



June 11, 2014

NOTICE TO RESIDENTS OF THE MILWAUKEE AREA
TECHNICAL COLLEGE DISTRICT, WISCONSIN

A regular open meeting of the **EDUCATION, SERVICES, AND INSTITUTIONAL RELATIONS COMMITTEE** of the Milwaukee Area Technical College District Board, Wisconsin, will be held in the **BOARD ROOM (ROOM M210)** of the **MILWAUKEE AREA TECHNICAL COLLEGE**, 700 West State Street, Milwaukee, Wisconsin on **Tuesday, June 17, 2014**, beginning **at 4:00 PM.***

The agenda for said meeting is presented as follows:

A. Roll Call

B. Compliance with the Open Meetings Law

C. Approval of Minutes – May 13, 2014 - Attachment 1

D. Comments from the Public

E. Action Items

NONE

F. Discussion Items

1. End-of-Year Report of the Curriculum and Learning (CLA) Core Committee – Attachment 2
2. Pathway Review – Civil Engineering/Mechanical Design – Attachment 3
3. FY2014-2015 Pathway Presentation Schedule – Attachment 4
4. Update on Legislative Council Committee Review of WTCS Governance and Funding
5. Water Quality Programs Report

G. Information Items

1. Enrollment Update
2. Child Care Update – Attachment 5

H. Miscellaneous Items

1. Communications and Petitions
2. Information Items

I. Old Business/New Business

1. Date of Next Meeting: **TBD**
Board Room (M210)
Milwaukee Campus

Committee Members: Baker, Dull, Perez

* **Other members of the MATC Board may be present, although they will not be participating as members of this committee. 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 Wisconsin Statutes. The Board may return into Open Session to take action on any item discussed in Closed Session.**

Reasonable accommodations are available through the ADA Office for individuals who need assistance. Please call 414-297-6610 to schedule services at least 48 hours prior to the meeting.



Attachment ESIR - 1

**MILWAUKEE AREA TECHNICAL COLLEGE DISTRICT BOARD
EDUCATION, SERVICES, AND INSTITUTIONAL RELATIONS
May 13, 2014**

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, May 13, 2014, and called to order by Mr. David Dull at 5:10 p.m. in the Board Room, Room M210, at the Milwaukee Campus of Milwaukee Area Technical College.

ITEM A: ROLL CALL

Present: Mr. David Dull, Mr. Jose Perez
Excused: Ms. Lauren Baker

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 – April 21, 2014 – 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 Child Care Update – Attachment 2

Discussion: Dr. Vicki Martin, executive vice president and provost, briefly highlighted the report. Director Dull asked that this item be brought back to the June meeting.

F2 Pathway Review – Business Management – Attachment 3

Discussion: Dr. Martin introduced Dr. Mohammad Dakwar, dean, and Dr. Kit Collins, associate dean, and Ms. Janet Grimes, faculty, in the School of Business, Ms. Gloria Pitchford-Nicholas, dean, School of Pre-College, and Mr. Jonathan Feld, director, Articulation and Transfer. Dr. Dakwar briefly reviewed the program. Dr. Collins spoke about the advantages to moving to the Pathway for this program. Ms. Grimes noted the many

articulation agreements available to our students moving to the four-year colleges. Ms. Pitchford-Nicholas spoke about the opportunities available to students that need assistance from our Pre-College areas. Mr. Feld spoke about the connections to district high schools.

F-3 Update on Legislative Council Committee Review of WTCS Governance and Funding

Discussion: Dr. Michael Burke, president, gave a brief update related to the special committee working on the governance and funding for the WTCS.

ITEM G: INFORMATION ITEMS

G-1 Enrollment Update

Discussion: Dr. Trevor Kubatzke, vice president, Student Services noted that there has been a slight technical problem with gathering the data. Dr. Kubatzke will send an email out with the actual numbers as soon as they become available.

G-2 Student Retention Initiatives – Attachment 4

Discussion: Dr. Kubatzke and Ms. Barbara Cannell, associate provost, briefly review four retention initiatives: Program Improvement Grants; Minority Retention Grant – Tutoring; Student Progress Grades – Retention Alert; and, Student Completion Challenge Day.

Director Dull challenged the Administration to an aspirational goal of increasing FTEs by 5%.

ITEM H: MISCELLANEOUS ITEMS

H-1 Communications and Petitions

Director Perez requested that a report from the water program(s) be brought forward to the next meeting.

H-2 Information Items

None

ITEM I:

OLD BUSINESS/NEW BUSINESS – Date of Next Meeting June 17, 2014, Milwaukee Campus, Board Room (M210) immediately following the Public Hearing on the Budget.

ADJOURNMENT – The Committee adjourned at 6:12 p.m.

Respectfully submitted,

Michele M. Conroy

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



**2013-14 Core Committee
Academic Year End Review**

Please use this form to report your committee's progress on projects this past academic year. Include any unresolved identify any issues or barriers that prevented successful completion of the project so that they might be addressed.

