

DISTRICT BOARD OF TRUSTEES REGULAR MEETING

Tuesday, May 3, 2022
Northcentral Technical College
1000 W. Campus Drive
Wausau, WI 54401
Timberwolf Conference Center/D100 + [Zoom](#)

1:00 p.m. **Call to order, compliance with Open Meetings Law (Wis. Stat. 19.81-19.88)**

I. PLEDGE OF ALLEGIANCE TO THE FLAG**II. PUBLIC INPUT**

- a. Public Comments

III. APPROVAL OF MINUTES

- a. Approval of minutes from April 5, 2022 Board of Trustees Regular Meeting

Motion: That the Northcentral Technical College District Board approve the meeting minutes from the April 5, 2022 Board of Trustees Regular Meeting.

Voice vote required to approve.

IV. ACTION ITEMS

- a. [Award the Sale](#) – Roxanne Lutgen

Resolution awarding the sale of \$11,500,000 general obligation promissory notes; providing the form of the notes; and levying a tax in connection therewith.

Motion: That the Northcentral Technical College District Board approve the resolution awarding the sale of \$11,500,000 general obligation promissory notes; providing the form of the notes; and levying a tax in connection therewith to **XXXXXXX** at a True Interest rate of **X.XXXX%**.

Roll call vote required to approve.

- b. [Approval of the 2021-2022 Budget Modifications](#) – Roxanne Lutgen

Motion: That the Northcentral Technical College District Board approve the 2021-2022 budget modifications resolution as attached.

Voice vote required to approve.

- c. [Tentative Approval of Fiscal Year 2022-2023 Budget Summary and Confirming a Budget Hearing Date](#) – Roxanne Lutgen

Motion: That the Northcentral Technical College District Board approve the tentative fiscal year 2022-2023 budget summary and encourage all interested parties to attend a Public Hearing to be held at Noon (12:00 p.m.) on Tuesday, June 7, 2022 at NTC, Timberwolf Conference Center/D100, 1000 W. Campus Drive, Wausau, and via Zoom for the purpose of allowing citizen input.

Voice vote required to approve.

V. CONSENT VOTING AGENDA

- a. Approval of Consent Voting Agenda
 - i. [Therapeutic Massage Technical Diploma Program Exploration](#)
 - ii. [Receipts + Expenditures](#)
 - iii. [Personnel Changes](#)

Motion: That the Northcentral Technical College Board approve the Consent Voting Agenda including:

- i. Therapeutic Massage Technical Diploma Program Exploration
- ii. Receipts + Expenditures
- iii. Personnel Changes

Roll call vote required to approve.

VI. INFORMATION/DISCUSSION

- a. President's Report
 - i. Student Ambassador Update – Anna Rydeski
 - ii. Virtual Tour of West Region
 - iii. [2021-2022 Institutional Accomplishments](#)
 - iv. Comments from Informational Update
- b. Chairperson's Report
 - i. Spring Board Appointment Update
 1. Board Appointment Hearing for final vacant position: Wednesday, May 25 at 8:30 a.m.
 - ii. WTC DBA Spring Meeting Update – Paul Proulx
 - iii. WTC DBA Summer Meeting: July 21-23, 2022 at NTC
 1. Please plan to attend the in-service portion and tours at NTC on Friday, July 22. More details to come.
 - iv. [Tentative 2022-2023 NTC Board of Trustees Meeting Dates](#)
- c. Information
 - i. Spring Commencement – Saturday, May 21, 2022 at Wausau West Fieldhouse
 - ii. [Advisory Meeting Minutes](#)
 - iii. [Upcoming Meetings + Events](#)
 1. June meeting starts at Noon and will include lunch
 2. WTC DBA Summer Meeting will be at NTC on July 21-23, 2022
 - iv. [Good News](#)

VII. CLOSED SESSION (Immediately following the above Open Meeting)

- a. Adjourn the Board into Closed Session pursuant to Wisconsin Statutes Section 19.85(1)(c) for the purpose of:
 - i. Approval of February 8, 2022 Closed Session Meeting Minutes
 - ii. To Consider Recommendation for 2022-2023 Evaluation + Compensation Plan for Specific College Employees
 - iii. Conducting End of Year Evaluation of President and Contract

Motion: Adjourn the Board into Closed Session pursuant to Wisconsin Statutes Section 19.85(1)(c) for the purpose of:

- i. Approval of February 8, 2022 Closed Session Meeting Minutes
- ii. To Consider Recommendation for 2022-2023 Evaluation + Compensation Plan for Specific College Employees
- iii. Conducting End of Year Evaluation of President and Contract

Roll call vote required to approve.

VIII. OPEN SESSION

- a. Reconvene the Board into Open Session to confirm any action deemed necessary as a result of the Closed Session.

Motion: Reconvene the Board into Open Session to confirm any action deemed necessary as a result of the Closed Session.

Roll call vote required to approve.

- b. Approval of 2022-2023 Employee Compensation Plan for Specific College Employees

Motion: That the Northcentral Technical College District Board approve the Administration's recommendation for the 2022-2023 employee compensation plan for specific College employees as recommended.

Voice vote required to approve.

IX. 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: May 3, 2022

TOPIC: Resolution Awarding the Sale of \$11,500,000 general obligation promissory notes; providing the form of the notes; and levying a tax in connection therewith.

POLICY 1.1 – General Executive Constraint – The Chief Executive Officer (CEO), in execution of her duties, shall not cause or allow any practice, activity, decision or organizational circumstance which is either imprudent or *in violation of commonly accepted business and professional ethics* or that results in failure to be accredited.

INTERPRETATION: To avoid *violation of commonly accepted business and professional ethics* NTC will follow Wisconsin statute 38.16 “District Tax Levy (2) The district board may borrow money and levy taxes to be used for the purchase of construction of buildings and for additions, enlargements and improvements to buildings and for the acquisition of sites and equipment. In financing activities under this subsection, the district may issue its bonds or promissory notes under ch. 67 to pay the cost thereof.”

DATA/RESULTS: The board adopted the resolutions providing for the sale of \$11,500,000 in General Obligation Promissory Notes at its April 5, 2022 meeting. Bids on the issues will be opened May 2, 2022 at 10:30 a.m. The resolution awarding the sale will be updated with bid information, distributed, and acted upon at the May meeting.

AGENDA CATEGORY:
Regular Voting Agenda (*Roll Call Vote*)

PROPOSED MOTION:
Drafted Resolution is attached. Completed motion will be made at the May 3, 2022 Board meeting.

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: May 3, 2022

RESOLUTION AWARDING THE SALE OF \$11,500,000 GENERAL OBLIGATION
PROMISSORY NOTES; PROVIDING THE FORM OF THE NOTES; AND
LEVYING A TAX IN CONNECTION THEREWITH

WHEREAS, on April 5, 2022, the District Board of the Northcentral Technical College District, Clark, Langlade, Lincoln, Marathon, Menominee, Portage, Price, Shawano, Taylor and Waupaca Counties, Wisconsin (the "District") adopted a resolution authorizing the issuance of general obligation promissory notes in the aggregate amount of \$11,500,000 for the purpose of paying the cost of the District's 2022-23 Capital Budget, to wit: construction of building additions on the Wausau Campus (not to exceed \$1,500,000); remodeling and improvement projects (not to exceed \$1,500,000); building and site maintenance and repairs; site improvements; and equipment acquisition, installation and related costs (the "Project");

WHEREAS, the District (in consultation with the District's financial advisor, Robert W. Baird & Co.) caused a Notice of Sale to be distributed offering \$11,500,000 of the District's general obligation promissory notes for public sale on May 2, 2022;

WHEREAS, a notice of sale was published in the Bond Buyer offering the aforesaid general obligation promissory notes for public sale on May 2, 2022;

WHEREAS, sealed bid proposals were received as summarized on Exhibit C attached hereto; and

WHEREAS, it has been determined that the bid proposal (the "Proposal") submitted by _____, fully complies with the bid requirements set forth in the Official Notice of Sale and is deemed to be the most advantageous to the District. A copy of said bid is attached hereto as Exhibit A and incorporated herein by this reference.

NOW, THEREFORE, BE IT RESOLVED by the District Board of the District that:

Section 1. Award of the Notes. The bid proposal of _____ (the "Purchaser") is hereby accepted, said proposal offering to purchase the \$11,500,000 Northcentral Technical College District General Obligation Promissory Notes (the "Notes") for the sum of _____ DOLLARS (\$ _____) plus accrued interest to the date of delivery, resulting in a net interest cost of _____ DOLLARS (\$ _____) and a true interest rate of _____%.

Section 2. Terms of the Notes. The Notes shall be designated "General Obligation Promissory Notes"; shall be dated May 24, 2022; shall be in the denomination of \$5,000 or any integral multiple thereof; shall bear interest at the rates per annum and mature on September 1, 2022 and on March 1 of each year thereafter, in the years and principal amounts as set forth in the Pricing Summary attached hereto as Exhibit D and incorporated herein by this reference. Interest is payable semi-annually on March 1 and September 1 of each year commencing on September 1, 2022. The schedule of principal and interest payments due on the Notes is set forth on the Debt Service Schedule attached hereto as Exhibit E and incorporated herein by this reference (the "Schedule").

Section 2A. Designation of Purchaser as Agent. The District hereby designates the Purchaser as its agent for purposes of distributing the Final Official Statement relating to the Notes to any participating underwriter in compliance with Rule 15c2-12 of the Securities and Exchange Commission.

Section 3. Redemption Provisions. At the option of the District, the Notes maturing on March 1, 2030 and thereafter shall be subject to redemption prior to maturity on March 1, 2029 or on any date thereafter. Said Notes shall be redeemable as a whole or in part, from maturities selected by the District and within each maturity by lot, at the principal amount thereof, plus accrued interest to the date of redemption.

Section 4. Form of the Notes. The Notes shall be issued in registered form and shall be executed and delivered in substantially the form attached hereto as Exhibit B and incorporated herein by this reference.

Section 5. Direct Annual Irrepealable Tax Levy. For the purpose of paying the principal of and interest on the Notes as the same becomes due, the full faith, credit and resources of the District are hereby irrevocably pledged and a direct annual irrepealable tax is hereby levied upon all taxable property of the District. Said direct annual irrepealable tax shall be levied in the years 2022 through 2031 for payments due in 2023 through 2032 in the amounts as set forth on the Schedule.

The aforesaid direct annual irrepealable tax hereby levied shall be collected in addition to all other taxes and in the same manner and at the same time as other taxes of the District levied in said years are collected. So long as any part of the principal of or interest on the Notes remains unpaid, the tax herein above levied shall be and continues irrepealable except that the amount of tax carried onto the tax roll may be reduced in any year by the amount of any surplus in the Debt Service Fund Account created herein.

The District will use excess debt service funds on hand in the amount of \$_____ to pay the principal of and interest on the Notes coming due on September 1, 2022. Said sum shall be irrevocably deposited upon receipt into the segregated Debt Service Fund Account for the Notes created below and used to make the principal and interest payments due on the Notes on September 1, 2022.

Section 6. Debt Service Fund Account. There is hereby established in the District treasury a fund account separate and distinct from every other District fund or account designated "Debt Service Fund Account for \$11,500,000 Northcentral Technical College District General Obligation Promissory Notes, dated May 24, 2022". There shall be deposited in said fund account any premium plus accrued interest paid on the Notes at the time of delivery to the Purchaser, all money raised by taxation pursuant to Section 5 hereof and all other sums as may be necessary to pay interest on the Notes when the same shall become due and to retire the Notes at their respective maturity dates. Said fund account shall be used for the sole purpose of paying the principal of and interest on the Notes and shall be maintained for such purpose until such indebtedness is fully paid or otherwise extinguished.

Section 7. Segregated Borrowed Money Fund. The proceeds of the Notes (the "Note Proceeds") (other than any premium and accrued interest which must be paid at the time of the delivery of the Notes into the Debt Service Fund Account created above) shall be deposited into an

account separate and distinct from all other funds and be disbursed solely for the purposes for which borrowed or for the payment for the principal of and the interest on the Notes.

Section 8. Arbitrage Covenant. The District shall not take any action with respect to the Note Proceeds which, if such action had been reasonably expected to have been taken, or had been deliberately and intentionally taken on the date of the delivery of and payment for the Notes (the “Closing”), would cause the Notes to be “arbitrage bonds” within the meaning of Section 148 of the Internal Revenue Code of 1986, as amended (the “Code”) and any income tax regulations promulgated thereunder (the “Regulations”).

The Note Proceeds may be temporarily invested in legal investments until needed, provided however, that the District hereby covenants and agrees that so long as the Notes remain outstanding, moneys on deposit in any fund or account created or maintained in connection with the Notes, whether such moneys were derived from the Note Proceeds or from any other source, will not be used or invested in a manner which would cause the Notes to be “arbitrage bonds” within the meaning of the Code or Regulations.

The Secretary-Treasurer, or other officer of the District charged with responsibility for issuing the Notes, shall provide an appropriate certificate of the District, for inclusion in the transcript of proceedings, setting forth the reasonable expectations of the District regarding the amount and use of the Note Proceeds and the facts and estimates on which such expectations are based, all as of the Closing.

Section 9. Additional Tax Covenants; Exemption from Rebate. The District hereby further covenants and agrees that it will take all necessary steps and perform all obligations required by the Code and Regulations (whether prior to or subsequent to the issuance of the Notes) to assure that the Notes are obligations described in Section 103(a) of the Code, the interest on which is excluded from gross income for federal income tax purposes, throughout their term. The Secretary-Treasurer or other officer of the District charged with the responsibility of issuing the Notes, shall provide an appropriate certificate of the District as of the Closing, for inclusion in the transcript of proceedings, certifying that it can and covenanting that it will comply with the provisions of the Code and Regulations.

Further, it is the intent of the District to take all reasonable and lawful actions to comply with any new tax laws enacted so that the Notes will continue to be obligations described in Section 103(a) of the Code, the interest on which is excluded from gross income for federal income tax purposes.

The District anticipates that the Notes will qualify for the eighteen month expenditure exemption from the rebate requirements of the Code. The District Secretary-Treasurer or other officer of the District charged with the responsibility of issuing the Notes, shall provide an appropriate certificate of the District as of the Closing, for inclusion in the transcript of proceedings, with respect to said exemption from the rebate requirements, and said District Secretary-Treasurer or other officer is hereby authorized to make any election on behalf of the District in order to comply with the rebate requirements of the Code. If, for any reason, the District did not qualify for any exemption from the rebate requirements of the Code, the District covenants that it would take all necessary steps to comply with such requirements.

Section 10. Persons Treated as Owners; Transfer of Notes. The Secretary-Treasurer shall keep books for the registration and for the transfer of the Notes. The person in whose name any Note shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes and payment of either principal or interest on any Note shall be made only to the registered owner thereof. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Note to the extent of the sum or sums so paid.

Any Note may be transferred by the registered owner thereof by surrender of the Note at the office of the Secretary-Treasurer, duly endorsed for the transfer or accompanied by an assignment duly executed by the registered owner or his attorney duly authorized in writing. Upon such transfer, the Chairperson and Secretary-Treasurer shall execute and deliver in the name of the transferee or transferees a new Note or Notes of a like aggregate principal amount, series and maturity and the Secretary-Treasurer shall record the name of each transferee in the registration book. No registration shall be made to bearer. The Secretary-Treasurer shall cancel any Note surrendered for transfer.

The District shall cooperate in any such transfer, and the Chairperson and Secretary-Treasurer are authorized to execute any new Note or Notes necessary to effect any such transfer.

The 15th day of each calendar month next preceding each interest payment date shall be the record date for the Notes. Payment of interest on the Notes on any interest payment date shall be made to the registered owners of the Notes as they appear on the registration book of the District maintained by the Secretary-Treasurer at the close of business on the corresponding record date.

Section 11. Utilization of The Depository Trust Company Book-Entry-Only-System. In order to make the Notes eligible for the services provided by The Depository Trust Company, New York, New York (“DTC”), the District has heretofore agreed to the applicable provisions set forth in the DTC Blanket Issuer Letter of Representation and an authorized official of the District has executed such Letter of Representation and delivered it to the DTC on behalf of the District.

Section 12. Execution of the Notes. The Notes shall be issued in typewritten form, one Note for each maturity, executed on behalf of the District by the manual or facsimile signatures of the Chairperson and Secretary-Treasurer (except that one of the foregoing signatures shall be manual), sealed with its official or corporate seal, if any, and delivered to the Purchaser upon payment to the District of the purchase price thereof, plus accrued interest to the date of delivery. In the event that either of the officers whose signatures appear on the Notes shall cease to be such officers before the delivery of the Notes, such signatures shall, nevertheless, be valid and sufficient for all purposes to the same extent as if they had remained in office until such delivery. The aforesaid officers are hereby authorized to do all acts and execute and deliver all documents as may be necessary and convenient to effectuate the Closing.

Section 13. Official Statement. The District Board hereby approves the Preliminary Official Statement with respect to the Notes and deems the Preliminary Official Statement as “final” as of its date for purposes of SEC Rule 15c2-12 promulgated by the Securities and Exchange Commission pursuant to the Securities and Exchange Act of 1934 (the “Rule”). All actions taken by officers of the District in connection with the preparation of such Preliminary Official Statement and any addenda to it or Final Official Statement are hereby ratified and approved. In connection with

Closing, the appropriate District official shall certify the Preliminary Official Statement and any addenda or Final Official Statement. The appropriate District official shall cause copies of the Preliminary Official Statement and any addenda or Final Official Statement to be distributed to the Purchaser.

Section 14. Payment of the Notes. The principal of and interest on the Notes shall be paid by the Secretary-Treasurer or his or her agent in lawful money of the United States.

Section 15. Continuing Disclosure. The District hereby covenants and agrees that it will comply with and carry out all of the provisions of its Continuing Disclosure Certificate, which the District will execute and deliver on the Closing Date. Any Noteholder may take such actions as may be necessary and appropriate, including seeking mandate or specific performance by court order, to cause the District to comply with its obligations under this Section.

Section 16. Conflicting Resolutions; Severability; Effective Date. All prior resolutions, rules or other actions of the District or any parts thereof in conflict with the provisions hereof shall be, and the same are, hereby rescinded insofar as the same may so conflict. In the event that any one or more provisions hereof shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions hereof. The foregoing shall take effect immediately upon adoption and approval in the manner provided by law.

Adopted this 3rd day of May, 2022.

Thomas Felch,
Chairperson

ATTEST:

Charlie Paulson
Secretary-Treasurer

EXHIBIT B

(Form of Note)

UNITED STATES OF AMERICA
STATE OF WISCONSIN
CLARK, LANGLADE, LINCOLN, MARATHON, MENOMINEE,
PORTAGE, PRICE, SHAWANO, TAYLOR AND WAUPACA COUNTIES
NORTHCENTRAL TECHNICAL COLLEGE DISTRICT
GENERAL OBLIGATION PROMISSORY NOTE

REGISTERED
NO. R-__

MATURITY DATE:	ORIGINAL DATE OF ISSUE:	INTEREST RATE:	CUSIP
1, 20__	MAY 24, 2022	_____%	658545__

DEPOSITORY OR ITS NOMINEE NAME: CEDE & CO.

PRINCIPAL AMOUNT: _____ DOLLARS
(\$_____)

KNOW ALL MEN BY THESE PRESENTS, that the Northcentral Technical College District, Clark, Langlade, Lincoln, Marathon, Menominee, Portage, Price, Shawano, Taylor and Waupaca Counties, Wisconsin (the "District"), hereby acknowledges itself to owe and for value received promises to pay to the Depository or its Nominee Name (the "Depository") identified above (or to registered assigns), on the maturity date identified above, the principal amount identified above, and to pay interest thereon at the rate of interest per annum identified above, all subject to the provisions herein regarding redemption prior to maturity. Interest is payable semi-annually on March 1 and September 1 of each year commencing on September 1, 2022 until the aforesaid principal amount is paid in full. Both the principal of and interest on this Note are payable in lawful money of the United States. The principal of this Note shall be payable only upon presentation and surrender of the Note at the office of the District Secretary-Treasurer. Interest payable on any interest payment date shall be paid by wire transfer to the Depository in whose name this Note is registered on the Bond Register maintained by the District Secretary-Treasurer at the close of business on the 15th day of the calendar month next preceding the semi-annual interest payment date (the "Record Date").

For the prompt payment of this Note together with interest hereon as aforesaid and for the levy of taxes sufficient for that purpose, the full faith, credit and resources of the District are hereby irrevocably pledged.

This Note is one of an issue of Notes aggregating the principal amount of \$11,500,000, all of which are of like tenor, except as to denomination, interest rate; maturity date and redemption provision, issued by the District pursuant to the provisions of Chapter 67, Wisconsin Statutes, for the purpose of paying the cost of the District's 2022-23 Capital Budget, to wit: construction of building additions on the Wausau Campus (not to exceed \$1,500,000); remodeling and improvement projects (not to exceed \$1,500,000); building and site maintenance and repairs; site improvements; and equipment acquisition, installation and related costs; all as authorized by resolutions of the District Board duly adopted by said governing body at meetings held on April 5, 2022 and May 3, 2022. Said resolutions are recorded in the official minutes of the District Board for said dates.

At the option of the District, the Notes maturing on March 1, 2030 and thereafter are subject to redemption prior to maturity on March 1, 2029 or on any date thereafter. Said Notes are redeemable as a whole or in part, from maturities selected by the District and within each maturity by lot (as selected by the Depository), at the principal amount thereof, plus accrued interest to the date of redemption.

In the event the Notes are redeemed prior to maturity, as long as the Notes are in book-entry-only form, official notice of the redemption will be given by mailing a notice by registered or certified mail, or overnight express delivery, to the Depository not less than thirty (30) days nor more than sixty (60) days prior to the redemption date. If less than all the Notes of a maturity are to be called for redemption, the Notes of such maturity to be redeemed will be selected by lot. Such notice will include but not be limited to the following: the designation, date and maturities of the Notes called for redemption, CUSIP numbers, and the date of redemption. Any notice mailed as provided herein shall be conclusively presumed to have been duly given, whether or not the Depository receives the notice. The Notes shall cease to bear interest on the specified redemption date, provided that federal or other immediately available funds sufficient for such redemption are on deposit at the office of the Depository at that time. Upon such deposit of funds for redemption the Notes shall no longer be deemed to be outstanding.

It is hereby certified and recited that all conditions, things and acts required by law to exist or to be done prior to and in connection with the issuance of this Note have been done, have existed and have been performed in due form and time; that the aggregate indebtedness of the District, including this Note and others issued simultaneously herewith, does not exceed any limitation imposed by law or the Constitution of the State of Wisconsin; and that a direct annual irrevocable tax has been levied sufficient to pay this Note, together with the interest thereon, when and as payable.

This Note is transferable only upon the books of the District kept for that purpose at the office of the District Secretary-Treasurer. In the event that the Depository does not continue to act as depository for the Notes, and the District Board appoints another depository, new fully registered Notes in the same aggregate principal amount shall be issued to the new depository upon surrender of the Notes to the District Secretary -Treasurer, in exchange therefor and upon the payment of a charge sufficient to reimburse the District for any tax, fee or other governmental charge required to be paid with respect to such registration. The District Secretary-Treasurer shall not be obliged to make any transfer of the Notes (i) after the Record

Date, (ii) during the fifteen (15) calendar days preceding the date of any publication of notice of any proposed redemption of the Notes, or (iii) with respect to any particular Note, after such Note has been called for redemption. The District may treat and consider the Depository in whose name this Note is registered as the absolute owner hereof for the purpose of receiving payment of, or on account of, the principal or redemption price hereof and interest due hereon and for all other purposes whatsoever.

IN WITNESS WHEREOF, the Northcentral Technical College District, Clark, Langlade, Lincoln, Marathon, Menominee, Portage, Price, Shawano, Taylor and Waupaca Counties, Wisconsin, by its governing body, has caused this Note to be executed for it and in its name by the signatures of its duly qualified Chairperson and Secretary-Treasurer; all as of the 24th day of May, 2022.

NORTHCENTRAL TECHNICAL COLLEGE DISTRICT
CLARK, LANGLADE, LINCOLN, MARATHON,
MENOMINEE, PORTAGE, PRICE, SHAWANO,
TAYLOR AND WAUPACA COUNTIES, WISCONSIN

By: _____
Thomas Felch,
Chairperson

By: _____
Charlie Paulson,
Secretary-Treasurer

ASSIGNMENT

FOR VALUE RECEIVED, the undersigned sells, assigns and transfers unto

(Name and Address of Assignee)

(Social Security or other Identifying Number of Assignee)

the within Note and all rights thereunder and hereby irrevocably constitutes and appoints _____, Legal Representative, to transfer said Note on the books kept for registration thereof, with full power of substitution in the premises.

Dated: _____

Signature Guaranteed:

(e.g. Bank, Trust Company
or Securities Firm)

(Depository or its Nominee
Name)

(Authorized Officer)

NOTICE: The above-named
Depository or its Nominee Name must correspond
with the name as it appears upon the face of the
within Note in every particular, without alteration or
enlargement or any change whatever.

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

MEETING DATE: May 3, 2022

TOPIC: 2021-2022 Budget Modifications

POLICY 1.3 – Budgeting – Budgeting any fiscal year or the remaining part of any fiscal year shall not *deviate materially* from Board Community Benefit Statement priorities, risk fiscal jeopardy, or fail to be derived from a multi-year plan.

