

## 2023 Lakeshore Board Appointment Guide for Candidates

### Qualities of a Lakeshore Board Member

- Understand the role the college plays in our community.
- An open mind and readiness to learn.
- Recognition of the evolving nation of two-year colleges.
- The ability to work with other board members to advance the College.
- The capability to articulate the philosophy and goals of the College.
- A willingness to invest the time necessary to faithfully discharge duties.
- Freedom from conflict with any other interest.
- Positive attitude.

### Requirements of a Lakeshore Board Member

- Support the College in accomplishing its mission and vision.
- Serve as a link between the College and the public.
- Monitor institutional performance and the President's performance against Board Policies on Ends and Executive Limitations.
- Promote a positive image for the college.
- Participate in the regular monthly meetings. Currently, the Board meets on the third Wednesday of each month from 3:00 – 4:30 pm. Most meetings take place at the LTC Cleveland campus.
- Remain in compliance with Chapter 38.21(1) of the Wisconsin Statutes.
- Abide by the State of Wisconsin Code of Ethics and file a financial disclosure statement with the State of Wisconsin Ethics Board annually.

### Rules Governing the Appointment Process

Rules governing the appointment process can be found in Wisconsin State Statutes 38.08 & 38.10. A Wisconsin Technical College District Board is comprised of 9 members who are residents of the district. LTC's District is: Manitowoc County less the portion of the School District of Chilton, the Brillion Public School District and the School District of Denmark (Northern portion of LTC's district); Sheboygan County less the portion of the School District of New Holstein, plus the Kiel Area School District in Calumet County; the Cedar Grove-Belgium Area School District and the School District of Random Lake in Ozaukee County (Southern portion of LTC's district).

The Lakeshore Board is made up of the following members:

- 1 - Elected Official
- 1 - School District Administrator
- 2 - Employee Members
- 2 - Employer Members
- 3 - Additional Members

**ELECTED OFFICIAL:** You are considered an applicant in the elected official category if, as defined in s. 5.02, Wis. Stats., you are a state or local elected official.

**SCHOOL DISTRICT ADMINISTRATOR:** You are considered an applicant in the school district administrator category if, as defined in s. 115.001 (8), Wis. Stats., you are a school district superintendent, supervising principal, or other person who acts as the administrative head of a school district.

Paul Carlsen, Ph.D., President



EMPLOYEE MEMBER: You receive payment for work performed but do not qualify as an employer using the definition described above. An officer or agent of a labor organization automatically qualifies as an employee.

EMPLOYER MEMBER: You receive earnings as payment for your service and possess the power to hire, transfer, suspend, layoff, recall, promote, discharge, assign, reward or discipline other employees or adjust employee grievances or effectively recommend such action if in connection with the exercise of such power the person exercises independent judgment in relation to the power. Employer does not include a person acting in the capacity of officer or agent of a labor organization. At the time of their appointment, employers also must be actively engaged in business and employ others.

ADDITIONAL MEMBER: All residents of the district are eligible to serve as an additional member.

**Appointment Requirements**

Consideration is given to the general population distribution within the LTC District as well as to the distribution of women and minorities as required by Wisconsin State Statutes Sections 38.08 and 38.10.

LTC’s spring 2023 appointments need to meet the following characteristics:

- 2 Additional Members: 3-year term, expiring June 30, 2026
- 1 Elected Official: 3-year term expiring June 30, 2026

Ideally, two appointments will be from the southern portion of the district.

**Application Requirements**

- Applications for these positions will be accepted until 4:00 p.m. on Friday, February 24, in the President’s Office either via email ([Heidi.soodsma@gotoltc.edu](mailto:Heidi.soodsma@gotoltc.edu)) or in person at 1290 North Avenue, Cleveland, Wisconsin, 53015.
- All candidates must attend the public hearing and be interviewed. The Board Appointment Public Hearing and meeting has been scheduled in-person for Thursday, March 16, 2023, at 4:00 pm.
- Each candidate must submit at least two letters of reference along with their application.

**2023 Board Appointment Timeline**

February 10	Legal Notice of Vacancies Published
February 24	Application Deadline
March 2	Legal Notice Published Listing Names of Applicants, Date, Time and Place of Public Hearing and Appointment Committee Meeting
March 16	Board Appointment Public Hearing and Committee Meeting
March 21	Notify WTCS State Board of Appointments Made
May 16	WTCS State Board Considers Final Approval
July 1	Start of Term

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