

# FINANCE, FACILITIES, & TECHNOLOGY COUNCIL

## MEETING INFORMATION

<b>TITLE</b>	Finance, Facilities, & Technology Council		
<b>Date</b>	12-5-25	<b>TIME</b>	9am – 10:30am
<b>LOCATION</b>	EGF 149, TRF 601	<b>RECORDER</b>	Holly Deschene
<b>TRI-CHAIRS</b>	Kalen Wiseth, Clinton Castle, & Stacey Hron		

**Membership:**  Stacey Hron,  Clinton Castle,  Kalen Wiseth,  Chad Sperling,  Don Fisher,  Bubba Rockstad,  Tim Bergerson,  Colleen Kukowski,  Holly Deschene,  Tracy Boman,  Joel Ziegler  Heather Koland,  Shelley Koerber,  Don Campbell

**I** = Info, **D** = Discussion, **A** = Action

## AGENDA

TYPE	AGENDA ITEM	ACTION TAKEN
I	Check In	Projects for Holiday break.
A	Current Proposal Requests	
	1. Physical Therapy Classroom and lab updates	<p>1. Submitted on Justin Berry's behalf. Over the holiday, the two spaces will be painted. They requested a door between the classroom and the lab. Put privacy curtains over holiday break (1700) for which funding has been secured. The door will be about 3500.00 but not until summer. We need to secure funding. The Design needs to be done first.</p> <p>The Council approved with thumbs up to move forward with this proposal.</p>
I	Status of Carryforward Proposals – (2024-2025)	
	1. Signs identifying Training Programs – Clinton/Chad 2. TRF Storage shed	<p>1. Still in Chad's court. Design is complete and Chad is getting it ready to send to vendor. These are exterior signs.</p> <p>2. Autobody still uses parts of both of them. Not sure if Automotive uses them. This is on hold. The Dean is checking with the faculty to make sure it is okay with them.</p>
I	Committee/Workgroup Updates: • Safety and Security Committee Updates- Clinton	<ul style="list-style-type: none"> <li>• Fire drills were done a week ago, and all seemed to go well. No reports on issues. This was a</li> </ul>

		college-wide drill. No reports of any incidents since the last meeting. Need to check on why meeting requests are being re-sent and deleted without user knowledge. Action item (Holly): Check with Stacey on what might be going on.
I/D	Information Sharing <ul style="list-style-type: none"> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• Incident at Aerospace, Friday at 2:00 AM – the Electrical boiler had a fire. The fire department was called and the boiler will need to be replaced. Working currently with 1 35 yr. old boiler.</li> <li>• Employee laptops have been ordered.</li> <li>• EGF RM 149 has been converted to a full Zoom room. Over the semester break RM 601 in TRF will be swapped over to a full Zoom room.</li> <li>• RM 149 in EGF will also get new paint over the holiday break.</li> </ul>
I/D	Open Agenda <ul style="list-style-type: none"> <li>•</li> </ul>	
I	Future Proposal Requests and Information Sharing <ul style="list-style-type: none"> <li>•</li> </ul>	
I	Check Out	

PROPOSAL STATUS				
Proposal	Council Recommendation	Date	President	Status
Wellness Rooms	Combine student use room and sensory room on both main campuses and rename it to Relaxation room. The EGF room will be located where the current sensory room is located (room 140). TRF Relaxation room is recommended to move to Library 255b.	3/21/25	Approved	Completed October 2025
Signs identifying Training Programs	Recommend for approval	2/21/25	Approved	
EGF Disc Golf Signage	Recommend for approval	4/18/25	Approved	Completed September 2025
Designated Visitor Parking	Recommend for approval	9/5/25	Approved 9/5/25	Completed October 2025
TRF Nursing Lab & Simulation	Information shared- submit a 1.3 million project for TRF Nursing by 9/15/25	9/5/25	Approved 9/5/25	Info only
Container to replace autobody sheds	Recommend bringing back to the second meeting with additional information on foundation work and budget.	10/3/25		On Hold

