



STATE OF WISCONSIN

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Janice Mueller
State Auditor

DATE: November 21, 2005

TO: Senator Carol A. Roessler and
Representative Suzanne Jeskewitz, Co-chairpersons

FROM: Janice Mueller *Janice Mueller*
State Auditor

SUBJECT: Proposed Audit of Wisconsin Technical College System Personnel Policies
and Practices—Background Information

At your request, we have gathered some background information the Joint Legislative Audit Committee may find useful in considering a request for an audit of selected personnel policies and practices in the Wisconsin Technical College System. The request was made by Senators Robson, Grothman, Wirch, and Representative Lehman.

The Wisconsin Technical College System consists of 16 technical college districts that provide occupational education and training, customized training, and technical assistance to businesses and industry. In the 2003-04 academic year, the System had revenues totaling \$1.2 billion, more than 9,950 full-time equivalent (FTE) employees, and more than 416,800 students, most of whom attended on a part-time basis. With over 1,960 FTE employees, Milwaukee Area Technical College is the System's largest employer. Six other technical college districts employ over 500 FTE employees.

Governance of the System is shared between the System Board and nine-member boards within each district. While the System Board is responsible for the planning and coordination of state-wide operations, district boards are responsible for local planning, budgeting, and development of course curricula.

Concerns have been raised about the use of retainer agreements for contractual services, as well as the type and amount of paid leave and retirement benefits provided to System executives. In addition, the recently initiated audit of personnel policies and practices within the University of Wisconsin System has generated interest in more comprehensive information on personnel policies and practices within all public post-secondary educational institutions, including the technical colleges.

An audit of personnel policies and practices within the Wisconsin Technical College System could include:

- a review of the management and oversight of the System's personnel functions as established in state statutes and System Board policies;
- a review of the amount and type of paid leave and retirement benefits provided to System executives;
- a review of the use of retainer agreements for contracted services;
- the identification of felons currently on the System payroll, including the nature of the crime, the date of the conviction, and the status of any internal System investigation if the individual was a System employee at the time of conviction;
- an analysis of sick leave, vacation, sabbatical use by employment category, including administrators, teachers, and other staff;
- a review of any cash settlements paid to individuals who have left System employment; and
- a review of personnel policies at selected institutions in other states, including identification of the role teachers and other staff play in the modification of those policies.

If you have any questions regarding this request, please contact me.

JM/PS/km

cc: Senator Robert Cowles
Senator Scott Fitzgerald
Senator Mark Miller
Senator Julie Lassa

Representative Samantha Kerkman
Representative Dean Kaufert
Representative David Travis
Representative David Cullen

Senator Judith Robson
Senator Glenn Grothman
Senator Robert Wirch

Representative John Lehman

Daniel Clancy, President
Wisconsin Technical College System