

## DISTRICT BOARD OF TRUSTEES REGULAR MEETING

### AGENDA

**DATE:** JANUARY 9, 2024  
**TIME:** 1:00 P.M. MEETING CALL TO ORDER  
**LOCATION:** NORTHCENTRAL TECHNICAL COLLEGE – TIMBERWOLF CONFERENCE CENTER/D100,  
1000 W. CAMPUS DRIVE, WAUSAU, WI 54401 AND VIA **ZOOM**

### CALL TO ORDER

- A. Compliance with Open Meetings Law (Wis. Stat. 19.81-19.88)
- B. Pledge of Allegiance to the Flag
- C. Public Comment

### APPROVAL OF MINUTES

- A. Approval of Minutes from December 5, 2023 Board of Trustees Regular Meeting

### ACTION ITEMS

- A. [Approval of Wausau Land Disposal to Marathon County](#) – Rob Elliott

### CONSENT VOTING AGENDA

- A. Approval of Consent Voting Agenda Including:
  - a. [Receipts + Expenditures](#)
  - b. [Personnel Changes](#)

### INFORMATION/DISCUSSION

- A. President's Report
  - a. [Mid-Year College-Wide Accomplishments](#)
  - b. Comments from Informational Update
- B. Chairperson's Report
  - a. Spring 2024 Board Appointment Cycle:
  - b. Next Regular NTC Board Meeting: Tuesday, February 6, 2024
- C. Information
  - a. [Advisory Meeting Minutes](#)
  - b. [Upcoming Meetings + Events](#)
  - c. [Good News](#)

**BOARD DEVELOPMENT**

- A. Campus Safety + Security Tabletop Exercise – Cher Vink + Jordan Schult

**MEETING ADJOURN**

Note: Meetings of the Northcentral Technical College District Board are held in compliance with Wisconsin's "Open Meetings Law".

*Mission: Northcentral Technical College provides high-quality, learner and employer focused, educational pathways committed to enriching lives and strengthening the economy.*

**NORTHCENTRAL TECHNICAL COLLEGE  
DISTRICT BOARD OF TRUSTEES  
TOPIC SUMMARY SHEET**

**MEETING DATE:** January 9, 2024

**TOPIC:** Wausau Land Disposal to Marathon County, WI

**POLICY: Wisconsin Statute 38 – Technical College System, 38.14 District Board Powers** – (2) Buildings and Equipment. (bm) With the approval of the director under s. 38.04 (2), the district board may sell any property which it finds to be no longer needed by the district.

**INTERPRETATION:** Selling of any property no longer needed by the college requires district board approval and the approval of the WTCS Director, Morna Foy.

**DATA/RESULTS:** At the December 14<sup>th</sup> Marathon County Board of Supervisor meeting, the board approved funding for a new Regional Forensic Science Center. The creation of the Marathon County Regional Forensic Science Center (FSC) will focus on enhancing the quality, efficiency, and effectiveness of death investigations in Marathon County and central and northern Wisconsin. Due to the physical location along Interstate 39, Highway 51, and Highway 29 corridor, Marathon County would like to partner with Northcentral Technical College (NTC) to build the FCS adjacent to NTC's Wausau Campus. NTC requests approval to sell up to 4 acres of no longer needed land at a cost no less than fair market value of \$152,460 per acre. Final building design and site layout will determine the total acreage and purchase price. The college will be asking the WTCS Director for approval of the land disposal. A letter containing a certified map, final acreage and purchase price will be submitted to the Director in January 2024.

**AGENDA CATEGORY:**

- Voting Agenda

**PROPOSED MOTION:**

BE IT RESOLVED that the Northcentral Technical College Board approve the Wausau Land Disposal to Marathon County WI and request the WTCS Director to do the same.

**CERTIFICATION OF ACCURACY:** I, your CEO, certify that the information contained in this report is true as of this date.

Signed Dr. James Worden Dated January 9, 2024

**NORTHCENTRAL TECHNICAL COLLEGE  
DISTRICT BOARD OF TRUSTEES  
TOPIC SUMMARY SHEET**

**MEETING DATE:** January 9, 2023

**TOPIC:** Receipts & Expenditures

**POLICY 1.1 – Presidential Expectations** – The President, in execution of his/her duties, shall not cause or allow any practice, activity, decision or organizational circumstance which is either irresponsible or in violation of commonly accepted business and professional ethics, or that results in failure to be accredited by the Higher Learning Commission.

**INTERPRETATION:** To avoid *violation of commonly accepted business and professional ethics* NTC will follow Wisconsin statute 38.12 **District Board Duties (2)** “...All expenditures exceeding \$2500 shall be approved by the district board.” Also, in compliance with Wisconsin statute 38.12(4) District board duties, “The publication proceedings shall include a statement of receipts and expenditures in the aggregate.”

**DATA/RESULTS:** The following Status of Funds listing receipts and expenditures including operating transfers in the aggregate is included for informational purposes as of **November 30, 2023** (preliminary).

**F1-F7 Revenue:** \$54,517,607.00

**F1-F7 Expense:** \$38,900,890.35

**AGENDA CATEGORY:**

Consent Agenda

**PROPOSED MOTION:**

(Motion is included with consent agenda.)

**CERTIFICATION OF ACCURACY:** I, your CEO, certify that the information contained in this report is true as of this date.

Signed: 

Dated: January 9, 2023



**NORTHCENTRAL TECHNICAL COLLEGE  
DISTRICT BOARD OF TRUSTEES  
TOPIC SUMMARY SHEET**

**MEETING DATE:** January 9, 2024

**TOPIC:** Personnel Changes

**POLICY 1.1 – Presidential Expectations** – The President, in execution of his/her duties, shall not cause or allow any practice, activity, decision or organizational circumstance which is either irresponsible or in violation of commonly accepted business and professional ethics, or that results in failure to be accredited by the Higher Learning Commission.

**INTERPRETATION:** NTC will follow Wisconsin Statute 38.12 (3) “The district board shall employ and fix the compensation...” and Wisconsin Statute 118.22 (2) “...No teacher may be employed... except by a majority vote of the full membership of the board. Nothing in this section prevents the modification or termination of a contract by mutual agreement of the teacher and the board.”

**DATA/RESULTS:** A request is made to approve the following personnel changes:

New Hires

- Eric Nelson – Faculty, Respiratory Therapy
- Nicole Buse – Faculty, Radiography

Resignations:

- Adam Sprague – Manager, Accreditation

Retirements:

- Gustav Johnson – Technician, AME Lab (effective 12/21/23)
- Dorothy Gehring – Assistant, Student Services (effective 1/19/24)
- Shannon Livingston – Dean, Student Success (effective 1/26/24)

**AGENDA CATEGORY:**

Consent Agenda

**PROPOSED MOTION:**

(Motion is included with consent agenda.)

**CERTIFICATION OF ACCURACY:** I, your CEO, certify that the information contained in this report is true as of this date.

Signed Dr. Janis Worden

Dated 1/9/2024

# 2023-2024 Mid-Year College-Wide Accomplishments

January 9, 2024

## Learner Success

- The dental clinic converted to a new dental records software vendor, Axium. In addition, students have begun utilizing a Radiography Simulator and a Dental Pharmacy app. These changes have led to improved student interactions and skills when working with patients.
- The Medical Laboratory Technician Distance Learning program admitted 12 students this fall, essentially doubling the program's numbers.
- The Surgical Technology program admitted its first cohort of associate degree students. The program also admitted a cohort of technical diploma students to ensure a supply of graduates annually.
- The Radiography program admitted its largest class ever – 27 new students.
- During the 2022-2023 academic year, NTC served the 3<sup>rd</sup> highest number of Adult Basic Education (ABE) participants in the Wisconsin Technical College System (WTCS), and our Measurable Skill Gain was 2<sup>nd</sup> highest in the WTCS.
- Nursing is running National Council Licensure Examination (NCLEX) prep “boot camps” to help prepare 4<sup>th</sup> semester students for their Nursing boards.
- Hosted an IT program orientation for new students.
- Alternative High School had 24 first quarter graduates.
- There have been 44 adult GED/HSED graduates thus far.
- Adult Education/English Language Learner enrollments are up 7%
- There are over 60 students enrolled in Associate of Arts/Associate of Science.
- Law Enforcement (LE) Academy had 21 students enrolled in Fall of 2023 (tied for the highest numbers in our LE academy history).
- CDL was granted usage of Taylor Street to gain access to the back driving pad. This is a trial run for 6 months where we will be tracking usage.
- The 2022 Paramedic cohort had a 100 percent pass rate for the National Registry of Emergency Medical Technicians (NREMT).
- Student Services, in collaboration with Academic Excellence, implemented tutoring services for Medford Campus Health Academy students.
- 67 NTC students have accepted membership into Phi Theta Kappa (PTK).
- Hosted 55 Student Life events between August and November 2023
- 44 additional courses were moved to Direct Digital Access, giving students day-one access to their required course materials, and saving them an estimated \$17,500.
- Implemented a new pathway and program start option for Nursing. The new pathway is a non-HESI pathway that accounts for previously earned college credits.
- A general transfer fair was held in October 2023 and 16 college partners, and 51 students participated.
- The School of Agriculture, Transportation and Utilities Career and Transfer Fair was held in October 2023. Approximately 51 students attended with a total of 21 employers and 2 transfer partners in attendance.

- Expanded the Health Academic Resource Center (ARC) in Center for Health Science (CHS) to include more private learning spaces. The overall ARC space more than doubled in size and included more private individual spaces with the use of cubicle wall furniture systems.
- Launched a redesigned class search, course pages, and class pages of our website to improve the user experience of comparing courses and selecting classes, and to make the content more accessible.

## Diversity, Equity, Inclusion + Accessibility (DEIA)

- Created a Women in Engineering club during the Fall 2023 semester for all female students interested in Engineering Technology and related careers.
- Four students and four staff members participated in the WisCORE Conference, bringing back ideas to help make NTC more welcoming for all students, staff, and visitors.
- NTC is piloting telemedicine services for students, offering them free access to board-certified doctors 24 hours a day, 7 days a week, 365 days a year free of charge.
- Printed new edition of Spanish viewbook for our community members and K12s with higher populations of Spanish language speakers.
- Provided foster youth with specially made bags of hygiene products and provided sweatshirts, blankets, and socks with the goal to connect foster youth to NTC.
- Disability Services experienced a 21% increase in students requesting and receiving alternative textbooks and accessible materials and a 50% increase in students renting adaptive equipment, such as smart pens, audio recorders and C-pens to support the student in the classroom and break down barriers caused by their disability.
- There are 80 students receiving tuition support through the Promise, with 195 additional students receiving wrap-around services. The 2024-25 application is open, and we currently have 24 applications and counting.
- All flyers/materials are remediated with accessibility software, Equidox, to ensure Americans with Disabilities Act (ADA) compliance.
- Created active shooter training video in numerous languages to ensure all students have access to important safety information.

## Access

- Emergency Medical Services (EMS) open labs will be held in surrounding campuses for all EMS classes to support identified student needs and those of community industry partners, aimed at outlying departments within the district, beginning in the spring of 2024.
- FireVent customized training trailer was delivered in August of 2023 which will be used to work with on-campus partners as well as with remote sites/Workforce Training + Professional Development (WTPD).
- Awarded \$776,584 in new Workforce Advancement Training (WAT) grants.
- Partnering with QUEST Childcare on a project providing no cost entry level childcare training
- Expanded Community Technology Centers to all regional campuses. Antigo recently added a new office rental to a housing leasing company while they are building low-income housing units in Antigo.
- Updated our website to better reflect appointment and tour offerings in Wausau, Antigo, and Medford locations.

- The Testing Center added Flexible HESI Testing as an option for students petitioning into NTC's health programs. Flexible HESI Testing allows students to take the HESI A2 exam at a time that works best for them as opposed to taking the exam during the limited large group pre-scheduled dates.
- Decrease in Cohort Default Rate (CDR) for FY2020: 0.1% (previous year's CDR for FY2019 was 2%).
- In collaboration with Marketing, established a robust regional marketing plan including paid monthly newspaper, radio and social media ads promoting NTC and its variety of programs, classes, and resources. This marketing is focused in regional campus communities, including Antigo, Medford, Phillips, Spencer, Wittenberg/Ho-Chunk, Menominee Nation and Stockbridge-Munsee.
- Completed design and Request for Proposals (RFP) for new Mobile Health Learning Lab trailer. Issued a purchase order and will take delivery of the trailer in January 2024.
- Installed heat in the old red shed and is now the new Flexible Learning Lab. This will provide a heated space for NTC apprenticeship programs, such as Plumbing and Civil Engineering.
- Updated program costs on the website and collateral materials to ensure students have an accurate picture of educational cost.
- Hosted 9<sup>th</sup> annual Golf Fore Scholarships event raising \$25,000 for student scholarships.
- Began raising funds for NTC/UWSP Nursing 1+2+1 scholarship.
- Received \$15,000 TDS sponsorship grant to support Esports.
- Awarded 258 Fall semester scholarships for a total of \$167,785.
- Worked with the NTC Property Foundation to prepare to purchase NTC's Medford Campus.
- Developed capital campaign for student housing to support wood science and sawmill programming at NTC's Antigo Campus.

## Collaboration

- School of Health Sciences continues an active partnership with Aspirus focusing on health career pipelines.
- Transfer/Pathway Opportunities:
  - Collaborated to create four new program transfer agreements with UWSP: Mechanical Design Engineering, Manufacturing Engineering, Electromechanical, and Automation Systems to Bachelor of Science Technology Management.
  - Currently working with LTC Northshore Healthcare to create a plan for Licensed Practical Nurse (LPN) to Registered Nurse (RN) completion pathway to meet proposed Centers for Medicare + Medicaid Services (CMS) staffing requirements.
  - Collaborated with Michigan Tech to develop two new transfer agreements for Civil Engineering Technology to Civil Engineering and Geospatial Engineering.
  - NTC welcomed a dedicated advisor on campus from UW-Stout. Office hours are offered virtually or in-person at the Wausau campus two days per week.
  - Three new agreements were created from NTC Automation Systems Technology, Electromechanical Technology, and Smart Manufacturing to UW-Stout Automation Leadership.
  - A new agreement was developed with Concordia University from IT Software Developer to Concordia's Bachelor of Applied Computer Science.

- A new pathway to Purdue University Global from Paralegal/Legal Studies to a Bachelor of Science in Legal Support and Services was created.
- Intro to Health Careers will be offered as a new dual credit option with 7 high schools already signed up for Fall 2024.
- Supervisory Homerooms participated in Recruitment Training with Human Resources, and Legal Issues Training with Kevin Terry, attorney for Michael Best.
- Human Resources collaborated with Finance on process improvements for payroll/ledger activities and reconciliations.
- NTC employees have begun fostering a relationship with the Wausau Imaginarium and will partner on new and complementary initiatives together.
- Partnered with UWSP to consider the impact of Artificial Intelligence (AI) and how we can support our communities and industries with adapting and utilizing AI technology.
- Paramedic partnership with Wausau Fire Department for hired employees/students had 100 percent retention and pass rates for all WFD students.
- Successfully hosted several large community events: Department of Workforce Development (DWD) Winning with Wisconsin's Workforce, Run with the Cops, Quilt College, Mosinee Chamber, and Wausau Farmers Market.
- Wisconsin Department of Public Instruction held a training for School Nutrition which brought 30 attendees to our Student Engagement Center, greenhouse and grow pod.
- Food for America was hosted at the farm with Future Farmers of America (FFA) students leading the stations. There were 628 4th graders from the Wausau school district present.
- NTC staff committed \$16,895.72 towards our United Way workplace campaign, over a 20% increase from last year.
- Supported over 3,100 high school students enrolling in dual credit coursework.
- Over 325 registered Youth Apprenticeship students were involved in our School to Work program, 75% to grant goal to serve 434 students; anticipate exceeding goal by year end.
- Brought over 4,500 students and guests to campus since July 1, 2023, through tours, events, school visits, individual appointments, or other K12 meetings.
- Hosted joint event about Youth Apprenticeship and Registered Apprenticeship called "Grow Your Workforce: Superhighway to Good Jobs" with great community engagement.
- NTC was a sponsor and served as the host site for Asset Builders 15<sup>th</sup> Annual Wausau Financial Wellness Conference. The event featured a wide array of educational seminars on saving, investing, budgeting, and avoiding bad spending habits.
- Disability Services continues to strengthen the K12 relationships by supporting students in transition through Education and Transition fairs, campus tours, and attending the students final Individualized Education Plan (IEP) meeting. The IEP meeting allows for the future NTC student receiving accommodations in high school to meet with their new NTC case manager to learn about using accommodations at NTC.
- Disability Services has established a strong relationship with the Department of Vocational Rehabilitation (DVR) by supporting students through the DVR application process and connecting with DVR counselors to provide students with additional services and supports, helping them reach their educational goals. DVR collaborates with NTC, Disability Services and students in a variety of ways such as funding, counseling, job coaching, skill development, and more.
- Teamed up with Aspirus Talent Management and School of Health faculty for career exploration event "Career Kickstart: Healthcare Careers in YOUR community" at Medford NTC.

- Hosted over 40 students at annual NTC Youth Apprenticeship (YA) Day, including students from D.C. Everest, Mosinee, and Athens high schools.
- Planned career exploration events with Alternative High School students to highlight new and in-demand industries or careers and introduce them to NTC faculty and staff.
- Hosted the annual Heavy Metal Tour with over 2,259 students, focusing on exposure of the manufacturing field and how all students, including women, can be in the profession.
- In collaboration with the K12 Team, Wood Science faculty and Antigo Team, we hosted a 2-day event for Wood Discovery Days. This re-imagined event included exploring different areas of the wood industry, how this learning connects to rewarding careers, practice skill competitions, and how to get started in this program at NTC. We had over 120 students participate and already a strong lead for future enrollment.
- Student Services partnered with Learning to create and host our first ever “Preview Day,” our new signature recruitment event that will continue to be offered once a semester.
- Western Region Career Coach was hired focusing on outreach and community engagement in the Medford Community.
- Welcomed over 60 school counselors to NTC for School to Career meetings, informing them about NTC’s newest programs, learning spaces, and updates such as Free Application for Federal Student Aid (FAFSA) simplification.
- Expanding community partnerships throughout the regional areas:
  - Partnered with Antigo Historical Society to allow access to Antigo Campus during their community event over 2 days.
  - Partnership with Antigo Boys + Girls Club of the Northwoods to offer monthly programming to teens.
  - Member of the Langlade County Dream Up Team to expand childcare slots and increase the number of childcare professionals in Early Childhood Education. Expanding grant opportunities to local existing and potentially new providers.
  - Wittenberg Chamber asked for NTC representation on their board.
  - Assisted in Nueske’s 90<sup>th</sup> Anniversary Celebration in Wittenberg.
  - West Region Career Coach is an ambassador for the Medford Area Chamber.
  - Partnered with WTPD and Taylor County Health Department to host Supporting Healthy Aging, and Suicide Prevention training at the Medford Campus.
- Expanded regional facility use by community groups: 4-H programs, Boy Scouts, Girl Scouts, INCLUSA (Aging and Disability resource agency), Cowgirls for Agriculture, Sports and Education, Phillips Fire Service.
- Offered successful Young Women in Welding and Women in Industry summer camps to showcase welding, machine tool, and related skills to girls participating in the camps.
- Currently working with Community Partners Campus (CPC) on three major community partnership events:
  - Dental Clinic Day – NTC will host a day long dental clinic for the community.
  - Sealant Clinic Day – NTC will host a community sealant day for those 6-17 years of age.
  - Veterinary Clinic Day – NTC, Marathon County, and the Chamber will host a Veterinary Clinic Day for community pet owners in need of vaccinations and license services.
  - In addition, CPC and NTC will begin hosting HSED and GED classes in January at CPC. Additional classes in ELL and ESL will be coming.
- Regional Forensic Science Center partnership with Marathon County (*President Goal*):
  - Working closely with Marathon County staff to help with building plans, Memorandum of Understanding (MOU) documents, and budgeting.

- Partnered with Marathon County to create a promotional video to show donors the need in our community for access to a local resource for death investigations, education, and family support systems through a Regional Forensic Science Center and provided support to their fundraising event and grant writing opportunities.
- Project has been approved and budget secured. Plan to begin construction in Summer 2024.
- Grants collaborated with Student Services and Learning to develop guidelines to offer Pasture to Plate program to interested students using the WTCS Meat Talent grant funds available for tuition and material fee reimbursement.
- NTC was nominated for the Annual Future of Industry award through Nuts, Bolts + Thingamajigs for work successfully done through grant-funded projects.
- Launched new NTC Foundation newsletter.
- Launched new Alumni outreach and donation campaign.
- Received donation from Aspirus to support Regional Health Academies to offset K12 school district costs.
- Joined Community College Alliance for Agriculture Advancement (C2A3) Grants Development Council.
- Hosted successful ribbon cutting ceremonies for the Health 4.0 Center for Simulation and Innovation and Veterinary Technician Learning Lab.

## Innovation + Growth

- Health 4.0 (*President Goal*)
  - Created two new Hospital Simulation rooms.
  - Created a Virtual Reality lab.
  - Created an Immersive Reality room which includes an NTC tour and nursing scenarios.
  - Remodel and expansion of Surgical Technology space to include a classroom, scrub sink room, and a full surgical suite equipped with laparoscopic equipment and a synthetic cadaver (Syndaver).
  - Three diverse simulators are being added to the Center for Simulation and Innovation.
  - Installed and trained on the new Simulation Recording Software and inventory system for Health.
- Hired Program Director/Faculty, and Medical Director for new Respiratory Therapy program beginning Fall 2024.
- Piloting Professional Development budget process/requests
- In partnership with WTPD and the CDL/Truck Driving program, developed a new CDL Hazardous Materials Transport Endorsement which aligns with Entry Level Driver Training requirements – online course offering.
- Partnered with WTPD and community industry partners to develop an abbreviated, customized Class A/Class B truck driving training in continuing education while maintaining minimum driver education requirements.
- Approval and implementation of NARCAN box to address drug overdose needs.
- Hosted an AI and Automation Series which had over 60 participants from 10 different organizations.
- Offering 2 new Auto Apprenticeships
- Offering Diesel Pre-Apprenticeship

- Offering New Bus Driver training program
- 457 students received outreach from a Student Connection Specialist as a result of the predictive analytics model.
- Advisors helped support a first outreach to 648 students identified through the Predictive Analytics model.
- Disability Services obtained Glean, a note-taking software accommodation that allows students to capture information in their courses easily and offers real-time captioning.
- Have been working with the owner of Rivers Edge to lock in purchase adjacent to the Public Safety Center of Excellence (PSCE). We signed purchase agreements to transfer ownership on March 28, 2024.
- Worked with faculty and staff to design a space for the new Massage Therapy program. The construction was completed in November 2023. The new Therapeutic Massage Center is an extension of Studio Max located in the F Building.
- Completed the first large WTPD conference room in the A Building as part of the new home for WTPD corridor. The large conference room can be divided with a moveable wall partition into two smaller rooms.
- Finalizing plans for the new Meat Processing initiative. Currently renovating space in the existing D Building to create a Meat Processing Lab. This space would include meat saws, vacuum sealers, smokers, and a meat retail counter. Construction is scheduled to be completed in March 2024.
- Completed the design and bid process for the Antigo Sawmill. Received a \$510,430 US Department of Commerce's Economic Development Administration grant to support sawmill equipment. Construction is expected to be completed in April 2024.
- Creating an NTC Sustainability Plan that includes energy efficiency and alternative energy initiatives. Current projects include:
  - Solar system at the Agriculture Center of Excellence
  - Metering energy usage at the Wausau Campus
  - LED lighting upgrades
  - HVAC equipment and control upgrades
- Workday
  - Successful go-live of Workday HR Recruitment in August 2023.
  - Actively launching Adaptive Planning budgeting platform for the FY25 budgeting process.
  - Continued implementation of Modern Campus Destiny One to support our WTPD offerings.
  - Family and Medical Leave Act (FMLA) eligibility and absence tracking automated in Workday.
- Workday Student
  - WTCS client reporting requirements facilitated with WTCS.
  - Move to production one completed successfully on October 25, 2023.
  - Successful go-live of Workday Student Online Application, Recruitment, Curriculum, and Scheduling in November 2023.
  - Created Workday Student resources page.
  - All data conversion activities completed for Workday Student implementation through move to production two end to end testing.
  - On track for the new integrations from Workday to Canvas and Starfish.



- Created a new “Apply to NTC” landing page to support the launch of the new admissions application in Workday.
- Updated the “Careers” page of our website to support the rollout of the new Workday Careers system.
- Formstack workflow forms were created by IT and functional areas and utilized campus-wide to increase business process efficiencies.
- Implemented new payment plans with Transact and fine-tuned offerings for optimal student experience.
- Ongoing improvements to IT security included updating our policy for multi factor authentication (MFA) and email retention policies, and enrolling 50 dental students in a MFA pilot for better security.
- Successfully analyzed Outcomes Based Funding (OBF) data which resulted in \$100,000 more in funding for the College compared to the year prior.
- Onboarded a new Extract Transform and Load (ETL) tool called Rapid Insight to improve data integrity and data usage including Predictive Analytics at the College.
- Successfully completed a major version upgrade of our website’s content management system from (Drupal 9.5 to Drupal 10), allowing for continued security updates and a more modern development platform.
- Redesigned the “Donors” page of our website to elevate the primary “Make a Gift” call to action of the page and added new donation forms to the “Make a Gift” page to support the switch from Cashnet to Blackbaud as well as split the forms up by gift type.
- Designed new, modern, accessible expo set-ups to help our brand stand out.
- New Digital Display rollout to enhance on campus communication
- Successfully completed phase I and II of the strategic planning process with MGT. This included MGT conducting interviews with community members, employers, parents, students, and employees. In addition, they have received feedback from staff, student, and community focus groups. NTC Board members also had an opportunity to participate and provide input to the process through mission, vision, value review and future visioning. A survey was also deployed with over 507 respondents. *(President Goal)*
- Expanded our Antigo High School Academy for Welding, with a new ‘Advanced Section’ starting in Fall 2023 along with our existing ‘Basic’ section. ‘Basic’ section students earn our Gas Metal Arc Welding (GMAW) Technical Diploma, while ‘Advanced’ students continuing from ‘Basic’ will earn the additional diplomas of Flux Cored Arc Welding (FCAW), Shielded Metal Arc Welding (SMAW), and Gas Tungsten Arc Welding (GTAW).
- Began development of ‘Basic CNC Turning’ and ‘Basic CNC Milling’ certificates to offer incumbent workers, and for High School students.
- Nursing Assistant is in the first year of a Core Industry Grant focusing on improving access to health education in the West Region. There is a Health Academy based in Medford with 12 students currently enrolled. Students have completed their Nursing Assistant course and are currently enrolled in General Anatomy and Physiology.

## Advocacy

- Successful Higher Learning Commission Re-Accreditation Site Visit. All criteria were met, there are no sanctions, and we are allowed to choose our own pathway for our 10-year accreditation. *(President Goal)*

- Program Accreditation:
  - Dental Hygiene successfully completed a site visit with the Commission on Dental Accreditation (CODA).
  - Phlebotomy successfully completed a site visit with the National Accrediting Agency for Clinical Laboratory Sciences (NAACLS).
  - Nursing Assistant successfully completed a site visit with the Department of Health Services.
  - Paramedic successfully completed a comprehensive virtual site visit with the Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (CoAEMSP).
- Formed AI Committee, updated Academic Honesty Policy, updated plagiarism detection to include AI, and created a Starfish process.
- Roll-out of new hourly employee vacation plan
- Bi-annual Criminal Justice Department of Justice (DOJ) Academy Audit passed, and the Academy is recertified to continue providing Preparatory Law Enforcement, full-time and part-time jail academy, and college certification track for the jail certification.
- WTPD was named the International Award Winner for Best Business and Industry program! This recognizes NTC as a top performer in providing outstanding and high-quality programming to our area employers.
- Nearing completion of the A-133 Financial Audit.
- Completed the spending of US Department of Education Higher Education Emergency Relief Funds (HEERF) for Institutional and Strengthening Institutions Program (SIP) portions, totaling over \$7.8 million. Quarterly and annual reports were completed and posted, as well as annual audits performed for compliance.
- Implemented US Bank Virtual Pay as new payment option for our suppliers. NTC will now receive quarterly rebates for all payments settled with this payment option.
- Collected and added customer testimonials to WTPD rental materials.
- Created advocacy materials and testimony in support of dental therapy.
- Hosted legislators on campus for tours including Congressman Tiffany's staff and Senator Mary Felzkowski.
- Marketing is working with HR to create a campaign that compiles employee stories highlighting NTC culture and benefits for employee recruitment.
- Worked with departments/programs on the Instructional Vitality Process (IVP) and possible improvements for next year. *(President Goal)*
- Kicked off a client reporting task force to improve efficiencies and understanding regarding client reported data. *(President Goal)*

# Advisory Committee Meeting Minutes

## Mechanical Design Engineering Technology

October 5<sup>th</sup>, 2023 | 3:00pm to 4:30pm | STEM Center/Zoom Meeting



### ***Meeting Attendees***

#### Industry Members:

- Todd Wulk – Jarp Industries
- Cameron Diedrich - Enerquip
- Mark Rounds – Wausau Tile
- Todd Polega – C-Tech Manufacturing
- Shane Herdt – Imperial Industries Inc.
- Nathan Fetting – Greenheck Fan Corp.
- Carl Dahm – Greenheck Fan Corp.

#### NTC Members:

- Iain Cameron, Dean
- Brad Schinker, Faculty
- Dragomir Marinkovich, Faculty
- Archie Becher, Coordinator, Engineering Technology
- Brenda Tincher, Administrative Assistant

### ***Welcome and Introductions***

Iain Cameron, Dean of the School of Engineering and Advanced Manufacturing, welcomed everyone to the meeting and thanked them for attending. Iain informed the group about Dr. Ken Parker, Associate Dean, beginning his position with NTC on October 16, 2023.

### ***Highlights from the previous meetings/updates***

The previous meeting minutes were distributed in advance for the committee to review. There weren't any specific questions or changes to the previous meeting minutes.

### ***Industry Discussions:***

Members were asked to share updates on their current business outlook. They relayed the following:

- Todd Wulk, Jarp Industries, stated they are endeavoring to increase their workforce and enhance performance by implementing greater automation in numerous processes. It appears that acquiring general materials has become somewhat more manageable, yet obtaining specific specialty items remains a challenge. The primary challenge is attracting new talent, as they are currently facing a significant wave of retirements. It's proving difficult to fill the gap left by the valuable experience of those retiring. Recruiting individuals poses a challenge, particularly for machinists and welders, which are currently the most difficult to fill. Jarp has also been actively seeking a replacement for one of the engineers who is retiring, and they believe they have identified a suitable candidate. It did take some

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time, but they made the necessary arrangements. Iain asked Todd if they are recruiting externally for this position. Todd replied, no, the potential replacement is already located in the area. The candidate is looking to relocate closer to Wausau, and his wife recently moved here. It's always beneficial to attract talent from nearby regions. Iain inquired about the special materials and asked Todd to provide an example of what they entail. Todd said some of the materials include specialized seals and sensors in which a significant portion of these components are manufactured outside the US, particularly in the electronics sector. Planning is crucial when dealing with these materials.

- Nathan Fetting, Greenheck Fan, stated in terms of the market, appears relatively stable with specific platforms showing growth while others are experiencing a decline. Recent travel and discussions with various businesses indicate a generally busy period in the last couple of weeks. Notably, they are not dealing with large-scale dollar amounts on the supply chain front. Greenheck's position is much improved, with a few weeks ahead in securing critical components for their operations. Over the past couple of years, they faced significant challenges, particularly concerning electronics, and this was compounded by some major suppliers. One of the notable improvements is the lead time for obtaining a variable frequency drive is no longer 36 weeks, which is a significant development. They have successfully integrated some of their new DC motor technology during a period coinciding with the expansion. Another key aspect for them was the persistent issue with plastic supply. However, through a blend of various factors, this situation has now stabilized considerably. In both these instances, Greenheck, like many others, pursued dual sourcing to secure open-source materials. Overall, the situation appears to be stable. Greenheck doesn't have a surplus of open positions, Nathan did notice an available designer position before this meeting. He mentioned in his previous visits to NTC for recruitment on Mechanical Design Engineering Tech there seems to be a scarcity of interest. Nathan said it's possible that he may have been presenting the job incorrectly in those instances. Over the years, they have managed to attract only one intern, unlike about four years ago. Consequently, filling design roles has proved to be quite challenging. In the engineering domain, Mechanical Design, in particular, stands out as one of the more demanding positions to fill. They have had good success with new engineering talent, especially from institutions like Michigan Tech and UW-Madison. However, finding suitable designers has been notably tougher. They have explored some non-traditional hiring avenues. For example, they have actively pursued individuals and, in one instance, hired a designer without a formal degree. She is currently pursuing an engineering degree, and while this approach has worked for them, it's clear that it's not a one-size-fits-all solution. Nathan would like to inquire about the salary range for the designer position. Dragomir asked what is Greenheck's salary range for Mechanical Design Engineers. Nathan responded the starting salary for a designer is in the range of \$40,000 to \$44,000 annually, with room for growth. Dragomir also asked Nathan about the supply chain. Nathan responded regarding their supply chain the improvements are indeed due to a slowdown in the electronic side. The supplier adjusted their operations and began domestic manufacturing. This included relocating the control module production, which was initially done externally. On the plastic side, after facing a few years of supply allocations, they have observed a gradual improvement and more stability due to a global shift in supply chain dynamics during the pandemic. Although they are still monitoring the glass fiber shortage,

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it hasn't significantly impacted them, especially concerning key materials like glass nylon. Todd, C-Tech, asked Nathan if Greenheck does youth apprentice programs. Nathan stated they did engage with such programs about eight years ago, successfully bringing in one or two new apprentices each year. However, recently, it appears the frequency has reduced. While they consider it a valuable initiative, it has become more complex to navigate due to HR involvement. This isn't to downplay its potential, but it requires careful coordination and allocation of resources. Todd mentioned it has been very beneficial for them. They have recently hired a NTC graduate and a sophomore from Michigan Tech. He also said it's a great way of getting them in the door at the design level.

- Todd, C-Tech, asked about wages. He inquired about design professionals' wages and their expectations based on tools like AutoCAD versus SolidWorks. He wanted to know everyone's thoughts on this. He said a salary of \$44,000, seems like an AutoCAD person. He also stated they need to establish a reasonable lower limit. When it comes to hiring, it's not a uniform approach. For instance, the designer they recently hired was seeking \$75,000, but they negotiated and settled at \$55,000 due to the circumstances and available opportunities. Salaries have dropped in the last year. Shane Herdt, Imperial Industries, stated starting salaries typically range from \$45,000 to \$50,000 for AutoCAD. There's a bit of complexity regarding vendor relations, especially when trying to transition with so many parts. They lack the dedicated resources to handle this effectively. Perhaps, utilizing interns could be a viable option to organize and streamline the process, especially for the designer opening. However, integrating interns might be challenging given the complexity of the task. The idea is to efficiently organize and categorize components for better management. Mark Rounds, Wausau Tile, mentioned they are always looking for interns. He said they need to be AutoCAD based on the architectural side.
- Nathan, Greenheck Fan, came across salary data on NTC's main mechanical design page, suggesting a range of \$29,000 to \$48,000. This appears quite low, and he wanted to discuss this. Iain stated It has been a significant challenge for NTC to accurately determine starting salary ranges for graduates. NTC relies on sources like alumni surveys, conducted 3 to 5 years after their graduation, to gather data. However, the response rates to these surveys are notably low, which affects the accuracy of the data. Another source is MZ Data, although it's three years outdated. This has become crucial, especially in light of the changes brought about by the pandemic. NTC is currently in brisk discussions to ascertain a more reliable and updated source for this essential information. Dragomir mentioned the Department of Labor has statistics for every job category and this might be the source to use. Iain believes this low salary could be hurting the program.
- Carl Dahm, Greenheck Fan, agreed with Nathan that Greenheck is generally flat, and they recently had their biggest response, wrapped up. He mentioned an internal promotion where a product development engineer transitioned into an engineering manager role. Consequently, they are looking to fill the vacant product development engineer position. Carl said as Nathan pointed out that there is a mechanical design position advertised on the Greenheck careers website, suggesting Brad directs interested students to that opportunity. The positions are regularly updated. Additionally, Carl raised the topic of

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co-ops from various universities, such as Stout and Michigan Tech, expressing that Greenheck attracts several of them. He noted a discussion with the engineering manager regarding the difference between co-op and internships at NTC. NTC primarily offers internships, whereas they are usually shorter in length of time. Co-ops tend to run for 4 to 8 months, giving the students time to be onboarded, functional, and finish projects on time. He feels this could be why NTC may be getting overlooked on internships. Nathan clarified that for 4-year degrees, internships typically span around 3 months, while co-ops extend to 6 months. He mentioned an NTC intern who had an open-ended internship that continued until graduation, allowing for flexibility in the duration. He emphasized NTC's willingness to adapt to suit industry needs and encouraged collaboration in arranging internships. The conversation shifted to the visibility of NTC among students and the efforts to engage them. Iain discussed events and initiatives like lunches with organizations, aiming to present meaningful and informative content to students. Iain emphasizes the importance of sharing relevant insights and experiences rather than just giving a sales pitch to students. Carl highlighted the challenge of attracting designers due to their high demand after internships. He suggested considering longer co-op or collaborating to figure out suitable durations to enhance recruitment opportunities. Iain added that many NTC students secure jobs within the first semester, making early engagement crucial for companies to recruit effectively later in the student's academic journey. Iain has been encouraging businesses to sponsor students. Essentially, NTC expresses to potential recruits that by joining their company, they will support their educational pursuits. This way, they secure employment while the companies nurture them as their own employees. However, this approach doesn't suit everyone and is distinct from a formal registered apprenticeship. It embodies a symbiotic relationship that tends to function effectively. Iain stated this brings us back to an earlier discussion regarding the 'Engineering Tomorrow' mindset. NTC's aim is to engage with them at a much younger age, hoping that by interacting with them repeatedly during their formative years, they will be more inclined towards pursuing engineering-related careers. NTC can either guide them into their training programs or employ them and enroll them in specialized initiatives. This strategy helps NTC in nurturing a consistent talent pipeline.

- Shane Herdt, Imperial Industries, stated they are making progress and have maintained a pattern of growth for the past three years. They are in the process of establishing a stable and expandable presence. They are currently navigating some changes in upper management, including hiring processes and involvement from their President. Everything in that domain seems to be proceeding smoothly. In the realm of supply chain management, they are still grappling with certain issues, particularly related to their hydraulics, remote systems, and electronic components. There have been challenges with back-ordered parts, but the situation has been improving. Regarding workload, it appears they are quite busy, booked through the first quarter of the next year, and for custom parts, it's a year out, and their team primarily consists of experienced professionals. The workload is substantial, and they are in a continuous hiring mode, actively seeking skilled individuals. Imperial is also experimenting with robotic welding. A few years ago, they explored collaborative efforts with a robotics company, but that didn't materialize. Consequently, Imperial decided to manufacture their small parts in-house. They also established an exchange system for these components. In addition to this, they are focused on material



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management. Imperial recently acquired another plant in Kansas, expanding their capacity. Consequently, they are centralizing production and shipping them to the new location. This move is driven by the challenges in hiring skilled workers for the current shop, a challenge that seems prevalent in the labor market. Imperial has encountered significant challenges in coordinating truck deliveries. They are currently contending with a hundred trucks and are working on revitalizing their supply chain, engaging directly with their vendors. Previously, numerous individuals who were part of the intermediary process are now directly placing orders. They function as a dealer.

- Mark Rounds, Wausau Tile, said this year has been exceptional for them, marking their best year to date. Their order volume remains robust, and they are experiencing a roughly six-month backlog, which is a positive indicator. Their operations are primarily centered around architecture, and they closely monitor the Architectural Billing Index (ABI). The ABI helps Wausau Tile predict the impact of architectural and design specifications on their operations approximately 9 to 12 months in the future. Presently, the ABI is on a downward trend, indicating a weakening in design work. Normally, the ABI is at 50 and it is standing at 48 right now. In addition to monitoring the ABI, they are focusing on enhancing their supply chain efficiency. Fortunately, they do not face significant challenges in materials like metals, as their focus is more on concrete production, encompassing cement, aggregates, and liquid growth products. Automation is also a key area of exploration for them, aimed at mitigating labor-related challenges. However, implementing custom contracts remains a challenge, especially in terms of project management and execution. To address talent shortages, they have been exploring global options, especially in regions like Germany, known for advanced engineering practices. However, finding suitable designers locally has been challenging, prompting them to consider overseas talent. Despite an initial education gap, the pricing remains favorable. They prefer local talent, but the pool of available talent is quite limited. Their current overseas engagement for design work is primarily with India. They work with a broker in Chicago that serves as a central point of contact, even though Wausau Tile doesn't handle all aspects directly from there. Ideally, they would like to source design work locally, but due to intense competition for talent in the area, it's proving to be a significant challenge. Apart from the design aspect, their business is thriving. Iain asked if NTC can do anything differently in teaching our students. Mark said they need more associate degree students. Once, Wausau Tile acquires a mechanical student or someone with an architectural background, it greatly benefits their operations. Program wise they have started using SolidWorks because of the machinery. Wausau Tile is also using AutoCAD and Revit. While Wausau Tile is observing an increased utilization of Inventor in the industry. Iain said they are using Revit in their Architectural Design Tech program, alongside AutoCAD. While NTC continues to use SolidWorks, and Inventor for the Mechanical Design Engineering area. NTC will be gradually reducing its usage of AutoCAD, particularly for the Mechanical Design sector, but will still use AutoCAD with the Architectural students, focusing on minimizing the impact.
- Cameron Diedrich, Enerquip, said heat exchangers are their primary product. Back in May, they struggled to find work due to material shortages, resulting in scheduling delays of up to 6 weeks. Now, that they have the orders in, their lead time has been extended to 12 to 14 weeks. The strain is primarily in the

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shop, not so much in the design department. Enerquip is currently in search of another designer. They have CNC machinists and welders, but the lack of welders is a significant factor contributing to their lead times. In terms of designers, they have a new one joining them at the end of the spring semester. Cameron stated she started as an intern with them straight out of high school and has been returning every summer. Last year, they also started another high school student on a similar path. Enerquip is exploring multiple avenues to secure designers, including from the welding program. It's a bit challenging to find the right welders. Most of their work is customized, so they need to be meticulous. Iain stated he would speak with the welding team to see if they have any leads on finding suitable individuals. Cameron stated the Welding Program with NTC in Medford typically has at least one student, and this has been successful for them in the past. Regarding design, they haven't engaged much with NTC, but they are eager to explore more options now. Brad Schinker, faculty, mentioned all of the CAD classes can be flexibly conducted, catering to different formats. Brad said if Enerquip needs support in that regard, they can discuss how they can facilitate it, ensuring it aligns well with the individual's work situation. Shane, Jarp, mentioned that would be great for them because when they have experienced individuals in the office who've been doing hands-on work for a considerable period, bridging them to the engineering design realm is important. Brad Schinker stated they have options and can tailor solutions even if it's not a conventional offering.

- Todd Polega, C-Tech, stated they are busy as can be with increasingly automated processes. The retention rate has leveled off. Additionally, they hired a recent NTC graduate in June who had started as a sophomore in Youth Apprenticeship. Three members of their team, one engineer and one programmer commenced their careers with NTC at Youth Apprenticeship with C-Tech supporting them throughout their educational journey. Regarding C-Tech resources, they have been fortunate not to encounter any significant supply issues. They have been exploring local options, including Mexico, to enhance our procurement strategy. Iain asked if everything was working out with their NTC graduates. Todd replied, "Perfect." He mentioned they hired 2 recent grads, one from Green Bay with a bachelor's degree and one from NTC with an associated degree which are very comparable in education.
- Cameron, Enerquip, asked about remote work. He said they do not currently offer a remote work option. Everyone is expected to work from the office full-time. He is curious to know what other organizations are practicing in this regard. Todd, C-Tech, said in their case, all employees are required to be present in the office, and remote work is not an option. Nathan said Greenheck still allows people to work from home they are being flexible. He said their organization in some roles allows for remote work, particularly in the case of systems management. However, engineering staff and related roles require on-site presence. Todd, Jarp, said everyone has to be present at work to support the shop floor. Iain stated during a recent transition phase, NTC experimented with a remote work model, but they are now shifting back to a primarily on-site presence. Iain finds being in the office essential to maintaining connections and interactions with his team and students. While remote work is an option, he encourages in-person attendance as much as possible, as it aligns with NTC-specific needs. He understands everyone's circumstances may vary from your organization's approach.



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### Recruitment Events and Discussion

- Nathan Fetting inquired about NTC's involvement with Engineering Tomorrow. Heidi Latendresse explained that NTC is actively engaged with Engineering Tomorrow, acting as a host and a partner. NTC provides them with access to facilities and warehouse space. They collaborate to organize and facilitate events, offering tours of NTC's facility and sharing information about transfer programs. Heidi emphasized NTC's effort to promote engineering and extend its reach to various schools. She highlighted a recent event where Brad Peck engaged with counselors to discuss Engineering Tomorrow. Iain added that Engineering Tomorrow focuses on diverse engineering specializations and structures activities accordingly. The overarching goal of Engineering Tomorrow is to increase the number of engineers in the field, particularly within the local community.

### Program Enrollment

Iain shared the current enrollment information:

- 30 students - 1st semester
- 15 students - 2nd semester
- 12 students - 3rd semester
- 5 students - 4th semester

### Program Modifications

#### Proposed changes:

- Remove 'AutoCAD Applications' class (10-606-106) from the program (gaining 2 credits).
- Update our 'Design Problems' class (10-606-125) by removing the 'A' credit, but keeping the 'D' credits, and change the class name to 'Mechanical Design Engineering Internship' (gaining another one credit).
- Create a 'Mechanical Design Engineering Interactive Project' class as an '**or**' with the internship class. This will be 2 credits (2 'C' credits, each at 54 hours, for a total of 108 hours for the student).

Using the three credits gained:

- Create an 'Advanced Inventor' class to add more advanced solid modeling in Inventor for students, and incorporate certification preparation along with certification examination time (both mandatory, **but**

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**passing is not mandatory**). This class would be 1 credit (0.5 'A' credit (9 hours lecture) and 0.5 'B' credit (18 hours lab) for a total of 27 hours for the student.

5. Create an 'Advanced SolidWorks' class to add more advanced solid modeling in SolidWorks for students, and incorporate certification preparation along with certification examination time (both mandatory, **but passing is not mandatory**). This class would be 2 credits (0.5 'A' credit (9 hours lecture) and 1.5 'B' credit (54 hours lab) for a total of 63 hours for the student.

Considering our 'Design for Manufacturability' class:

6. Change the name of our 'Design for Manufacturability' class (10-606-107) to 'Design for Manufacturing'.

Maintain the class as 4 credits, but change one to a 'C' credit to build in independent study-based project work for the students (54 hours). This will allow students to select a project, either with an industry employer, as an instructor-assigned project, or potentially a cross-program challenge. The class would change to 4 credits (1 'A' credit (18 hours lecture), 2 'B' credits (72 hours lab), and 1 'C' credit (54 hours independent study) for a total of 144 hours for the student.

The proposed modifications were shared with both the committee in attendance and those unable to attend via email. The proposed modifications were unanimously approved by the committee.

### NTC College-Wide Updates

- The committee was sent a PowerPoint showing the College-Wide Updates.
- The new programs started in the fall of 2023 included:
  - Hospitality Management Associate Degree
  - Smart Manufacturing Technology Associate Degree
  - QuickBooks Specialist Technical Diploma
  - Therapeutic Massage Technical Diploma
  - Nail Technology Certificate
  - Pasture to Plate Butchery Certificate
- NTC is undergoing a 10-year reaffirmation of the accreditation process and will be evaluated on the following five criteria: Mission, Integrity, Teaching and Learning, Assessment, and Planning. This visit is made up of 3 key parts that directly impact advisory committee members:
  - Written Self-Study
    - An extensive self-evaluation, called the "assurance review," provides NTC's written case for reaffirmation of accreditation, and was submitted by NTC's accreditation team by October 6, 2023.

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- HLC Campus Visit: Nov. 6-7
  - Five HLC review members will visit campus and conduct planned and ad-hoc interviews with a range of stakeholders, including the president, Board of Trustees, deans, VPs, managers, faculty, staff, and students.
- Advisory Committee Feedback
  - Your feedback on the ability of NTC to meet the HLC's criteria for evaluation was important to both NTC and the HLC. Your submitted comments were referred to NTC's Accreditation Manager, Adam Sprague.
- All NTC programs have a CIP code that is assigned by the WTCS, each CIP code crosswalks to a list of SOC codes that describe occupations that can be directly tied to a program.
  - CIP – Classification of Instructional Programs
    - Describes a program of study
    - Supports accurate tracking of program completion activities
    - Developed by the US Department of Education's National Center for Education Statistics
  - SOC – Standard Occupational Classification
    - Nation's primary source of occupational information
    - Updated continually by surveying a broad range of workers from each occupation
    - Sponsored by the US Department of Labor, Employment and Training Administration
- WTPD offers **Professional Development** and **Community Education Classes**. Some topics include:
  - CDL Hazardous Materials
  - AI and Automation: Digital Transformation Series
  - SHRM Certification Prep
  - Putting the Engage Back in Engagement for Community Organizations
  - Ballroom and Social Dance
  - Cooking Classes
- The Student Support Resources available to our students include:
  - Unlimited access to free mental health services through **The Virtual Care Group** ([thevirtualcaregroup.com/ntc](http://thevirtualcaregroup.com/ntc) or 866.533.1827)
  - The **Advising Specialist** can help connect the student with other emergency financial, computer, and community resources
  - **Timberwolf Table**, NTC's food pantry for students
  - **Timberwolf Learning Commons**, with library, tutors, and coaches available
  - Student Scholarships
  - **Student Life** offers several programs, both in-person and remote, to allow students to meet each other, get involved, relax, and have fun.

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### ***Next Meeting Details and Suggestions***

The proposed dates and times for the Spring 2024 meeting will be forwarded to the committee at a later date.

