The regular monthly meeting of the Education, Services, and Institutional Relations Committee of the Milwaukee Area Technical College District Board was held in open session on Monday, January 15, 2013, and called to order by Ms. Lauren Baker at 5:02 p.m. in the Board Room, Room M210, at the Milwaukee Campus of Milwaukee Area Technical College.

ITEM A: ROLL CALL

Present: Ms. Lauren Baker, Mr. David Dull, Mr. Bobbie Webber

ITEM B: COMPLIANCE WITH THE OPEN MEETINGS LAW

The Education, Services, and Institutional Relations Committee meeting was noticed in compliance with the Wisconsin Open Meetings Law.

ITEM C: APPROVAL OF MINUTES – December 11, 2012 – Attachment 1

Motion: The minutes were approved without objection.

ITEM D: COMMENTS FROM THE PUBLIC

ITEM E: ACTION ITEMS

NONE

ITEM F: DISCUSSION ITEMS

F-1 Dashboard Indicators – Attachment 2

Discussion: Dr. Thomas Pilarzyk, director, Institutional Research and Strategic Planning. Dr. Pilarzyk briefly reviewed the slides contained in the attachment. There were discussions related to how we compare with other WTCS districts as well as the quality of instruction over time.

F-2 Career Pathways – Business Management – Attachment 3

Discussion: Dr. Vicki Martin, executive vice president & provost, introduced Dr. Mohammad Dakwar, dean, School of Business along with Dr. Evonne Carter, vice president, Oak Creek Campus. The pathway illustration highlights the progression of courses as well as the times when students can move in and out of the program as they get jobs. Ms. Baker noted that there will be a decline of tech-ed teachers in the high school districts in the near future. This may be an opportunity for MATC to teach these courses to high school students.
F-3 Advisory Committee Equity Report – Attachment 4

Discussion: Dr. Martin introduced Ms. Pamela Holt, director, Curriculum & Instructional Support. Ms. Holt briefly reviewed the information contained in this report. There was a discussion about the category titles that are being used. Administration will review.

F-4 Quarterly Advisory Committee Report – Attachment 5

Discussion: Ms. Holt briefly highlighted the report.

F-5 Recruitment Strategies

Discussion: Dr. Martin introduced Dr. Trevor Kubatzke, vice president, Student Services and Ms. Barbara Cannell, associate provost. Ms. Cannell spoke about presentations specific to programs for targeted populations and a Manufacturing CEO Summit hosted by MATC. Dr. Kubatzke talked about targeted recruitment to specific high school courses and the Enrollment Funnel and how to better manage the students throughout the enrollment process. There was a discussion related to helping students financially and making sure that there are jobs in Milwaukee for our students. Ms. Baker spoke of the needs of tech-ed programs in the high schools.

ITEM G: INFORMATION ITEMS

G-1 List of Active Programs – Attachment 6

Discussion: Dr. Martin explained that the attachment is the list of all active programs at the college for fiscal year 2013.

G-2 Enrollment Update

Discussion: Dr. Kubatzke noted that registration for the Spring 2013 semester is under way. FTEs are currently 8% behind this time last year. Dr. Kubatzke noted that several initiatives that have taken place since January 1, 2013 to help move students through the enrollment pipeline.

ITEM H: MISCELLANEOUS ITEMS

H-1 Communications and Petitions
None

H-2 Information Items
None

ITEM I: OLD BUSINESS/NEW BUSINESS – Date of Next Meeting Monday, February 18, 2013, Milwaukee Campus, Board Room (M210)

ADJOURNMENT – The Committee adjourned at 6:18 p.m.

Respectfully submitted,
Michele M. Conroy
Executive Assistant to the Executive Vice President & Provost
Academic Affairs