INTERPRETATION: To avoid *material deviation* NTC will follow Wisconsin statute, 65.90 (5) (a) (b), which states that the formal budget...”may not be changed unless authorized by a vote of two-thirds of the entire membership of the governing body of the municipality.”

DATA/RESULTS: The attached resolutions authorize 2021-2022 budget modifications in accordance with Wisconsin Statute 65.90. As a normal course of business, routine transfers within board parameters are made to the budget during the year. Annual budget modifications are made in May prior to the adoption of the 2022-2023 budget, when Financial Services *estimates* 2021-2022 actual revenues and expenditures.

The attached budget modifications are typical for funds within NTC’s \$105 million budget. A brief explanation of the budget transfers and purpose of each are listed at the bottom of the resolutions.

AGENDA CATEGORY:
Regular Voting Agenda

PROPOSED MOTION:

To approve the budget modification resolutions as attached.

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

Signed 

Dated May 3, 2022

Proposed for Board Action
May 3, 2022

GENERAL FUND
BUDGET TRANSFER RESOLUTION
2021-2022 Budget

WHEREAS, the Northcentral Technical College District general fund total resources are (\$92,489) less than budgeted for the fiscal year 2021-2022, and

WHEREAS, total uses in the District's general fund are (\$92,489) less than budgeted for fiscal year 2021-2022,

THEREFORE, BE IT RESOLVED that the following budget transfers be made in accordance with Wisconsin State Statute, Chapter 65.90(5) (a) (b).

NOTE: The General Fund accounts for all financial activities except those required to be accounted for in another fund. The fiscal year 2022 budget was built conservatively on the back end of the pandemic, and the College received outside funding to address many costs associated with the pandemic. The College is running efficiently with regard to operational expenses and experiencing savings due to the change in business operations during the pandemic; examples of savings areas include travel and professional development, supplies, and contracted services. Additionally, the College postponed some initiatives due to supply chain delays. Further, the College has been careful to scrutinize each position and consider potential replacement options when resignations or retirements have occurred. For these reasons, the College no longer plans to use fund balance reserves as initially budgeted, and will delay fund balance usage until 2022-2023.

**Northcentral Technical College
General Fund
Budget Transfer Resolution
2021-2022 Budget**

<u>RESOURCES</u>	<u>2021-2022 Budget</u>	<u>Recommended 2021-2022 Adjusted Budget</u>	<u>Difference</u>
Revenues:			
Local Government	\$9,406,009	\$9,406,009	\$0
State	21,264,542	21,264,542	0
Program Fees	8,868,500	8,868,500	0
Material Fees	496,456	496,456	0
Other Student Fees	91,000	91,000	0
Institutional	264,000	264,000	0
Federal	0	0	0
Total Revenues	<u>40,390,507</u>	<u>40,390,507</u>	<u>0</u>
Transfers from Reserves and Designated Fund Balances:*			
Designated for Operations	0	0	0
Designated for Post-Employment Benefits	0	0	0
Designated for State Aid Fluctuations	0	0	0
Designated for Subsequent Year	0	0	0
Designated for Subsequent Years	0	0	0
Total Transfers	<u>0</u>	<u>0</u>	<u>0</u>
Other Funding Sources:			
Interfund Transfers In	<u>490,000</u>	<u>397,511</u>	<u>-92,489</u>
Total Transfers	<u>490,000</u>	<u>397,511</u>	<u>-92,489</u>
Total Resources	<u>\$40,880,507</u>	<u>\$40,788,018</u>	<u>(\$92,489)</u>
<u>USES</u>			
Expenditures:			
Instructional	\$25,780,054	\$25,280,054	(\$500,000)
Instructional Resources	1,011,372	918,883	(92,489)
Student Services	3,007,785	2,907,785	(100,000)
General Institutional	10,134,879	8,134,879	(2,000,000)
Physical Plant	4,046,417	3,546,417	(500,000)
Public Service	0	0	0
Total Expenditures	<u>43,980,507</u>	<u>40,788,018</u>	<u>(3,192,489)</u>
Transfer to Reserves and Designated Fund Balances:*			
Designated for Operations	-3,100,000	0	3,100,000
Designated for Post-Employment Benefits	0	0	0
Designated for State Aid Fluctuations	0	0	0
Designated for Subsequent Year	0	0	0
Designated for Subsequent Years	0	0	0
	<u>-3,100,000</u>	<u>0</u>	<u>3,100,000</u>
Interfund Transfers Out	<u>0</u>	<u>0</u>	<u>0</u>
Total Uses	<u>\$40,880,507</u>	<u>\$40,788,018</u>	<u>(\$92,489)</u>

*Represents increase or decrease to designated balance.

Proposed for Board Action
May 3, 2022

SPECIAL REVENUE FUND - OPERATIONAL
BUDGET TRANSFER RESOLUTION
2021-2022 Budget

WHEREAS, the Northcentral Technical College District special revenue fund - operational total resources are (\$586,766) less than budgeted for the fiscal year 2021-2022, and

WHEREAS, total uses in the District's special revenue fund - operational are (\$586,776) less than budgeted for fiscal year 2021-2022,

THEREFORE, BE IT RESOLVED that the following budget transfers be made in accordance with Wisconsin State Statute, Chapter 65.90(5) (a) (b).

NOTE: The Special Revenue Fund accounts for proceeds and related activity of revenue sources that are legally restricted to specific purposes and cannot be moved between funds. This fund typically fluctuates from year to year based upon grant activity and the timing of grant awards. For example, this fund includes State Grants, Basic Skills Grants, and Carl D. Perkins Career and Technical Improvement Act Grants. Also included in this fund are business and industry contracts.

A unique trait of this fund is that expenditures drive revenue. Services are performed and then NTC is reimbursed by the granting agency. Budgeting is based on historical data with estimates for new year growth.

The decrease in Federal revenue is due to CARES/CRRSAA funding used for capital expenditures. Dual Credit contracts were slightly lower than anticipated. Corresponding expenses have been reduced.

**Northcentral Technical College
Special Revenue Fund - Operational
Budget Transfer Resolution
2021-2022 Budget**

<u>RESOURCES</u>	2021-2022 <u>Budget</u>	Recommended 2021-2022 Adjusted <u>Budget</u>	<u>Difference</u>
Revenues:			
Local Government	\$1,100,000	\$1,100,000	\$0
State	2,073,915	2,177,297	103,382
Program Fees	228,650	290,000	61,350
Material Fees	32,430	42,000	9,570
Other Student Fees	478,000	410,000	(68,000)
Institutional	5,383,340	5,218,033	(165,307)
Federal	3,204,968	2,677,197	(527,771)
Total Revenues	<u>12,501,303</u>	<u>11,914,527</u>	<u>(586,776)</u>
Other Sources			
Interfund Transfers In	<u>0</u>	<u>0</u>	<u>0</u>
Total Other Sources	<u>0</u>	<u>0</u>	<u>0</u>
Transfers from Reserves and Designated Fund Balances:*			
Designated for Operations	0	0	0
Designated for Subsequent Year	<u>0</u>	<u>0</u>	<u>0</u>
Total Transfers	<u>0</u>	<u>0</u>	<u>0</u>
Total Resources	<u>\$12,501,303</u>	<u>\$11,914,527</u>	<u>(\$586,776)</u>
 <u>USES</u>			
Expenditures:			
Instructional	\$8,873,841	\$8,356,200	(\$517,641)
Instructional Resources	339,459	155,855	(183,604)
Student Services	1,869,618	1,905,820	36,202
General Institutional	779,598	808,370	28,772
Physical Plant	242,000	240,000	(2,000)
Public Service	<u>0</u>	<u>0</u>	<u>0</u>
Total Expenditures	<u>12,104,516</u>	<u>11,466,245</u>	<u>(638,271)</u>
Transfers to Reserves and Designated Fund balances:*			
Designated for Operations	31,787	50,771	18,984
Designated for Subsequent Year	<u>0</u>	<u>0</u>	<u>0</u>
Total Transfers	<u>31,787</u>	<u>50,771</u>	<u>18,984</u>
Other Uses			
Interfund Transfers Out	<u>365,000</u>	<u>397,511</u>	<u>32,511</u>
Total Other Uses	<u>365,000</u>	<u>397,511</u>	<u>32,511</u>
Total Uses	<u>\$12,501,303</u>	<u>\$11,914,527</u>	<u>(\$586,776)</u>

*Represents increase or decrease to designated balance.

Proposed for Board Action
May 3, 2022

SPECIAL REVENUE FUND - NON-AIDABLE
BUDGET TRANSFER RESOLUTION
2021-2022 Budget

WHEREAS, the Northcentral Technical College District special revenue fund - non-aidable total resources are (\$805,708) less than budgeted for the fiscal year 2021-2022, and

WHEREAS, total uses in the District's special revenue fund - non-aidable are (\$805,708) less than budgeted for fiscal year 2021-2022,

THEREFORE, BE IT RESOLVED that the following budget transfers be made in accordance with Wisconsin State Statute, Chapter 65.90(5) (a) (b).

NOTE: The Special Revenue Fund - Non-Aidable includes resources held for the benefit of individuals where the college has administrative involvement. This fund primarily consists of Financial Aid activity, student accident insurance, and college security. Additionally, student payments provided by grants flow through this fund.

Local government decreases are due to lower estimated bad debt. Federal student aid amounts also decreased (Pell and Stafford loans). Corresponding expense budgets have decreased as well.

**Northcentral Technical College
 Special Revenue Fund - Non-Aidable
 Budget Transfer Resolution
 2021-2022 Budget**

<u>RESOURCES</u>	2021-2022 <u>Budget</u>	Recommended 2021-2022 Adjusted <u>Budget</u>	<u>Difference</u>
Revenues:			
Local Government	\$200,000	\$37,000	(\$163,000)
State Aids	1,284,682	1,159,935	(124,747)
Other Student Fees	252,500	250,000	(2,500)
Institutional	56,560	56,000	(560)
Federal	13,385,411	12,885,510	(499,901)
Total Revenues	<u>15,179,153</u>	<u>14,388,445</u>	<u>(790,708)</u>
Transfers from Reserves and Designated Fund Balances:*			
Reserve for Student Organizations	<u>0</u>	<u>0</u>	<u>0</u>
Total Transfers	0	0	0
Other Funding Sources:			
Interfund Transfers In	<u>15,000</u>	<u>0</u>	<u>(15,000)</u>
Total Transfers	15,000	0	(15,000)
Total Resources	<u><u>\$15,194,153</u></u>	<u><u>\$14,388,445</u></u>	<u><u>(\$805,708)</u></u>
 <u>USES</u>			
Expenditures:			
Instructional	\$0	\$0	\$0
Student Services	15,109,302	14,349,782	(759,520)
General Institutional	0	0	0
Public Service	<u>0</u>	<u>0</u>	<u>0</u>
Total Expenditures	15,109,302	14,349,782	(759,520)
Transfer to Reserves and Designated Fund Balances:*			
Reserve for Student Organizations	<u>84,851</u>	<u>38,663</u>	<u>(46,188)</u>
Total Transfers	84,851	38,663	(46,188)
Other Uses:			
Interfund Transfers Out	<u>0</u>	<u>0</u>	<u>0</u>
Total Transfers	0	0	0
Total Uses	<u><u>\$15,194,153</u></u>	<u><u>\$14,388,445</u></u>	<u><u>(\$805,708)</u></u>

*Represents increase or decrease to designated balance.

Proposed for Board Action
May 3, 2022

CAPITAL PROJECTS FUND
BUDGET TRANSFER RESOLUTION
2021-2022 Budget

WHEREAS, the Northcentral Technical College District capital projects fund total resources are \$864,005 greater than budgeted for the fiscal year 2021-2022, and

WHEREAS, total uses in the District's capital projects fund are \$864,005 greater than budgeted for fiscal year 2021-2022,

THEREFORE, BE IT RESOLVED that the following budget transfers be made in accordance with Wisconsin State Statute, Chapter 65.90(5) (a) (b).

NOTE: The Capital Projects Fund accounts for resources and related financial expenditures for the acquisition, equipping, and improvement of sites.

The variances in the capital budget are due to the change in timing of capital projects. The typical borrowing schedule is during the May and June timeframe and includes borrowing for future fiscal year projects. Typically, the college prespends some of those future fiscal year dollars in the year the funds are received, enabling projects to begin after the spring semester ends and into early summer.

It is typical to change the timing of projects due to changes in weather and changes in instructional plans. Supply chain issues and long lead times are affected timing as well.

**Northcentral Technical College
Capital Projects Fund
Budget Transfer Resolution
2021-2022 Budget**

<u>RESOURCES</u>	<u>2021-2022 Budget</u>	<u>Recommended 2021-2022 Adjusted Budget</u>	<u>Difference</u>
Revenues:			
Local Government	\$0	\$0	\$0
State	355,634	807,804	452,170
Institutional	183,130	209,073	25,943
Federal	3,103,532	2,027,865	(1,075,667)
Total Revenues	<u>3,642,296</u>	<u>3,044,742</u>	<u>(597,554)</u>
Transfers from Reserves and Designated Fund Balances:*			
Reserve for Capital Projects	<u>2,178,482</u>	<u>3,640,041</u>	<u>1,461,559</u>
Total Transfers	<u>2,178,482</u>	<u>3,640,041</u>	<u>1,461,559</u>
Other Funding Sources:			
Proceeds from Debt	11,500,000	11,500,000	0
Interfund Transfers In	0	0	0
Total Other Funding Sources	<u>11,500,000</u>	<u>11,500,000</u>	<u>0</u>
Total Resources	<u><u>\$17,320,778</u></u>	<u><u>\$18,184,783</u></u>	<u><u>\$864,005</u></u>
<u>USES</u>			
Expenditures:			
Instructional	\$4,709,919	\$3,532,729	(\$1,177,190)
Instructional Resources	2,195,920	2,536,260	340,340
Student Services	35,000	45,595	10,595
General Institutional	5,454,794	6,308,378	853,584
Physical Plant	4,925,145	5,761,821	836,676
Public Service	0	0	0
Total Expenditures	<u>17,320,778</u>	<u>18,184,783</u>	<u>864,005</u>
Transfer to Reserves and Designated Fund Balances:*			
Reserve for Capital Projects	<u>0</u>	<u>0</u>	<u>0</u>
Total Transfers	<u>0</u>	<u>0</u>	<u>0</u>
Other Uses:			
Interfund Transfers Out	<u>0</u>	<u>0</u>	<u>0</u>
Total Uses	<u><u>\$17,320,778</u></u>	<u><u>\$18,184,783</u></u>	<u><u>\$864,005</u></u>

*Represents increase or decrease to designated balance.

Proposed for Board Action
May 3, 2022

DEBT SERVICE FUND
BUDGET TRANSFER RESOLUTION
2021-2022 Budget

WHEREAS, the Northcentral Technical College District debt service fund total resources are the same as budgeted for the fiscal year 2021-2022, and

WHEREAS, total uses in the District's debt service fund are the same as budgeted for fiscal year 2021-2022,

THEREFORE, BE IT RESOLVED that the following budget transfers be made in accordance with Wisconsin State Statute, Chapter 65.90(5) (a) (b).

NOTE: The Debt Service Fund accumulates resources for, and reflects current and prior year revenues for payment of general long term debt and long term lease purchases.

**Northcentral Technical College
 Debt Service Fund
 Budget Transfer Resolution
 2021-2022 Budget**

<u>RESOURCES</u>	<u>2021-2022 Budget</u>	<u>Recommended 2021-2022 Adjusted Budget</u>	<u>Difference</u>
Revenues:			
Local Government	\$11,587,528	\$11,587,528	\$0
Revenue Recognized from Prior Year Levy	0	\$0	\$0
Institutional	15,000	15,000	0
Total Revenues	<u>11,602,528</u>	<u>11,602,528</u>	<u>0</u>
Transfers from Reserves and Designated Fund Balances:*			
Reserve for Debt Service	<u>138,252</u>	<u>138,252</u>	<u>0</u>
Total Transfers	<u>138,252</u>	<u>138,252</u>	<u>0</u>
Other Funding Sources:			
Premium on Long-Term Debt	400,000	400,000	0
Interfund Transfers In	0	0	0
Total Transfers	<u>400,000</u>	<u>400,000</u>	<u>0</u>
Total Resources	<u><u>\$12,140,780</u></u>	<u><u>\$12,140,780</u></u>	<u><u>\$0</u></u>
 <u>USES</u>			
Expenditures:			
Physical Plant	\$12,140,780	\$12,140,780	\$0
Total Expenditures	<u>12,140,780</u>	<u>12,140,780</u>	<u>0</u>
Transfer to Reserves and Designated Fund Balances:*			
Reserve for Debt Service	<u>0</u>	<u>0</u>	<u>0</u>
Total Transfers	<u>0</u>	<u>0</u>	<u>0</u>
Designated Fund Balance for Subsequent Year	<u>0</u>	<u>0</u>	<u>0</u>
Total Designated Fund Balance	<u>0</u>	<u>0</u>	<u>0</u>
Total Uses	<u><u>\$12,140,780</u></u>	<u><u>\$12,140,780</u></u>	<u><u>\$0</u></u>

*Represents increase or decrease to designated balance.

Proposed for Board Action
May 3, 2022

ENTERPRISE FUND
BUDGET TRANSFER RESOLUTION
2021-2022 Budget

WHEREAS, the Northcentral Technical College District enterprise fund total resources are \$10,100 greater than budgeted for the fiscal year 2021-2022, and

WHEREAS, total uses in the District's enterprise fund are \$10,100 greater than budgeted for fiscal year 2021-2022,

THEREFORE, BE IT RESOLVED that the following budget transfers be made in accordance with Wisconsin State Statute, Chapter 65.90(5) (a) (b).

NOTE: The Enterprise Fund accounts for costs of providing goods or services financed primarily through user fees.

This fund includes activities such as: Agriculture Center of Excellence, Auto Mechanics, Campus Store, Campus Cafe, and the Dental Clinic.

**Northcentral Technical College
 Enterprise Fund
 Budget Transfer Resolution
 2021-2022 Budget**

<u>RESOURCES</u>	2021-2022 <u>Budget</u>	Recommended 2021-2022 Adjusted <u>Budget</u>	<u>Difference</u>
Revenues:			
Local Government	\$0	\$0	\$0
Institutional	2,130,000	2,140,100	10,100
Federal	0	0	0
Total Revenues	<u>2,130,000</u>	<u>2,140,100</u>	<u>10,100</u>
Transfers from Reserves and Designated Fund Balances:*			
Retained Earnings	0	0	0
Total Transfers	<u>0</u>	<u>0</u>	<u>0</u>
Interfund Transfers In	0	0	0
	<u>0</u>	<u>0</u>	<u>0</u>
Total Resources	<u><u>\$2,130,000</u></u>	<u><u>\$2,140,100</u></u>	<u><u>\$10,100</u></u>
 <u>USES</u>			
Expenditures:			
Auxiliary Services	\$2,130,000	\$2,103,000	(\$27,000)
Total Expenditures	<u>2,130,000</u>	<u>2,103,000</u>	<u>(27,000)</u>
Transfer to Reserves and Designated Fund Balances:*			
Retained Earnings	0	37,100	37,100
Total Transfers	<u>0</u>	<u>37,100</u>	<u>37,100</u>
Other Funding Uses:			
Interfund Transfers Out	0	0	0
Total Transfers	<u>0</u>	<u>0</u>	<u>0</u>
Total Uses	<u><u>\$2,130,000</u></u>	<u><u>\$2,140,100</u></u>	<u><u>\$10,100</u></u>

*Represents increase or decrease to designated balance.

Proposed for Board Action
May 3, 2022

INTERNAL SERVICE FUND
BUDGET TRANSFER RESOLUTION
2021-2022 Budget

WHEREAS, the Northcentral Technical College District internal service fund total resources are \$2,433,000 greater than budgeted for the fiscal year 2021-2022, and

WHEREAS, total uses in the District's internal service fund are \$2,433,000 greater than budgeted for fiscal year 2021-2022,

THEREFORE, BE IT RESOLVED that the following budget transfers be made in accordance with Wisconsin State Statute, Chapter 65.90(5) (a) (b).

NOTE: The Internal Service Fund accounts for financial activities of goods and services provided by one department to other departments of the district or government units on a cost-reimbursement basis. This fund includes: printing and duplicating, and self-funded health and dental insurance activity.

Self-funded health insurance activity accounts for the bulk of the activity in this fund. The College based budget plans conservatively with family coverage, and also experienced fewer claims paid compared to prior years, possibly as a result of fewer individuals seeking medical care for routine visits or elective surgeries due to the pandemic.

**Northcentral Technical College
 Internal Service Fund
 Budget Transfer Resolution
 2021-2022 Budget**

<u>RESOURCES</u>	2021-2022 Budget	Recommended 2021-2022 Adjusted Budget	<u>Difference</u>
Revenues:			
Institutional	\$6,374,000	\$8,974,000	\$2,600,000
Total Revenues	<u>6,374,000</u>	<u>8,974,000</u>	<u>2,600,000</u>
Transfers from Reserves and Designated Fund Balances:*			
Retained Earnings	167,000	0	(167,000)
Total Transfers	<u>167,000</u>	<u>0</u>	<u>(167,000)</u>
Interfund Transfers In	0	0	0
	<u>0</u>	<u>0</u>	<u>0</u>
Total Resources	<u>\$6,541,000</u>	<u>\$8,974,000</u>	<u>\$2,433,000</u>
 <u>USES</u>			
Expenditures:			
Auxiliary Services	\$6,401,000	\$6,665,000	\$264,000
Total Expenditures	<u>6,401,000</u>	<u>6,665,000</u>	<u>264,000</u>
Transfer to Reserves and Designated Fund Balances:*			
Retained Earnings	0	2,169,000	2,169,000
Total Transfers	<u>0</u>	<u>2,169,000</u>	<u>2,169,000</u>
Interfund Transfers Out	140,000	140,000	0
	<u>140,000</u>	<u>140,000</u>	<u>0</u>
Total Uses	<u>\$6,541,000</u>	<u>\$8,974,000</u>	<u>\$2,433,000</u>

*Represents increase or decrease to designated balance.

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

MEETING DATE: May 3, 2022

TOPIC: Tentative Approval of Fiscal Year 2022-2023 Budget Summary and confirming a Budget Hearing Date

POLICY 1.3 – Budgeting – Budgeting any fiscal year or the remaining part of any fiscal year shall not deviate materially from Board Community Benefit Statement priorities, risk fiscal jeopardy, or fail to be derived from a multi-year plan.

INTERPRETATION: To avoid *material deviation* NTC will follow Wisconsin statute, 65.90 (1), which states that “each technical college district...shall annually, prior to the determination of the sum to be financed in whole or in part by a general property tax, funds on hand or estimated revenues from any source, formulate a budget and hold public hearings thereon.”

DATA/RESULTS: Board adoption is requested on the tentative budget summary included in the board meeting packet. The purpose for adopting this tentative budget summary is to allow time for citizen input prior to the June board meeting when final approval is sought. A public hearing is proposed for Tuesday, June 7, 2022, at Noon (12:00 p.m.) at NTC, Timberwolf Conference Center/D100, 1000 W. Campus Drive, Wausau, and via Zoom.

AGENDA CATEGORY:
Regular Voting Agenda

PROPOSED MOTION:

To approve the tentative fiscal year 2022-2023 budget summary and encourage all interested parties to attend a Public Hearing to be held at Noon (12:00 p.m.) on Tuesday, June 7, 2022, at NTC, Timberwolf Conference Center/D100, 1000 W. Campus Drive, Wausau, and via Zoom for the purpose of allowing citizen input.