### **NTC Contact Details –**

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**Iain Cameron**

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# Advisory Committee Meeting Minutes

## Automotive Technology

17<sup>th</sup> October 2023 | 3:00pm to 5:00pm | STEM Center (F107) & Zoom



### **Meeting Attendees**

#### Industry Members:

- Kent Olson – Olson Tire & Auto
- James Hubing – Car Connection Central
- Jim Pinsonneault – Patriot Auto
- Jerry Brickner – Brickner Family Auto Group
- Stephanie Stanke-Wooster's Garage
- Amy Yessa - WATEA

#### NTC Members:

- Iain Cameron – Dean
- Ross Nevienski – Faculty
- Heidi Latendresse – Learning Coordinator
- Susan Clark – Administrative Assistant
- Ken Parker – Associate Dean
- Matt Klug - Faculty

### **Welcome**

Iain Cameron, Dean of the School of Engineering and Advanced Manufacturing at Northcentral Technical College (NTC) welcomed everyone to the meeting and thanked them for attending. Iain introduced Ken Parker as the new Associate Dean for the School of Engineering and Advanced Manufacturing.

### **Highlights from the previous meeting/updates**

The previous meeting minutes were distributed in advance for the committee to review. There were no specific follow-ups to discuss from previous meetings.

### **Enrollment Report**

Enrollments for the Fall 2023 semester are:

- 18 first-semester students
- 5 third-semester students
- 7 students in flex sections

### Program Update and Modifications

The committee was provided two handouts of the planned program modifications, showing the list of course requirements for each semester including course descriptions. The plan is to have the new program changes in place for our Fall 2024 semester.

- Iain requested that if the committee has any feedback on the curriculum modification, it should be sent to Iain before 5p.m. on Thursday, October 19, 2023.
- The program will become more modular in structure, with each semester being a certificate or technical diploma. A student completing all four of these will earn the full Automotive Technology Associate Degree. The intent is to provide pathways for industry employees to come to NTC for groups of courses with a more specific focus while working in the industry.
- The committee was provided documents showing that our refresh and restructure of the Automotive program would include:
  - Lube Technician (or similar title) - 15 credit Technical Diploma
  - Auto Service Technician (or similar title) - 29 credit Technical Diploma
  - Automotive Technician - 56 credit Technical Diploma
  - Automotive Technology - 68 credit Associate Degree

### SHARED COURSE LIST – ALSO SHARED AT PREVIOUS MEETING:

Semester 1	Automotive Service Safety	Semester 3	Body Electrical 2
	Underhood Maintenance 1		Engine Mechanical Diagnostics
	Underhood Maintenance 2		Engine Sensors
	Tire Service		Ignition Systems
	Cooling System Maintenance		Differentials
	Drivetrain Maintenance		Fuel Systems
	Brakes 1		Emission Systems
	Brakes 2		Shop Simulation 3
	Shop Simulation 1		
Semester 2	Fundamentals of Electricity	Semester 4	HVAC
	Engine Operation		Manual Transmissions
	Starting and Charging Systems		Clutch Systems
	Engine Service		4WD/AWD Systems
	Steering and Suspension		Automatic Transmissions
	Alignments		Advanced Chassis Systems
	Body Electrical 1		Hybrid
	Shop Simulation 2		Shop Simulation 4

- We have reconfigured the classes for all four semesters. The competencies for these classes have remained the same. We are still in alignment with our ASC Accreditation for the next five years. Each semester the student will be able to earn a diploma. The Automotive Associate Degree will be offered as in the past. This will make students employable after one semester of automotive training and provide them with a pathway to obtain an associate degree. The committee was asked if they felt the associate degree option should remain in the program.
  - The committee agreed that NTC should continue to offer the Automotive Associate Degree giving individuals further opportunity for advancement.
- Iain explained to the committee the types of hours that make up course requirements. Courses are made up of A hours which are lecture hours, B hours which are lab hours and C hours which are independent study hours. The independent study hours would be where students would essentially be working on cars themselves. The delivery of the curriculum was meant to be in two models, the cohort model and the flex model. The intention of this schedule will make it possible for students to work a minimum of two days with an employer. The intended schedule will also make it possible for students to support the Wheels to Work Program with WATEA which provides cars to low-income individuals who need transportation for work.
- Offering the general education requirements later in the program will also make the program appeal more to those students who are not going to pursue an associate degree.
- The question was asked about when will we see Auto Collision as a mainstream offering. It is currently offered as an Auto Collision Certificate. It was asked if the auto collision classes could be part of the Automotive program. Iain mentioned that both Automotive Technology and Auto Collision are two separate programs. Iain said he would look at whether any auto collision courses could be incorporated into the automotive curriculum.
  - The committee felt that Auto Collision should be investigated as to how it can be incorporated into this curriculum.
- The automotive faculty was thanked for all their hard work in drafting the plan for the restructuring of the program.
  - The committee unanimously agreed that the curriculum plan shared with the committee should be implemented in the fall 2024 semester.

### Industry Discussion

- Jerry Brickner, Brickner Automotive, shared his concerns about the data systems used by the industry. He also voiced concerns over the future needs of dealerships regarding electrical vehicles and the infrastructure needed to charge those vehicles. Certain manufacturers are requiring their dealerships to offer all services or none of the services for electric vehicles. Brickner's franchise is requiring their dealerships to be set up to service electric vehicles by 2025. Currently, charging stations are being installed and electrical service will be installed by the summer of 2024. Some businesses have had to add another facility to meet the WPS requirements for service. There is grant money available to offset the cost of adding this equipment to your dealership. Finding competent employees is an ongoing challenge.
- Kent Olson, Olson Tire & Auto, stated that a key issue for the industry is educating the consumer on how long it will take to get their vehicle repaired. Certain vehicles may take 6-12 weeks to get repaired. Consumer awareness of the cost of repairs is a concern. Certain processes such as alignment can be very costly in certain circumstances when that alignment requires a steering angle reset etc. Businesses are facing issues with the Right to Repair which is a national issue regarding who can access the technology to repair certain vehicles.
- Jim Pinsonneault, Patriot Auto, stated that his business is very busy. He is seeing more issues with parts due to the autoworkers strike which has impacted the industry across the board.
- Amy Yessa, WATEA, stated that they sponsor the Wheels to Work program for low-income individuals. Amy recently met with CAP services and was made aware that the three top concerns for low-income families included their lack of savings, the cost of maintaining a household, and the cost of repairing their vehicles.
- Stephanie Stanke, Wooster's Garage, mentioned that training employees every day and sometimes all day is a challenge. She is always looking for new training programs.
- James Hubing, Car Connection Central, business is going well and they are fully staffed.

### NTC College-Wide Updates

- The committee was sent a PowerPoint showing the College-Wide Updates.
- The new programs started in the fall of 2023 included:
  - Hospitality Management Associate Degree
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- NTC is undergoing a 10-year reaffirmation of the accreditation process and will be evaluated on the following five criteria: Mission, Integrity, Teaching and Learning, Assessment, and Planning. This visit is made up of 3 key parts that directly impact advisory committee members:
  - Written Self-Study
    - An extensive self-evaluation, called the “assurance review,” provides NTC’s written case for reaffirmation of accreditation, and was submitted by NTC’s accreditation team by October 6, 2023.
  - HLC Campus Visit: Nov. 6-7
    - Five HLC review members will visit campus and conduct planned and ad-hoc interviews with a range of stakeholders, including the president, Board of Trustees, deans, VPs, managers, faculty, staff, and students.
  - Advisory Committee Feedback
    - Your feedback on the ability of NTC to meet the HLC’s criteria for evaluation was important to both NTC and the HLC. Your submitted comments were referred to NTC’s Accreditation Manager, Adam Sprague.
- All NTC programs have a CIP code that is assigned by the WTCS, each CIP code crosswalks to a list of SOC codes that describe occupations that can be directly tied to a program.
  - CIP – Classification of Instructional Programs
    - Describes a program of study
    - Supports accurate tracking of program completion activities
    - Developed by the US Department of Education’s National Center for Education Statistics
  - SOC – Standard Occupational Classification
    - Nation’s primary source of occupational information
    - Updated continually by surveying a broad range of workers from each occupation
    - Sponsored by the US Department of Labor, Employment and Training Administration
- WTPD offers **Professional Development** and **Community Education Classes**. Some topics include:
  - CDL Hazardous Materials
  - AI and Automation: Digital Transformation Series
  - SHRM Certification Prep
  - Putting the Engage Back in Engagement for Community Organizations
  - Ballroom and Social Dance
  - Cooking Classes

# Advisory Committee Meeting Minutes

## Automotive Technology

17<sup>th</sup> October 2023 | 3:00pm to 5:00pm | STEM Center (F107) & Zoom



- The Student Support Resources available to our students include:
  - Unlimited access to free mental health services through **The Virtual Care Group** ([thevirtualcaregroup.com/ntc](https://thevirtualcaregroup.com/ntc) or 866.533.1827)
  - The **Advising Specialist** can help connect the student with other emergency financial, computer, and community resources
  - **Timberwolf Table**, NTC's food pantry for students
  - **Timberwolf Learning Commons**, with library, tutors, and coaches available
  - Student Scholarships
  - **Student Life** offers several programs, both in-person and remote, to allow students to meet each other, get involved, relax, and have fun.

### Other Business

- Iain shared that in support of the Transportation 4.0 initiative for NTC, we will be applying for a Core Industry Grant covering a partnership across three divisions of the college which include Diesel, CDL, and Automotive. Leadership met to develop goals, begin work on an implementation plan, and discuss how we can best address new technology such as hybrids and electric vehicles. We will look at the financial commitment needed by the college to implement these changes. More information on this initiative will be shared at the next meeting.
- The committee was informed that the WATEA Annual Meeting information was sent out to members and everyone was encouraged to attend. This year's keynote speaker is motivational speaker, Dave Anderson, author of the Learn to Lead training programs. Kent Olson stated that in his opinion this speaker is excellent and that Kocourek has hired this speaker to motivate their employees.
- Kent shared that his business has purchased ADAS training equipment and he has hired suppliers to develop training tracks for this equipment. This training will include some of the training that was previously available through CTI (now part of Advanced Auto). Kent shared that the ADAS training is intended to be held at the WATEA offices as well as a shop site. This training will initially be offered to the WATEA group and then opened up to other entities. It will include some hybrid and EV training. The system that Kent purchased is the AUTEL system. Kent will share more detailed information in late fall or early January.
- The committee was updated on the Auto Collision Certificate program that is being offered in partnership between NTC and WATEA with seven students currently enrolled. Training is held at Wausau East High School and various body shops in the area. There is ongoing interest in this field of the auto industry.

# Advisory Committee Meeting Minutes

## Automotive Technology

17<sup>th</sup> October 2023 | 3:00pm to 5:00pm | STEM Center (F107) & Zoom



### Next Meeting Details

The proposed dates and times for the Spring 2024 meeting will be forwarded to the committee at a later date.

### Contact Details –

**Iain Cameron**

Dean, School of Engineering and Advanced Manufacturing  
[cameron@ntc.edu](mailto:cameron@ntc.edu)

**Matt Klug**

Faculty, Automotive Technology  
[klug@ntc.edu](mailto:klug@ntc.edu)

**Ross Nevienski**

Faculty, Automotive Technology  
[nevienski@ntc.edu](mailto:nevienski@ntc.edu)

**Susan Clark**

Administrative Assistant, School of Engineering and Advanced Manufacturing  
[clarks@ntc.edu](mailto:clarks@ntc.edu)

**Dr. Ken Parker**

Associate Dean, School of Engineering and Advanced Manufacturing  
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**Randall Wesenick**

Faculty, Automotive Technology  
[wesenickr@ntc.edu](mailto:wesenickr@ntc.edu)

**Heidi Latendresse**

Learning Coordinator, School of Engineering and Advanced Manufacturing  
[latendresse@ntc.edu](mailto:latendresse@ntc.edu)

## IT Advisory Committee Meeting Minutes

**Date:** 10/18/23

**Time:** 4:00 p.m. – 6:00 p.m.

**Location:** Zoom

### Attendees

#### Industry Members:

- Mark Burger – Wausau Supply
- Matt Hall – Greenheck
- Brian Housley – Martech Systems
- Ryan Mischka – Green Bay Packaging
- Chris Donovan – Aspirus
- Eric Buhrow – Skyward
- Robert Maxfield – CGI Federal

#### NTC Team:


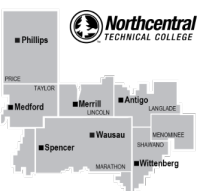
- Jon DeGroot – Dean of Academic Technology
- Clay Hess – Faculty, IT
- Dominic Gruetzmacher – Faculty, IT
- Ken Hallas – Faculty, IT
- JJ Minarcin – Faculty, IT
- Josh Kretzschmar – Faculty, Networking
- Josh Stutting – Faculty, Computer Info Tech
- Zach Thunder - Faculty, IT
- Scott Biscobing – Faculty, IT
- Jake Seever – Learning Coordinator
- Courtney Shilts – Academic Excellence Administrative Specialist
- Kendra Barnes - Advisor

### Welcome + College Updates

Jon DeGroot welcomed everyone and thanks everyone for attending. Jon announced his new position, Senior Director of IT to the Advisory Committee. New Dean, School of Learning Technologies has not been determined yet.



Jon shared a power point presentation showcasing current college-wide initiatives at Northcentral Technical College (NTC). An outline of what was shared is below:

Wisconsin Technical College System- WTCS	NTC District
<p>WTCS is the coordinating and oversight body for Wisconsin's 16 public, two-year technical colleges</p> 	 <p><b>Campus Locations</b></p> <ul style="list-style-type: none"> <li>• Antigo</li> <li>• Medford</li> <li>• Phillips</li> <li>• Spencer</li> <li>• Wausau</li> <li>• Wittenberg</li> </ul> <p><b>Centers for Excellence</b></p> <ul style="list-style-type: none"> <li>• Agriculture</li> <li>• Public Safety</li> <li>• Wood Technology</li> </ul>

### New Programs Starting in Fall 2023:

- Hospitality Management Associate Degree
- Smart Manufacturing Technology Associate Degree
- QuickBooks Specialist Technical Diploma
- Therapeutic Massage Technical Diploma
- Nail Technology Certificate
- Pasture to Plat Butchery Certificate

NTC is undergoing a 10-year reaffirmation of accreditation process and will be evaluated on the following five criteria: **Mission, Integrity, Teaching and Learning, Assessment and Planning.**

### This visit is made up of 2 key parts that directly impact advisory committee members:

1. **Written Self-Study**  
An extensive self-evaluation, called the "assurance review," provides NTC's written case for reaffirmation of accreditation, which will be submitted by NTC's accreditation team by October 6, 2023.
2. **HLC Campus Visit: Nov. 6-7**  
Five HLC review members will visit campus and conduct planned and ad-hoc interviews with a range of stakeholders, including the president, Board of Trustees, deans, VPs, managers, faculty, staff, and students.

Jon spoke on CIP and SOC Codes:

#### **CIP – Classification of Instructional Programs**

- Describes a program of study
- Supports accurate tracking of program completion activities
- Developed by the US Department of Education's National Center for Education Statistics

#### **SOC – Standard Occupational Classification**

- Nation's primary source of occupational information
- Updated continually by surveying a broad range of workers from each occupation
- Sponsored by the US Department of Labor, Employment and Training Administration

All NTC programs have a CIP code that is assigned by the WTCS, each CIP code crosswalks to a list of SOC codes that describes occupations that can be directly tied to a program

**Workforce Training and Professional Development (WTPD)** offers **Professional Development and Community Education Classes**. Some topics include:

- CDL Hazardous Materials
- AI and Automation: Digital Transformation Series
- SHRM Certifications Prep
- Putting the Engage back in Engagement for Community Organizations
- Ballroom and Social Dance
- Cooking Classes

**Student Support:**

The following are resources available to our students:

- Unlimited access to free mental health services through **The Virtual Care Group** ([thevirtualcaregroup.com/ntc](http://thevirtualcaregroup.com/ntc) or 866.533.1827)
- The **NTC advisor** can help connect the student with other emergency financial, computer and community resources
- **Timberwolf Table**, NTC's food pantry for students
- **Timberwolf Learning Commons**, with library, tutors and coaches available
- Student Scholarships
- **Student Life** offers a number of programs, both in-person and remote, to allow students to meet each other, get involved, relax, and have fun.

### Update and highlights from last Meeting (3/29/23)

Jon DeGroot, Dean, addressed the previous meeting minutes and inquired if anyone had any questions, comments or changes that should be made to the minutes from the spring 2023 meeting. No one noted any changes, however, if you note anything, please contact Courtney Shilts, Administrative Specialist [shilts@ntc.edu](mailto:shilts@ntc.edu)

### Instructional Area/Program

- **Industry Trends**
  - Chris Donovan – Aspirus, Systems Director – IT Operations. Chris has just joined NTC's IT advisory committee and serves on a couple others across the state. He shared they will be kicking off a 2-year student internship program that he is interested in partnering with NTC on. They are looking to bring students in as they are going through their course work and maybe create a Capstone type exercise that they can work with Aspirus on. They are currently using Tech Systems to fill entry level and help desk positions but in the long run they would rather utilize NTC students and internships for these positions. Chris added, if AI will be used in healthcare it will be vendor provided or supported.
    - Scott Biscobing asked about interns in patient care areas. Student program and Paid Internship positions will need to meet all employment requirements.
  - Robert Maxfield – CGI, Director Onshore Delivery Operations. Robert shared that CGI is an IT Outsource organization. Everything from IT modernization, Cloud, data center decommissioning, Cloud migrations in conjunction with Rackspace and few other entities as

- well as their own Cloud platform. Everything from application development and testing within the modernization point and application standpoint. Robert shared as far as AI, they are looking at the sectors for manufacturing and analytics. They are also strengthening analytics going on at their Knoxville facility and sites around there mainly around banking, finances in that location. Hiring needs – cybersecurity, cloud engineering, developers, scrum masters, UI development, AI engineering are a huge strength in the markets.
- Jon shared we are seeing bump of enrollment in cybersecurity at NTC.
  - Eric Buhrow – Skyward, Technical Consulting Team Manager. Just getting their feet wet for AI and machine learning. They recently created a team for AI adjacent to his team. They are looking to use with education to detect at risk students, early drop outs and identify students that may be struggling with certain classes. They are also looking at using it for in house analytics. Also looking at AI and machine learning capabilities for their customers and supplementing it to custom AI opportunities. Skyward is looking to hire people across the board. Software engineering and report writing along with product order, UX positions, product management and sales and customer support.
  - Brian Housley – Martech System Inc, IT Director. Provide all equipment necessary less the desktops to run fairs. It's a small niche in the industry market. Famous for using the KISS method due to clientele and keep things as simple as possible. He is currently managing the entire process including internal servers and assists clients in their servers. Not a lot of industry change in fairs. Biggest thing is to keep things simple for customers as many of the customers are volunteers. Industry struggles are staying up to date with the latest mobile devices. Provide solutions to allow them to take a tablet or laptop into the fairgrounds to run their business. The struggle there too is staying compatible all the devices being used today. Another challenge is staying up to date with the online side of business and PCI requirements. Not hiring at this time, nor using anything AI related.
  - Matt Hall – Greenheck, Customer facing systems. Currently working on tools used by sales reps and engineers specking out different building projects. In the middle of a multiyear project to migrate from desktop applications to web application in the Cloud along with other web applications that have evolved along the way. Continuing to move more products onto their new web services-based platform. Utilizing containers to run all on Kubernetes's and Azure which allows fast movement that makes deployment easier. Over 20 years of things to migrate. They are looking at debt reduction by going through old servers and what can be retired or upgraded. Still migrating from Skype to Microsoft Team with some delays in the phones. Upgraded the HR systems with moving to Workday. In the next few months making some migrations with their Atlassian systems. Hiring – system analyst, server administrator, help desk, developer. In terms of AI, his team isn't moving towards it at this time. Some areas are looking into AI but not utilizing it at this time.
  - Mark Burger – Wausau Supply, IT Director. Manufacture and distribute building materials. Current team of 24 staff in the IT department. Current projects are going live with their new ERP and door configurator and integrations. Working through phase 2 in the functional

- side. New data warehouse called NexGen including tools such as Microsoft Fabric for the data warehouse location. Currently using Prem SQL server an SSIS package, looking at different options along with new data source for some of the machines in manufacturing. Thinking about warehouse management including bar codes and document management. Operationally, fast growing company. Recently put together an EDI roadmap which saved them a lot of FTE's by adding minimal headcount to IT. Door configurator has brought a lot of asks to integrate for their customers platform. They are exploring AI at this time and currently have BING enterprise chat. They also have the ability to turn on a ChatGPT within their ERP. From a security standpoint, they are pretty foundational. Working on an Intune project which will help in terms of an encryption patch management. Warehouse management next fall and then transportation after that. Currently hiring ERP Systems Manager which is proving to be a tough position to fill. Also looking for an IT Intern position to help with EDI and potentially turn that into a full-time position. Some additional areas are in automation, application architect or possibly a solutions architect role, BI Developer (Microsoft power BI programmer analyst), and an Endpoint Manager to ultimately support pushing things forward with Intune application, deployment, patch management etc.
- Ryan Mischka – Green Bay Packaging, IT Coordinator. Really big on security front, secure and lock down and standardize divisions. Last couple pen tests were 100% successful which has been great for the company. In the past all the divisions were siloed allowing each area to do their own thing, not they are trying to bring everything in under one umbrella. Looking at doing an ERP next year. Currently going to be rolling out a new ticketing software not only for IT but for everyone in the business. As far as AI, it isn't being used yet but it may be something in the future for them. Power BI is a need. Mostly hiring in the GB area and they have a great intern program.
    - Jon DeGroot asked about ticketing system, Ryan confirm they are using Jira.
    - NextThink solution has been a hit for CGI in the ticketing platform.
    - Jon DeGroot asked about Power BI within our courses currently. JJ Minarcin, NTC Faculty noted there is some in our Advanced Data Management course but it doesn't dive deep.
    - Josh Stutting asked what program is being used to currently train employees in becoming experts. Ryan Mischka shared it's not through Microsoft rather third-party vendors. Mark Burger also shared the user base skill sets or levels amongst employees varies which makes it challenging to accommodate all areas. The other challenging piece is how to use the data correctly. Ryan Mischka also shared the challenge of maintaining that information as well.
    - JJ Minarcin asked if anything is using Tableau. Others indicated they are not using Tableau. Chris Donovan shared Aspirus uses QLIK.
  - **Program Information**
    - **Enrollment Report**
      - Kendra Barnes, Advisor



- NTC currently has approximately 330 total IT students. 155 newly enrolled and 208 matriculated for Fall.
- Spring registration opens October 30<sup>th</sup>. Our IT programs offer a Spring start.
- 21 newly accepted/matriculated students out of 23 active applications.
- Cybersecurity and Software Developer is very close in enrollment terms and it has been great to see the increase in Cybersecurity.
- Enrollment Questions
  - Cybersecurity students – are they coming for full degree, out of high school vs industry and are they dual enrolled?
    - As previous semesters we are seeing both high school students and students coming from industry. We do have some students that dual major in Networking and Cybersecurity most commonly.
  - Are there opportunities for people to come in and learn some particular Cybersecurity topics or take a few classes vs an entire degree?
    - Yes, we are able to accommodate that. Sometimes students start with computer fundamentals or a few CISCO courses before looking at the entire degrees, etc.
    - We also have a few students that are employed in IT at local business that some to take a few courses recommended by their employer.
- Clay Hess, Faculty How prevalent is Docker being used? From the teaching standpoint containerized environment isn't being used however just looking to see from the industry standpoint.
  - Matt Hall shared Greenheck has been using containers for a long time. He also shared more people learning and knowing how to run that type of environment would be beneficial.
- **Curriculum Modifications**
- Dominic Gruetzmacher, IT Faculty. NTC is trying to lock their curriculum changes for the next two years after this semester due to our Workday Student changes. Dominic Gruetzmacher shared the flow of the four semesters of the Software Developer degree curriculum, particularly the courses that incorporate C# programming. He shared a chart showing the proposed progression of the degree and discussed the following program modifications.
  - Remove the third credit of Object-Oriented Design(C) and compressing the content from that course into Object-Oriented Design A and B. This would have a minimal impact on students due to the lighter work load of the Object-Oriented Design course series while still incorporating all competencies from the removed course. This would free up credit for use later.
  - Taking the Advanced.NET C credit and repurposing it as a dedicated web services course that would be available sooner in the progression of the degree as it deals with web services such as API's by removing the prerequisite of Advanced.NET B and renaming it

Web Services. This would allow students to gain knowledge regarding the calling of web services and being able to put that knowledge into use within their Software Architecture course.

- Breaking up the Mobile Programming course into three one credit courses similar to the other courses in the developer degrees. The content from that course would be revised to incorporate .NET MAUI instead of the current Xamarin framework which has become outdated and will reach end of service in May of 2024.
- Using the credit gained by removing Object-Oriented Design C as a web development course with a Blazor focus. Blazor allows you write C# code within an HTML page/application. This would allow student to do some hybrid web app development. Dominic gave architectural overview of .NET MAUI to the committee and explained that it allowed apps to launch natively across a variety of devices due to its cross-platform operability.
- These proposed changes are viewed as a technical upgrade and Dominic asked for insight from the committee. There was no opposition to the proposed changes from the advisory committee.
- Josh Kretzschmar, IT Faculty. NETWORK CAPSTONE – Changing some competencies in the Network Capstone due to the current wireless LAN controllers nearing end-of-support. In looking at options, we decided the Cisco Catalyst 9800CL Wireless controllers would be best. These are Cloud-based controllers and we will run them off of ESXi VMware servers. This will also give us licensing for Cisco DNA Center. This will allow our students to look at monitoring and logging features and also automation. It gives them view outside of the command line and the ASDM that they focus on with their Cisco courses. We will also be adding some project management type items to the Capstone. The Advisory Committee did not express any concerns with this change.
- Josh Stutting, IT Faculty. COURSE NAME CHANGE – We would like to drop the 1 & 2 in Computer Fundamentals and change it to IT Fundamentals Software and IT Fundamentals Hardware. We will also remove the pre-requisition for hardware being required to take software. There will not be any competency changes within this course name change. It will still be fundamental knowledge and introductory concepts.
  - Matt Hall asked in the software course if that focuses on the operating systems. Josh Stutting confirmed it is geared towards A+ and an overview of introductory concepts. More home computer based or small office. Making a clear distinction between enterprise or business level support and trying to bring in examples through the foundational pieces.
  - Advisory Committee did not express any concerns with this change in course name.
- **Questions**
  - Eric Buhrow shared in the past he sat on the Mid-State Advisory Board. He had worked with WTPD to create the IT Apprenticeship program. Is that something NTC has explored? Dominic Gruetzmacher shared that he was on the board as well and this is a

State aligned curriculum and NTC's curriculum was the core of that certificate developed. The challenge was cramming enough material quickly into 8-10 credits. The idea of it is great but getting employers to the point of the learning occurring on the job rather than in a classroom. We didn't see the demand from employers to do that here at NTC, however it is something that can be looked at if the demand is present.

- **Internship Opportunities**

- NTC Team expressed if there are any internship opportunities **Jake Seever** [seever@ntc.edu](mailto:seever@ntc.edu) is a great contact to share with the information with students. Jon DeGroot also asked for contact information of our advisory team so we can connect on internship opportunities or contact information that we can share with the students.

- **Continuing Education/Workforce Training & Professional Development**

- Workforce Training & Professional Development can provide customized training for your organization. If there are ways, we can help with your workforce please contact Brad Gast at [gast@ntc.edu](mailto:gast@ntc.edu).

- **Advisory Membership Term Length/New Members**

- We have new guidelines coming out for our advisory committee members. If there are individuals that you know or work with who would like to participate with this committee, please invite them or share their contact information with Courtney at [shilts@ntc.edu](mailto:shilts@ntc.edu) We would like to include additional members to share their industry perspective and represent additional employers in the NTC region.

### Next meeting schedule & agenda items discussion

The next meeting will be held tentatively Wednesday March 20<sup>th</sup> at 4:00pm. The opportunity of hybrid was discussed with a few interested. Stay tuned for more information on the next meeting.

Jon thanked everyone for attending and providing great feedback.

## Criminal Justice Advisory Committee Meeting Minutes

**Date:** 10/19/23

**Time:** 2:00 pm – 3:30:00 pm

**Location:** Zoom & D138

### Attendees

#### Industry Members:

- Terry McHugh, Chief, Kronenwetter Police Department
- Mark Westen, Sheriff, Langland County Sheriff
- Mark Wagers, Marathon County Sheriff's Office

#### NTC Team:

- Shane Heilmann, Dean of Public Safety and Community Services
- Brad Gast, Dean, WTPD & Apprenticeship
- Brian Fiene, Criminal Justice Faculty
- Eric Soberg, Criminal Justice Faculty
- Mary Lou Zettler, Simulation and Equipment Technician
- Michelle Shepherd, Administrative Assistant
- MaiGer Moua, Advisor, Promise & Student Success
- Jessica Katcher, Advisor, Student Services
- Leslie Williams, Learning Coordinator WTPD
- Jim Coscio, Adjunct Instructor

### Welcome & Introductions

Shane Heilmann, Dean of Public Safety and Community Services at Northcentral Technical College (NTC), welcomed everyone to the meeting and thanked them for attending. Everyone in attendance introduced themselves.

## **Update and highlights from last Meeting**

Review of minutes from prior advisory committee meeting held on May 4, 2023. Mark Westen motioned to approve the prior advisory committee minutes. Mary Lou Zettler seconded the approval of the minutes.

## **College-Wide Initiatives**

### **NTC Fall 2023 Updates Advisory Committees**

- Wisconsin Technical College System – WTCS
  - WTCS is the coordinating and oversight body for Wisconsin's 16 public, two-year technical colleges
- NTC District: Antigo, Medford, Spencer, Wausau, Wittenberg, as well as Center of Excellence: Agriculture, Public Safety and Wood Technology
- New Programs Starting in Fall 2023:
  - Hospitality Management Associate Degree
  - Smart Manufacturing Technology Associate Degree
  - QuickBooks Specialist Technical Diploma
  - Therapeutic Massage Technical Diploma
  - Nail Technology Certificate
  - Pasture to Plate Butchery Certificate
- NTC Accreditation
- CIP and SOC Codes
- Workforce Training and Professional Development and Community Education Classes
- Student Support

## **Workforce Training and Professional Development Initiatives**

- Pursuit Intervention Training (PIT) Vehicle Status and Training Update – Brad Gast gave an update on status of PIT vehicles. There was discussion on pros and cons of replacing the vehicles.

## **Instructional Area/Program Updates**

- Introduction of Employees: Student Advisor, New Faculty – Eric Soberg is new faculty for criminal justice program and Jessica Katcher is new advisor for criminal justice and human services programs.
- Summer Jail Officer Academy and Fall Law Enforcement Academy Enrollment – Jail had 6 students in July and August. Fall LE group has 21 students and started August 17.

- Upcoming Law Enforcement & Jail Officer Academy Dates – Jail academy will be January 8 through February 9, 2024. Spring Law Enforcement Academy will be January 22 through May 17, 2024.
- Law Enforcement & Jail Officer Academy graduation opportunity – There has not been a dedicated ceremony for jail officer academy (due to size) compared to law enforcement graduation. Is there merit to telling correction academy graduates that the ceremony is with the LE academy graduation, even though it is several months later. Employers said that they did not mind that the jail academy graduation is on the short side. They think there is some value to having a small graduation ceremony on the last day of class. Not likely that there would be a lot of participation if they had to come back after 2-3 months.
- Law Enforcement in the 21<sup>st</sup> Century Program – Status – MaiGer reported that there are three students currently enrolled, with hope that all will continue into spring 2024.
- Justice & Community Advocacy Technical Diploma - Continued advisory approval requested. Completion Timeline - Fall 2025 – Development of this has been postponed. Start date potential fall 2025. Combination of CJ and human services courses. Does advisory feel that this would be beneficial at their organization. Terry McHugh thinks it is a worthwhile program. We will continue exploring that and will keep the committee updated as we move forward.
- WTCS State Alignment – WI DOJ LE 720 Academy Curriculum Review – Brian stated it is mostly bookkeeping, as T&S has moved hours from phase to phase through academies, all of the courses that the academy offers are in course number and credits. Goal is that all colleges are consistent.
- Projected Number of Students for Spring 2024 – associate degree, looking at 4 admitted with a potential 12 student conditionally admitted into CJ program. If all pass their classes, we would have 16 students for spring 2024 CJ program.
- Academy Employer Progress Reports for Hired Officers – no news is good news. They would only like updates if there is a concern or disciplinary issue. Would be beneficial to let agencies know that they won't hear from us unless they need to know something.
- College Credits Required for Law Enforcement Academy – reminder that the credits to attend academy are 40 college credits. When they changed from 60 to 40 credits, all that changed is if you are a civilian you would still need to get those 20 credits. You can go to T&S and request a waiver for 20 credits for attending academy.

### **Facilities/Equipment**

- NTC "Grey Shed" CJ Scenario Space – Expansion & Updates – CJ scenario training space has been added to a grey shed/garage. It is used for scenario testing. Hoping to have foam furniture added to rooms.

- Public Safety Admin. Office and Classroom reorganization – Public safety office and faculty at Wausau campus have moved from D138 space to D155 space.
- School of Public Safety & Community Services & School of Health Sciences and Community Services Organizational Changes – Public Safety falls under School of Health Sciences, which reduces those that report to VP of Learning.
- Merrill Public Safety Center of Excellence expansion – college is investing in Merrill. In process of acquiring Rivers Edge Gift Store. Going to convert that space into more classrooms and more parking, possibly something for CDL. Attempting to make separate different training locations in Merrill to make more usable space.
- AR (Augmented Reality & VR (Virtual Reality) Technology and Training Systems – Partnership, future acquisition, and planning – Donations have been made and we already have some simulators. This would be new state of the art simulator and interact with virtual or augmented reality.
- FY25 Capital Equipment overview – if over \$5,000, it is capital.
  - Submitted for new truck to use with training for academy. Would be set up like a squad.
  - Foam furniture props to utilize in Merrill and Wausau to prevent injuries.
  - Modular training system, to be utilized with firearms and other tactics for setting up different wall systems to make doorways and windows, as well as props. Portable modular system can be moved where needed.
- Instructional Programs and Occupational Classification Codes – discussed above.
- Industry Needs and other ideas from the group – PIT cars

### Other items

- Seeking interest in Adjunct Instructors for Traffic Safety Program – Seeking casual part-time instructor for the points' reduction program. Anyone that is a law enforcement officer is qualified.
- Regional forensic science center will be coming to NTC E-lot, not sure on date. We have been asked to come up with an Emergency management type of degree – do you have any feelings about this becoming an associate degree program. Trying to explore how that would be helpful. It is a great idea, but not sure what it would look like.

### Next meeting schedule & agenda items discussion

Michelle will send a Doodle poll out about 6-8 weeks prior to anticipated advisory meeting date to find the best date/time option for the next meeting.

# Advisory Committee Meeting Minutes

## Wood Science

October 25<sup>th</sup>, 2023 | 3:00pm to 5:00pm | W119/Zoom Meeting



### Meeting Attendees

#### Industry Members:

- Rick Wilson – Pukall Lumber
- Todd Braun – Robbins, Inc.
- Jeff De Lonay – Kolbe & Kolbe Millwork Co.
- Scott Fletcher – Central Wisconsin Woodworking Corp.
- Troy Brown – Kretz Lumber Co.

#### NTC Members:

- Iain Cameron, Dean
- Dr. Ken Parker, Associate Dean
- Logan Wells, Faculty
- Jon Robbins, Faculty
- Brenda Tincher, Administrative Assistant

### Welcome and Introductions

Iain Cameron, Dean of the School of Engineering and Advanced Manufacturing, welcomed everyone to the meeting and thanked them for attending.

Iain introduced new Associate Dean, Dr. Ken Parker, to the committee but stated that the Woods Program would remain under his core responsibilities, and will not transition to Ken. Iain is enthusiastic about collaborating with the committee and is excited about the future of the program.

Iain also introduced Jon Robbins as a recent addition to the faculty, having joined in July, and highlighted his contributions, helping balance workload for Logan, and allowing Logan to focus on other program responsibilities including NTC's partnership with the University of Wisconsin Stevens Point and our Saw Filing program.

### Highlights From the Previous Meetings/Updates

The previous meeting minutes were distributed in advance for the committee to review. There were no specific follow-ups to discuss from previous meetings.

### Industry Discussions

Members were asked to share updates on their current business outlook. They relayed the following:

- Scott Fletcher, Central Wisconsin Woodworking  
The market and the broader industry are experiencing notable improvements, especially in the Chicago region. Projections indicate continued robust performance for the next two years, particularly in the



commercial sector, which comprises the majority of CWW's operations and they are pleased to report that their presence in all markets is robust. Furthermore, they are expanding into the Eastern markets which are exhibiting considerable strength. This progress is supported by their order backlog, which is on a growth trajectory. They are optimistic about regaining the pre-COVID performance levels they once achieved. In summary, they are currently on a positive trajectory, and they anticipate a robust market for at least the next 24 to 36 months, particularly in the higher-end segment. The initial financial setbacks they faced during the pandemic have been replaced by a more prudent approach, and the reopening of various sectors has been instrumental in their current success.

- Jeff De Lonay, Kolbe & Kolbe Millwork, said regarding their clientele and market segment, their position is slightly more upscale. Some of their competitors are still financially stable; they maintain a cautious approach to their investments but continue to perform well. They constantly assess the markets, seeking insights into future trends. In their observations, they have noticed that the lower-end market presents challenges. Large building organizations are generally faring well due to their substantial financial backing, a significant advantage stemming from their size. Smaller enterprises, on the other hand, appear to be facing difficulties. They have witnessed contracts for homes in the range of two to three million dollars being canceled due to financial concerns, though this hasn't been a pervasive issue. Amid these considerations, they aim to maintain a forward-looking perspective, prioritizing innovation. Their organization has actively engaged architects who align with their values and understand the complexities of the industry, especially those that cater to the mid-market segment. Their outlook is somewhat mixed, with a measured approach. They are putting in the effort, and they have confidence that the market will not experience a significant downturn. However, it's important to note that some contraction, around 3 to 4%, is observed. Nevertheless, they have noticed a shift in the construction landscape over the years, with more emphasis on new construction, although remodeling remains a part of their portfolio. They primarily focus on new construction, which involves constructing entirely new homes rather than remodeling existing ones. Additionally, they handle multifamily projects and historical restorations, while maintaining a range of wood products in our inventory.
- Rick Wilson, Pukall Lumber, stated that their business operates in two distinct segments. Firstly, they have a significant retail lumber yard presence in Northern Wisconsin. Secondly, they are involved in manufacturing, primarily focusing on high-value products. He believes it's best to primarily direct their products through their retail store. Regarding clientele, they predominantly serve construction manufacturers. This sector of their business has demonstrated remarkable stability over time. It has consistently met their expectations. Normally, they can gauge the manufacturing industry's well-being within the state by assessing whether there's a decline in demand, but such a decline has not been evident. Jeff mentioned, that he noticed Wausau Homes have a significant number of houses in transit, with around four to five houses on trucks leaving their premises. This thriving market is a testament to the evolving trends in the construction industry. Rick said the traditional stick-built housing approach is becoming increasingly rare due to a shortage of contractors. As a result, they have observed a growing interest in wall panel systems.
- Todd Braun, Robbins, stated Robbin's primary focus lies within the sports flooring market although they also engage in some residential activities, that are not marketed under their brand name. Instead, they

engage in private labeling for a couple of prominent flooring companies. While the distribution sector has faced challenges in recent years due to the increase in interest rates, the sports flooring market has managed to maintain a steady course. The overall volume of the market hasn't seen significant growth. However, like many industries, labor constraints have hampered output across numerous competitors. Previously, several operations could run multiple flooring lines over various shifts, but now they can only maintain a single line on a single shift. As a result, the market remains relatively stable. In their industry, this steadiness is preferred over drastic fluctuations.

- Troy Brown, Kretz Lumber, remarked on the diverse backgrounds of the individuals present. He characterizes their role as more aligned with the supply side. Except for Rick's role, which differs slightly, their mill's primarily deals with hardwood. This situation is particularly interesting because the hardwood industry has the potential to oversupply the market when conditions allow, and this trend began to change as interest rates rose. Demand hasn't shown substantial growth, but the supply has significantly contracted. In their industry, they are observing various trends. As Todd mentioned, the sports flooring segment remains robust. However, in the cabinet sector, there have been noteworthy shifts. While cabinets are still a part of their market, a significant trend affecting their business is the increasing use of MDF (Medium Density Fiberboard) for the inner components of doors, while the rails, particularly for hardware, have been leaning towards lower-value materials, such as soft maple. Recently, there have been indications that this trend is gradually shifting back towards a more natural appearance, but the transition is occurring at a slow pace. They eagerly await the resurgence of traditional red oak cabinets to mitigate these challenges. The residential flooring market has been particularly impacted in the mid-range to lower-end segments, where laminated options with wood grain aesthetics are gaining popularity. Nevertheless, it is a choice driven by budget constraints. This raises the issue of the entire supply chain within the industry, which involves multiple stakeholders from the landowner, logger, and skidder operator to those responsible for market timber, hauling, scaling, and processing. The complexity of the supply chain for a business of their scale presents a challenge in streamlining operations. It is crucial to consider all the hands involved in the process, from the initial falling of the tree to the end consumer. This complexity underscores the thin profit margins in the wood industry. Returning to their industry, the Real American Hardwood Coalition is actively striving to promote their products. They are running promotional campaigns on platforms like the Magnolia network and Hulu, with influential figures like Chip and Joanna Gaines supporting the use of wood. One noteworthy development is the European Union's deforestation regulation, which will have a substantial impact. The implementation date for this new regulation is set for the end of 2024. This regulation stipulates that any products exported to or imported into the European Union must include a geographical coordinate within a quarter-mile radius. This requirement applies to various goods, including furniture at the end of 2025. Given the substantial volume of furniture imports from China, it is challenging to envision a seamless transition to this system. The intricacies of tracking products along the supply chain are daunting. This transition is poised to have a significant and disruptive impact on the global furniture industry. Their team is closely monitoring these developments and actively exploring strategies to adapt to and comply with this regulation. Furthermore, on the supply side of the industry, paper mills are currently operating at approximately half of their usual capacity, which is causing difficulties for loggers. This reduction in demand for wood products is resulting in financial hardship for some loggers and posing a substantial threat to logging capacity in the coming years. One last matter to address regarding the supply side pertains to the fact that paper mills are currently only acquiring

roughly half of their usual raw material intake. This situation poses a significant challenge at present, with the consequence of causing some loggers to face potential business closures. Managing a substantial amount of timber without sufficient restricted market access for the product proves to be quite a daunting task. Consequently, they anticipate a reduction in logging capacity in the forthcoming years. In addition, Billerud, a prominent paper company in Michigan continues to expand its packaging operations, with plans to double its previous production capacity. However, even the packaging market has experienced disruptions in the supply chain. Rick asked what paper mills are taking from wood. Troy didn't know but with limited contracts, the forests will be degraded. Jeff mentioned that concerning the use of plastic packaging, various U.S. states, such as Maine, Colorado, and Michigan, have enacted regulations to restrict plastic packaging for 2025. California, often a pioneer in such initiatives, is considering measures that would not only restrict plastic packaging but also impose fees for its use, thus promoting cardboard and paper-based packaging alternatives. These changes in the regulatory landscape and supply chain dynamics are likely to have widespread implications across industries, necessitating creative solutions and adaptation strategies. Troy advised people, in the industry, not to have debt, to be patient, and to keep funding the promotion. Logan asked about the expansion with Billerud. Troy said the expansion is with the Escanaba mill. Billerud in Wisconsin Rapids has expressed its reluctance to sell the facility to a competitor. Instead, they intend to retain ownership and conduct undisclosed operations there. The nature of these operations remains uncertain, and it appears that the facility requires substantial resources for its upkeep, given its relatively small-scale function. However, there is skepticism about the facility reaching its previous operational capacity. Iain inquired if there were any questions or insights regarding recent updates. Jon raised a pertinent question concerning deportation regulations and the United States' capability to adapt, particularly concerning imports from China, such as furniture. Jon wondered if this adaptation might positively impact domestic markets. Troy responded that the outcome depends on the rate of innovation and adaptability, both in the United States and in China, and how flexible the U.S. remains in response to these changes. One key aspect of American strength lies in private land ownership, but it's worth noting that fragmentation could impact their approach to managing these challenges. Troy mentioned he is telling everyone to be ready to implement procedures that are different for the future. He also mentioned that there is a concern about the potential for setting themselves up for fraudulent activities, and the current situation appears reminiscent of a new iteration of FSC. Furthermore, it was mentioned that the Chinese may find ways to exploit the system and circumvent it. Iain mentioned the likelihood of this concern being valid. Jon Robbins acknowledged that many individuals are dedicated to abiding by ethical regulations and rules. However, it's essential to recognize that there are segments of the population actively working to subvert these regulations. As they strive to adhere to the rules, there are numerous others seeking ways to evade them.

- Iain stated moving forward, it is prudent to delve into the prevailing trends, prospects, and industry-specific hurdles. Are there specific competencies or knowledge requisites that merit closer examination, which NTC might potentially assist them in addressing? Troy believes that in this current trajectory, especially concerning the sawmill operations, they face a significant challenge. Many of their long-time employees are approaching retirement, and while they can automate certain aspects of the more routine tasks, there will always be a need for skilled labor. These skilled individuals are a finite resource, and there will come a time when they must recruit and train new talent swiftly. This concern extends beyond just their internal workforce. He can see a broader need in the industry for immediate training and skill

development. NTC is making the right strides in this direction. Rick mentioned from a softwood perspective, they handle log processing similar to a hardwood log. They focus on optimizing the entire process, not just a stud mill which just loads logs at the front end and hoping for the best. The value of sawmill operations like NTC, particularly in softwood grading, remains evident. While hardwood grading is essential in Wisconsin, the demand for softwood grading is also significant. This demand extends to tribal and local entities, along with other companies in Wisconsin. Logan stated they will always require certified graders, and they are eager to incorporate softwood grading into their curriculum. He also said incorporating softwood grading is a priority for them. They recently hosted a workshop on lumber grading, including softwood, to gauge interest and assess the feasibility of such a program. They are also considering introducing a one-day lecture specifically focused on softwood grading, allowing time for students to grasp the rules, similar to how they handle their hardware grading classes. They recognize the importance of introducing their students to industry associations and their roles. While they may not delve into these areas in great depth, they aim to instill awareness and understanding among their students. He did not require students to engage in an industry-specific task; instead, he conducted an industry orientation safety course. Within this course, one of the segments focused on Industry Associations. This was particularly helpful for students who were not familiar with these associations. It allowed them to gain a better understanding of the roles these associations play in their field. While they may not delve too deeply into this topic, their goal is to integrate as much awareness as possible. Rick believes Logan has a connection that could be a valuable resource. Logan will continue to work on leveraging these connections. Another consideration is organizing a short course related to lumber grading for the industry. Logan asked would such a course be beneficial and still fall within the committee's support parameters. Rick replied, yes. Rick also mentioned when the sawmill is up and running, it might be worthwhile to attend one of the NELMA conventions. There are numerous mills on the East Coast, and there is a substantial presence in Wisconsin as well. Additionally, NTC could explore the possibility of implementing a program. Logan asked if Rick had information on the timing of the annual convention. Rick believes it usually takes place in the fall, possibly in September. He remembers attending one in Maine, which required a 14-hour journey. Logan mentioned they are currently strategically evaluating their Saw Filing Program. It's essential to recognize the target audience interested in sending their employees. In the September 4-week Bandsaw Filing Program, they had four students, three of whom were associated with large softwood producers, and one with hardwood producers. After discussions with these individuals, three more participants have already signed up for our February class from Interfor and another saw filing business. Logan said it's crucial to stay informed about the specific dates and events as Rick mentioned. He appreciates his suggestion as a strategic partner. They should collaborate more extensively, not only with sawmills but also with saw filing. Iain asked about the acronym NELMA. Rick said it stands for North Eastern Lumberman Association. Iain also asked, if they could provide more information about what NELMA represents, it would be greatly appreciated. Iain said please continue to share your insights and knowledge.

- Troy mentioned that one of the things he's not concerned about is the Saw Filing Program. It was challenging in September due to the prevalence of green sawmills. Green sawmills refer to those that saw logs into lumber without drying them. The situation arose due to the log supply and market conditions, which prompted some mills to restart their operations. As a result, Kretz started sourcing from other green solutions to dry, and they are currently on track to procure half of what they did in 2022. It seems this trend will persist. Logan said to Troy, he shares his optimism regarding the demand

for the Saw Filing Program. Logan believes they have a promising future in this area. He would like to inform the group that their Saw Filing instructor was approached by another school interested in setting up a Saw Filing lab in their facility to offer something similar. This demonstrates a clear demand in the market. They should intensify the marketing efforts to reach a wider audience, as others also recognize the potential. Iain asked, if they continue to expand, he would like to know if the committee formally supports their marketing initiatives. It's essential that they have their professional endorsement. Iain asked the Wood Science Committee if they support NTC's marketing for saw filing. The committee unanimously supports increasing marketing efforts. Iain thanked them for their continual support.

