



Attachment 3 – a.

**MILWAUKEE AREA TECHNICAL COLLEGE DISTRICT BOARD
MILWAUKEE, WISCONSIN
November 28, 2023**

CALL TO ORDER

The regular monthly meeting of the Milwaukee Area Technical College District Board was held in Open Session on Tuesday, November 28, 2023, and called to order by Chairperson Foley at 4:31 p.m. in the Board Room, Room M210, at the Downtown Milwaukee Campus of Milwaukee Area Technical College.

ITEM 1 a. ROLL CALL

Present: Lauren Baker (Virtual); Bria Burris; Erica Case; Mark Foley; Citlali Mendieta-Ramos; Supreme Moore Omokunde (Virtual); Waleed Najeeb (Virtual); Tina Owen-Moore.

Excused: Gale Pence

ITEM 1 b. COMPLIANCE WITH THE OPEN MEETINGS LAW

Discussion Chairperson Foley asked if proper notice of the meeting had been given in compliance with the Wisconsin Open Meetings Law.

Ms. Elizabeth Schultz, board liaison, confirmed proper notice was given.

ITEM 2. COMMENTS FROM THE PUBLIC

Lisa Conley, president, AFT Local 212, thanked Dr. Martin for her service to MATC and requested that faculty, staff and union leaders have a voice in the presidential search process.

Richard Cohn, part time ESL/ELL instructor and vice president of AFT Local 212, requested that the board take up the subject of the college paying part-time faculty for attendance at non-teaching activities.

Bara Omari, ESL Instructor and Instructional Lead, spoke about student service staffing shortages in the Community Education program downtown.

Milwaukee Area Technical College District Board

November 28, 2023

Page 2

Anastasia Beznik-Frieske, ELL Instructor at the Milwaukee campus, expressed concern about the ongoing challenges with the Community Education program, including student onboarding and the program's ability to serve the growing immigrant and refugee community.

ITEM 3. APPROVAL OF MINUTES

3 a. Regular Board Meeting: October 24, 2023

3 b. Special Board Meeting: November 10, 2023

Motion It was moved by Director Burris and seconded by Director Owen-Moore to approve the minutes of the Regular Board Meeting on October 24, 2023 and the Special Board Meeting on November 10, 2023.

Action Motion approved.

Motion It was moved by Director Case and seconded by Director Burris to approve the minutes of the Special Board Meeting on November 10, 2023.

Action Motion approved.

ITEM 4. APPROVAL OF CONSENT AGENDA ITEMS

4 a. Bills – October 2023

4 b. Financial Report – October 2023

4 c. Human Resources Report

4 d. Procurement Report

Motion It was moved by Director Mendieta-Ramos and seconded by Director Burris to approve the Consent Agenda.

Director Baker requested that the approval for the contract for the executive search firm be pulled out from the procurement report and voted on separately.

Action Motion approved to approve the Consent Agenda with the exception of the contract for the executive search firm.

Motion It was moved by Director Baker and seconded by Director Owen-Moore to approve the contract for the executive search firm.

Action The motion was approved by voice vote.

ITEM 5. BOARD ACTION ITEMS

Action Items

Milwaukee Area Technical College District Board

November 28, 2023

Page 3

5 a. Resolution (F0293-11-23) Authorizing the Sale of \$1,500,000 General Obligation Promissory Notes, Series 2023-2024F of Milwaukee Area Technical College District, Wisconsin

Motion It was moved by Director Case, seconded by Director Owen-Moore, to approve Resolution (F0293-11-23) Authorizing the Sale of \$1,500,000 General Obligation Promissory Notes, Series 2023-2024F of Milwaukee Area Technical College District, Wisconsin.

Discussion Mr. Justin Fischer, managing director, Robert W. Baird & Co., reviewed the Final Pricing Summary for the \$1,500,000 General Obligation Promissory Notes, Series 2023-2024F.

Action Motion approved, the roll call vote being as follows:

Ayes: Burris, Case, Mendieta-Ramos, Moore Omokunde, Najeeb, Owen-Moore, Baker, Foley - 8

Noes: None.