Committee: _____ Curriculum, Learning & Assessment _____
 Co-Chairs: _____ Lisa Conley, Mohammad Dakwar _____

Plan		Do	Check		Act
<i>Project Title</i>	<i>Goal (from Project Charter)</i>	<i>Clearly state accomplishments</i>	<i>C= Completed IP = In Progress M = Missed</i>	<i>Identify issues or barriers to be addressed (Policy, Process, Personnel, Budget, etc.)</i>	<i>Recommend the next course of action</i>
Improve the centrality of general education	<i>Student Success – Outcome 5, Learning Assessment. Provide tools (e.g., rubrics) to aid program faculty in assessing Core Ability attainment separate from program-specific content skill mastery. Develop mechanism to integrate Core Abilities data collection, evaluation and reporting activities into SOA</i>	HLC Gen Ed Assessment Training; Lit review of best practices; Review best practices other schools; Drafted rubrics for Communicate Effectively in Writing & Communicate Effectively through Speaking. Drafted an implementation plan; Received HLC feedback on MATC's current Core Abilities menu; Our analysis demonstrates that there is overlap between the Core Abilities and our new Values.	IP	Global buy-in to the importance and usefulness of Core Ability assessment by MATC faculty and administrators; Work team needs release time	Implement Phase One piloting of the universal program rubrics for Communicate Effectively with programs representing all MATC schools. Review/ revision of the MATC Core Abilities

<p>Improve the Quality of Assessment Practices in MATC Programs</p>	<p><i>Student Success - To create a consistently applied, data driven process for quality program assessment.</i></p>	<p>The work team reviewed the following and proposed a process for assessment:</p> <ul style="list-style-type: none"> • State QRP data • multiple health and engineering program accreditation standards for assessment • WTCS performance based funding measures • Higher Learning Commission Criteria regarding assessment • Occupational Assessment Plan within WIDS as a possible reporting structure format or location for storage of assessment documents • Proposed Viability matrix measures • Fox Valley Technical College Program Scorecard • WTCS QRP handbook • MATC Dashboard 	<p>IP</p>	<p>Faculty/administration understanding of current assessment practices.</p>	<p>Review WTCS Evaluation Manual (QRP) Develop a tool and procedure to report program assessment</p>
<p>Evaluate Program Viability (Continuation from previous years)</p>	<p>Economic & Environmental Sustainability – Accountability. To create a process that allows the college to expand, continue, redesign or discontinue programs based upon clearly defined criteria.</p>	<p>MATC Data Analyst is working on data pulls, specifically data validity, front end display, use of different software</p>	<p>IP</p>	<p>Achieving consensus on the plan; Getting buy-in from all stakeholders</p>	<p>Pilot test the viability matrix with select programs; Create a protocol for decision-making using the viability matrix.; Evaluate the effectiveness of the decision-making protocol with identified programs</p>
<p>Improve communication related to CLA</p>	<p>Student Success - To create a transparent, consistent, and effective</p>	<p>Project put “on hold” due to team member schedules and other work being done by the committee.</p>	<p>IP/M</p>	<p>Team member work time</p>	<p>Project should be carried over to next year, or perhaps, taken up in a different format after committee restructuring.</p>

activities within the college	<i>communication process for improved curriculum, learning, and assessment practices.</i>				
Online Learning Process Improvement	<i>Student Success - To improve the quality of our online courses, the conversion process from traditional to online and improve student pass rates within OL courses</i>		IP		Review/edit the conversion process to improve the quality of online courses; Implement a quality review process for existing courses/sections; Provide a definition as well as designation for blended courses; Create a college-wide policy regarding office hours for online faculty/students



MECHANICAL/CIVIL ENGINEERING PATHWAY

STEM CLUSTER

Education

Career Exploration

Career Seminar	1cr
CIVIL-102 Intro to CAD	2cr
CIVIL-105 Computer Apps	2cr
NATSCI-137 Tech Physics	4cr
MATH-115 Tech Math 1	5cr
14 credits	

- High School
- Pre-College



Technical Diploma Surveying and Mapping

+ 1 semester
+16 credits

(30 credits)

Technical Diploma Mechanical and Computer Drafting

+ 1 semester(s)
+19 credits

(33 credits)

Associate's Degree Civil Engineering Technology

+ 2 semesters
+39 credits

(69 credits)

Associate's Degree Mechanical Design Technology

+ 2 semesters
+ 35 credits

(68 credits)

4-yr Transfer

B.S. Engineering

UW-Milwaukee

Marquette
University

Milwaukee School of
Engineering

Employment

Salary and Jobs data courtesy of EMSI

Potential Jobs:

Surveying and Mapping Technician

Starting Wage:

\$17.00 (\$35,360)

Potential Jobs:

Mechanical Drafter, Mechanical
Technician

Starting Wage:

\$16.00 (\$33,280)

Potential Jobs:

Civil Engineering Technician,
Architectural and Civil Drafter, Civil
Technician,
Surveying Technician

Wage Range:

\$20.00-\$24.00 (\$41,600-\$49,920)

Potential Jobs:

Mechanical Designer, Mechanical
Engineering Technician,
Design/Drafter

Wage Range:

\$20.00-\$26.00 (\$41,600-\$54,080)

Potential Jobs:

Civil Engineer
Mechanical Engineer
Design Engineer
Manufacturing Engineer
Industrial Engineer

Wage Range:

\$23.39-\$53.24/hr

High School

Project Lead the Way Schools

District	School Name
Brown Deer	Brown Deer High School
Cedarburg	Cedarburg High School
Franklin	Franklin High School
Germantown	Germantown High School
Glendale	Nicolet Union High School
Green Bay	Notre Dame Academy
Greendale	Greendale High School
Greenfield	Greenfield High School
Mequon	Homestead High School
Milwaukee	Bay View High School
Milwaukee	Carmen HS of Science and Technology
Milwaukee	Dr. Benjamin Carson Academy of Science
Milwaukee	Hamilton High School Milwaukee
Milwaukee	Harold S Vincent High School
Milwaukee	Hmong American Peace Academy, Ltd.
Milwaukee	Bradley Technology and Trade School
Milwaukee	MATC Adult High School
Milwaukee	Morse Marshall For The Gifted And Talented
Milwaukee	Pius XI High School
Milwaukee	Riverside University High School
Milwaukee	School of Career and Technical Education
Milwaukee	South Division High School
Milwaukee	St Thomas More High School
Milwaukee	St. Joan Antida High School
Milwaukee	Tenor High School