- Troy also mentioned he had discussions with representatives from the Harwood Manufacturers Association and an individual from Missouri who was interested in NTC's program, but couldn't find a suitable time. Troy feels NTC needs to maintain its presence in these networks and showcase its program's excellence. Rick asked if the program runs for about 3 to 4 days for the saw filing. Logan received feedback that a continuous 4-week program can be challenging for employers trying to upskill their key employees. To address this, he proposed to his last class if they, or their employers, would consider supporting a format where participants spend 2 weeks in training, return to the mill for 2 weeks, and then complete the program. This allows for more flexibility while maintaining the full program commitment. Surprisingly, all respondents expressed a negative response, conveying their desire to participate despite the substantial geographic distance separating them from California and the West Coast. Consequently, they are contemplating an endeavor this spring. Logan plans to conduct a four-week consecutive program, commencing on February 5th and concluding on March 1st. Following this, there will be a two-week intermission before the initiation of a two-week module in March. During the initial four weeks, while the majority of students will depart, the instructors will remain on-site for the first two weeks of March to initiate another segment of the program. Subsequently, there will be another two-week hiatus, with instructors returning in the first two weeks of April to continue the program. It is imperative that NTC vigorously promote this initiative. Logan is eagerly looking forward to November 1st when class registrations open, and they will have their promotional materials ready for dissemination. He believes that this approach will help in discerning the preferences between the four-week and two-week models and determine if offering both options is viable. A successful implementation will provide them with the flexibility to cater to the diverse needs of their audience. Troy finds the two and two week model particularly appealing, as it simulates a transition to the workforce, offering a unique opportunity. However, Troy acknowledged the complexities of travel, especially when sending individuals to California. Iain mentioned the current undertaking serves as a pilot program, paving the way for the possible future offering of both models, leveraging the valuable insights gained. Iain also said the idea of introducing housing for their Saw Filing students on or near the Antigo campus has been a topic of historical discussion within the committee. Iain also stated while still in the planning phase, it's heartening to know that this endeavor has garnered support from the foundation with Vicki Jeppesen and various key stakeholders, including NTC's Vice President of Facilities, Rob Elliot, and the city of Antigo. Negotiations are ongoing and include the possibility of land deals with the foundation, and NTC's property management arm is actively involved in these discussions. Vicki, who is deeply engaged with the foundation, possesses a wealth of information on this subject. The foundation is looking to lease land to the college, which is owned by them. This entails a comprehensive plan for authorization and mortgage payment structure. The process isn't as straightforward as it may seem. Nonetheless, the current position seems more favorable due to the industry's support and the availability of grants and



programs. This is an opportune moment for NTC, and it's reminiscent of a saying about seizing opportunities when they arise. The discussions have been quite promising. Regarding the recent discussions, it was mentioned that they could have a setup in place and employ individuals by a specific date, possibly fall of 2024. Logan stated Vicki wanted our NTC students in the Architectural Design Program to engage in designing the project as part of their capstone in the upcoming spring. It could be constructed in the summer of 2024, with completion expected in the fall of the same year. That's the preliminary plan, and for more detailed information, please connect with Vicki in Foundation Iain said.

- Iain would like to present a proposal to the committee. NTC is open to any form of support, including financial donations or material contributions. This support would significantly ease the financial burden and help with return-on-investment justifications. NTC isn't officially requesting funds at this point, but they would like to gauge the committee's overall inclination to support the project. Iain concluded more individual conversations will follow between NTC, Logan, and Vicki. Iain also wanted it noted that the college doesn't own the housing, and there's some initial bureaucracy to deal with. They are working with the Foundation to ensure everything aligns appropriately. In terms of the building's design, Rob plays a significant role in maintaining its aesthetic appeal, they aim to create a unique and functional structure that can attract a diverse range of students. It's a complex topic, and they value the committee's advice on effective facilitation and planning. Iain said they are extremely grateful for their support and the committee's backing. NTC believes this service will be highly beneficial for the students. Indeed, the generosity of donations may present a dilemma, but it's a fortunate challenge to have, said Iain. Troy suggested having a good facilitator to handle these donations. He believes there will be some very generous donations. Troy mentioned they can do it any way they want on donations since the college won't be owning the housing. There is red tape with public funding, but they are allowed to use funds through the Foundation, said Troy. Iain also stated he believes that the services they intend to provide to the students will be truly remarkable. Iain said, indeed it's conceivable that they may receive sufficient donations to fund the construction of up to four additional buildings. Although achieving a consensus on this matter might be challenging, it is undeniably a favorable predicament. Vicki, Sheila, Logan, and Rick conducted a visit to the University Wisconsin Madison Kemp Station Media Center and the Conner Forestry Center. This experience provided them with valuable insights into different operational models, which they are keen to explore. Logan has full confidence in Vicki, the students, and their ability to navigate this with their guidance. Logan also stated it is of utmost importance that they convey the key considerations as employers and define the requirements. To facilitate this, they have distributed a survey to their email list, inquiring about the essential accommodations. If the committee hasn't received this survey, please let Logan know, and he will promptly resend it to NTC's Continuing Education List. Logan went on to say, that in assessing the situation, it becomes evident that flexibility in the offerings is a top priority for Continuing Education. However, they must also plan for future growth. A pivotal question to address is the demand for the programs. Reviewing the enrollment figures, Logan concluded that, to meet their goal of enrolling 12 students, they must extend their reach beyond the confines of a reasonable driving distance. Expecting students to commute from Medford or more distant locations is unrealistic given the population size, the number of high school graduates, and the potential pool of participants. NTC needs to ensure that this unique training resource is accessible, and achieving that will be contingent on addressing housing availability.

- Iain stated they have engaged in numerous discussions regarding aligning their objectives with their limited capacity of twelve available positions. They must maintain consistency in their approach. The allocation of those twelve positions should be refined to cater to a more specialized audience, even to the extent of turning the traditional approach upside down. Admittedly, there are certain market challenges associated with the current setup by WTCS, but Iain is confident that they can overcome these hurdles through innovative strategies. It is essential to maintain a high standard, especially given the significance of their efforts here. The future looks promising, and Iain is genuinely excited about their prospects.
- Troy mentioned it is imperative that they successfully execute this plan by the end of the current fiscal year. Meeting this target is acceptable, said Iain. However, if they find themselves still working on it in the following year, they risk losing the interest and support of their stakeholders, said Troy. Iain will communicate this concern to Vicki. Furthermore, Troy anticipates that if they keep pushing the same line donations may be adversely affected.

### Program and Curriculum Update

Iain Cameron stated the current enrollments are the following:

<b>1<sup>st</sup> Semester Students</b>	<b>6</b>
<b>3<sup>rd</sup> Semester Students</b>	<b>2</b>

Iain stated the Wood Science Program has historically not attracted a large number of enrollees, and they currently have six students, which is consistent with previous figures. They did have a few dropouts, but Logan would like to highlight a positive development - they have a high school student who is homeschooled and is currently taking two classes, with plans to enroll in the spring. Logan said this reflects the appeal of the program beyond the conventional associate degree route. Additionally, they have three certificate students, reinforcing the idea that alternative pathways are gaining traction, said Logan. This bodes well for attracting employers to the region.

Regarding the discussion in the previous meeting about engaging with local schools, Rick asked if the students who come for Wood Olympics stay connected with the program. Logan mentioned they had inquired about students who had expressed interest in Wood Science, but ultimately did not enroll in the Associate Degree Program. Logan stated demographically, they have students from various areas, including Crandon, Leona, Medford, Wausau, and Merrill. This diverse enrollment underscores the program's reach within a 45-minute driving radius, which aligns with NTC's target demographic. Logan said, that over a duration exceeding 45 minutes, they have observed a decline in attendance. Consequently, attention spans diminish, and it becomes increasingly challenging for individuals to rise early in the morning. Their arrival at the intended destinations is notably delayed. Hence, when dealing with more protracted intervals, it becomes arduous to ensure optimal results. As such, Jon and Logan are actively exploring enhanced flexibility through the utilization of Zoom and virtual platforms. Additionally, it's important to acknowledge that fuel costs have escalated in recent times, said Logan. Consequently, they have refrained from hands-on activities and have opted to record lectures for live

online streaming, consistently striving to enhance accessibility. Logan said regrettably, this currently constitutes the reality. Rick inquired to all participants whether they've witnessed a notable uptick in outreach success towards high schools, subsequently translating into increased enrollment. The present reality, with only eight individuals engaged in our program, comes as a surprise to Rick. Rick also thought there would be a more substantial interest, particularly in a versatile career path. Iain said there are a lot of distractions competing for attention, the challenge lies not only in generating enthusiasm, but also in comprehending the myriad career choices available. Consequently, recruitment efforts assume a broader significance. Iain said, that regarding the enrollment report, he has had a productive discussion, focusing on the pipeline's development, which is inclusive of certificate programs and other forms of workforce development. This reflects the commitment to preparing future workers, as opposed to solely focusing on the traditional program. NTC is actively exploring program modifications to make it more appealing to a diverse student body.

### **Recruitment Events and Discussion**

Logan said, in retrospect, the recent Wood Olympics event held in the spring featured a student who secured third place. Notably, he was a junior at the time, but he's since progressed to his senior year in high school and registered for the Wood Science program. Logan regards this as a noteworthy achievement. This summer, they hosted a Wood Science event alongside the Woodchucks, made possible through funding from a golf outing. The event aimed to facilitate networking among prospective students, current students, and industry professionals. Prominent individuals like Jon, Logan, Mike, and Troy graced the event, ensuring its success. This concept emerged from a spontaneous idea by Mike Brown in June. Logan said, their goal is to promote the Wood Science event during the Wood Olympics, thereby fostering engagement and further formalizing interactions between participants. Furthermore, in recent weeks, Logan conducted Wood Tech Discovery Days. Notably, this event attracted a substantial number of students, exceeding 220 attendees. It's heartening to note that new high schools, including those from Menomonie Indian High School, brought along 25 students for the first time, despite their proximity to this institution. Logan also said this underscores the significance of the outreach efforts. The schools represented include Wittenberg, Birnamwood, Wausau West, Tomahawk, and Rib Lake, which reflects the diverse range of students they are attracting. Importantly, their approach to Wood Tech Discovery Days has evolved. Instead of solely focusing on the crafting of wooden objects, they now present a comprehensive perspective on the wood supply chain, starting from the moment a tree is harvested. Logan said, to this end, they have established 12 distinct stations that highlight essential career skills, such as log grading and log scaling. Logan also said they conducted a simulation session, which, he regrets to inform, was not operational at the time. On Monday, Logan and Jon were present in Appleton at the Wisconsin Economic Development Council. This event guided them through various stages, from the raw materials to the refined and finished products, allowing them to identify and express their gratitude to Anthony for participating as an NTC alumnus. Logan explained the stations, one station focused on purchasing, exploring current procurement practices, and potential career paths in sales or customer support. Anthony shared his journey through the program and answered questions, shedding light on the field of procurement, which many, particularly high school students, guidance counselors, or those considering careers, might not be aware of. Offering a chance to interact with someone currently in this role is invaluable. They showcased 15 different wood products on a table, illustrating their uses such as trim, flooring, and laminated veneer lumber (LVL). Logan said many don't realize



that these products are bought and sold daily, making this part of the industry essential. Logan also mentioned their efforts didn't stop at hands-on activities and puzzles, but also aimed to bridge the gap between hands-on experiences and career prospects. They received positive feedback from high school instructors who appreciated the broader perspective on career paths beyond simply crafting items. Logan mentioned they discussed the prospect of collaboration with a particular organization that conducts a heavy metal tour, attracting substantial traffic. While this is advantageous, it also presents challenges in managing large crowds. Nonetheless, it appears that they tapped into something significant. Logan also said they haven't extensively explored opportunities in the manufacturing sector, leaving room for growth. Corraling this energy and utilizing the industry's strengths, including NTC's alumni, is crucial. They faced limitations due to a shortage of volunteers during the stations, which prompted the idea of implementing a more flexible open-house style model to accommodate varying schedules. Creative solutions, such as allowing students to attend at their convenience, perhaps with a food truck on-site, can enhance the visitor experience and help them experientially share their stories, said Logan. They anticipate some growing pains, but are committed to making it work. Logan said their goal for the next year is to reach 300 participants in the Wood Tech Discovery Days, and they believe their story has national appeal, especially for those interested in the logging industry. They have gained attention not only locally, but also on a broader scale, with the opportunity to share their story more widely, including through radio stations and media outlets. Troy has a friend, Pete Wood, in a radio station in Duluth, Minnesota that has listenership all over the United States that could promote the program. Logan is aiming to make announcements on that day and discuss strategic key messages about the industry. Logan asked Troy if he would share Peter's contact information, it would be greatly appreciated. Troy will reach out to confirm a meeting, ideally lasting an hour, where they can brainstorm solutions and navigate the market's challenges.

Logan also mentioned during the recent Wood Tech Discovery Days, that he had the opportunity to be interviewed by a local radio station and subsequently received a request from Midwest Farm Broadcasting, possibly from Pam Yaki, a notable figure in Southern Wisconsin known as the "Fabulous Farm Babe." Pam is renowned for her agricultural commodities reports on Channel 3 news in Madison and covers the entire southern region of the state. Pam's team is exceptionally reputable, and they approached Logan to cover a story for National Forest Products Week, which took place last week. This development underscores the expansion of their outreach, extending beyond the local community and encompassing the entire state. It is indeed an exciting prospect, Logan said. One of their core initiatives is tree planting, and this aligns perfectly with the upcoming Wood Olympics scheduled for April 17 next year. Iain said this convergence provides an excellent marketing opportunity. He will speak with marketing about the Wood Olympics being held on Earth Day. They should craft strategic key messages that effectively communicate the industry's value and connect with the authentic American hardware promotion solution, among other aspects relevant to the field. Dan mentioned being particularly interested in confirming the announcement of a new product that they intend to unveil on that day, as it holds significant potential.

Todd asked Logan how their golf outing fundraiser worked out. Logan said they didn't quite get \$25,000 in profit. Logan said next year they will get \$25,000. Troy stated there are a lot of supporters in this industry. Logan said they are using the funds for Wood Tech Discovery Days, lunch for volunteers, cash gift cards, promotional items, pens, and pencils. They are looking at getting T-shirts or polos also. Also, Wood Olympics prizes and \$1,000 scholarships for every Wood Science student starting the program. Logan also mentioned using the dollars for

marketing by having a student's perspective page that highlights all the different career paths along with the alumni.

### **NTC Proposed Program Modifications**

Iain shared the proposed modifications with the committee, and he is seeking the committee's input to finalize and ensure the minutes accurately capture the discussions. This aligns with the larger grant initiative involving UWSP and the WBC with sawmill technology training. NTC aims to develop and refine the offerings accordingly. Iain stated it would be a concise, short-term credit program with a specific focus on sawmill operations. The program's primary objective is to provide an introductory experience, as outlined in the grant proposal. The proposed curriculum consists of 200 hours, but we have refined it to a 190-hour course structure that will award students with 6 credits. This program serves as an introduction to this field. Logan and Iain have taken steps to better articulate this during their discussions with the program's principal investigator (PI). They have highlighted the necessity of taking the knowledge and skills to the next level and explained their reasoning behind this approach. Furthermore, Logan, Jon, and Iain have collaboratively developed what they believe is a robust foundational curriculum. They are confident that this curriculum aligns with the grant's objectives and fulfills the requirements. Iain stated nonetheless, that they are committed to building upon the existing curriculum rather than reinventing the entire educational framework. This approach is rooted in practicality and ensures that they make efficient use of the resources.

#### **Proposed changes:**

The first three changes noted here will affect the following programs:

- **Wood Science** Associate Degree
  - **Wood Technology** Technical Diploma
  - **Basic Wood Manufacturing** Certificate
  - **Hardwood Manufacturers** Certificate
  - **Hardwood Sawmilling** Certificate.
1. Split our 3 credit, first semester **Wood Manufacturing Processes** class (10-465-106) into two smaller classes:
    - a. 1 credit **Wood Veneer, Panels and Composites** class (10-465-XXX).
    - b. 2 credit **Lumber Manufacturing: Sawing, Edging, & Trimming** class (10-465-XXX).  
*This class will be used in our Mill Technologies program mapped out later in this document.*
  2. Split our 3 credit, first semester **Hardwood Grading and Merchandising** class (10-465-116) into two smaller classes:
    - a. 1 credit **Intro to Hardwood Lumber Grading** class (10-465-XXX).

*This class will be used in our Mill Technologies program mapped out later in this document.*

- b. 2 credit **Hardwood Lumber Grading and Merchandising** class (10-465-XXX).
  
- 3. Split our 4 credit, third semester **Wood Drying Science** class (10-465-113) into two smaller classes:
  - a. 1 credit **Intro to Kiln Drying** class (10-465-XXX).  
*This class will be used in our Mill Technologies program mapped out later in this document.*
  
  - b. 3 credit **Wood Drying Science** class (10-465-XXX).

This next change details our proposed new **Mill Technology** program.

- 4. Our proposed **Mill Technology** program will comprise the following **new** or **modified** (from existing classes as detailed previously) classes:
  - a. NEW **Sawmill Safety & Maintenance** class – 1 credit (1 B credit – 36 lab hours)
  
  - b. NEW **Sawmill Operations Overview** class – 1 credit (0.5 A credit, 0.5 B credit – 27 hours: 9 lecture hours, 18 lab hours)
  
  - c. MODIFIED **Intro to Hardwood Lumber Grading** class – 1 credit (1 B credit – 36 lab hours)
  
  - d. MODIFIED **Intro to Kiln Drying** class – 1 credit (0.5 A credit, 0.5 B credit – 27 hours: 9 lecture hours, 18 lab hours)
  
  - e. MODIFIED **Lumber Manufacturing: Sawing, Edging, & Trimming** class – 2 credits (2 B credits – 72 lab hours)

**Totals:** 6 credits, 198 hours

The committee unanimously voted for the modifications that were proposed.

Troy volunteered to help with the process of explaining to UWSP why NTC needs to do the program this way and Iain agreed it would be helpful.

# Advisory Committee Meeting Minutes

## Wood Science

October 25<sup>th</sup>, 2023 | 3:00pm to 5:00pm | W119/Zoom Meeting



Rick stated he feels the secondary breakdown of the manufacturing index from the molding and planning part is needed for the industry. Iain understands his concerns, but right now they are fitting it in as part of the grant, but that this can be done in the future.

Iain said the modifications were broken down this way to potentially develop some smaller introductory-type programs. He is interested in making more entryways for people. Logan stated, that in this context, there are two essential aspects to consider. The first is the substantial volume of content they are incorporating into this Technical Diploma Certificate. They are systematically integrating a wide range of topics into the curriculum, which does raise some concerns. Additionally, as they explore introductory classes, it's evident that while they will be beneficial, there remains a significant learning curve. This is a key issue on the secondary education side.

A significant topic of discussion revolves around the strategy to enable students to promptly engage in hands-on experiences, such as operating the mill equipment, molders, and planning with setup processes from the outset. Creating a model that focuses on the secondary sector of the industry may help reduce dropout rates. Many students initially expect immediate practical involvement in furniture making, only to discover that they'll spend the first four months on foundational elements rather than working directly on finished products. Students are likely to seek clarity on the purpose of their coursework, especially in terms of furniture production. A potential solution could involve offering the program twice a year in a hybrid online format, ensuring that students can initiate their education not just in the fall but also during the spring semester. This would provide a more immediate hands-on experience rather than extensive theoretical groundwork. It's important to acknowledge that change is on the horizon, Logan said.

Iain wanted to emphasize that he values and acknowledges everything they have shared. The feedback is highly appreciated, and it reinforces their belief that they are moving in the right direction. It's important to note that Logan and Jon play significant roles in decision-making, and they consider the input provided. Logan added the CNC Router Certificate has proven to be highly successful and attractive to students. There's potential to replicate this success in the rough mill program. Iain suggested one avenue they can explore is the introduction of elective courses, a possibility they haven't pursued until now, but it is worth considering.

Iain also said NTC isn't at the point of finalizing decisions, their approach will be consultative, involving your insights as a committee. He also said this is not a unilateral process, as NTC believes in collaborating and seeking feedback.

Iain also said they genuinely appreciate their valuable feedback and support from the committee. They understand that achieving perfection from the outset is unlikely, but this is a constructive process that they are going through with their expertise. Their insights, as experts in the field, are greatly valued, said Iain. Iain said during their discussion, they touched on the new sawmill project situated at the rear of the building. Construction has commenced, including the demolition of the previous structure. The site preparation is underway, and the project's completion is expected in April. While there is some uncertainty regarding the timeline, they have officially noted April as their target completion date in the meeting minutes, acknowledging any discrepancies as his responsibility.

Despite the tight timeline, progress is evident, and the facility promises to be excellent. The project wasn't without its challenges, particularly in terms of costs. The initial budget request and the grant funding they received didn't align as expected, a common occurrence these days. To address this, they leveraged available capital and additional support from the college president, Dr. Worden. An EDA grant was secured, allowing them to allocate these extra funds towards construction expenses, significantly improving the financial position. Additionally, they secured an Embarrass Grant to procure a saw simulator and other protective equipment for the sawmill, enhancing safety for all involved. They also exploring opportunities for a new Career Pathways Grant in the coming year, a development that would seamlessly align with the program's goals. Regarding the circular saw project, they have secured the necessary funding, but the specifics of equipment selection and arrangement are yet to be finalized. They will keep the committee informed as they make progress in this area, with a focus on efficient internal organization. Iain said in summary, they are making substantial strides in securing funding for the projects, ensuring the success of their endeavors. As they move forward, they will continue to collaborate with industry partners and provide updates on the progress and initiatives. Rest assured, the circular saw project remains on the agenda, and NTC is dedicated to its success.

### NTC College-Wide Updates

- The committee was sent a PowerPoint showing the College-Wide Updates.
- The new programs started in the fall of 2023 included:
  - Hospitality Management Associate Degree
  - Smart Manufacturing Technology Associate Degree
  - QuickBooks Specialist Technical Diploma
  - Therapeutic Massage Technical Diploma
  - Nail Technology Certificate
  - Pasture to Plate Butchery Certificate
- NTC is undergoing a 10-year reaffirmation of the accreditation process and will be evaluated on the following five criteria: Mission, Integrity, Teaching and Learning, Assessment, and Planning. This visit is made up of 3 key parts that directly impact advisory committee members:
  - Written Self-Study
    - An extensive self-evaluation, called the “assurance review,” provides NTC’s written case for reaffirmation of accreditation, and was submitted by NTC’s accreditation team by October 6, 2023.
  - HLC Campus Visit: Nov. 6-7
    - Five HLC review members will visit campus and conduct planned and ad-hoc interviews with a range of stakeholders, including the president, Board of Trustees, deans, VPs, managers, faculty, staff, and students.
  - Advisory Committee Feedback

- Your feedback on the ability of NTC to meet the HLC's criteria for evaluation was important to both NTC and the HLC. Your submitted comments were referred to NTC's Accreditation Manager, Adam Sprague.
- All NTC programs have a CIP code that is assigned by the WTCS, each CIP code crosswalks to a list of SOC codes that describe occupations that can be directly tied to a program.
  - CIP – Classification of Instructional Programs
    - Describes a program of study
    - Supports accurate tracking of program completion activities
    - Developed by the US Department of Education's National Center for Education Statistics
  - SOC – Standard Occupational Classification
    - Nation's primary source of occupational information
    - Updated continually by surveying a broad range of workers from each occupation
    - Sponsored by the US Department of Labor, Employment and Training Administration
- WTPD offers **Professional Development** and **Community Education Classes**. Some topics include:
  - CDL Hazardous Materials
  - AI and Automation: Digital Transformation Series
  - SHRM Certification Prep
  - Putting the Engage Back in Engagement for Community Organizations
  - Ballroom and Social Dance
  - Cooking Classes
- The Student Support Resources available to our students include:
  - Unlimited access to free mental health services through **The Virtual Care Group** ([thevirtualcaregroup.com/ntc](https://thevirtualcaregroup.com/ntc) or 866.533.1827)
  - The **Advising Specialist** can help connect the student with other emergency financial, computer, and community resources
  - **Timberwolf Table**, NTC's food pantry for students
  - **Timberwolf Learning Commons**, with library, tutors, and coaches available
  - Student Scholarships
  - **Student Life** offers several programs, both in-person and remote, to allow students to meet each other, get involved, relax, and have fun.

### Next Meeting Details and Suggestions

The committee will be sent meeting details at a later date.

# Advisory Committee Meeting Minutes

## Wood Science

October 25<sup>th</sup>, 2023 | 3:00pm to 5:00pm | W119/Zoom Meeting



### NTC Contact Details –

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## Nursing Assistant Advisory Committee Meeting Minutes

**Date:** 11/02/2023

**Time:** 12:00 pm- 1:30 pm

**Location:** Zoom and CHS 4011

**Zoom Meeting Link:** <https://ntc.zoom.us/j/84505996523>

### Attendees

#### Industry Members:

- Amber Blocker, Director of Nursing, Rennes Health and Rehab Center
- Ryan Hanson, Director of Nursing Home Operations/Administrator, Pine Crest Nursing Home
- Mason Heldt, Talent Mobility Program Specialist, Aspirus Wausau Hospital ZOOM
- Mindy Strese, Senior Director of Nursing, Wausau Manor ZOOM
- Lillian Vue, Staff Coordinator, Rennes Health and Rehab Center
- Anna Woller, Manager, Intermediate Care Unit, Marshfield Clinic

#### NTC Team:

- Candace Weinzing, Nursing Assistant (CNA) Program Director, NTC
- Tim Hinke, Nursing and Nursing Assistant (CNA) Program Advisor, NTC ZOOM
- Maria Pernsteiner, Nursing Learning Coordinator, NTC
- Angela Roesler, Dean of Health Sciences and Community Services, NTC
- Sandie Shorey, Health Sciences Administrative Assistant, NTC
- Emily Steinbach, Allied Health Learning Coordinator, NTC
- Pam Vetter, CNA Faculty, NTC



## Welcome & Introductions

Ryan Hanson, Committee Chair, welcomed everyone to the meeting and thanked them for attending. Everyone in attendance introduced themselves and shared which industry partner they represent.

## Update and Highlights from Last Meeting

Ryan Hanson, Committee Chair, pointed out that the Spring '23 Advisory Committee meeting minutes were sent out prior to the meeting, and no one had suggested changes to the minutes. Ryan did ask about an update on the concept of supervised play. Angela mentioned that the topic of supervised play versus on-site childcare was moved forward for further discussion and explained that they are currently looking at a more collaborative, community-based solution to this need.

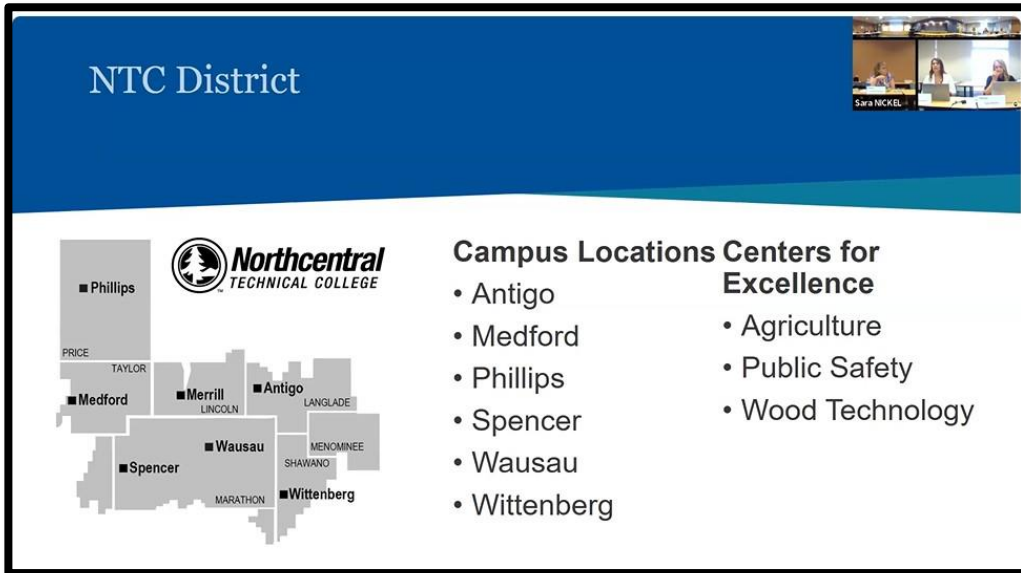
## College-Wide Initiatives

Angela Roesler, Dean of Health Sciences and Community Services, presented the Northcentral Technical College (NTC) College-Wide Initiatives including:

### A. Wisconsin Technical College System - WTCS



## B. NTC District



**NTC District**

**Campus Locations**

- Antigo
- Medford
- Phillips
- Spencer
- Wausau
- Wittenberg

**Centers for Excellence**

- Agriculture
- Public Safety
- Wood Technology

Map labels: Phillips, PRICE, TAYLOR, Medford, Merrill, LINCOLN, Antigo, LANGLADE, Wausau, MENOMINEE, SHAWANO, Spencer, MARATHON, Wittenberg.

## C. New Programs Starting in Fall 2023

- Hospitality Management - Associate Degree 2 yr
- Smart Manufacturing Technology - Associate Degree 2 yr
  - Using Industry Robotics Classroom
- QuickBooks Specialist - Technical Diploma
- Therapeutic Massage - Technical Diploma
- Nail Technology – Certificate
  - Now seeing clients!
  - Email [studiomax@ntc.edu](mailto:studiomax@ntc.edu) for an appointment
- Pasture to Plate Butchery – Certificate
  - We have an NTC farm and part of that program is that we have a dairy program. So, they raise cattle at the NTC Farm. We actually then use the cattle that NTC raises to teach students in the culinary programs. How to properly butcher cattle, and then (through the pasture to plate certificate) how to utilize this meat in preparing meals. Lots of services across the district, not just in Wausau.



Studio Max @ NTC Nail Technicians

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- ✦ Classic Pedicures
- ✦ Spa Pedicures
- ✦ Classic Manicures
- ✦ Spa Manicures
- ✦ Nail Enhancements
- ✦ Shellac Application and Removal

Call: 715.803.1597 | Email: [studiomax@ntc.edu](mailto:studiomax@ntc.edu)



## D. NTC Accreditation- Higher Learning Commission (HLC) Update

What is it? NTC is undergoing a 10-year reaffirmation of accreditation process and will be evaluated on the following five criteria: Mission, Integrity, Teaching and Learning, Assessment, and Planning.

This visit is made up of 3 key parts that directly impact advisory committee members:

### 1. **Written Self-Study**

An extensive self-evaluation, called the “assurance review,” provides NTC’s written case for reaffirmation of accreditation, which was submitted by NTC’s accreditation team prior to October 6, 2023.

### 2. **HLC Campus Visit: Nov. 6 and 7**

Five HLC review members will visit our campus and conduct planned and ad-hoc interviews with a range of stakeholders, including the president, Board of Trustees, deans, VPs, managers, faculty, staff, and students.

### 3. **Advisory Committee Feedback**

Your feedback on the ability of NTC to meet the HLC’s criteria for evaluation is important both NTC and the HLC. Angela thanked those who have responded and agreed to participate in these sessions. She also stated that if someone is still interested in participating, please reach out to NTC’s School of Health Sciences office and we can further assist.

## E. Student Support

These are some of the resources available to our students:

- Unlimited access to free mental health services through **The Virtual Care Group** ([thevirtualcaregroup.com/ntc](http://thevirtualcaregroup.com/ntc) or 866.533.1827)- 24/7 support available. Recently added a Telemedicine option-great for those who do not have access to primary care.
- The **Advising Specialist** can help connect the student with other emergency financial, computer and community resources.
- **Timberwolf Table**, NTC’s food pantry for students
- **Timberwolf Learning Commons**, with library, tutors and coaches available
- **Student Scholarships**-support of our Industry partners is essential and very appreciated! (about \$450,000 awarded annually through these)
- **Student Life** offers a number of programs, both in-person and remote, to allow students to meet each other, get involved, relax, and have fun.

*\*Please reach out to Program Director (Candace Weinzinger) or Dean of Health Sciences and Community Services (Angela Roesler) if you have a student at your clinical site that you feel needs assistance.*

**F. CIP and SOC Codes** (identifying coding that goes into our degrees)

**1. CIP (Classification of Instructional Programs)**

- i. Describes a program of study
- ii. Supports accurate tracking of program completion activities
- iii. Developed by the US Department of Education's National Center for Education Statistics

**2. SOC (Standard Occupational Classification)**

- i. Nation's primary source of occupational information
- ii. Updated continually by surveying a broad range of workers from each occupation
- iii. Sponsored by the US Department of Labor, Employment and Training Administration

All NTC programs have a CIP code that is assigned by the WTCS, each CIP code crosswalks to a list of SOC codes that describes occupations that can be directly tied to a program. More to come at the Nursing Assistant Advisory Committee meeting, where this actually does have more impact.

## Nursing Assistant Codes

### **CIP – Classification of Instructional Programs**

#### **• Nursing Assistant (CNA) CIP Code 51.3902**

- Embedded in Geriatric Care Specialist degree
- Does not ladder into any programs

### **SOC – Standard Occupational Classification**

#### **• Nursing Assistant (CNA) SOC**

- Nursing Assistant

## Program Updates

### CNA Enrollment Trends

#### Nursing Assistant Program Updates

##### CNA Enrollment Trends

CNA Enrollment Trends						
	Summer		Fall		Spring	
	Sec Enrl	Adj Enrl	Sec Enrl	Adj Enrl	Sec Enrl	Adj Enrl
2018-2019	152	142	170	131	199	182
2019-2020	158	150	129	111	143	109
2020-2021	141	115	144	107	193	167
2021-2022	118	106	100	74	121	111
2022-2023	110	97	94	78	156	132
2023-2024	143	126	113	107		

Definitions used in our CNA Enrollment Trends Data:

Section Enrollment- what we start with

Adjusted Enrollment-how many completed -not necessarily passed

### Nursing Assistant State Testing Statistics

#### Nursing Assistant Program Updates

Testing Area	NTC Student Outcomes (120Hr)
Overall: Skills and Knowledge Exam	June 1 <sup>st</sup> 2023-Today (131 students) 88% Above the state average of 81%

*\*Our testing outcomes continue to be higher than the state average. A goal of ours was to get more students tested-now Candy is testing with Headmaster as an evaluator, so there are currently 2-3 NTC employees who are able to test.*



## Changes to Skills Steps

Note: The items in orange indicate changes to Skills Steps made at the state level. The purpose of the changes is to make the skills steps make more sense to students and to assist them in better understanding what is required in the skills testing.

### Changes to Skills Steps

Effective 11/1/23

- **DRESSING A BEDRIDDEN RESIDENT WITH AN AFFECTED (WEAK) SIDE**

- The step: "When dressing the resident in pants, the candidate always dresses from the weak side first." It will no longer be a KEY step.
- The step will add non-skid socks: "When putting on the resident's non-skid socks, the candidate draws the socks up the resident's foot until they are smooth." Non-skid socks will be added to the equipment list.
- The step: "When putting on the resident's non-skid footwear, the candidate slips each non-skid footwear on the resident's feet." Will be REMOVED.

- **POSITION RESIDENT IN BED ON SIDE**

- Or RN Test Observer will be added to the step: "Raises side rail or directs
- the RN Test Observer to stand on the side of the bed opposite working
- side of the bed to provide safety. This step remains a KEY step.

### Changes to Skills Steps

Effective 11/1/23

- **ASSISTING A RESIDENT TO AMBULATE USING A GAIT BELT**

- The step of "Locks wheelchair brakes to ensure resident's safety." will be moved below the step of "Ambulates resident at least 10 steps."

- **ASSISTING A RESIDENT WITH A BEDPAN – MEASURE AND RECORD OUTPUT WITH HAND WASHING**

- The following steps will be removed as no measuring will be done:
  - Places the graduate on a level, flat surface.
  - With the graduate at eye level, reads output. Records output on the recording form.
  - Candidate's measured reading is within 25mls of the RN Test Observer's reading.

- **CATHETER CARE FOR A FEMALE RESIDENT WITH HAND WASHING**

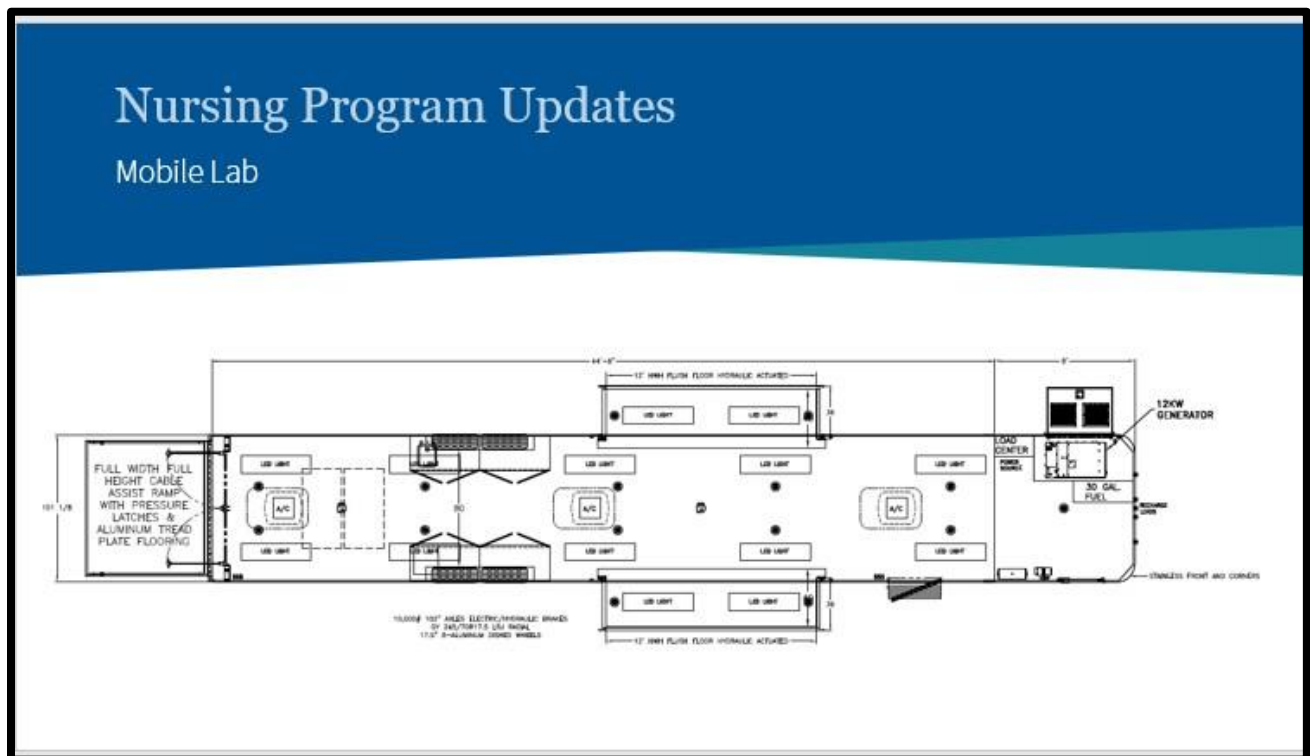
- The word 'around' will be removed from the step: "Uses soap and water to carefully wash around the catheter where it exits the urethra."

*\*Gait belt has been taken off of the mandatory supply list for our CNA's to address infection control concerns from our industry partners. This is nice as it eliminates this cost to the students.*

## Healthcare 4.0 Updates

- We are currently in year 2 of the plan.
- Immersive Room-students can interact with this wall. It is a great simulation experience with all of the sights, sounds, and smells!
- Syndaver- allows them to cut the skin, stitch, staple, move organs, and do all kinds of things that prepare them for their Surg Tech role.
- Pediatric simulator
  - o CPR- measures compressions and the effectiveness of their CPR
  - o Eyes – can change to jaundice, bloodshot, and other things to make it a more realistic experience
  - o Now have a total of 10 simulation rooms-now getting the training on the new software
- Dental-Will be undertaking a remodel in the next year

## Mobile Lab



- o Should take possession by Nov 1st.
- o Intent is to get it stocked and ready to run the first group in the Mobile Lab in April '24.



- o The Mobile Lab will be pulled into rural communities for 6 weeks at a time, with the Headmaster testing at the end so students do not have to wait/travel for testing. Angela said they are also looking at offering CNA, Phlebotomy, and CPR in each rural community where we currently do not have regional campuses in order to best meet the demands for access and the varying interests of the students. The question was asked if this testing would be open to the public or if this was only for the students participating in the Mobile Lab experience. Angela did say that she felt this would be open to others for testing but that first priority would be given to the Mobile Lab students in order to serve the purpose of bringing it into the rural communities (remove barriers for access and transportation).

### **CMS Minimum Staffing Standards & Industry Trends**

#### **CMS Minimum Staffing Standards & Industry Trends**

Open Discussion

#### **Industry Trends**

Industry Trends- Advisory Committee members shared their thoughts on what is going on in the field:

- Current RN Openings
- What is going well/what is not going well for newly hired graduates?
- CMS staffing changes
- Clinical Experiences
- Opportunities for collaboration

*Amber Blocker, Director of Nursing, Rennes Health and Rehab Center* – She reported staffing is day to day. They are just focusing on their current openings for now. She wants to see what happens when the changes start to come out. She also told the group that they had police threaten them with pressing charges for unnecessary use of emergency services, even with Dr orders. The fire chief said it is because there is nowhere to send them, including the ER. If facilities are calling, then it is because they need the help. She reported that they have seen an increase in applicants. In ancillary depts while they are doing their class and then, after completion of their CNA, they will transfer to the nursing dept. This also





helped building wide with transition of the CNA. Amber cited 90% of admits coming in have some sort of underlying mental illness or depression.

*Ryan Hanson, Director of Nursing Home Operations/Administrator, Pine Crest Nursing Home-* Reported that 24/7 RN coverage for all facilities needed, realistic or even appropriate? He brought up that he has had to advocate before and puts forth the scenario “If someone was at Walmart throwing punches, what would you do?” We are following legally what we have to- facilities are not supposed to admit or retain someone who poses a risk to others. He reported the entrance as hospitality aid really helped. Ryan wondered if these CNAs are wondering if it is a mindset that they should not apply if they are only going to be there for a year or 2...and that this is not seen as “job hopping”. Angela mentioned that we will continue to stress that employers are flexible. Candy added how the CNAs getting exposure to the Nursing students gets them excited and helps to cement the idea that testing and working as a CNA prior to an LPN or RN role is essential.

*Mindy Strese, Senior Director of Nursing, Wausau Manor –* reported that as a corporation they are discussing how they are going to attract bridging LPNs to RN. She commented that it is very important to push out there the criteria to bridge them from CNA, LPN and RN, as well as MedTech. Paying PM wages and retention bonuses were also brought up as helpful. She also mentioned incentivizing those who move from LPN to RN with top of the scale wages for their years of service rather than starting them at the lowest wage for RN without consideration of their tenure.

*Anna Woller, Manager, Intermediate Care Unit, Marshfield Clinic -*brought up the fact that they see CNAs who are getting their certification as a stepping stone and never plan to work as a CNA. Candy and Pam both brought up that we do stress the importance of the students working as a CNA in order to get comfortable with the foundation.

## Workforce Training and Professional Development Initiatives

WTPD offers **Professional Development** and **Community Education Classes**. Some topics include:

- CDL Hazardous Materials
- AI and Automation: Digital Transformation Series
- SHRM Certification Prep
- Putting the Engage back in Engagement for Community Organizations
- Ballroom and Social Dance
- Cooking Classes

[www.ntc.edu](http://www.ntc.edu) then search professional development for additional information of classes offered and the available schedule and well as costs associated with these classes.

## Other Items

**Nursing Assistant Course Hours-** 120 hours (78-hour course offered, if needed). We ran one section of the 78-hour course over the summer and it went well. Amber asked how it went and if we saw any struggles. Candy did not have any struggles to report. She did say that the students, once aware of the faster pace, really kicked it in and liked it. Note: all of the students in this were sponsored students.

**OER Text Book** – this was a change for the fall. This is online (11 chapters), so the cost for a textbook is not an issue. It also incorporates some great AI scenarios/components, seems to hit everything, and we really like it!

**T10 Administrative Guidelines Competitive Admissions Review-** WTCS is looking at our current admission process across all 16 colleges, looking and what the current guidelines are and to see that we provide adequate access. They are not fans of competitive admissions (which we currently have for the following programs at NTC: Nursing, Vet Tech and Dental). We expect to receive some guidance and direction in the next few weeks as a result of this group meeting. This will be interim guidance until they figure out longer term what the admissions guidelines should be.

## Next Meeting Schedule & Agenda Items Discussion

Next meeting will be in the Spring. Minutes and PPT from this meeting will be forthcoming as well as a specific date for the Spring Advisory Board meeting. Candy brought up previous meetings have been on a Friday, which she feels may boast better attendance. Angela mentioned mid- April so the group can tour the Mobile lab, so the date for the Spring '24 meeting will be set accordingly (on a Friday afternoon in mid-April).

This meeting was adjourned at 1:07pm in order to allow time for participants to take the Center for Health Sciences (CHS) tour.

# Advisory Committee Meeting Minutes

## Welding Technology & Robotics

2<sup>nd</sup> November 2023 | 7:30am to 9:00am | STEM Center (F107) with Zoom



### Meeting Attendees

#### Industry Members:

- Janice King-Nelson – Merrill Steel
- Mark Synder – S&R Truck
- Hunter Rochester – Wausau East High School
- Kevin Tork – Airgas
- Dan Apfelbeck – ADC Equipment Innovations
- Jeremy Brewster – Schuette Metals
- Chantelle Witte – Samuel, Son & Co.

#### NTC Team:

- Iain Cameron – Dean
- Ken Parker – Associate Dean
- Jesse Richardson – Faculty
- Adam Zogata – Faculty
- Dan Grabko – Faculty
- Heidi Latendresse – Learning Coordinator
- Susan Clark – Administrative Assistant

### Welcome and Introductions

Iain Cameron welcomed everyone to the meeting and thanked them for attending.

### Highlights from the previous meetings/updates

The previous meeting minutes were distributed in advance for the committee to review. There were no specific follow-ups to discuss from previous meetings.

### Enrollment Report

- Enrollments for the Fall 2023 semester are:
  - In Wausau, we have 26 first-semester students, 9 third-semester students, and 35 flex students.
  - In Antigo, we have 11 students in the high school welding academy. We are running a basic section and an advanced section. The advanced section will allow students to obtain a technical diploma in each of the four welding processes. These students will only have seven credits left to earn to complete the one-year, Welding Technical Diploma. We have 8 students enrolled in the evening, flex-lab, welding classes.
  - The Phillips Campus has 19 students consisting of 14 high school academy students and 5 flex-lab students.

### Program Update

- Iain informed the committee that Veronica Hope has been holding a summer manufacturing camp called Nuts, Bolts, and Thingamajigs. This program was nominated for an Excellence in Education award through the National Fabricators and Manufacturers Association. NTC staff attended the Awards Gala in Mount Prospect, Illinois as a nominee for this award.

- We have been supporting our alternative high school by having their classes on our main campus. We have involved those students in the welding program by having them help construct sculptures for Monk Gardens. We have built a varied assortment of interesting items. The students are engaged in these projects. Iain expressed thanks to all the industry partners who helped with these projects.
- NTC has started a Liberal Arts Transfer program in conjunction with the University of Wisconsin System. The degree allows students to earn an Associate of Arts or Associate of Science degree for those students who wish to transfer to a four-year university. Veronica Hope has designed a metal sculpture art class that will meet the criteria of the Liberal Arts degree. This class is running this semester.
- Dan Grabko informed the committee that the Skills USA competition will be held on February 2, 2024. The committee was asked for volunteer judges for this event. Anyone interested in being a judge should contact Dan. This is a one-day event that runs 8:30-12:30 pm with judging at the end of the day. Janice King-Nelson from Merrill Steel asked for more information to be forwarded to the committee.
- Dan Grabko will be offering a Merit Badge Clinic for the Boy Scouts on Feb. 15<sup>th</sup> and 22<sup>nd</sup> from 6-8:30 pm. The boys create different projects including constructing a wood splitter. Anyone interested in helping out should contact Dan directly through his email, grabko@ntc.edu.
- Adam Zogata mentioned that the Phillips High School academies have been an extremely positive experience for the students involved. The students have been very interested in touring local businesses and the tours have created a lot of interest in welding. Jesse Richardson agreed that his Antigo Academy students also see the industry tours as very informative. Students see that one industry is different from the next and yet they all use Welding and Fabrication. Instructors thanked businesses for letting students tour their facilities. Iain thanked Jesse Richardson, Adam Zogata, and Robert Leafblad for instructing academy students at the Antigo, Phillips, and Wausau campuses.

### Program Modifications

We have no program modifications for approval at this time.

### Industry Discussion

- Janice King-Nelson, Merrill Steel, stated that they are very busy. They have opened a third plant in Comanche Iowa. The new Iowa plant gives Merrill Steel the ability to move products by rail, river or truck. They will be having the ribbon cutting ceremony shortly at this facility but they are putting a new twist on the ceremony by using a torch to cut a small piece of steel rather than the traditional ribbon. This Iowa facility welds a large number of plates and will also be an outlet for industrial painting. The Springfield plant is going strong. Merrill Steel is involved in constructing three Ford plants and one Honda plant which will be involved with electrical vehicles. Elon Musk, CEO of Tesla, recently sent one of his engineers to the Wausau plant to see how a project for him is progressing. Janice also agreed that job shadowing and mentoring are very important for getting and keeping new employees. She will be reaching out to the welding instructors to see if she can schedule more job shadowing opportunities for students.
- Chantelle Witte, Samuel, Son & Co., has struggled with getting employees in the Tomahawk area. Chantelle has been considering developing some type of apprenticeship program to develop a pipeline of employees into the fabrication world. She will be reaching out to NTC to see if something can be developed specific to the fabrication jobs. Iain shared that developing a registered apprenticeship can be quite an undertaking and the requirements are quite challenging. Iain stated that reaching out to NTC is a good idea

to see what type of training can meet her needs. Possibly a short-term training program might meet her needs rather than a registered apprenticeship.