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

Signed Dr. Gianni Worden

Dated: May 3, 2022

Northcentral Technical College
BUDGET SUMMARY AND NOTICE OF PUBLIC HEARING
July 1, 2022 - June 30, 2023

	General and Special Revenue Funds (Operational)			All Other Funds		
	Actual 2020-2021	Estimated (1) 2021-2022	Budget 2022-2023	Actual 2020-2021	Estimated (1) 2021-2022	Budget 2022-2023
SOURCES OF FUNDS						
<u>Revenue</u>						
Local Revenue-Property Tax	\$11,229,138	\$10,506,009	\$10,419,420	\$12,979,886	\$11,624,528	\$12,134,137
Revenue Recognized from Prior Levy	\$0	\$0	\$0	\$0	\$0	\$0
State	22,512,837	23,441,839	23,968,644	1,350,656	1,967,739	1,538,179
Student Fees	10,471,613	10,197,956	10,318,611	243,783	250,000	252,500
Institutional (2)	4,722,497	5,482,033	5,704,460	8,517,415	11,394,173	8,906,630
Federal	1,920,084	2,677,197	2,287,727	12,727,735	14,913,375	7,770,795
Total Revenue	\$50,856,169	\$52,305,034	\$52,698,862	\$35,819,475	\$40,149,815	\$30,602,241
<u>Other Funding Sources:</u>						
Proceeds from Debt	\$0	\$0	\$0	\$13,563,049	\$11,900,000	\$11,900,000
Interfund Transfers In	187,266	397,511	833,000	1,171,056	0	0
Reductions in Fund Balance	218,273	0	3,110,836	8,407	1,609,293	6,472,376
Total Sources of Funds	\$51,261,708	\$52,702,545	\$56,642,698	\$50,561,987	\$53,659,108	\$48,974,617
USES OF FUNDS						
<u>Expenditures</u>						
Instruction	\$28,545,227	\$33,636,254	\$36,015,620	\$1,912,450	\$3,532,729	\$4,408,286
Instructional Resources	856,473	1,074,738	1,157,688	1,467,253	2,536,260	423,093
Student Services	3,963,976	4,813,605	4,721,218	12,574,862	14,395,377	9,263,640
General Institutional	9,385,355	8,943,249	10,405,057	3,940,262	6,308,378	7,428,650
Physical Plant	3,630,293	3,786,417	4,343,115	15,692,207	17,902,601	17,546,888
Auxiliary Service	0	0	0	8,147,438	8,768,000	9,020,000
Public Service	0	0	0	0	0	0
Total Expenditures	\$46,381,324	\$52,254,263	\$56,642,698	\$43,734,472	\$53,443,345	\$48,090,557
<u>Other Uses</u>						
Interfund Transfers Out	\$1,318,899	\$397,511	\$0	\$39,423	\$140,000	\$833,000
Increases to Fund Balance	3,561,485	50,771	0	6,788,092	75,763	51,060
Total Uses of Funds	\$51,261,708	\$52,702,545	\$56,642,698	\$50,561,987	\$53,659,108	\$48,974,617
FUND BALANCE						
Beginning	\$19,265,398	\$22,608,610	\$22,659,381	\$21,583,093	\$28,362,778	\$26,829,248
Ending	\$22,608,610	\$22,659,381	\$19,548,545	\$28,362,778	\$26,829,248	\$20,407,932

PROPERTY TAX AND EXPENDITURE HISTORY

Year	Equalized Valuation	Operational	Debt Service	Mill Rate	Percent Inc/(Dec)
2019	\$16,540,469,445	0.63237	0.63005	1.26242	n/a
2020	\$17,244,992,207	0.63192	0.63817	1.27009	0.61%
2021	\$18,157,430,905	0.62456	0.63817	1.26273	-0.58%
2022	\$18,700,654,022	0.57249	0.63817	1.21066	-4.12%
2023 (3)	\$18,700,654,022	0.57249	0.63817	1.21066	0.00%

Year	Total Expenditures All Funds	Expenditure Inc/(Dec)	Tax Levy	Tax Levy Inc/(Dec)	Tax on \$100,000 of Property
2019	\$93,268,162	n/a	\$20,881,030	n/a	\$126.24
2020	\$95,760,561	2.67%	\$21,902,757	4.89%	\$127.01
2021	\$99,824,669	4.24%	\$22,927,965	4.68%	\$126.27
2022 (1)	\$105,697,608	5.88%	\$22,640,206	-1.26%	\$121.07
2023 (3)	\$104,733,255	-0.91%	\$22,640,206	0.00%	\$121.07

- (1) Nine months actual and three months estimated.
- (2) Consists of interest income, contract revenue, gifts, grants, sales and miscellaneous revenue.
- (3) Based on a projected no change in assessed valuation.

NOTICE OF PUBLIC HEARING

A public hearing on the proposed 2022-2023 budget for the Northcentral Technical College District will be held at Northcentral Technical College, Timberwolf Conference Center - D100, 1000 West Campus Drive, Wausau, WI 54401, and via Zoom, on Tuesday, June 7, 2022 at 12:00 p.m.

The detailed budget is available for public inspection in the district finance department.

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

MEETING DATE: May 3, 2022

TOPIC: Therapeutic Massage Technical Diploma Program

POLICY Community Benefit Statement 2
Employers have an available and skilled workforce.

DATA/RESULTS:

The Therapeutic Massage Technical Diploma program offers an entry-level training program for learners interested in pursuing a professional career in massage therapy, or for health care providers looking to enhance their range of clinical skills and knowledge. Learners gain a comprehensive understanding of human anatomy with specific attention focused on the musculoskeletal system and will receive a high degree of technical training with emphasis on massage techniques and therapy applications. There is a wide range of career opportunities available in this rapidly expanding field. Graduates enjoy the benefits of being of service to others and having work that is meaningful.

NTC conducted a formal survey of in-district employers in March of 2022. In summary, the majority of respondents indicated they would hire a graduate of this program even if he or she had no previous experience, and three respondents indicated they would be willing to pay for a future employee to take this program. One respondent commented, "Would like to be contacted if NTC creates this program as I have someone interested. Would love to see NTC offer this program". The majority of the respondents indicated they experience difficulty finding qualified employees with this skill set. In-district employers predict an average of 40 full-time job openings and 40 part-time job openings over the next 5 years.

According to EMSI 2022 data¹, there are currently 94 jobs in the NTC District for this type of occupation. The number of projected job openings from 2021 to 2031 is 170, or 17 annual job openings. This total includes the projected growth of 30 additional jobs (32% growth) over the next ten years.

The College wishes to submit the Therapeutic Massage Technical Diploma Program concept review documents to the Wisconsin Technical College System Office for consideration as part of the WTCS Occupational Program Approval Process. By approving the submission of the program proposal, the College will continue to the next step in the process for developing this as a WTCS approved program.

¹Economic Modeling Specialist International, EMSI 2022 data.

AGENDA CATEGORY:

PROPOSED MOTION:

✓ **Consent Agenda** Approval of program proposal of the Therapeutic Massage Technical Diploma program

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 5/3/22

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

MEETING DATE: May 3, 2022

TOPIC: Receipts & Expenditures

POLICY 1.1 – General Executive Constraint – The Chief Executive Officer (CEO), in execution of her duties, shall not cause or allow any practice, activity, decision or organizational circumstance which is either imprudent or in violation of commonly accepted business and professional ethics or that results in failure to be accredited.

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 **March 31, 2022** (preliminary).

F1-F7 Revenue: \$83,886,693.30

F1-F7 Expense: \$84,266,690.23

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. Jeanie Worden

Dated: May 3, 2022

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

MEETING DATE: May 3, 2022

TOPIC: Personnel Changes

POLICY 1.1 – General Executive Constraint – The Chief Executive Officer (CEO), in execution of her duties, shall not cause or allow any practice, activity, decision or organizational circumstance which is either imprudent or in violation of commonly accepted business and professional ethics or that results in failure to be accredited.

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:

- Sarah Hollatz – Accountant
- Darren Johnson – Custodian
- Dorothy Rathjen – Administrative Assistant, Learning
- Nicole Springer – Accountant

Resignations:

- Julie Millis – Accountant
- Kelly O’Reilly – Faculty, Nursing Assistant
- Kay Pickar – Administrative Assistant, Workforce Training & Professional Development
- Jenny Stieber – Faculty, Medical Assistant & Program Director

Retirement:

None

Terminations/Non-Renewals:

None

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 5/3/2022

2021-2022 Institutional Accomplishments

May 3, 2022

Learner Success

- Approved for Competency Based Education (CBE) by the Higher Learning Commission (HLC).
- Students that worked with a tutor or academic coach increased their course retention by 10% and their fall to spring retention was 100%.
- Launched and marketed Community Technology Centers in Antigo and Phillips which include the ability for community members to access free Wi-Fi, laptops and devices on campus, as well as rent private spaces at a nominal fee.
- Secured a \$682,330 Workforce Advancement Grant to expand Move to Manufacturing to four new locations.
- Completed \$582,000 in Workforce Advancement Training (WAT) grant training.
- Fully launched College 101 + the program readiness module for New Student Orientation (NSO).
- Decreased our student borrower cohort default rate from 13.2% in fiscal year 2017 to 8.5% in fiscal year 2018 (lower is better).
- Distributed \$4,223,096 of Emergency Financial Aid Grants to 4,198 students under the Coronavirus Response + Relief Supplemental Appropriations (CRRSAA) and American Rescue Plan (ARP) programs.
- NTC provided \$434,287 in debt relief to 837 students impacted by COVID who had outstanding balances.
- Student Connection Specialists (SCSs) provided outreach to 1,030 students based on our overall predictive analytics model.
- Successfully replaced the robotic milker at the farm.
- Completed construction of greenhouse at the farm to be used for farm to table programming.
- Expanded process in Student Records to identify 192 additional graduates of embedded credentials.
- Hosted two in-person job fairs with 81 employers.
- Created a “Celebrating Our Graduates” section of our website, featuring some of our graduates and alumni telling their NTC stories through audio, highlighting our Outstanding Graduates from each program, and encouraging the sharing of graduation moments on social media.
- Launched re-designed student survey, which will provide targeted results allowing the College to address any identified concerns related to student engagement, satisfaction and support service effectiveness.
- Nine Apprenticeship students earned a Tools of the Trade Scholarship.
- Launched the Diesel Apprenticeship program which is the first of its kind in the nation. Students will also earn a technical diploma at the same time.
- Created the first, Certified Pre-Apprenticeship program in Manufacturing.
- Grow Your Workforce with Apprenticeships event included a record 60 employers.
- Received \$1,400,000 in WAT, Worker Advancement Initiative (WAI), Department of Labor (DOL) and Apprenticeship grants to support workforce development efforts.
- Our Phi Theta Kappa (PTK) chapter was named as a Top 100 chapter nationally.

- Career and Transfer Services have hosted Job and Transfer Fairs for the School of Agricultural Science, Utilities and Transportation, School of Engineering + Advanced Manufacturing, School of Health Sciences, and a unique transfer fair for Dental Hygiene and Dental Assistant students.
- Representatives from 38 four-year colleges have visited NTC.

Diversity, Equity, Inclusion + Accessibility

- Debuted the We Belong NTC family diversity video as part of an awareness campaign.
- NTC has designated a director to work with the Inclusion Committee to promote the WTCS Mentors of Color Program.
- All hiring supervisors completed Bias Interview Training. It is also available to any employee to complete as a professional development opportunity.
- Conducting train-the-trainer sessions on Understanding + Engaging Under-Resourced Students.
- Created a Universal Design and Equity + Inclusion rubric to evaluate curriculum against; has been shared by the system office with all 16 WTCS colleges as a recommended model.
- NTC presented at the Achieving the Dream Teaching and Learning Institute sharing the NTC DEI curriculum rubric and project plan with colleges and universities across the United States.
- NTC has been asked to present our DEI curriculum rubric work to colleagues across the state at the inaugural WTCS Equity in Teaching series called “WTCS Learning & Teaching Labs: Strategies for Building Culturally Inclusive Learning Activities.”
- Rolled out a new employee recruiting handbook to ensure consistency/transparency.
- NTC has representation on community collaborations such as YWCA Mosaic Taskforce, United Way Diversity Committee, and the Chamber’s DEI sub-committee.
- Addressing equity gaps and working to improve student success through targeted outreach, including disability services in mandatory New Student Orientation, targeted grant activities, using predictive analytics, mandatory program advising, Timberwolf Ready sessions, etc.
- Modified class status information sent to our website from PeopleSoft to improve the User Experience.
- Redesigned the website’s class search to improve the user experience of comparing courses and selecting classes, and to make the tool more accessible.
- Moved into pre-award phase for a National Science Foundation (NSF) Advanced Technological Education (ATE) grant (this would be NTC’s first ATE award) entitled Retooling Machine Tool Technician Program: Diversity, Flexibility + Accessibility (Retool) Project in the amount of \$342,519.
- Implemented Blackboard Ally in Canvas which identifies inaccessible content and teaches faculty how and why to make it accessible.
- Created the Virtual Center for Innovation and Inclusion in Canvas for faculty.
- One of NTC’s Instructional Designers was selected by the WTCS as a DEI Faculty Fellow. She will be helping to build a state-wide certification on developing diverse, equitable and inclusive curriculum.
- Academic Excellence has shared our Cengage Unlimited Institutional initiative with colleagues in Tennessee, New York, Florida and Illinois.
- Changing multiple IT systems (MyNTC, Office 365, and Canvas) to allow students to enter their preferred name.

- Initiated expanded access of translated materials and interpreters for events with the targeted audience being Spanish speaking parents of high school students.
- Disability Services is working with K-12 partners during Transition Nights to support the transition of high school students with disabilities to NTC.
- Created a role in Starfish for students to directly reach out to the Diversity and Non-Traditional Occupations Coordinator.

Access

- NTC Connect: completed 56 NTC Connect rooms with a plan to complete 14 more before June. Created a NTC Connect landing page to help communicate our newest flexible modality. Added NTC Connect language to appropriate program and class pages to increase awareness.
- Implemented 24/7 mental health services for students through Virtual Care Group. Students have scheduled nearly 200 appointments.
- 57 staff members (including student employees) have been trained at NTC as Mental Health First Aiders.
- Implemented flexible work arrangement policy/procedures to support employees.
- 50% of courses now meet Affordable Educational Resources (AER) standards.
- Delivery of mobile broadband trailer to help students in remote locations have broadband access.
- Foundation moved from paper to Perceptive Content (digitized files) to increase efficiency and access.
- Expanded broadband access at the farm to a 7-mile radius for providing internet service to those within the area that do not have internet access.
- Implemented responsive image delivery and other performance improvements on our website to better serve students with limited broadband/high speed internet access.
- Submitted Workforce Innovation Grant application to Wisconsin Economic Development Corporation (WEDC); Rapid Education + Training: Underserved, Regional, Non-traditional, Essential & Diverse (RETURNED) Workers Project; 742 trained plus 1,572 career awareness; \$3,353,868 (plus \$2,634,162 in kind/match); June 2022 award announcements.
- Raised over \$120,000 for short-term, un-financial aidable program scholarships.
- Awarded \$421,174 in Spring 2022 scholarships; 158 of those scholarships provided to high school graduates (129 in 2021).
- Advisors conducted appointments with students in a variety of manners:
 - Phone: 3,237
 - Zoom: 1,096
 - In-Person: 741
 - Student Connect: 175
- Provided Financial Aid nights to 18 high schools in the District with 183 students being served. Also hosted two College Goal WI events.

Collaboration

- Successful fall in-service where staff spent the day giving back in the community. Over 350 employees dedicated their time to more than 30 organizations.

- Spring in-service adopted a similar format as the fall in-service. Employees were given the day to focus on activities that they may not have had time for that support them in their journey as part of the NTC Team, ranging from professional development opportunity, a team bonding activity, a catch-up day, etc.
- Signed Liberal Arts agreements with Michigan Tech, Purdue Global + UWSP.
 - Received UW Board of Regents approval in February 2022 to begin offering the Associate of Arts and Associate of Science degrees.
- Conducted over 45 community connection visits with both internal and external stakeholders. Also created a community connection video which has been shared with all County Board Chairs, local and federal legislators and K-12 superintendents.
- Implemented CourseLeaf catalogue system to serve as NTC's new online catalog.
- Launched Simple Syllabus and integrated with PeopleSoft to make syllabi generation and cataloguing more effective and accessible for faculty and students.
- Launched a social media council which has representation from across the College to inform the social media strategy and expand our presence.
- Associate Vice President of Information Technology/CIO is serving on: Governor's Task Force on Broadband Access, the Wisconsin Digital Equity + Inclusion and Stakeholder Group, and the Wisconsin Cyber Response Team.
- Continued hosting a community COVID-19 vaccination clinic in our Center for Business + Industry.
- Part of a Refugee Resettlement Interagency group to discuss solutions and support strategies for refugees settling in Wausau.
- Hosted a successful, in-person, on-campus December graduation with over 150 students participating.
- Redesigned the student application for admission to provide a student centered, positive user experience (UX).
- Received \$1,716,299 in WTCS grants for 2022-23 (AEFLA, Perkins, State).
- Submitted four Workforce Advancement Training (WAT) grants to WTCS (anticipated \$700,000).
- Partnered with UWSP on a Wisconsin Economic Development Corporation (WEDC) Workforce Innovation Grant focusing on the forestry industry; would create a mini-sawmill at our Wood Technology Center of Excellence at our Antigo campus.
- Received \$250,000 from the Dudley Foundation to create a Center of Excellence in Communication Technologies at the Wausau campus, creating Studio 7 to honor Richard David Dudley.
- NTC has been selected as a site for a national health and nutrition examination survey funded by the Centers for Disease Control and Prevention.
- In conjunction with Greenheck and the D.C. Everest School District, began a partnership with Engineering Tomorrow.
- Continued positive progress toward a partnership with Michigan Tech University for Electrical Engineering Technology. Anticipate a Fall 2022 start.
- Created transfer partnerships with UW-Stout for Mechanical Design Engineering Technology Associate Degree to Engineering Technology – Mechanical Design Bachelor of Science, and Manufacturing Engineering Technology Associate Degree to Engineering Technology – Production Operations Bachelor of Science.

- Developed a Medical Assistant Internship program with Aspirus.
- Marshfield Clinic Health Systems awarded five NTC students a Medical Laboratory Technician Grant to support tuition and textbooks.
- Partnering with Marathon County on a grant to address childcare issues in our community.
- New transfer pathway with UWSP for IT-Cybersecurity program students allowing them to obtain a Bachelor of Science in Computer Information System.
- Regional representation or involvement on community boards/groups including: Phillips Chamber of Commerce, Park Falls Development Corporation, Antigo Food Pantry, and Langlade County Social Services Department.
- Since January, Career Coaches have participated in 165 events or classroom visits, connecting with 3,477 prospective students.
- Secured a Collaborative Governmental Agreement with Upward Bound and the Department of Instruction (DPI) to deliver a six-week summer camp.
- HR + Risk Management hosted Districts Mutual Insurance to present a tabletop exercise for ELT to test their readiness, response, and recovery to a simulated emergency, and also allowed the review of NTC's Crisis Management Plan.
- Leaders from across the College spent two days learning with and from Chris Featherstone, a leader in the world of Artificial Intelligence. We were able to identify areas of improvement and next steps in: Data Literacy, Communication Audit in Student Services, Data Clean-up, Committee Evaluation, and IVP Data.

Innovation + Growth

- Implemented a mentoring program with 40 full-time faculty and 10 adjunct faculty. NTC has been asked by the WTCS State Office to lead a session on our mentoring program at the C3 Conference.
- Merrill site improvements and expansion have been completed for CDL and we have begun training additional students.
- New programming: Vet Tech (renovated learning lab space + working on accreditation), Law Enforcement in the 21st Century and Data Analytics.
- Have a flat full-time equivalency (FTE) growth compared to last year.
- Move to Manufacturing (M2M) training in partnership with Greenheck + Central Wisconsin Manufacturing Alliance (CWIMA).
- Launch of Industry 4.0 Smart Manufacturing
 - Renovated the projects lab + the addition is complete and ready for the installation of equipment and the Smart Factory.
 - Open House is being scheduled for October; manufacturing month.
 - Smart Manufacturing Technology Associate Degree with a planned launch in Fall 2023.
- Significant progress has been made on our implementation of Workday Financials and Workday Human Capital Management project. We are on target to complete this project by July 1, 2022.
- Saw filing renovation is complete and 100% of the campaign funds have been raised.
- Have seen an 8% increase in the number of students taking Dual Credit courses.
- Successfully ran the first high school academy for Automotive in Wausau.

- Completed an expansion of the E101/E102 conference room which will allow NTC to provide a high-tech space for Workforce Training + Professional Development.
- Expanded Esports to Phillips, Medford + Antigo campuses.
- Construction certificate was developed for launch within the LatinX community.
- Increase in English Language Learners (ELL) in the West Region + expansion to East.
- Made decision to move forward with Workday Student beginning July 2022.
- Designed and implemented Good + New videos as a method for the President to communicate College updates with staff.
- Added new functionality and information to the Move to Manufacturing website to support the program's expansion into the Northwood region.
- Designed and built a new photo gallery component to visually showcase our programs on the website.
- Medical Laboratory Technician faculty developed a plan to put the program online as a way to attract new students. This is our first step in to Industry 4.0 in Health.
- Received Ruby Award as one of the nation's top DiSC training partners. This is a personal assessment tool used to help improve teamwork, communication, and productivity in the workplace.
- Received national Learning Resource Network (LERN) Certification for our Professional Development program.
- Ran a successful Auto-Collision Fundamentals certificate in partnership with Wisconsin Automotive and Truck Education Association (WATEA).
- Supported a grant application by Bowler High School to develop CNC Machine Tool programming and purchase equipment for their facility.
- Transitioning to a new software for collecting course material information from faculty which will integrate with Campus Store software and allow faculty to view their previously selected materials.

Advocacy

- COVID communications, processes, and mitigation measures are ongoing.
- Staffing restructure implemented to focus on the College's Strategic Directions.
- Awarded the Government Finance Officers Association (GFOA) certificate of achievement for the 25th year, in recognition of innovative programs and contributions to the practice of government finance that exemplify outstanding financial management.
- Named one of the top 150 institutions by the Aspen Institute in recognition of our excellent work in support of student success.
- Received a military friendly designation + had representation at four Veteran resource events throughout the district.
- Retained Moody's Aa1 bond rating.
- Revitalized the Public Safety Center of Excellence webpage with new images.
- Foundation adopted their Strategic Plan based on the College's Strategic Plan.
- Improved our IT data backup strategy with more offsite backups.
- Implemented Microsoft Defender for Office 365 to increase email security.
- New health + drug plan with improved service and no premium increase to employees.

- Rolled out Family Educational Rights + Privacy Act (FERPA) + End User Security training to all staff through SumTotal.
- Implemented Application Programming Interface (API) access for Canvas to improve the speed and accuracy of enrollment.
- Awarded a \$50,000 Districts Mutual Insurance (DMI) grant for IT security improvements.
- Continue to provide US Department of Education's Higher Education Emergency Relief Fund (HEERF) funds to students impacted by COVID. Data shows for students receiving Block grants (PELL recipients/most in-need students), emergency assistance, and tuition assistance, the retention/graduation rates are between 70% - 84% which is at or above the traditional rate of 70%.
- Enhanced our IT security by setting up or enhancing Single Sign On (SSO) for additional applications as well as continuing to roll-out Follow Me/Locked printing to our multi-function copiers.
- Completed an extremely successful multi-location site visit with the Higher Learning Commission (HLC). The evaluator's final report indicated no findings.
- In partnership with the Foundation, the Culinary Team hosted 50 people for a scholarship brunch.
- Launched a new, streamlined scheduling process utilizing CourseLeaf's product CourseLeaf Section Scheduler (CLSS).
- Navigated our partnership with Timberwolf Suites while serving our students and protecting the College's interests.
- Implemented a faculty review process for Credit for Prior Learning.
- The Financial Aid Office had a successful A-133 audit for fiscal year 2021, confirming compliance with the laws and regulations that are applicable to the student financial aid programs and their administration.
- Continued work on Classification and Compensation Study. Job Description Questionnaires (JDQs) have been submitted to Carlson Dettman Consulting. Currently the rating process is at 75% complete.
- ELT adopted a Staffing Framework to use when determining if and/or how to fill vacancies. The new approach provides assurance that the College uses an analytical process and reviews work processes as well as the vacancy. This new Framework promotes creativity and collaboration and is currently being piloted.
- Purchased a new IT security tool to help protect the College against ransomware and other cyberattacks. The service provides highly skilled analysts, 24x7, who use cutting-edge security tools and up-to-the-minute global security databases.



Date	Event
2022	
Monday, July 11	Annual Organizational Meeting
Tuesday, August <u>16</u>	Regular NTC Board of Trustees Meeting
Tuesday, September <u>27</u>	Regular NTC Board of Trustees Meeting
Tuesday, October <u>18</u>	Regular NTC Board of Trustees Meeting
November	No meeting in November
Tuesday, December <u>6</u>	Regular NTC Board of Trustees Meeting
2023	
Tuesday, January <u>10</u>	Regular NTC Board of Trustees Meeting
Tuesday, February <u>7</u>	Regular NTC Board of Trustees Meeting
Tuesday, March <u>7</u>	Regular NTC Board of Trustees Meeting
Tuesday, April <u>4</u>	Regular NTC Board of Trustees Meeting
Tuesday, May <u>2</u>	Regular NTC Board of Trustees Meeting
Tuesday, June <u>6</u>	Public Hearing at Noon + Regular NTC Board of Trustees Meeting at 1:00pm
Monday, July 10	Annual Organizational Meeting

Board Meetings start at 1:00 p.m. + are held at the NTC Wausau Campus, Room D100, 1000 W. Campus Drive, Wausau, unless otherwise specified
(Note – These are the tentative meeting dates for 2022-2023 and will be approved at the July 11, 2022 Annual Organizational Meeting.)

Foundation of Teacher Education Advisory Committee Meeting Minutes

Date: Wednesday, March 9, 2022

Time: 4:00 p.m. – 5:30 p.m.

Location: Zoom

Attendees

Industry Members:

- Kim Hall – Director of Human Resources, D.C. Everest School District
- Kelly Kapitz – Director of Special Education, Marathon County
- Steve Kolden – Super Intendent, Colby School District
- Clint Rogers – Principal, Antigo High School

NTC Team:

- Sara Bartelt – Associate Dean, School of Liberal Arts Transfer, Education, and General Studies
- Amy Denissen – Student Success Advisor
- Hannah Lee – Administrative Assistant
- Pa Houa Lee – Faculty, Foundation of Teacher Education
- Tricia Smith – Faculty, Communication

Welcome & Introductions

The Foundation of Teacher Education Advisory Committee was welcomed and members introduced themselves.