5 b. Resolution (F0294-11-23) Authorizing the Issuance and Establishing the Parameters for the Sale Not to Exceed \$1,500,000 General Obligation Promissory Notes, Series 2023-2024G of Milwaukee Area Technical College District, Wisconsin

Motion It was moved by Director Mendieta-Ramos, seconded by Director Burris, to approve Resolution (F0294-11-23) Authorizing the Issuance and Establishing the Parameters for the Sale Not to Exceed \$1,500,000 General Obligation Promissory Notes, Series 2023-2024G of Milwaukee Area Technical College District, Wisconsin.

Action Motion approved, the roll call vote being as follows:

Ayes: Case, Mendieta-Ramos, Moore Omokunde, Najeeb, Owen-Moore, Baker, Burris, and Foley - 8

Noes: None.

5 c. Resolution (F0296-11-23) Authorizing the Issuance of \$1,500,000 General Obligation Promissory Notes, Series 2023-2024H of Milwaukee Area Technical College District, Wisconsin

Milwaukee Area Technical College District Board

November 28, 2023

Page 4

Motion It was moved by Director Najeeb, seconded by Director Burris, to approve Resolution (F0296-11-23) Authorizing the Issuance of \$1,500,000 General Obligation Promissory Notes, Series 2023-2024H of Milwaukee Area Technical College District, Wisconsin.

Action Motion approved, the roll call vote being as follows:

Ayes: Mendieta-Ramos, Moore Omokunde, Najeeb, Owen-Moore, Baker, Burris, Case, and Foley - 8

Noes: None.

5 d. Resolution (F0292-10-23) to Approve Building Trade Rate Changes

Motion It was moved by Director Baker, seconded by Director Owen-Moore, to approve Resolution (F0292-10-23) to Approve Building Trade Rate Changes.

Action Motion approved, the roll call vote being as follows:

Ayes: Moore Omokunde, Najeeb, Owen-Moore, Baker, Burris, Case, Mendieta-Ramos, and Foley - 8

Noes: None.

ITEM 6 Policy Approval

6 a. Approval of Changes to Handbook Policy – Holiday Pay

Motion It was moved by Director Najeeb, seconded by Director Case, to approve the changes to the handbook policy – holiday pay.

Action Motion approved by voice vote.

ITEM 7 Reports - Monthly

7 a. Chairperson’s Report

Discussion Chairperson Foley shared the following:

- Introduced Layla Merrifield, Executive Director of the Wisconsin Technical College District Boards Association (WTCDBA).
 - The WTCDBA is a non-profit association representing Wisconsin’s 144 local technical college trustees.
 - The WTCDBA provides resources and development tools to its members.

- WTCDBA offers personal and professional growth for trustees through structured networking with peers, college leadership, and system leaders; professional development in higher education fundamentals; and professional advocacy services.
- Introduced Ramie Zelenkova, lobbyist, Hubbard Wilson & Zelenkova, for the Legislative update.
 - Highlighted a dental package proposed in state legislation that would include \$20 million in one-time funding to support expansion and creation of oral health programs in the Wisconsin Technical College System.
 - Noted Assembly Bill 549/Senate Bill 581 relating to grants for technical college manufacturing and truck driving programs passed the assembly, with senate action pending.
 - Reported that Senate Bill 380/Assembly Bill 381 was introduced in response to the FAFSA Simplification Act passed by the federal government, which makes significant changes to the federal financial aid process for college students that generally take effect on July 1, 2024.
 - Noted that action is pending in the state assembly on a bill that would require that a technical college district board member be a citizen of the United States.
- Dr. Vicki J. Martin, has been named as one of the finalists for the Milwaukee Business Journal's 2023 Executive of the Year. The Executive of the year will be announced at the event on December 7th at the Pfister Hotel.
- Presidential Search Update:
 - The initial search page is live at matc.edu "slash" president or by entering "presidential search" into the search bar.
- Presentation by Greenwood/Asher & Associates.
 - Tracey Weldon, vice president of executive search, Jim Johnsen, senior advisor for the search, and Itza Walters, senior executive search consultant, introduced themselves to the board and discussed the search process and the proposed timeline and reviewed expectations.
 - Listening sessions will be scheduled for the weeks of December 4th and December 11th, 2023 to develop a leadership profile. Five questions will be asked of every group:
 - What personal qualities, skills, and abilities will be important for your next president?
 - What are the key challenges and opportunities?
 - What does the new president need to accomplish in the next one to three years and in the next three to five years?
 - What do you want prospective candidates to know about MATC and this opportunity?