- Mark Synder, S&R Truck, shared that critical thinking is a challenge for his new employees. One thing that has made an impact on high school students is job shadowing for different jobs. It gives them a look into career pathways that they might not have considered in the industry.
- The committee discussed the need for new employees to have soft skills to be good employees. Ken Parker stated that the K-12 instructors are becoming more aware of how important soft skills are to employee success. Ken mentioned that the ability of a company to assign a mentor to a new employee can be the deciding factor as to whether that employee succeeds or not.
- CWIMA will be holding its Welding Competition for the area high schools in the spring. Last year 67 students participated from area high schools. CWIMA will be sending out information early in the spring for feedback on what date would work for the competition. Last year we had welding instructors design the weldments and that worked well. The competition winners received scholarships to a school of their choice. In total, CWIMA awarded \$10,000 in scholarships. This year NTC will cut the material and Midstate will judge the material.
- Kevin Tork, Airgas, asked if the Welding Program is currently using Collaborative Robots (Cobots). Cobots are starting to be very popular in the industry and younger employees have a knack for learning and using them. Cobots are a quarter of the cost of regular robots. If you manufacture smaller parts, this can be cost-saving on an item that could be very useful. Kevin stated that business is strong and the supply chain is improving.
- Dan Apfelbeck, ADC Equipment Innovations, is growing rapidly. The company grew 55% two years ago and an additional 45% this past year. ADC is going to try and keep the growth rate to 10-15% for the current year. Their ten-year goal is to increase sales from 9 million dollars to 25 million dollars. ADC has added nine new salespeople in Mukwonago, and has several open positions at other facilities. Dan shared that the next few years will be challenging. Their facility has increased from 18,000 square feet to 35,000 square feet and want to go do another expansion to get to 75,000 square feet. They are seeing a small slowdown but are still planning on adding new laser equipment and possibly some Lincoln Cobots. Dan mentioned that NTC students are involved in an eight-month program to learn how to weld but the industry needs to understand that they need to polish the new welders once they have hired them in their company. Iain stated that NTC can help companies with their new employee training through our customized training division.
- Jeremy Brewster, Schuette Metals, stated that business is strong and growing. Schuette Metals just had a record month with 4.1 million dollars in sales. The company has added approximately 40 employees since March. They hired one NTC student who had done a job shadow in the first quarter of the year and he is working out well. They are still hiring robot operators for their nine FANUC robots.
- Jesse Richardson mentioned that he has worked with industry partners to provide tailored training to meet their needs. Whether it was training for Inspection and Testing or other areas like workmanship Standards businesses can acquire the training they need through NTC. Instructors help students try and solidify their pathway following what their wants and needs are for a career path. Students get a broad overview of career pathways through a class entitled Career Exploration which is included in the welding degree.
- Hunter Rochester, Wausau East High School, gave the committee an update on the high school classes. He has a full section of Intro to Welding as well as students in Advanced Manufacturing and Metal Manufacturing. All the students are very engaged. Several students are going into the Manufacturing pathway. Soft skills are important and students are being taught those skills at the high school. He is working on acquiring a couple of FANUC cells into his program to get his students exposed to robotics.

Hunter shared information on the restructuring being done by the Wausau School District. Wausau East High and Wausau West High School will be combined into Wausau High School. The Wausau East High School will become the Junior High and will house the eighth and ninth graders.

### Material Donations

The committee members were asked to consider donating scrap to the Welding Program. They were asked to get in touch with Iain or one of the welding instructors to arrange to get the material picked up. The cost of materials has skyrocketed and we would appreciate any donations.

### NTC College-Wide Updates

- The committee was sent a PowerPoint showing the College-Wide Updates. Iain highlighted the information regarding the HLC site visit occurring on November 6<sup>th</sup> and 7<sup>th</sup>.
- The new programs started in the fall of 2023 included:
  - Hospitality Management Associate Degree
  - Smart Manufacturing Technology Associate Degree
  - QuickBooks Specialist Technical Diploma
  - Therapeutic Massage Technical Diploma
  - Nail Technology Certificate
  - Pasture to Plate Butchery Certificate
- NTC is undergoing a 10-year reaffirmation of the accreditation process and will be evaluated on the following five criteria: Mission, Integrity, Teaching and Learning, Assessment, and Planning. This visit is made up of 3 key parts that directly impact advisory committee members:
  - Written Self-Study
    - An extensive self-evaluation, called the “assurance review,” provides NTC’s written case for reaffirmation of accreditation, and was submitted by NTC’s accreditation team by October 6, 2023.
  - HLC Campus Visit: Nov. 6-7
    - Five HLC review members will visit campus and conduct planned and ad-hoc interviews with a range of stakeholders, including the president, Board of Trustees, deans, VPs, managers, faculty, staff, and students.
  - Advisory Committee Feedback
    - Your feedback on the ability of NTC to meet the HLC’s criteria for evaluation was important to both NTC and the HLC. Your submitted comments were referred to NTC’s Accreditation Manager, Adam Sprague.
- All NTC programs have a CIP code that is assigned by the WTCS, each CIP code crosswalks to a list of SOC codes that describe occupations that can be directly tied to a program.
  - CIP – Classification of Instructional Programs
    - Describes a program of study
    - Supports accurate tracking of program completion activities
    - Developed by the US Department of Education’s National Center for Education Statistics



# Advisory Committee Meeting Minutes

## Welding Technology & Robotics

2<sup>nd</sup> November 2023 | 7:30am to 9:00am | STEM Center (F107) with Zoom



- SOC – Standard Occupational Classification
  - Nation’s primary source of occupational information
  - Updated continually by surveying a broad range of workers from each occupation
  - Sponsored by the US Department of Labor, Employment and Training Administration
- WTPD offers **Professional Development** and **Community Education Classes**. Some topics include:
  - CDL Hazardous Materials
  - AI and Automation: Digital Transformation Series
  - SHRM Certification Prep
  - Putting the Engage Back in Engagement for Community Organizations
  - Ballroom and Social Dance
  - Cooking Classes
- The Student Support Resources available to our students include:
  - Unlimited access to free mental health services through **The Virtual Care Group** ([thevirtualcaregroup.com/ntc](https://thevirtualcaregroup.com/ntc) or 866.533.1827)
  - The **Advising Specialist** can help connect the student with other emergency financial, computer, and community resources
  - **Timberwolf Table**, NTC’s food pantry for students
  - **Timberwolf Learning Commons**, with library, tutors, and coaches available
  - Student Scholarships
  - **Student Life** offers several programs, both in-person and remote, to allow students to meet each other, get involved, relax, and have fun.

### Other Business

Mark Snyder recently attended an event put on by the Kiwanis Club in Marshfield. It was a well-received event showcasing large equipment used in various careers. The younger attendees were fascinated by the equipment and it generated a lot of interest in the trades area. It was suggested that more events of this type should be held where people can see what equipment is used in certain careers.

### Next Meeting Details and Suggestions

The committee will be sent details for the spring advisory committee meeting at a later date.



# Advisory Committee Meeting Minutes

## Welding Technology & Robotics

2<sup>nd</sup> November 2023 | 7:30am to 9:00am | STEM Center (F107) with Zoom



### Contact Details –

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# Advisory Committee Meeting Minutes

## Architectural Design Advisory Committee

9<sup>th</sup> November 2023 | 3:00pm to 4:30pm | STEM Center (F107)

NTC/Zoom



### Meeting Attendees

#### Industry Members:

- Brandon Boris – Luoma Design Solutions
- Thomas Grund – Oldcastle Building Envelope
- Andy Maas – Wausau Window and Wall/Linetec
- Laura Smith – Miron
- Jason Langreck – Automated Products

#### NTC Team:

- Iain Cameron – Dean
- Ken Parker – Associate Dean
- Travis Severson – Faculty
- Mike Block – Faculty
- Archie Becher – Coordinator
- Heidi Latendresse – Learning Coordinator
- Susan Clark – Administrative Assistant

### Welcome and Introductions

The committee was welcomed to the meeting and thanked for attending. Introductions were made and Iain introduced Ken Parker, the new Associate Dean, and Archie Becher, the new Coordinator for the School of Engineering and Advanced Manufacturing.

### Highlights from the previous meeting/updates

The previous meeting minutes were distributed in advance for the committee to review. There were no specific follow-ups to discuss from previous meetings.

### Industry Discussion

- Working Remotely - The committee was asked if their companies are allowing employees to work remotely. Several of the committee members voiced the opinion that it is difficult for engineering employees to work from home. Miron allows employees to work remotely one day a week. Brandon stated that Luoma Design has two remote employees, one in Milwaukee and one in California but his company is not looking to hire any new remote employees. Oldcastle will allow working remotely if there are extenuating circumstances such as a health issue or something similar but otherwise no employees are working remotely. Jason from Automated Products in Marshfield said they have a couple of employees in Vietnam to fill a need they have for employees but those are the only two remote employees they have.
- Hiring Trends and Business Outlook - Members of the committee shared their business outlook for the coming months and whether they were currently hiring. The majority of the members felt there was a bit of a slowdown in the industry at this time. Andy Maas, Wausau Window and Wall said they are not hiring for the next few months but they may take internal employees and train them for select positions.

# Advisory Committee Meeting Minutes

## Architectural Design Advisory Committee

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They have promoted employees from the operations line into engineering positions. Automated Products has hired two employees in the last month. They are hoping for an increase in business by April. They use a company to screen applicants and forward possible candidates for employment. Miron is hiring in all areas of their business and is currently looking for project managers, interns, and employees in information technology. It is anticipated that next year will be a record year for Miron. Oldcastle is currently looking to fill their Operations Manager position. However, they have added new software that should streamline some of their engineering allowing them to not hire additional engineering employees. They have several employees transitioning into new roles and also a Latino training program which is filling their need for engineering support people. They recently hired a new Human Resources person which tends to infuse energy into the goals of hiring the right people for the right job.

- Customer Base - The companies represented at this advisory meeting were primarily commercial architectural businesses with a couple that did residential and commercial design.
- Skill and Knowledge – Committee members voiced their opinion that the employees they have hired all seem to be very knowledgeable. Members all agreed that the training that individuals receive at NTC prepares the students well for industry needs.
- Training – Wausau Window and Wall have an in-house training program for employees who wish to obtain a degree to succeed in their careers. The company will pay employee tuition for classes they sign up for and also give them paid time off to attend classes. Currently, Wausau Window and Wall have approximately 4-5 employees taking advantage of this program. These individuals have to agree to stay with Wausau Window and Wall for a specified period upon graduation. The program has been working well for both the employee and the company. Going forward the company hopes to have two people in this program every year. Travis Severson mentioned that Weathershield, Vision Design Group, and Kolbe are running similar programs.
- New Software – Bluebeam software will be available in the spring semester for use in viewing PDF files. Iain mentioned another software called Evolve for viewing Revit files for mechanical, electrical, and plumbing. He surveyed the committee as to whether they would be interested in hearing more about that software and the committee agreed they would. Iain will reach out to the salesman for information to share with the committee and possibly schedule a short presentation during a future advisory meeting.

### Program Updates

- There are 21 students enrolled in the first semester and 13 students in the third semester. In the first year, the students earn a technical diploma which does ladder into an associate degree. These one-year students would be a great target group for companies that have an in-house training program to upskill their employees. It was mentioned to the committee that a student from the two-year program started a job at Jewel Associates Engineering in Wisconsin Rapids, with a starting wage of \$30 an hour. This student represents the top tier of individuals in the design field. He achieved a CSI Certification on his own and has been recognized nationally as one of the top two students in his field of study. He received an award for this exceptional achievement.
- The class schedule for the third and fourth-semester students gives them the ability to work in industry on Mondays and Fridays.

# Advisory Committee Meeting Minutes

## Architectural Design Advisory Committee

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- We are aware of two students looking to move on to UW-Milwaukee for a four-year degree. Last year two students went to Dunwoody College in the Twin Cities and three years ago, three students went on to Michigan Tech. Approximately ten percent of the students go on to a four-year college.
- The committee was curious as to which colleges have transfer agreements with us and which area high schools offer dual credit classes. Members would like to share this information with their employees. Archie Becher is working on transfer agreements and will send this information to the committee. Archie has been given the task of revamping this information on our website to make it easily accessible. We will also look at how individuals can access credit for prior learning information in our program directory. Each college is different as to the time it will take to finish a four-year degree.
- We awarded \$5000 in scholarships to 13 applicants this year. The scholarships ranged from \$200-\$600. Scholarships from last spring through the summer term totaled \$7000. These scholarships are supported by local businesses and endowments. All the scholarships given this year were construction-related.
- The NHB Club is doing well this year with approximately 13-14 students participating. The club recently toured the Frank Lloyd Wright House, Taliesin, located in Spring Green. The club tries to do this tour once every two years. Students enjoy that visit. Several businesses did Lunch & Learn events with the Architectural Design students. Committee members from Wausau Window and Wall as well as Automated Products would like to do a presentation to the club.
- NTC held a Day for K-12 students on November 3<sup>rd</sup> and had 650 high school students in attendance. Activities were set up for students to learn about the individual programs offered at NTC. We will be having another K-12 Day on Wednesday, April 24, 2024. The spring K-12 Day will be held in conjunction with our spring open house. Thomas Grund asked if student feedback on this event could be shared with advisory committees.
- The committee was informed that the current student projects are on display in the F-Building hallway. Iain gave a "shout-out" to the students for their awesome projects.
- NTC recently drafted an Academic Honesty Policy as it relates to the use of artificial intelligence (AI). The policy stresses that the use of AI for assignments is discouraged unless specifically incorporated into an assignment by an instructor. It was stated that "AI" should only be used as a tool.
- Travis and Iain attended the State Called Meeting for Architectural Design at Northeastern Technical College-Green Bay showcasing the topic of augmented and virtual reality. Iain has submitted a request for capital funds to purchase equipment to incorporate virtual reality technology in our courses. Funds could be used to develop videos for the 3D modeling software Navisworks. Committee members agreed this is in the future for the industry.
- Travis added that the instructors videotape their lectures to give students flexibility to achieve success. Laura stated that her company is looking to do internships with NTC. She would like to understand more about the course content so that Miron and NTC can be integrated. Mike and Travis will get that information to Laura.

### Curriculum Modifications

The committee was sent the curriculum modifications digitally and the committee provided excellent feedback. The changes have been submitted and will take effect in the fall of 2024. The modifications were mainly to

# Advisory Committee Meeting Minutes

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increase knowledge in construction management and building codes. Iain highlighted the main points of the changes.

### Proposed Changes:

1. Remove our 2 credit 'Design & Presentation Techniques 2' class (10-614-182) from the following programs:
  - Architectural Design & Technology (Associate Degree)
2. Replace the removed class with a new 2 credit 'Specifications and Commercial Project Management' class (10-614-XXX). There would be no credit differences as a result of this change.

These proposed changes will allow us to address the majority of the areas highlighted above.

Additionally, we would like to propose the following changes to the Associate Degree program:

3. Add the 3-credit 'Survey of Physics' class (10-806-139) to the second semester as an 'or' option alongside the 4 credit 'General Physics 1' class (10-806-154).
  - This adds a virtual college option for students who desire flexibility and who are not as interested in transferring to another school.
4. Move our 3-credit 'Intro to Psychology' class (10-809-198) to the fourth semester (from the third).
5. Move our 2 credit 'Construction Management' class (10-614-128) to the third semester (from the fourth).
  - 4. and 5. combined balances our third and fourth semesters better for students.
6. Rename 'Construction Management' class (10-614-128) to 'Residential Construction Management' (10-614-XXX) to better differentiate between it and the new class we are creating. No other changes will be made to the class.
  - The committee unanimously approved the curriculum modifications.

### NTC College-Wide Updates

The College-Wise Initiatives were emailed to the committee. There were no questions on this information.

- The committee was sent a PowerPoint showing the College-Wide Updates.
- The new programs started in the fall of 2023 included:
  - Hospitality Management Associate Degree
  - Smart Manufacturing Technology Associate Degree
  - QuickBooks Specialist Technical Diploma
  - Therapeutic Massage Technical Diploma

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## Architectural Design Advisory Committee

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- Nail Technology Certificate
- Pasture to Plate Butchery Certificate
- NTC is undergoing a 10-year reaffirmation of the accreditation process and will be evaluated on the following five criteria: Mission, Integrity, Teaching and Learning, Assessment, and Planning. This visit is made up of 3 key parts that directly impact advisory committee members:
  - Written Self-Study
    - An extensive self-evaluation, called the “assurance review,” provides NTC’s written case for reaffirmation of accreditation, and was submitted by NTC’s accreditation team by October 6, 2023.
  - HLC Campus Visit: Nov. 6-7
    - Five HLC review members visited and conducted planned and ad-hoc interviews with a range of stakeholders, including the president, Board of Trustees, deans, VPs, managers, faculty, staff, and students.
  - Advisory Committee Feedback
    - Your feedback on the ability of NTC to meet the HLC’s criteria for evaluation was important to both NTC and the HLC. Your submitted comments were referred to NTC’s Accreditation Manager, Adam Sprague.
- All NTC programs have a CIP code that is assigned by the WTCS, each CIP code crosswalks to a list of SOC codes that describe occupations that can be directly tied to a program.
  - CIP – Classification of Instructional Programs
    - Describes a program of study
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    - Developed by the US Department of Education’s National Center for Education Statistics
  - SOC – Standard Occupational Classification
    - Nation’s primary source of occupational information
    - Updated continually by surveying a broad range of workers from each occupation
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- WTPD offers **Professional Development** and **Community Education Classes**. Some topics include:
  - CDL Hazardous Materials
  - AI and Automation: Digital Transformation Series
  - SHRM Certification Prep
  - Putting the Engage Back in Engagement for Community Organizations
  - Ballroom and Social Dance
  - Cooking Classes
- The Student Support Resources available to our students include:
  - Unlimited access to free mental health services through **The Virtual Care Group** ([thevirtualcaregroup.com/ntc](https://thevirtualcaregroup.com/ntc) or 866.533.1827)
  - The **Advising Specialist** can help connect the student with other emergency financial, computer, and community resources



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- **Timberwolf Table**, NTC's food pantry for students
- **Timberwolf Learning Commons**, with library, tutors, and coaches available
- Student Scholarships
- **Student Life** offers several programs, both in-person and remote, to allow students to meet each other, get involved, relax, and have fun.

### Next Meeting Details and Suggestions

The committee will be sent meeting details at a later date.

### Contact Details –

#### Iain Cameron

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## EMS/Paramedic Advisory Committee Meeting Minutes

**Date:** November 9<sup>th</sup>, 2023

**Time:** 5:30 p.m. – 7:30 p.m.

**Location:** EMS103-Emergency Services Training Center & Zoom  
415 W. Campus Drive Wausau (Located on the NE section of the Wausau Campus)

### Attendees

#### Industry Members:

- Linda Vollmar, City of Antigo FD
- Don Kimlicka – Regional EMS Coordinator
- Rob Bowen – Riverside FD
- Savanna Juers – Riverside FD
- Gary Brabazon – Public Member
- Charles Kotcke – Ministry Ground Transport
- Mason Heldt – Aspirus Wausau Hospital, Zoom
- Eileen Kronberger – Central Price County Ambulance, Zoom
- Corey Smith – City of Antigo FD, Zoom
- Diane Cummings – Norwood EMS, Zoom
- Phil Skoug – Merrill FD, Zoom
- Michael Clark – Associate Medical Director Paramedic, Zoom

#### NTC Team:

- John Connor – Paramedic Program Director
- Will Isham – EMS Program Director
- Allen Photopoulos – EMS Faculty
- Paul Scheffler – EMS Faculty
- MaiGer Moua – Advisor Academic Success/Promise
- Patricia Hornung – Administrative Assistant, Public Safety & Community Services
- Shane Heilmann – Dean, Public Safety & Community Services

## **Welcome & Introductions**

Linda Vollmar, Chair Person welcomed everyone to the meeting and thanked them for attending. Everyone in attendance introduced themselves.

## **Update and Highlights from Last Meeting**

Meeting called to order by Linda Vollmar at 5:30pm. Motion made by Eileen Kronberger to approve the minutes from the April 27, 2023 meeting and was seconded by Mason Heldt. Motion carried.

## **College-Wide Initiatives**

Power Point of College-Wide Initiatives was reviewed by Shane Heilmann.

## **Committee Involvement**

Shane opened the floor for discussion asking what the main focus or types of jobs that we see our students going into after completion of classes; Are there different areas or community needs that we should be looking at?

John Connor suggested, in addition to fire departments, Health Care institutions hire EMT's and Paramedics in the emergency departments and other private entities, like Greenheck, hire first responders. He also noted that oil rigs are another opportunity. Mason suggested EMT's are hired in the inpatient float pool and the ICU in hospitals. Shane noted that NTC wants to update potential opportunities and pay rates. He also noted that tracking is done via graduate surveys. It was stated to encourage students to have an alternate email with the state besides their student email. Rob asked if the apprenticeship program involves Fire/EMS. Shane and Will responded that they would follow up on available apprenticeships. John suggested working with Katie Meko to further look into apprenticeships.

## **Instructional Area/Program Updates**

Will spoke on the Fall 2023 Paramedic Cohorts, the hybrid classes and the in-person open labs available to the students. He stated it's beneficial to have the FERPPA agreements in different situations where a student might be falling behind as you can contact the department and work together to get the student back on track.

Intro to Paramedic is a new class and ran for the first time in January. This class explains what to expect in the Paramedic program. It had almost 30 students; only 3 decided not to continue

with the Paramedic program. Will stated that he would like to implement an Introduction Class for all of the EMS courses so that students know what is expected of them.

Will reviewed class retention and explanations on why some cohorts dropped.

CoAEMSP requires maintaining certain percentages and does not take into consideration situations that are out of NTC's control.

Allen spoke on the Curtis hybrid class and explained it is being held at a volunteer service with a dedicated training officer; We support with equipment and resources. Maintaining communication has been an issue this fall; Students are not responding and there is a decline in Zoom lecture attendance.

Will explained that the EMR/EMT class is being run as a 16-week course.

Information from WTCS meeting, is that the EMR class is becoming a 2 Credit course and EMT will be a 4-credit course. The implementation date is July 1, 2025.

Will spoke of our continuing effort to provide training and labs in the outlying areas and opened the floor to questions regarding the hybrid classes. Allen explained that Hybrid students have the option of dropping into an in-person day class for extra support. Will informed that we are opening up labs at the regional campus areas so that students who are taking a hybrid class and live in an outlying area, do not have to travel to Wausau for labs but can go to a campus near their location. Will stated that we are looking to hire Assistants and Adjuncts who would be able to help with labs at the regional campuses.

Allen also explained that we are in need of tutors. Don Kimlicka asked if an assistant or adjunct could also be a tutor. Shane stated he will look into that.

### **Legislative Updates/Renewals**

Don Kimlicka provided legislative updates. EMR level without National Registry and Military EMR level go into effect 1/1/2024. Anyone going through EMR currently and back dated to 1/1/22, and have successfully completed an EMR class, can apply for and get an EMR license. Anyone who is currently or has served in the Military, need training through the current curriculum. The state cannot review, if they have a card with a M on it, we then have to give them a license. If someone comes to a service with a military license, it is up to the service to test every potential new hire to see if they meet standards. Services can refuse to hire if a candidate doesn't have National Registry.

Don informed that the state EMS Advisory Board meeting is Dec 5th & 6th. The advisory board members are a direct link between legislation and the state office. The number of people attending has reduced drastically.

Don informed that there will be an E-Licensing system revision by 1/1/24 and that it will allow a person to go into their account and change demographic information. Other system changes include the capability to update applications and processes electronically.

Don stated that the process is not yet determined for interfacility transfers. An update has been made that a non-emergency transfer can occur with only a Paramedic and driver with a CPR card. Question was asked regarding what determines a non-emergent transfer.

Don replied that officially an attending physician would determine the crew and mode of transfer. Discussion was had voicing concerns of the new process.

Training Center Permits were discussed; Don Kimlicka is willing to help with them.

**Endorse the Program's Required Minimum Numbers of Patient/Skill Contacts for Each of the Required Patients and Conditions  
CAAHEP Standard III.C.2 Curriculum**

John spoke on simulation changes for 2024. He stated that we have an open lab concept for student skills with a qualified preceptor and that there will be a change to the qualifications of a preceptor. It will be mandatory that the preceptor take training with NTC in order to write off on skills.

John stated there needed to be an endorsement to the new 2024 Student Matrix Competency. John reviewed the Student Matrix Competency that is put out by CoAEMSP and stated that it has already been approved by Dr. Judd, Medical Director.

John asked if there were any questions regarding the matrix.

Linda asked if there are students that aren't meeting the competencies in other areas. Will stated that it's mainly on ambulance calls where students aren't meeting the competencies.

Linda stated the number of call requirements is 50. She asked if there is a variance in the number of call requirements between students with different life experiences; i.e., A basic coming in that doesn't have as much experience vs a student who has years' experience. She asked if there was room for variance in the number of calls between students with different life experience? John explained there would not be a variance; It would stand at 50 for all students. Further conversation occurred regarding student lead numbers.

Rob stated that the more exposure a student has will result in a better paramedic. Charles expressed those students being engaged with the preceptor team will be more successful.

Linda Vollmar made a motion to approve Endorsement of the Current Matrix as presented. Motion was seconded by Charles Kotcke. Motion passed and carried.

### **Review the Paramedic Program's Requirements with Accreditation**

John read the Paramedic Goal statement to all in attendance and stated that we have reaffirmed the goal statement. John informed that the virtual Accreditation Site Visit is scheduled for December 11 & 12, 2023. Members of the committee will get an invite to attend the accreditation meeting to answer questions regarding how they are involved.

John spoke on the importance of graduate and employer surveys. He noted that the surveys are combined with the thought that there is a better chance of getting a return.

### **Review the Program's Other Assessment Results CAAHEP Standard IIID. Resource Assessment**

John reviewed retention rates and noted that accreditation reviews retention rates and the percentage of students who are finding work within the field. If students drop within the first 10% of the class, then it's not counted against us. We need a 70% retention rate for the program. If we don't meet this we could be put on probation. If the FISDAP is given in the 1st 8 weeks, it gives a good indication of how many will pass. Currently 90% of students are finding work.

### **Review Program Changes and Potential Changes at All Levels**

Will read the EMS mission statement and John noted that no endorsement was needed.

John reviewed course changes and stated that meeting the pediatric contact requirements is difficult for students to meet. A change has been made to allow a student to bring in their family members to do their required assessments, upon approval.

John stated that 2 new affiliation sites were brought on. John informed that anyone who is precepting a Paramedic student, has to have the training on file with him. Preceptor Training is recommended to be done every year. John informed that the Preceptor Training will be updated with a manual. He also noted that students evaluate the preceptor and the site; No negative comments have come back.

John informed that National registry is coming up, it will be the last one for AEMT/Paramedic as it will no longer be required. EMT Basic will stay the same. Will stated, NREMT changes on 07/01/2024 will affect the paramedic class. In Portfolio 1 & 2 it will be mandatory for students to job shadow with Dr. Clark or Dr. Judd within the hospital setting. This will help meet the requirement of the medical director evaluating the students.

### **Review Substantive Changes and Potential Changes CAAHEP Standard V.E. Substantive Change**

John provided information regarding the Accreditation zoom meeting and informed that it's required to have a representative with different community interests. John reviewed who is on the Community of Interest list and that those on the list would be getting an invite to the Accreditation zoom meeting.

### **CoAEMSP/CAAHEP Updates**

John informed that as of 1/01/24 there is a new set of standards and guidelines to follow.

### **Facilities/Equipment**

Allen gave an update on equipment purchases. He informed that the new ambulance was delivered and that we are looking to make a transition to life cast manikins which work hand in hand with iSimulates.

### **Next Meeting Schedule & Agenda Items Discussion**

Linda explained that her term as chair was up and opened up the floor for Chair nominations. Charles Kotke made the motion to elect Linda Vollmar and was Seconded by MaiGer Moua. Linda asked 3 times if there were any other nominations for chair at this time. There were none, Linda accepted the nomination. Rob Bowen was nominated as a co-chair by Linda Vollmar and was seconded by Charles Kotke. Linda asked 3 times if there were any other nominations. There were none, Rob Bowen accepted the nomination.

Next meeting: The next meeting will be in March. Shane proposed that a date was not set during the meeting, but to instead have a doodle poll go out 8 weeks prior to the meeting with suggested dates for the committee to vote on.

Motion to adjourn at 7:17 by Charles Kotcke, seconded by Rob Bowen. Motion carried.

## Early Childhood Education Advisory Committee

### Meeting Minutes

**Date:** 11/10/2023

**Time:** 11:00 a.m. – 12:30 p.m.

**Location:** Zoom

#### Attendees

##### Industry Members:

- Abby Daninger – Assistant Director, Key to Life Christian Childcare
- Andrea Velasquez – Executive Director, Marathon County Child Development Agency
- Jake Schalow – Executive Director, Wausau Childcare
- Kelly Pelot – Senior Childcare Director, Woodson YMCA
- Lisa Tosch – Assistant Director, Train Station
- Mackenzie Webster – Apprenticeship Representative, DWD
- Nicole Tank – Family Support & Prevention Supervisor, Children's Hospital of Wisconsin
- Sarah Welch – Site Director, Newman Catholic Early Childhood - St. Michael
- Stacy Stenz – Early Childhood, Early Elementary Program Support Teacher, Wausau School District
- Susy Willard Curry – Higher Education & Career Development Specialist, WECA
- Terese Baier – Retired Early Childhood Educator

##### NTC Team:

- Amy Denissen – Student Success Advisor
- Brad Gast – Dean, Workforce, Training, and Professional Development
- Hannah Lee – Administrative Assistant, School of Liberal Arts Transfer, Education, and General Studies
- Katie Koleske – Apprenticeship Manager, Workforce, Training, and Professional Development
- Nicole Guthrie – Faculty, Early Childhood Education
- Sara Bartelt – Associate Dean, School of Liberal Arts Transfer, Education, and General Studies

#### Welcome & Introductions

The Early Childhood Education (ECE) Advisory Committee was welcomed, followed by introductions from members and NTC staff.

#### Update and highlights from last Meeting (Spring 2023)

The members review of the previous meeting minutes from May 12, 2023.

#### NTC College Updates

Sara reviews the following from the NTC Fall 2023 PowerPoint presentation.

- Wisconsin Technical College System (WTCS) - NTC is one of the 16 public, two-year technical colleges in WTCS.
- NTC District - NTC has six campus locations located in Antigo, Medford, Phillips, Spencer, Wausau, and Wittenberg. Along with three centers for excellence in agriculture, public safety, and wood technology.
- New programs at NTC in Fall 2023:



- Hospitality Management
  - Smart Manufacturing Technology
  - QuickBooks Specialist
  - Therapeutic Massage
  - Nail Technology
  - Pasture to Plate Butchery
  - NTC Accreditation – NTC went through 10-year reaffirmation of accreditation process earlier this week.
  - Workforce Training and Professional Development - WTPD team offers professional development and community education classes including:
    - CDL Hazardous Materials
    - AI and Automation
    - SHRM Certification Prep
    - Engagement for Community organizations
    - Ballroom and Social Dance
    - Cooking Classes
  - Student Support - NTC continues to provide the following Student Support services for their students: The Virtual Care Group, NTC Advisors, Timberwolf Table, Timberwolf Learning Commons, and Student Life.
- [Advisory Committee PowerPoint Fall 2023 FINAL 2.pdf](#)

## Instructional Area/Program

### A. Program Information

#### 1. Program Overview

The Early Childhood Education (ECE) program is a two-year associate's degree that prepares learners to work as teacher-caregivers in early education. Embedded is a one-year technical diploma, allowing students to get experience in the field their first year and can then start working in the field to get acclimated to the environment.

#### 2. Curriculum Modifications:

Nicole discussed the collaborative efforts to review 14 early childhood courses at the state level. The focus was on updating the curriculum by incorporating crucial elements such as mental health and family dynamics observed within the community. She is actively working to revise all 14 courses and those changes will be implemented by Fall 2024.

Sara shared the addition of a new general class, "Children's Literature", that will be added as a requirement to the program's curriculum. This course will align well with transfer agreements across various four-year colleges.

#### 3. Enrollment

Sara discussed enrollment trends in the ECE program, noting a significant increase in applications and student enrollments after a decline during the COVID-19 period. Despite the initial setback, there has been a steady rise in applications, reflecting renewed interest and acknowledgment of the significance of childcare within the community. She expresses amazement at the increasing number of applicants, attributing this surge to the community's efforts in emphasizing the importance of childcare services.

Amy provided an enrollment update for the fall term, stating there are a total of 90 applications, with 64 in the associate degree and 26 in the technical diploma. Out of the 90 applicants, 55 are currently enrolled, with some applicants deferring enrollment to the spring semester. While the associate's degree may seem more popular, she notes the technical diploma serves as a significant starting point for many students. Currently, there are 90 students attending classes, 78 of them are in the associate degree and 12 are in the technical diploma. She clarifies that students pursuing both programs are counted once under their primary goal.

B. Industry Trends

**Abby Daninger – Key to Life Christian Childcare:** Abby discussed ongoing staff shortages within their team, highlighting recent hires of two individuals, one of whom is already fully qualified as a lead, while the other is yet to undergo the necessary qualifications. Despite these recent hires, there's a continued need for more staff, with a particular emphasis on seeking at least one additional person, even part-time, to address the persistent shortage within their team. Sara suggests employers sharing contact information with NTC [Career Services](#) to facilitate connections between centers and potential candidates.

Abby inquired about the possibility of incorporating shadowing experiences in childcare centers for students without prior experience in the program. Nicole clarified that the introductory practicum course within the technical diploma offers opportunities for students to observe and gain initial exposure to childcare settings. The course serves as a starting point where students learn about Wisconsin Model Early Learning Standards (WMELS) and begin to understand classroom practices before progressing to more hands-on experiences. Nicole explains how the subsequent practicums build upon these initial experiences, gradually introducing more responsibilities to the students as they familiarize themselves with cooperative teachers and accumulate practical hours in childcare settings.

**Sarah Welch – Newman Catholic Early Childhood:** Sarah shared concerns about staffing shortages at her center, noting the need for five more teachers to be fully staffed. She discussed ongoing struggles with constant interviews, potential hires overwhelmed when faced with the realities of childcare, and the challenge of managing a significant waitlist, leaving parents waiting for up to two years.

Sara Bartelt asked for clarification regarding the reasons for not hiring certain individuals, specifically inquiring whether it was due to lacking skills or attributes. Sarah Welch indicated that some candidates didn't show up for interviews, lacked essential personal skills or demonstrated unreliability, expressing frustration about individuals attending interviews to maintain unemployment benefits. There were instances where candidates claimed readiness for physical tasks but struggled with the actual demands of the role when shadowing. Sara Bartelt shared the ongoing efforts to embed success skills like critical thinking, integrity, and cultural competence into their curriculum and acknowledged the consistency of similar feedback across various programs and mentions there is ongoing efforts to address these challenges.

**Lisa Tosh – Train Station Daycare:** Lisa shared the staffing challenges at her faith-based child care center, stating the requirement to adhere to the center's statement of faith might deter potential applicants from applying. She also expressed concerns about burnout among teachers due to extended work hours, working in combined classrooms, and extensive waitlists that affect the center's operation. She mentions even with additional bonus pay, there are still those who would consider applying for better-paying jobs, which contributes to the challenging recruitment cycle within the childcare industry. She also mentions graduating from the ECE program in December 2022, and found the practicums incredibly beneficial, providing a practical sense of working in childcare. She conveyed that while she had some experience before entering the program, the program significantly improved her skills, particularly in classroom management and innovative teaching methods. She emphasized the program's role in helping her enhance her abilities and support her center, especially in its initial years, where she became the most experienced staff member. Lisa noted the program's influence in guiding her to implement better classroom practices and improve the quality of education at her center.

**Andrea Velasquez – Marathon County Child Development Agency:** Andrea discussed ongoing staffing issues, specifically a shortage of four staff members currently. She mentioned hiring difficulties for

teaching assistants due to strict standards requiring either an associate degree or a CDA (Child Development Associate credential), which is not readily available in the area. This leads to challenges in retaining quality staff as they may pursue lead teacher positions elsewhere with fewer educational requirements. Andrea expressed frustration over hiring inexperienced staff and mentioned six current staff members enrolled at NTC, although some had to quit school after starting the program, causing unexpected turnover. She echoed the struggle of investing resources in recruitment, only to face continuous turnover, hoping for improvements in the upcoming year.

Sara acknowledged similar challenges faced in the field, including recruitment success and high graduation rates but also highlighted the impact of economic factors and the cost of living contributing to turnover and burnout among graduates. She proposed enhancing coursework to include real-world field experiences, addressing challenging situations, and emphasizing self-care strategies to better prepare students for the realities of the profession.

**Stacy Stenz – Wausau School District:** Stacy discussed para shortages in 4K classrooms and highlighted the implementation of pyramid training for staff. She's currently enrolled at Butler University's in their Educational Applied Neuroscience program. Stacy aims to share insights from this program, emphasizing understanding adult states and behaviors to better support students. She mentioned a shift from behavioral approaches to recognizing behavior as a signal of unmet needs or skills. Stacy focuses on equipping staff with self-care plans to manage stress and be more effective in supporting children's needs. She emphasized the importance of ongoing learning and adaptation in responding to the evolving needs of children and families in Central Wisconsin.

**Susy Willard Curry – WECA:** Susy supervises career development counselors supporting early care and education professionals and aspiring individuals in the field. She notes a disconnect between public perception and the reality of the profession, emphasizing the challenging nature of the work, requiring continuous dedication and being a source of calm amidst challenges. She highlights the increased need for student support and counseling services in today's educational context compared to the past. Susy also mentions WECA offering a student support grant of up to \$30,000, encouraging applications from various educational institutes for initiatives aiding students' support. She explains at a recent WECA Conference, different student support efforts were highlighted, ranging from bilingual students to achieving a work-life-school balance, aiming to stimulate ideas for better student support strategies. She touched on WECA's T.E.A.C.H. Scholarship and a specific apprenticeship model in the early care and education field. She explained that in this field, those who are equivalent to journey workers in other professions might not be termed trainers, but instead, they serve as mentors or technical assistance providers. WECA plans to introduce a mentor support project in 2024, including necessary technical assistance provider training mandated by the Registry for professional recognition. This project aims to support mentors working closely with apprentices by providing training and financial aid, recognizing their skills and efforts in the field. Along with the intentions to complement and enhance existing efforts in the field without undermining them. Susy invites all interested parties to apply for WECA's [Student Support Grant](#).

**Jake Schalow – Wausau Childcare:** Jake discussed the ongoing challenges with recruiting and retaining employees in their various locations. They've experienced fluctuations in staff numbers due to sudden departures, despite efforts to maintain a stable team. Currently, they're actively hiring for different positions, including a center director at their West Side location. The struggle extends to getting candidates to commit to interviews and show up for them, particularly for teaching and assistant teaching

roles. This obstacle has limited their ability to be selective in their hiring process and impacts decision-making regarding new hires.

**Kelly Pelot – Woodson YMCA:** Kelly mentioned experiencing similar challenges as others in terms of staffing shortages and an increase in challenging behaviors within their classrooms. This situation poses difficulties for staff members lacking training or experience in handling such behaviors. Additionally, like many others, their center faces the recurring issue of hiring employees only to see them leave within a month despite investing time, resources, and training in their onboarding process. This ongoing cycle perpetuates the struggle of maintaining a stable workforce.

### Continuing Education/Workforce Training & Professional Development

A. QUEST Grant

Brad Gast discussed a short-term program scheduled to start in January 2024 through the QUEST Grant in collaboration with the Department of Labor, Department of Workforce Development, and the Local Workforce Board. This initiative covers the first three courses in the ECE program including Foundations of Early Childcare Education, Infant and Toddler Development, and Health, Safety, and Nutrition. This is a six-month comprehensive program, offered free of charge, accommodates up to 30 participants. The courses are online, accessible on-demand, and aim to overcome location barriers for learners with internet access challenges. Successful completion opens pathways into technical diplomas and associate degrees at NTC, providing further educational opportunities. Brad emphasized this as a significant opportunity for individuals to enhance their skills and qualifications in the region.

[Early Childhood Care Short-Term Training](#)

### Other Items

A. ECE Apprenticeships with DWD

Katie Koleske and Mackenzie Webster discussed the Wisconsin registered apprenticeship for early childhood careers and its implementation at NTC. Mackenzie outlined the structure and benefits of the program, including the journey worker card, industry-driven education, paid related instruction, and the seamless transition to higher education. Employers interested in participating would engage in one-on-one meetings with Mackenzie to understand the contractual details, discuss paid instruction, and review existing courses that align with the program. The process is personalized and hands-on, with Mackenzie guiding employers through the steps and addressing any questions or concerns they might have. Katie emphasized the program's potential as a recruitment or retention tool for organizations experiencing staff shortages in the early childhood field. For more information on apprenticeships reach out to Katie Koleske ([koleske@ntc.edu](mailto:koleske@ntc.edu)) and Mackenzie Webster ([mackenzie.webster@dwd.wisconsin.gov](mailto:mackenzie.webster@dwd.wisconsin.gov))

B. ECE Conference 2024

Nicole Guthrie discusses the upcoming early childhood conference in collaboration with NTC and continuing education. The conference is scheduled for Saturday, March 9, 2024 and will focus on addressing mental health and support for teachers to combat burnout and stress. Additionally, the conference will emphasize trust-based relational training and relationship building, providing teachers with tools to navigate challenging behaviors in the classroom. She hopes to send out invitations soon and looks forward to another great turnout.

### Next meeting schedule & agenda items discussion

The committee agreed to hold the next meeting on April 5, 2024.

**Date:** November 10<sup>th</sup>, 2023

**Time:** 12:00-1:30pm

**Location:** Utility Building

## Meeting Attendees

Matt Murphy, WPS

Patrick France, France Propane Service

Craig Piechowski, Alliant Energy

Brian Toutant, Steamfitters Local 601

Dean Julien, Steamfitters Local 601

## NTC Team

Greg Cisewski, Dean

Josh Fenske, Faculty

Bobbi Lee, Learning Coordinator

McKenna Dassow, Student Success Assistant & CSR

Houa Lee, Advisor

## Welcome & Introductions

Matt Murphy welcomed everyone and led introductions.

## College-Wide Initiatives & Events

There were no questions regarding college-wide initiatives

## Industry Trends

Members stated the industry is currently looking into more innovative solutions such as hydrogen injection, along with a demand for green energy. There still is the issue of getting supplies and trucks due to backorder. Industry members also mentioned there appears to be a lack of employees who are able to complete proper piping. Also stated was the need for employees with their CDL.

## Standard Occupational Classification

The Standard Occupational Classification code allows the school to advertise the correct salaries for the programs. **Greg will send out more information via email.**

## Instructional/ Program Discussion

### Enrollment

There are currently 10 students enrolled into the program, with one being female. The CDL course will be completed in winter. There are currently 4 students who have applied for next semester. Josh completed 16 high

**Date:** November 10<sup>th</sup>, 2023

**Time:** 12:00-1:30pm

**Location:** Utility Building

school visits last semester to help promote the program. He stated he is currently looking at ideas on how to reach the age range from late 20s to early 30's as most of his students are coming straight from high school. Houa stated he has been encouraging the students who are on the waitlist for the Electrical Power Distribution Program to enroll in the Gas Utility Program as it would open numerous opportunities.

### Capital Purchases

There were no capital purchases for this last year. Upcoming purchases include a backhoe loader and an electrofusion processor.

### Facility Update

The storage shed now has power and gas hooked up. The goal is to have heating added in the future, but for now will be used as a cold storage building.

### Curriculum Update

Josh is creating a Basic Electricity for Gas Utility course which will take place of both IET 1 and IET 2. The course is still being created, but the goal is to discuss the content at the next meeting. There was one credit removed from field training, which will be used to add a directional drill course. Greg and Josh are currently looking at the option of adding a directional drill certificate and would like the feedback regarding what industry members are looking for.

### Continuing Education/ Workforce Training and Professional Development

We hold a wide variety of continuing education classes. NTC would be willing to find someone to teach courses if there is a topic we do not already have.

### Future Meeting Date & Time

McKenna to send out a doodle poll for the Spring 2024 meeting.

## Administrative Professional Advisory Committee Meeting Minutes

Date: 11/14/2023

Time: 12:00 p.m. – 1:00 p.m.

Location: Zoom

### Attendees

#### Industry Members:

- Anne Dahlke – Executive Assistant, UMR
- Taryn Fuller – Business/Marketing Dept.; Wausau West High School
- Jill Jass – Executive Assistant; Connexus Credit Union
- Janet Tharaldson – Executive Assistant; Incredible Bank
- Lisa Westfall – President and Owner; Westfall Staffing

#### NTC Team:

- Carrie Heckendorf– Faculty, Administrative Professional
- Erin McNally – Learning Manager, School of Business
- Dianne Carroll– Faculty Success Manager; Adjunct Instructor
- Amy Denissen – Student Success Advisor
- Valerie Becker – Administrative Assistant, School of Business

### Welcome

- **Erin McNally – Learning Manager, School of Business** - Welcomed everyone to the meeting and thanked them for attending.

### Update and highlights from last Meeting (3.1.23)

Minutes from the previous meeting and opportunity for edits were made available.

### College-Wide Initiatives

- **PowerPoint Presentation - Erin McNally** – Reviewed the following College-Wide Initiative PowerPoint presentation with the committee:



Advisory Committee  
PowerPoint Fall 202.

- **CIP & SOC Codes - Erin McNally** – Erin explains the significance of CIP and SOC codes in the context of programs at Wisconsin technical colleges. CIP stands for the Classification of Instructional Programs, and these codes are assigned by the U.S. Department of Education's National Center for Education Statistics to every program offered by NTC and the Wisconsin Technical College System. We have no control over the CIP code assigned to each program.
  - SOC codes are Standard Occupational Classification codes. Unlike CIP codes, SOC codes are selected by people NTC, such as faculty, the dean, associate dean, or learning manager when a new program is being offered. The selection is based on the positions that students from that program would be qualified to pursue upon graduation but when this decision is made at the program's initiation it is rarely revisited.
  - NTC's website provides a summary of the Administrative Assistant program including a starting salary range based on the NTC graduate outcomes report. The graduate outcomes report includes a survey conducted six months following graduation, asking recent graduates questions about employment, field of study, and income. The salary



information is used on the program page on NTC's website to give potential students an idea of the starting salary upon program completion.

- The reason for discussing this is the recent limitation in survey responses over the past few years. Students are not completing the surveys, and even those who do may not include salary information. As a result, there is difficulty in determining an accurate salary range; therefore, we have been tasked with addressing this issue by reaching out or discussing it with advisory committee members.
- Erin then shares four SOC codes and salary information obtained from the O\*Net.org website, which is maintained by the Department of Labor. The purpose is to gather opinions on the accuracy of these codes that pertain to the Administrative Professional program, with the CIP code for Administrative Assistant and Secretarial Science General assigned by the Wisconsin Technical College System.
  - 43-1011 First-line Supervisors of Office and Administrative Support Workers
    - The annual wages for this position in the State of Wisconsin, ranges from \$39,900 to \$99,630 with the average being \$62,000.
  - 43-4161 Human Resource Assistant, Except Payroll and Timekeeping
    - The annual wages for this position in the State of Wisconsin, ranges from \$32,860 to \$58,380 with the average being \$44,000.
  - 43-6011 Executive Secretaries and Executive Administrative Assistants
    - The annual wages for this position in the State of Wisconsin, ranges from \$44,060 to \$85,760 with the average being \$61,790.
  - 43-6014 Secretaries and Administrative Assistants; Except Legal, Medical, and Executive
    - The annual wages for this position in the State of Wisconsin, ranges from \$30,840 to \$53,320 with the average being \$40,820.
- Erin then asked the committee to review these codes and complete a short survey (with a link provided in the chat feature) indicating whether they feel that these codes accurately reflect the positions graduates from the Administrative Professional Associate Degree Program could obtain upon graduation. The information received from this survey will be provided to NTC's institutional research team.
  - **Lisa Westphal – President and Owner; Westfall Staffing** - Does the survey have a place to explain why are you selecting yes or no for each code? There might be a code that is accurate but the salary may be too high for this area.
    - **Valerie Becker – NTC; Administrative Assistant, School of Business** - Unfortunately, there is not a field to include comments. We are just primarily trying to determine if the positions correlated to these SOC codes are positions in which graduates from this program can obtain after graduation. However, you can email us any feedback you have regarding each code.
  - **Jill Jass – Executive Assistant; Connexus Credit Union** - Jill expresses uncertainty about feeling qualified to provide a specific salary range at this time and she suggests the possibility of researching the matter with her HR team. Jill also expressed unfamiliarity with the curriculum and whether NTC prepares graduates for executive assistant roles immediately after completing the program because these roles often require 3 to 5 years of experience. Jill's question involves whether the information being sought is for entry-level positions right after graduation, especially regarding executive assistant roles. She acknowledges these as important questions and hints at providing a more detailed response later.
    - **Erin McNally** - Erin stated that she appreciates Jill's thoughtful approach and attention to detail in considering the questions. Erin clarifies that the salary information being shared is sourced from O\*Net

Online, a website managed by the U.S. Department of Labor, which compiles information from across the state and nation. The provided salary range is a comprehensive reflection but agrees that variations could exist based on factors like company type, size, and location. Erin suggested updating the survey to include job titles, SOC codes, and salary ranges and also suggests adding a comment section, and we will then email this survey to the committee members by the following morning.

#### Industry Discussion

- **Janet Tharaldson – Executive Assistant; Incredible Bank** - Incredible Bank recent added of a third senior executive assistant to the team. She highlighted the excitement of having four strong applicants for the position and the process only taking a total of three weeks, contrasting it with a previous 4-month hiring process. Janet expressed enthusiasm about the growing pool of senior executive assistants and discussed the bank's exploration of AI in tasks such as letter writing. The team is actively experimenting with integrating AI into their workflow to enhance efficiency and productivity.
- **Taryn Fuller – Business/Marketing Dept.; Wausau West High School** – Taryn's role at Wausau West High School largely involves preparing high school students before they come to NTC or other colleges. She highlighted a rising trend in the popularity of Microsoft Office courses and the dual credit offerings with NTC. Four-year college bound students are also realizing that these dual credit classes are being accepted at universities such as UW-Madison and they are seeing the numbers in these dual credit classes grow. She also noted the importance of discussing technology choices with students like transitioning from desktops to devices like Chromebooks as Microsoft products will not work on a Chromebook.
- **Anne Dahlke – Executive Assistant, UMR** – It is exciting to learn about Janet's successful recruitment for their executive assistant position. As a representative of the International Association of Administrative Professionals (IAAP), Anne encouraged sharing of local job openings for administrative positions with her so they can be featured in the organization's monthly newsletter. The big hiring focus right now is for customer service claim representatives. She shared positive experiences participating in events, including an industry panel at NTC and the Administrative Professional Conference on October 25th. Anne appreciated the engagement with students during these events, noting that at least one student joined IAAP as a result of her involvement at the conference.
- **Jill Jass** – Jill expressed excitement for Janet's successful recruitment, highlighting the improvement in the efficiency of the hiring process. She emphasized the ongoing need for a diverse skill set, encompassing both technological awareness and soft skills. Her company has been exploring the use of AI tools and acknowledging its potential benefits while also balancing the associated risks involved. Her company is actively seeking a reliable AI transcription or note-taking solution but is mindful of the security considerations. Jill asked for input from others regarding recommendations for a secure risk management platform that incorporates transcription capabilities.
  - **Anne Dahlke** – All AI apps are currently blocked by United Healthcare due to the extensive layers of security in their work environment, particularly because they are handling health claims, diagnoses, and medical records. There is a high level of restriction on access through work computers, leading to frustrations when conducting legitimate research due to blocked websites. Even tools like Zoom are difficult to use, requiring the use of the browser version instead of a dedicated work account. Specific requests to unblock websites can be made with a valid reason.