Update and highlights from last meeting, November 10, 2021

The members review the previous meeting minutes from November 10, 2021.

NTC College Updates

Sara highlights from the Spring PowerPoint presentation for Advisory Committees.

- NTC mission is to provide high-quality, learner and employer focused, educational pathways committed to enriching lives and strengthening the economy.
- NTC's strategic plan is to emphasize the use of Industry 4.0 as philosophy to continuously improve the college in three ways: Education 4.0, Industry 4.0, and College 4.0.
- Education 4.0 views how we teach and what we teach through increasing accessibility, new programming, high technology, problem solving, critical thinking, and data analysis.
- Industry 4.0 ensures that students are learning the most current skills used in each industry including Smart Manufacturing, Healthcare, and Ag & Transportation.
- College 4.0 seeks to analyze and improve internal processes and services through user experience, connected processes, high technology, artificial intelligence (AI), automation, and data decision making.

- To facilitate the implementation of Industry 4.0 across the college a new “School of” was created: Academic Excellence/School of Learning Technologies.
- Foundation of Teacher Education and Early Childhood Education programs are now overseen by the School of Liberal Arts Transfer, Education, and General Studies
- COVID Protocols: Mask mandate has been lifted as of February 28, 2022, but the college remains as a mask-friendly campus. Social distancing, temperature scanning, hand sanitizing, and clean in and clean out procedures also remain in place.
- NTC continues to provide the following Student Support services for their students: Timberwolf Table, Virtual Care Group, Timberwolf Learning Commons, “It’s in Our Jeans” Campaign, and Student Scholarships.

Instructional Area/Program

A. Program Information

1. Program Overview

The Foundation of Teacher Education (FOTE) program is a 62-credit Associate Degree. Upon graduation, students are qualified as a teaching assistant, paraprofessional (para) and a substitute teacher. The program is currently offered online and includes two practicums for students to work in the school districts and classrooms. NTC is always working on articulation agreements with 4-year colleges, allowing interested students to obtain their associate degree at NTC and then transfer to another college to obtain their bachelor’s degree. NTC currently has articulation agreements with UW-Green Bay, UW-Oshkosh, Cardinal Stritch, Viterbo, Lakeland University and Carroll University. NTC and the Wisconsin Technical College System (WTCS) continue to work hard building seamless agreements and transitions to UW schools, as some don’t always transfer credits class for class.

Sara shared NTC has signed one additional articulation agreement with Carroll University for a two plus two transfer. Where students can continue their education with Carroll University for an additional two years, after completing two years with NTC. Students would be able to enroll at junior status and earn their degree in either elementary, secondary, or special education. They may also specialize in Spanish, music, art, physical education and adaptive physical education, and secondary K-12.

Pa Houa shared most students want to become paraprofessionals and a few want to become teachers. Many of her students are struggling to try to find a work-life balance while in school, which she concludes may be the reason there are many part-time students in the program. She anticipates having one or two more graduates this semester and is overall excited to see the program growing and moving on to doing great things for students in the area.

2. Curriculum Modifications

There are currently no curricular modifications for this program. The FOTE program is consistent statewide throughout the Wisconsin Technical College System (WTCS). All colleges within this system provide the same program and course competencies to remain consistent across colleges.

3. Enrollment

Sara shared there are 40 students currently active in the program. She noticed that students in this program are taking about an average of 16 and a half credits over the course of a year and based on the lower credit load it clarifies that many of these students are part-time. This contributing factor may be why there are less graduates coming out right away, with students struggling try to find a work-life balance while in school.

Amy shared there are currently two students enrolled in Practicum 2 and there may be one more student enrolling, so there could be up to three graduates this Spring of 2022. Starting in Fall of 2022, Practicum 1 will be scheduled during fall term and Practicum 2 will be scheduled during spring term. She has about 14 students expected to start Practicum 1 in Fall of 2022 and notes that moving forward the spring term is when to anticipate new graduates. The next graduates will be in Spring of 2023.

Amy also provided a further explanation on the decrease in credit load. She stated when the program first started, there were a lot of high school graduates wanting to go full time and get in-and-out within two years or less, hence, that may be why there was a greater credit load. Now, she's noticing more open positions at several school districts and there are people reaching out and wanting to get hired, but also realizing that having an associate degree will be a plus. Therefore, these individuals are caught making the choice between wanting to get their foot in the door through these open positions or proceed with getting their education and risk not being employed for the time being. Due to that she has seen a decrease in credit loads. Despite the lower credit loads, many students are still successful semester over semester.

B. Industry Trends

Steve Kolden, Colby School District. Steve shared they are looking to hire people and there has a High School Teacher Assistant position opened for 18-months. He encouraged any individual that is bilingual to apply and has a great chance of being hired on. Sara mentioned, with the progression of Liberal Arts Education, a bilingual certificate could possibly be added as discussed previously. Steve also asked if there was a way he could find out if his current aides are enrolled in the program. He would be open to compensating them at a higher rate if they completed the course because they are better prepared. He suggested this could also help promote more staff to take classes if it has a financial benefit to them. Sara clarified that due to FERPA student names could not be shared with him. However, she suggested, Amy can contact students in Colby area and direct them to reach out to him. Steve agreed and would like to pay them more.

Clint Rogers – Antigo High School. Clint is interested in guaranteeing students a position after graduation as previously mentioned in the past. Sara clarified this would involve some contracted language that would need to be in writing before securing certain positions. She provided examples of potential pathways currently being explored. One of them, students would start the program and whichever school district involved would let the student know there would be a secure a position for them either while they are in school or after they completed the NTC program. The other option was schools would pay for individuals to advance their degrees. She suggested these pathways would be really advantageous to look into it as they offer different paths to students. She will connect with the Workforce, Training, and Professional Development team to discuss the information needed to be gathered before putting something like in place. Clint asked how much the two-year program cost and Sara confirmed that it would be about \$10,000, including tuition and books. Sara will follow up with an email on how to begin this process. Clint agreed and thought it would provide concrete information to bring back to the district.

Kelly Kapitz – Marathon County. Kelly shared there is need for paraprofessionals, specifically, in the rural areas, which is where they struggle to keep staff on due to competitive pay. She also shared that Marathon County does offer some tuition reimbursement, which is about \$100 per credit for staff and if they get their certificate they also get a pay bump. She is also interested in more partnerships with others and suggested Clint and Kim may be interested in working together to get a pipeline of staff, who then can eventually move on to be teachers. This could allow them to make an investment with new staff, based on their respective budgets, and be a good incentive to get people to stay. She believes there's a lot to be gained and would love to learn more about how to make that happen. Sara suggested that offering night classes at the schools could be a possibility, with an instructor teaching a class right at the school. It could be another way to get people educated so they can work as a paraprofessional. Kelly confirmed the onsite option would be great, as well as a virtual option. She noticed, due to the pandemic, people have become accustomed to and have embraced online learning. These options are more convenient for those working folks who may have families or other things, as it provides flexibility for working professionals that might want to pursue it. She continued to express that they need people, but can't get them fast enough. Sara assured that across the board it has been really challenging to get people employed in their program fields because it has become so competitive. Kelly stated it is, especially, challenging for schools because they can't compete with the higher wages other industries are offering and being from rural areas, they also have to compete with larger neighbors to fill their needs from an already depleted pool.

Kim Hall – D.C. Everest School District. Kim shared they are opening up more, but did struggle in the first part of the year since they were still closed off. They were not able to have volunteers on site, it was difficult to arrange practicum placements, and had to pay extra for people to fill in. However, with everything slowly opening up she hopes things will be different next year.

Sara stated she would discuss with Brad Gast from the Workforce, Training and Professional Development team about the next steps to create pathways and what it would look like. She will also send a follow up email with more information on articulation agreements to see if that might draw some attention for current employees.

Other Items

- Liberal Arts Education Progress at NTC: Sara shared on February 11, 2022, NTC met with the UW Board of Regents to seek approval for Liberal Arts Education and it was successful! The team included Dr. Jeanie Worden, Darren Ackley, Brooke Schindler, Emily Stuckenbruck, Sarah Dillon, and Shannon Livingston. There are two pending approvals needed from the Higher Learning Commission and Department of Education before NTC can fully offer Liberal Arts Education. This would give students the opportunity to take two years of liberal arts courses, graduate with a degree in liberal arts associates in arts or science, and transfer to a four-year university, allowing them to enter at a junior status in the program area of their choice. NTC currently has a shared Liberal Arts Transfer program with Madison Area Technical College which is a direct transfer to the UW-Madison. The college also just recently teamed up with UW-Stevens Point to provide more options for students.
- Retiring/Resigning Committee Members: Kim Hall, Human Resources Director at D.C. Everest School District will be retiring from her role towards the end of June. She will no longer take part in advisory committee meetings, however, she assured that the school district will assign a new individual to attend



the meetings. John Hagemeister, Executive Director at Bridges Virtual Academy will no longer be serving on the FOTE advisory committee meetings.

- Attachment(s): Follow up email from Sara in regards to connecting with Brad Gast, WTPD and articulation agreement details.

Next meeting schedule & agenda items discussion

The committee has agreed to meet next Fall on Wednesday, November 16, 2022.

Leadership Development/Human Resources Advisory Committee Meeting Minutes

Date: 03/09/2022

Time: 11:30 a.m. – 1:00 p.m.

Location: Zoom

Attendees

Industry Members:

- Jennifer Cassell – Peoples State Bank
- Jordan Gaiche – Custom Fabricating & Repair (CFR)
- Laurie Plisch – Wausau Homes
- Teri Soderholm – Krueger Wholesale

NTC Team:

- John Burgess – Faculty, Leadership Development
- Brad Gast – Dean-Workforce Training & Professional Development & Apprenticeship
- Cadie Larson – Adjunct Faculty, Human Resources
- Erin McNally – Learning Manager, School of Business
- Kelly Poppe-Gale – Faculty, Small Business Entrepreneurship/Business/Leadership Development
- Kurt Swanson – Faculty, Supply Chain Management/Leadership Development
- Cindy Thelen – Manager, Human Resources
- Tracy Bliese – Administrative Assistant, School of Business

Welcome

Erin welcomed everyone to the meeting and thanked them for attending.

Update and highlights from last Meeting (10.27.21)

Members were asked to review the minutes from the previous meeting. Minutes approved as is.

College-Wide Initiatives

- NTC's mission is to provide high quality, learner and employer focused, educational pathways committed to enriching lives and strengthening the economy. The strategic plan emphasizes the use of Industry 4.0, which is a philosophy to continuously improve the college. The driving factors are Education 4.0, Industry 4.0, and College 4.0.
- Education 4.0 is how we teach and what we teach. We want to increase accessibility so more students have access to education than ever before, and we do that through new types of

programming and through the use of high technology. We want to incorporate skills for the future which can be challenging because the technical skills for the future are not always known. However, if we incorporate skills like problem solving and critical thinking into all of our programs then students should be well prepared. The other piece we know needs to be part of all of our programs is data analysis. Data is important in all industries. We help students understand what big data is and what it means to them in their chosen career field.

- Industry 4.0 – We are looking into things like smart manufacturing and we are creating a smart manufacturing lab, or lights out manufacturing lab, which will be utilized beginning in fall of 2022. Next, we plan to move into the realm of healthcare and how we can input new industry 4.0 through high technology. We already have simulations and we are collecting data, and we are looking at how to move toward improving that even more by moving into automation and AI. We want to make sure we are prepared when the industry itself moves into those realms, ensuring our graduates are ready to work in the healthcare field. The following year we will move into the Agriculture and Transportation areas. We are already doing a lot with robotics at the farm and with digital pieces in the truck driving industry. We want to continue to enhance these programs and keep up with changes.
- College 4.0 – At NTC we want to make sure we are analyzing and improving our processes. This involves what we teach and how we teach it in our classes. It also involves the college as a business and how we are utilizing industry 4.0 to serve our customers the best we can. More than ever, students are looking to the web and mobile experiences. Students want and expect the digital experience, so user experience is important to ensure we are serving students in the way they expect to be served. Our user experience also needs to incorporate data collection for decision making about which processes can be automated.
- NTC 4.0 Organizational Changes – Dr. Jeannie Worden is our new president who started in her new position on July 1, 2021. She was very thoughtful and intentional about taking time to make sure we had all the resources in place to carry out some of these Industry 4.0 initiatives. In order to facilitate that, we implemented a new School of Learning Technologies within our learning division.
- COVID Protocols – We no longer require masks on campus. We are trying to social distance as much as we can in classrooms and meeting rooms. There are some lab spaces where that is challenging so we make sure all other protocols are followed if they are not able to socially distance. Temperature scans and hand sanitizing are still required when anyone enters the campus buildings.
- Student Support – This is a reminder of some important resources and support for our students as supporting our students has never been more important than it is right now. We still have our student food pantry Timberwolf Table, unlimited access to mental health therapy and crisis counseling through the Virtual Care Group, and Timberwolf Learning Commons resources including the Library, Academic Resources Center, and IT Help Desk. The “It’s In Our Jeans” employee giving campaign continues to provide funding for student scholarships. The NTC

Foundation continues to offer scholarships for students each semester funded by donations from employees, businesses, and community members.

Instructional Area/Program

- **Industry Trends**

- Jordan Gaiche – Administrative Director at Custom Fabricating & Repair (CFR). They are a stainless steel manufacturer. It feels like they are close to being out of the woods with some of the staffing effects from the past couple years with COVID. It's been a couple months since they've had many employees out due to quarantine. Talent acquisition specialists have been brought on in HR and they have been asking them to do some marketing in their positions and to do things outside of the box to bring in new employees.
- John Burgess – Leadership Development Faculty at NTC. John also teaches many students in other programs since Leadership Development courses are part of many programs across the college, including Human Resources.
- Laurie Plisch – HR Director at Wausau Homes. One of the challenges they have been seeing is the limited skillset of candidates. They don't seem to want to show up to the interview. Then once they get them in the door they don't show up. Sometimes they find out they've found another job. Staying engaged with team member satisfaction is really important. They are building their own coursework for team member certification so employees can move into a different position if they are not happy in their position. They rolled out a program called a dreams program. They want to know how Wausau Homes can help build employee dreams, even if that means they might lose the employee. Team members meet with a coach weekly to develop goals to meet those dreams. If it's a professional goal then Laurie will meet with them during the process. Even if it's not a matter of leaving the plant, it may be that they want to keep their mind sharp by learning additional knowledge and skills.
- Cindy Thelen – Human Resources Manager at NTC. Cindy has been in her position for many years and recruitment and talent acquisition have never been more difficult than right now.
- Jennifer Cassell – Staffing has been the harder it has ever been right now. Luckily, they have a lot of people internally that want to move into leadership positions. They have an internal program that employees can get different levels of education in each position at the bank. There are a ton of new positions that have opened throughout the year. They have had to open up to remote possibilities to get the talent pool they need. It's really pushed them outside of their box and hopefully they will be able to fill all of their open positions.
- Cadie Larson – Instructional Designer at NTC. Cadie has worked closely with Cher developing some of the Human Resources courses. Hearing some of the challenges is very helpful to hear from industry members. Cher wanted to talk with the committee about the capstone course today and how we can better align the course to better meet industry needs.

- **Program Information**

- **Enrollment Report**

- Leadership Development has six active applications for this semester and one student accepted for fall. John explained that numbers will fluctuate with employment rates. Right now, many people who may have been in school are in the work force. The Leadership development program could help employees like Laurie mentioned in the dream program who want to move up in an organization. The other thing that many people don't realize is that many of the courses in the leadership development category are embedded in other programs at the college. Classes can all be taken online so courses wouldn't interfere with work for students who want to add to their education.
- Laurie asked how often courses are re-evaluated. For example, in performance management, the tools and skills have changed. How does the technical college system keep up with those changes? Erin explained one of the ways we do that is communication through advisory meetings. Curriculum modifications are approved through advisory committees. We are continuously changing courses or content based on current trends and new soft skills and technology skills needed in the workforce. Kurt agreed it is so important because things change so quickly in industry so we stay in communication with our industry partners. We try to go over at least two courses each year, reviewing, making updates, current practices in industry. We try to make sure every course is reviewed every three years and will go through a thorough rebuilding. For example, the Human Resources courses will be built and then reviewed by a Human Resources professional to make sure the content is relevant to the industry. In HR courses we are still making some adjustments as we are teaching the courses to make sure
- Certificate or Technical Diploma Options – The faculty asked about the possibility of promoting current certificates in Leadership in other program areas. Industry members agree leadership skills are needed in all areas so it would be beneficial to students in all programs.
- **Human Resources**
 - Faculty noticed the courses in the earlier part of the program are not as in depth and challenging as the courses in the later part of the program. Students are still completing some of the courses with competencies that are included in the capstone course while they are taking the capstone course. Learners are struggling with the capstone course so we are looking at changing the sequence of some of the other courses so learners are not as overloaded with the courses at the end of the program.
 - Cadie asked industry members what would entice them to seek training for their employees from NTC. Some employers would like to send employees to NTC however could not allocate the funds this year. Other employers indicated their employees prefer to learn in person so they would want to bring someone in to train in person.
 - Cher wanted to discuss the possibility for an HR student to potentially have an internship in our HR area and, possibly, with our career services manager at NTC. Is this something that any committee members would consider for their businesses? Industry

members indicated it may be an option in the future. Jennifer said it's probably something they could think about adding in the future because they have internships in many other areas of their business. Cadie is teaching Meeting Facilitation and learners are getting through it very well so she would like to beef the course up a bit since it's such an important area. Typically, when they are looking at job postings for HR professionals there is a requirement for a 4-year degree. Is there something that NTC could offer that would impress an employer for a student with a 2-year degree. Jordan suggested a certification although some require experience. Students can't take the SHRM exam in the program, however, the program is preparing them to be able to go on for their education and they are on track to take the SHRM certification once they have the experience component. Laurie explained it depends on the role. It also depends on the organizational structure and if there will be someone who will be coaching or mentoring them along the way. Teri is currently a one-person HR department and is exploring the option of adding an HR generalist. She doesn't object to an associate level degree but would need solid job experience to come with it. Someone right out of school will do best in a larger HR department that can offer more specialized mentorship. Industry members appreciate NTC considering all the feedback to make this program relevant for the industry and community.

- Erin asked about interest in being the chair for this advisory committee moving forward. If you are interesting in serving as the chair, please contact Erin directly at mcnally@ntc.edu.
- **Continuing Education/Workforce Training & Professional Development**
 - We work specifically with businesses to address their workforce challenges. We have a training program for SHRM for folks in the program and in the industry. We offer onsite training for companies. Next week we are offering a class on Creating an Inclusive Workplace. The flyer is attached to the meeting invitation so please take a look at the details if that interests you. Anything that you can think of, we can potentially bring to your business. We also have a lot of fun offerings for people in the community to engage in. Don't hesitate to contact Brad if you have any questions about offerings. If there are other ways we can help with your workforce please contact Brad Gast at gast@ntc.edu.

Next meeting schedule & agenda items discussion

The next meeting will be held on Wednesday, October 12, 2022 at 11:30 a.m.

Human Services/SUDC Advisory Committee

Meeting Minutes

Date: 3/11/22

Time: 11:30 am

Location: Zoom

Attendees

Industry Members:

- Caylee Nichols, Positive Alternatives Group Home
- Miah Olson, FVTC
- Melissa Walsh, CW Solutions
- Melissa Moore, M3 Consulting
- Heather Sann, Innovative Services
- Jessica Lind, The Women's Community
- Alicia Weix, Division of Juvenile Corrections
- Nickie Riese, FVTC
- Kari Thompson, FVTC

NTC Team:

- Shane Heilmann, Dean of Public Safety and Community Services
- Paul Strehlow, Associate Dean of Public Safety and Community Services
- Michelle Shepherd, Administrative Assistant
- Danny Knoblock, Faculty
- Tammy Gorski, Faculty
- Christina Lucas, Faculty
- April McHugh, Faculty
- Katherine Oelig, College Advising Specialist
- Kim Waltz, Sociology Faculty
- Brad Gast, Dean, Workforce Training and Professional Development

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

The advisory committee took a few minutes to review the minutes from the previous meeting that was held on November 12th, 2021. Melissa Moore motioned to accept the minutes, Kim Waltz seconded the approval of the minutes.

College-Wide Initiatives

- Review of NTC Mission
- Education 4.0 – How we teach and what we teach
- Industry 4.0 – Smart Manufacturing, Healthcare, and Ag & Transportation
- College 4.0 – Analyze and improve internal processes and services
- NTC 4.0 – Organizational Changes
- COVID Protocols
- Student Support – Timberwolf Table, The Virtual Care Group, Timberwolf Learning Commons, “It’s in our Jeans” employee giving campaign and Student Scholarships

Workforce Training and Professional Development Initiatives

- Brad Gast gave an update on upcoming events:
 - Registered Behavior Technician Training for Certification – This training will be available fully online.
 - Sexual Assault Awareness: A Parent’s Story – NTC has partnered with The Women’s Community to bring in Dr. Blodgett to speak about his personal experience with this. There will be a free presentation on April 28th, 2022, starting at 4:30 p.m. and ending around 6:30 p.m.

Industry Trends

Industry Trends:

- Caylee Nichols mentioned that Positive Alternatives is now one of the five group homes in the state of Wisconsin that has been certified as a QRTP (Qualified Residential Treatment Program) that will be working with at-risk youth and their families. Positive

Alternatives received their certification in December 2021. All five group homes across the state are now certified. Current trends have seen an increase in higher-risk placements for youth, whether it be criminal genetic behaviors or mental health.

- Jessica Lind gave an update on The Women's Community and the increase in shelter requests for domestic violence and sexual assault victims. Jessica stated that they are seeing five to six requests daily and these individuals are either walk-ins or will call asking if they have room. Unfortunately, some may not be eligible for shelter services though. Jessica also stated that she has seen an increase in homelessness and in mental health issues. Jessica went on to say that the majority of shelters in our region are at capacity. This can cause extra stress and make things more difficult. Currently, the shelter does not have a waitlist, as it is not a 30-day program. Each situation that an individual is facing can be very different and the length of their stay is established by their situation. Anyone staying with us is not asked to move out. We work with them and the individual determines when they want to move out. Jessica stated that she has also seen a rise in domestic violence and sexual assault, but has seen a decrease in emergency room visits. Unfortunately, these acts are still happening, but it seems that not as many people are seeking medical care. Currently, the Women's Community is fully staffed but will be needing to replace Latonia Campbell as her last day will be on April 8th, 2022. Lastly, Jessica mentioned that the Women's Community is gearing up for sexual assault and child maltreatment prevention month.
- Heather Sann mentioned that she runs three adult and youth mental health programs and has seen an increase in clients and client referrals. Heather also stated that she believes awareness is up and that people are discussing mental health.
- Melissa Moore commented how she feels that the biggest struggle in communities for care is monetary. If we don't have the funds we need, we are not going to be able to support prevention efforts.
- Melissa Walsh commented how she has had NTC students working with them the past three semesters and is very pleased with them. Melissa went onto say that they offer employment, training and housing programs. She also stated that she has seen an increase in physical and mental health, along with homelessness. One concern Melissa had mentioned is the loss of funding come September 2022. Initially, when Covid began back in 2020, we received additional funding, which was great as we were able to service additional people in our programs. With this funding going away, we are uncertain of the outcome. Currently, we are trying to secure more long-term funding to replace the temporary Covid funding.

Program Updates

- Enrollment – We currently have 376 active students enrolled in our programs.
- FVTC/NTC Shared Program Updates – NTC is continuing to work with Fox Valley Technical College with the shared program and is looking to extend it for another two years.
- New Technical Diploma (Justice & Community Advocacy) Discussion. The question was brought up to the advisory committee if anyone feels that there is a need for a Certificate of Technical Diploma around this topic, instead of an Associate Degree? The thought would be to blend Criminal Justice and Human Services classes together. Some of the classes that were mentioned include: Juvenile Justice and Jurisdiction, Policing Your Community, Probation and Parole, Intro to Counseling, Boundaries and Ethics, Behavior Assessment, Understanding Addiction, and Crisis Intervention. Caylee Nichols commented and felt that this might be popular in the juvenile world. Melissa Moore also stated that she thought this might be an attractive program for individuals seeking to give back and get involved in helping others. Jessica Lind agreed with Caylee and Melissa and also mentioned that anytime you have classes that help teach students how to work with law enforcement agencies, that is always a good thing. Alicia Weix also stated that probation and parole would be a beneficial class. The advisory committee said that they would support NTC looking into a new Technical Diploma around this topic.
- SUDC curriculum revisions – The advisory committee was given an update on the SUDC curriculum revisions and informed that we are in the second semester of writing classes. We rewrote three classes last semester and some new name changes have been proposed. We also decided to do one switchover date. Curriculum modifications for new class rollovers will start in Fall 2023.
- DSPS update and credential – We are continuing to have issues with students getting licensed and credentialed. There are long delays, as long as 11 months. We started getting agencies involved, and some employers are reaching out to get the process moving quicker. This has helped in some cases, but we could still benefit from a quick turnaround. The advisory committee agreed that this sounds like a common problem when getting licenses from DSPS. Some advisory members noted that there have been instances where some students have been at risk of losing jobs because they cannot get licensed. Currently, you can only renew a license two times. The advisory committee ask if Dr. Darren Ackley could bring this up amongst his ISA members and if they might be able to get involved in hopes to help speed up this process.

