CALL TO ORDER

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, November 19, 2012, and called to order by Ms. Lauren Baker at 5:03 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 (via phone)

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 – November 19, 2012 – Attachment 1

Motion: The minutes were approved without objection.

ITEM D: COMMENTS FROM THE PUBLIC

ITEM E: ACTION ITEMS

E-1 Resolution (E0056-12-12) to Approve Concept Review for Program Titled Truck Driver (30-458-1) – Attachment 2

Discussion: Dr. Vicki Martin, executive vice president and provost, introduced Ms. LeeAnn Mikula, interim manager, Curriculum and Ms. Dorothy Walker, interim dean, Technology and Applied Sciences and Ms. Becky Alsup-Kingery, associate dean, Technology and Applied Sciences. Ms. Walker noted that Chippewa Valley Technical College and Waukesha County Technical College also have this program. Ms. Walker highlighted the job and wage prospects available to graduates of this program throughout the state. Planned roll-out of this program is for Summer/Fall, 2013. Horticulture, Line Mechanic, Diesel, and Logistics students are also interested in this program.

Motion: It was unanimously approved to move the Resolution (E0056-12-12) to Approve Concept Review for Program Titled Truck Driver (30-458-1) – Attachment 2 to the full Board for action.

Action: Approved
ITEM F: DISCUSSION ITEMS

F-1 Dashboard Indicators – Attachment 3

Dr. Thomas Pilarzyk, director, Institutional Research and Strategic Planning. Dr. Pilarzyk briefly reviewed the slides contained in the attachment.

F-2 Program Quality Review Process (QRP)

1. Interior Design (10-304-1) – Attachment 4

Dr. Martin introduced Ms. Walker, Ms. Terese Dressel, associate dean, and Ms. Mary Walgren, faculty, Interior Design. Ms. Walgren briefly highlighted the program and how students deal with the challenge of 60 credits to sit for the state certification exam with an Advanced Certificate. Special Population Course Completion, Minority Course Completion, and Third Year Graduation are identified in the action plan as areas to be worked on this year.

2. Vi-Comm/Computer Graphics (10-206-3) – Attachment 5

Dr. Martin introduced, Dr. Mohammad Dakwar, dean; Dr. Richard Busalacchi, associate dean; and Ms. Kate DenDooven, faculty, ViComm/Computer Graphics. Dr. Dakwar briefly highlighted the program. Dr. Busalacchi explained how this program has expanded into the growth of other programs. Second Year Retention, Third Year Graduation, and Job Placement are the areas noted in the action plan to be addressed this year. Ms. DenDooven highlighted the projects that will help to address the action plan and noted that this program has recently been approved for a name change to Interactive Media Program.

Ms. Baker asked that there be a report each year updating the ESIR Committee on the action plans.

ITEM G: INFORMATION ITEMS

G-1 WTCS Process for Approval of New Programs Update

Discussion: Dr. Martin introduced Ms. Barb Cannell, associate provost; Ms. Pam Holt, director, Curriculum and Instructional Support; and Ms. Mikula. Ms. Mikula briefly highlighted the new process implemented by the WTCS.

G-2 Enrollment Update

Discussion: Dr. Trevor Kubatzke, vice president, Student Services noted that registration for the Spring 2013 semester is under way. FTEs are currently 8% behind this time last year.

G-3 FTE Projection Update

Discussion: Dr. Kubatzke explained how FTEs are calculated for both Post-Secondary and PreCollege students. Ms. Gloria Pitchford-Nicholas, dean, School of PreCollege. Ms. Pitchford-Nicholas briefly described the academic needs of the students in the PreCollege division. Dr. Kubatzke and Ms. Cannell briefly described enrollments and factors contributing to the decrease at MATC as well as strategies/improvements being made to make up for that decrease. There was a discussion about marketing
for the college and the opportunity for students to get the first two years of a Bachelors degree. Ms. Pitchford-Nicholas explained internal/external factors affecting enrollments in the School of PreCollege as well as strategies to get as many students signed up as possible. There was a lengthy discussion about how to get more students into the college to help to satisfy the needs of business and industry. Mr. Dull asked to have 3-5 key strategies the college is going to do to increase enrollment, what the target population is, what the barriers are to achieving the goal, and what the Board can do to help.

G-4 Child Care Update – Attachment 6

Discussion: Dr. Martin introduced Ms. Carol Seaman, director, Child Care Services. Ms. Seaman briefly reviewed the Child Care report.

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 Tuesday, January 15, 2013, Milwaukee Campus, Board Room (M210)

ADJOURNMENT – The Committee adjourned at 7:11 p.m.

Respectfully submitted,

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