#### Instruction Area/Program(s)

- **Enrollment Updates – Amy Denissen – Student Success Advisor** - Amy provided an overview of four programs falling under the Business Technology umbrella: Administrative Professional Associates degree, Office Assistant Technical diploma, Medical Office Specialists, and Healthcare Receptionist Technical diplomas.

- A total of 38 students are enrolled in at least one of these programs for this fall semester:
  - 10 in the Administrative Professional associates degree
  - 13 in the Office Assistant technical diploma (also embedded in the Administrative Professional Associates Degree)
  - 7 in Medical Office Specialist technical diploma
  - 8 in Healthcare Receptionist technical diploma
  - Some students are enrolled in multiple programs.
- For fall 2023, there were 42 applications, with 39 fully accepted and 24 newly enrolled.
- For the spring 2024 semester, there are 3 applications so far, but we are anticipating more as the semester approaches. However, spring semesters generally have lower enrollments than fall semesters in all programs at NTC.
- 5 students registered for graduation in December, with 1 in the associate's program and 4 in technical diplomas. Some of these technical diploma graduates could potentially re-enroll in the associate's program after graduation.
- **Program Updates**
  - **Medical Administrative Professionals Associate Degree** - Dianne Carroll - NTC; Faculty Success Manager and Adjunct Instructor - Dianne shared exciting news about the upcoming launch of the Medical Administrative Professionals Associate Degree program in the spring. The program received full approval from the WTCS and the final approval from the state and will soon be advertised on the NTC website. This will also have the Medical Office Specialist Technical Diploma and the Healthcare Receptionist Technical Diploma embedded within the new program. There are plans to introduce a new Medical Office Certificate, providing students with a layered credentialing approach. The curriculum has been streamlined for intentional semester offerings, aiming for a larger class feel and fiscal responsibility. Dianne expressed enthusiasm for the program's reception, with students eagerly waiting to register, and she thanked Amy for her assistance in moving the initiative forward.
    - **Carrie Heckendorf – NTC; Administrative Professional Faculty** – There are currently students who will be graduating in December with a technical diploma who will also be registering for this new program in the spring and will likely graduate in May because of the minimal amount of course they will have remaining to take to earn this new degree.
  - **Business Professionals of America** - Dianne Carroll - Dianne provided updates on the Business Professionals of America (BPA) program, expressing excitement about the opportunities it offers to students. She highlighted the expansion of competitive events in health and administrative areas within the program. Dianne announced that the State Leadership Conference for BPA will be hosted at the Wausau Campus on February 22nd and 23rd, emphasizing that they are prepared for any potential weather challenges, having successfully transitioned online last year due to a snowstorm. She invited anyone interested in being a judge to reach out, emphasizing the valuable opportunity to interact with students.

#### **Next meeting schedule & agenda items discussion**

The next meeting will be held on Tuesday, April 9, 2024 at 12:00PM-1:30PM via Zoom.

## Therapeutic Massage Advisory Committee Meeting Minutes

Date: 11/14/2023

Time: 9:00am-10:30am

Location: NTC Classroom F210

### Attendees

#### Industry Members:

- Jodi Krenz - Owner; Solstice Spa
- Katie Smogoleski – Owner and Massage Therapist; Now and Zen Massage
- Rose Notz – Owner and Massage Therapist; NirvanaRose Massage
- Megan Leitzke – Owner and Massage Therapist; Megan’s Massage Studio
- Katy Bickelhaupt – Massage Therapist
- Diane Durante – Owner and Massage Therapist; Chrysalis Massage Therapy

#### NTC Team:

- Lisa Peterson – Associate Dean; School of Business
- Melissa Baker – Faculty, Therapeutic Massage
- Tanya Karow – Adjunct Faculty, Therapeutic Massage
- Yang Yee – Student Success Advisory
- Valerie Becker – Administrative Assistant, School of Business

### Welcome

- **Introductions - Lisa Peterson - Associate Dean; School of Business** – Welcomed everybody to the first Therapeutic Massage Advisory Committee Meeting and everyone did introductions.
  - **Lisa Peterson** – The massage program was made possible through an Emerging Industries Grant from the Wisconsin Technical College System, which covered the exploration and startup costs, including curriculum development and necessary equipment. There was a collaborative effort in building the case for the grant, involving letters of support from industry. The grant was awarded last year, leading to the hiring of Melissa, who played a crucial role in developing the curriculum. The program officially launched in the current semester, with ongoing renovations to the dedicated massage space. Melissa's expertise helped in guiding decisions, such as the choice between privacy curtains and individual rooms. Overall, the program's development and launch are portrayed as a collective effort with careful consideration of various elements for a comfortable and effective learning environment.

### Industry Trends & Updates

- **Megan Leitzke – Owner and Massage Therapist; Megan’s Massage Studio** – There have been significant challenges in managing the demand for massage services. Despite recommending other practitioners, this has been an ongoing issue with therapists being fully booked with limited options for scheduling. There is also need for specific massage modalities in the area, such as cranial sacral, lymph drainage, and oncology massage. She expresses a personal preference for myofascial massage and Thai massage but these methods are less popular in our area. In terms of trends and predictions, Megan anticipates continued growth in the massage industry, emphasizing the importance of self-care despite economic challenges. Overall, Megan's concerns revolve around balancing demand, addressing specific skill gaps, and considering emerging trends in the massage profession.
- **Jodi Krenz - Owner; Solstice Spa** - The aging population has shifted towards prioritizing wellness over medications, particularly in managing back pain through massage therapy. This as a positive outcome of the COVID-19 pandemic, emphasizing the growing focus on self-wellness. Aspiring massage therapists should consider the time of day for their practice, as peak hours are in the evenings and weekends due to customers' work schedules. However, Jodi recognizes the importance of maintaining a work-life balance for therapists. Massage therapists need to also understand that the massage session is about the customer, not themselves, and therapists should adapt to the customer's preferences, whether it involves talking or enjoying a quiet session. Jodi also raises a question about therapists seeking continuing education credits and wonders if NTC will offer such opportunities.

- **Diane Durante – Owner and Massage Therapist; Chrysalis Massage Therapy** – Many of her clients like to talk during their sessions. This is potentially because of their decompression, releasing, and fascia letdown or it could be because some clients just can't handle quiet.
- **Katie Smogoleski – Owner and Massage Therapist; Now and Zen Massage** - During the pandemic, people's preferences for communication during massages shifted. During Covid, several of her clients who she's had for years and previously never talked during their session, started asking if they could chat, possibly due to the isolation and desire to connect with others that came along with Covid. However, these conversations should never be initiated by the massage therapist and the therapist should meet people where they are at regarding how much they converse.
- **Melissa Baker – NTC Faculty, Therapeutic Massage** – Melissa has personally reached out to three different organizations involved with lymph, oncology, and myofascial to set up some continuing education courses but has hit some roadblocks. NTC's Workforce Training and Professional Development (WTPD) division may need to get involved in helping set something up for these continuing education courses because we have a fantastic space and can accommodate any number of attendees. Melissa also posted a poll on the Massage Therapists of Central Wisconsin Facebook group on what modalities they would like to see in the area. Many of the replies were for areas such as cranial sacral and myofascial so we are looking specifically to have courses on that.
  - **Diane Durante** – There is a need for ongoing education to maintain professional development and integrity within the massage community. Diane emphasizes the importance of comprehensive training in specific massage modalities, and asked that we consider that proficiency requires more than just a one-day workshop. Often times clients face challenges in distinguishing between various massage techniques and Diane encourages therapists to educate clients on different techniques and their qualifications as a skilled therapist. Supporting each other within the massage community and presenting ourselves as educated individuals to enhance the credibility of the industry is significant.
- **Jodi Krenz** – It would be beneficial if NTC could put together something like a "Massage Club" where industry members could get together once a month in the morning to practice new techniques on one another and learn from each other. Massage Therapists could team up with another therapist to help them practice a new modality.
  - **Melissa Baker** – Melissa expressed interest in this concept. She has a former student who teaches at the Professional Hair Academy in Eau Claire, WI who offers cosmetology and massage courses. The academy conducts monthly meetings for massage therapists to earn continuing education units. These sessions involve practicing specific techniques, such as craniosacral, and the provides tutorials on each topic. She highlighted the importance of therapists coming together, fostering a community, and freely recommending colleagues without fear of losing business, emphasizing the supportive atmosphere among massage professionals in Central Wisconsin.
- **Jodi Krenz** – Jodi expressed concerns about ethics in the industry, particularly with male therapists conducting inappropriate behavior, such as asking clients out on dates during massages. She suggested a potential difference in the code of ethics between men and women, emphasizing the need for clear communication and understanding boundaries in such situations.
  - **Tanya Karow** – Tanya discussed the importance of personal responsibility for professional behavior in this industry, noting that some individuals, including those from the same program, may lack intuitive understanding despite going through the same training. Therapeutic Massage programs are limited in shaping an individual's conduct if they do not already possess an inherent understanding of professionalism and ethics. Professionalism and ethics are discussed during training and specifically the topic of asking clients out on dates.
  - **Katie Smogoleski** – The behavior of some male clients is a concern that massage therapists deal with quite often. We all try to be respectful and discreet when encountering these concerning situations, like receiving creepy texts or being propositioned, but there is a challenge of not knowing how to handle such incidents or whether to involve the police. This is the service industry so we are all conditioned to be polite and there are a lot of factors to consider in the moment like whether the client was joking or not. When these things happen, one's fight or flight instinct kicks in but then later we can question whether we were over reacting or not. We have to decide in a



matter of minutes of meeting a person whether we will be safe with this person in an enclosed space so this is an important skill to be taught. To some degree, we are all afraid that we are going to be physically hurt in our own space; spas can provide an advantage in this regard as you are surrounded by coworkers and a supervisor. We are all pretty good at identifying “pink flags” or “red flags” that a new client may have. If a new male client books an evening session with her, Katie will do a brief background check to make sure she will feel safe with this client. But the question is, how to handle a situation with a client who does have a scary record? Do we call and cancel their appointment? These are things that we are not taught in school.

- **Jodi Krenz** – Jodi tells all of her employees that if they receive creepy/disturbing phone calls or clients that they do not have to be nice or tactful. If a client is making one of her therapists feel uncomfortable, they do not need to service or stay in that room with them as it is not worth the money to them or the company. Jodi has personally called clients that a therapist does not feel comfortable with and explained that we are not comfortable with you as a client and we will not be doing business with you.
- **Rose Notz – Owner and Massage Therapist; NirvanaRose Massage** - School did not prepare us enough for how to handle these situations and she has learned more in taking continue education classes in Ethics regarding these issues. Rose deals with disturbing or creepy clients on a weekly basis and will often seek advice from others in similar situations. As a new therapist leaving school, she thought that she would be fine in these types of situations but when it actually happened, she did not feel fine and ended up being too nice to the client and even finished the massage; even though she did not conduct any unethical behavior, she still felt gross the whole time.
- **Katy Bickelhaupt – Massage Therapist** – Safety precautions is not something her school prepared students for. Most of the safety precautions she has implemented has come from experience. Talking to students about red flags from the first phone call from a client to the time they are in the room is very important.
- **Melissa Baker** – There are state statutes prohibiting therapists from dating clients, potentially leading to license revocation. Many female clients are already uncomfortable with male therapists but this stereotype makes it even more difficult for the ethical ones who are out there. Every class we teach in this program, has ethics included in the class objectives and we discuss many different ethical situations, often real-life situations that are mentioned in Facebook massage groups. Every couple of days the class will discuss a real-life situation even if it does not pertain to exactly the class material for that day. Some of these ethical situations may initially seem relatively simple until further discussion makes her class realize the complexity of the situation. Role-playing is used as a tool, but its effectiveness has limitations in comparison to real-life situations where the therapist will often times freeze in the moment.
- **Lisa Peterson** – Lisa agrees with Jodi that we are being too nice in these situations and we need to have practice in calling a client out on their unethical behavior. She also suggested the possibility of collaborating with NTC’s Criminal Justice Program to address safety concerns for massage therapy students. Lisa proposed involving role-playing exercises, particularly with the mostly male criminal justice students, where they could simulate scenarios to better understand and respond appropriately to potential issues. She suggested having the criminal justice students play the role of the “creepy guy” in these exercises.
  - **Diane Durante** – Diane has done role playing for the Medical College of Wisconsin where she is a standardize patient and is given a script. This allows their residents practice interview and in-take skills but it is interesting how many residents or doctors would not offer a tissue to a crying patient. These types of real-life role plays could be very valuable to massage therapy students, as well.
  - **Melissa Baker** – There is also a woman who works for an area police department who assists with sexual assault victims who may be willing to come in and talk to the students in this predominantly female career field. Former students have also recommended offering self-defense classes as many massage therapists work alone.
  - **Jodi Krenz** – Jodi raised the idea of creating a community safety initiative within the service industry for employees, something she has wanted to do for years. She emphasized the importance of discussing safety measures such as pulling cash drawers, locking doors, and handling potentially concerning situations, including individuals behaving suspiciously. They could also provide some key indicators for massage

therapists in figuring out within a few minutes if they're going to feel safe with a client or not Jodi expressed a desire for employees to feel empowered and equipped with knowledge on how to respond in various scenarios to ensure their safety and alleviate fear.

- **Lisa Peterson** – This idea of community safety within the service industry as well as self-defense classes would fall under the purview of NTC's WTPD division. Lisa offered to connect the Jodi with Brad Gast, the dean of that area, indicating that he could provide further information or assistance in exploring this concept.
- **Rose Notz** – Rose discussed the national MBLEx, emphasizing the unexpected focus on how science focused it was and the focus on body systems rather than just muscles. She stressed the importance of teaching body systems thoroughly. Rose highlighted the significance of a user-friendly online booking system in the industry and suggested requiring a down payment to ensure client commitment and reduce no-shows. She also recommended encouraging students to receive professional massages regularly, acknowledging budget constraints but also suggesting possible solutions like bringing in therapists periodically to massage the students. Rose shared her personal experience of learning new techniques through getting massages from various professionals. Lastly, she expressed hope that the technical college setting would attract younger individuals to the massage profession, potentially addressing evening scheduling challenges faced by those with families. Rose has an office that is available during evenings and weekends and she would love to bring in one other person who could use her space when she is not.
  - **Melissa Baker** – Melissa agrees with students getting massages from other professionals as a learning technique and recommends this to her students. Unfortunately, this is not always possible due to time and financial constraints. Even as a professional massage therapist for 17 years, she has learned new techniques, things she does not like, and has gained the opportunity to network by getting massages herself. The average age of a massage therapist in the US is between 30-40 years old; however, the average age of those entering the field based on information from the other two schools in town is under 25 years old so hopefully this will help the issue the industry has with offering appointments during evening hours. We will also have an MBLEx review in the last courses of the program, which is right before students take the exam, and they will also have access to the exam coach. We may end up modifying the curriculum in the future and take a credit from one course and create a one credit course just for MBLEx review.
  - **Tanya Karow** – Melissa has done a great job covering all of the systems in the Therapeutic Massage courses. In Anatomy and Physiology, she is able to look at what is MBLEx and what is NCLEx so students are getting a lot of science and are being very well prepared. The students took a practice MBLEx exam after about 5 weeks into the program and they received a grade of 79%.
  - **Jodi Krenz** – It is a great idea to get massages from other therapists in the community but there is definitely a financial roadblock to this method of learning. Perhaps we could ask local massage therapists and spas to donate gift cards to students in the program that could have blackout dates.
    - **Katie Smogoleski** – One of the challenges is that most massage therapists are fully booked but perhaps we could offer a student rate. It is just very challenging to put aside paying clients to get a student in for free and we really strive to not devalue our work. Instead, we should teach students to care for themselves and invest in their body.
- **Katie Smogoleski** – There needs to be more education for students on how to turn massage therapy into a long-term career as there is a high burnout rate in the industry with the average career lasting only 6-7 years. She highlighted the importance of learning to plan for aspects like vacations, sick pay, and financial stability during unexpected events like the COVID-19 pandemic. There's a need for knowledge on insurance, career longevity, and business management, particularly for those planning to open their own practices. She mentioned the importance of charging enough to cover all expenses, including retirement, Social Security, Medicare, etc. and to sustain a successful career in the industry.
  - **Rose Notz** – Agrees with Katie in that her education did not discuss the business end of things including how to manage your money and this is something she is still learning.



- **Katy Bickelhaupt** – The massage school that she attended was very oriented to helping students prepare for the real world and often provided opportunities for critical thinking. One of the business sections in her program required students to fill out a chart to include: how much they will charge for services, the cost for laundry, linens, electricity, online scheduling systems, etc. This allowed students to understand the number of massages they needed to do cover expenses.
- **Melissa Baker** – Financial literacy is something that is being covered in the business-related class that is in the curriculum. This class has an online module that has an immense amount of links to different tax forms, what it is used for, and what they need to know if they are self-employed. Melissa also explains that even though this information is good to know, but you should be hiring an accountant anyway. A term that Melissa was not familiar with when she started a new business is “piercing the corporate veil”. This happens when there is a cross over between your personal assets and your LLC, such as using a personal credit card for business related expenses. Intermingling personal and business assets is enough to lose your LLC. Sydney Fritz, an instructor for NTC’s Accounting program, will be reviewing this course information to make sure everything is correct and nothing is missing.

### Instruction Area/Program

- **Program Update – Melissa Baker – NTC Therapeutic Massage Faculty**
  - This program is 900 hours and goes from the end of August until mid-May, which is the maximum number of hours we can have for a technical diploma program and still allow students to be eligible for financial aid. The state requirement is a total of 600 hours and our program exceeds most other programs within the area, which gives students an advantage before going out on their own.
  - Most of the classes are taken in quarters so students do not have to take more than 3 courses at a time. The program is primarily in-person but the science courses like Anatomy and Physiology are online and there are also some hybrid and blended classes in the second semester where students have to do some work outside of class. Students have stated they prefer this mix of in-person and outside of class workload.
  - **Therapeutic Massage – Musculoskeletal Anatomy** – This is a first semester class where student start learning about muscles, bones of the body, the very beginnings of origins, insertions, and basic actions.
  - **Therapeutic Massage 1** – A first semester course where students start learning the history of massage, Swedish Massage, and theory.
  - **Therapeutic Massage 2** – A first semester course where students start learning other techniques such as: hot stone, deep tissue, myofascial release, cupping, etc; your basic entry level material.
  - **Therapeutic Massage Anatomy & Physiology** – As previously discussed, this is a first semester online course taught by Tanya.
  - **Therapeutic Massage Pathology** – A second semester course and the author of the text book for this course and phenomenal educator, Ruth Werner, personally offered to Zoom into our class.
  - **Therapeutic Massage Kinesiology** – A last quarter course so that this information is fresh for our students before they take the MBLEx
  - **Specialized Techniques for Therapeutic Massage** – A second semester course that discusses special populations.
  - **Massage Clinic & Business Practices** – A second semester course focused on the clinic aspect but then also the business aspect including online scheduling and phone duties so that introverts and the younger generation know how to use a phone and work with the general public. This will include 70+ hours of clinic hours, which far exceeds the state’s 20-hour requirement.
  - **Therapeutic Massage Industry Standards** – A second semester course that will include the MBLEx review along with a discussion of business and ethics. Many students have voiced wanting to go off on their own eventually so they will go through every step of creating a business plan include, choosing a name that is available and legal,

choosing a business structure such as LLC versus sole proprietorship, creating a basic website, comparing differing point of sales systems, etc.

- **Katy Bickelhaupt** – Clinic hours is how Katy became most comfortable in school and even had a certain amount of chair massages to complete. Will there be a hands-on portion of the curriculum?
  - **Melissa Baker** – Yes, the state requires 20 clinic hours but our students will far exceed this requirement with 72 hours to ensure they are comfortable working with the general public.
  - **Rose Notz** – The school she went to prepared students well with a lot of clinic experience, which was very beneficial. Students were also required to do three 90-minute massages each weekend.
  - **Katie Smogoleski** – Went to the same school as Rose and stated that they had to practice a certain amount of each modalities such as Ashiatsu, cupping, hot stone, etc. She confessed being terrible at some modalities but the beauty is that if you're bad then you don't have to offer those types of services in your own practice.
- **Diane Durante** – Is there a component in the curriculum that addresses trauma informed care, patients with communication problems, ADHD, etc?
  - **Melissa Baker** – Yes, there is a class for special populations that covers oncology massage, pregnancy, and clients with special needs such as cerebral palsy, Downs Syndrome, PTSD, etc.
- **Katy Smogoleski** – Will the massage clinic have a name similar to how Cosmetology has Studio Max for their salon?
  - **Melissa Baker** – Yes, it will be called Therapeutic Massage Clinic at Studio Max. This will be an open room where as an instructor, Melissa can walk through and see what students are doing rather than have cameras in separate rooms. Each bay that students are working in have curtains that can be opened so Melissa can evaluate as students are working.
  - **Lisa Peterson** – The school wanted all of the spa services including hair, nails, esthetics, and massage to be branded as "Studio Max".
- **Katy Smogoleski** – Will you be bringing in guest instructors?
  - **Melissa Baker** – Yes, although we have not had any yet. Melissa stated that she enjoys brining in other people even if they repeat exactly what she's already said because sometimes hearing it from a second person helps it sink in. If anyone has any suggestions on people to bring in, please let Melissa know, such as someone from accounting to come in and talk about business related stuff. We would also like to incorporate field trips to see different business types and make connections in the community
  - **Rose Notz** – Chiropractic goes really well with the massage industry.
  - **Jodi Krenz** – Recommended chiropractor Dr. Steve Ruppel.
  - **Lisa Peterson** – Dr. Jay Meverden is teaching the Kinesiology class next semester.
- **Diane Durrant** – Is there an option to audit a class that we may be interested in?
  - **Yang Yee – Student Success Advisor** – NTC does offer an auditing option for certain courses but this program is so new and in-person so we will need to look into see how that would work. If it is possible, one would just need to fill out an audit form and submit for approval. But if someone was looking to just come in and observe, that would be up to the instructor.
- **Enrollment Update - Yang Yee – Student Success Advisor**
  - The cohort for the first year of this program has 3 students.
  - Students are required to do a background check to be accepted into the program which may deter some from applying.
  - Originally, 8-9 students applied and were accepted into the program but they either did not complete the background check or they did not enroll in classes once accepted.
  - Right now, we have 15 students accepted to the program for Fall 2024 but there is still a lot of time for others to apply to this program; however, this program has a maximum capacity of 12 students.

#### College Wide Initiatives

##### Advisory Committee PowerPoint

- **Lisa Peterson** reviewed the following College-wide initiatives presentation with the committee.



Advisory%20Committee%20PowerPoint'

#### Other Items

- **Committee Chair/Vice Chair Nominations - Lisa Peterson** – As a new committee we would like to recruit a committee chair and vice chair. Responsibilities include:
  - Working with Valerie and faculty on creating the agenda for our meetings.
  - Helping us hear from industry members about topics that are relevant and appropriate.
  - Connecting with our students to help them find mentors upon graduation.
  - Facilitate the committee meeting twice a year, once in the fall and once in the spring
  - Please let Lisa, Melissa, or Valerie know if you are interested in the committee Chair or Vice Chair position.
- **Lisa Peterson** – Provided a tour of the new therapeutic massage classroom to the committee members.

#### Possible date for next meeting

- The next Advisory Committee Meeting will take place on **Thursday, April 11, 2024 9:00am-10:30am**

### ***Meeting Attendees***

#### Industry Members:

- Mike Busch – Worzalla - Sheridan
- Scott Reindl – Reindl Printing
- Joe Van Der Geest – Quality Resource Group
- Bryan LaVicka – Wausau Coated Company
- Ryan Dallman – Wausau Supply Company

#### NTC Members:

- Iain Cameron, Dean
- Dr. Ken Parker, Associate Dean
- Andrew Somers, Faculty
- Daniel Seanor, Faculty
- Brenda Tincher, Administrative Assistant

### ***Welcome and Introductions***

Iain Cameron, the Dean of the School of Engineering and Advanced Manufacturing at NTC introduced himself and expressed his gratitude to all participants for attending the Fall 2023 Advisory Committee Meeting for Graphic Communication Technologies.

The Graphic Communication program has recently returned to the School of Engineering and Advanced Manufacturing and Iain looks forward to engaging with industry professionals and providing support.

Iain also introduced Dr. Ken Parker, Associate Dean ScEAM. While not directly overseeing the Graphic Program day-to-day, he is available for support.

### ***Highlights from the Previous Meetings/Updates***

The previous meeting minutes were distributed in advance for the committee to review. There weren't any specific questions or changes to the previous meeting minutes.

### ***Industry Discussions***

Members were asked to share updates on their current business outlook. They relayed the following:

- Joe Van Der Geest, Quality Resource Group, stated that commercial or digital print, specifically quick-run brochures, has remained consistently stable. However, larger-scale catalog projects that he has been involved in have experienced a decline in quantity. The industry is gradually shifting towards digital assets, with direct mail remaining a prominent focus. They have been actively engaged in three-

dimensional mailers, incorporating printed literature, promotional items, and sometimes clothing in packages sent out to clients in the thousands. Regarding organizational upgrades, they are implementing a new ERP system, a less-than-pleasant process despite the company's growth from \$30 million to nearly \$50 million in recent years. The ERP system, intended to scale with their expansion, has posed a challenging three-month ordeal. Joe went on to say it's challenging to integrate someone who's 50 years old with 20 years of customer service experience into a problematic new system, resulting in some employee losses. Consequently, they are seeking younger individuals with technical proficiency, particularly in working with web-based platforms. When he first started his career, Joe worked at Reindl Printing in Merrill where they focused on printing books and literature. Presently, Quality Resource Group encompasses diverse substrates like plastics, acrylics, and metal, offering a unique market. Joe also stated despite the unique challenges, the industry remains robust, and there hasn't been a substantial downturn in sales. His sales have increased this year; however, uncertainties loom with the upcoming election year. He also said on the inventory front, he isn't overly concerned because they focus more on digital small-run projects, reducing reliance on paper.

- Bryan LaVicka, Wausau Coated, stated that employee-wise the Minneapolis, Milwaukee, and Madison locations are facing fluctuations, particularly in warehouse staffing. Retaining personnel has been a struggle in this area. Conversely, their print-related departments, such as customer service and account management, are adequately staffed, but navigating the technical aspects of the new ERP system has proven to be a challenge. Their system handles a variety of specialty products, demanding meticulous attention to detail. While they don't engage in an extensive volume of printing, their focus lies in providing customer-specific solutions. The primary challenge is getting individuals trained by encouraging them to take relevant classes. In his department of the press and converting division, they have experienced a significant uptick in business, with ongoing growth. However, the challenge lies in finding qualified individuals to manage the increasing workload, especially with the upcoming implementation of a new ERP system early next year. Despite a slight drop in one aspect of their business, projections indicate a rebound by the end of 2024. Overall, their business is thriving. People management remains a challenge, but their focus is on advancing their skills. Iain remarked that it's unfortunate to hear about the ERP challenges; it seems to be a recurring theme. Iain suggested Bryan could learn from Joe's experience to navigate it more smoothly. Joe offers to discuss offline and share insights based on their experience with Oracle NetSuite, emphasizing the importance of running both systems concurrently to work out any issues gradually.
- Ryan Dallman, Wausau Supply, stated the current trend aligns with a recent report from NTC on the aging workforce in Marathon County. To counter the loss of supply of people, their focus is heavily on investing in automation, significantly benefiting their business. The shift towards automation has transformed roles, with fewer individuals operating a line, now requiring more technical skills. Adaptability to technology has become crucial, transitioning from traditional hands-on tasks to more screen-based interactions. In the printing and graphics domain, where his role is concentrated, an interesting development has increased collaboration with sales and marketing. This involves discussions on color understanding, customer expectations, and ensuring alignment across production, sales, and marketing efforts. This integration may be something NTC could explore in its programs by examining different products and marketing strategies by aligning effectively together. One notable challenge they face is color consistency, which is integral to graphics. Mastering the fundamentals of color calibration,

whether on monitors or printing presses and establishing a common language with sales and marketing is crucial for seamless collaboration. Andy answered the question that NTC does have color calibration embedded in its program. Iain also asked about which side are Wausau Supply implementing the automation either manufacturing or printing. Ryan said the company is implementing the automation on the manufacturing side. Automation is involved in both the manufacturing of pre-finishing doors and siding. They incorporate automation into processes like gantry systems, robotic cells, and paint lines. This automation extends to their printing equipment, enhancing material handling efficiency. While it might slightly deviate from the Graphics Program focus, he wonders if there are elements from Smart Manufacturing labs that could be integrated. They have designed a machine capable of gripping and manipulating products, streamlining the loading process without manual intervention. This approach eliminates the need for manual loading and flipping, exemplifying their incorporation of automation. It aligns with the concept that 80% of tasks can be automated, yet human input remains essential for emotional decisions and critical thinking. While artificial intelligence may impact this paradigm, human involvement is currently crucial. Bryan said his Plant Manager, Thomas, is involved with the Advanced Manufacturing Advisory Committee and wondered if there's any automation-focused content from Smart Manufacturing Labs that could be integrated into the Graphics Program. Bryan thought it was worth considering how automation trends might influence the graphics field. Iain mentioned the discussion might deviate from the graphics and printing focus, but everyone needs to be aware of how automation trends impact various industries.

- Mike Busch, Worzella-Sheridan, stated his business has recently merged with Sheridan. Sheridan has lots of plants across the United States which means their company will be getting smaller. The industry is changing and there's a growing emphasis on design over hands-on experience. He said that despite the excellent education provided by NTC, the challenge lies in turning educated individuals into great employees. The industry is evolving, and with the availability of robotics, there's a need for strategic hiring and training to ensure a skilled workforce. His company has been in the book industry for over 35 years and has had a productive partnership with the local school, providing them with interns. While these interns have a solid understanding of printing from their education, turning them into excellent employees presents its own set of challenges due to their youth and inherent complexities. The emphasis in education seems more toward design, but there's a need for individuals willing to get hands-on experience. It's beneficial to have a nearby school as a resource, and the hope is to encourage more people to join the printing industry, possibly by reintroducing printing to high school Industrial Arts Programs. The industry is evolving, with a focus on robotics. As their business adjusts its size, it becomes crucial to bring in and train the right people strategically. The workforce's age doesn't alter their need for skilled individuals, and planning for succession is vital as experienced employees retire. Despite these challenges, Mike is impressed by the NTC facility and appreciates having access to current equipment. Mike asked for NTC to continue to provide relevant information. He also said if you identify individuals who express interest, please contact them and he will coordinate tours to offer comprehensive insights into their operations and surroundings. Dan asked where Sheridan – CJG Group home base is located. Mike informed them Sheridan is out of Brainerd, Minnesota. They also have offices in Madison, Random Lake, and Stevens Point in Wisconsin. They also have 3 plants in Michigan, 1 in Kentucky, and 1 in New Jersey or New Hampshire. Mike says they have been growing rapidly. They even own pre-press services overseas. The company is pretty diverse.



- Scott Reindl, Reindl Printing, stated the deceleration in their operations is rather atypical. To elaborate, Mike operates within an industry closely associated with books and textbooks, they neither engage in competition with them nor share a comparable business model, except for the commonality of applying ink to paper. However, whenever Mike notes a slowdown, they seem to observe a similar trend. Scott regularly communicates with paper mills, as previously emphasized in various meetings. The mills are presently operating in a manner distinct from their practices in past years. Historically, during periods of reduced activity, paper mills would keep their machines operational, stocking warehouses for busier times to manage increased workloads effectively. Regrettably, this approach has ceased. Notably, they refrain from placing any web stock on warehouse floors, opting instead to fill warehouses with sheets due to their perceived stability. The unprecedented aspect lies in the shutdown of paper mills and the subsequently sending employees home during slow periods, mirroring their practices. This departure from convention is significant, given the substantial waste and cost involved in restarting a paper machine to produce quality paper. An illustrative example is Bilarud in Escanaba, Michigan, which implemented a complete shutdown in October, resulting in no production for the entire month. This occurrence is particularly staggering considering that the mill is the sole producer of the coded number 4 grade sheet in the country, specifically a web mill catering to Quad Graphics, LSC, and other entities utilizing 50-pound coded sheets. These companies are experiencing reduced demand, leading to a notable slowdown in the industry, especially on the volume side, particularly in catalogs. While he acknowledges the uptick in the digital sector, he believes their positioning here is strategic and well-suited to adapt to changing dynamics. In business operations, they have recently implemented some noteworthy changes in their equipment. Specifically, they have phased out the use of their previous Rico device, commonly referred to as the 'fast plastic toner device.' In its place, they have adopted the Canon V 1,000, and overall, he is quite satisfied with its performance. However, one challenge they are encountering pertains to the supply of toners for the Canon V 1,000. Unfortunately, their current vendor is not consistently maintaining a local stock, leading to occasional delays as they await shipments from Ohio. This logistical inconvenience is deemed unacceptable. In addition to equipment updates, they acknowledge a noticeable deceleration in their operations, as previously highlighted by Mike. Staff reductions have occurred, and currently, they are not actively seeking replacements, particularly on the manufacturing side. At present, their workforce is aligned with the current workload, although this equilibrium is regrettable. Nonetheless, as mentioned by Mike, they remain open to considering individuals interested in joining their manufacturing team, anticipating retirements in the coming years. A review of past discussions prompts him to emphasize the need for educational initiatives, specifically in guiding students toward careers in estimating, job planning, and customer service. Regrettably, the recent closure of the print program at the University of Wisconsin-Stout has left a void in their industry, particularly in their region. Consequently, they look to NTC to play a crucial role in cultivating interest and supplying qualified individuals. On a related note, as highlighted by Mike, they observe a trend among young individuals who, despite entering the workforce temporarily, exhibit a strong inclination toward the design side of their industry. Steering them away from this preference poses a challenge, given their natural affinity for working with screens from an early age. Moving forward with their investments, they haven't explored extensive automation initiatives. Currently, their automation setup appears to be well-suited for their needs, and he is uncertain about further streamlining possibilities at this juncture. It's conceivable that advancements in robotics could offer additional efficiencies, although he hasn't come across such developments thus far. Dan asked Scott when was the announcement made about the closure of the entire print program at the University of Wisconsin-Stout. Scott was present at



the orientation with his son last year, and during that time, the University of Wisconsin-Stout revealed the decision in the summer preceding last year. They communicated that they wouldn't admit any incoming freshmen. Scott said they declared the program's closure while his son was still a freshman. As of now, there are no plans to restart the program. The previous department head retired, and it seems there's a lack of personnel with the necessary expertise. Additionally, the university's requirement for Ph.D. instructors is, in his opinion, impractical. The insistence on a Ph.D. is bureaucratic, and the mandate for instructors to obtain a Ph.D. within a specific timeframe is counterproductive. He fails to see the merit in requiring a Ph.D. for teaching when a master's degree suffices initially. This policy contributes to the program's decline, as witnessed in the current situation. Despite the evident interest in the program, as demonstrated by students, the decision to terminate it has left many uncertain about their academic paths. Dan said it's crucial to focus on targeting high school students, specifically those in the Minneapolis, Minnesota area. While there are technical colleges in the city that offer print-related programs, the emphasis should be on engaging local students. Scott said one notable institution in the Twin Cities is Dunwoody Technical College, and another one is Hennepin Tech, both of which were once prominent in the print industry in the region. Dan said they used to have effective transfer agreements with these colleges, and he intends to stay informed about any potential program developments. There's a rumor about a new initiative, but the specifics remain unclear. The plan, as of my last knowledge, was to reintroduce it in the fall of 2024. However, changes may have occurred, and they need to assess how they align with their needs and programs, considering their previous transformations. Dan also said that establishing agreements with them is a meticulous process, involving negotiations and approvals from both sides, as experienced during his previous engagements. Scott asked if any of them come across pertinent information, please share it. Iain said, he certainly would conduct thorough research to gather information. They have collaborated with the University of Wisconsin-Stout and other programs in the past, achieving improved and expedited transfer agreements. This has been a positive trend within the college recently, fostering better collaborations with universities and facilitating smoother transfers. Iain also said he would find out the information and pass it on to the Advisory Committee to see if there is anything NTC can do to cover those gaps that may exist.

- Iain said he is hearing a considerable amount about the potential that greatly appeals to him. Mike and Scott alluded to a more hands-on approach, emphasizing the importance of individuals who aren't averse to getting their hands dirty. He finds this mindset particularly appealing. They are seeking individuals like Dan and Andy who align with this perspective. It's not that they lack interest in the design aspect, but rather, they are deeply committed to fostering a practical, hands-on approach. They are dedicated to attracting students inclined towards this aspect, not exclusively those focused on the technical side. While NTC aspires to be comprehensive in the types of students they cultivate, they also want to ensure that students have the freedom to choose their preferred direction. Therefore, Iain said his constant disclaimer is that they cannot lean too heavily in one direction; they must strive for a well-rounded approach, despite the inherent challenges. He acknowledges that it's not an easy task, but they value the feedback and will earnestly consider it to explore possibilities. He was particularly intrigued by the discussions surrounding a potential emphasis on entrepreneurship for students interested in starting their own businesses. Although unsure about the feasibility, it spiked his interest, and he suggested they delve further into this topic. Additionally, during the group discussions, there was mention of companies possibly supporting students part-time. He is uncertain if this aligns with the Graphics Program, and he is curious if a substantial number of NTC students are employed while completing the program. While he

assumed this to be the case, he wanted to confirm, bearing in mind that this is a somewhat speculative statistic. However, it aligns with the broader trend where a significant majority of the students, spanning all programs, secure employment before graduating, a fact he believes holds true for about 90% of the students. He understands that it can be frustrating for businesses seeking new talent. One effective strategy employed in the other programs, which may have been previously discussed about this program, involves businesses supporting students in various ways. This support can manifest as tuition reimbursement or allowing students to attend classes during work hours. This approach has proven highly successful in other programs, garnering appreciation from students. Businesses can implement agreements where assistance with education is contingent upon the student committing to a predetermined period of employment, recognizing the potential complexities from an HR standpoint. They are open to ongoing discussions to tailor schedules and enhance program flexibility. While he isn't yet fully acquainted with all available options for Graphics, such as shorter diplomas, he can explore these possibilities. It's important to note that as a college, NTC adheres to established processes, but they are committed to finding efficient solutions. The aim is to streamline processes without compromising quality, ensuring that any changes benefit both students and business partners. NTC is eager to engage in conversations about potential adjustments to the program, including the exploration of short-term and part-time options to facilitate talent attraction and retention for their organization.

### Program and Curriculum Update

- Iain Cameron stated the current enrollments are the following:

<b>1<sup>st</sup> Semester Students</b>	<b>10</b>
<b>3<sup>rd</sup> Semester Students</b>	<b>8</b>

- There are no proposed curriculum or program modifications.

### Recruitment Events and Discussion

- One of the organizations NTC frequently collaborates with is the Central Wisconsin Manufacturers Alliance (CWIMA). Initially focusing on welding and machining, CWIMA has evolved into a more generalized manufacturers' association. They actively provide scholarships and coordinate an intriguing initiative known as "Heavy Metal Tours." Iain Isn't sure if any of them have participated in a Heavy Metal Tour where K-12 students visit a facility, but he wholeheartedly recommends it as an exceptional opportunity. Through the partnership with CWIMA and local high schools, students have the chance to explore various industries. These tours expose them to the inner workings of actual factories, whether in manufacturing, heavy machinery, engines, fabrication, machine shops, industrial printing, water supply, or any field aligning with businesses. The process involves 7<sup>th</sup> and 8<sup>th</sup> grade students visiting local industries and then coming to NTC or Mid-State Technical College, encompassing a collaborative effort across Central Wisconsin. Witnessing how NTC serves as the connecting link, guiding students from high school through the programs into the respective industries, is truly remarkable. He proposes that NTC

will share contact information for CWIMA with the entire Graphic Communication Advisory Committee to gauge interest in further exploration. Brian LaVicka mentioned his company participates in the Heavy Metal Tour and he feels they need to change to high school-age kids. He feels retention might be a problem, but otherwise, it's a good program. Andy mentioned on April 24, that NTC is having a K-12 program from 9 am to 2 pm for the 10<sup>th</sup> to 12<sup>th</sup> graders. Subsequently, there is scheduled to be a community open house from 3:30 p.m. to 5:30 p.m. During this event, Andy indicated that students would be conducting a portfolio show on the same evening and over several subsequent days. Iain extends an invitation to everyone to attend and explore the showcase, including the portfolios.

- Dan said Andy recently mentioned their plans to conduct tours, particularly during the upcoming spring semester. They find it advantageous to organize these tours in spring, aligning with the graduation of the class in May. This allows us to expose them to various companies and extends the opportunity to the entire program, including younger students. Their primary need from employers currently revolves around providing opportunities for students, be it part-time or full-time positions, and engaging in tours.
- Andy mentioned, that NTC invites the companies to consider participating in a lunch and learn session or join one of the classes for a comprehensive overview of their organization's activities. While discussions are valuable, the visual impact of photos showcasing the company's shops, projects, and examples can significantly excite and engage the students.

### NTC College-Wide Updates

- The committee was sent a PowerPoint showing the College-Wide Updates.
- The new programs started in the fall of 2023 included:
  - Hospitality Management Associate Degree
  - Smart Manufacturing Technology Associate Degree
  - QuickBooks Specialist Technical Diploma
  - Therapeutic Massage Technical Diploma
  - Nail Technology Certificate
  - Pasture to Plate Butchery Certificate
- NTC is undergoing a 10-year reaffirmation of the accreditation process and will be evaluated on the following five criteria: Mission, Integrity, Teaching and Learning, Assessment, and Planning. This visit is made up of 3 key parts that directly impact advisory committee members:
  - Written Self-Study
    - An extensive self-evaluation, called the "assurance review," provides NTC's written case for reaffirmation of accreditation, and was submitted by NTC's accreditation team by October 6, 2023.

# Advisory Committee Meeting Minutes

## Graphics Communication Technologies

November 15<sup>th</sup>, 2023 | 12:00pm to 2:00pm | F107 (STEM)/Zoom



- HLC Campus Visit: Nov. 6-7
  - Five HLC review members will visit campus and conduct planned and ad-hoc interviews with a range of stakeholders, including the president, Board of Trustees, deans, VPs, managers, faculty, staff, and students.
- Advisory Committee Feedback
  - Your feedback on the ability of NTC to meet the HLC's criteria for evaluation was important to both NTC and the HLC. Your submitted comments were referred to NTC's Accreditation Manager, Adam Sprague.
- All NTC programs have a CIP code that is assigned by the WTCS, each CIP code crosswalks to a list of SOC codes that describe occupations that can be directly tied to a program.
  - CIP – Classification of Instructional Programs
    - Describes a program of study
    - Supports accurate tracking of program completion activities
    - Developed by the US Department of Education's National Center for Education Statistics
  - SOC – Standard Occupational Classification
    - Nation's primary source of occupational information
    - Updated continually by surveying a broad range of workers from each occupation
    - Sponsored by the US Department of Labor, Employment and Training Administration
- WTPD offers **Professional Development** and **Community Education Classes**. Some topics include:
  - CDL Hazardous Materials
  - AI and Automation: Digital Transformation Series
  - SHRM Certification Prep
  - Putting the Engage Back in Engagement for Community Organizations
  - Ballroom and Social Dance
  - Cooking Classes
- The Student Support Resources available to our students include:
  - Unlimited access to free mental health services through **The Virtual Care Group** ([thevirtualcaregroup.com/ntc](https://thevirtualcaregroup.com/ntc) or 866.533.1827)
  - The **Advising Specialist** can help connect the student with other emergency financial, computer, and community resources
  - **Timberwolf Table**, NTC's food pantry for students
  - **Timberwolf Learning Commons**, with library, tutors, and coaches available
  - Student Scholarships
  - **Student Life** offers several programs, both in-person and remote, to allow students to meet each other, get involved, relax, and have fun.

### Next Meeting Details and Suggestions

The committee will be sent meeting details at a later date.

# Advisory Committee Meeting Minutes

## Graphics Communication Technologies

November 15<sup>th</sup>, 2023 | 12:00pm to 2:00pm | F107 (STEM)/Zoom



### NTC Contact Details –

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## Legal Studies/Paralegal Advisory Committee Meeting Minutes

Date: 11/16/2023

Time: 4:30 p.m. – 5:45p.m.

Location: Zoom

### Attendees

#### Industry Members:

- Amanda Ley – Court Commissioner; Marathon County
- Chelsea Payant – Attorney; Sommers, Olk & Payant
- Brittany Dishaw (Heath) – Paralegal
- Erin Radke – Paralegal
- Kari Schwingle – Professional Recruiter; Express Employment
- Angela Gonzalez; Paralegal; Ruder Ware
- Kourtney Imig – Attorney; Winter, Winter & Behrens

#### NTC Team:

- Tom Wendt – Paralegal/Legal Studies Faculty
- Valerie Becker – Administrative Assistant, School of Business

### Update and highlights from last Meeting (04.13.2023)

The meeting minutes were reviewed and approved as submitted. No further discussion necessary.

### Instructional Area/Program

- **American Bar Association (ABA) Updates - Tom Wendt – NTC; Paralegal/Legal Studies Faculty** - Tom began the ABA application process in April and managed to complete and submit the extensive 80-page application, along with about 90 pages of attachments, by the due date in November.
  - Tom mentioned the ongoing review process for ABA approval, outlining the steps involved, such as Executive Dean and Vice President review, ABA's education consultant suggestions, revisions, a site visit, the review committee making their recommendation to the Standing Committee who then votes on it, and then finally to the House of Delegates who also votes on it. Tom anticipated approval might occur in 2025. The application is currently in the review stage, marking step 2 of this six-step process.
  - He highlighted the restrictions on advertising ABA approval until the final decision.
  - The ABA's electronic process compared to the previous paper-based system is much more thorough and provides a detailed examination of our program information, administration, faculty, and how we teach in an online format. The ABA also requires 9 hours of live synchronous education, which we teach through our 3 live courses in Estates and Probates, Legal Ethics & Professionalism, and Real Estate Law classes, therefore, meeting this requirement.
  - The ABA also has 5 requirements that need to be discussed during advisory committee meetings including: library resources, trends in the field, the job market, skills & knowledge, and industry challenges.
- **NTC Library Resources - Tom Wendt** – Tom outlined the ABA's minimum library requirements, including textbooks, secondary sources, reporters, shepherds, state codes, legal encyclopedias, law dictionaries, various secondary sources, and noted their transition from a traditional law library requirement to allowing online libraries. The program at NTC addressed these requirements by utilizing a higher education version of LexisNexis called Nexus Uni.



- Nexus Uni provides about 95% of the functionality of Lexus Nexus. The key advantage from an equity perspective is that the school offers access to *everyone*, not just during legal research and legal writing classes, as is common in other institutions. NTC is committed to providing access to all, including instructors. Nexus Uni also stands out for its additional resources in news and financial information that other programs may not have. Despite some challenges with Nexus Uni's navigation, it has essential features such as access to administrative codes, statutes from every state, including Wisconsin annotated statutes, and the full Lexus Nexus case law. Tom provided a demonstration by sharing his screen and emphasized that Nexus Uni effectively meets the needs of their students. The big advantage with providing Nexus Uni is that our students in this program are remote and only having a resource in a physical library would be a disadvantage for them.
- Tom asked the committee from an industry perspective if are any other resources that would be beneficial.
  - **Amanda Ley – Court Commissioner; Marathon County** – Stated that she uses Books Unbound on a daily and weekly basis but is unsure if this would be useful from a paralegal standpoint
  - **Brittany Dishaw – Paralegal** - Brittney discusses the importance of familiarizing students with tools like Abacus, I2File, and other software they'll use in their internships. During her internship, the older version of Abacus was very challenging to use, although it is continued to be used in many firms; younger students may be more accustomed to updated versions of such tools. Brittney also added that Nexus Uni is a great resource but it takes a while to learn how to navigate the system. Although there are videos on how to navigate it, it may have been more helpful if someone provided hands on instructions.
  - **Tom Wendt** – We are looking into getting a Books Unbound subscription and was recently told that it may be free if using it for educational purposes. Books Unbound provides practice guides in about 35 different areas of law, authored by practitioners for practitioners. He emphasizes the practical and usable nature of these guides, appreciating their practice-based approach.
- **Program Updates - Tom Wendt** – Tom discusses significant updates in the program. We have redesigned research and legal writing courses to eliminate overlap and have enhanced Nexus Uni training with three modules instead of a few videos. Westlaw training has been incorporated into courses based on student feedback about its value but lack of understanding on usage. The legal research course is being offered in the first semester to aid students in online research. Additionally, we've redesigned the Legal Computers Application course using a nationally recognized certificate program through the National Society of Legal Technology, providing access to textbooks through a fee. This course covers various case management and filing systems, addressing Brittany's concerns about legal technology access and proficiency.
  - Starting this semester, every student is required to create a portfolio showcasing two items they drafted during the semester such as client letters, case brief, drafting a document, etc., earning points for each. Then in their last semester, they must submit 10 works from their schooling, an updated resume, and a reflection piece. There are practical reasons for this, including providing writing samples for employers and tracking graduates' progress.
  - Another update is the initiation of a newsletter for students, aiming to maintain ongoing communication, highlight program activities, and post community job openings. Several students expressed excitement about putting a Paralegal Club together and hopefully they can take over writing some of the newsletter.



This newsletter will allow us to keep in touch with everyone and highlight what we've been working on. We will include alumni when sending out our next newsletter.