- What are your points of pride? What brought you here? What keeps you here?
- Anti-bias workshop will be conducted with the Board on February 13, 2024, from 4:00 to 5:30 p.m., Central Standard Time.
- Prospect review meeting will be held with the Board to review leading prospects for consideration on February 27, 2024, from 4:00 to 6:00 p.m., Central Standard Time.
- Applications will be uploaded to a secure portal that will be shared with the Board.
- Round-one interviews will be conducted virtually March 7, 2024 and March 8, 2024.
- Reference feedback meeting will be held March 26, 2024, from 4:00 to 6:00 p.m., Central Standard Time. Referencing will begin immediately and may need to continue through the campus interviews.
- Round-two interviews will be held in-person the week of April 15, 2023.
- Board convenes on April 23, 2024 to review campus feedback and make presidential selection.
- Chair Foley, Vice Chair Baker, or a member of the board will introduce the Greenwood/Asher representatives at the start of each listening session.
- An anonymous online survey will also be available for students, faculty, and staff.

7 b. President's Report

Discussion

Dr. Martin shared the following:

- On October 25, MATC celebrated the completion of the recently opened Electrical Power Distribution outdoor training facility in the Metcalfe Park neighborhood.
- The Oak Creek campus hosted the “Heavy Metal Tour” on October 25. Nearly 150 high school students attended the event to learn about careers in manufacturing. The event was sponsored in part by All Within My Hands, a nonprofit established by the members and management of the rock band Metallica to support and advance careers in “heavy metal” manufacturing fields. To date, 40 of MATC’s first 49 Metallica scholarship recipients have graduated, with another four expected to graduate in December.
- MATC held a successful Fall Open House at the Downtown Campus on November 9.
- Also on November 9, Dr. Martin and Dr. King attended the Black Student Union Inauguration event where they met with the newly inaugurated members of the Black Student Union (BSU).

- Announced that our Open Educational Resources (OER) team is set to receive two significant state grants: an Institutional Grant amounting to \$124,000 and a Consortium Grant totaling \$200,000.
- Celebrated with 22 MATC students who became U.S. Citizens at the New Citizen Recognition and Resource Fair on November 20 at the Walker’s Square campus. Dr. Martin was joined at the event by Wisconsin Governor Tony Evers, city officials, community partners, and MATC administrators and staff.
- On November 27, Dr. Martin was joined by Milwaukee Mayor Johnson and some of MATC’s current Checota scholarship recipients at the Walker’s Square campus to announce the next cohort of the Checota scholarship program. The deadline for this next cohort is Friday, January 5, 2024.

7 c. Legislative Matters Report

Discussion Ramie Zelenkova, lobbyist, Hubbard Wilson & Zelenkova, shared her report with Layla Merrifield during Chair Foley’s update.

7 d. Enrollment Report

Discussion Dr. Eva Martinez-Powless, interim vice president of Enrollment and Retention, presented the enrollment report:

- The college is at 99.72% of enrollment goal as of November 17, 2023.
- Enrollment for November 2024 as of November 13, 2023 is 3,933

7 e. Milwaukee PBS General Manager’s Report

Discussion Ms. Debbie Hamlett, vice president and general manager, Milwaukee PBS, shared the following highlights:

- Reported House Republican Leadership postponed a floor vote on the fiscal year FY 2024 House, Labor, Health and Human Services and Education Appropriations bill. The bill would eliminate funding for the programs that are traditionally funded in the bill – the Corporation for Public Broadcasting’s (CPB) two-year advance Ready to Learn and public broadcasting interconnection.
- Reported that the station is at approximately 35% of their \$6.7 million-dollar goal.
- Announced that Main Streets with John McGivern, Season 3, kickoff event will be held on January 3, 2024 at Dominican High School.
- Announce the Rick Steves Wine Tasting virtual fundraising event will be held on February 6, 2024.
- On January 29, 2024, the station will premiere a new documentary about Al Capone, which also features his granddaughter’s thoughts and perspectives on his life.

7 f. District Student Senate Report

Discussion Ms. Kimberly Haynes, student representative, reported the following:

- Two new student organizations started at MATC: the Women in Nontraditional Occupations and the Rohingya Student Association.
- WSG is currently planning the Legislative Summit in Madison, WI for February, where they will advocate for technical education to legislators and representatives.