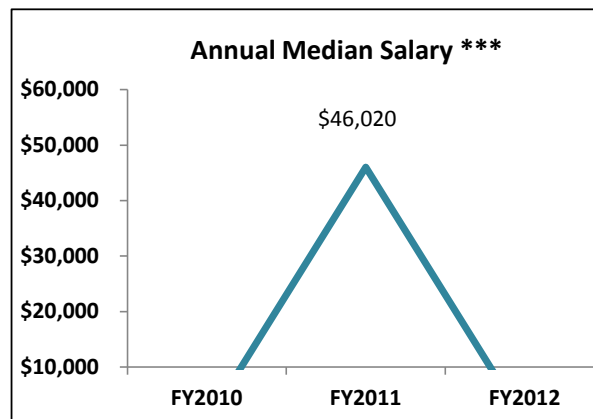
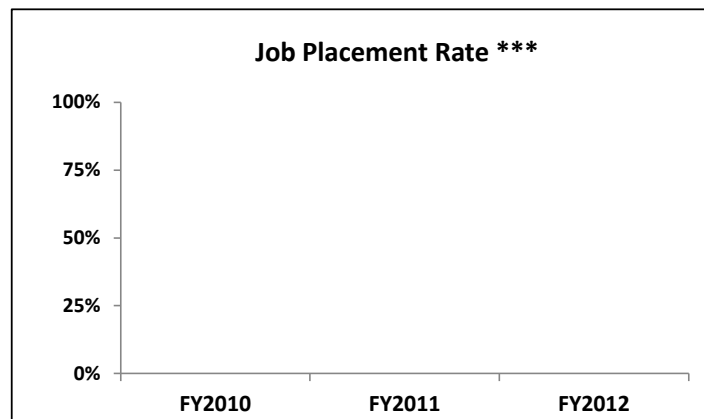
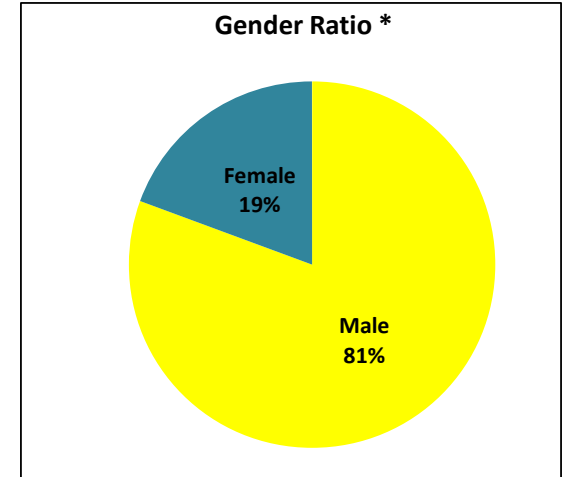
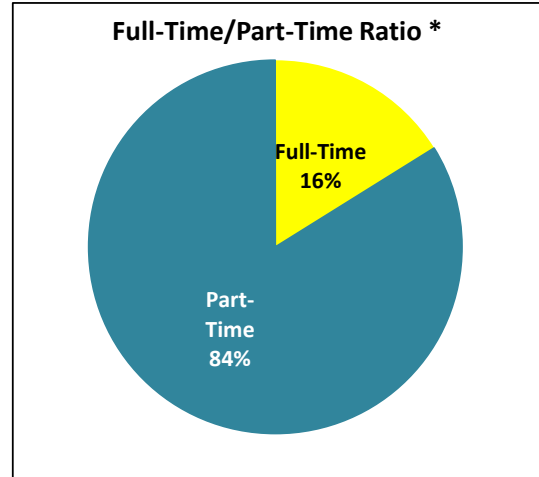
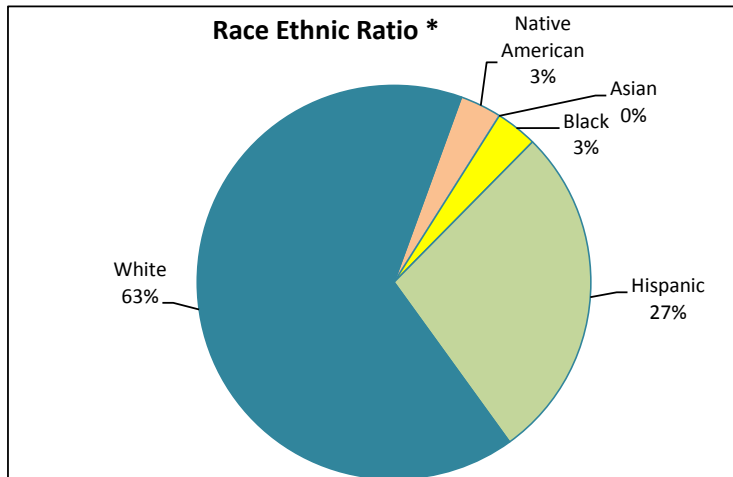
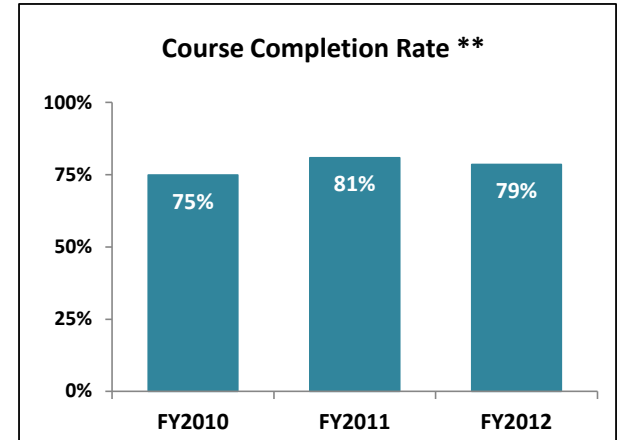
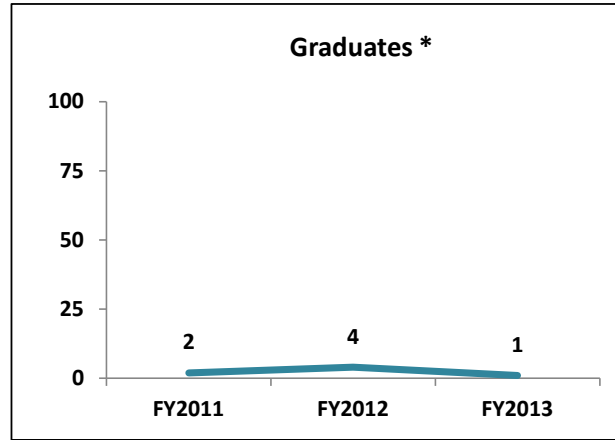
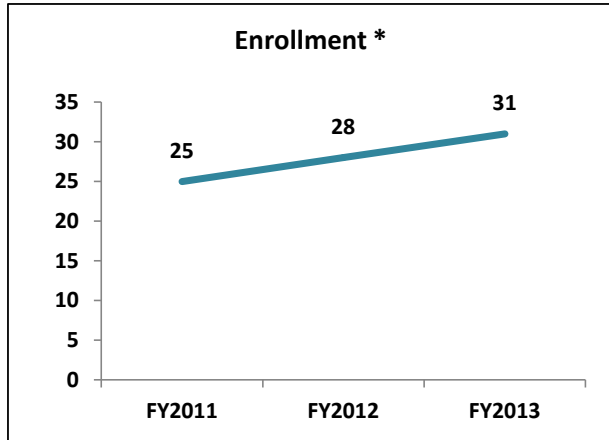
Milwaukee	Washington High School
Milwaukee	Wisconsin Lutheran High School
Oak Creek	Oak Creek High School
Wauwatosa	East High School
Wauwatosa	West High School
West Allis	West Allis Central High School
Whitefish Bay	Whitefish Bay High School

Other High Schools

South Milwaukee	South Milwaukee High School	Civil 102
-----------------	-----------------------------	-----------



