motioned to approve the Resolution to Adopt the 2023-24 Budget. Mr. Michalski seconded the motion. Approved; carried unanimously.

##### **D. Request to Submit a Concept Review to the Wisconsin Technical College System Board for an Artificial Intelligence Data Specialist Associate of Applied Science Program – David Schubot, Dawn Voigt and Alli Jerger**

- Ms. Alli Jerger shared that this request is the first of four in the approval process. She stated that 77% of the devices individuals use on a regular basis use AI. In 2021, WCTC started the discovery process and is now working with businesses to assess employee needs. The proposed program will focus on conventional AI; working with data. Businesses want “data wranglers”; employees who understand the data aspect. WCTC is launching two certificates this fall; leveraging courses already in place, and anticipates

the launch of the associate's program in the fall of 2024; pending approval.  
Ms. Jerger recommended approval of the request to submit a concept review to the Wisconsin Technical College System Board.

Mr. Baumgartner motioned to approve the Request to Submit a Concept Review to the Wisconsin Technical College System Board for an Artificial Intelligence Data Specialist Associate of Applied Science Program; receiving a second from Ms. Lois Vasquez. Approved; carried unanimously.

**E. Initial Approval to Consider Parking Lot 60 Reconfiguration and Requesting Approval by the Wisconsin Technical College System Board (WTCSB) – Rich Haen**

- Mr. Haen gave an overview of the parking lot 60 reconfiguration request noting the necessary updates and changes needed to meet ADA guidelines. He then recommended approval of the request.

Mr. Baumgartner motioned to approve Initial Approval to Consider Parking Lot 60 Reconfiguration and Requesting Approval by the Wisconsin Technical College System Board (WTCSB); receiving a second from Mr. Clark. Approved; carried unanimously.

**VI. Presentation/Discussion**

**A. Annual Information Technology Report – Shannon Ford and Jane Kittel**

- Dr. Kittel shared that we are now required to provide an annual Information Technology report yearly. She then introduced Mr. Shannon Ford, Executive Director-Information Technology Services. Mr. Ford reviewed the Information Technology Report touching on the objectives, training and protection requirements necessary to ensure security and confidentiality for the College.

**B. Report from Nominating Committee for 2023-24 WCTC Board Officers – Lois Vasquez**

- Ms. Vasquez reported that the following nominations were received:
  - Courtney Bauer, Chairperson
  - Joe Garza, Vice Chairperson
  - Brian Baumgartner, Secretary/Treasurer

The current slate will be up for vote at the July Board meeting.

**V. Mr. Brian Baumgartner motioned to convene into Closed Session pursuant to Section §19.85(1) (c) and (e) of the Wisconsin State Statutes at 6:10 pm:**

**A. Mr. Clark seconded the motion.**

**B. Unanimous roll call vote**

**C. Discussions were held regarding:**

- Foundation MOU
- WCTC President's Evaluation and Consideration of Terms Regarding Finalizing FY24 Contract

**D. Mr. Baumgartner motioned to reconvene in open session; receiving a second from Mr. Clark.**

**E. Unanimous roll call vote**

**F. The open meeting reconvened at 7:43 pm**

**G. Mr. Baumgartner made a motion to accept the Foundation MOU as presented; receiving a second from Mr. Michalski. Approved; carried unanimously.**

**H. Mr. Clark motioned to accept the WCTC President's Evaluation and Terms as presented; receiving a second from Mr. Baumgartner. Approved; carried unanimously.**

**VII. Adjournment – Courtney Bauer**

- Mr. Clark motioned to adjourn the meeting, receiving a second from Mr. Baumgartner.  
Meeting adjourned at 7:44 p.m.

Respectfully Submitted by  
Kristan Gochenauer  
Executive Assistant to the Board

Signed:   
5F4CB74AE88C411  
Brian Baumgartner, Secretary/Treasurer