7 g. Quarterly Audit Advisory Report

Discussion Director Erica Case reported the following:

- The Audit Advisory Committee met on November 9, 2023.
 - Mr. Paul Frantz, partner, Baker Tilly, provided the committee with an update on the fiscal year 2023 financial and single audits.
 - A transition in auditors for the MATC Foundation has pushed back that timeline as there is incorporation of information from that audit into the financial audit for the college. Mr. Frantz noted they anticipate issuing an unmodified opinion and that there are no findings or deficiencies noted at this point.
 - Regarding the single audit, Mr. Frantz again noted that they plan to issue an unmodified opinion.
 - Internal update was provided by Mr. Brian Kubik:
 - Offered a brief overview of the risk assessment process and outlined the risk factors related to the topic of program viability, for which a review has been added to the audit plan.
 - Detailed the status of the fiscal year 2024 plan and noted other activities internal audit has been participating in during the fiscal year.
 - Reported that the Zancil stipend compensation review has been completed, action plans and timelines have been agreed to, and signatures are being obtained on the report.
 - Shared information on cyber security risk and MATC's work to share awareness, as October was cyber security awareness month.
 - Noted that the committee is on pace to meet its requirements for fiscal year 2024.

7 h. Non-Construction Procurement Report

Milwaukee Area Technical College District Board

November 28, 2023

Page 9

Discussion Laura Moore, manager, Procurement, presented the Non-Construction Procurement Report and shared highlights from the video recording and written report.

- The annual review of vendor spend is required of all WTCS colleges and its purpose is to identify any additional cost savings.
- Although WCTS does not require HUB spend monitoring or provide a goal for colleges to use as a guide, MATC has been voluntarily monitoring and reporting on HUB spend for almost twenty years.
- Procurement promotes awareness and growth through the HUB outreach program by empowering MATC faculty and staff with the information on how to find and choose HUB vendors.

7 i. Construction Services Report

Discussion Kris Johnson, senior project manager, Facilities Planning, Sustainability & Construction, presented the Construction Services Report. Mr. Johnson shared highlights from the video recording and written report.

- HUB participation for fiscal year 2023 was nearly 32%.
- MATC’s Front End Bid Project Manual/bid specifications state a departmental goal of 20% HUB participation

ITEM 8. BOARD MONITORING

8 a. Academic Multi-Year Plan

Discussion Dr. Phillip King, executive vice president, Dr. Mohammad Dakwar, vice president, Learn, and Carl Meredith, dean, Business and Management Pathway, presented the following:

- Highlights from the Business and Management Pathway were listed as an example of the Academic Multi-Year Plan:
 - At the heart of the plan is a student-centered approach, harnessing data to make informed decisions about program growth and sunseting.
 - Data informed decisions resulted in new development in business management and real estate programs.
 - Data informed decisions resulted in program closures in administrative professional, medical administrative specialist, and event management programs.
 - Internal enrollment demand data guided further online growth for Business (Lead) programs in general.
 - The Pathway has surpassed pre-pandemic performance metrics in multiple areas, which includes full-time equivalencies, course registrations, average class size, and online course offerings. Persistence and retention rates have

seen significant improvement and transfer rates have increased by 5% since 2018.

Discussion

Director Baker asked what guided the college before the academic multi-year plan was put in place in 2022.

- Dr. Dakwar responded that the college cascaded from the college's strategic plan and the president's strategic goals.

Director Moore Omokunde asked about the programs that are sunsetting.

- Mr. Meredith responded that the administrative professional and medical administrative specialist programs have seen significant declining enrollments over the last three years. Modifications that would make the programs more attractive to students have not been successful. Feedback from advisory boards and industry experts indicated that the pathway would be better suited to refocus on redesigning technical diplomas and embedding industry credentials and certificates in those programs that would make the programs more accessible and attractive to students.
- Dr. King noted that there is a regularity to the process of sunsetting. The academic unit looks at all program viability and there's a combination of individuals who are included in this process that are both administrators and faculty. The outcomes of this process may include closure or may include pivoting.
- Dr. Dakwar added that the college does have an obligation to graduate all current students from the program, even if the program is pivoted or transitioned.

