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 Tuesday, April 9, 2013, and called to order by Ms. Lauren Baker at 5:00 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. Bobbie Webber
Excused: Mr. David Dull

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 – March 19, 2013 – 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. Vicki Martin, executive vice president and provost, introduced Dr. Yan Wang, interim co-director, Institutional Research and Strategic Planning. Dr. Wang briefly reviewed the information contained in the attachment.

F-2 Program Quality Review

a. Machine Tool Operations (31-420-1) – Attachment 3

Discussion: Dr. Martin introduced Ms. Dorothy Walker, dean, School of Technology and Applied Sciences. Ms. Walker introduced Mr. Duane Schultz, associate dean, and Mr. Tom Olson, faculty, Machine Tool Operations Program. Fall to Spring Retention, Job Placement, and Course Completion-Special Populations are the items designated in the action plan to be worked on this year. There was a discussion about how to better connect
students/graduates with the manufacturing community. Job outlook in this area is an area of concern.

b. Real Estate (10-194-1) – Attachment 4

Discussion: Dr. Martin introduced Dr. Mohammad Dakwar, dean, and Mr. Schultz, associate dean, School of Business. Dr. Dakwar introduced Mr. Richard Paur, faculty, Real Estate Program. Job Placement, Course Completion, Third Year Graduation are the items designed in the action plan to be worked on this year.

F-3 Recruitment Update – Attachment 5

Discussion: Dr. Martin introduced Dr. Trevor Kubatzke, vice president, Student Services and Mr. Michael Kuehn, director, Student Employment and Recruitment. Dr. Kubatzke briefly reviewed the information contained in the attachment.

F-4 Quarterly Advisory Committee Report – Attachment 6

Discussion: Dr. Martin introduced Ms. Pamela Holt, director, Curriculum and Instructional Support. Ms. Holt noted that the membership in minorities and women have increased while vacancies have decreased.

ITEM G: INFORMATION ITEMS

G-1 Enrollment Update

Discussion: Dr. Kubatzke noted that priority registration started Monday, April 8, 2013. Open enrollment begins next week.

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, May 21, 2013, Milwaukee Campus, Board Room (M210)

ADJOURNMENT -- The Committee adjourned at 5:45 p.m.

Respectfully submitted,

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