Next meeting schedule & agenda items discussion

- The next meeting is scheduled for October 7th, 2022 at 11:30 am. We are planning to hold this meeting in person unless Covid protocols change. Michelle Shepherd will be sending out a save the date calendar invite in the next week.



MLT/Phlebotomy Advisory Committee Meeting Minutes

Date: 3/14/2022

Time: 4:00pm – 5:30pm

Location: Zoom

Industry/Student Board Members

- Dawn Barten, CLS Program Director, UWSP
- Rebecca Beckmann, MLS/HT Program Director, Lab Education, Marshfield Clinic
- Dr. Edgar Betancourt, President, Associates in Pathology
- Mauri Brueggeman, Interim Director of Laboratory Services, Aspirus Wausau Hospital
- Staci Buatti, Genetic Testing Coordinator, PreventionGenetics
- Por Chang, Lab Manager, Aspirus Clinics
- Jessica DeJong, Laboratory Support Services Manager, Aspirus Wausau Hospital
- Beth Gehrig, Lab Supervisor, Aspirus
- Michael Hawks, Wisconsin Rapids Lab Manager, Aspirus
- Denise Kellner, Phlebotomy Technician, Marshfield Clinic
- Doug Klopotek, MT/Laboratory Team Leader, Marshfield Clinic – Merrill Center
- Susan Knopp, MT/Laboratory Director, Aspirus – Medford
- Kristi Krajewski, Laboratory Supervisor, Aspirus, St. Michael's
- Sylvia Lambrecht, Quality Director, Blood Center of Northcentral Wisconsin
- Vikki Leseberg, Phlebotomist, Aspirus Langlade Hospital
- Ryan Lynch, Phlebotomy Supervisor, Aspirus Wausau Hospital
- Makena Maves, Current MLT Student
- MaryAnn McLaughlin, Team Leader Lab Support Service, Aspirus Wausau Hospital
- Shelley Meyer, Manager of Laboratory Services, Aspirus Langlade Hospital
- Mary Premeau, Lab Manager, Marshfield Clinic
- Patty Schultz, MLT, Marshfield Clinic Colby
- Daniel Slone, Laboratory Manager, Marshfield Medical Center Park Falls
- Jackie Soward, Regional Operations Manager, Marshfield Clinic Colby
- Tonia Sromek, NTC MLT Adjunct, Aspirus Medford Hospital Lab
- Cory Sullivan, Supervisor of Laboratory Services, Aspirus Good Samaritan Hospital
- Beth Theiler, MT, Marshfield Clinic- Wausau Center
- Amber Timm, Lab Technical MLS Supervisor, Marshfield Clinic



- Julie Weiks, Human Resources Business Partner, Aspirus
- Kristy Witkus, Manager Aspirus Family Physicians, Aspirus
- Natasha Wills-Hennes, MLS/Laboratory Supervisor, Aspirus – Stevens Point
- Mai Xiong, Lab, Marshfield Clinic

Attendees

Industry Members:

- Dawn Barten, CLS Program Director, UWSP
- Rebecca Beckmann, MLS/HT Program Director, Lab Education, Marshfield Clinic
- Dr. Edgar Betancourt, President, Associates in Pathology
- Mauri Brueggeman, Interim Director of Laboratory Services, Aspirus Wausau Hospital
- Staci Buatti, Genetic Testing Coordinator, PreventionGenetics
- Kristi Krajewski, Laboratory Supervisor, Aspirus, St. Michael's
- Sylvia Lambrecht, Quality Director, Blood Center of Northcentral Wisconsin
- Ryan Lynch, Phlebotomy Supervisor, Aspirus Wausau Hospital
- Jackie Soward, Regional Operations Manager, Marshfield Clinic Colby

NTC Team:

- Laura Ahonen, MLT/Phlebotomy Program Director and Faculty
- Janet Baumann, Associate Dean of Health
- Brad Gast, Dean of Workforce Training and Professional Development
- Becky Leopold, Administrative Assistant in the School of Health
- Valerie Natzke, MLT/Phlebotomy Faculty

Other:

- Makena Maves, Current MLT Student

Welcome & Introductions

Janet Baumann, Associate Dean of Health, welcomed everyone to the meeting and thanked them for attending. Everyone in attendance introduced themselves and what facility they represented.

Update and Highlights from Last Meeting

Janet Baumann, Associate Dean of Health, gave the following updates and highlights from the last advisory board meeting that took place in fall of 2021.

- The Molecular Diagnostics class will be moving from the summer to the spring semester beginning in 2023.
- Credit for Prior Learning: Both Basic Lab Skills and Phlebotomy will now give the option of taking the course final exams as part of CPL.
- Microbiology clinical rotations were discussed at length, and due to the lack of microbiology labs, NTC students will only rotate through Micro-Sim, and discontinue the one-week clinical microbiology rotation. Micro-Sim is now being called “Micro Clinicals.”

College-Wide Initiatives

Janet Baumann, Associate Dean of Health, shared a power point presentation showcasing current college-wide initiatives at Northcentral Technical College (NTC) and in the School of Health Sciences (SOHS). An outline of what was shared is below:

NTC Mission:

- “To provide high-quality, learner and employer focused, educational pathways committed to enriching lives and strengthening the economy.”
- NTC developed a strategic plan to emphasize the use of Industry 4.0 as a philosophy to continuously improve the college in three ways:
 - Education 4.0
 - Industry 4.0
 - College 4.0
- Education 4.0:
 - How we teach/What we teach:
 - Increasing Accessibility
 - New Programming
 - High Technology
 - Problem Solving
 - Critical Thinking
 - Data Analyzation



- Industry 4.0:
 - Smart Manufacturing - 2021
 - Healthcare - 2022
 - AG and Transportation – 2023:
 - Increasing Accessibility
 - New Programming
 - High Technology
 - Problem Solving
 - Critical Thinking
 - Data Analyzation

- College 4.0:
 - Analyze and improve internal processes and services:
 - User Experience
 - Connect Processes
 - High Technology
 - AI
 - Data Decision Making
 - Automation

- NTC 4.0 – Organizational Changes:
 - To facilitate the implementation of Industry 4.0 across NTC, a new School Of was created: Academic Excellence/School of Learning Technologies.

 - Overview of NTC Schools Of:
 - School of Agricultural Sciences, Utilities & Transportation
 - School of Business
 - School of Engineering & Advanced Manufacturing
 - School of Health Sciences
 - School of Liberal Arts Transfer, Education & General Studies
 - School of Public Safety & Community Services
 - Workforce Training & Professional Development + Apprenticeship

- Student Support:
 - Timberwolf Table
 - The Virtual Care Group
 - Timberwolf Learning Commons
 - “It’s In Our Jeans” employee giving campaign
 - Student Scholarships

- School of Health Sciences:
 - FY 2021/2022 Updates:
 - NTC Dental Clinic:
 - Continues to provide the community dental services
 - Medical Assistant Program:
 - Piloting an MA internship prior to their practicum course
 - Medical Laboratory Program:
 - MLT grant to support 5 students
 - Radiography Program:
 - Finalized JRCERT Self-Study & Site Visit will be hosted October 2022
 - Surgical Technologist Program:
 - Virtual Reality Simulators
 - Future Innovation:
 - MLT/Phlebotomy Program:
 - I-STAT Technology:
 - Blood gas and chemistry panels
 - Molecular Methods – PCR (COVID testing)
 - Creating learning scenarios that reflect current practice and environments
 - Lab Information Systems (LIS) Software
 - Radiography Program:
 - Radiology Information System (RIS)
 - Simulation software for positioning – utilize iPad or other software
 - Digital Radiographic & Fluoroscopy Room (fully integrated)
 - Digital C-arm
 - PACS system with full image library
 - Simulated CT/MRI training software
 - Student electronic clinical records online
 - Surgical Technologist Program:
 - Expansion of VR (Virtual Reality) platforms to prepare students for clinical experiences in a safe environment.

- Renovation of lab space to create an integrated, efficient learning environment including everything from joined didactic classroom and lab space.
- Simulation equipment improvement:
 - Mannequins, laparoscopic tower, surgical simulation mannequins, Stryker Suction Machines, etc.
- Dental Hygiene Program/Dental Assisting Program:
 - Axiom Ascend Software
 - Alginant Crown 3-D Imaging
 - Dental Therapy Program
 - Pediatric Dental Care
 - Rural Dental Care in NTC District:
 - Mobile unit
- SOHS Forecasting:
 - Build a dedicated and accredited Simulation Center in the CHS:
 - Clinical enhancement and equivalency for health programming needs.
 - Availability for industry partners to use for professional training and development.
 - Integration of pressurized hospital room (negative pressure) with ante rooms and all necessary equipment for further infectious disease management training (i.e. airborne precautions).
 - Ventilator Training Program; Tracheostomy Care and Respiratory Programs.
 - Respiratory PPE fit-testing capability in-house for health and public safety staff and students.
 - Informatics and Data mining programs.
 - Automated support service programs for healthcare, as directed by the industry.
 - Remove waste to enhance licensure scope and increase efficiency in practice arena.

Workforce Training and Professional Development Initiatives

Brad Gast, Dean of Workforce Training and Professional Development (WTPD), shared that at our advisory board meeting last fall (of 2021), his team was working on a number of initiatives and, in addition, they were also applying for the first round of the governor's grant (which was a total of \$132 million of workforce development funds targeting those underemployed or unemployed and then upscaling employees within current organizations). NTC submitted for the first cycle of the grant, which ended on October 25, 2021. The process was highly competitive (120 applications were received for 7 awards) and, unfortunately, NTC was not one of the 7 recipients awarded during this first cycle. The second cycle will open up on or about April 1, 2022, for submissions, and NTC will apply for funds again.

Brad also updated the advisory board on the new Community Courses that are being offered through our WTPD division. These flyers are attached if anyone is interested or they can be found at the website: <https://www.ntc.edu/academics-training/courses/community>

Industry Trends

Valerie Natzke, MLT/Phlebotomy Faculty, asked those in attendance this evening if there were any updates with regards to Chemistry and Microbiology at their facilities (Valerie teaches these courses) and if there is any testing that is no longer being done in these areas or anything that is being removed from these platforms that she should know about. No one from the board had any updates.

Laura Ahonen, MLT/Phlebotomy Faculty and Program Director, asked Sylvia Lambrecht, (Quality Director, Blood Center of Northcentral Wisconsin), if there were any updates she should be aware of regarding Blood Bank. Sylvia spoke that any donor high risk activities were previously a one year deferral are now a three month deferral. Sylvia will send information to Laura.

Mauri Brueggeman, Interim Director of Laboratory Services, Aspirus Wausau Hospital, asked if the current MLT/Phlebotomy curriculum is including information/processes regarding gender transitions etc., as it is important to not assume anything when looking at lab results or just by looking at the patient's name. Mauri spoke with regards to a "SOGI" (which stands for Sexual Orientation Gender Identity) reference range. This is where the laboratory may use the low end of a female scale and the high end of a male scale for "normal" lab results (or vice versa, for example). There was a conversation regarding male/female and what the individual identifies as. There was another conversation amongst members of the board regarding transitioning

patients (from one gender to the other) and lab values as well as having the conversation in then classrooms with students on lab results.

Program Updates

Laura Ahonen, MLT/Phlebotomy Faculty and Program Director, and Valerie Natzke, MLT/Phlebotomy Faculty, shared the following updates regarding the Phlebotomy and MLT program.

Phlebotomy:

- Enrollment: Spring 2022:
 - In the spring semester of 2018 there were 18 students enrolled in the phlebotomy program compared to spring of 2022 where there were 4 students enrolled. Valerie (Natzke) spoke that the program has some new marketing out on their web page and she and Laura (Ahonen) have done a video introducing themselves. With these new approaches, Valerie is seeing a little different presence in potential students. For example, she has gotten a couple of phone calls and a couple of enrollments for phlebotomy for healthcare. She has a student now who is from a chiropractic office and another one next semester who is coming from a dental office. It appears the trend is to have staff across many health professions be trained in phlebotomy, by taking the phlebotomy course (they are not taking basic lab skills or doing the phlebotomy clinicals) in order to be able to draw blood at their place of employment. Valerie finds this interesting and wonders if, with more practice, these employees will come back to school for further training to receive their certificate or a technical diploma. The program is expecting more of these types of students in the fall.
- Outcomes: Certification Pass Rates, Graduation Rates, Placement Rates:
 - Certification Data (ASCP PBT Exam):
 - The phlebotomy program at NTC has a program goal of a 75% student pass rate with a minimum score of 400 in each of the subcategories (Circulatory System, Lab Operations, Non-Blood Specimens, Point of Care, Specimen Collection, and Specimen Processing and Handling). All student scores from the NTC Phlebotomy Program have been significantly higher than 400 since 2018. Also noted is that the program has a 100% passing rate with much higher scores than the national average.

- Phlebotomy Graduation and Attrition Rates are defined as students who begin the final half of the program, with the final half being defined as the fall semester of the second year. The program has a goal graduation goal of 70% or higher. The last three fiscal year rates are as follows:
 - July 2020 – June 2021: Graduation Rate: 91%; Attrition Rate: 9%
 - July 2019 – June 2020: Graduation Rate: 84%; Attrition Rate: 16%
 - July 2018 – June 2019: Graduation Rate: 88%; Attrition Rate: 12%
 - Three Year Average: Graduation Rate: 88%; Attrition Rate: 12%
- Placement Rates are students who are either employed or continued with their education within one year of graduation. The program outcome goal is 70% or higher and that goal has been met in the last three years.
 - Graduation in spring 2020: 100%
 - Graduation in spring 2019: 100%
 - Graduation in spring 2018: 100%
 - Three year average: 96%
- Update on Wildly Important Goals (WIGs):
 - Goal: Increase student retention to 83% in the phlebotomy program courses.
 - Plan: 1) Change the delivery mode of Phlebotomy and Basic Lab Skills to “blended” format; and 2) Create lab sessions with a fewer number of students.
 - Date of Implementation: Fall 2020 (21/22 data not confirmed, but the program anticipates 100%).
 - Makena Maves, current MLT student, spoke that there were six students in her class and she really enjoyed that the class was blended and with smaller class sizes the learning felt more personalized. Laura (Ahonen) and Valerie (Natzke) both really like the blended learning and smaller class sizes as it gives students a better learning experience and as an educator they can watch each student’s technique to ensure they are performing their procedures correctly.

MLT:

- Enrollment: Spring 2022 Graduates and First-Years:

- The MLT program has had steady new student enrollment since fall of 2017 ranging from 9 to 13 students.
- The MLT program currently has 7 second year students in the program doing their clinicals throughout the area.
- Outcomes: Certification Pass Rates, Graduation Rates, Placement Rates:
 - MLT Certification Data (ASCP PBT Exam)
 - The MLT program at NTC has a program goal of a 100% student pass rate with a minimum score of 400 in each of the subcategories (Blood Bank, Chemistry, Hematology, Immunology, Lab Operations, Microbiology, and Urinalysis). All student scores from the NTC MLT Program have been significantly higher than 400 since 2017. Also noted is that the program has much higher scores than the national average.
 - The goal of the MLT program is to have a graduation rate of 70% or higher. Graduation rates are calculated by using the number of students who began the second half of the program, divided by the number of students who graduate. The last three fiscal year rates are as follows:
 - July 2020 – June 2021: Graduation Rate: 100%; Attrition Rate: 0%
 - July 2019 – June 2020: Graduation Rate: 80%; Attrition Rate: 20%
 - July 2018 – June 2019: Graduation Rate: 100%; Attrition Rate: 0%
 - Three Year Average: Graduation Rate: 93%; Attrition Rate: 7%
 - The goal of the MLT program is to have placement rates (which are defined as employment in the positions in the field, or pursuit of further education) at 70% or higher. The last three graduation rates are as follows:
 - Graduation in spring 2021: 100%
 - Graduation in spring 2020: 75%
 - Graduation in spring 2019: 80%
 - Three year average: 85%
- Update on Wildly Important Goals (WIGs):
 - Goal: Increase student retention to 55% from fall year one to fall year two.
 - Plan: 1) Change the delivery mode of numerous courses to “blended” format; and 2) Move Urinalysis to spring and move Immunology to fall semesters.

- Date of Implementation: Fall 2020
 - In fall of 2020 there were 13 new MLT students, 7 second year students in fall 2021. This is a retention of 54%.
 - In fall of 2021 there were 12 new MLT students, in fall we will update how many of these 12 students stayed in the program.

Program Modifications Discussion

Laura Ahonen, MLT/Phlebotomy Program Director and Faculty, continued her power point presentation speaking about the Phlebotomy Technician Technical Diploma versus Phlebotomy Certificate.

- Phlebotomy Certificate:
 - The Phlebotomy Technician Technical Diploma consists of the following:
 - 13-15 Credits (does not qualify for financial aid)
 - Tuition=\$2,888
 - Classes include:
 - Basic Lab Skills
 - Phlebotomy
 - Phlebotomy Clinicals
 - College 101
 - Intro to Ethics
 - Medical Terminology or Anatomy and Physiology
 - Customer focused Caregiving or Nursing Assistant
 - Phlebotomy Certificate would consist of the following:
 - 5 credits (does not qualify for financial aid)
 - Tuition=\$942
 - Classes include:
 - Basic Lab Skills
 - Phlebotomy
 - Phlebotomy Clinicals

Laura asked the board members what their thoughts were on changing from a technical diploma to a certificate.

Dawn Barten, CLS Program Director, UWSP, asked what the industry is demanding (for qualifications) currently and asked if either route acceptable.



Jackie Soward, Regional Operations Manager, Marshfield Clinic Colby, indicated that she is able to hire either type (with a diploma or a certificate) and spoke that with the wages the way they are (low) she feels like the certificate would attract more people than the diploma option.

Kristi Krajewski, Laboratory Supervisor, Aspirus/St. Michael's, agrees that the certificate is more desirable.

Mauri Brueggeman, Interim Director of Laboratory Services, Aspirus Wausau Hospital, added that she is able to hire someone with a certificate or diploma and can hire those who have no phlebotomy experience whatsoever. Having a program that is more financially accessible to students would be more advantageous for all.

Rebecca Beckmann, MLS/HT Program Director, Lab Education, Marshfield Clinic, agrees with having the certificate versus the technical diploma.

Laura (Ahonen) inquired with Jeff Cichon (NTC's Director of Financial Aid) if the Phlebotomy Technician Technical diploma (or the Phlebotomy Certificate) qualifies for financial, and Jeff indicated that, unfortunately, neither qualifies as there have been some changes with the financial aid rules.

Dr. Edgar Betancourt, President, Associates in Pathology, feels this is unfortunate as all facilities need phlebotomists and although the pay is not a lot, phlebotomy is a nice entry for people that are interested in the medical profession and phlebotomists are definitely in demand.

Both Laura and Valerie (Natzke) shared that students can still take the ASCP (American Society for Clinical Pathologists) exam with the phlebotomy certificate and not just with the phlebotomy technician technical diploma as we will maintain our NAACLS (National Accreditation Agency for Clinical Laboratory Sciences) approval and our 100 hours/100 draws during the phlebotomy clinical.

Next Laura shared a proposal for concurrent phlebotomy clinicals.

- Concurrent Phlebotomy Clinicals:
 - The current process is that, from start to finish, a phlebotomy student takes 16 weeks to finish the program and become employed. The new proposal has the students taking their phlebotomy clinical during their education of Basic Lab Skills and Phlebotomy classes. By doing Basic Lab Skills and Phlebotomy classes in conjunction with the phlebotomy clinicals, the program could enroll students

every eight weeks to try and put more students into the workforce faster. The outline for the new proposal is below:

- Week 1:
 - Basic Lab Skills and Phlebotomy
- Week 2:
 - Basic Lab Skills and Phlebotomy
- Week 3:
 - Basic Lab Skills and phlebotomy
 - Phlebotomy clinicals of 17 hours
- Week 4:
 - Basic Lab Skills and Phlebotomy
 - Phlebotomy clinicals of 17 hours
- Week 5:
 - Basic Lab Skills and Phlebotomy
 - Phlebotomy clinicals of 17 hours
- Week 6:
 - Basic Lab Skills and Phlebotomy
 - Phlebotomy clinicals of 17 hours
- Week 7:
 - Basic Lab Skills and Phlebotomy
 - Phlebotomy clinicals of 16 hours
- Week 8:
 - Basic Lab Skills and Phlebotomy
 - Phlebotomy clinicals of 16 hours

Valerie added that one item they would need to make this proposal work would be a process in place to have the students cleared (health-wise and their background check done) before they start classes; currently, students are being cleared in week three or four.

Mauri (Brueggeman) shared that while this sounds enticing, she is concerned about clearing students too early and then having them back out/dropout of the program, this would be something to discuss with Mason Heldt at Aspirus as she works with the student programs. Another apprehension would be if it is feasible to have students start this often and this early in the program with their clinicals. Mauri asked how many draws the student would have between week one and week two and would they be ready for clinicals. Valerie (Natzke) shared



that if clinicals started in week three, students would only have one or two draws, however, Valerie and Laura would continue to teach students different draws, teach them capillaries, teach them the syringe, teach them the butterfly etc.

Follow Up: Contact Mason Heldt regarding “clearing” students for clinicals sooner.

Laura asked Ryan Lynch, Phlebotomy Supervisor, Aspirus Wausau Hospital, what his thoughts were. Ryan doesn't foresee any issues as Aspirus will hire people with no experience and train them on the job. Practicing on real people and getting out in the workforce is the best training a person can get and students will still receive classroom training, as well as on the job training, and running concurrent phlebotomy clinicals is a good idea in his opinion. Ryan states that this is a great start and a really good idea to go forward with. Laura then asked if Ryan had any thoughts on the Phlebotomy Certificate. Ryan reiterated that right now many of their applicants do not have any certification or they have their CNA (Certified Nursing Assistant) license or are coming from a different healthcare side and coming to phlebotomy, so he believes that the phlebotomy certificate is more than sufficient for anyone going into the workforce.

Kristi Krajewski, Laboratory Supervisor, Aspirus/St. Michael's, asked if Laura and Valerie had considered doing the clinicals three full weeks after students have Basic Lab Skills and Phlebotomy courses. Laura shared that the program doesn't have students do a 40 hour per week clinical as many of them already have jobs outside of school. The schedule is dictated by the student and by the lab that they are going to; some students are able to do a 40 hour week and will complete their clinicals in two and a half weeks, however, this is not required of the program.

Mauri (Brueggeman) suggested Laura and Valerie consider front loading the professionalism aspects since the students would be coming into their clinicals quicker during this route. Ryan (Lynch) inquired if someone from the actual lab setting could come in and talk to students and give them the expectations of the position and their clinicals. Laura loves this idea. This could be achieved also via zoom on a large screen and wouldn't necessarily need to be an in person visit.

Follow Up: Speak with Ryan (Lynch) and other lab managers who may be interested in speaking to the current students.

Rebecca Beckmann, MLS/HT Program Director, Lab Education, Marshfield Clinic, states that at Southeast Tech in Minnesota their phlebotomy class was 9 credits and the clinical was only one week long. Rebecca agrees with having the certificate versus the technical diploma in order to get students out in the job market sooner. However, Rebecca would prefer the students have

more schooling under their belt before coming to her facility for clinicals. She wondered about having more clinical hours later in the program.

- Microbiology Clinicals modifications proposed for SP23:
 - Valerie (Natzke) spoke that the program has a microbiologist adjunct come in to teach this class and this has been great. The class recently ran with a 7 to 1 ratio and this was difficult for all; going forward the program will try a 6 to 1 ratio, and if needed, run an additional session (of class) if there are more than 6 students. The microbiologist will also be doing culture reading with the students. This revised agenda will better emphasize culture set up and gram stain reading. Plate reading will still occur.
- Needs:
 - Gram stained slides from direct specimens for repository:
 - The program is in need of gram stained slides from direct specimens. Would anyone be willing to start collecting them for us now? Laura or Valerie can retrieve and coverslip them when the fall semester begins.
- Revised ASCP content guidelines for MLT:
 - Laura (Ahonen) shared the following link for the ASCP content, noting the back page has additional calculations and reference ranges that the examinee is expected to know. Here is the link for review:

https://www.ascp.org/content/docs/default-source/boc-pdfs/boc-us-guidelines/mlt_content_guideline282345731dff6ddb37cff0000940c19.pdf?sfvrsn=22

Facilities and Equipment

Laura Ahonen, MLT/Phlebotomy Faculty and Program Director, shared the following updates regarding facilities and equipment:

- New microscopes and addition of phase to all microscopes:
 - Four new microscopes were purchased, and in addition, phase was added to all existing microscopes.
- Immunology analyzer (Mini-Vidas) out of commission:
 - If anyone has, or hears of, any equipment the faculty could use for immunology please contact Laura (ahonen@ntc.edu) or Valerie (natzke@ntc.edu).

- Microbiology incubator will be replaced prior to Fall 2023.
- I-Stat needed if anyone has one to donate.

Other Items

Laura (Ahonen), continued with the following:

- COVID-19 Updates:
 - Laura sent out an email to everyone inquiring if any of our students are taking care of COVID positive patients and what the thoughts were on it. The consensus of all of the emails received back was that neither Phlebotomy nor MLT students go into known COVID-19 positive rooms.
- Expectations of students upon graduation:
 - Laura asked if anyone had any comments on the expectations of students upon graduation. No comments were made from members of board in attendance.