8 b. Dual Enrollment Update

Discussion

Dr. Phillip King, executive vice president, and Dr. Josephine Gomez, director, dual enrollment, presented the following:

- 8.25 % increase in total college credits to high schoolers, from 15,801 in 2022 to 17,107 in 2023.
- Two strategies to continue this growth: continuing to work with partners in transcribed credit and working with middle schools. The program has targeted 10 to 20 middle schools where they will be talking to parents in partnership with MATC's Recruitment, Men of color, HSI, and Career Hub.

Director Baker expressed concern about the lack of participation from MPS High Schools.

Director Baker asked which programs drive the positive transition rate numbers and asked about the challenges of speaking to middle school parents.

- Dr. Gomez responded that Nursing, Welding, HVAC, General Education, Entrepreneurship, some Business courses, Animation Graphics, and Microsoft Office are among the areas that have the most students returning to complete their degrees at MATC

Chair Foley inquired into the financial challenges with Dual Enrollment.

- Layla Merrifield answered that Wisconsin does not invest in dual credit opportunities the way some other states do.
- Dr. Gomez indicated that high schools pay for MATC's contracted instructors to go out, whereas in Start College Now, the students come to MATC. The college also has parents who pay out of pocket, understanding the cost-effectiveness of paying for MATC.

Dr. Martin asked Dr. Gomez to discuss the M-Cubed programs, which is a partnership between MATC, MPS, and UW-Milwaukee. 103 students are currently with MATC through the M-Cubed program. This has been a successful program. With most students being college bound. Most M-Cubed students are in the associate's degree pathway.

Chair Foley asked what we would need to do to have MPS approach Oak Creek numbers in terms of students enrolled in the programs.

- Dr. Gomez responded that they need representatives talking with students, parents, and the administration. Since the academic decisions are made by the principals, it's a matter of talking with the them and carving out plans. Dr. Gomez has met with several principals and has carved out two and three-year plans.

8 c. Community Education Update

Discussion

Dr. Sadique Isahaku reported the following:

- Community Education is seeing continuous growth, with 7,395 students as of November 13, 2023, compared to 6,905 students from a week prior, due to late enrollment submissions from community-based organizations.

Director Burris asked about the proposal to cap programs.

- Dr. Isahaku responded that while Community Education is an open access program, they may need to cap enrollment if

they don't have the financial resources to provide instructors and classroom space for every student.

Director Baker asked if the college is focusing enough on how they're bringing people from their non-credit programs into programs that generate into FTEs.

- Dr. Isahaku responded that they have a program in place called the Integrated Education and Training (IET) program, where students who are preparing for their GED and ELL are concurrently registered in pathway programs.

Director Mendieta-Ramos suggested looking at fundraising to help defer costs.

ITEM 9. NEW BUSINESS

Director Mendieta-Ramos requested an update on what it would cost for part-time employees to be paid at MATC Day.

ITEM 10. Future Agenda Items/Events

- a. December 10, 2023 MATC Winter Commencement, 10:00 a.m., Fiserv Forum.
- b. December 18, 2023 GED Graduation, 5:30 p.m., MATC Cooley Auditorium.
- c. **December 19, 2023 MATC District Board Meeting, 4:30 p.m., Downtown Milwaukee Campus, Boardroom (M210)**

ITEM 11. Adjournment

The meeting adjourned at 8:09 p.m.

Respectfully submitted,

Peter Kovoichich

On behalf of Board Secretary Citlali Mendieta-Ramos

* This meeting may be conducted in part by telephone. Telephone speakers will be available to allow the public to hear those parts of the proceedings that are open to the public.

** Action may be taken on any agenda item, whether designated as an action item or not. Agenda items may be moved into Closed Session for discussion when it becomes apparent that a Closed Session is appropriate under Section 19.85 of the

Milwaukee Area Technical College District Board

November 28, 2023

Page 13

Wisconsin Statutes. The board may return to Open Session to take action on any item discussed in Closed Session.

It is anticipated that this item may be discussed in Closed Session pursuant to Sections 19.85(1)(c) and (e) of the Wisconsin Statutes.

Reasonable accommodations are available through the ADA Office for individuals who need assistance. Please call 414-297-6719 to schedule services at least 48 hours before the meeting.