31-421-2 MECHANICAL & COMPUTER DRAFTING



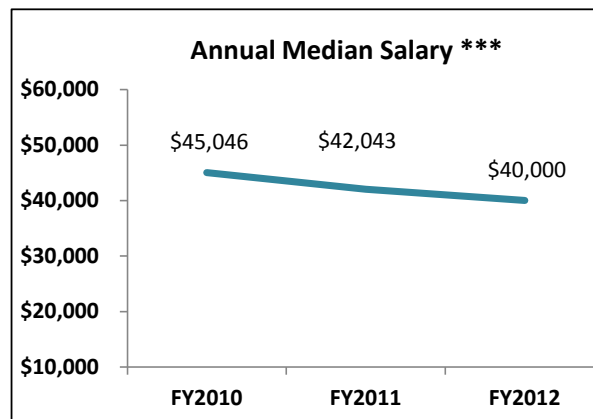
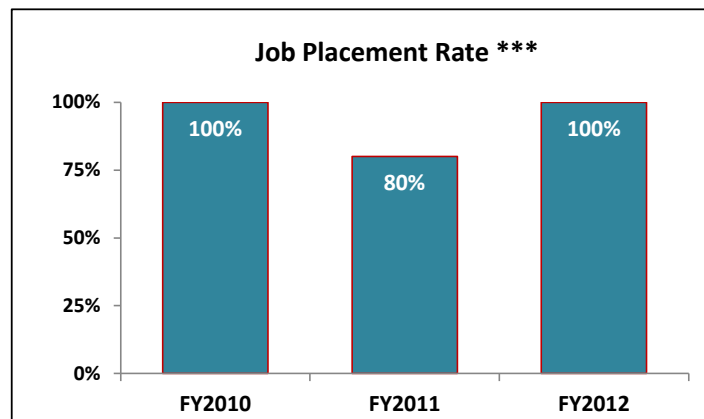
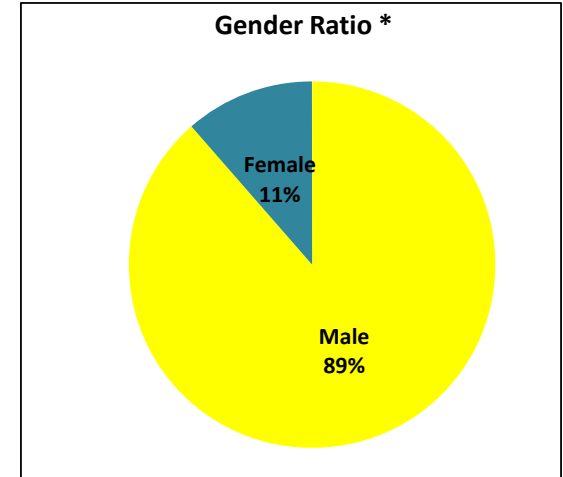
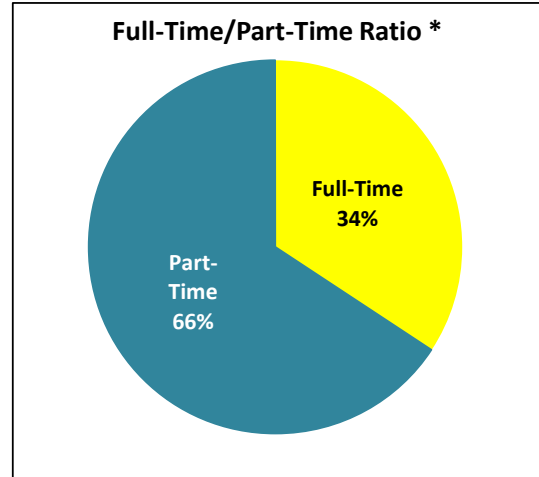
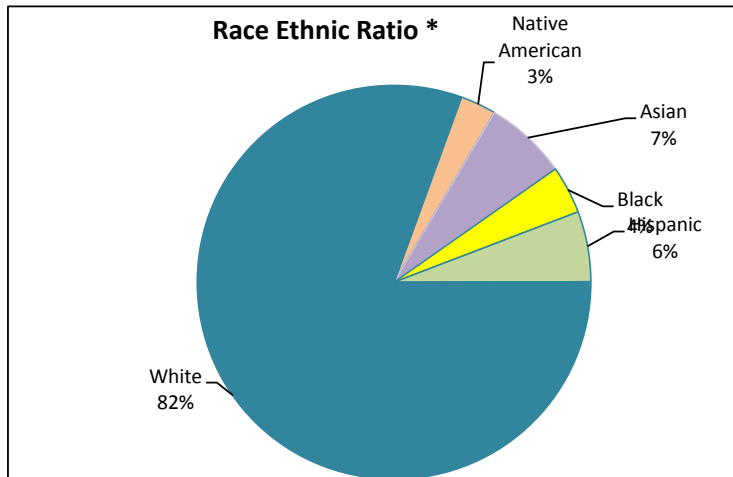
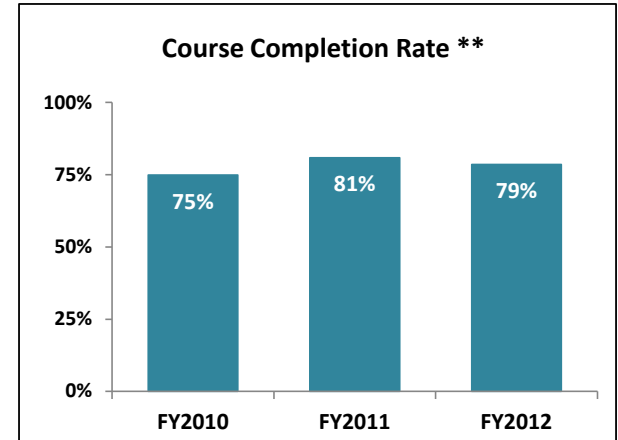
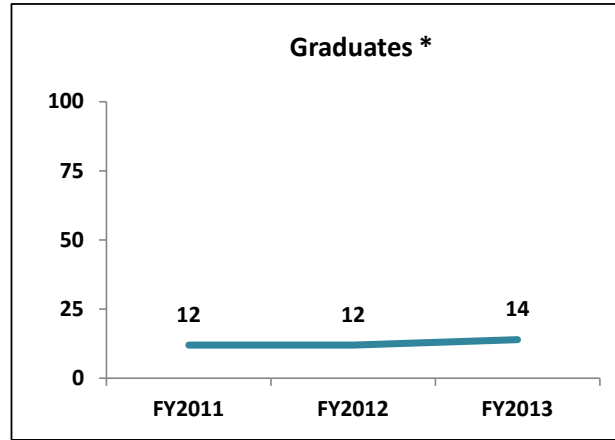
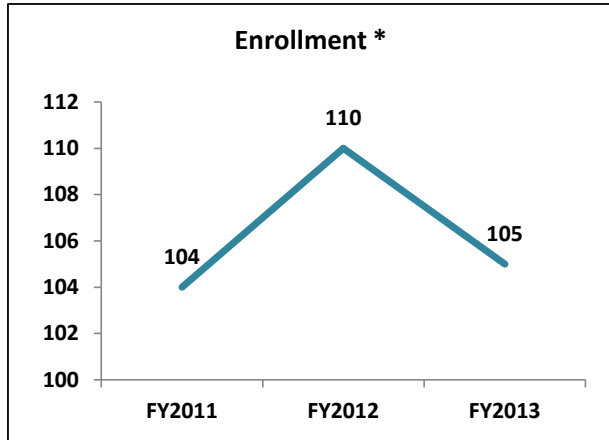
Notes:
*MATC Client Reporting FY2011-FY2013 data. Students were enrolled with an active program code.