Next Meeting Schedule & Agenda Items Discussion

The board discussed keeping the same time frame of 4:00pm – 5:30pm for the meeting time for fall 2022. Laura (Ahonen) and Valerie (Natzke) will choose a date for the fall 22 meeting as the time gets closer.

If there are any additional comments, questions, thoughts about tonight's meeting, please reach out to Laura (ahonen@ntc.edu) or Valerie (natzke@ntc.edu) with those.



Medical Assistant Advisory Committee Meeting Minutes

Date: 3/29/2022

Time: 12:00pm – 1:30pm

Location: Zoom

Industry/Student Board Members

- Carrie Arrowood, Operations Assistant Manager, Marshfield Clinic
- Gina Backus, Operations Manager, Marshfield Clinic (Mosinee and Wittenberg Centers)
- Sydney Brandenburg, MA Student
- Jodi DeBroux, Nurse Practitioner, Marathon Cheese Health Clinic
- Kessa Erickson, Nurse Practitioner, Marshfield Clinic Family Practice
- Tammy Freese, Operations Manager, Urology Specialists of Wausau
- Mason Heldt, Student Placement Coordinator, Aspirus Wausau Hospital
- Jennifer Hinker, Practice Administrator, ENT Associates
- Tammy Kirsch, Community Member, Independent Sales Director at Mary Kay
- Heidi Kramer, Director of Talent Acquisition and Workforce Planning, Marshfield Clinic
- Lyndsay Leach, Nurse Manager (Outpatient Behavioral Health), North Central Health Care
- Mary Moore, Supervisor of Organizational Development, Aspirus – Langlade Hospital
- Becki Mork, MA Supervisor Cardiology Clinic Manager, Aspirus
- Liz Porter, HR Business Partner, Aspirus Medical Group
- Juanmanuel Rocha, MA Graduate, Marshfield Clinic
- Krissy Rodewald, Director of Human Resources, G.I. Associates
- Suzette Samuels, Recruiter Wausau/Weston, Marshfield Clinic
- Karin Schmoltdt, Clinic Coordinator, GI Associates
- Jenna Schwabe, Recruiter for Medical Assistants, Aspirus
- Maria Tannah, Human Resources Business Partner, Marshfield Clinic Health System
- Malafu Taitia, Health Care Manager Greenheck, Quad Medical

Attendees

Industry Members:

- Carrie Arrowood, Operations Assistant Manager, Marshfield Clinic
- Tammy Freese, Operations Manager, Urology Specialists of Wausau
- Heidi Kramer, Director of Talent Acquisition and Workforce Planning, Marshfield Clinic
- Lyndsay Leach, Nurse Manager (Outpatient Behavioral Health), North Central Health Care
- Juanmanuel Rocha, MA Graduate, Marshfield Clinic
- Suzette Samuels, Recruiter Wausau/Weston, Marshfield Clinic
- Karin Schmoltdt, Clinic Coordinator, GI Associates

NTC Team:

- Brenda Alberts, Dental Hygiene and Dental Assistant Faculty
- Janet Baumann, Associate Dean of Health
- Brad Gast, Dean of Workforce Training and Professional Development
- Michael Kozlowski, Instructional Designer
- Becky Leopold, Administrative Assistant
- Jenny Stieber, Medical Assistant Program Director and Faculty

Other:

- Sydney Brandenburg, MA Student
- Tammy Kirsch, Community Member, Independent Sales Director at Mary Kay
- Melissa Krueger, MA/Clinic Team Lead, Aspirus Langlade

Welcome & Introductions

Janet Baumann, Associate Dean of Health, welcomed everyone to the meeting and thanked them for attending. Everyone in attendance introduced themselves and stated what facility they represented.

Update and Highlights from Last Meeting

Janet Baumann, Associate Dean of Health, gave the following highlights from the last advisory board meeting that took place in the fall of 2021.

- The Medical Assistant program will continue to offer the part time track for students to have more flexibility and access to the program.
- NTC has decided to make masks optional on campus (as of yesterday). NTC will remain a mask friendly campus for those who wish to continue mask wearing.

College-Wide Initiatives

Janet Baumann, Associate Dean of Health, shared a power point presentation showcasing current college-wide initiatives at NTC and in the School of Health Sciences. An outline of what was shared is below:

NTC Mission:

- “To provide high-quality, learner and employer focused, educational pathways committed to enriching lives and strengthening the economy.”
- NTC developed a strategic plan to emphasize the use of Industry 4.0 as a philosophy to continuously improve the college in three ways:
 - Education 4.0
 - Industry 4.0
 - College 4.0
- Education 4.0:
 - How we teach/What we teach:
 - Increasing Accessibility
 - New Programming
 - High Technology
 - Problem Solving
 - Critical Thinking
 - Data Analyzation
- Industry 4.0:
 - Smart Manufacturing - 2021
 - Healthcare - 2022
 - AG and Transportation – 2023:
 - Increasing Accessibility
 - New Programming
 - High Technology
 - Problem Solving



- Critical Thinking
 - Data Analyzation
- College 4.0:
 - Analyze and improve internal processes and services:
 - User Experience
 - Connect Processes
 - High Technology
 - AI
 - Data Decision Making
 - Automation
- NTC 4.0 – Organizational Changes:
 - To facilitate the implementation of Industry 4.0 across NTC, a new School Of was created: Academic Excellence/School of Learning Technologies.
 - Overview of NTC Schools Of:
 - School of Agricultural Sciences, Utilities & Transportation
 - School of Business
 - School of Engineering & Advanced Manufacturing
 - School of Health Sciences
 - School of Liberal Arts Transfer, Education & General Studies
 - School of Public Safety & Community Services
 - Workforce Training & Professional Development + Apprenticeship
- Student Support:
 - Timberwolf Table
 - The Virtual Care Group
 - Timberwolf Learning Commons
 - “It’s In Our Jeans” employee giving campaign
 - Student Scholarships
- School of Health Sciences:
 - FY 2021/2022 Updates:
 - NTC Dental Clinic:
 - Continues to provide the community dental services
 - Medical Assistant Program:
 - Piloting an MA internship prior to their practicum course

- Medical Laboratory Program:
 - MLT grant to support 5 students
- Radiography Program:
 - Finalized JRCERT Self-Study & Site Visit will be hosted October 2022
- Surgical Technologist Program:
 - Virtual Reality Simulators

- Future Innovation:

- Medical Assistant Program:
 - Current Status:
 - Simulated Healthcare Clinic
 - Juno Simulators
 - Functioning Clinic Exam Rooms
 - Pediatric Scale
 - EKG Machines
 - Spirometry
 - Medical Assistant Apprenticeship
 - Cengage
 - Lab Classroom Space:
 - Point of Care Devices – Glucometer, Hemacue, PT/INR
 - Microscopes Brightfield and Phase Microscopy
 - CLIA Waived-Labs
 - Future Innovation:
 - Electronic Medical Record
 - Data Collection for continuity of patient care and treatment plans

- SOHS Forecasting:
 - Build a dedicated and accredited Simulation Center in the CHS (Center for Health Sciences) Building:
 - Clinical enhancement and equivalency for health programming needs.
 - Availability for industry partners to use for professional training and development.

- Integration of pressurized hospital room (negative pressure) with ante rooms and all necessary equipment for further infectious disease management training (i.e. airborne precautions).
- Ventilator Training Program; Tracheostomy Care and Respiratory Programs.
- Respiratory PPE fit-testing capability in-house for health and public safety staff and students.
- Informatics and Data mining programs.
- Automated support service programs for healthcare, as directed by industry.
 - Remove waste to enhance licensure scope and increase efficiency in practice arena.

Program Goal(s)

Jenny Stieber, Medical Assistant (MA) Program Director and Faculty reviewed the Medical Assistant Program Goals (minimum expectations) with the advisory board. The goal is as follows:

- “The goal of the Medical Assistant Program is to prepare competent entry-level medical assistants in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains. The NTC Medical Assistant Program is accredited by the Commission on Accreditation of Allied Health Programs (CAAHEP), on recommendation of the Medical Assisting Education Review Board (MAERB). This means that the curriculum is carefully regulated to ensure that it includes essential components and meets standards mandated by this organization. Accreditation allows the graduates of our medical assistant program to complete the national certification examination administered by the American Association of Medical Assistants. When graduates successfully complete this examination, they are known as Certified Medical Assistants and may use the title CMA.”

Janet Baumann, Associate Dean of Health, asked the board if anyone had any suggestions or recommendations for improvement to the MA Program goal. No one from the board brought

forth recommendations. Janet added that the MA Program goal will be on agendas and if anyone has suggestions for improvement to reach out to Jenny at stieber@ntc.edu.

Workforce Training and Professional Development Initiatives

Brad Gast, Dean of Workforce Training and Professional Development, shared that on February 26, 2022, Northcentral Technical College (NTC) hosted its spring Medical Assistant (MA) CEU conference. This conference was offered in three modes of delivery; in person (44 people attended in person), live zoom (4 attended the live stream), and then a recorded option (which as of this meeting, 77 people chose this option). Brad and his team try to be intentional about offering credits in different areas and this event had two and a half credits in the clinical area, one and a half credits for administration, and then an additional one and a half credits in a general area. The MA conference is held twice per year, once in the spring and then again in the fall. This fall Brad is planning to have the conference in September, however, an exact date has not been locked in yet. More information will be available once that date is set. Brad inquired of the board if there were any questions or if there is anything his team should be looking at for offerings to meet industry needs? No one on the board had any comments or suggestions. If anyone thinks of anything, please reach out to Brad at gast@ntc.edu.

Industry Trends

Janet Baumann, Associate Dean of Health, moved the meeting along to the next agenda item which is the Industry Trends. Janet asked those in attendance to please speak on the following items for their respective clinic/facility:

- Are there any new changes or modifications in the clinics?
- Any new COVID updates or changes to processes?
- Is anyone still using N95 Masks?
- Are there any new skills or equipment in the clinic settings that we should be aware of?

Tammy Freese, Operations Manager, Urology Specialists of Wausau, stated that not much has changed from a urology standpoint as they continue to do the same type of procedures and have the same processes, but are now much busier with COVID lightening up a little bit. As far as masking, they are requiring surgical masks for their employees and patients and are not using N95 masks so if anyone needs any, please feel free to reach out to her.

Karin Schmoldt, Clinic Coordinator, GI Associates, concurs with Tammy (Freese) in that surgical masks are required for all employees and patients on the clinical side and her facility uses some



N95 masks in their endoscopy center. There are some changes that her facility is navigating through with Telehealth as they serve a lot of the northwoods population. They were using telephone only appointments as a large population doesn't have access to a computer or a good connection to do a video Telehealth visit. However, going from this point forward they are limiting their Telehealth to the video component only due to the lack of reimbursement for a phone call only visit. Karin also noted that, like most facilities, they are short MA's and are planning to open a clinic in Stevens Point in July and could really use MA's to fill this component.

Lyndsay Leach, Nurse Manager (Outpatient Behavioral Health), North Central Health Care, is working on some changes, in outpatient psychiatry, with Telehealth and in-person appointments. Her facility is looking to find a balance between Telehealth and in-person outpatient psychiatry appointments and what that looks like for the more at risk populations (rural or homeless patients). Lyndsay also notes that earlier this morning staff was notified that masking mandates will be easing for patients and staff, however, she is not sure what the final guidelines will look like quite yet. It is possible that masks may be recommended versus being required.

Suzette Samuels, Recruiter Wausau/Weston, Marshfield Clinic, does not have anything additional to add to what is already being stated.

Heidi Kramer, Director of Talent Acquisition and Workforce Planning, Marshfield Clinic, shares that from a Human Resources perspective, there is still a strong need for MA's. From an operations perspective within the clinical setting, she will default to Carrie (Arrowood).

Carrie Arrowood, Operations Assistant Manager, Marshfield Clinic, indicated that there haven't been any changes with the masking as it is still required for all staff to wear a surgical mask and any unvaccinated staff who have an exemption need to wear an N95 mask. If a COVID positive patient comes in, staff are still donning all the proper PPE and wearing an N95 mask. For patients coming into the facility, masking is still required and it is recommended that they wear a surgical mask when they come in the door; however, if a patient comes in with a cloth mask on, this is permitted as well. Things have been getting busier with surgical restrictions being lifted and with seeing more patients in the clinic.

Program Updates

Jenny Stieber, MA Program Director and Faculty, presented a power point on the MA program. The power point updates are outlined below:

- Apprenticeship Update:
 - As of this meeting, NTC finished the first apprenticeship program with two students. Of those two students, one of the students has taken their certification exam and was successful in passing. The other student is going through some potential education changes and may be going back to school. This student hasn't indicated to Jenny whether or not they plan to take the certification exam or not.
 - Jenny noted that a meeting is coming up (internally) to discuss further options with the apprenticeship and when more information is available she will share that with the board.
- Graduate Surveys:
 - Practicum Resources:
 - The purpose of this survey instrument is to evaluate program resources. The data compiled will aid the program in an ongoing process of program improvement.
 - The MA program had four students who graduated this past fall.
 - Jenny (Stieber) reviewed the survey results with the advisory board. Full results are attached for the board to review. If there are any questions on the survey results, please reach out to Jenny at stieber@ntc.edu.
 - Practicum Sites:
 - This survey is designed to help program faculty determine the appropriateness of individual practicum sites. In addition, there is a section that focuses on the support that the practicum students received from the Practicum Coordinator and the program.
 - Jenny (Stieber) reviewed the survey results with the advisory board. Full results are attached for the board review. If there are any questions on the survey results, please reach out to Jenny at stieber@ntc.edu.

- Suzette Samuels, Recruiter Wausau/Weston, Marshfield Clinic, asked Jenny if she could clarify how the site is selected (practicum site) for the student. Suzette's understanding was that the school (NTC) chose the site. Jenny clarified that students receive a list of the different practicum sites available and Jenny asks the students to select their top three sites they would like to go to. Another aspect is that Jenny tries to place the student closest to where they live. Jenny attempts to match the student with their number one choice, however, that is not always possible due to staffing shortages or that site not being available. Ultimately, Jenny does make the final decision and tries to match the student with a site that they've chosen, but more importantly, Jenny chooses a site that will be good for the student and the clinic. Some of the practicum sites require the student to go through an interview before agreeing to take the student and if the site doesn't feel like the student is a good fit, the student will not be placed there.
- Employer Surveys:
 - These are surveys we ask the employers to fill out regarding the student who was placed at their facility. At this time Jenny does not have 100% of the employer surveys coming back.
- Resource Assessment:
 - The Resource Assessment is an important tool used to ensure that any deficiencies in the program can be identified immediately and that a specific action plan can then be developed and followed.
- Enrollment and Retention: Results depend on if the student is full time or part time. If the student is part time, then we look at if the student is taking the program in five or six terms.
 - Spring 2020:
 - Number of students enrolled: 15
 - Number of students graduated: 11
 - Fall 2020:
 - Number of students enrolled: 16

- Number of students graduated: 9
 - Spring 2021:
 - Number of students enrolled: 3
 - Number of students graduated: 5
 - Fall 2021:
 - Number of students enrolled: 9
 - Number of students graduated: 4
 - Spring 2022:
 - Number of students enrolled: 8
 - Number of students graduated: 5
- 2021 CMA (AAMA) Exam Results:
 - From January 1, 2012 through March 29, 2022:
 - Number of students graduated: 9
 - Number of students who have taken the exam: 6
 - Number of students who have passed the exam: 5
 - Number of students who have failed the exam: 1 (this student is studying and planning to retake the exam in April 2022)
- MAERB Annual Review Form (ARF) Threshold Outcomes:

Medical Assistant Annual Report Form (ARF)

Year	Retention	Graduate Participation	Graduate Satisfaction	Job Placement	Employer Surveys Sent	Employer Satisfaction	Exam Participation	Exam Passage	# Graduates by Admission Year	# Graduates by Year of Graduation
	>=60%	>=30%	>=80%	>=60%	=100%	>=80%	>=30%	>=60%		
2020	77.27%	75.00%	100.00%	80.00%	85.71%	80.00%	75.00%	80.00%	13	20
2019	92.31%	70.00%	92.86%	90.00%	100.00%	100.00%	95.00%	84.21%	12	20
2018	89.66%	70.00%	100.00%	90.00%	100.00%	100.00%	100.00%	95.00%	26	20
2017	100.00%						86.36%	100.00%	23	22
2016	92.86%						96.15%	96.00%	26	26
Cumulative	90.43%	71.67%	97.67%	86.67%	95.74%	95.24%	90.74%	91.84%	100	108

- Cengage Update – Spring 2022:
 - Cengage has been running very well this semester for everyone.

Student Perspective

Jenny Stieber, Medical Assistant Program Director and Faculty, asked our student representative, Sydney Brandenburg, about her Medical Assistant Program experience. Sydney shared that she participated in a 10 week paid internship with Aspirus and this has made her feel more prepared for her future career with actual patients and actual providers.

Employer Perspective

Janet Baumann, Associate Dean of Health, inquired with the employers in attendance at today's meeting if there were any areas that the MA program could better prepare the students for employment or if anyone had any suggestions for improvements in the program. No one in attendance had any suggestion, therefore, Janet asked that if anyone thinks of anything to please reach out to Jenny at stieber@ntc.edu.

Program Modifications Discussion

Jenny Stieber, Medical Assistant Program Director and Faculty, discussed the following program modifications:

- Full Time vs Part Time Track: The Medical Assistant Technical Diploma:
 - The Medical Assistant Technical Diploma is a 32 – 33 Credit Program. In addition to our full-time option, we continue to offer two part-time options; five-term and six-term.
 - The Medical Assistant program is typically broken out into two semesters as follows:
 - First Semester: 18-19 credits
 - Medical Assistant Administrative Procedures
 - Human Body in Health and Disease*
 - Medical Assistant Lab Procedures 1
 - Medical Assistant Clinical Procedures 1
 - College 101*
 - Digital Literacy for Healthcare*
 - Medical Terminology*



- Culture of Healthcare or Written Communication*

The classes listed with an asterisk (*) are classes that can be taken before a student is in the Medical Assistant program, thus lightening the full time track load of credits. If the student chooses to do a five or six term, part time track, then the classes are broken down over the course of the semesters.

- Second Semester: 14 credits
 - Pharmacology for Allied Health
 - Medical Assistant Lab Procedures 2
 - Medical Assistant Clinical Procedures 2
 - Medical Office Insurance and Finance
 - Medical Law, Ethics and Professionalism
 - Medical Assistant Practicum
- Wisconsin Technical College State (WTCS) Medical Assistant Alignment Meeting Update: All of the previously listed Medical Assistant Program classes are state aligned, therefore all Medical Assistant Program across WTCS will have to cover the same competencies in their program.
 - Culture of Healthcare:
 - Reviewed the alignment curriculum components.
 - Reviewed the programs that use the course.
 - Discussed changing the course title.
 - A competency was added on culturally mindful practices.
 - Discussion the written communication competency. The team wanted to keep it broad-and not necessarily require a full research paper. The focus of the competency should be healthcare.
 - Digital Literacy for Healthcare:
 - Discussed the components that would be reviewed for system aligned curriculum.
 - Reviewed a list of all programs that currently use the course. The course is used by many programs in both the health and business area. We kept this in mind during the review.
 - Identified Telehealth as something that should be addressed in the revision.

Jenny (Stieber) asked the board member is anyone had any questions regarding program modifications; no one had any questions or comments. Therefore, we continued the meeting.

Responsiveness to Change

Jenny Stieber, Medical Assistant Program Director and Faculty continued the meeting discussing the programs responsiveness to change.

- Addition of Osmosis to classes:
 - Osmosis is a web-and/or mobile-application that makes medical education more efficient and easier to learn.
 - This includes videos, practice questions, and articles. Jenny showed the board a small portion of one of the videos so the board could get a sample of the videos.
- Addition of Learning Labs within Cengage:
 - The student goes into the learning lab and there are ten pre-assessment questions. Each student is assessed on how they answer these questions and, based on if they get the question correct or not, the learning lab either give them more difficult questions or configure to easier questions to build the student up to the information they need to know. Not all classes have the option to use the learning labs, however, Jenny is going to keep looking into bringing this format to all classes.

Facilities/Equipment

Jenny Stieber, Medical Assistant Program Director and Faculty, continued the meeting with an update on recent purchases made for the MA program.

- Recent Purchases:
 - Two new ECG were purchased with grant funds, replacing the two machine that were worn out.
 - The program looked into purchasing a new autoclave.

MA Program Strengths and Areas of Improvement

Janet Baumann, Associate Dean of Health, asked if anyone wanted to mention any strengths or areas of improvement with regards to the program. Heidi Kramer, Director of Talent Acquisition and Workforce Planning, Marshfield Clinic, asked based on Jenny's (Stieber, Medical Assistant Program Director and Faculty) power point showing the statistics of students who get started in the MA coursework and then realize that it's not for them and change career paths midstream, if there was anything she could think of that employers could do to support the students that are entertaining the idea of coming to school to be an MA? Janet indicated that, from the educational side, the student needs to complete a new student orientation and then complete a module, which is program specific, so the student is aware of exactly what the program entails and what they need to do to be successful. As NTC plans for incoming students, there is information on our website as well as K-12 activities that are focused on all grade levels. NTC is seeing students coming in are looking for programs that have a little higher wage to them. Janet offered to collaborate with Heidi to see if they can brainstorm on new or more effective ways to attract students into the program. Jenny (Stieber), shared a specific scenario where a student didn't want to draw blood or give injections but wished to be in the medical field. Jenny sat with student and helped her look at other jobs in the health field such as a receptionist or a referral coordinator. Jenny is not aware of what the student continued to go to school for. Heidi will connect with Janet outside of the advisory board meeting.

Other Items

No one had any other comments or items to share.

Next Meeting Schedule & Agenda Items Discussion

Janet Baumann, Associate Dean of Health, indicated our next advisory board meeting will be in the fall of 2022, typically sometime in October and more information will be forthcoming as the time nears.



Date	Event	Troy Brown	Sherry Burten	Michael Andreas	Tom Felch	Keith Langenhahn	Lee Lo	Charlie Paulson	Paul Proulx	Heather Renzelmann
2021										
MONDAY July 12	Annual Organizational Meeting	X	X	X	X		X	X	X	
July 15-17	WTC DBA Summer Meeting (MSTC-Stevens Point + Zoom)		X						X	
Aug 10	Regular NTC Board of Trustees Meeting	X	E	X	X		X	E	X	
Sept 21	Regular NTC Board of Trustees Meeting	X	X	X	E		E	X	X	
Oct 19	Regular NTC Board of Trustees Meeting	X	X	X	X		X	X	X	
Oct 28-29	WTC DBA Legal Issues Seminar + Fall Meeting (Virtual)								X	
Dec 7	Regular NTC Board of Trustees Meeting	X	X	X	X		X	X	X	X
Dec 18	Commencement (NTC – E101/E102)	X			X				X	
2022										
Jan 11	Regular NTC Board of Trustees Meeting	X	X	X	X		X	E	X	X
Jan 27-29	WTC DBA Winter Meeting (LTC-Cleveland + Virtual)									
Feb 8	Regular NTC Board of Trustees Meeting	E	X	X	X	X	E	X	X	X
Mar 8	Regular NTC Board of Trustees Meeting	X	X	X	X	X	X	X	E	X
Apr 5	Regular NTC Board of Trustees Meeting	X	X	X	X	X	E	X	X	X
Apr 28-30	WTC DBA Spring Meeting (MATC – Milwaukee)								X	
May 3	Regular NTC Board of Trustees Meeting									
May 21	Commencement (Wausau West Fieldhouse)									
June 7	Regular NTC Board of Trustees Meeting (Public Budget Hearing at 12:00pm, Regular Meeting at 1:15pm)									

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

Falteisek is Abbotsford Lions Club Student of the Quarter

FOR MMC

ABBOTSFORD – Abbotsford High School senior Ty Falteisek has been named the “Abbotsford Lions Club Student of the Quarter” for the third quarter of the 2021-22 school year.

Falteisek carries a rigorous class schedule that includes Written Communications (NTC), Trigonometry (NTC), Body Structure and Functions, Food and Fitness, Fab Lab Intro, Employability Skills, and Student Teacher Aide. His co-curricular activities include National Honor Society, Safe Schools Ambassadors, and Leadership Book Club. He has also been a member of football, wrestling, and track teams.

“I can fully attest to Ty’s work ethic, character, and accomplishments,” Math/Science teacher and football/



Falteisek

track coach, Andrew stated. “He is not only a top student in my science and math classes; he is one of my most focused, intense students who uses his time wisely and freely gives his time to others to help them learn as well. When he broke his leg in a football game last year, Ty worked extremely hard on recuperation in order to participate in spring track, ending up at the state meet. He has shown great resolve in times of adversity, developed his leadership skills, and built many peer and teacher relationships with his friendly voice and easy-going manner. I highly endorse this young man the Student-of-the-Quarter award.”

Falteisek currently works part-time for Darel’s Installation. After graduation, he plans to attend River Falls, play football, and possibly major in business. He is the son of Darel Falteisek and Krista Keech.