- Tom mentioned the success of Lawyers for Learners which is a free legal service for WTCS students with various legal issues. This is an online service where students can fill out a form online, which goes to Judicare who then contacts the student to do an intake and they then do a brief service a full representation if appropriate. We had 4 students sign up for our first on-site legal clinic at NTC on October 18<sup>th</sup> and had attorneys, paralegals, and the NTC Legal Studies/Paralegal intern at Judicare present.. This first on-site clinic went very well and we are planning another on-site clinic for the spring and have plans to involve our students.
- Additionally, the NTC Wausau campus is one of 4 campuses hosting an upcoming Ethics School event on December 13<sup>th</sup> in collaboration with the Office of Lawyer Regulations. This will be an overview of the Office of Lawyer Regulations, what they do, and how they operate. Attendance is free for current students but practitioners wishing to attend can register by November 17<sup>th</sup>.
  - **Brittany Dishaw** – The newsletter is a great idea and the Lawyers for Learners workshop is awesome!
  - **Erin Radke – Paralegal** – Has the literature for the program have been updated to reflect these changes? Providing information to potential students on the materials and resources included with tuition could be a benefit of going to NTC versus other programs.
  - **Tom Wendt** – The NTC website has been updated to comply with the requirements of the ABA regarding the presentation of this program. Additionally, more detailed information about what participants can expect throughout the program is being implemented into the Intro course. Certain details, such as students having full free access to Nexus Uni throughout their studies, were not initially included on the website, but he expressed a willingness to involve IT personnel to address this omission.
  - **Angela Gonzalez; Paralegal; Ruder Ware** – Are you looking at the Paralegal Association of Wisconsin's (PAW) website when collecting job openings? Are you only accepting job openings for Central Wisconsin? Angela also offered to send Tom new job openings post by PAW.
  - **Tom Wendt** – Yes, we are looking at job openings posted on PAW. Students are also encouraged to join PAW as student members, and Tom has incorporated an assignment in the intro course where they review and provide impressions on the organization. Anticipating increased demand of job postings, he encourages sending job openings to him, with a focus on Marathon and Lincoln counties but still being open to opportunities from other areas, considering students from locations like Eau Claire and Hayward.
- **American Association for Paralegal Education Conference Recap - Tom Wendt** – Tom shared his experience attending the American Association for Paralegal Education National Conference in Seattle in October. Many of the newly implemented strategies in our Paralegal program align with the conference discussions. The conference talked about the significance of student portfolios, which has already been a recent addition to our program. The conference mentioned the challenges faced by single-instructor Paralegal programs such as ours. Although Tom is currently the only instructor for our program at NTC, he really appreciates the support his program has received from NTC, acknowledging the institution's backing for initiatives like Nexus Uni and the Lawyers for Learners clinic. This was Tom's biggest take away from the conference and he emphasized the positive direction and sustainability of this program at NTC, which is attributed to the institution's strong support.

### Industry Discussion

- **Chelsea Payant – Attorney; Sommers, Olk & Payant** – There has been an increase in clients with mental health and addressing the mental health aspect is becoming a crucial skill for paralegals, considering the diverse individuals they encounter in the office.
  - **Amanda Ley – Court Commissioner; Marathon County** – Expanding on Chelsea’s point, Amanda emphasized the significance of soft skills in the legal field, describing them as the ability to guide clients, effective phone communication, and understanding the essential components of court filings. These soft skills, including client support and communication proficiency, are crucial in the legal profession.
    - **Tom Wendt** - We address the need for soft skills in the program by incorporating a soft skills training series from the textbook partner, Cengage and we have integrated these trainings into the Law Office Administration course. Additionally, we have introduced basic training on formatting a business letter and drafting a memo due to the increased importance of these skills.
- **Brittany Dishaw** – As Brittany advances in her career, she is encountering job postings requiring 3 to 5 years. Despite these requirements, she encourages students to apply for positions even if they don't meet all the qualifications, because the potential for opportunities that may arise.
  - **Tom Wendt** - Tom discusses the importance of applying for jobs even if candidates don't meet all the listed qualifications. Not applying at all *guarantees* no callback, while applying gives the chance to potentially receive one. There’s an assignment in the Legal Ethics and Professionalism course where students create job applications for a fictitious position requiring more experience than they have. Tom also stresses the importance of following application requirements, such as providing resume, cover letter, and references. He shared his experience with recruiting interns and how adherence to instructions influenced his selection process.
  - **Kari Schwingle – Professional Recruiter; Express Employment** - Kari shares her experience working with local legal firms, noting the challenges she observes in the candidate base. She encounters candidates with either extensive experience that exceeds local wage requirements or those with degrees but lacking proper experience and face salary constraints. Kari’s approach is to highlight transitional experiences and emphasizes the value of diverse professional backgrounds, such as in insurance, government, and city positions that can still bring a lot to the legal world. She acts as a mediator and helps entry-level individuals navigate obstacles like the 3 to 5 years of experience requirement, and she can help prevent resumes from being dismissed. Kari also addresses firms’ inquiries about market pay for paralegals, utilizing agency resources to provide insights based on state and local considerations. She acknowledges the diversity in trends and challenges when interacting with candidates.
- **Angela Gonzalez** - PAW will be having their annual seminar and will be providing members with a salary survey in early 2024 to gauge the earnings of entry-level and veteran paralegals. Angela also highlighted a shift in employer preferences towards the State Bar Wisconsin Certified Paralegal (SBWCP) certification over a national credential. She noted changes in SBWCP’s criteria which increased the required experience to 2,000 hours and number of credits to 15, including 3 ethics, for this certification. Employers are increasingly seeking SBWCP credentials, indicating a persistent trend. Angela acknowledged challenges for students obtaining certification through the State Bar without immediate job placement but emphasized the value of practical knowledge in addition to book learning. Wisconsin Bar's Advisory Committee aimed to balance students' job needs with an effective credentialing program. Angela also shared insights into Wisconsin Bar's evolution into CLE-only content, hoping to enhance paralegal education through modules. The introduction of modules is anticipated to enrich education and facilitate career progression after accumulating job experience. She expressed optimism that these developments in paralegal education would influence attorneys to recognize

the importance of their paralegals' education, ultimately promoting a shift in attitudes towards educated paralegals within the legal profession.

- **Tom Wendt** – SBWCP was introduced in 2018 as the first statewide certification for paralegals in Wisconsin. Over the last six months, Tom noted a significant increase in paralegals displaying the SBWCP designation during his reviews and noticed job ads specifically requesting SBWCP certification. He interpreted this as a positive sign of the program's acceptance in the legal community, signaling increased acceptance of paralegals in general. Tom discussed his goal of ABA approval for the Paralegal program at NTC which will make it easier for graduates to apply to SBWCP once they meet the hourly requirements. Tom noted ongoing discussions with the State Bar about this and expressed optimism about the positive impact SBWCP certification can have on paralegals' distinction in the legal field.
- **Amanda Ley** – What is the length of this process and is it retroactive so that students who graduated before the program becomes accredited can apply for SBWCP, as well?
- **Tom Wendt** - The eligibility criteria for paralegals in the SBWCP program includes hourly requirements and having a degree from approved programs like WTCS, University of Wisconsin Legal Studies program, an ABA approved legal studies program, or a member of ABFE. Our program already aligns with the eligibility criteria, being sanctioned by WTCS and a member of ABFE. He emphasized the importance of historical institutional adherence to Wisconsin-based content, listing institutions meeting this criterion such as Chippewa Valley, Lakeshore, Madison College, METC, Northeast Technical College, and Western Technical College, all are ABA approved programs. When we hopefully get our ABA approval, which will not be for another year or so, we are aiming to join the list of approved programs as this is a valuable service.
- **Kourtney Imig – Attorney; Winter, Winter & Behrens** – Kourtney inquired about any activities or classes related to tribal affiliation, expressing an interest in learning about tribal matters, particularly mentioning the Potawatomi and other tribes.
  - **Tom Wendt** - Tom started volunteering with Judicare's WillsCaravan and travels to different tribal nations to draft estate plans for their members. He conducted two such events in the current semester, one in Hayward and another in Wausau. Tom expressed a desire to incorporate Tribal Law into his courses, particularly Family Law, which was redesigned as part of the DEIA initiative at NTC. The Family Law class does explore legal comparisons between Wisconsin state law and various tribal laws. Tom expressed interest in expanding this aspect of education, emphasizing the need for more knowledge in tribal law to effectively incorporate it into courses. The challenge of introducing a dedicated course on this is due to the absence of electives in the curriculum; if electives were available, Indigenous Law would make an excellent choice. Despite these limitations, he has intentions to integrate aspects of Indigenous Law into existing courses.

#### College Wide Initiatives

- Due to time constraints, the following College-Wide Initiative presentation was not addressed but was emailed to all committee members to review.



Advisory%20Committee%20PowerPoint'

#### Next meeting schedule & agenda items discussion

The next date for the next meeting is 04/25/2023 at 4:30pm and will be conducted virtually via Zoom.

## Human Services/SUDC Advisory Committee

### Meeting Minutes

**Date:** 11/17/2023

**Time:** 9:00 a.m. – 10:30 a.m.

**Location:** Room A232 & Zoom

#### Attendees

##### Industry Members:

- Melissa Moore, M3 Consulting, Zoom
- Carrie Thompson, Fox Valley Technical College
- Nickie Riese, Fox Valley Technical College
- Rouleen Gartner, Good News Project
- Alicia Weix, Division of Juvenile Corrections

##### NTC Team:

- Shane Heilmann, Dean of Public Safety and Community Services
- Tammy Gorski, Faculty
- Christina Lucas, Faculty
- April McHugh, Faculty
- Danny Knoblock, Faculty, Zoom
- Jessica Ketcher, Advisor Student Success
- Renee Wadzinski, Instructional Assistant SUDC
- Patricia Hornung, Admin Public Safety & Community Services

#### Welcome & Introductions

Shane Heilmann, Dean of Public Safety and Community Services welcomed everyone to the meeting and thanked them for attending. Everyone in attendance introduced themselves.

#### Update and Highlights from Last Meeting

Meeting was called to order at 9 a.m. by Shane Heilmann. Motion to approve the minutes from May 5<sup>th</sup> 2023 by Melissa Moore, seconded by Rouleen Gartner. Motion carried.

#### College-Wide Initiatives

Shane gave an overview of the NTC College Updates.

Shane opened the floor for discussion.

Brad Gast, Workforce Training and Professional Development stated that if there is anything that is reviewed that isn't offered locally, to reach out and we will try and meet those needs.

Melissa commented that there is a great partnership that Brad Gast and his team offer

Melissa Moore asked question if the advising specialist and recourses are available on the website. How do we direct the students? MaiGer informed that typically students will reach out to their advisor or the appointment line, for any needs.

## Program Updates

Shane opened the floor for nominations for Chair Person. No nomination offered. Tammy stated that an email will be sent with the Advisory Packet that explains the responsibility of a Chair Person and the Chair Person nomination will be put back on the agenda for the Spring meeting. Melissa Moore said that she would volunteer to be an interim chair.

Tammy informed that the Helping Skills Lab is being used for classroom interactions not only for the SUDC program but also with other programs. Community members will be able to utilize after June 30<sup>th</sup>.

The faculty reviewed their professional development conferences that they attended and the key points from the conferences.

Tammy spoke on the state aligned curriculum and stated that it is being used and was reviewed at the state meeting; There are current areas that need to be updated and will be reviewed at the Spring meeting. Tammy reviewed the curriculum modification updates for 2024-2025 academic year and stated that there are already touch points in the program and that they will be adding more content. Tammy commented on adding additional content from the Human Sexuality course into the SUDC Associate Degree Program.

Christina gave information regarding Justice and Community Advocacy Technical Diploma. Continued advisory support is requested and the completion timeline is estimated for Fall 2025. Christina stated that roll out is for fall of 2025 as a technical diploma. Collaboration with Criminal Justice is being reviewed. Shane stated that there have been rewrites and changes with State Aligned Curriculum that has prompted a break to further review. Shane opened the floor requesting advisory support; support was acknowledged.

Tammy shared information stating that it's great to have continued support with Fox Valley. She stated that Fox Valley is exploring the option of opening their own SUDC program.

MaiGer spoke on the SUDC & Human Services trends. MaiGer provided the enrollment numbers for fall 2023, Spring 2024 and new admit numbers. MaiGer has observed the need for students to find ways to balance school and academics. MaiGer stated that through her advising role she has noted that students in the program have the intention to give back due to their own challenges within their lives.

Tammy spoke on the clinical requirements for internships regarding background checks & immunizations; Is the requirement of the immunizations from institutions creating barriers as students can't be enrolled until they meet all of the clinical requirements? Tammy stated she would not want all students to have to receive vaccinations but rather have it be a case by case requirement per the clinical site. Rouleen informed that background checks and immunizations are not required for interns. Melissa stated that if there are vaccination needs, she would advise those to reach out to the Bridge Clinics and

other community outreaches. Shane commented that NTC is developing a plan with our onsite clinic to provide blocked times for students to come in and receive no cost vaccinations.

Tammy stated that she will send out an email requesting feedback on the requirements of immunizations.

### Industry Trends

Melissa Walsh, CW Solutions – Tammy read industry trends submitted by Melissa Walsh. They started a new family housing program, WI Housing Support Services Program, for Lincoln, Marathon, and Wood counties. The referrals for housing have increased significantly and they anticipate that trend to continue.

Rouleen Gartner, Good News Program, stated that they are excited to be part of the program. The internships with NTC have been outstanding. Rouleen foresees working with internships in the future in regards to drug court. She stated they will be opening up 5 days a week.

Alecia Weix stated they haven't had interns in a long time as there isn't enough going on to warrant an intern. She offered that Lincoln Hills might be in need of interns.

Melissa Moore shared information regarding Prevention Specialist and Prevention Specialist in Training certifications that are desired by community and government organizations and explained that this may be an avenue for those engaged in or graduating from NTC programs. This WI licensed certification does not require a minimal degree vs the Certified Health Education Specialist or CHES. She promotes encouraging students and faculty to connect to local public health departments to get involved in prevention and early intervention efforts, local coalitions, and advocacy.

### Next Meeting Schedule

The next meeting is scheduled for April. Shane stated he would like a doodle poll sent out 8 weeks prior to April to vote on potential dates. Potential dates: April 5, 12, 19, 26

Meeting adjourned at 10:30 a.m.

# Advisory Committee Meeting Minutes

## Civil Engineering Advisory Committee

28<sup>th</sup> November 2023 | 3:00pm to 4:30pm | F107 STEM Center/Zoom

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### **Meeting Attendees**

#### Industry Members:

- Matt Gruan – Becher Hoppe Associates
- Mike Mohr -REI Engineering
- Jim Volkmann – Wisconsin Department of Transportation
- Andy Walters – American Engineering & Testing
- Nick Pehler – Jewell Associate Engineering, Inc.
- Kevin Boyer – EMCS
- Steve Opatik - USDA
- Brandon Bradley – Integrity Grading & Excavating
- Tonia Weshphal – Clark-Dietz

#### NTC Team:

- Iain Cameron, Dean, ScEAM
- Michael Kowal – Faculty
- Heidi Latendresse – Learning Coordinator
- Archie Becher – Pathways Coordinator
- Susan Clark – Administrative Assistant

### **Welcome**

Stephanie Christianson welcomed everyone to the meeting and thanked them for attending.

### **Highlights from the previous meeting/Updates**

The previous meeting minutes were distributed in advance for the committee to review. There weren't any specific questions or changes to the previous meeting minutes.

### **Update on School of Engineering and Advanced Manufacturing**

Iain Cameron informed the committee that Dr. Ken Parker is the new associate dean for the School of Engineering and Advanced Manufacturing.

### **Grant Update**

The Career Pathways Grant supports eight of our programs including the Civil Engineering program. The grant enhances awareness of the career pathways for students coming into NTC. Archie Becher has been supporting the NTC transfer team, most recently, by working on the transfer agreement with Michigan Tech. The committee members shared their appreciation for two-year technical colleges that give students direct access to education.



# Advisory Committee Meeting Minutes

## Civil Engineering Advisory Committee

28<sup>th</sup> November 2023 | 3:00pm to 4:30pm | F107 STEM Center/Zoom



They felt that the positives of attending a technical college and then transferring to a four-year school are numerous and provide students excellent options to obtain a degree.

### **Enrollment and Program Update**

Michael Kowal shared the current enrollments which are as follows:

- 5 students in the first semester with that number increasing to 7 in the spring semester
- 5 students in the fourth semester
- Iain clarified that the five-semester track includes a summer internship

### **Program and Curriculum Discussion**

- Michael Kowal stated there are no curriculum changes.
- The committee discussed how AI will impact the industry and how it could be integrated into our curriculum. We have updated our student honesty policy. Committee members agreed that AI will be impacting businesses in the future. We would like to develop a program that shows how AI works and can be incorporated into industry today. Committee members that have any comments or suggestions on this topic, can send those to Iain and he will share that information at a future meeting.
- We have been partnering with UWSP to offer a boot camp for businesses addressing how to generate efficiencies.
- The conversation touched upon the nationwide program, "Engineering Tomorrow" which introduces high school students to various engineering fields by providing hands-on instruction, virtual labs, and mentorship at no cost to students, teachers, and schools. Iain Cameron expressed gratitude for the Women in Industry Summer Camp and those who were contributors, particularly thanking Heidi Latendresse for all the work she does for this camp.

### **Industry Discussions**

Committee members agreed that in many cases the demand for work is now matching worker capacity, even with the consensus that there is a large amount of work available. The ample opportunity for growth in business contrasts with a shortage of qualified workers, particularly in the private sector which is impacted by interest rates. Government sectors, such as the Department of Transportation have sufficient work but they face market pressure about wages and their biggest challenge lies in retaining talent due to changes in pay scales.

There is a potential to market engineering degrees to women, people of color, and younger individuals, emphasizing diversity, equity, and inclusion. Targeted marketing, focusing on underrepresented populations, rural individuals, and collaboration with tribes and veterans, was suggested.

# Advisory Committee Meeting Minutes

## Civil Engineering Advisory Committee

28<sup>th</sup> November 2023 | 3:00pm to 4:30pm | F107 STEM Center/Zoom



Effective communication, awareness of generational differences, and internship experience are deemed crucial for new employees. The positive feedback received from students during internship interactions with companies was noted. A committee member voiced the opinion that the NTC students are very engaged and come into area businesses willing to work.

Students have to realize that the industry today needs professionals have to prove that the designs are correct by providing the documentation, substantiating information and meta data.

### NTC College-Wide Updates

- The committee was sent a PowerPoint showing the College-Wide Updates.
- The new programs started in the fall of 2023 included:
  - Hospitality Management Associate Degree
  - Smart Manufacturing Technology Associate Degree
  - QuickBooks Specialist Technical Diploma
  - Therapeutic Massage Technical Diploma
  - Nail Technology Certificate
  - Pasture to Plate Butchery Certificate
- NTC is undergoing a 10-year reaffirmation of the accreditation process and will be evaluated on the following five criteria: Mission, Integrity, Teaching and Learning, Assessment, and Planning. This visit is made up of 3 key parts that directly impact advisory committee members:
  - Written Self-Study
    - An extensive self-evaluation, called the “assurance review,” provides NTC’s written case for reaffirmation of accreditation, and was submitted by NTC’s accreditation team by October 6, 2023.
  - HLC Campus Visit: Nov. 6-7
    - Five HLC review members will visit campus and conduct planned and ad-hoc interviews with a range of stakeholders, including the president, Board of Trustees, deans, VPs, managers, faculty, staff, and students.
  - Advisory Committee Feedback
    - Your feedback on the ability of NTC to meet the HLC’s criteria for evaluation was important to both NTC and the HLC. Your submitted comments were referred to NTC’s Accreditation Manager, Adam Sprague.

# Advisory Committee Meeting Minutes

## Civil Engineering Advisory Committee

28<sup>th</sup> November 2023 | 3:00pm to 4:30pm | F107 STEM Center/Zoom



- All NTC programs have a CIP code that is assigned by the WTCS, each CIP code crosswalks to a list of SOC codes that describe occupations that can be directly tied to a program.
  - CIP – Classification of Instructional Programs
    - Describes a program of study
    - Supports accurate tracking of program completion activities
    - Developed by the US Department of Education’s National Center for Education Statistics
  - SOC – Standard Occupational Classification
    - Nation’s primary source of occupational information
    - Updated continually by surveying a broad range of workers from each occupation
    - Sponsored by the US Department of Labor, Employment and Training Administration
- WTPD offers **Professional Development** and **Community Education Classes**. Some topics include:
  - CDL Hazardous Materials
  - AI and Automation: Digital Transformation Series
  - SHRM Certification Prep
  - Putting the Engage Back in Engagement for Community Organizations
  - Ballroom and Social Dance
  - Cooking Classes
- The Student Support Resources available to our students include:
  - Unlimited access to free mental health services through **The Virtual Care Group** ([thevirtualcaregroup.com/ntc](http://thevirtualcaregroup.com/ntc) or 866.533.1827)
  - The **Advising Specialist** can help connect the student with other emergency financial, computer, and community resources
  - **Timberwolf Table**, NTC’s food pantry for students
  - **Timberwolf Learning Commons**, with library, tutors, and coaches available
  - Student Scholarships
  - **Student Life** offers several programs, both in-person and remote, to allow students to meet each other, get involved, relax, and have fun.

## Next Meeting Details

The committee will be sent meeting details at a later date.

# Advisory Committee Meeting Minutes

## Civil Engineering Advisory Committee

28<sup>th</sup> November 2023 | 3:00pm to 4:30pm | F107 STEM Center/Zoom



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### Contact Details –

**Iain Cameron**

Dean, School of Engineering and Advanced Manufacturing

[cameron@ntc.edu](mailto:cameron@ntc.edu)

**Ken Parker**

Associate Dean, School of Engineering and Advanced Manufacturing

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**Stephanie Christensen**

Advisory Committee Chair (Vice President-EMCS, Inc.)

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**Michael Kowal**

Faculty, Civil Engineering Technology

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**Susan Clark**

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**Heidi Latendresse**

Learning Coordinator, School of Engineering and Advanced Manufacturing

[latendresse@ntc.edu](mailto:latendresse@ntc.edu)

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**Date:** November 30<sup>th</sup>, 2023

**Time:** 12:00-1:30pm

**Location:** Utility Building

## Meeting Attendees

Kelly Zagrzebski, Invenergy

Steve Willhite, Wisconsin Public Service

Don Bohlin, Wisconsin Public Service

Dan Biggers, Alliant Energy Corp

Paul Nohr, Wisconsin Public Service

Bill Ferguson, Alliant Energy Corp

Ryan Jolma, Jolma Utilities

## NTC Team

Greg Cisewski, Dean

Bobbi Lee, Learning Coordinator

Marc Cegielski, Faculty

## Welcome & Introductions

Don Bohlin welcomed everyone to the meeting.

## College-Wide Initiatives & Events

There were no questions regarding college-wide initiatives

## Industry Trends

WPS does their hiring in the Spring. They have recently had a couple of new hires from NTC, one going to the lineman program located in Green Bay and the other working as an apprentice in Merrill. Technology is now advancing within the field such as distribution automation systems. Turning over-head systems into underground systems continues to be a big focus. Solar is still a large focus and becoming easier to access and more affordable for customers. Electric vehicles are still a main challenge due to charging stations and lack of adequate infrastructure. Supply issues remain a large challenge for companies. Alliant Energy had a new contract with their Union in 2022, which led to multiple senior employees leaving the company. Both Alliant Energy and WPS are working on becoming 100% carbon neutral by 2035. Invenergy is currently hosting some first responder trainings for safety regarding energy storage sites. Jolma Utilities has a focus on solar interconnections along with coops and municipalities throughout Wisconsin and northeast Minnesota. They are currently looking to hire 5-6 apprentices this Spring.

## Instructional/ Program Discussion



**Date:** November 30<sup>th</sup>, 2023

**Time:** 12:00-1:30pm

**Location:** Utility Building

## Enrollment

14 students are participating in the program. There are multiple students on the waiting list to enter the program.

## Program Modifications

Marc proposed removing Industrial Electronics 4 due to being irrelevant for this timeframe of the student's career path as it is too advanced. The concepts that are needed are currently being taught by Marc in a different class. It was approved by the committee that Industrial Electronics 4 be removed from the curriculum.

## Facilities & Equipment Update

Power has been connected to the new storage shed located by the Utilities Training Field. A new bucket truck was purchased.

## Student Club

Marc presented a slideshow describing the Light Up Navajo student club trip. It was recommended by the organization that Marc continue to bring 3 students along with himself for the volunteering experience. He is currently in the process of preparing for the 2024 trip. Students had to pay a little less than \$500 each to attend the trip, which was fundraised by selling Kwik Trip car wash cards.

## Standard Occupational Classification

The Standard Occupational Classification code allows the school to advertise the correct salaries for the programs.

**Greg will send out more information via email.**

## 2024 Badger State EPD Rodeo

Marc shared the flyer for the upcoming Badger State EPD Rodeo on April 11, 2024. This will be held in Beaver Dam, WI. Please view the flyer for more details.

## Future Meeting Date & Time

McKenna to send out a doodle poll for the Spring 2024 meeting.

## University Transfer (UT) Advisory Committee Meeting Minutes

**Date:** Friday, December 1, 2023

**Time:** 9:45 a.m. – 10:50 a.m.

**Location:** E101

### Attendees

#### Industry Members:

- Abby Behnke – School Counselor, Bowler School District
- Betsy Neufeld – School Counselor, Antigo School District
- Bree Kratz - School Counselor, Merrill Area Public School District
- Brooke Holbrook - Education and Economic Development Associate – CESA 8
- Carol Pond – Grants and Outcome Coordinator, Boys & Girls Club
- Cathy Gauger – Career Center Coordinator Wausau School District
- Chrisie Wright – School Counselor, Colby School District
- Colton Boelte – School Counselor, Rosholt School District
- Dawn Huseby - School Counselor, Tomahawk School District
- Gina Struble – School Counselor, Mosinee School District
- Heidi Schmidt – School Counselor, Wausau School District
- Jason Beal – School Counselor, Wausau School District
- Jena Treu – School Counselor, Wausau School District
- Jennifer Aune – School Counselor, Marathon School District
- Jennifer Rauscher – Executive Director, Intelligent Future Foundation
- Katie Gilles – School Counselor, Wausau School District
- Katie Guthman – School Counselor, Mosinee School District
- Kay Pickar – Career Center Coordinator, Wausau School District
- Kristin Federwitz – Youth Apprenticeship Coordinator, Edgar School District
- Lori Huther - School Counselor, Abbotsford School District
- Michelle Rhodes– School Counselor, Rib Lake School District
- Michelle Mirkowski – Youth Apprenticeship Coordinator, Athens School District
- Nicole Melander - School Counselor, Wausau School District
- Ryan Winkler – Youth Apprenticeship Coordinator, Marathon School District
- Taryn Fuller – School Counselor, Wausau School District
- Tou Za Xiong – Career and Workforce Development Coordinator, Boys & Girls Club

#### NTC Team:

- Brooke Schindler – Dean, School of Business, Liberal Arts Transfer, Education, and General Studies
- Dan McRoberts – Faculty, Communication
- Hannah Lee – Administrative Assistant, School of General Studies
- Sara Bartelt – Associate Dean, School of Liberal Arts Transfer, Education, and General Studies
- Tracy Ravn – Director, K-12 Relations
- Tricia Smith – Faculty, Communication
- Xang Lee – Advisor, Transfer & Student Success



## Welcome & Introductions

The Liberal Arts Transfer Advisory Committee was welcomed, followed by introductions of NTC team.

Brooke led an ice breaker activity, where Advisory members took part in College Choice charades. Small groups were formed and one person from each group acted out the terms, while the remaining had to guess the following: scholarship, support services, class size, admissions requirement, extra-curricular activities, housing, campus size, majors, tuition, and campus location.

Brooke then asked advisory members to engage in a Kahoot game to build a word cloud of the first word that comes to mind when they think of “University Transfer”. Advisory members contributed the following [University Transfer Word Cloud.png](#)

## College-Wide Initiatives

The NTC Fall 2023 presentation was reviewed individually.

[Advisory Committee PowerPoint Fall 2023 FINAL 2.pdf](#)

## Instructional Area/Program

### A. Program Information

#### 1. Program Overview

Sara addresses the rebranding of the University Transfer (UT) program, previously referred to as Liberal Arts Transfer. She notes that the new name, University Transfer, resonates better with students compared to Liberal Arts. She further outlines the various associate degree tracks, highlighting that the Associate of Arts (AA) concentrates on humanities and social sciences, while the Associate of Science (AS) centers around science and mathematics.

Sara also provides an update on enrollment, noting a rise since the program started in Fall 2022, with 31 students enrolled in AA and 35 in AS. She recommends the UT program to advisors working with students seeking a clear, affordable pathway to a four-year college. This program, offering various modalities such as in-person, online, or NTCCConnect, stands as an excellent and cost-effective alternative for students considering a four-year university. She emphasizes the role of Xang Lee, the Academic Advisor, in crafting personalized plans for students, ensuring they can seamlessly transition to a four-year college. In most cases, students can progress to a four-year institution at junior status after studying at NTC.

### B. Industry Trends

Advisory members were asked to take part in a Kahoot game to answer the following questions:

#### 1. What are your students telling you they’re looking for in terms of choosing colleges?

Advisory members have shared: Students express a range of considerations when choosing colleges. Many prioritize affordability, seeking online options or smaller communities to save money and balance work. Some question the necessity of college due to financial concerns or uncertainty about their career path. Factors like location, atmosphere, majors, credit transfer, and housing also weigh heavily in their decisions. For some, proximity to

home and clarity about their goals influence their choices, while others remain uncertain. Overall, cost, credit transfer, career options, and location are primary concerns among students.

2. Why would you recommend/have you recommended University Transfer at NTC to one of your students?

Advisory members have shared: Recommendations for University Transfer stem from various student needs and circumstances. Some suggest it for hands-on learning and cost savings, while others see it as an opportunity to escape toxic home environments or explore majors not offered directly at NTC. Many value the proximity to home, affordability, and the flexibility to delay committing to college until they're certain about their path. For those undecided about majors or with lower GPAs, it's seen as a starting point, allowing them to figure out their educational direction before committing to a four-year college. Overall, it's viewed as a way to facilitate changes in environment, offer flexibility, and support students in figuring out their academic trajectory.

Brooke mentions that one third of students in this program will graduate, another third will transfer out, and the other third will find a different program they are interested in.

3. Why would you hesitate/have you hesitated to recommend University transfer at NTC to one of your students?

Advisory members have shared: Hesitations regarding recommending University Transfer at NTC to students are based on several concerns. Some students who've transferred previously experienced credit loss and harbor mistrust towards NTC. Additionally, there's uncertainty about credit transfers, especially for major-specific courses, and doubts about the completeness of the transfer process. Branch campuses offering affordability and specific major-related courses may sway recommendations away from NTC. Some students prefer starting directly at a four-year campus for major-specific degree courses, especially if they've accumulated credits in high school or already declared a major. Other concerns include the absence of certain majors, the desire for a complete on-campus experience including sports and housing, as well as the social and community connections that often form during the initial years at universities.

#### C. MOU Status

Tricia and Dan are working diligently to establish strong transfer opportunities for students.

Tricia highlights that transfer agreements with four-year colleges ensure seamless credit transfers, enabling students to enter junior status upon transferring. Currently, NTC has signed agreements with UW Stevens Point, UW Oshkosh, and UW Green Bay. They recently updated the transfer guide with UW Eau Claire and will be working to update transfer guides with UW Riverfalls, UW Stout, UW La Crosse, and UW Platteville. Tricia notes that signed transfer agreements are updated annually to stay current with the new courses offered at NTC. The goal is to have most, if not all, classes transfer to all four-year colleges and Dan and Tricia are

committed to create a portfolio that will allow students to transfer to any four-year college. NTC course transfer guides can be found on the [website](#).

Dan acknowledges the variations in course labeling among different schools and emphasizes the significance of transfer agreements. These agreements are formally acknowledged by campus presidents and ensure a course-by-course acceptance, encompassing the entirety of AA or AS degrees. They guarantee that all students are enrolled at junior status. While changing majors might result in accruing extra credits, these transfer agreements firmly establish the acceptance of NTC's course credits by four-year colleges.

### Other Items

A. Liberal Arts Transfer Scholarship

Dan recognizes the financial challenges faced by students and has taken action by creating a University Transfer Scholarship through the NTC Foundation Office. This scholarship is set to start in Spring 2024 and is specifically designed for students enrolled in AA or AS University Transfer program. Additionally, anyone interested in contributing to this scholarship can do so by visiting the NTC Foundation office.

### Next meeting schedule & agenda items discussion

Brooke will send out a follow up email to determine the next meeting date.



## Surgical Technology Advisory Committee Meeting Minutes

**Date:** Tuesday, December 5<sup>th</sup>, 2023

**Time:** 4:30pm – 6:00pm

**Location:** CHS Room 4011 and ZOOM

**Zoom link:** <https://ntc.zoom.us/j/87059090451>

### Attendees

#### Industry Members:

- Dr. Rick Abuzzahab, Surgeon, Orthopedic Associates of Wausau ZOOM
- Molly Campbell, RN Educator, Aspirus
- Todd Dirkman, Vice President of Administration, Aspirus
- Shawn Ebersold, Peripheral Vascular Team Lead, Aspirus Wausau Hospital ZOOM
- Jaclyn Hanke, Cardiac First Assist Team Lead, Aspirus,
- Jenna Holm, OR Manager, Aspirus Wausau Hospital
- Roseann Pena, System Vice President Perioperative/CIRV/Anesthesia Services, Marshfield Clinic Health System ZOOM
- Stacy Pettit, Certified Surgical Tech, Pine Ridge Surgery Center
- Wendy Wilde, Community Member, CEO Weden Consulting Firm

#### NTC Team:

- Angela Roesler, Dean of Health Sciences and Community Services
- Tyler Mann, Surgical Technologist Program Director
- Nikki Van Vonderen, Surgical Technologist Faculty
- Sandie Shorey, Health Sciences Administrative Assistant

#### Other:

- Renee Wheeler, NTC Surgical Technologist Student (Associates Degree) ZOOM

## Welcome & Introductions

Tyler Mann, Surgical Technologist Program Director, welcomed everyone and asked members to introduce themselves. Everyone in attendance introduced themselves and shared which facility they represent.

## Update and Highlights from Last Meeting

Tyler Mann, Program Director, pointed out that the Spring (04.05.23) Advisory Committee meeting minutes were sent out prior to the meeting, and no one suggested changes. He also brought up the finalization of the staffing changes for both himself (to Surgical Technologist Program Director) and Nikki Van Vonderen (to Surgical Technologist Clinical Coordinator).

## College-Wide Initiatives

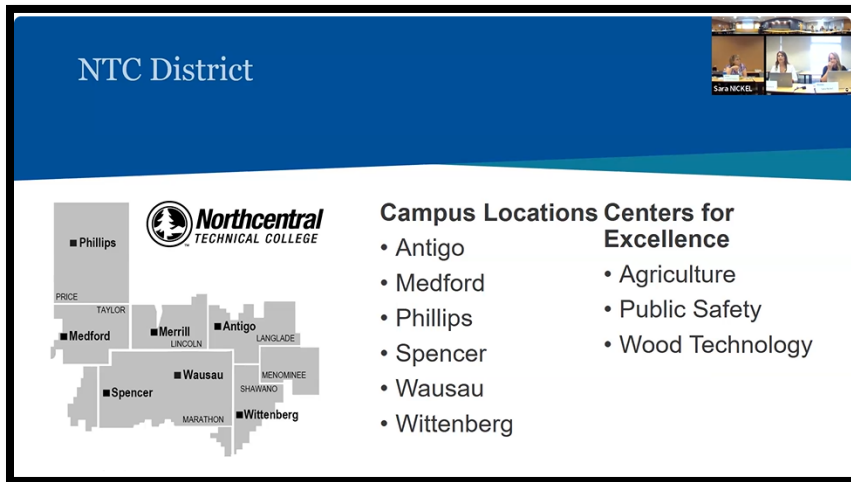
Angela Roesler, Dean of Health Sciences and Community Services, presented the Northcentral Technical College (NTC) College-Wide Initiatives including:

### A. Wisconsin Technical College System - WTCS



The slide features a blue header with the title "Wisconsin Technical College System - WTCS". Below the header, on the left, is the text: "WTCS is the coordinating and oversight body for Wisconsin's 16 public, two-year technical colleges". On the right is a map of Wisconsin with 16 logos of technical colleges placed within their respective regions. The logos include: Northwood Technical College, Nicolet College, Northcentral Technical College, Northeast Wisconsin Technical College, Mid-State Technical College, Fox Valley Technical College, Western Technical College, Lakeshore Technical College, Madison College, Southeastern Wisconsin Technical College, and others.

## B. NTC District



## c. New Programs Starting in Fall 2023

- Hospitality Management - Associate Degree 2 yr
- Smart Manufacturing Technology - Associate Degree 2 yr
  - Using Industry Robotics Classroom
- QuickBooks Specialist - Technical Diploma
- Therapeutic Massage - Technical Diploma
- Nail Technology - Certificate
- Pasture to Plate Butchery – Certificate
  - We have an NTC farm and part of that program is that we have a dairy program. So, they raise cattle at the NTC Farm. We actually then use the cattle that NTC raises to teach students in the culinary programs. How to properly butcher cattle, and then (through the pasture to plate certificate) how to utilize this meat in preparing meals.



#### **D. New Program Starting in Spring 2024**

- Sterile Processing

#### **E. Healthcare 4.0**

- Ribbon Cutting was today
- MA renovation is expected to begin on 12.18.23.
- Dental renovation is planned for summer 2024.

#### **F. NTC Accreditation- Higher Learning Commission (HLC) Update**

What is it? NTC has just completed a 10-year reaffirmation of the accreditation process and was evaluated on the following five criteria: Mission, Integrity, Teaching and Learning, Assessment, and Planning.

*This visit was made up of 3 key parts that directly impact advisory committee members:*

##### **1. Written Self-Study**

An extensive self-evaluation, called the “assurance review,” provides NTC’s written case for reaffirmation of accreditation, which was submitted by NTC’s accreditation team October 6, 2023.

##### **2. HLC Campus Visit: Nov. 6 and 7**

Five HLC review members visited our campus and conducted planned and ad-hoc interviews with a range of stakeholders, including the president, Board of Trustees, deans, VPs, managers, faculty, staff, and students.

##### **3. Advisory Committee Feedback**

Your feedback on the ability of NTC to meet the HLC’s criteria for evaluation was vitally important to both NTC and the HLC. THANK YOU to those who participated!

We are proud and excited to share that the Peer Review Team who visited NTC in early November has submitted their draft recommendations to the Higher Learning Commission that NTC receive the highest possible rating, which is “Met” in all 5 Criteria, all 18 Sub-Criteria and the entirety of the Federal Compliance Review.

They have also recommended that NTC have the right to choose their preferred accreditation pathway and that no monitoring be required for the next 10 years. The next step is for the Higher Learning Commission and the Institutional Actions Committee to review this recommendation and decide whether or not to accept it. Based on historical precedence, we can confidently say that it is very unlikely that the HLC will chose to do anything other than accept this recommendation. This is amazing news!



## G. CIP and SOC Codes

- **CIP (Classification of Instructional Programs)**
  - i. Describes a program of study
  - ii. Supports accurate tracking of program completion activities
  - iii. Developed by the US Department of Education's National Center for Education Statistics
  
- **SOC (Standard Occupational Classification)**
  - i. Nation's primary source of occupational information
  - ii. Updated continually by surveying a broad range of workers from each occupation
  - iii. Sponsored by the US Department of Labor, Employment and Training Administration

All NTC programs have a CIP code that is assigned by the WTCS, each CIP code crosswalks to a list of SOC codes that describes occupations that can be directly tied to a program.

## H. Student Support

These are some of the resources available to our students:

- Unlimited access to free mental health services through **The Virtual Care Group** ([thevirtualcaregroup.com/ntc](http://thevirtualcaregroup.com/ntc) or 866.533.1827)- 24/7 support available
- The **Advising Specialist** can help connect the student with other emergency financial, computer and community resources.
- **Timberwolf Table**, NTC's food pantry for students
- **Timberwolf Learning Commons**, with library, tutors and coaches available
- Student Scholarships
- **Student Life** offers a number of programs, both in-person and remote, to allow students to meet each other, get involved, relax, and have fun.

*\*Please reach out to Program Director (Tyler Mann) or Associate Dean of Allied Health (Laura Ahonen) if you have a student at your clinical site that you feel needs assistance.*

## Workforce Training and Professional Development Initiatives

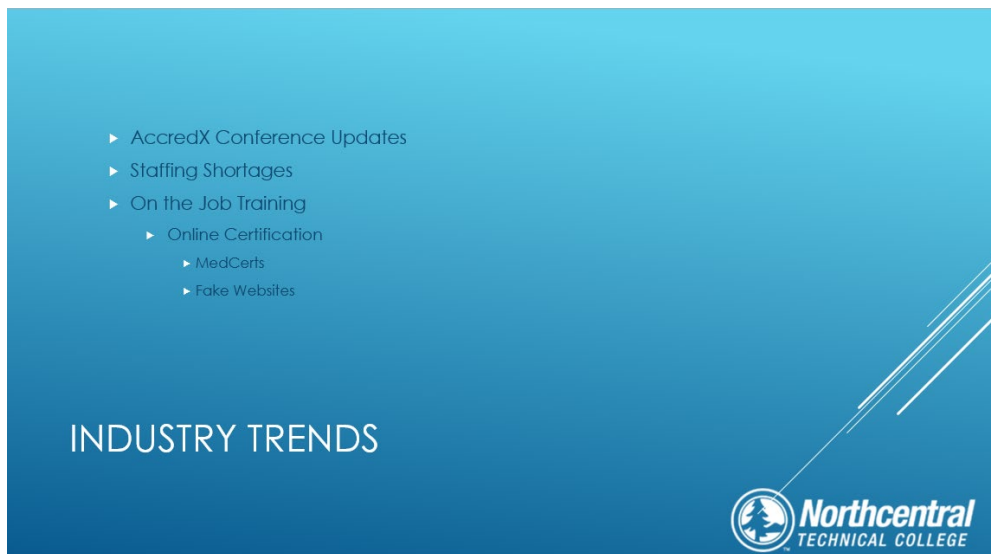
WTPD offers **Professional Development** and **Community Education Classes**. Some topics include:

- CDL Hazardous Materials
- AI and Automation: Digital Transformation Series
- SHRM Certification Prep
- Putting the Engage back in Engagement for Community Organizations
- Ballroom and Social Dance
- Cooking Classes

[www.ntc.edu](http://www.ntc.edu) then search professional development for additional information of classes offered and the available schedule and well as costs associated with these classes.

## Industry Trends

Advisory Committee members shared their thoughts on what is going on in the field:



### AccredX Conference Updates

Tyler reported that one of the biggest takeaways that he heard consistently was that everyone is seeing a great deal of benefit to the Associate Degree program due to the extra time that the students spend learning the skills.



## **Staffing Shortages**

Tyler said that they do let the students know that just because they see two positions posted does not mean there are only two positions available at any given employer, so to apply and not give up or assume they will not get a position just because they hear that a classmate applied. He also talked about the fact that faculty does educate the students on not jumping to agency right away. Tyler stressed that NTC wants the students to become the best Scrub Techs they can be!

**Jenna Holm, OR Manager, Aspirus Wausau Hospital-** reported that they managed to hire two new Surg Techs.

**Todd Dirkman, Vice President of Administration, Aspirus-** Todd added to Jenna's report to note that they are posting two, even though they could likely hire up to 13; he also commented on the postings on Indeed right now and that it is hard to get your postings noticed because staffing agencies are most of the postings. You can try to prioritize your posting by paying Indeed but it is mostly going to get a lesser priority because it is all about their algorithms. Todd also mentioned the possibility of Aspirus welcoming Mid-State Tech students into the clinical rotation of Surgical Technologist students in order to get more students through clinicals and into their open positions.

**Roseann Pena, System Vice President Perioperative/CIRV/Anesthesia Services, Marshfield Clinic Health System** - same situation with Marshfield Clinic as others are echoing. Rather than benefiting from agency, there is a feeling of competition with agency. She said that they will not hire surg techs that have not had the experience prior to jumping right into agency due to the pitfalls of not having the desired experiences.

## **On the Job Training**

Tyler did talk about the fact that NTC is not in favor of on-the-job training, and the 2-year Associate Degree Program is an accreditation requirement. Technical Diploma students even require 8 weeks of classes before we will send them off into the clinical setting. Another thing that can be limiting is that students are now more focused on specialization like Total Joints or Cath Lab. And, unfortunately, there are very few clinical experiences in these settings due to the small number of people allowed in the OR, due to the risk of infection.

**Online Certification-** Tyler cautioned about these

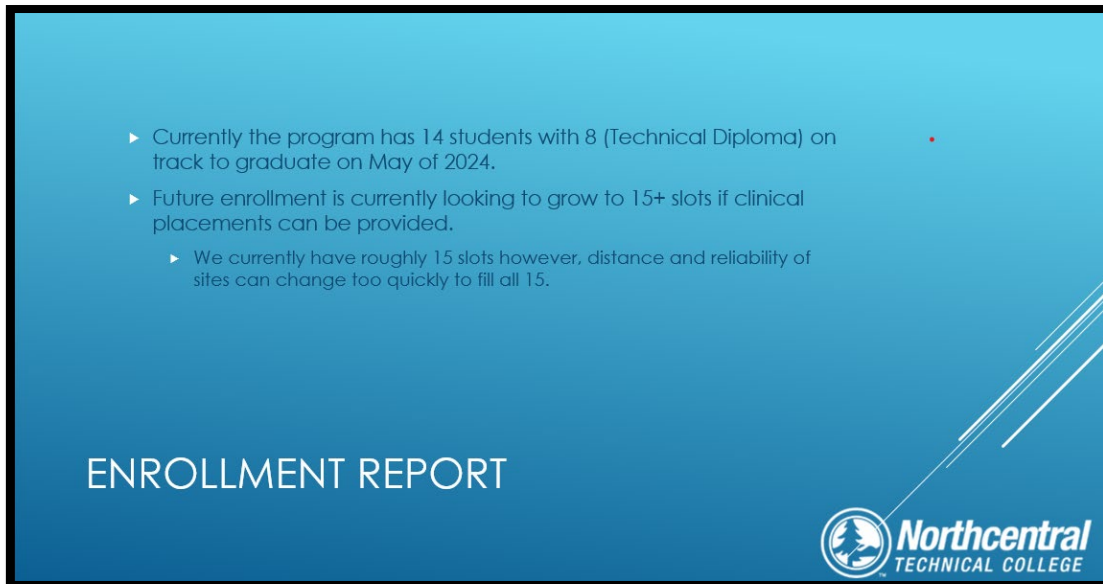
**MedCerts**

**Fake Websites**

**Todd Dirkman**, Vice President of Administration, Aspirus- Todd agreed that it is occurring in the market and there is an incredible shortage, but also said that he is not sure how you combat it. Todd also brought up the idea of an accelerated program for people who have a clinical background already but need the fundamentals of how to be a Surgical Technologist. For Instance, Credit for Prior Learning was mentioned. Right now, what they get is all strictly on-the-job training. This is something that Tyler agreed could be looked into further.

**Jenna Holm**, OR Manager, Aspirus Wausau Hospital- Jenna gave the example that they recently had an applicant who had no practical experience, so they had to dig into it in order to determine if the applicant came out of an accredited program and how difficult it can be to actually determine this because of the way some of these sites are set up.

## Program Updates




► Currently the program has 14 students with 8 (Technical Diploma) on track to graduate on May of 2024.

► Future enrollment is currently looking to grow to 15+ slots if clinical placements can be provided.

► We currently have roughly 15 slots however, distance and reliability of sites can change too quickly to fill all 15.

### ENROLLMENT REPORT



**Todd Dirkman**, Vice President of Administration, Aspirus – Todd mentioned that we will not get out of this hole if we do not up this since there is an attrition rate of 20%. Tyler did also point out that beginning 2024, there will be 15 students admitted each semester. It took the upgraded facility and adding more faculty to be able to do this though.

**Stacy Pettit**, Certified Surgical Tech, Pine Ridge Surgery Center- Stacy asked how many students are at which clinical sites and also asked what about other sites.



Nikki Van Vonderen reported:

**Current Clinical Placements:**

Aspirus (5)  
Langlade (1)  
Pine Ridge Surgery Center (1)  
Marshfield Weston (1)

\*Eye Clinic of WI will only take them in 2-week rotations, which is complicated  
(Note: Todd Dirkman mentioned maybe a collaboration between industry partner and Eye Clinic)

\*Tyler and Nikki said are in discussions with Rhinelander.

\*Bone and Joint Surgery Center will not take clinical until 2<sup>nd</sup> rotation

\*Wausau Surgery Center will not take clinical students until 3<sup>rd</sup> rotation

**ACTION ITEM-** Nikki offered to send out the specific numbers (see above) to the group in a separate email. (This promised email was sent to the group on 12/06/23.)

**Surgical Technologist Program Goals**

► Graduates of the Surgical Technologist Program will be satisfied learners, demonstrate entry level knowledge and clinical skill, and achieve national certification in order to better meet the needs of patients, team members, and employers. This will be accomplished by preparing competent entry-level surgical technologists in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains set forth in the current CAAHEP Standards and Guidelines for the Accreditation of Educational Programs in Surgical Technology.

**SURGICAL TECHNOLOGIST PROGRAM GOAL**

The slide has a blue background with white text and a white border. The Northcentral Technical College logo is in the bottom right corner.

**Employer Survey Results-** please return these as they are received!

► Must be returned as they are received.

► Help the program to gain insights and maintain ARC/STSA accreditation standards.

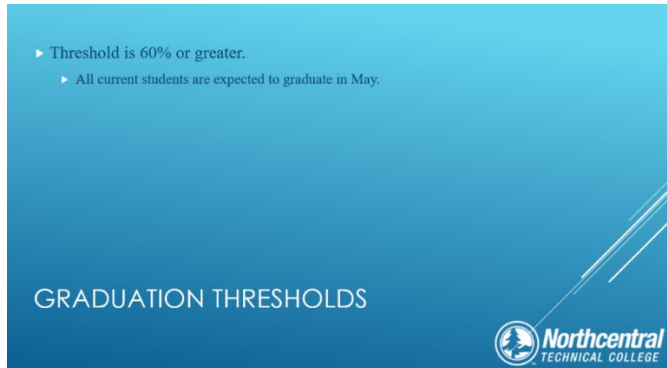
► These are different than the Preceptor Student Evaluations given out each week.

**EMPLOYER SURVEYS**

The slide has a blue background with white text and a white border. The Northcentral Technical College logo is in the bottom right corner.