** Course Completion: grade of "C" or better in the program's technical courses.

*** Job Placement and Salary data from the MATC Graduate Follow-Up Report. Graduates are from the prior year and are surveyed 6 months after graduation. Graduates from multiple programs are surveyed for 1 program.



10-606-1 MECHANICAL DESIGN TECHNOLOGY



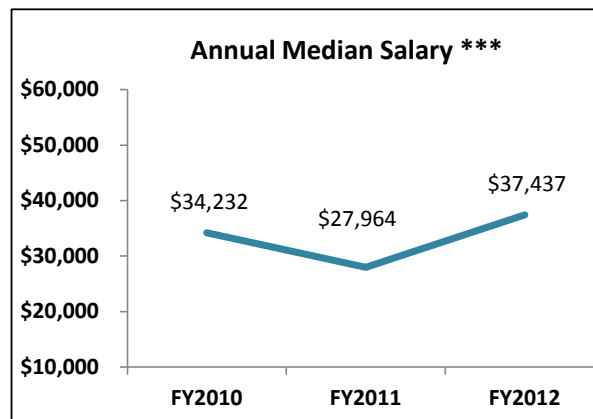
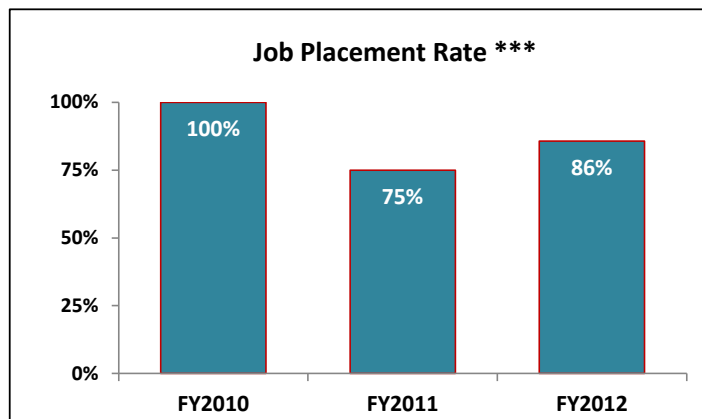
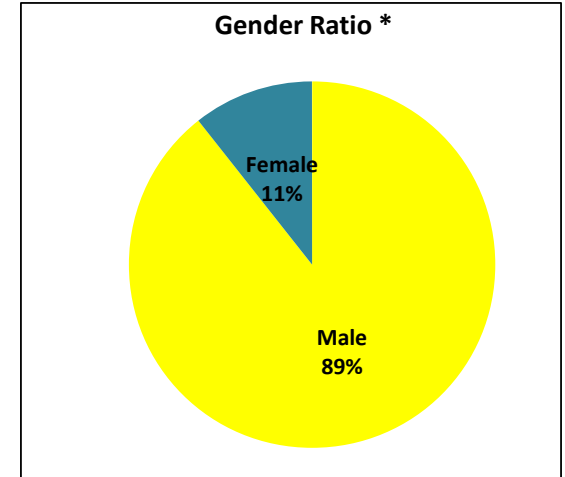
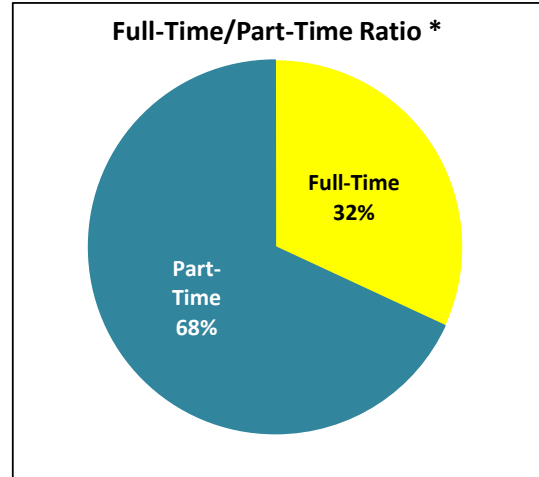
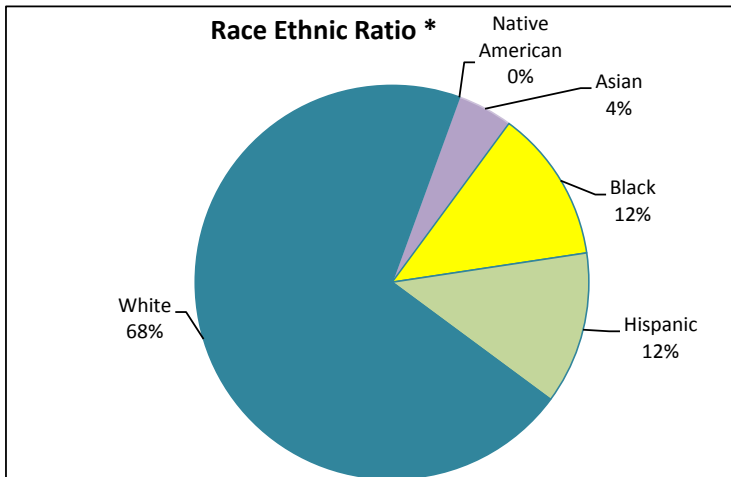
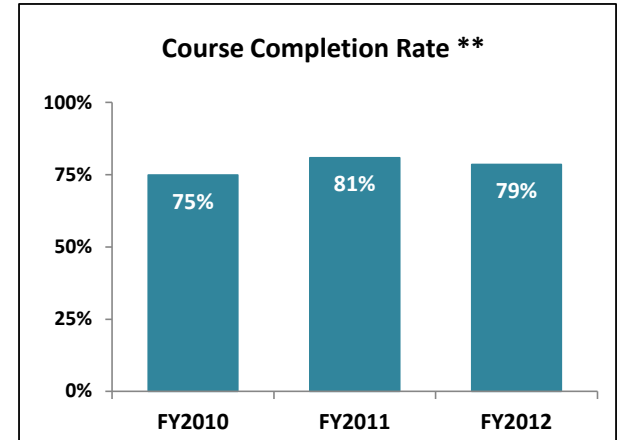
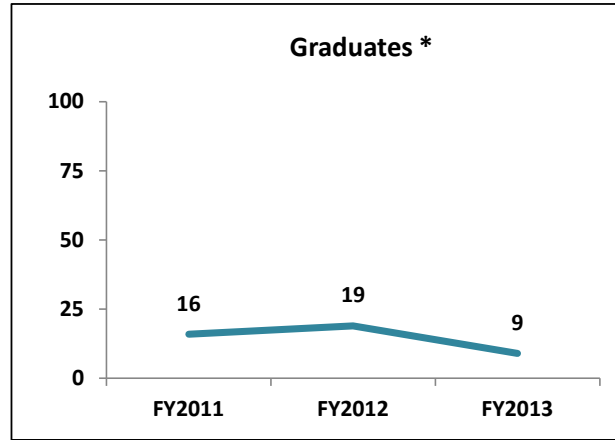
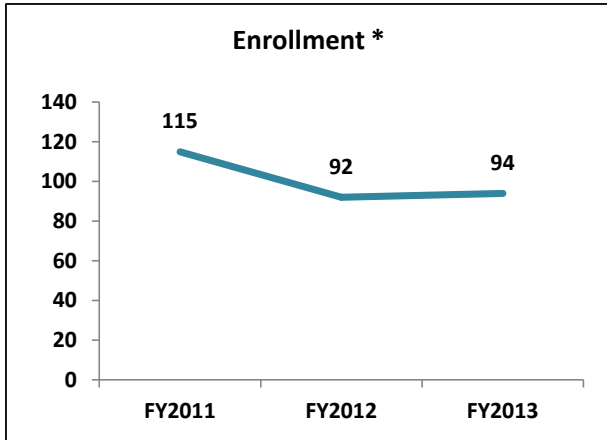
Notes:
*MATC Client Reporting FY2011-FY2013 data. Students were enrolled with an active program code.