WPS Foundation offers technical college scholarships

FOR MMC

GREEN BAY – The Wisconsin Public Service (WPS) Foundation is offering technical college scholarships to area high school seniors.

This is the 58th year of this important program. During that time, the WPS Foundation has donated more than \$5.4 million in overall scholarships to help students in Wisconsin and the Upper Peninsula of Michigan continue their education.

“The WPS Foundation offers its technical college scholarships as part of its commitment to strengthening student education. These

scholarships help students pursue technical diplomas or associate’s degrees at select northeast and north central Wisconsin schools. Last year, the WPS Foundation awarded \$20,000 to 28 students through its technical college scholarships,” a WPS release stated.

The WPS Foundation partners with the Wisconsin Technical College System (WTCS) to provide its technical college scholarships. High school seniors living in the WPS service area are eligible to receive a scholarship if they plan to attend one of six WTCS colleges, includ-

ing: Fox Valley Technical College, Lakeshore Technical College, Northcentral Technical College, Nicolet Technical College, Mid-State Technical College, and Northeast Wisconsin Technical College.

Scholarships of up to \$750 are available. Recipients are selected based on academic achievement, school and community leadership activities, and financial need.

Interested students can apply at <https://wecenergygroup.com/community/wps-technical-college-scholarships.htm>. Applications will be accepted through April 30.

Dudley Foundation gives \$250,000 to NTC

Northcentral Technical College (NTC) announces the development of a new Center of Excellence in Communication Technologies made possible through a donation from the Dudley Foundation.

The \$250,000 donation will support "Studio 7," a Center of Excellence named in honor of Richard David Dudley and his dedication to his community and his career in broadcasting and communication.

"Studio 7 is an excellent tribute to our father, Dick Dudley, who helped bring the first television station, WSAW/Channel 7, to central Wisconsin in 1954. Now, the next generation of communication professionals will begin careers and enterprises right here in Wausau just like Dick Dudley did. We expect great outcomes from this partnership, including exciting new career opportunities for NTC communication graduates. We are excited and proud to participate in this project and are grateful for our ongoing partnership with NTC," said Ann Dudley Shannon, president of the Dudley Foundation.

The Center for Excellence in Communication Technologies will bring NTC's programs in graphic communication technologies, printing, marketing, web design, digital marketing and video production programs together into an area of collaboration and innovation—the only one of its kind in central Wisconsin.

Studio 7 will be a comprehensive, collaborative and creative space that will prepare students, employers and community members for the new age in communication technologies; expand cultural and media literacy into the greater Wausau community; empower creative voices to create, express and communicate by providing equipment and technical training; make Wausau a production hub for film and video content creation; provide equipment and facilities to create engaging multimedia content; and foster a creative community in central Wisconsin to support local businesses, nonprofits and entrepreneurs in their communication efforts.

This new state-of-the-art,

visionary space will incorporate an inclusive environment, high-tech software, multimedia robotics, advanced equipment, and an enhanced curriculum to include project-based learning.

"The Dudley family has been a longstanding supporter of the college and our students," said Jeannie Worden, president, NTC. "We couldn't be more excited to partner with them on this new venture which both honors the amazing legacy of Dick Dudley and positions the college and our learners to positively impact the future of the communication technology industry?"

NTC's vision for Studio 7 expands beyond the classroom and embraces opportunities to discover, share and celebrate the uniqueness of central Wisconsin through an annual film and video festival, cultural projects, video production workshops and more. The college also plans to partner with community organizations and area businesses that need production space or services to enhance their communication needs.

Apr
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NTC announces \$250,000 donation from the Dudley Foundation Donation to support “Studio 7,” a new Center of Excellence in Communication Technologies

Northcentral Technical College (NTC) is pleased to announce the development of a new Center of Excellence in Communication Technologies made possible through a generous donation from the Dudley Foundation. The \$250,000 donation will support “Studio 7,” a Center of Excellence named in honor of Richard David Dudley and his dedication to his community and his career in broadcasting and communication.

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“The Dudley family has been a longstanding supporter of the College and our students,” said Dr. Jeannie Worden, President, **NTC.** “We couldn’t be more excited to partner with them on this new venture which both honors the amazing legacy of Dick Dudley and positions the College and our learners to positively impact the future of the communication technology industry.”

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Apr
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NTC will create communication technologies program through \$250k grant

Northcentral Technical College will create a new Center of Excellence in Communication Technologies after receiving a \$250,000 grant last week.

NTC announced the grant from the Dick Dudley Foundation last week, which will help the school form Studio 7. Studio 7 will bring NTC's graphic communication technologies, printing, marketing, web design, digital marketing and video production programs all under one collaborative program, NTC officials say. That makes it unique in the state.

Studio 7 will bring those programs all together into a rebuilt space around the video production area, NTC officials told City Pages. The space will focus heavily on video production and animation, and could serve as a space for community partners to work on projects as well.

Dick Dudley brought one of the first TV stations to Wausau in the 1950s, and so the donation is fitting to honor his memory, family members say. "We expect great outcomes from this partnership, including exciting new career opportunities for NTC communication graduates," says Ann Dudley Shannon, president of the Dudley Foundation. "We are excited and proud to participate in this project and are grateful for our ongoing partnership with NTC."



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NTC Announces \$250,000 Donation From The Dudley Foundation

Northcentral Technical College (NTC) is pleased to announce the development of a new Center of Excellence in Communication Technologies made possible through a generous donation from the Dudley Foundation. The \$250,000 donation will support "Studio 7," a Center of Excellence named in honor of Richard David Dudley and his dedication to his community and his career in broadcasting and communication.

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NTC's vision for Studio 7 expands beyond the classroom and embraces opportunities. The College also plans to partner with community organizations and area businesses that need production space or services to enhance their communication needs.



Bowler schools receive \$50K workforce grant

Grant will be used for technical education, agriculture improvements, addition

By **LUKE REIMER**
Reporter

The Bowler School District recently received a \$50,000 grant to improve and expand its technical education program.

The district was one of just 15 schools in the state to receive this particular grant from the Wisconsin Department of Workforce Development.

According to Superintendent Glenda Butterfield-Boldig, this grant money will go toward an addition to the school for tech ed programs.

“When I first came on, the school board had talked about a desire to expand our technical education and agriculture offerings,” said Butterfield-Boldig, who took the position in August of 2021. “That includes adding on an 8,500-square-foot addition.”

With the grant money, the Bowler School District is already starting to look for bids to build the addition.

“We will be opening up those bids, and if they come in with what we are hoping they come in at, we might be taking action on this as soon as the 25th of April,” said Butterfield-Boldig. “The board is very interested in expanding those opportunities.”

According to the superintendent, the Bowler community is different from others in that there are not a lot of local

manufacturers. Due to this, she said that the school district has reached out to businesses looking for one to partner with and receive support.

“Not necessarily giving us equipment or anything, but saying: ‘Yes, there is a need for skilled workers in our area,’” said Butterfield-Boldig.

She added that this grant and addition will also allow the school district to offer certification training for students.

“If we have a skilled workforce, by the time students leave high school, they could go on to a technical college to continue their education, or be able to enter the workforce immediately,” said Butterfield-Boldig. “This grant helps us get some funds to update our equipment, particularly in areas like computer numeric control,” which is the automated control of machining tools through a computer.

She noted that training in computer numeric control, or CNC, is an identified need in the school district and community.

“We don’t have enough skilled workers in that field,” said Butterfield-Boldig.

She added that Bowler has partnered with [Northcentral Technical College](#) to be able to offer technical diplomas and academy courses.

“We are developing some CNC certification courses with that partner-

ship,” said Butterfield-Boldig. “They can finish in high school, or they can pick up and finish in college.”

Butterfield-Boldig said that although the school district did not get an exact reason as to why it was chosen for the grant, she had some thoughts as to why Bowler was given the funds.

“I think that it has to do with meeting a need in our area,” said Butterfield-Boldig. “There is kind of a gap in this area in the county. There is not a lot of opportunities to provide this.”

In the development of improving and adding on to the technical education department, Butterfield-Boldig said that the school district has set some standards for how many students are going to complete this.

“By the end of the 2023-24 school year, we hope to have at least 12 students who have gone through the training and are skilled and able to get jobs as soon as they graduate,” said Butterfield-Boldig. “Twelve students does not sound like a lot, but it’s 12 more skilled workers than before.”

She added that through the partnership with [NTC](#), new courses can be designed for students.

“We are offering a basic welding certificate through [NTC](#) that we don’t currently offer,” said Butterfield-Boldig. “We don’t have any CNC machines.”

More than just students benefiting from the grant money, Butterfield-Boldig and the school district hope to open this to the community as well.

“We hope to be able to offer opportunities to local manufacturers and say: ‘Hey, rather than sending your people to Green Bay, Appleton or Wausau, we have some up-to-date equipment where you can train workers,’” said Butterfield-Boldig. “We want to have those partnerships with local manufacturers. We want something that will go both ways.”

Butterfield-Boldig said that there is interest among community members for these additions and improvements.

“When we started the conversation about our technical education and agriculture, we invited community members to give input for what is needed, what would be well-received and what the community feels that they can find value in as well,” said Butterfield-Boldig.

She called the opportunity to use this grant money for technical education purposes a collaboration between the school board, community, administration, staff, manufacturers and [NTC](#). “We can’t do it alone,” said Butterfield-Boldig. “We are really looking forward to bringing this to our students and community.”

lrreimer@newmedia-wi.com



Wittenberg Enterprise and Birnamwood News

NTC gets \$250K donation from Dudley Foundation

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The Center for Excellence in Communication Technologies will bring NTC’s programs in graphic communication technologies, printing, marketing, web design, digital marketing and video production programs together into an area of collaboration and innovation — the only one of its kind in central Wisconsin, according to an NTC press release.

Studio 7 will be a comprehensive, collaborative and creative space that will prepare students, employers, and community members for the new age in communica-

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“The Dudley family has been a

longstanding supporter of the college and our students,” said Jeanne Worden, NTC president. “We couldn’t be more excited to partner with them on this new venture which both honors the amazing legacy of Dick Dudley and positions the college and our learners to positively impact the future of the communication technology industry.”

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Apr 20

2022

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Caleb Gotham Named 2022 DAR Good Citizen



Caleb Gotham

New Auburn High School senior, Caleb Gotham, was recently awarded the Good Citizen Award from the Eau Claire Chapter of the Daughters of the American Revolution (DAR). Caleb is the son of Zech and Janel Gotham of rural New Auburn.

Caleb was presented this award during a special ceremony held on April 4, 2022 at the Chippewa Valley Museum located in Eau Claire. He was recognized for his excellence in academics, participation in extracurricular activities, and outstanding involvement in community events.

Caleb is a member of the Na-

tional Honor Society, serves as chapter president of the New Auburn FFA Chapter, along with being highly involved in track, football, and basketball. His involvement in these activities has resulted in achieving State & National FFA Agriscience placements, being recognized as a Wisconsin State Star in Agriscience, and earning recognition as Borlaug Scholar through the World Food Prize ~ Wisconsin State Leadership Institute.

Caleb's activities connected to his community have been channeled through community service activities in both the FFA and National Honor Society. Caleb has volunteered at Feed My People in Eau Claire and several Wisconsin State Service projects through the Wisconsin Association of FFA.

Caleb plans on attending North-central Technical College located in Wausau, Wis. to earn a technical degree in Civil Engineering.

About the National Society of the Daughters of the American Revolution (DAR)

“The DAR, founded in 1890, is a volunteer women’s service organization dedication to keeping America strong by promotion of patriotism, preserving U.S. history, and supporting education programs. Today’s DAR members fund local scholarship, pioneer historic restorations, and lead volunteer projects in their communities.



From novice to pro in 2 years: New diesel technician apprenticeship at NTC



Diesel workspace (wsaw)

By [Drew Sutherland](#)

Published: Apr. 21, 2022 at 9:54 PM CDT

WAUSAU, Wis. (WSAW) - Northcentral Technical College is teaming up with the Department of Workforce Development to offer a new diesel mechanic apprenticeship program that takes students from novice to professional in two years.

“What makes this apprenticeship unique is that it’s the first in the U.S. that embeds the technical diploma for the college within the apprenticeship,” said Director of Apprenticeship Standards for the Department of Workforce Development David Polk.

Employers like it because businesses that offer apprenticeships have an 80% retention rate.

“We can get these students at the high school level at the youth apprenticeship, as they get through the youth apprenticeship we can move them through the registered apprenticeship,” said General Manager of Wausau’s Kenworth branch Cory Heckendorf.

The knowledge they get in the course can also help them advance in the field.

“As they get more seasoned in their career, they can take that certification not only anywhere in the state, but anywhere in the world,” Polk said.

Worker shortages are hitting the diesel industry at least as much as others.

“I run one of the smallest stores in Wisconsin Kenworth and we’re still short close to 12 employees,” Heckendorf said.

Polk says that shortage has a domino effect on supply chain problems: everything from less food and other products getting on store shelves, to less infrastructure materials going to areas where improvements are needed. That causes more wear on the trucks that are out there, causing further backup for servicing.

“The trucks are running long on the road, which means more miles, more maintenance on them, and it’s flooding the dealerships and the individual repair shops, and we’re at capacity,” said Heckendorf.

The program is hoping to attract a wide range of students because of the future it can promise to the graduates.

“Because they’re so sought after right now, that drives the price up for an experienced diesel technician,” Polk said.

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Unique apprenticeship now offered by NTC

By Isak Dinesen Apr 21, 2022 Updated Apr 22, 2022 0



MAINE, Wis. (WAOW) -- Northcentral Technical College has announced a milestone for its programs Thursday, a new Diesel Technician Apprenticeship.

Officials say it's the first of its kind in the country.

The program is unique to other apprenticeships because people would be earning a diploma while learning the trade.

It's already available for employers to pursue, as shortages are still plaguing various industries.

"We already have a lack of individuals within those fields, so we want to upskill, get them in right away so that the repair to our equipment can be expedited," said David Polk, the director for the Bureau of Apprenticeship Standards with the Department of Workforce Development (DWD).

Those looking to get involved or have questions are encouraged to contact NTC or the DWD.

Wausau Pilot & Review

More news. Less fluff. All local.

SCHOOLS

Dudley Foundation donates \$250K to NTC

April 12, 2022

[Print](#) [Facebook](#) [Twitter](#) [LinkedIn](#) [WhatsApp](#) [Email](#) [Reddit](#)

WAUSAU – The Dudley Foundation has donated \$250,000 to Northcentral Technical College in Wausau for the development of the Center of Excellence in Communication Technologies at Northcentral Technical College in Wausau.

The donation will support Studio 7, a Center of Excellence named in honor of Richard Dudley and his dedication to his community and his career in broadcasting and communication.

“Studio 7 is an excellent tribute to our father, Dick Dudley, who helped bring the first television station, WSAW/Channel 7, to central Wisconsin in 1954,” said Ann Dudley Shannon, president of the Dudley Foundation in a news release. “Now, the next generation of communication professionals will begin careers and enterprises right here in Wausau just like Dick Dudley did. We expect great outcomes from this partnership, including exciting new career opportunities for NTC communication graduates.”

The Center for Excellence in Communication Technologies will offer programs in graphic communication technologies, printing, marketing, web design, digital marketing and video production.

“The Dudley family has been a longstanding supporter of the college and our students,” said Jeannie Worden, president, NTC. “We couldn’t be more excited to partner with them on this new venture, which both honors the amazing legacy of Dick Dudley and positions the college and our learners to positively impact the future of the communication technology industry.”

NTC’s vision for Studio 7 expands beyond the classroom and embraces opportunities to discover, share and celebrate the uniqueness of central Wisconsin through an annual film/video festival, cultural projects, video production workshops and more. The college also plans to partner with community organizations and area businesses that need production space or services to enhance their communication needs.

School District of Neillville
2h · 🌐


It's time to give a shout-out to our Neillville High School Class of 2022 Seniors!

📌 Today's #SeniorFeatures are:

- ❤️ **Kyra Rakovec.** Kyra will be attending UW-Oshkosh for a double major in early childhood and elementary education, and possibly minoring in psychology.
- ❤️ **Maggie Hoesser.** Maggie will be attending Northcentral Technical College in Wausau to complete her studies in their Early Childhood Education program.

Congratulations! ❤️

#NeillvillePRIDE #Classof2022



You and 72 others 4 Comments 3 Shares

Like Comment Share

Economic Justice Institute
19h · 🌐

"The grant announced today will allow WisTAF and its partner organizations to furnish civil legal aid interventions to Wisconsinites who face foreclosure, eviction, and other housing-related problems due to COVID-19; need legal assistance to access unemployment benefits, workforce opportunities, or health coverage; or still struggle with other economic hardships related to the pandemic.

Wisconsin Law Help began as a collaborative effort between the Wisconsin Access to Justice Commission, the State Bar of Wisconsin's Legal Assistance Committee, and the Wisconsin State Law Library and is supported by a steering committee that includes organizations from across the state, including LIFTWisconsin, Centro Legal, Northcentral Technical College, University of Wisconsin Law School, Milwaukee Justice Center, Wisconsin Judicare, and others."

IT WISPOLITICS.COM

Gov. Evers: Announces \$8 million to help Wisconsinites access civil legal services needed to recover from pandemic |...

Press Releases Gov. Evers: Announces \$8 million to help Wisconsinites access civil legal services... Gov. Evers: Announces \$8 million to help Wisconsinites access civil legal services needed to recover from pandemic March 28, 202...

7

Like Comment Share



Upper Iowa University - Wausau, WI

20h · 🌐

...

Are you employed at one of UIU's partner colleges? If you are employed by [Nicolet College](#) [Mid-State Technical College](#) [Northcentral Technical College](#) (and many more!) you are automatically eligible for a scholarship from Upper Iowa University! Contact your local UIU Center to find out more!



PARTNER CONNECTION
Scholarship

UPPER IOWA UNIVERSITY
EDUCATION BUILT FOR LIFE

Faculty and staff (full- and part-time) at UIU partners schools will now receive a scholarship when taking classes at UIU!

SAVE UP TO \$250 PER CLASS

- Applies to Bachelor's and Master's programs
- Automatic and renewable scholarship - with proof of employment
- Transfer up to 90 college credits toward a Bachelor's degree

MASTER'S DEGREES

- Business Administration (MBA)
- Education (MEd)
- Healthcare Administration (MHA)
- Public Administration (MPA)
- Science in Counseling (MSC)
- Sport Administration (MSA)

BACHELOR'S DEGREES

- Accounting
- Business Administration
- Emergency & Disaster Management
- Human Resources Management
- Human Services
- Marketing
- Psychology
- Public Administration
- Social Science and more!

Start classes in...

JANUARY | MARCH | MAY
JULY | AUGUST | OCTOBER

Complete an online application today > **UIU.EDU/APPLY**

Get info > 715-675-2775
WAUSAU@UIU.EDU

UIU.EDU/PCS




Merrill High School

34m · 🌐

...

This Bluejay has a plan! Emily Dinges will be attending Northcentral Technical College for Business Management. Congratulations Emily!



Emily Dinges

Northcentral Technical College - Business Management

This senior Bluejay has a *plan!*



👍👎 16

1 Comment

👍 Like

💬 Comment

➦ Share

Northcentral Technical College was mentioned in a post



The Salvation Army Wausau · Follow

22h · 🌐

Congratulations to the 46 Certified Firefighter 1 students and the instructors who train them for the work they do to keep our community safe. Many thanks to [Northcentral Technical College](#) for the programs and field training that prepares them well. Our Emergency Disaster Services Canteen truck and the staff and volunteers who served on Saturday are very happy to support our emergency services workers, and on-scene at disasters, provide support to victims as well. #wausauwi #marathoncountywi #doingthemostgood



Northcentral Technical College Fire Training

April 3 at 9:41 AM · 🌐

Yesterday, 46 Certified Firefighter 1 students completed their live fire training getting them



School Counseling Office - School District of Phillips

9h · 🌐

Monday, March 28th the 10th and 11th graders were able to rotate through mini sessions to learn more about opportunities offered from Northcentral Technical College while they are still in high school. Ms. Macholl also ran a session to discuss the Student Assistantship program in the high school.

Wednesday, April 6th we are pairing with NTC again to host the Price County Business and Industry meeting. After the meeting a number of local businesses have agreed to sit on a p... See more

👍 1

👍 Like

💬 Comment

➦ Share



Edgar School District

April 1 at 11:00 AM · 🌐



👉 Believe it or not, it is time we start recognizing our [#EdgarExcellence](#) 2022 Senior class! 👈

Today we feature, Danielle Schreiner!

Plan After High School: Attending Northcentral Technical College

Major/Work Field Area: Majoring in Human Resources

💚 Best wishes, Danielle! 💚



👍❤️ 81

15 Comments 3 Shares



Crandon Fire Department

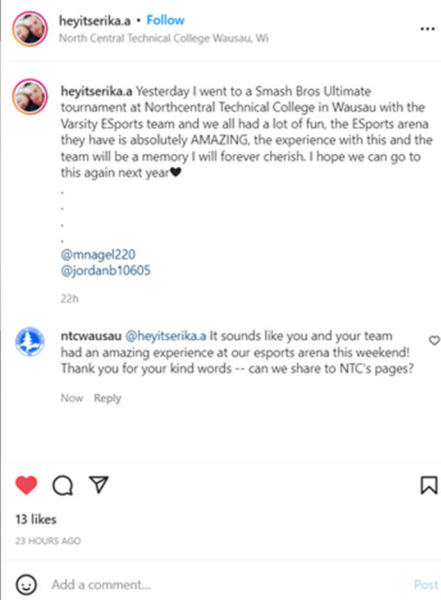
April 2 at 7:45 AM · 🌐




Winter hasn't quite released its grip yet ❄️🌨️

Keep those winter driving skills sharp so we don't see you at a surprise party!


Good luck and safe driving to our students at [Nicolet Area Technical College](#) and [Northcentral Technical College](#) Fire Training today for Firefighter 1 live burns and Fire Officer 2 testing!



 School District of Flambeau
13h · 🌐

Presenting the Class of 2022 Graduates!
Best of luck to Jacob as he pursues the CDL program at NTC!
#GoFlambeau
#Classof2022




FLAMBEAU HIGH SCHOOL




CLASS OF
2022

**JACOB
GASS**

**WHAT'S NEXT:
NTC: CDL PROGRAM**

 You and 42 others  4 Comments  4 Shares


 L&S Electric Inc. is 😊 feeling motivated.
20h · 🌐


Please join us tomorrow, April 7th from 11am-1pm as [Northcentral Technical College](#) presents a School of Advanced Manufacturing, Engineering & Transportation Job & Transfer Fair. Fair will be hosted at the Wausau Campus in E101-102.

South Service Center Operations Manager, Tom Ress & Recruiting and Onboarding Specialist, Kristen Borysenko will be representing L&S at the fair and would LOVE to talk to about all the exciting career opportunities we have to offer.


<https://www.ntc.edu/.../ntcs-school-advanced...>


#selectric #integrationsolutions #legendaryservice #careerfair #hiring #nowhiring #recruiting #NTC #manufacturing #manufacturingindustry #engineering #engineeringindustry #transportation #transportationjobs #careeropportunities




NTC.EDU 

NTC's School of Advanced Manufacturing, Engineering & Transportation Job & Transfer Fair - Transfer Events, Job...



 Northcentral Technical College


 **CREATE Portage County**
16h · 🌐

Who's ready for Still Rendering? [Northcentral Technical College](#) definitely is! Last year, one of their teams coordinated this great film noir, and you can catch more of their content at [Human Manifesto Productions](#)! We can't wait to see what NTC teams come up with in 2022!








YOUTUBE.COM
Gone Fishing
Film #11 (of 14) of Still Rendering 2021: The 48-Hour Film Challeng...

 You and 1 other  1 Share

 **North Central Regional Trauma Advisory Council**
15h · 🌐

Looking forward to the NCRTAC Trauma Conference 2022 tomorrow at Northcentral Technical College in Wausau. We've filled all the on-site seats and have a great on-line audience too. See you all tomorrow!

 1  1 Share

 Like  Comment  Share

Marathon School District
 April 1 at 6:00 AM · 🌐

Construction Trades II students got their hands dirty on Tuesday with some finish work! Thanks to a day with Mike Korpela, President at [Carpet City Flooring Center Wausau](#), students were able to install vinyl plank flooring and a porcelain tile accent wall (both donated).

As Mike rotated through the field of workers, Mr. V had other students install wood flooring and trim made and donated by the [NTC Antigo Campus](#) students.

The district graciously granted permission for the students in the trades class to stay with Mr. V all day for this great experience. All flooring was successfully started and completed on Tuesday, and the class hopes to be finishing the accent wall, backsplash, and casework soon! 🛠️

#MarathonPride

You and 89 others · 4 Comments 1 Share

Drive Kocourek
 20m · 🌐

Representing Kocourek well today at Northcentral Technical College and Nicolet College!

WE'RE HIRING!
 PAID TRAINING
 EXCELLENT WAGES
 AMAZING BENEFITS
 BONUS PROGRAMS
 BUILD YOUR CAREER
 SCAN TO GET STARTED
 WWW.KOCOUREKCARREERS.COM
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IT'S TIME TO FLY
 "I'm building a career in a solid industry at a top location!"