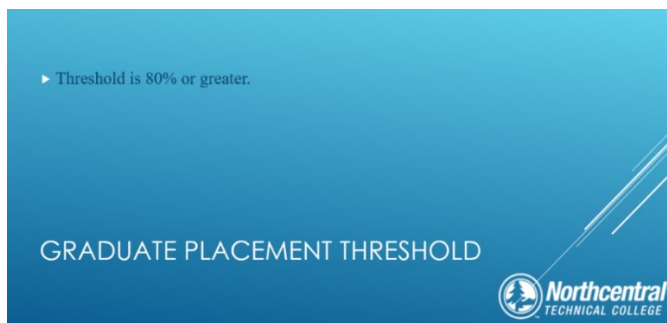


**Graduation Threshold-** several drop, creating empty spots. If we can get more expanded clinical slots then we can still end up with more students and more graduates in the end.



**Graduate Placement Threshold –** We want to navigate this with you.

**Jenna Holm, OR Manager, Aspirus Wausau Hospital-** asked if there is a number of acceptable days to be absent from clinicals. Tyler said there will be a strict number next year, as this is the last "COVID" year. Nikki also mentioned that their absences do impact their clinical grade. When students leave NTC, we want them employed! Last year, 100% were employed. The more we increase our number, the more we feel we will place in the community. Being at their clinicals equals employability. NTC will continue to stress this.



**CST Exam Participation-** While all did pass the exam eventually, some did have to retake (70% of greater passed on the 1<sup>st</sup> attempt)





**Class Representative** Renee Wheeler, Associate Degree Student, Current Sterile Processing Tech **ZOOM**

Cengage has been helpful in taking practice exams. She is proud to be in the Associates Degree Program. She has some online and some on the job training, so to be going through this program gives her a great deal to be proud of. She is learning so much in the program, like Pharmacology. She appreciates the pace of the program. She would like to suggest a shadow like set up within the first couple of weeks of class so that students and programs get to know very quickly whether the program is right for a student. When she went to Mid-State for Sterile Processing, she originally went for Surg Tech and they recommended that she take Sterile Processing first. Many of her classmates have mentioned that they wish they had this training, so perhaps Sterile Processing is a good launchpad into this program? Things that are going well are Synthia the Syndaver. She is finding this so helpful to be able to work on and do actual procedures on something so life-like. Also, the website Jomi is so helpful to be able to watch surgeries from an online standpoint, as this enables students to hear the various communication styles in the OR.

## Program Modifications/Changes Discussion

### TD to AD Transition

► Curriculum has been adjusted to support a technical diploma, as well as an easy transition into an Associate Degree.

► The current curriculum is being phased out during 2023, and will be replaced by the Associate Degree curriculum.

► **\*\*\*Fall 2023 is the last Technical Diploma cohort run in the Surgical Technology Program\*\*\***

► Link Below to Web Page

► <https://www.ntc.edu/academics-training/programs/all/associate-degree/surgical-technology>

TD TO AD TRANSITION

Northcentral TECHNICAL COLLEGE

### Graduating Classes

► Spring 2024: TD Current

► Spring 2025: AD Current

► Spring 2026: AD Future (10+ Slots)

GRADUATING CLASSES

Northcentral TECHNICAL COLLEGE

**\* Correction**  
**AD Future=15**



## Clinical Training and Expectations

- ▶ Standard Setups are being taught.
- ▶ First Semester students will need guidance and are encouraged to have a Preceptor Scrubbed in.
- ▶ Second Semester students **must have a preceptor in the room** and are expected to first scrub most if not all cases.
- ▶ Clinical Students have a scheduled shift of 6:30 AM (latest) until 3:00PM.

### CLINICALS EXPECTATIONS



\*Tyler reported that faculty does advise the students that it is typical to forget everything the first time you are in the OR due to nerves.

## Preceptor Evaluation

- ▶ Formats:
  - ▶ QR Code
  - ▶ Paper copies
  - ▶ Suggestions welcome

### PRECEPTOR EVALUATION



\*Most sites have an option where the preceptors can give honest feedback and put it in a bucket rather than giving it directly to the students. This works well.

## Clinical Tracking

- ▶ Rocketbook
  - ▶ [https://getrocketbook.com/?gclid=EAlaIQobChMIiKKp18CQ\\_gIvIDizAB2T7wLgEAAAYAiAAEgKUMfD\\_BwE](https://getrocketbook.com/?gclid=EAlaIQobChMIiKKp18CQ_gIvIDizAB2T7wLgEAAAYAiAAEgKUMfD_BwE)
  - ▶ Phones are no longer be necessary or allowed for students beyond clocking in.
  - ▶ Platinum Planner is discontinued.

### CLINICAL TRACKING



### ***Bloodborne Exposure Policies***

- ▶ We would like to discuss this with clinical sites to ensure a safe and streamlined process.

## BLOODBORNE EXPOSURE POLICIES

We want to talk through injuries and have a policy in place before it is an issue. Molly asked if we have considered adding a sick day policy for students to ensure they don't call in frequently.

## **New Programs**

- ▶ Nikki Van Vonderen, Surgical Technology Faculty
  - ▶ Wound Closure-Continuing Education Course
  - ▶ Sterile Processing Technician-Certificate Program

## NEW PROGRAMS



***Wound Closure-*** One night 5pm-9pm January 16<sup>th</sup>, 2024

***Sterile Processing*** -will start on Jan 23<sup>rd</sup> and run for 16 weeks;  
Todd suggested that we push marketing materials out on this to Industry Partners now.

## Facilities/Equipment

**Equipment**  
-tour after the meeting

### Donations



## Other

### Clinical Sites

1<sup>st</sup> rotation-if we need to do job shadows then let's do it! They need to understand patient flow, health history, allergies, vitals, and anesthesia. Also, Jenna mentioned that it is essential to have an instructor with them to move them from area to area, etc. so that they can focus on the subject matter they are expected to teach.

### 2<sup>nd</sup> semester, 1<sup>st</sup> Year, Associate Degree Program for Surgical Skills Application

Clinical Site Rotations being considered are:

Pre-Op

PACU

Surg

And other possible opportunities



### **Next Meeting Schedule & Agenda Items Discussion**

Please contact Tyler Mann, Surgical Technologist Program Director, at [mann@ntc.edu](mailto:mann@ntc.edu) with any questions or concerns. The date for the Spring Advisory meeting will be sent out as it gets closer.

This meeting was adjourned at 6:02 pm; some committee members stayed to tour the CHS building and see the updates that took place over the summer and early fall.

## Jail/NTC Advisory Committee Meeting Minutes

**Date:** October 10, 2023

**Time:** 11:30 a.m. – 1:00 p.m.

**Location:** Zoom

### Attendees

#### Industry Members:

- Sandra LaDu – Jail Administrator, Marathon County Jail
- Ray Slatton – Greater Wausau Christian Services
- Jane Spencer – Executive Director, North Central Wisconsin Workforce Development Board
- Ronda Zastrow – Social Worker, Marathon County Jail
- Jane Spencer – Executive Director, North Central Wisconsin Workforce Development Board
- Gail Hurd – Employment and Training Coordinator, Department of Workforce Development
- Ruth Heinzl – DA's Office, Marathon County
- Nikki Delatolas – DA's Office Marathon County

#### NTC Team:

- Kellie Bales – AE Faculty, Taylor County Jail
- Sara Bartelt – Associate Dean, School of Liberal Arts Transfer, Education & General Studies
- Kay Hennes – AE Instructor, Price County Jail
- Barb Juliano – Instructional Assistant, Marathon County Jail & Marathon County Job Center
- Jacki Knoblock – Academic Transitions Advisor, College Prep Center & School of General Studies
- Mari Kraege – AE Instructor, Marathon County Jail
- Kathy Krause – AE Program Director, GED/HSED Advisory, AE Faculty
- Jerry Xiong – Administrative Assistant, College Prep Center
- Shannon Livingston – Dean, Student Services
- Brooke Schindler – Dean, School of Liberal Arts Transfer, Education & General Studies
- Paul Svetlik – Communications Faculty, School of Liberal Arts Transfer, Education & General Studies
- Mary LeBrun – Math Faculty, School of Liberal Arts Transfer, Education & General Studies

### Agenda Item 1: Welcome & Introductions

Brooke Schindler, Dean of School of General Studies at Northcentral Technical College, welcomed everyone to the meeting and thanked them for attending.

Everyone in attendance introduced themselves.

### Agenda Item 2: Update & Highlights from Last Meeting

The group was given a few minutes to review the minutes from the previous meeting. The minutes were approved by all.

### Agenda Item 3: College-Wide Initiatives

Sara Bartelt – Associate Dean, School of Liberal Arts Transfer, Education & General Studies presented the following College-Wide Initiative Power Point to the Advisory Committee.



Advisory Committee  
PowerPoint Fall 2022

## Agenda Item 4: Instructional Area/Program

### A. Industry Trends

- *Ray:* The inmates have new technology and hopefully it is going well. Been starting to interact with the inmates with some religious requests and trying to get the Breaking Barrier and Bible Studies program up and running again. Really trying to help the inmates make better choices.
- *Sandra:* A recommendation for the NTC's job placement program when people are getting ready to exit at the end of the year is once a person gets through their whole program is to send them to Marathon County's Corrections way. This is one of the places where they can use their general education skills that they've obtained and still make a better wage which coming soon to Marathon County. They don't have to be in the Criminal Justice realm to ask if that field is where they want to work. We've been really short staff this would be helpful.
- *Jane:* The Wisconsin Pathways Home 4 Grant is a new grant opportunity that the Wisconsin Department of Labor offers. A pre-released, post-released Employment Training Program is a program opportunity for returning inmates to expand beyond the counties. It is in the planning phase right now and will be starting actual program enrollments in January 2024. It is a way for us to expand services in addition to our Workforce Innovation Opportunity Act to this population.
- *Gail:* The Joseph Project just finished. Started with 25 participants and 7 were placed with jobs. A little more than half had firm job offers. There was a hiring event on conjunction with state-wide job center open houses and it was a success. The unemployment claims rate continues to be very low.

### B. Program Information

#### 1. Jail FTEs

FTEs are consistent with last year and we feel positive with where we are at. There are two locations where numbers are a bit lower, but that will change as we proceed through the year.

Jail	FTEs 2022-2023	FTEs for 2023-2024 so far
Langlade	5.7	1.6
Lincoln	16.2	2.7
Marathon	26.7	3.4

Price	2.7	0.7
Taylor	10.2	1.1

## 2. Grants Update for FY2024

NTC continues to implement the same grant as it did last year, which runs from 2021 to 2025. As such, the same grant objectives remain in place regarding serving students seeking self-improvement, High School Credentials, and workforce readiness skills.

## C. Curriculum/Assessment

### 1. 2022 – 2023 Jail Summaries

There is a summary for each jail for the 2022-2023 school year. They are one page in length which includes the number of students that were served, the areas in which they were working (College and Career Readiness Standards (CCRS) curriculum, self-improvement, GED, or HSED). These reports were inspired by conversations we have had in the past with MCJ regarding how many students there were, how many have a credential or not, and whether we need to adjust the programming.

In the summaries, the students' academic successes are highlighted as a bar graph at the bottom, which illustrates: passing GED tests, getting a higher level on a test (an academic gain), completing an employability or financial literacy course. This shows how they are doing with the programming they are receiving. Are they making any gains? Is the instruction leading to any change? There is also a bulleted list of the same information. If the reviewer prefers the material in a narrative format.

There are a couple of reasons we provide these reports to you. One reason is so you can see how it went last year. Another reason is that it can be a tool for you to use in conversations with your superiors or administrators that may have questions about what they are getting for the money spent because these come through service agreements. We hope this provides some good data to share.

You can also look at the reports for other jails to view what they are doing. Perhaps you see that a different jail has more going on in a particular area, and you want to learn more. How did they accomplish that? How is it helping their students? With this information, we're also hoping to connect you with the other jails. We are willing to be the conduit for that and can answer your questions as well, but we are hoping it will inspire some conversation, collaboration, and some potential expansion of the programming, or at least a switch to a different focus for you.

### 2. Instructor Report

- **Kay:** Since the last meeting two students have completed their M2M Course. Currently working with eleven students in the jail and looking forward to share more success with students.
- **Kellie:** It is going great at Taylor County Jail. Currently, there are six new students and there is one class that they are really getting into and asking for. That is the Meth Addiction Class.



- *Mari:* The semester has been going along quickly and have only seen about four students as far as GED/HSED. The majority of the student are more Self-Improvement. They like to take their certificates of completion and showing the judge.
- *Barb:* Have been participating with a new program with the Meth addiction packets. That has been pretty popular at the jail.

3. 2023 – 2024 Programming (WRC, M2M, etc.)

- *Kathy:* Couple comments about things that are going and are upcoming. The WRC is going well. M2M is on hold which was funded through a grant that has ended. We are still looking at funding sources for that program. Hopefully we will have that back at some point. One of our newest additions to our programing is our Technical Algebra Concepts course. We are hoping to roll that out in the jails for Spring.

**D. Focus Discussion Item: Meth Addition**

Kellie Bales – AE Faculty, Taylor County Jail presented the following Meth Addition packet to the Advisory Committee.



Meth Addiction  
Class October 4 202:

**Agenda Item 5: Other items**

**Next meeting schedule & agenda items discussion**

Next Meeting: Tuesday, April 9th, 2024, 11:30am – 1:00pm



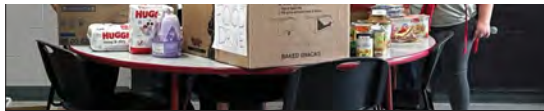
Date	Event	Troy Brown	Sherry Buntin	Tuona Crowder	Michael Endreas	Tom Felch	Keith Langenhahn	Charlie Paulson	Paul Proulx	Heather Renzelmann
<b>2023</b>										
<b>MONDAY July 10</b>	<b>Annual Organizational Meeting</b>	X	X	E	X	X	E	E	X	X
July 20-22	<del>WTC DBA Summer Meeting (Canceled)</del>									
<b>August 15</b>	<b>Regular NTC Board of Trustees Meeting</b>	X	X	E	X	E	X	X	X	X
September 19	Veterinary Technician Learning Lab Ribbon Cutting (Agriculture Center of Excellence)		X			X		X	X	
<b>September 19</b>	<b>Regular NTC Board of Trustees Meeting</b> (Lunch at 12:00 p.m. following Ribbon Cutting)	X	X	X	X	X	E	X	X	X
<b>October 17</b>	<b>Regular NTC Board of Trustees Meeting</b>	X	X	X	X	X	X	X	X	X
October 25-28	WTC Legal Issues Seminar (WCTC)								X	
November 7	Board Retreat + HLC Site Visit (8:30 a.m. – 1:00 p.m.)	X	X	X	X	X	E	X	X	X
December 5	Health 4.0 Ribbon Cutting		X			X		X	X	X
<b>December 5</b>	<b>Regular NTC Board of Trustees Meeting</b> (Lunch at 11:45 a.m. w/Foundation Board)	X	X	E	X	X	X	X	X	X
December 9	Graduation (10:00 a.m. @ The Grand Theater)					X			X	
<b>2024</b>										
<b>January 9</b>	<b>Regular NTC Board of Trustees Meeting</b>									
<b>February 6</b>	<b>Regular NTC Board of Trustees Meeting</b>									
<b>March 12</b>	<b>Regular NTC Board of Trustees Meeting</b>									
March 19	WTCS Celebrates Ag Day (Agriculture Center of Excellence)									
March 22-23	WTC DBA Spring Meeting (Rhinelander – NATC)									
April 5-9	AACC Annual Event (Louisville, KY)									
<b>April 9</b>	<b>Regular NTC Board of Trustees Meeting</b> (Medford Campus)									
April 18	WTCS Ambassador Banquet (Wilderness Resort, Wisconsin Dells)									

April 19	Tentative: WTC DBA Trustees Breakfast (Wilderness Resort, Wisconsin Dells)									
May 7	Regular NTC Board of Trustees Meeting									
May 18	Graduation (10:00 a.m. @ Wausau West Fieldhouse)									
June 4	Regular NTC Board of Trustees Meeting (Public Budget Hearing at 12:00 p.m.   Lunch at approx. 12:15 p.m.   Regular Meeting at 1:00 p.m.)									

All Regular NTC Board of Trustees Meetings begin at 1:00 p.m. and are held on the Wausau Campus located at 1000 W. Campus Drive, Wausau, WI 54401 in Timberwolf Conference Center/Room D100 unless otherwise noted.

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2023

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Mr. Eric Mann and the Owen-Withee Elementary Student Council who organized a baby items/food drive for Thanksgiving and the many items collected from the students. Submitted photo

bringing the collection items to the Owen-Withee Food Pantry located at Nazareth Lutheran Church in Withee. Mr. Lewison's 5<sup>th</sup> grade class won the grand prize by collecting 236 items.

The results of the Owen-Withee Elementary



1st grade winners, from the left: James Serocki, Katie Nolt, Raylea Mueller and Julianna Janke. Nicole Rogers photo



2nd grade winners, from the left: Taelynn Clark, Kelsey Wilson, Reagan Friedenfelds, Adalyn Quelle, Emma Ochoa and Ethan Goessl. Nicole Rogers photo



Bruno with some happy 3rd graders ready to read. Nicole Rogers photo



4th grade prize winners, from the left: Gavin Westaby, Nora Anday, Alaina Goessl, Cecilia Leonard and Adalyn Quelle. Nicole Rogers photo



3rd grade winners, from the left: Braelynn Wilson, Aksel Gruetzmacher, Emily Nolt, Miranda Potocnik, Alivia Ovin and Avery Peterson. Nicole Rogers photo



5th grade contest winners, from the left: Aubree Serocki, Cora Simenson and Tyli Gerber. Nicole Rogers photo



Community members who came into to speak to students about their careers were from the left: Morgan Earnest, Kimberly Olson, Jon Quinell, Aaron Ruggles and Darren Ovin. Nicole Rogers photo

## O-W Elementary concluded American Education Week with special guests and awards

By Nicole Rogers

The Owen-Withee Elementary School celebrated American Education week with special dress up days, contests and guest speakers. This year the school held a coloring contest for grades PK-3rd and 4th and 5th graders created book cover illustrations on "If I Were the Principal." PK-3rd grade received awards and the 4th and 5th graders grand prize winners were honored to have an A&W lunch with Mrs. VanArk.

This year's winners were

as follows: **PK – Albert:** 1st – Braylee Szpara, 2nd – Hatlie Potocnik and 3rd – Natalie Zimmerman; **PK-Peggy:** 1st – Brysen Kodl, 2nd – Iona Shepherd, 3rd – Leroy Quade, **K-Hatlestad:** 1st – Ayla Petersen, 2nd – Lauren Wilson, 3rd – Eliana Wilson; **K-Stinson:** 1st – Dayna Oberholtzer, 2nd – Charlea Potocnik, 3rd – Archer Engebretsen; **1-Colby:** 1st – Jase Rue, 2nd – M. L., 3rd – Julianna Janke; **1-Westaby:** 1st – Raylea Mueller, 2nd – James Serocki, 3rd – Katie Nolt; **2-Opelt:** 1st – Emma Ochoa, 2nd – Adalyn

Quelle, 3rd – Ethan Goessl; **2-Young:** 1st – Reagan Friedenfelds, 2nd – Kelsey Wilson, 3rd – Taelyn Clark; **3-Olynick:** 1st – Avery Petersen, 2nd – Miranda Potocnik, 3rd – Alivia Ovin; **3-Wilson:** 1st – Emily Nolt, 2nd – Aksel Gruetzmacher, 3rd – Braelynn Wilson; **4-Mann:** 1st – Cecilia Leonard, 2nd – Dale Nicpon, 3rd – Allison Roberts; **4-Weiler:** 1st – Nora Anday, 2nd – Alaina Goessl, 3rd – Gavin Westaby; **5th grade:** 1st – Tyli Gerber, 2nd – Cora Simenson, 3rd – Aubree Serocki. Community members

Kimberly Olson and Jon Quinell, Courtesy Truck and Auto, Darren Ovin, Ovin Trucking and Excavating, Morgan Earnest, [Northcentral Technical College](#) and Aaron Ruggles, Detective Clark County Sheriff's Department visited the 4th and 5th grade classrooms to answer questions and talk about their occupations and the importance of education.

While the older grades interviewed their guests, Bruno the Blackhawk and the O-W basketball team members visited the lower grades and read with the students.



Colton Paczkowski reading to O-W first graders. Nicole Rogers photo

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29

2023

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# Village of Athens tax rate will increase

By Casey Krautkramer

The Village of Athens Board on Monday approved the village's 2024 annual budget and property tax levy for village residents. Lisa Czech, village of Athens clerk, said the village's tax rate increased from \$7.39 for each \$1,000 of assessed property value in the village of Athens to \$7.47.

Czech said the overall tax rate for village of Athens residents that includes their village, Athens School District, Northcentral Technical College and Marathon County tax rates increased from \$20.76 for each \$1,000 of property owned in 2022 to \$26.62 in 2023.

For example, Czech said the owner of a \$75,000 house in the village of Athens will see a 2023 total tax bill that includes the village, school district, technical college and county taxes of \$1,595.52 in 2023 compared to \$1,370.24 in 2022. She said the owner of a \$100,000 house in the village of Athens will see a 2023 total tax bill that includes the village, school district, technical college and county taxes of \$2,261.99 in 2023 compared to \$1,889.13 in 2022.

Czech said the owner of a \$150,000 house in the village of Athens will see a 2023 total tax bill that includes the village, school district, technical college and county taxes of \$3,594.93 compared to \$2,926.90 in 2022. She said the owner of a \$200,000 house in the village of Athens will see a 2023 total tax bill that includes the village, school district, technical college and county

See **TAX IMPACT/** page 2



## Tax impact

Continued from page 1

taxes of \$4,927.88 in 2023 compared to \$3,964.68 in 2022. Czech said the owner of a \$250,000 house in the village of Athens will see a 2023 total tax bill that includes the village, school district, technical college and county taxes of \$6,260.82 compared to \$5,002.45 in 2022.

In other news:

■ The village board approved a 3 percent raise for village employees.

■ Village board members approved the 2024 water and sewer department budgets. The water utility budget is \$334,600 for operations and maintenance. The sewer department budget is \$293,800 that consists of \$194,227 for operations and maintenance, \$84,273 for debt service and \$15,400 for the replacement fund.

■ Athens will have a new rental fee for its village facilities beginning on Jan. 1, 2024. It will now cost village of Athens residents and non-residents an extra \$25 to rent the Erbach Park shelter. The new rental fee for the Erbach Park shelter is \$125 for residents and \$175 for non-residents. The rental fee for the village ball diamonds will increase \$25 to \$175. Rental fees will stay the same for South Park at \$80 for residents and \$100 for non-residents.

■ The village board will allow the village to buy a heater for the Erbach Park shelter from Nubby's Service in Athens for \$4,250 that will be funded by donations.

■ Village board members accepted the donation of a digital sign for the new municipal building from Progress Athens.

■ There will be no parking allowed between 2:30 a.m. and 7 a.m. in the new municipal building Degner Street park-



**ATHENS VILLAGE BOARD MEETS IN THE NEW MUNICIPAL CENTER-** The Athens Village Board held its regular monthly meeting on Monday. Village board members, from left to right around the table, are: Christopher Guden, Tyler Socha, Tami Schreiner, village president Randy Decker, Christopher Perkins, Cody Thorson and Taran Brodziski. Athens Village clerk Lisa Czech takes notes at the end of the table.

STAFF PHOTO/CASEY KRAUTKRAMER

ing lot.

■ Village board members approved the new election polling place at the new municipal center located at 203 Alfred Street.

■ The village board approved the village street pole Christmas light donation drive established by resident Tracy Westfall at Athens Area Credit Union. Westfall said people can now donate money toward the Christmas snowflake light drive at Athens Area Credit Union to allow the village to replace its 30-year-old Christmas street light decorations.

Westfall is seeking 37 total snowflake Christmas lights consisting of 18 blue snowflakes and 18 white snowflakes that cost \$595 each. She said Athens Area Credit Union has a display board to show people the snowflake Christmas decoration lights.

The village of Athens streets committee on Monday chose not to approve Westfall's proposal to obtain donated money for two large Christmas light decorations consisting of deer and sleighs, which cost almost \$13,000 each, until more research can be done on them. Westfall said the large Christmas light displays would either be placed On the Square downtown or in front of the new Athens municipal building.

■ Czech told village board members Trinity Lutheran School in Athens is waiting for state officials to tour the former Athens municipal building to see if renovations would be required before a daycare could operate in this space. She said Trinity Lutheran School also has staffing concerns for a possible daycare in the former municipal building.

■ The village board approved the first

pay request of \$111,375 to S.D. Ellenbecker for renovating the Athens water tower.

■ Christopher Guden, chairman of the village parks and public welfare committee, said the committee met and decided to keep the village's dog leash ordinance the same. He said the committee also discussed creating a dog park in the village, but it wants to wait until S.C. Swiderski's new apartments are finished before revisiting the idea to see if it's a need after new residents potentially relocate from outside the village to these new apartments in the village.

■ Czech told the village board she is looking into solutions to rectify sound issues with noise heard through the vents in the walls of each room in the new municipal building.

# Will your property taxes increase this year?

BY TINA L. SCOTT  
EDITOR

Will your property taxes increase this year? If you live in Lincoln County and in the Merrill Area Public School (MAPS) district, chances are pretty good the answer is *yes*, though there are a few exceptions.

Property tax bills for municipalities in Lincoln County either are, or will soon be, arriving in mailboxes. Many Lincoln County residents will see an increase on their 2023 property tax bill, although the amount of the increase will vary, and a very small percentage will see decreases.

Since property tax bills are made up of taxes levied by a number of different entities--locally those being Lincoln County, the city or town the property is located in, [Northcentral Technical College](#), and the MAPS district--and the rates for each taxing entity vary, the amount isn't the same for each Lincoln County resident across the board.

And the percentage of change on an individual's tax bill may even be different for *some* residents within the same given municipality, which can be perplexing. Rates are determined according to calculations related to the value of the property in the taxing entity's area, along with the population of the area utilizing a particular school district (apportionment) or local technical school district, for example, the taxing entity's tax rate, the assessed value of the individual property, and other factors. How recently properties were reassessed or sold to establish their current value also factors in. For some entities, like school districts, it can be a complicated behind-the-scenes algebraic formula factoring in state aid that ultimately generates the numbers residents will see on their individual property tax bills that most don't completely understand.

## Municipal property tax calculations explained

For municipalities (cities, towns, and counties), the property tax calculation is simpler than for schools. [Accurateappraisal.com](#) provides the following explanation of how the tax is calculated for each property *by each municipality*.

1. Each community has a unique Mill Rate which is calculated simply by taking all the taxes needed and dividing them by all current assessed values in that municipality. The Mill Rate is then multiplied by the assessed value to determine an individual tax bill. This

See **PROPERTY TAXES** page 6





from page 1

• To see the *detail* or a copy of the actual tax bill for each of those years, click on the individual tax year desired [in red] to the right of the words "Print tax bills" [above the words "Tax History"].

Merrill, Foto News

## FFA MEMBER OF THE MONTH

**Hailey Cole**, a Freshman at Merrill High School (MHS), has been named FFA Member of the Month for November 2023. Hailey joined FFA just this year, and she has already participated in the Homecoming parade, selling wreaths, selling fruit, and showing beef cattle and pigs at the fair. She brings a lot of enthusiasm to FFA and their activities. Hailey said she has animals and lives on a small hobby farm and has always wanted to join FFA. "I have had beef cattle for 5+ years and showed swine for the last 3 years going on my 4th," she said. "Also this is going to be my first year showing a market steer at the fair."

Hailey plays soccer and works part-time at Service Motor Company. In her free time, "I enjoy working with my fair animals, riding my snowmobile, hunting, and just being outside," Hailey said.

The daughter of Josh and Julie Cole of Wausau, Hailey has a 3.8 GPA and wants to attend [NTC](#) in Wausau after graduation to study ag business and business management.



**Hailey Cole**



### Congratulations from this sponsor:

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FFA Members highlighted in this feature are selected by the Executive Committee of the FFA, not by the sponsor.

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## City approves stop signs for 4th St. and South St. intersection

BY BRIAN WILSON  
NEWS EDITOR

The city of Medford is taking steps to improve safety at a residential intersection after a number of crashes have occurred in the area.

At Tuesday's city council meeting, council members authorized replacing existing yield signs with stop signs at the intersection of South 4th St. and South St. The change came at the request of nearby property owners who cited the number of crashes that have occurred at the intersection.

City coordinator Joe Harris said he had been contacted over hunting season by resident Molly Knoll who told him she had witnessed an accident there the night before and cited three accidents this past year at the intersection.

In response, Harris directed the city crew to install temporary stop signs at the intersection pending action by the city council.

Resident Tom Mertens who lives near the intersection said traffic not slowing down at the yield signs has been an ongoing issue. "You will see people coming down 4th Street and they don't yield for the sign," he said.

The area has a number of families and residents expressed concern about children playing and the danger the traffic poses.

Mertens said he liked where the city placed the temporary stop signs and noted it has helped slow traffic in the area. He urged the city council to approve the stop signs.

In a letter to the city council, Knoll wrote, "I appreciate Joe's attentiveness and quick response by temporarily replacing the yield signs to stop signs that day. I am hoping the stop signs will slow down the traffic at this abnormal intersection as some cars do not even acknowledge the yield sign. South Street does have a fair number of citizens walking and riding bikes without a sidewalk so having cars stopping at the intersection will keep these pedestrians safe. I am fearful that without this permanent change we will continue to see more accidents, and someone will get seriously hurt."

In addition to the stop signs at 4th and South St. intersection, Harris requested authorization for stop signs at Pep's Drive and Joan Circle in the new development in that area.

Council members unanimously approved both stop sign requests.

### Property taxes

Property owners in the city of Medford will be paying about 5% more in local property taxes this year.

At Tuesday's city council meeting, council members formally approved setting the aggregate tax rate for the city at \$19.91 per \$1,000 of assessed value. This is up from last year's rate of \$18.92 per \$1,000 of value. This is an increase of 5.23%.

In practical terms, the owner of a home assessed at \$150,000 in the city of Medford will pay about \$2,986.50 in property taxes this year, an increase of \$145.50 from last year.

The final tax rate combines the tax rates from Taylor County, Medford Area Public Schools and Northcentral Technical College. The city's portion of the county's tax levy went down, as town property values increased this year. The county's rate for city residents dropped 3.55%.

The city's portion of the rate was up 5.65% and NTC's portion was up 5.89%. The major driver in the increase was from the Medford Area Public School District which saw its tax rate jump more than 20% going from \$5.58 per \$1,000 of assessed value last year to \$6.71 per \$1,000 of assessed value. The increase was driven by a change in state law passed as part of the budget last summer which increased the amount of per pupil revenue allowed for historically low-spending districts such as Medford to bring them up to the state average. In addition, the levy was impacted by increasing per pu-



BRIAN WILSON/THE STAR NEWS

Residents near the intersection of South St. and 4th St. raised concerns after a number of crashes at the intersection this year. On Tuesday, council members approved putting stop signs at the intersection to slow traffic in the area.

pil amount going to private schools in the school choice program under a state law change.

The impact of the school district increase was partly offset by an 11.7% increase in the state tax credit.

### In other business, council members:

- ★ Approved the formal annexation of the Johnson property located at W6199 CTH O. This was land the city purchased earlier this fall for use for future residential development adjacent to the Pep's Drive development. It will be zoned for one and two family homes.

- ★ Approved a change in the zoning codes to allow for twin homes, allowing each side of a duplex to have separate owners. This would be allowed in one and two family and multifamily residential districts in the city and provides an additional home ownership option in the city.

- ★ Approved the reappointing of Brenda Hedlund, Al Leonard, Scott Mueller, Melvin Zenner and Jeri Koester to represent the city on the Medford Fire Commission. Council members also approved replacing James Stokes with Adam Rodman on the city's room tax allocation committee. Stokes moved outside the city limits.

- ★ Approved naming 26 people to the 2024-2025 Election Board. City clerk Ashley Lemke noted that all the election board members are "unaffiliated" meaning that they do not represent any political party.

- ★ Approved changes to the housing portion of the city's comprehensive plan and adopted previous plan changes which had been made but never formally adopted. This will open the door to the city being able to work with developers and Wisconsin Housing and Economic Development Association for grant programs to help residential developers with financing and development costs.

- ★ Approved having the Wastewater Operator base wage match the Department of Public Works Laborer wage. The base wage would be \$27.21 effective

January 1, 2024. They also approved matching the pay for the wastewater certificates at the rate of the DPW water certificates. The certificate amount would be \$0.35 per certificate effective January 1, 2024.

- ★ Approved a Class C wine license for Prickly Pear LLC, John Gasek, agent, for the period beginning December 6, 2023 and ending June 30, 2024 for 238 South Main Street. They also approved a Class B beer/liquor license for Mi Jovenazo number Four LLC, Maria Camarena, agent, for the period beginning December 6, 2023 and ending June 30, 2024 for 507 South Eighth Street.

- ★ Approved the Kalikimaka Beer Mile event to be held at 1 p.m. on December 23. The event is in support of the Yucca Club, a youth arts group. Participant drink a beer and run a mile, stopping every quarter mile to drink another beer. The event is to be held on Main Street from Broadway to State St. In addition, there will be a root beer half mile race for youth.

- ★ Approved purchasing a 2024 Chevrolet 1-ton pickup truck from Wheelers of Medford for \$49,866.75 and a dump box from Monroe Truck Equipment for \$24,296.00 for a total cost of \$74,162.75. The current truck is a 2017 Dodge Ram 3500 1-ton with dump box and will be sold at auction.

- ★ Approved setting the rate charged by the city for public works labor for work the city crew does for private citizens at \$66 per hour and \$48.21 per hour for work billed to other city departments.

## Taylor County Tavern League plans annual Light-a-Light meal for seniors on Dec. 10

The Taylor County Tavern League's annual Light-A-

## Edgar to have public hearing on rezoning River Country parcels

*By Casey Krautkramer*

The Village of Edgar will hold a public hearing at 7 p.m. on Monday, Jan. 8, 2024, regarding River Country Cooperative's petition to the village for a zoning change on the four parcels of land it owns on West Redwood Street.

Land surveyor Jason Hiess of Chipewa Falls attended Monday's Edgar Village Board plan commission meeting on behalf of River Country Cooperative. The company no longer has a feed mill in Edgar and it now wants the village to change the zoning

classification on the land it owns from B-3 to B-1 so it can divide it into four parcels of land to sell. Hiess said someone is already interested in purchasing the company's northeast parcel of land that has a garage.

The land's present B-3 zoning classification is for an extensive commercial district intended to provide a suitable location for business and commercial activities which require a large area of land like a feed mill. It doesn't allow the owner of the property to sell it into smaller parcels of land. Hiess said the current B-3 zoning requires 300 feet of frontage off the street before a

building can be constructed, which is no longer needed on this property.

Businesses across the street are in River Country's desired B-1 Central Commercial District that village of Edgar administrator/clerk Jennifer Lopez calls Edgar's "downtown retail space," where only 60 feet of frontage is required off the street.

Edgar village resident Corey Mueller attended Monday's meeting and he asked if there was any financial gain for the village if it changes the zoning classification on the land River Country owns. Lopez responded: "I think it would be a positive to

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See **REZONING/** page 2





Edgar, The Record Review

# Rezoning

Continued from page 1

get redevelopment so the property can go back on the village tax roll.”

Hiess will bring a new Certified Survey Map (CSM) to the Jan. 8, 2024 village board meetings in case the public hearing goes well and the zoning is changed from B-3 to B-1.

He said the CSM requires that River Country’s property be divided into a maximum of four

parcels of land within a five-year period.

In other news:

■ The village board agreed to participate in the 3M and Dupont PFAS litigation. Lopez said a judge has already ruled on this court case and now the companies in the lawsuit are figuring out how to divide up the money they owe. She said the village of Edgar’s two wells on Clay Pits

Road where PFAS were detected were only used once for a few hours 20 years ago. The village has not used these two wells in the past 20 years.

■ Lopez announced the total 2023 tax rate for Edgar village residents is \$19.58 that includes the village, Edgar School District, Marathon County and Northcentral Technical College taxes. She thanked Edgar

School District for keeping its tax rate low as was promised, which made Mueller smile in the audience.

■ The village board approved to allow the village to pay \$13,600 to Crane Engineering for a new pump at the Chesak/East Limit Road lift station.

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# Regional morgue is approved

*By Kevin O'Brien*

With \$7 million in state funding waiting to be claimed, Marathon County supervisors approved a resolution last week that will allow the county to proceed with plans to build a regional morgue in Wausau next year.

By a vote of 32-1, with supervisor Chris Dickinson voting no, the county board agreed to use \$4.2 million from the county's Social Improvement Fund (SIF) to help provide a local match for the \$14.8 million forensic science center, which promises to provide autopsy services for several surrounding counties and educational opportunities for aspiring pathologists and medical students.

The board previously allocated \$2 million from the American Rescue Plan Act toward the project, and a task force has also secured \$1.2 million in donations. Northcentral Technical College (NTC) has offered to sell land at its Wausau campus for the center to be built upon, with an estimated \$400,000 in proceeds being reinvested in IT equipment for the facility.

The county is also waiting to hear about \$2 million in congressionally directed spending secured by Sen. Tammy Baldwin, but with the federal budgeting process deadlocked, that money may not be available for a while.

Under the resolution passed by the board, county staff are authorized to contact the Wisconsin Building Commission to collect the \$7 million included in the recently adopted state budget. With that money avail-

See **MORGUE/** page 3

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# Morgue

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Continued from page 1

able, in addition to local matching funds, the county is in a position to seek construction bids in late January or early February for construction later in 2024.

Supervisor Craig McEwen, chair of the morgue task force, said members of the task force and county staff will continue their fundraising efforts, in hopes of reimbursing the SIF over time. During this year's budget process, it was discovered that the SIF had developed a sizable fund balance over the past few years from the accumulation of unspent money.

Looking ahead, supervisor Tim Sondelski questioned whether the county would be asked to contribute more to the facility in the future, or if the \$4.2 million would be the last request.

County administrator Lance Leonhard said he does "not envision the county having to expend additional resources beyond the initial request."

The county has hired a construction manager to handle the bidding process, but deputy administrator Chris Holman said county officials will "keep eyes on all of the bids" so they

can implement cost-cutting measures if necessary to stay within the \$14.8 million budget.

Jeannie Warden, president of NTC, spoke to the board about the "important educational components" that will be part of the forensic center, which will serve students from the Medical College of Wisconsin, NTC, UW-Stevens Point and local high schools. She said the facility will provide real-world learning experiences to people in a variety of fields, from forensic science and healthcare to law enforcement and district attorneys.

"We will be able to attract and retain new learners to the community, as this will be a one-of-a-kind space," she said.

Warden also told supervisors that NTC is willing to provide all of the custodial, maintenance and computer assistance for the regional center, estimating the annual value of those services at \$40,000.

"This project is much more than a morgue," she said. "It's a center of excellence in education that does not exist elsewhere, and NTC is proud to be a partner in this important work."



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## WAUSAU AREA CURRENT

# New column looks at local topics of interest



A "Wausau" sign is silhouetted in the sunset at the intersection of South 28th Avenue and Sherman Street in Wausau.  
SAMANTHA MADAR/USA TODAY NETWORK-WISCONSIN

## Lead pipe removal, county Board of Health asserts role

**Erik Pfantz**

Wausau Daily Herald  
USA TODAY NETWORK – WISCONSIN

Like the current of the Wisconsin River flows through our communities and electric current from its world-renowned hydropower dams flows through our conduits, topics and processes flow through local governments with swiftness and regularity.

Wausau Area Current is a new regular column in the Wausau Daily Herald by Service Journalism Reporter Erik Pfantz that will cover a range of topics in city and county governments and local school districts to highlight the many items that flow past our local decision-makers.

The Current will share information of varied topics just as a river may carry an oak leaf or a tree trunk with the same silent ease.

If you have items you would like to see highlighted in this column, please reach out to Erik at [epfantz@gannett.com](mailto:epfantz@gannett.com).

### TID 6 extension could fund lead pipe removal in city

The district that brought Wausau a

See **CURRENT**, Page 2A

## Wausau Daily Herald

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# Current

Continued from Page 1A

variety of developments along its interstate corridor is approaching its dissolution date. Since its creation on May 10, 2005, Tax Incremental Finance District 6 has funded development agreements for Aspirus Wausau Hospital, Rasmussen College, Stewart Avenue Walgreens, Panera Bread, Merrill Avenue Briq's Soft Serve and more.

However, TID 6 may have a final purpose on its way out. State law allows a municipality to extend a TIF district one extra year to utilize the district's tax increment, which in TID 6's case is around \$4 million, for affordable housing development and housing stock improvements, two Wausau City Council priorities. Housing stock improvements would include lead pipe removal across the city, another leadership priority.

City Council could decide this week whether to utilize the expiring TIF district in this way, following unanimous approval from two committees. Letting it expire as scheduled would put the \$4 million increment back into the regular tax calculations. That would mean Marathon County, Wausau School District and Northcentral Technical College would be able to levy their tax rates onto the properties in

the district at their increased property value rather than the value they had in 2005, when the district was created.

The December 2021 report on TID 6 shows its value went from nearly \$18 million in 2005 to nearly \$223 million in 2021.

### Water Walkers ski show team seeks venue change

The Water Walkers, a central Wisconsin ski show team, have approached the Marathon County Park Commission with a request to change their performance and practice venue to Blue Gill Bay County Park in Rib Mountain. The request details how the width and depth of the Wisconsin River by Blue Gill Bay will allow the team to expand to potentially offer a "premier ski site capable of hosting tournaments."

The ski team has been performing at D.C. Everest County Park, but the narrowness of the river channel there has prevented them from installing a ski jump, a crucial aspect of a water ski show. The request also mentions potential for "flaunt-it swivel ski competition, and world record 'big pull' attempts" at the Blue Gill Bay location.

Permission to change parks is not a simple process for the team. State law requires all municipalities next to a body of water to approve a change in their use,

which means Wausau, Schofield, Rothschild and Rib Mountain will all have a say before Marathon County's Park Commission decides. Discussion during Wausau's Park and Recreation Committee on Dec. 4 indicated an approval for a temporary move may be permitted prior to a commitment for a permanent relocation for the team.

### Marathon County Board of Health asserts its role in letter

Michelle Van Key, District 1 supervisor on the Marathon County Board and chair of the Marathon County Board of Health, wrote a letter to County Board Chairperson Kurt Gibbs, who represents District 32, expressing her concern over the Health and Human Services Committee's attempt to set county health policy. The letter was in response to a resolution opposing future health mandates related to COVID-19, which was passed by the Marathon County Health and Human Services Committee in September.

Van Key cites Wisconsin Statute 251.04, which lays out the Board of Health's specific statutory requirements for setting county health policy. The county's medical director is a member of the Board of Health and members of the Board of Health are supposed to have some interest or background in public health. This differentiates it from the

Health and Human Services Committee, whose members are only County Board members chosen by the County Board chairperson. The state's statute gives the Board of Health authority over public health policy and the September COVID-19 resolution never appeared in front of the Board of Health.

"Involvement of the Board of Health along with our health officer is foundational in advancing sound public health policy," Van Key wrote in the letter. "Marathon County Board of Health requests that any future public policy impacting the health of the public that is being developed be tasked to the board for review and input."

The Board of Health voted Dec. 12 to forward Van Key's letter to the County Board chairperson in a 5-2 vote with District 6 Supervisor Stacey Morache and District 17 Supervisor Jennifer Aarrestad dissenting. Morache claims to be the author of the resolution, which has also been presented in surrounding counties since. She also sits on both the Board of Health and the Health and Human Services Committee.

*Erik Pfantz covers local government and education in central Wisconsin for USA-TODAY NETWORK-Wisconsin and values his background as a rural Wisconsinite. Reach him at [epfantz@gannett.com](mailto:epfantz@gannett.com) or connect with him on Twitter @ErikPfantz.*

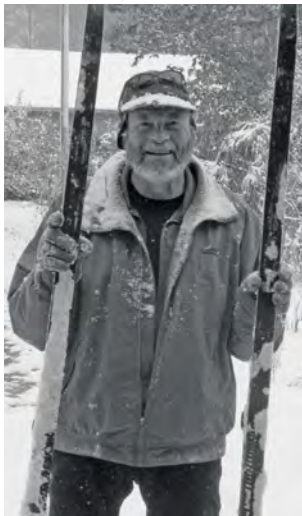
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## Learn to Cross-Country Ski at FeU



**Instructor Chad McGrath**

Glide into the new year in the Fe University class "Cross Country Ski Instruction" with Chad McGrath, Jan. 23, 25, 30 and Feb. 1, 1:00-3:00p.m. at the MECCA ski chalet/trails in Mercer. You will learn the basics of both diagonal or "striding" style skiing and skate skiing.

Students should have been on skis before and have their own equipment. This class will cover introductory techniques for climbing hills, going down hills, how to kick and glide, and equipment and dress for skiing.

Class size is limited. This four-session class is \$45, with a \$5 early-bird discount if registration is received by Jan. 9. Register online at [FeUniversity.org](http://FeUniversity.org). Alternatively, download a form and send a check to Fe University, P.O. Box 24, Mercer, WI 54547.

Psychologist, nursery owner and ski instructor Chad McGrath has taught cross-country skiing for over 25 years, to well over 500 individuals. He has led groups of skiers on treks through the Porcupine Mountains, has skied the SISU race several times and the American Birkebeiner 14 times. Chad is also a psychologist who has run the Dr. Kate Newcomb Nursing Home and the Koller Behavioral Health Center. He's ~~currently on the adjunct faculty~~ at [Northcentral Technical College](#) in Wausau, and has taught at Lac Courte Oreilles College as well. He also runs a nursery in Springstead, Wis., and has authored several books.

Questions about registration? Call 715-892-3982 or 715-476-2881.



# DIMMING THE '4 YEAR FOCUS'

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Reedsville sophomore Mercedes Grimm, 16, right, carefully checks over her table project Oct. 25 at Reedsville Junior and Senior High School. At left is fellow sophomore Allena O'Connell, 15. Reedsville is a career and technical education-focused school that encourages students to get college credit as well as participate in apprenticeships. PHOTOS BY GARY C. KLEIN/USA TODAY NETWORK-WISCONSIN

## With employer needs and student debt high, some Wisconsin schools revisit tech education

**Cleo Krejci**  
Milwaukee Journal Sentinel | USA TODAY NETWORK – WISCONSIN

On a brisk fall morning in Kaukauna, 21-year-old Nadia Trinh prepared for the next five years of her life: learning to become “a surgeon of welding.”

It was her day to formally accept an apprenticeship with the UA Local 400 union in eastern Wisconsin. It’s not just the nearly \$50 hourly wage and \$1 million pension she’ll eventually earn that excites her, but the complex math, science and art required to manipulate metals.

Her experience is one that educators have always made a goal: seeing young people “find their path,” early in life.

K-12 schools in Wisconsin are increasingly being incentivized to expose students to a full range of career options before leaving high school. It’s up to schools whether to invest in programs like career and technical education (CTE) classes, youth apprenticeship and dual college credit. To do so, they need to make calculations about resources like physical classroom space, equipment and staffing.

The state makes funds available for schools that decide to build up those programs. It’s part of a broader



Technology educator Nick Hanson, left, helps student Jack Krueger, a seventh grader, with a scissors project to understand hydraulics Oct. 25 at Reedsville Junior and Senior High School. Reedsville is among the schools in Wisconsin that has moved away from a four-year focus, instead looking toward opportunities for students to receive college credit and participate in apprenticeships.

See **SCHOOLS**, Page 3A

## Schools

Continued from Page 1A

push to increase the percentage of Wisconsin residents with some sort of post-high school education in the interest of filling jobs due to projected workforce demands.

The Journal Sentinel talked with educators from schools who have moved away from a "four-year focus." For them, the pitch makes sense: Students should try out careers before they invest in a four-year degree. But they also cite expanding options that lead to high-paying jobs, such as two-year degrees, tech college transfer programs and apprenticeships.

Trinh is the type of student who many educators are trying to reach. Although she took welding classes in high school, after graduation she enrolled in a tech college welding program and worked in a shop for about \$26 an hour. The classes were useful, but she still wanted a higher-paying, more skilled job.

It's why she jumped at the idea of an apprenticeship — once she eventually heard about it. She wishes she had learned about an apprenticeship in high school, before she enrolled in college classes that she's still paying off. But she's still happy about her choice.

"Welding is an art; you have to have so much technique to everything," Trinh said. "You can go till you die and still learn."

### **Bowler: Northcentral Wis. district of 300 students adds \$3 million expansion to metals, auto, agriculture spaces**

Last fall, educators in Bowler, Wisconsin, students which classes they would take if given the option. Then they ran into a common problem for K-12 schools: resources.

In a district of 300 students total, 28 high schoolers signed up for welding. But Bowler had been offering only six spots. There was just one teacher, and the physical classroom shared space with district vehicles needing repair.

It's an example of why the district in rural northcentral Wisconsin opened a \$3 million expansion this school year, using \$75,000 in state grants to purchase equipment. Now, a new metals area has two Haas CNC machines and several welding booths. Students can get a feel for working on construction sites using virtual reality headsets and experiment with 3D printers.

The expanded auto shop makes room for a second CTE teacher, Phil Mydy. It also adds space for a school tradition: building go-kart-like cars from donated metal, both to compete for speed and optimal gas mileage. Teacher Tim Ploeger said students recently reached a record: 765 miles per gallon.

How? "Coasting," he said.

There's also a new agriculture classroom, designed so its indoor windows overlook a connected barn. Soon, students will see piglets and other farm animals while sitting in class. They will also learn to raise fish and grow plants in a connected greenhouse and aquaponics lab.

Superintendent Glenda Butterfield-Boldig has worked in small schools for 26 years. She said the goal of expanding Bowler's CTE programs is to give students a "buffet of options," not funnel them into the trades. Especially being in



Reedsville sophomore Dakota Schuh lifts his table's frame onto the work bench at Reedsville Junior and Senior High School. Reedsville is also supplementing career and technical education classes and youth apprenticeship by giving students the option to earn college credit.

PHOTOS BY GARY C. KLEIN/USA TODAY NETWORK-WISCONSIN

a rural area, she said hands-on skills like welding and fixing cars are useful for anyone. It's one reason why the school will open its new facilities to the community.

But she also said it makes sense for schools to offer skills that could help students find jobs locally. Bowler is not abundant in high-paying jobs that require four-year degrees, she said, but it is home to people who are proud to work in the trades.

"My late husband graduated from Bowler back in the day, and he earned his entire living as a welder, and he was proud to be a welder. And he credited his high school teacher for giving him the skills to be able to earn a great living," she said.