EGF – Physical Therapy, classroom and lab updates.	Recommend for approval	12-5-2025	Approved 12-5-2025	Info only
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NEXT MEETING				
DATE	TIME	9am – 10:30am	LOCATION	EGF 290, TRF 662
January 9, 2026				EGF 290, TRF 662
February 6, 2026				EGF 290, TRF 662
March 6, 2026				EGF 290, TRF 662
April 3, 2026				EGF 290, TRF 662

[View results](#)

Respondent

50 Clinton Castle

31:37

Time to complete

1. Proposal Topic: Insert topic or proposal name:

Physical Therapy Classroom and lab updates

2. Pick one or more of the following:

- Information Sharing
- Feedback
- Problem solving
- Needs recommendation

3. **Business Case:** What are the issues/challenges/problems/opportunity that this proposal will provide a solution for? Will it provide improved efficiency for the college for the benefit of students or the community?

Install access door between classroom and Lab area, install 3 privacy curtains and tracking system to support the curtains. Make repairs to walls and Paint the lab a classroom.

4. Background Statement: Provide background statement on the need that has been identified. Include the need identified, and any prior actions taken in relation to this proposal.

Facilities department has agreed to completed the painting and install the privacy curtains over the holiday break. The door between classroom and lab will need a building review and permit, this will be completed over summer break.

5. Select how this aligns with the Strategic Directions and Priorities of the College:

**ACCESS** - Meets students where they are to ensure all have access to high-quality educational opportunities.

- Expand recruitment to underserved populations.
- Provide flexible learning opportunities.
- Remove financial barriers for students.
- Provide clear pathways for students.
- Remove student enrollment barriers.
- Streamline transition from pre-college services to programs.

6. Select how this aligns with the Strategic Directions and Priorities of the College:

**STUDENT SUCCESS** - Improve outcomes, success, and completion through quality programs, advising, and student development.

- Support students in achieving their educational goals.
- Provide high-quality, relevant, engaging, and rigorous coursework.
- Create a vibrant, supportive, and welcoming environment for students.
- Provide exceptional student support services.
- Provide individualized services to increase retention and support learning, education, and career goals.
- Close equity gaps to improve success for all students.

7. Select how this aligns with the Strategic Directions and Priorities of the College:

**PARTNERSHIPS** – Strengthen partnerships with school districts, institutions of higher education, employers, and community organizations.

- Expand collaboration with education partners.
- Increase community engagement.
- Expand employer partnerships.
- Respond and adapt to the ever- changing market and partner needs.

8. Select how this aligns with the Strategic Directions and Priorities of the College:

**ADVANCING EQUITY** – Create an inclusive culture where all can reach their full potential.

- Embody a welcoming and inclusive environment for all.
- Ensure equitable access to resources for historically underserved individuals.
- Ensure our campus community represents a rich array of experiences and viewpoints.
- Establish community bonds through an understanding of our common humanity.

9. Identify and describe Interests

Physical Therapy Students and Faculty.

10. Identify if prior work has taken place or exists

none, other then time to research project cost

11. Identify key stakeholders and areas of partnership

Physical Therapy Students and Faculty.

12. What is the estimated Cost?

Phase 1 Includes painting and Curtains \$4,000 Phase 2 includes installation of the door and door hardware \$3000

13. Other

14. Have you consulted with your supervisor and have supervisor support? (President, VP, Dean, Director)

Yes

No

15. Have you consulted with the supervisor and department impacted by this proposal and have their support? The department members impacted can attend the council meeting to provide additional information and answer questions.

Yes

No

16. Project Sponsor: (Name of the sponsor (supervisor) who will be accountable for this proposal providing the scope and deliverables.)

John Fields, Clinton Castle

17. Project Team Members:

Justin Berry, John Fields, Clinton Castle Bryan Berger

18. Additional Information

19. Attach files if applicable

20. If your project/idea is recommended for further review by the Council. Below are the types of information you'll be asked to provide:

- Cost Details
- Cost Savings/Increased Revenue/Cost
- Proposed Timeline