WE'RE HIRING!
 PAID TRAINING
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 AMAZING BENEFITS
 BONUS PROGRAMS
 BUILD YOUR CAREER
 SCAN TO GET STARTED
 WWW.KOCOUREKCARREERS.COM
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You and 8 others · Like · Comment · Share

White Lake School District
1h · 🌐

Eden took a Customer Care course at NTC from January 26th through February 23rd. Yesterday, April 6th he took the exam that finished the course. He received a 100%! Congratulations Eden!

36 12 Comments 1 Share

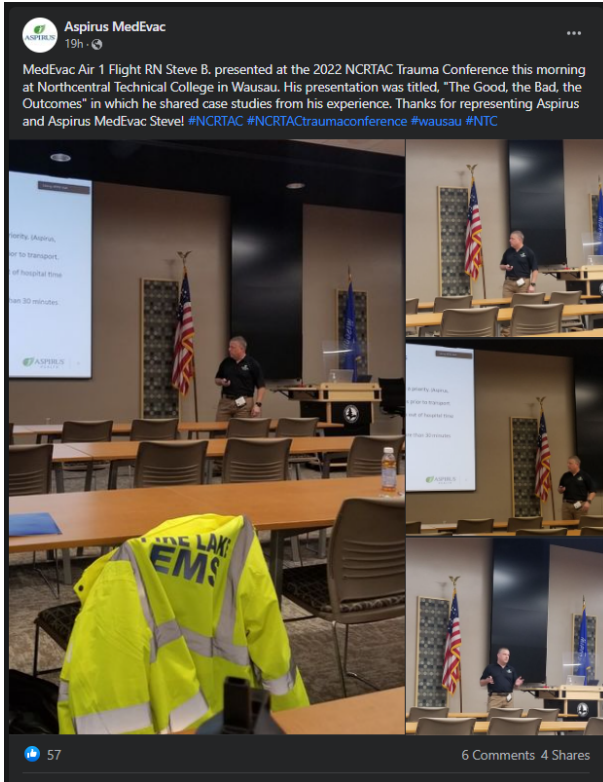
School District of Tomahawk
April 5 at 7:00 PM · 🌐

It's time to give a shout-out to our Tomahawk High School Class of 2022 Seniors! Today's #SeniorFeatures are:

- Abby Jaecks: Abby will be attending UW-River Falls, majoring in Biology with an emphasis in Pre-Optometry.
- Olivia Kiser: Olivia plans on going to NTC to become a Surgical Technologist/Surgical Assistant.
- Savannah Jablonski: Savannah plans on attending Nicolet College for two years to become an Early Childhood Educator, mainly a Pre-School Teacher.
- Haley Liebelt: Haley plans to attend UW-Whitewater to major in Supply Chain Management.

The future looks bright for these #GoHatchets graduates! 🍀💙💜

143 11 Comments 2 Shares



Merrill Steel
April 7 at 10:00 AM · 🌐

We're at NTC today as well! Come visit to learn how we build it big!
Northcentral Technical College
1000 W. Campus Drive
Wausau, WI 54401
#ntc #builditbig

EVENT

NTC's School of Advanced Manufacturing, Engineering & Transportation Job & Transfer Fair

THURSDAY, APRIL 7, 11 A.M. - 1 P.M.
Wausau Campus - E101-102

🏠 → Upcoming Events → Upcoming Events → NTC's School of Advanced Manufacturing, Engineering & Transportation Job & Transfer Fair

Plan to attend NTC's School of Advanced Manufacturing, Engineering & Transportation Job & Transfer Fair on Thursday, April 7, 2022 from 11 a.m. - 1 p.m. to explore job opportunities in your field of study or connect with 4 year college partners to continue your education. This fair will take place at NTC's Wausau campus - main building, rooms E101-102.

Have Questions?

To learn more about Career Services or Job Fairs, please contact Dina Kilinski. If you have any questions or concerns regarding your Transfer needs, please contact Xang Lee at leex@ntc.edu or by phone at [715.803.1618](tel:715.803.1618).

MORE EVENTS →

[NTC's School of Health Job & Transfer Fair](#)


FRIDAY, APRIL 8, 11 A.M. - 1 P.M.

Plan to attend NTC's School of Health Job & Transfer Fair on Friday, April 8, 2022 from 11 a.m. - 1 p.m. to explore job opportunities in your field of study or connect with 4 year college partners to continue your education. This fair will take place at NTC's Wausau campus - main building, rooms E101-102.


[Transfer Partner Visit - Bellevue University](#)

Merrill High School
5h · 🌐

This Bluejay has a plan! Emma Boquist will be attending Northcentral Technical College for Early Childhood Education. Congratulations Emma!



This senior Bluejay has a plan!



Emma Boquist
Northcentral Technical College - Early Childhood Education

You and 34 others

3 Comments 1 Share

Like Comment Share

Air Force Wausau is in Wausau, Wisconsin.
April 8 at 9:51 AM · 🌐

Congratulations to A1C Jed Breitenfeldt of Wausau WI, he was selected for Airmen below the zone this Friday.

Below the zone is a competitive early promotion program offered to enlisted U.S. Air Force personnel in the grade of Airman First Class/E-3. This early promotion opportunity is restricted to exceptional Airmen who stand out from their peers and perform duties at a level above their current rank.


A1C Breitenfeldt is a graduate of the north central technical college criminal justice program and is currently serving as a Law Enforcement Agent in South Korea.

If you are interested pursuing a career with the Air Force make sure to reach out!!
#WisconsinAirmen #Integrity #Service #Excellence #Wingman #Leader #Warrior #Professionalism #Career #Education



Aspirus MedEvac
April 9 at 12:00 PM · 🌐

Dr. Michael Clark, one of our Medical Directors, presented at the 2022 NCRITAC Trauma Conference Thursday at NTC in Wausau. Dr. Clark joined Scott Rife and Kelly Bechel for a terrific presentation titled, "Trauma at Granite Peak" as they shared several examples of injuries on the ski hill and the challenges EMS face. Thanks for representing Aspirus and Aspirus MedEvac Dr. Clark! #NCRITAC #NCRITACtraumaconference #wausau #NTC



Final Result

Complete transection of right renal artery and vein, extensive extravasated contrast in the right retroperitoneum associated with retroperitoneal hematoma, with displacement of the right kidney. Complete lack of enhancement in the right kidney. Lateral subcapsular

Moderate hemoperitoneum. Grade 3 liver laceration with contrast extravasation throughout the liver and spleen is likely due to flow dynamics from compression of the IVC. Lack of CT density in the IVC is likely due to compression from very large right retroperitoneal hematoma.


Mild multifocal right pulmonary consolidation in the upper and lower thorax.

Nondisplaced fracture medial aspect of the right tibia.

There are linear collections of contrast in the subcutaneous fat walls, more on the left side, compatible with

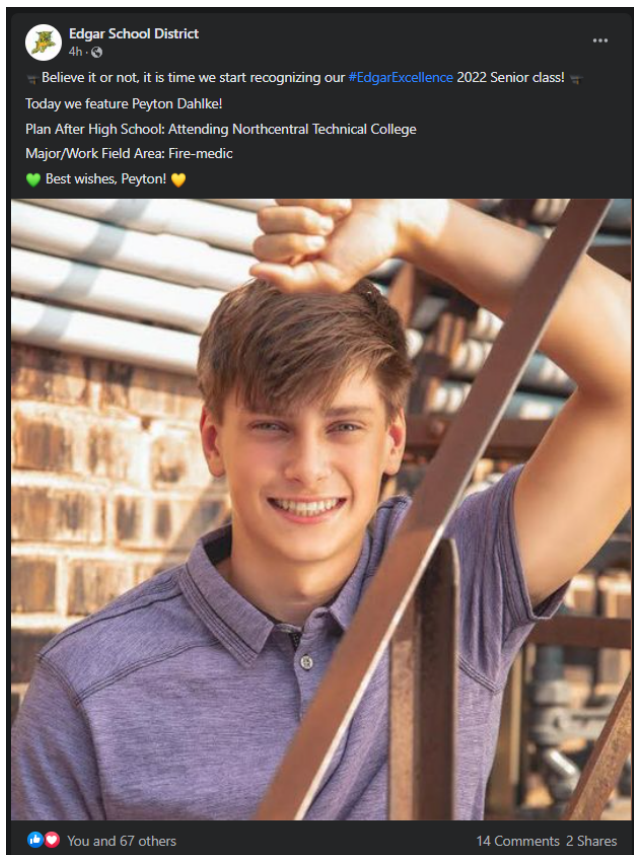
46

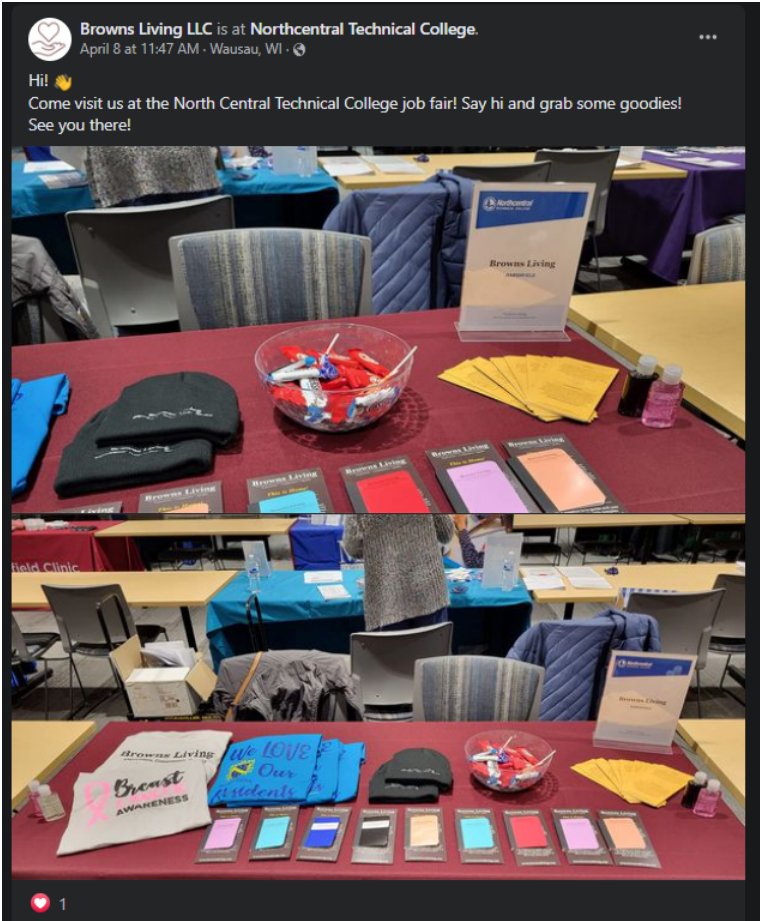
Wausau Fire Department
April 9 at 9:03 PM · 🌐



Northcentral Technical College Fire Training
April 8 at 5:45 PM · 🌐

Did you know? NTC has the only 100% indoor Candidate Physical Ability Test (CPAT) facility in Wisconsin. We offer CPAT testing, every other week, for firefighters and paramedics looking to fulfill hiring requirements at fire departments across the United States. This is only one of the many classes and trainings from the [Wisconsin Fire Service Training](#) partners that keep our communities safe.





Village of Bayside Police Department
3h · 🌐

Welcome to Officer Cranny! 🎉 👏

He was sworn in today as the newest member of the Bayside Police Department. He graduated from Marquette University and then graduated the Law Enforcement Academy at North Central Technical College.

👍❤️ 37

7 Comments

River Town Dental - La Crosse · Follow
1h · 🌐

Our amazing Talent Acquisitions Coordinator- Paige & dedicated Dental Assistant Trainer, MacKenze were at a Job Fair [Northcentral Technical College](#) ! They had some wonderful visitors! 🥰

Corrine & Julie are graduating from the Dental Hygiene Program at NTC this Spring and they will be joining our team! 🎉

We are SO excited to have you join our team! 🦷

[#rtstrong](#) [#dentalhygienist](#) [#dentalhygienist](#) [#teamwork](#) [#rdh](#) [#teamworkmakeshedreamwork](#) [#teamfirst](#) [#cleanteeth](#) [#toothbetold](#)

👍 6

👍 Like 💬 Comment ➦ Share



Rebecca Kegler

13h · 🌐



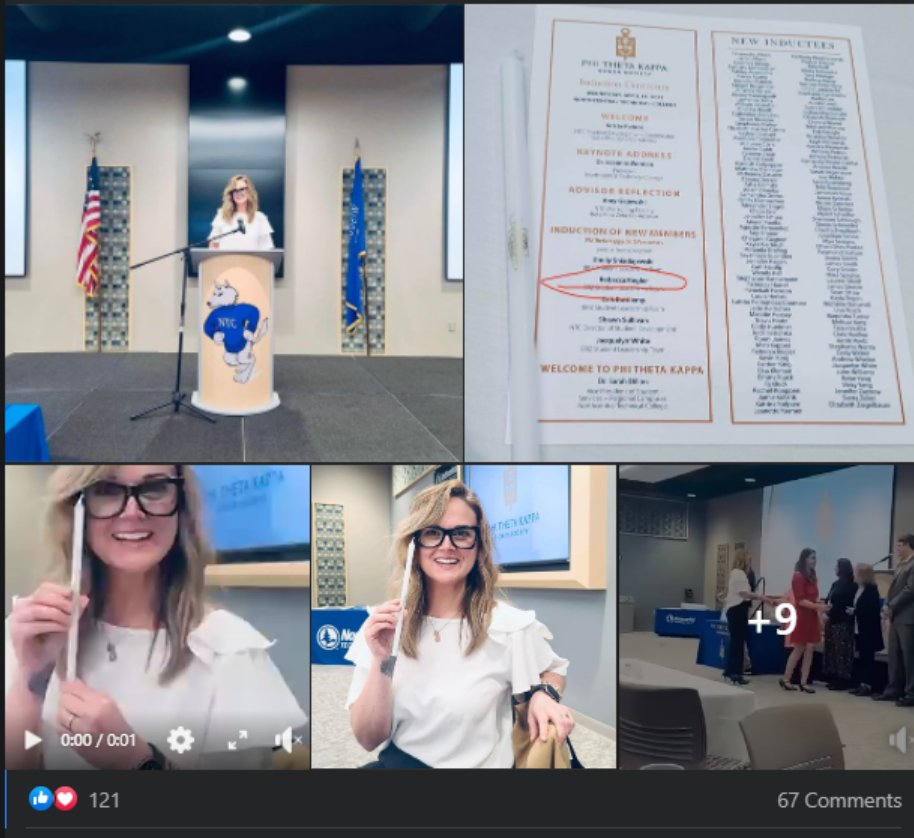
I had such a wonderful time tonight and feel so honored to have been inducted into Phi Theta Phi Theta Kappa - Beta Rho Zeta Honor Society.

It has been a wonderful experience attending Northcentral Technical College working on my Associate Degree and such a honor to be a part of a wonderful leadership team and what an honor it was to speak.

Our dreams are wonderful to dream and so great to accomplish, it's never to late, to make a change and chase something!

Thank you so much Jenna Reil and Hailey Reil for supporting me and being with me you two are my favorite cheerleaders and I couldn't have done it with out you guys, Thank you for the flowers and your words of encouragement 🙏🙏🙏

#girlchasindreams



121

67 Comments

Prentice School District
17h · 🌐

Yesterday, PHS sophomores traveled to [Northcentral Technical College Phillips Campus](#) to explore 3 educational paths that are available: IT, health, and manufacturing. The students learned about each field and completed hands-on activities. Students learning about manufacturing had a chance to practice their coding skills on Spheros. Students interested in health had a chance to read x-rays and complete a maze using only a mirror. It was a great morning of learning about what NTC has to offer to our future graduates!

You and 45 others 1 Comment 1 Share


Merrill High School
18h · 🌐

This Bluejay has a plan! Jacob Lueck will be attending Northcentral Technical College for Networking Specialist. Congratulations Jacob!

Jacob Lueck
Northcentral Technical College - Networking Specialist



You and 54 others 3 Comments




Like Comment Share


 **Wisconsin High School Esports Association**
3h · 🌐

Mark your calendars, our Spring State Championship in May 14th at Northcentral Technical College!

The event is open to everyone to come and watch. There is no cost for those attending. There are 13 colleges coming and will have information tables setup. There will be panels on a variety of topics for students, teachers, parents, etc to attend. We welcome anyone and everyone to attend next month!


 5  1 Share

 Like  Comment  Share

 **Everest Metropolitan Police Department**
April 15 at 10:00 AM · 🌐

We are excited to introduce a new officer to the department!! Andrew Poetzi completed his first week of training at the department this week.

Andrew grew up in the Medford area. He graduated from Northcentral Technical College's criminal justice program. Andrew brings a passion for sports and community outreach to our department. He has experience as a wrestling coach and volunteering as a referee for kids' sports events. He aspires to someday use his experience and passion to become a School Resource Officer. Andrew will begin working with our field training officers next week. Please welcome him to our community!





Wisconsin Judicare
22h · 🌐

There is still time to register for A Message from Jessie, hosted by The Women's Community, on Thursday, April 28th, 2022 at 4:30pm. The event is free and has both in person and virtual options. In-person: NTC, 1000 Campus Dr., Wausau, WI, Room E101/E102; light snacks provided.







Join The Womens Community, Inc. to hear a dynamic speaker with a powerful story. Buck Blodgett has spoken to hundreds of audiences and we are thrilled to bring him to the community. He shares the story of his daughter Jessie's sexual assault and tragic death to inspire and motivate people to be resilient, choose love, and be a voice for change to end violence against women. Sponsors of this presentation are made possible by Dani's Journey Educational Fund and Northcentral Technical College. To register: https://ntcforms.formstack.com/.../buck_blodgett_and_a...

NTC & The Women's Community Presents:
Buck Blodgett and
A Message From
Jessie

Buck Blodgett shares the story of his daughter Jessie's beautiful life and tragic death to inspire and motivate people to be resilient, choose love, be a voice for change and end violence against women.

Jessie Blodgett **April 28th** Buck Blodgett
 4:30 PM

Attend virtually or in person at Northcentral Technical College
 Scan QR code below or go to bit.ly/AMessageFromJessie to register in advance



Presented with special thanks to Dani's Journey Education Fund for their donation to

Pacelli United Lacrosse
20h · 🌐

Honoring our Seniors- Luke Gorski #26

Luke will be graduating from Mosinee High School. He plans to attend Northcentral Technical College for IT-Network Specialist.
 We wish him all the best in his future endeavors!
 Love- Mom, Dad, & Livi

Luke Gorski #26

Media Monitoring Suite




Reports

Name Report


Sort By **Date** DMA | Order: **Ascending** ▲

[Export to Excel >](#)




WSAW (CBS) 4/7/2022 10:16:33 PM
 Wausau, WI
 NewsChannel 7 @ 10
 Local Viewership: 14,217 Local Publicity Value: \$1,044.29

embassy in afghanistan. the goal for the project was to empower the young generation, ... and updated knowledge of the world. he's currently taking i-t classes at northcentral technical college -- and is hoping to find a job that fits with the education degree he already has. in the meantime -- he's using his english skills to volunteer and help other afghans and the community. when i saw and others saw the love and support of the community and families, we thought that this is a great community that we should. skif's talking skif khan worked in the health sector of the afghan military.




KBJR (NBC) 4/10/2022 6:09:02 AM
 Duluth, MN
 Discover Wisconsin
 Local Viewership: 962 Local Publicity Value: \$82.63

where you will find ice cream you'll usually find me! good ol' wisconsin girl here. (chef travis) love it! love it! we're from northcentral technical college and our culinary arts program created an ice cream as a little welcome gift to everyone who comes to the festival today, sponsored by sue's ginseng. they paid for all the ingredients and we created a ginseng, cardamom, and clove ice cream that we made all from scratch. 100 percent from scratch. it's all wisconsin cream and milk in there. farm fresh eggs that we turned into a beautiful, french-style custard ice cream. (mariah) yeah, and i see that guy just swiped the last two samples! (chef) he did, he did, he was right in there! (mariah) lil swiper! this is unlike anything i've ever had before.



WIFR (CBS) 4/10/2022 7:39:25 AM
 Rockford, IL
 Discover Wisconsin
 Local Viewership: 1,100 Local Publicity Value: \$65.10

to that tent! (giggles) where you will find ice cream you'll usually find me! good ol' wisconsin girl here. (chef travis) love it! love it! we're from northcentral technical college and our culinary arts program created an ice cream as a little welcome gift to everyone who comes to the festival today, sponsored by sue's ginseng. they paid for all the ingredients and we created a ginseng, cardamom, and clove ice cream that we made all from scratch. 100 percent from scratch. it's all wisconsin cream and milk in there. farm fresh eggs that we turned into a beautiful, french-style custard ice cream. (mariah) yeah, and i see that guy just swiped the last two samples! (chef) he did, he did, he was right in there! (mariah) lil swiper! this is unlike anything i've ever had



WLUK (FOX) 4/10/2022 7:57:30 AM
 Green Bay, WI
 Good Day Wisconsin
 Local Viewership: 20,620 Local Publicity Value: \$636.99

>>the goal for the project was to empower the young generation obviated knowledge up to what. >>he's currently taking i teach classes at. >>northcentral, technical college. >>and is hoping to find a job that fits with the education degree he already has. in the meantime, he's using his english skills to volunteer and help other afghans and the community. >>he's going because, you know that when you move in, i saw on either side, the, the delavan. the sport of the community and feminists sued on that. this is a great community mission to stay here, >>on the docket. >>khan worked in the health sector of the afghan military. >>he wants. >>to the to take some courses.

WKOW (ABC) 4/10/2022 10:39:30 AM



Madison, WI
 Into the Outdoors
 Local Viewership: 3,132 Local Publicity Value: \$107.75
 where you will find ice cream you'll usually find me! good ol' wisconsin girl here. (chef travis) love it! love it! we're from northcentral technical college and our culinary arts program created an ice cream as a little welcome gift to everyone who comes to the festival today, sponsored by sue's ginseng. they paid for all the ingredients and we created a ginseng, cardamom, and clove ice cream that we made all from scratch. 100 percent from scratch. it's all wisconsin cream and milk in there. farm fresh eggs that we turned into a beautiful, french-style custard ice cream. (mariah) yeah, and i see that guy just swiped the last two samples! (chef) he did, he did, he was right in there! (mariah) lil swiper! this is unlike anything i've ever had before.



WAOW (ABC) 4/10/2022 11:39:24 AM
 Wausau, WI
 Discover Wisconsin
 Local Viewership: 2,653 Local Publicity Value: \$111.90
 to that tent! (giggles) where you will find ice cream you'll usually find me! good ol' wisconsin girl here. (chef travis) love it! love it! we're from northcentral technical college and our culinary arts program created an ice cream as a little welcome gift to everyone who comes to the festival today, sponsored by sue's ginseng. they paid for all the ingredients and we created a ginseng, cardamom, and clove ice cream that we made all from scratch. 100 percent from scratch. it's all wisconsin cream and milk in there. farm fresh eggs that we turned into a beautiful, french-style custard ice cream. (mariah) yeah, and i see that guy just swiped the last two samples! (chef) he did, he did, he was right in there! (mariah) lil swiper! this is unlike anything i've ever had



WQOW (ABC) 4/10/2022 5:09:22 PM
 La Crosse, WI
 Discover Wisconsin
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Fox Sports North 4/15/2022 10:09:28 AM
 Minneapolis, MN
 Discover Wisconsin
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WSAW (CBS) 4/21/2022 6:20:42 PM
 Wausau, WI
 NewsChannel 7 @ 6
 Local Viewership: 14,938 Local Publicity Value: \$753.94
 a new program is coming to northcentral technical college. coming up tonight, we'll show you the 'diesel technician apprenticeship program' and some of the other businesses helping out to get it going. that's tonight on newschannel 7 we have the latest update on how long one of the bucks best players will be out with a knee injury... those details next in sports...

WSAW (CBS) 4/21/2022 10:07:12 PM
 Wausau, WI



NewsChannel 7 @ 10

Local Viewership: 14,217

Local Publicity Value: \$1,044.29

show a need for improving care and access to ambulance services. advocates say another take away is the need to have greater connections between rural communities and larger regional hospitals. northcentral technical college is teaming up with the department of workforce development. they're offering a one-of-a-kind training opportunity with a new diesel mechanic apprenticeship program. newschannel 7's drew sutherland is here to tell us why this is such a great dale- this is a pioneer project that combines on-the- job training with school requirements. and it starts right here in central wisconsin. david polk/dir. of apprenticeship standards, dwd "what makes this apprenticeship unique is that it's the first in



WSAW (CBS) 4/22/2022 6:51:56 AM

Wausau, WI

Sunrise 7

Local Viewership: 5,801

Local Publicity Value: \$162.24

kevin conradt says preparations in shiocton are complete. remote viewing cameras are in place, and food trucks are ready to go. all that's needed are sturgeon. northcentral technical college is teaming up with the department of workforce development. they're offering a one-of-a-kind training opportunity with a new diesel mechanic apprenticeship program. newschannel 7's drew sutherland tells us all about it. david polk/dir. of apprenticeship standards, dwd "what makes this apprenticeship unique is

Items in this report: 11

Total Local Viewership: 77,640

Total Local Market Publicity Value: \$4,009.11

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