### **Reedsville: More than half of juniors and seniors worked as youth apprentices**

About 30 miles south of Green Bay, Reedsville is among the few districts in Wisconsin where more than half of eligible students worked as youth apprentices last year. Fifty of the 90 juniors and seniors earned credit by working for businesses and taking related classes as part of the growing statewide program.

Reedsville has moved away from a four-year focus, according to the superintendent and principal, who have both been in the small community for decades.

"I think what happened was just ex-

posure to different careers," said Principal Melissa Wiese. Technical colleges are also spreading the message that "you can have a very high-paying job, go to school for two years, and even get a lot of financial assistance."

The state of Wisconsin established its youth apprenticeship program in 1991, but participation is still scattered statewide in a program that requires connections with businesses and staff time. Reedsville has been expanding its program since 2016, with the majority of students, though not all, working in the trades last year. Like other districts, additional students are using the program for other fields like health care and business.

Wiese said she's encountered stereotypes about the program that should be broken: that it takes students away from the classroom, puts them to work or is just for students on "one track."

"I think we've broken that and said 'No, this is an extension of the classroom. This is an extension of our school. We're going to work together, we're going to give them the skills, and then they're going to go and apply (them),'"

Wiese said. K-12 districts can receive up to \$1,000 for every recent graduate who earns certain prespecified "industry credentials," including some tied to youth apprenticeship. State Career and Technical Education Incentive Grants are designed to get more people certified in "industries facing shortages of qualified



Students work on their hydraulics scissors project at Reedsville Junior and Senior High School. Reedsville is among the few districts in Wisconsin where more than half of eligible students worked as youth apprentices, and they can get a start in a career with college credit.

entry level workers," according to its website.

A district of about 600 students, Reedsville received \$62,654 in those grants during the 2020-23 fiscal years. The state allocated \$25.9 million statewide in the same timeframe.

### **More schools are supplementing youth apprenticeship, CTE classes with free college credit**

Bowler and Reedsville are also supplementing CTE classes and youth apprenticeship by giving students the option to earn college credit. That means students can get started on a technical diploma or credits that will transfer to a four-year college, among other options.

The most common dual-credit program in the state allows certified high school teachers to instruct technical college classes. That "transcripted credit" program is free to students; K-12 schools and technical colleges devote staffing time to run the program, but don't exchange any money for it.

The technical college system has more than doubled the number of dual credits taken by high schoolers in the last decade. Statewide, a quarter of high schoolers took a dual-credit class through a public university or technical college in 2021-22.

Sarah Dillon works with the 11 staff members at [Northcentral Technical College](#) whose jobs focus on working with high school students. In her more than 18 years at the college, she's seen students and parents become more aware about their options post-high school, she said.

K-12 schools and employers are looking for ways to show students that jobs that are available in their corner of the state, she said. In northcentral Wisconsin, often that's health care, manufacturing and agriculture.

"You can't open a newspaper in the past couple of years without hearing about the financial aid debt in our country and what a burden that is to students," she said.

But communities need two- and four-year programs, she said. It's not either-or.

"It's about helping students understand that 'there's a pathway for you,'" she said.

*Cleo Krejci covers higher education, vocational training and retraining as a Report For America corps member based at the Milwaukee Journal Sentinel. Contact her at [CKrejci@gannett.com](mailto:CKrejci@gannett.com). Follow her on Twitter at [@CleoKrejci](https://twitter.com/CleoKrejci).*



U.S. Economic Development Administration  
A bureau of the U.S. Department of Commerce

September 26, 2023

## U.S. Department of Commerce Invests \$3.1 Million to Boost Business Development and Workforce Training Efforts in Wisconsin

Contact: EDA Public Affairs Department, [edamedia@eda.gov](mailto:edamedia@eda.gov)

WASHINGTON – Today, U.S. Secretary of Commerce Gina Raimondo announced the Department’s Economic Development Administration (EDA) is investing \$3.1 million in the state of Wisconsin to make critical infrastructure improvements and equipment purchases necessary to support current and future business needs.

The EDA investments announced today are:

- Lac Du Flambeau Band in Lac Du Flambeau will receive a \$2.6 million EDA grant to support the construction of a molding plant for a Tribally owned enterprise. The project is expected to create or retain more than 80 jobs and generate \$500,000 in private investment, according to grantee estimates.
- Northcentral Technical College in Wausau will receive a \$510,430 EDA grant to support sawmill and forest products workforce development. The project, to be matched with over \$510,430 in local funds, is expected to create or retain more than 40 jobs and generate \$4.4 million in private investment, according to grantee estimates.

“President Biden is committed to supporting American communities and growing local economies,” **said Secretary of Commerce Gina Raimondo**. “These EDA investments will allow Lac Du Flambeau and Northcentral Technical College to obtain the infrastructure and equipment they need to support businesses and create well-paying jobs for local citizens.”

“The Economic Development Administration plays an important role in helping communities implement their plans to strengthen their workforce and build a pipeline of skilled workers,” **said Assistant Secretary of Commerce for Economic Development Alejandra Y. Castillo**. “EDA is pleased to assist the Lac Du Flambeau Band and Northcentral Technical College in their work to provide the infrastructure that their businesses and communities need to grow and thrive.”

“We’ve made investing in and supporting our state’s workforce to meet the needs in communities across our state a key priority of my administration, and that includes supporting the good work happening on our Tribal lands and at our technical colleges,” **said Governor Tony Evers**. “These efforts are bolstered by local, state, and federal partnerships, so it’s great to see these grants go to two well-deserving projects that will help grow the workforce and economy in Northern Wisconsin.”

“Investing in infrastructure and updating equipment is investing in our workers, our economy, and our future,” **said Senator Tammy Baldwin**. “These upgrades will expand access to job training, support secure, good-paying careers, and move our Made in Wisconsin economy forward, and I’m happy to support it.”

### About the U.S. Economic Development Administration ([www.eda.gov](http://www.eda.gov))

The mission of the U.S. Economic Development Administration (EDA) is to lead the federal economic development agenda by promoting competitiveness and preparing the nation’s regions for growth and success in the worldwide economy. An agency within the U.S. Department of Commerce, EDA invests in communities and supports regional collaboration in order to create jobs for U.S. workers, promote American innovation, and accelerate long-term sustainable economic growth.





**WAOW.COM**  
WE'VE GOT YOU COVERED

## NTC hosts ribbon cutting ceremony for Health 4.0 Center for Simulation and Innovation

Veonna King Dec 5, 2023 Updated Dec 6, 2023 0



WAUSAU, Wis. (WAOW) — Northcentral Technical College is ensuring its medical students receive the most realistic and hands-on experience before entering the medical field.

The school hosted a ribbon cutting ceremony along with tours of their new three-floor Center for Simulation and Innovation.

"In this space we have 10 hospital simulation rooms where we can run any health care simulation for any of our health programs from nursing, to nursing assistant to respiratory therapy," said , Angela Roesler, Dean of NTC School of Health and Community Services.

The center has been open since 2012, but the school completed renovations and technology updates and celebrated them this week.

Roesler said that the updated center will represent more than just learning opportunities for students.

"The health care workforce is in dire need of employees and we we are working our hardest to prepare our students to be ready to transition to practice safely," said Roesler.

The new center is open to students and if you would like to take a tour you can get set up for one on their [website](#).



## Northcentral Technical College immerses health students with new simulation center

NTC's Health Science department is introducing VR and simulations for a real-life scenario.



By [Samuel Dehring](#)

Published: Dec. 5, 2023 at 6:05 PM CST

WAUSAU, Wis. (WSAW) - As the worker shortage continues to grow, universities have started to look at how they can better prepare their students for the workforce.

Northcentral Technical College's Health Science department is introducing virtual reality and simulations for a real-life scenario to emphasize preparing students for the workforce through hands-on experience in the classroom. Virtual reality and simulations are something the school believes is a massive step in the right direction.

The new Health 4.0 Center is over 5,000 square feet, and the simulations aim to make students in healthcare feel like they are working with real people.

"So, we practice on it, and we make sure that we're doing it correctly here, we know how to do it," said nursing student Jonnie Pierschalla-Zastrow.

"We're focused on industry 4.0. We're focused on making sure that our students are learning on and about the latest and greatest technology," said NTC President Jeannie Worden.

Students will be able to work through simulations that will get them out of their comfort zone. However, the more they use them, the more prepared they'll be for when the simulations turn into real-world scenarios.

“Common scenarios may be low frequency, but high-risk events that are really important for students to work through, make those critical decisions in the moment,” said Dean of Health and Community Services Angela Roesler.

These hands-on simulations include working with dental patients while also being immersed in a room filled with real-life scenarios created by staff at NTC.

“The sky is the limit when it comes to virtual reality and the immersive room,” Roesler said. “It’s really only limited by our imagination of scenarios.”

There are over 500 students [currently enrolled in health programs](#) at NTC. The addition of this new Health Center gives them much-needed hands-on experience with the opportunity to have constantly changing scenarios thanks to virtual reality.

“When we go out in the real world, you know, in an internship or your job, then we know we’re doing it correctly,” said Pierschalla-Zastrow.

The Dean of Health Sciences at NTC said the virtual reality and simulation will open the door for several departments to follow and do the same.



Biloxi, MS (Affiliate of WSAW)

## New health science simulation unveiled at Northcentral Technical College

Published: Dec. 5, 2023 at 5:12 PM CST



## Northcentral Technical College hosts "Winning with Wisconsin's Workforce" for next generation of workers

By Wyatt Williams · Nov 29, 2023 Updated Nov 30, 2023



WAUSAU, Wis. (WAOW) -- A mass of people are working together to find better work.

They want to address shortages and improve the pipeline from Northcentral Technical College (NTC) into stable careers.

Wednesday's panel was about more than just the different careers and programs at the college, instead showing the value of a career even without a traditional four year degree.

"As we look at the workforce shortage across the economy, locally we're seeing that across central Wisconsin, these investments that we're seeing from Wisconsin fast forward from DWD (Wisconsin Department of Workforce Development) help sustain employees here, help build employment here in central Wisconsin, maintain strong manufacturing companies, strong service industry, and all that's important for our local economy," said Brad Gast, Dean of Workforce Training at NTC.

The quarterly events are free to attend, and cover a variety of topics about the workforce.

If you missed the panel, don't worry. There are a few more scheduled throughout December in Portage, Ashland, and Appleton.

# Wausau Pilot & Review

## Chamber to host free program on artificial intelligence

November 16, 2023

[Nextdoor](#) [Facebook](#) [Reddit](#) [X](#) [Tumblr](#) [Mastodon](#) [Email](#) [Print](#)

WAUSAU — The Greater Wausau Chamber of Commerce will host a free program on the digital transformation fueled by artificial intelligence in Room E101 at Northcentral Technical College at 2 p.m. on Monday, November 27. The program will feature a presentation by Peter Dulcamara on the new business models and technologies that are shaping our future.

Dulcamara is the founder of Pete Dulcamara & Associates and served as the Chief Scientist, Vice President of Corporate Research & Engineering and Site Leader of the Innovation and Operational Excellence Center at Kimberly-Clark Corporation. Dulcamara speaks around the world, translating complex topics into highly accessible and inspiring insights.

“The 21st century economy is rapidly advancing through digital transformation,” said Dave Eckmann, President/CEO of the Chamber. “To remain competitive, businesses in every industry sector require a better understanding of the technology at hand and where it is heading. This program is intended as an important first step.”

Sign up for our free newsletters to receive morning and afternoon local news directly to your inbox.

The program is free and open to both members and non-members, but registration is required. For more information or to register, visit [WausauChamber.com](http://WausauChamber.com).



# Wausau Pilot & Review

## NTC to hold event for businesses interested in apprenticeship

November 9, 2023

[Nextdoor](#) | [Facebook](#) | [Reddit](#) | [X](#) | [Tumblr](#) | [Mastodon](#) | [Email](#) | [Print](#)



WAUSAU – Northcentral Technical College will hold an event geared toward helping area businesses that are interested in implementing an apprenticeship program.

Apprenticeships: Superhighway to Good Jobs will be held from 8 a.m. to 10 a.m. Nov. 14 at NTC's Wausau campus, 1000 W. Campus Drive. A virtual attendance option will be available and breakfast will be provided for those attending in-person.

Businesses that are interested in or have questions about starting apprenticeships are encouraged to have their staff attend this event. Hear from local employers that have successfully implemented apprenticeships in the workplace during the employer panel, along with the benefits of apprenticeship. Some industries that commonly partner with NTC and the Department of Workforce Development to offer apprenticeships include:

- Healthcare
- Manufacturing
- Construction
- Transportation
- Construction

Registration can be completed online by visiting [www.ntc.edu/calendar](http://www.ntc.edu/calendar). Anyone with questions about the event can contact Katie Koleske, apprenticeship manager at NTC, at [koleske@ntc.edu](mailto:koleske@ntc.edu).



## Winning with Wisconsin Workforce event

© NOVEMBER 1, 2023 /  



Northcentral Technical College has partnered with the North Central Wisconsin Workforce Development Board and the Wisconsin Department of Workforce Development to host Winning with Wisconsin's Workforce at NTC on November 29, 2023, from 11 a.m. – 1 p.m. The event is free to attend. To register, go to: [eventbrite.com/d/wi-wausau/business-events/?page=1](https://eventbrite.com/d/wi-wausau/business-events/?page=1) and click on the Winning with Wisconsin's Workforce Q4 – North Central event. There is no cost to register.

Winning with Wisconsin's Workforce will bring together businesses, community leaders, elected leaders, and workforce development professionals to discuss technology and training programs in North Central Wisconsin. The event will feature discussions on Wisconsin Fast Forward-funded technical education and customized training programs, grant application processes and timelines, local recipient success stories, and more.





Sauk County Master Gardeners Association · Follow

4d ·

The conference will be held from 7:30am-3:15pm. They have great speakers, vendors and lunch. It will be at Northcentral Technical College.

There is an option to attend virtually, but only for the morning speakers.

More information and registration is at: [www.ntc.edu/gardenvisions](http://www.ntc.edu/gardenvisions)

# Garden Visions

Northcentral Wisconsin's  
Largest Gardening Conference

**January 27, 2024**

**NTC Wausau Campus**  
*or attend virtually*

**Featuring: Stan Tekiela & Rob Zimmer  
and more!**



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GARDENERS**



WORKFORCE TRAINING +  
PROFESSIONAL DEVELOPMENT



**Learn more + register**  
**[www.ntc.edu/gardenvisions](http://www.ntc.edu/gardenvisions)**



Langlade County Economic Development Corporation · Follow

6d ·

Antigo's Northcentral Technical College's Wood Technology Center of Excellence is a 27,000-square-foot facility that prepares students for careers in the forest products and woodworking industry.

It's part of Langlade County's collaboration and communication between our municipalities, businesses, districts educators, and the technical colleges that provide excellent workforce development.



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**School District of Rhinelander · Follow**  
 December 20, 2023 at 6:00 AM · 🌐

Congratulations Ryan! 🎉🎉🎉

Ryan is a Hodag with a plan! Ryan will be pursuing a degree in Electromechanical Engineering at Northcentral Technical College-Wausau next fall!

Let's give Ryan a big 🍌🍌🍌 applause in the comments below!

#TheHodagWay

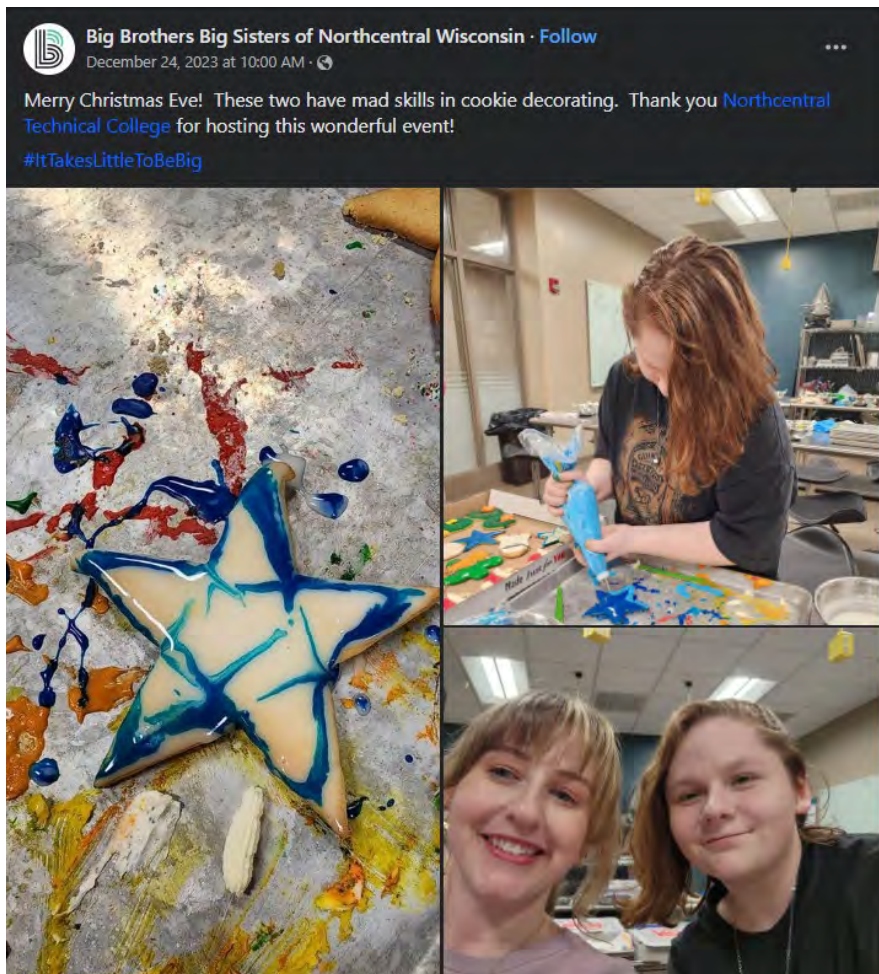


**GiGi's Playhouse Wausau · Follow**  
 December 20, 2023 at 3:07 PM · 🌐

Thank you to the employees at [Northcentral Technical College](#) for your donation of new books to the Playhouse! Time to schedule some story telling time with maybe some furry friends!








**Heroes to Hives** · Follow  
December 19, 2023 at 3:27 PM · 🌐

**SAVE the DATE:**

Wisconsin Heroes to Hives students, Dr. Adam will be presenting on several topics at the Central Wisconsin Beekeeping Association Conference March 16th, 2024. It's a great line up of speakers including: Dr. Adam, Kamon Reynolds, Randy Oliver, David Peck, Bob Binnie and so many more. Discounted tickets are available to veterans.



**Bee Conferences**  
CWBEES.COM  
SAVE THE DATE: MARCH 16, 2024 Northcentral Technical College - 1000 W Campus Dr, Wausau, WI 54401 Registration will open Jan. 1, 2024 - CWBA Members, Seniors 65+, Early Bird, & Veterans: \$55 -...



## Wisconsin State Patrol · Follow

December 19, 2023 at 9:27 AM · 🌐

...

Sergeant Ben Hamilton – Program Director, Wisconsin State Patrol Academy

Hamilton is a graduate of the 63rd Recruit Class and is a six-year veteran of the WSP having worked in La Crosse County. Hamilton's work experience includes serving as a Field Training Officer (FTO) and Evidence Custodian for the Tomah Post. Hamilton is a certified instructor with an emphasis on firearms training.

Hamilton holds an Associate Degree in Criminal Justice from Northcentral Technical College.



## Two Rivers Police Department · Follow

December 20, 2023 at 10:06 AM · 🌐

...

Congratulations to Officer Santos Torres the newest member of our TRPD family! Officer Torres just graduated from the academy at Northcentral Technical College in Wausau and will start his first day of field training tomorrow. Officer Torres was hired this past summer and started the academy back in August. He comes to us with a background in the Corrections field and the skills he learned there will serve him well on patrol. Congratulations and welcome to TRPD Santos!





**Help Wanted, Odd jobs, Services & Trades in Wisconsin ONLY · Join**  
 Floor Covering Education Foundation · December 13, 2023 at 11:05 AM · 🌐

Northcentral Technical College Flooring Instructors Needed in Wausau, Wisconsin.  
 Are you interested in teaching your craft part-time? Northcentral Technical College is looking for a skilled floor-covering installation instructor to develop continued training to area professionals. Please apply under our Adjunct Instructor – Workforce & Industry Training: All Areas (part-time) position: <https://ntc.wd1.myworkdayjobs.com/.../Adjunct-Instructor...>


**WE ARE HIRING**

**Floor Covering Installation Instructor**

» EARN EXTRA INCOME

» PART-TIME/FLEXIBLE SCHEDULE

» PROVIDE HANDS-ON TRAINING & GUIDANCE



Northcentral TECHNICAL COLLEGE WORKFORCE TRAINING & PROFESSIONAL DEVELOPMENT

**Wausau Police Department** 🌐  
 December 19, 2023 at 5:03 PM · 🌐

Congratulations to Officers Erik Naugle, Sheradyn Mikul, and Raphael Cary on their graduation from [Northcentral Technical College's](#) Law Enforcement Recruit Academy! They successfully completed three phases of academy training designed to prepare them to serve with effectiveness and distinction. Officer Mikul was also presented with the Jamison Kampmeyer Trusted Back-Up Award.

All three graduates will now begin their field training, riding with training officers during the next few months. We are excited for them to serve our community!







## Rothschild Police Department · Follow

December 20, 2023 at 8:25 AM · 🌐

The Rothschild Police Department would like to congratulate Brady Paisar on his graduation from the police recruitment academy, as well as the rest of his classmates. We look forward to Brady's first day on the road with the Rothschild Police Department.

We appreciate the Northcentral Technical College staff for their dedication to future law enforcement by providing a high quality of education.



## Neillsville Police Department · Follow

December 19, 2023 at 9:37 PM · 🌐

Today, Neillsville Police Officer Halle Fecker and Clark Co. Sheriff's Deputy Easten Schultz graduated from the Northcentral Technical College Law Enforcement Academy.

Sheriff Scott Haines and Chief Jim Mankowski attended the graduation ceremony and welcomed these new officers to the law enforcement family.







**Langlade County Sheriff's Office · Follow**

December 20, 2023 at 9:41 AM · 🌐

...

Congratulations to Deputy Austin Worzalla who has recently completed his Law Enforcement Recruitment Academy from Northcentral Technical College. Deputy Worzalla will soon be sworn in and begin his field training at the [Langlade County Sheriff's Office](#).



**Clark County Sheriff's Office Wisconsin · Follow**

December 20, 2023 at 1:58 PM · 🌐

...

Yesterday, Deputy Easten Schultz graduated from his Northcentral Technical College Law Enforcement Academy!

His graduation ceremony was attended by Sheriff Haines to see to the start of his promising career at the Clark County Sheriff's Office. Also photographed is Neillsville Police Department's newest officer, Halle Fecker, accompanied by NVPD Chief Mankowski.

Congratulations to both Easten and Halle - welcome to your new Law Enforcement families!







 **Be Amazing** is at **Northcentral Technical College**.  
November 20 at 4:26 PM · Wausau · 🌐

Cookies in a Jar Project  
The [Northcentral Technical College](#) Be Amazing Club members are raising money for two classmates who are receiving medical treatments at the Milwaukee Children's Hospital. The club members put together 40 cookie mixes and are selling them every Tuesday and Thursday in the NTC cafeteria from 10:00-12:00 during the month of December. The money they raise will help pay for medical expenses. So amazing!  
[#studentshelpingothers](#)



 **Rob Zimmer Outdoors** · [Follow](#)  
1d · 🌐

Register for GARDEN VISIONS 2024 today!  
Lots of amazing programs on the schedule.  
I'll be there presenting two topics, as well as offering many of my books for sale!


**Northcentral**  
TECHNICAL COLLEGE

NTC.EDU

**Garden Visions 2024 - Conferences, Seminars, and Workshops, Community Events**  
**| Northcentral Technical College**







Master Gardener Volunteers of Columbia County · Follow

2d · 🌐

NC Wisconsin Master Gardeners will hold their Garden Visions Conference on Jan 24, 2024, from 7:30am to 3:15pm. The conference is held at Northcentral Technical College in Wausau. We have great speakers, vendors and lunch. There is also the opportunity to attend virtually for the morning speakers. For more information and to register, visit: [www.ntc.edu/gardenvisions](http://www.ntc.edu/gardenvisions)

# Garden Visions

Northcentral Wisconsin's  
Largest Gardening Conference

**January 27, 2024**

**NTC Wausau Campus**  
*or attend virtually*

Featuring: Stan Tekiela & Rob Zimmer  
and more!



WORKFORCE TRAINING +  
PROFESSIONAL DEVELOPMENT



Learn more + register

[www.ntc.edu/gardenvisions](http://www.ntc.edu/gardenvisions)



School District of Rhinelander

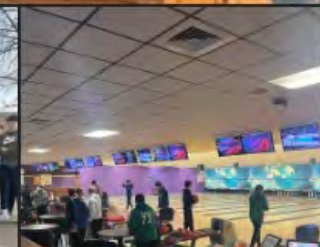
23h · 🌐

The Culinary Basics II classes had an excellent field trip to Northcentral Technical College. They had a firsthand look at the amazing culinary arts program. They loved adding the sugar to their creme brulee and torching it to create that perfect crispy crust.

Next, they headed to Dale's Weston Lanes to check out their event center and kitchen. And, of course, no field trip would be complete without some fun, so the students finished their day with a few rounds of bowling. 🎳

It was a great day for learning, exploring, and making memories!

[#TheHodagWay](#)







Wausau Area Builders Association · Follow

6d · 🌐

...

Shout out to [Aaron Beyer](#) from [Modern Builders & Suppliers](#) for speaking to the NTC YA Steering Committee about Build My Future Northcentral Wisconsin! His passion and enthusiasm have helped make this year's event a success and we love that we are able to share more information with the community to continue to improve and grow next year's event!

Make sure you check out our website for more information on how to get your business, your school, or your children involved!

<https://www.wausauareabuilders.com/workforce-development/>



North Central WI Master Gardeners · Follow

1h · 🌐

...

GARDEN VISIONS 2024 PRESENTS: "TIPS AND TRICKS FOR A SUCCESSFUL VEGETABLE GARDEN,"  
TREVOR FRANK

Attendees in this session will hear about several topics for successful vegetable gardening in Central Wisconsin. Topics will include: designing and timing your vegetable garden, succession and companion planting, and best management practices for the growing season. New and exciting vegetable cultivars from various seed suppliers will also be discussed, for the avid gardeners in our growing region.

Trevor Frank is a Faculty at Northcentral Technical College (NTC), working as the Garden to Market Specialist Instructor and also teaches in the Crop Science and Agri-Business Programs. Trevor teaches students how to manage a variety of garden spaces, a hoop house, greenhouse and indoor hydroponic growing facility. Prior to NTC, Trevor was an Assistant Plant Breeder and Product Development Assistant at Illinois Foundation Seeds, Inc. (IFSI), based out of Plover, WI. Trevor earned his Bachelor's degree from UW-River Falls in Crop and Soil Science, with a Crop Production Emphasis and a Spanish minor. Afterwards, Trevor earned his Masters of Science in Agronomy at Purdue University in West Lafayette, IN.

<https://www.ntc.edu/calendar/2024/01/27/garden-visions-2024>





Chizza Johnson is with Tony Johnson and 2 others.

2d · 🌐

- Graduation (With Honors)-goldcord
- Happy Graduation Day For Me! 🌟 • DEC-2023
- NorthCentral Technical College Wausau, Wisconsin
- Phlebotomy Technician • LABTECH • 🧤 🧴 🔥

• I would like to Thank my Family through this journey.

To my husband [Tony Johnson](#) thank you for supporting me to through this course. You're my vocabulary every time I study. Coz sometimes English can be a bit nosebleed LOL 💕💕

• I would like to Thank my parents in law [Linda Johnson](#) Linda Johnson & Keith Johnson For endless support and guidance, and helping me reach this journey; I am so lucky to have you guys!

• I would like to thank my Phleb teacher @Cory Sullivan- best teacher! I would like to thank my Preceptor Savanna Lucasburke and Michelle you guys are the best!

• I would like to thank ASPIRUS for the Scholarship.

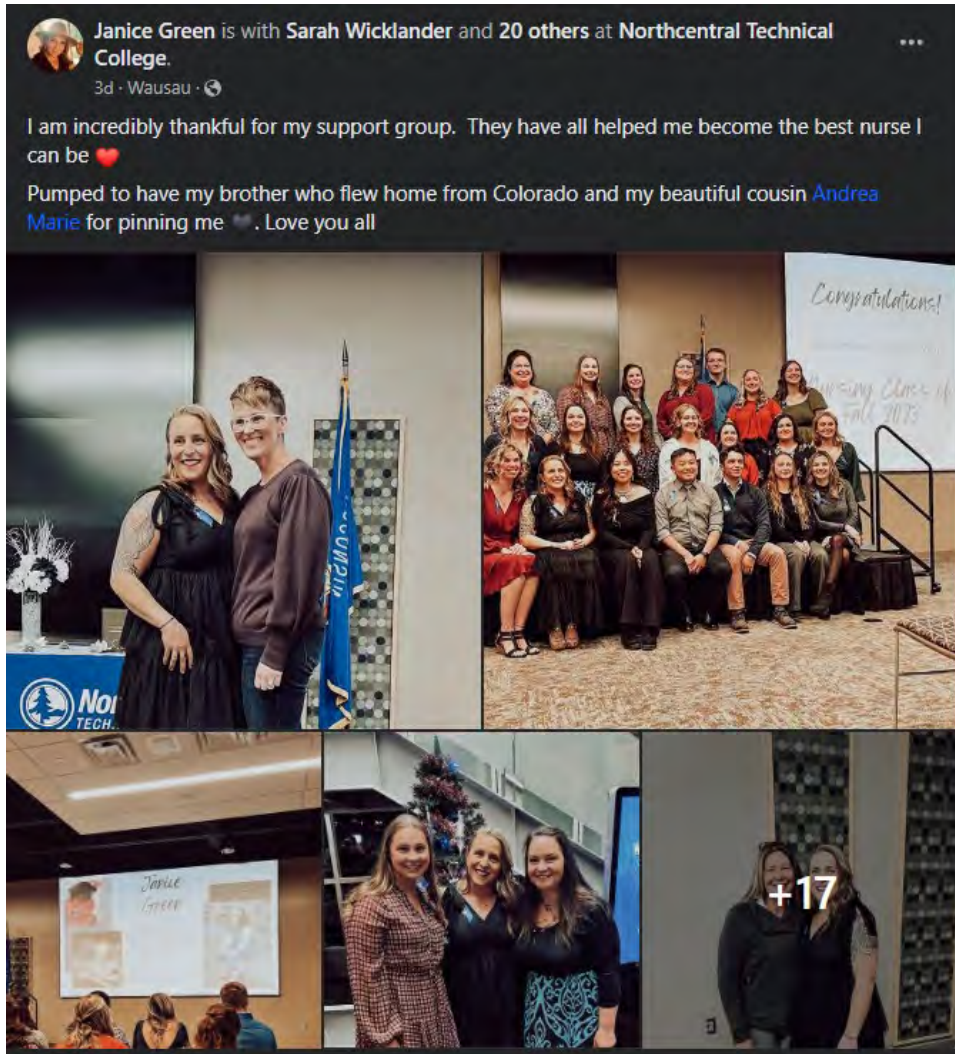
Thank you [Ashlynn Rusch](#) for attending my graduation!! That was nice of you!

\_graduation12092023

[#blessedbeyondmeasure](#)











## Somerville Architects & Engineers

23h · 🌐

Exciting day for [Northcentral Technical College](#) as they cut the ribbon on the new Health 4.0 Center. This 5,000-square-foot space features hospital simulation rooms, a surgical lab, a dedicated hand-washing lab, and the latest in immersive technology.

Our team was thrilled to celebrate this milestone with the NTC community and thankful to be a design partner for this project.

[#Educationdesign](#) [#Ribboncutting](#) [#Healthcaredesign](#) [#Innovation](#)



## Greater Wausau Chamber of Commerce

1d · 🌐

A ribbon cutting ceremony was held at [Northcentral Technical College](#) in Wausau's Health Science building for a new Simulation + Innovation Center on Tuesday, December 5, 2023.



**Merrill High School**  
3h · 🌐

On Tuesday, Mrs. Hartwig's Dairy Science class took a field trip to visit NTC-Campus Lab Farm. They learned about the farm operations and some of the different career pathways that NTC offers. They also had a mini-lesson on reproduction, where they had to determine the correct positioning of the calf when it was being born.




**AGRA Industries** is at AGRA Industries.  
19h · Merrill · 🌐

Today students from the Northcentral Technical College Welding Program joined us for a tour. Thanks for stopping by! [#weldingcareer](#) [#studentengagement](#) [#weldingschool](#)








School District of Tomahawk
18h · 🌐


From the [#GoHatchets](#) THS Guidance Office:

North Central Technical College offers an opportunity for students interested in the transportation industry. Check it out.




NTC.EDU


Transportation Career Expo: Drive Your Future Forward - K-12 Events | Northcentral Technical College



Glidden Events Calendar · [Join](#)

Northcentral Technical College Phillips Campus · 1d · 🌐





Northcentral Technical College Phillips Campus
November 14 at 11:51 AM · 🌐

Mine Safety - Thursday, March 7th - 7:30am - 4:30pm This course is provided by MSHA approved instructors and covers 8 complete hours of Mine Health and Safety t... [See more](#)



**School District of Tomahawk**  
 1d · 🌐

From the [#GoHatchets](#) THS Guidance Office:

Attention THS seniors interesting in a career in IT.

IT Scholars Program - Church Mutual Insurance Company, S.I. (a stock insurer), Northcentral Technical College (NTC), and University of Wisconsin - Stevens Point (UWSP) are proud to offer the Information Technology (IT) Scholars Program to support the educational goals of students in pursuit of careers in IT.... [See more](#)

### Information Technology Scholars Program

Church Mutual Insurance Company, S.I. (a stock insurer), Northcentral Technical College (NTC) and University of Wisconsin-Stevens Point (UWSP) are proud to offer the Information Technology (IT) Scholars Program to support the educational goals of students in pursuit of careers in IT.

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#### PAID TUITION

Students enrolling in the IT Computer Support Specialist, IT-Cybersecurity Specialist, IT-Software Developer, IT-Network Specialist, IT-Web Designer, Data Analytics or Business Analyst programs at NTC during the fall 2024 semester will have their tuition paid for by Church Mutual (3.0 GPA required).

---

#### PAID OPPORTUNITY

Students will work part-time in Church Mutual's IT department while attending NTC. They will continue to work while completing a bachelor's degree in an IT program at University of Wisconsin-Stevens Point (UWSP). Upon graduation, students will receive full-time employment with Church Mutual.

GET YOUR  
ASSOCIATE DEGREE AT  
NTC

➔

GET YOUR  
BACHELOR'S DEGREE AT  
UWSP

➔

WORK FULL-TIME AT  
CHURCH  
MUTUAL

APPLICATIONS WILL BE ACCEPTED THROUGH:





## Women in Manufacturing Northern Wisconsin

17m · 🌐

REGISTRATION HAS BEEN EXTENDED UNTIL 12/5 at NOON!

Come out to Timekeeper Distillery tomorrow from 4-9 PM to help celebrate our first year as a chapter while enjoying Trivia, delightful food and drinks and a festive outfit contest!

Please also bring an ornament to donate to local veterans and we will have Christmas cards for everyone to sign that will be gifted along with the ornaments to local veterans!

#Merry&Mingle #LetsbeMerry #WiMNorthernWisconsin

Thank you to all of our Corporate Sponsors who have made our first year most successful!

Greenheck Group

CLA (CliftonLarsonAllen)

Imperial Vacuum Trucks & Trailers

Crystal Finishing Systems Inc.

Schuette Metals, Inc.

Kolbe Windows and Doors

ND Paper

Northcentral Technical College

Printpack

Graphic Packaging

Apogee Enterprises, Inc.

County Materials Corporation

Wausau Window and Wall Systems

Domtar Paper

Mid-State Technical College

*You are cordially invited to  
Merry & Mingle*

Dec. 5th, 2023

5-9 PM

Timekeeper Distillery

To celebrate our 1st year as a WiM Chapter,


Registration Fee Members: \$5

Registration Fee Non-Members: \$50

Hors d'oeuvres & drink ticket  
included in registration




Please bring an ornament  
to donate to area  
Veterans






**Mitch White**  
 21h · 🌐

We will be offering our SawFiler training certificate program again at Northcentral Technical College Antigo Wisconsin campus February 5 through March 1,2024  
 This course will be limited to 8 students and will include training on benching, welding, swage and shaper maintenance, grinder alignment, trade math and saw design formulas, as well as fitting! We are ACCREDITED and this is a very intense hands on training that enables students to learn the basics and become very productive members of their Sawfiling teams!  
 Please contact Patti at 715-216-5144 in our Antigo office or call Mitch White at 425-530-5890 for more information about signing up for this class! Thank you very much, Mitch White




**Wisconsin Department of Workforce Development**  
 16h · 🌐

The house was packed at this week's Winning with Wisconsin's Workforce event at [Northcentral Technical College](#), where attendees had the chance to connect with local workforce leaders and learn more about grant opportunities and workforce training resources in North Central Wisconsin.

[Waoow-Tv 9's](#) Wyatt Williams spoke with Brad Gast, NTC's Dean of Workforce Training, about how initiatives like DWD's Wisconsin Fast Forward program are helping to prepare Wisconsin's workforce and build local economies:  
[bit.ly/3Rmtzwx](#)

There's still time to register for FOUR more "Winning" events this year - but act fast, because our South Central and Southwest Wisconsin events are TOMORROW, and the Fox Valley and Northwest events are just a week away!

Register for the Winning with Wisconsin's Workforce event near you here: [bit.ly/WWW-Q4](#)  
[#winning](#) [#training](#) [#grants](#) [#Wisconsin](#) [#jobs](#)





**Taylor County Health Department** · Follow  
2d · 🌐

Today (11/28) the Supporting Healthy Aging Coalition welcomed over 70 people to [Northcentral Technical College](#) - Medford Campus to learn about Home Safety & Seniors as part of our ongoing Getting to Know Your Community series. Topics included how to prepare for emergencies, keep your loved ones safe, and reduce your risk of injuries due to falls, carbon monoxide poisoning, and other dangers.

Thank you to [Midstate Independent Living Choices, Inc.](#), [Taylor County Emergency Management](#), [Taylor County Commission on Aging](#), [Neighbor to Neighbor of Taylor County](#), and our many partners for your support at the event.

Thank you also to [Medford Cooperative, Inc.](#), [Klingbell Lumber](#), [Fourmens of Medford](#), [Rib Lake True Value](#), [Romig's Hardware & Plumbing & Heating](#) for your generous donations of fire extinguishers...and to [99.3 WKEB](#) for your promotional donation!

Thank you to Fourmens of Medford, Romig's Hardware & Plumbing & Heating, Rib Lake True Value, Medford Cooperative, Inc., Klingbell Lumber for your generous donation of fire extinguishers...and to 99.3 WKEB for your promotional donation!

Join our *Supporting Healthy Aging series* **Home Safety & Seniors** on **Tuesday, Nov. 28 from 12-1:30PM at Northcentral Technical College**, 1 Progressive Avenue, Medford | Light refreshments available. All attendees will receive a certificate of completion.

**News 9 WAOW** · 1h · 🌐

NTC FOCUSED ON NEXT GENERATION OF WORKERS: Winning with Wisconsin's Workforce Event.

WAOW.COM

**Northcentral Technical College hosts "Winning with Wisconsin's Workforce" for next generation of workers**



Floor Covering Education Foundation · Follow

1h · 🌐

...

Instructors Needed in Wausau, Wisconsin.

Are you interested in teaching your craft part-time? Northcentral Technical College is looking for a skilled floor-covering installation instructor to develop continued training to area professionals.

Please apply under our Adjunct Instructor – Workforce & Industry Training: All Areas (part-time) position: <https://ntc.wd1.myworkdayjobs.com/.../Adjunct-Instructor...>

**WE ARE HIRING**

**Floor Covering Installation  
Instructor**

» EARN EXTRA INCOME

» PART-TIME/FLEXIBLE SCHEDULE

» PROVIDE HANDS-ON TRAINING & GUIDANCE



WORKFORCE TRAINING &  
PROFESSIONAL DEVELOPMENT



Jodi Krenz

November 15 · 🌐

...

Yesterday I had this amazing opportunity to be part of the advisory board at North Central Technical College for their new massage program. The space is amazing as well as the staff! Our community will see some well educated students in the near future ! Here are a few pics of the nail area, cosmetology and esthetics areas.





## Media Monitoring Suite



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WAOW (ABC) 11/30/2023 6:14:35 AM

Wausau, WI

Wake Up Wisconsin 6AM on News 9

Local Viewership: 2,420

Local Publicity Value: \$57.01

support from employees at other plants.. looking for a new job is never fun -- and most of the time its just plain overwhelming. that's why northcentral technical college flipped the script on wednesday and brought employers out of the office... and into the school. news nine's wyatt williams caught up with what they're looking for - and how you can make the jump to a campus where today they are helping the next generation of the workforce figure out exactly what they plan to do. vo this mass of people is working together - to find better work.



WSAW (CBS) 12/5/2023 5:00:21 PM

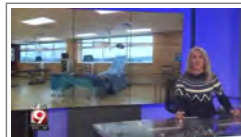
Wausau, WI

NewsChannel 7 @ 5

Local Viewership: 8,265

Local Publicity Value: \$335.93

students in health care feel like they're working with real people. (take jonnie pierschalla-zastrow super) jonnie pierschalla-zastrow, nursing student, ntc-- so, we practice on it, and we make sure that we're doing it correctly here, we know how to do it. (take jeannie worden super) jeannie worden, president, northcentral technical college "we're focussed on industry 4.0. we're focussed on making sure that our students are learning on and about the latest and greatest technology." students will be able to work through simulations that will get them out of their comfort zone. but the more they use them -- the more prepared they'll be for the workforce. (take angela roesler super) angela roesler, dean, health and community services, northcentral technical college "common scenarios, maybe low frequency, but high risk events that are really important for students to work through. make those critical decisions in the moment." these hands-on simulations include working with dental patients -- while also immersing yourself in a room filled with real-life scenarios created by staff at n-t-c.



WAOW (ABC) 12/5/2023 5:13:35 PM

Wausau, WI

News 9 WAOW at 5PM

Local Viewership: 17,962

Local Publicity Value: \$345.10

news. 95 continues. >> welcome back. the future of health care education has arrived in north central wisconsin news nine's deanna king northcentral technical college today they get ready to usher in a new era of learning he sees newest addition. >> a fully immersive, the stimulator to help train their healthcare students. so know what to do when emergencies are real in your life is on the line. the health center for simulation innovations has been around 2012 now community leaders. faculty student all joined in to celebrate and get



WAOW (ABC) 12/5/2023 6:05:01 PM

Wausau, WI

News 9 WAOW at 6PM

Local Viewership: 28,283

Local Publicity Value: \$1,066.28

thousands of families and union jobs. and they're in college is making sure its students are ready for the real world. thanks to the latest technology news nine's we on the king shows us simulator at northcentral technical college. >> the health center for simulation innovation, community leaders, faculty and students to celebrate and get a tour of the schools was high-tech enacted a model. so in the space we have 10 hospital simulation rooms where we can run any healthcare simulation for any of our health programs from nursing to nursing assistant to respiratory therapy for students can come and learn.



WAOW (ABC) 12/5/2023 10:22:13 PM

Wausau, WI

News 9 WAOW at 10PM

Local Viewership: 14,840

Local Publicity Value: \$908.25

>> welcome back. northcentral technical college is making sure its students are ready for the real world. thanks to the latest technology. the school held a ribbon cutting ceremony to announce its really molded center for remodeled excuse me, center for simulation and innovation with features of a dental section. emerson. reality room and realistic roebuck's patients. >> so in the space we have 10 hospital simulation rooms where we can run any healthcare simulation for any of our health programs from nursing to nursing assistant



WSAW (CBS) 12/6/2023 4:47:29 AM







Wausau, WI



Sunrise 7 @ 4.30am

Local Viewership: 3,644

Local Publicity Value: \$100.10

back, a decision on the permit isn't expected until at least late january. northcentral technical college students in the health science department - are now able to learn skills hands-on -- thanks to virtual reality. staff say that the simulation lets students make mistakes and learn from them. this new upgrade is something staff feel will have a strong impact on both their students and the community.... by preparing students for real-life scenarios. jeannie worden, president, north central technical college "it's our responsibility to make sure that we align the educational opportunities with what our employers need." this is the second department upgrade at n-t-c

	<p>WLUK (FOX) 12/6/2023 8:06:40 AM Green Bay, WI Good Day Wisconsin Local Viewership: 41,407 Local Publicity Value: \$1,062.32</p> <p>science department has introduced a virtual reality and other tools. to help prepare students for real life scenarios in the medical field. sam daring has more from wausau. &gt;&gt;northcentral technical college emphasizes getting students ready for the workforce through hands on experience. in the classroom, their virtual reality and simulation. it's something the school says is a massive step in the right direction. the new health 4 center is over 5000 square feet. these simulations will make students and health care feel like they're working with real people. &gt;&gt;so we practice on it and we make sure that we're doing it</p>
	<p>WAOW (ABC) 12/6/2023 11:12:21 AM Wausau, WI News 9 WAOW at 11AM Local Viewership: 1,416 Local Publicity Value: \$85.80</p> <p>&gt;&gt; if you do fall and try your best to grip on to something and lay flat to out your weight and prevent further breakage. well, northcentral technical college is making sure its students are ready for the real world. thanks to the latest technology. the school held a ribbon cutting ceremony to announce its remodeled center for simulation and innovation with features of a dental section, immersive reality room and realistic robotic patients. &gt;&gt; so in the space we have 10 hospital simulation rooms where we can run any healthcare simulation for any of our health programs from nursing to nursing assistant to respiratory therapy for students can come and learn</p>
	<p>WSAW (CBS) 12/13/2023 6:00:56 PM Wausau, WI NewsChannel 7 @ 6 Local Viewership: 9,835 Local Publicity Value: \$586.62</p> <p>talks of new regional forensic science center have been going on since 2017. but now things are starting to pick up. the potential new center would be located on the campus of northcentral technical college. newschannel 7's dominique o'neill joins us in the studio with the details. dom---what can you tell us about this project? jeff-- marathon county board says the potential new center would be a game changer for this part of the state. it would not only provide educational opportunities on campus... but life-saving research. a new regional forensic science center would be located at northcentral technical college. right now, there are four main autopsy providers in the state. those are located in dane,</p>
	<p>WSAW (CBS) 12/13/2023 10:07:22 PM Wausau, WI NewsChannel 7 @ 10 Local Viewership: 12,768 Local Publicity Value: \$850.05</p> <p>it would've been a faster having the case start in lower courts. a new regional forensic science center could be coming to wausau. the potential new center would be located on the campus of northcentral technical college. right now, there are four main autopsy providers in the state. those are located in southern and eastern wisconsin. the new center would be centrally located and could save forensic pathologists travel time. sot sarah severson, public information and communications coordinator, marathon county "looking to make an impact, whether that's educating our next generation of workforce, whether that be the medical field, forensic pathologists, law enforcement, and legal professionals, transforming lives by increasing the availability for tissue donation, right here in marathon county in northern wisconsin" the new center would add at least 5 new jobs. add at least 5 center would the new</p>
	<p>WAOW (ABC) 12/14/2023 10:02:56 PM Wausau, WI News 9 WAOW at 10PM Local Viewership: 23,411 Local Publicity Value: \$1,410.75</p> <p>officials in marathon county have released details of a new medical forensic center. it would be located in wausau, off-campus drive-in near in northcentral technical college about 2 thirds of facilities. 14.8 million dollar budget have already been secured. the facility would serve as an educational building. and as a regional center for performing autopsies, which have often been outsourced to different parts of the state. &gt;&gt; when something horrible happens and family members are involved, they certainly want to. &gt;&gt; have these processes as quickly as possible as do we? &gt;&gt; the marathon county board of supervisors passed a resolution tonight to advance the regional forensic science</p>
	<p>WAOW (ABC) 12/15/2023 5:35:02 AM Wausau, WI Wake Up Wisconsin 5AM on News 9 Local Viewership: 690 Local Publicity Value: \$25.29</p> <p>officials in marathon county have released details of their new medical forensic center will be located in off campus drive near northcentral technical college. but two-thirds of the facilities, 14.8 million dollar budget. how already been secured facility would serve as both an educational building and is a regional center for performing autopsies, which have often been outsourced to different parts of the state. &gt;&gt; when something horrible happens and family members are involved. they certainly want to. &gt;&gt; have these processes as quickly as possible as do we? &gt;&gt; where that county board of supervisors passed a resolution thursday night to advance the regional exciting center project.</p>

	<p>WAOW (ABC) 12/15/2023 11:05:26 AM</p> <p>Wausau, WI</p> <p>News 9 WAOW at 11AM</p> <p>Local Viewership: 5,413</p> <p>Local Publicity Value: \$357.96</p> <p>officials in marathon county released details of a new medical forensic center would be located in los off of campus driving near northcentral technical college about 2 thirds of the facilities. 14.8 million dollar budget have already been secured. the facility would serve as an educational building. and as a regional center for performing autopsies, which have often been outsourced to different parts of the state when something horrible happens and family members are involved. they certainly want to. &gt;&gt; have these processes as quickly as possible as do we? &gt;&gt; the marathon county board of supervisors passed a resolution thursday night to advance the regional forensic science center project. and</p>
	<p>WAOW (ABC) 12/15/2023 5:12:28 PM</p> <p>Wausau, WI</p> <p>News 9 WAOW at 5PM</p> <p>Local Viewership: 12,355</p> <p>Local Publicity Value: \$335.16</p> <p>they're prioritizing back hiring of ai skilled talent into their workforce. but 3 out of 4 can't actually find that county losses. northcentral technical college will first open this aquaculture a center of excellence back in 2011 as a way to merge technology with the farm by the different robotic that works with our cows in the barn to melt them. so we have a herd of about 50 calls robot pulls all the information as it smoking the calls the robotic feeding systems, even though scanned the cows feeding with ai thinking out, which counties be fed in bringing the food to them as the economy continues to change. so does the demand</p>

Items in this report: 14

Total Local Viewership: 182,709

Total Local Market Publicity Value: \$7,526.61

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