** Course Completion: grade of "C" or better in the program's technical courses.

*** Job Placement and Salary data from the MATC Graduate Follow-Up Report. Graduates are from the prior year and are surveyed 6 months after graduation. Graduates from multiple programs are surveyed for 1 program.



10-607-1 CIVIL ENGINEERING TECHNOLOGY



Notes:
 *MATC Client Reporting FY2011-FY2013 data. Students were enrolled with an active program code.
 ** Course Completion: grade of "C" or better in the program's technical courses.
 *** Job Placement and Salary data from the MATC Graduate Follow-Up Report. Graduates are from the prior year and are surveyed 6 months after graduation. Graduates from multiple programs are surveyed for 1 program.

Mechanical Design Technology

Advisory Committee Meeting Minutes

Meeting Date:	May 8, 2014	Time:	8:30am
Location	Milwaukee	Room:	M614
Facilitator:	Rick Correll	Minute Taker:	Maggie Maynez

Members - Present X /Not Present	Company Represented
<input checked="" type="checkbox"/> Jack Boblick	Motive Equipment
<input type="checkbox"/> Donna Burbey	Joy Global
<input checked="" type="checkbox"/> Rick Correll	Caterpillar, Inc.
<input type="checkbox"/> Tom Furman	ATI Ladish Forging
<input type="checkbox"/> Doug Gennrich	ATI Ladish Forging
<input checked="" type="checkbox"/> Norm Kopp	Joy Global
<input checked="" type="checkbox"/> Christy Matuszewski	Briggs & Stratton Corporation
<input checked="" type="checkbox"/> Tom Servais	Astronautics Corporation
<input checked="" type="checkbox"/> Debra Smith	MSOE
<input type="checkbox"/> Michael Stolz	Caterpillar Inc
<input type="checkbox"/> Michael Webb	Integreyt Data Solutions

MATC Representatives Present	Position/Title
Aimee Hubiak	Instructor
Jim Thompson	Instructor
Paul Stich	Instructor - IC
Dragomir Marinkovich	Associate Dean
Robert Kurth	Counselor
Maggie Maynez	Transcription Assistant

A. Call to order/Introduction/Roll Call

Discussion: Call to order at 8:40 a.m.		
Action items: n/a	Person responsible: n/a	Deadline: n/a

B. Determination of Quorum

Discussion: Quorum was present		
Action items: n/a	Person responsible: n/a	Deadline: n/a

C. Old Business

Item 1 Advisory Membership Review

Discussion: The committee meets all requirements		
Action items: n/a	Person responsible: n/a	Deadline: n/a

Item 2 Program Progress/Enrollment Reports								
Discussion: R. Kurth discussed the Data enrollment report:								
Mechanical Design Technology:								
Received Applications			Completed Applications			Registered Applicaitons		
SP13	SP14	%Changed	SP13	SP14	%Changed	SP13	SP14	%Changed
42	32	-24%	30	27	-10%	26	17	-34%
Mechanical and Computer Drafting:								
Received Applications			Completed Applications			Registered Applicaitons		
SP13	SP14	%Changed	SP13	SP14	%Changed	SP13	SP14	%Changed
11	6	-45%	11	6	-45%	7	4	-43%
Action items: n/a					Person responsible: n/a		Deadline: n/a	

Item 3 Capital Equipment		
Discussion: There is no capital to report.		
Action items: n/a		Person responsible: n/a
		Deadline: n/a

Item 4 Curriculum Status and Review		
<p>Discussion: D. Marinkovich discussed curriculum changes for the Mechanical Design Technology program. There will be more emphasis on 3D modeling. Manufacturing process has been split into two courses. One is Engineering Materials (a two credit course) and the other is Machining Processes (a two credit course). This will give students more time to focus on both sides of the materials and manufacturing. The Machining Processes class won't start until the Fall 2015. In Machining Processes students will have lecture as part of the class but the majority of the class will be lab. They will be exposed to different manufacturing processes that MATC offers. This will be taught by the machine shop instructors. SolidWorks 2 a 3D CAD course has been added to the third semester. Tech Drafting 3 was renamed to Advanced Engineering Graphics. All changes are shown on the Course Requirements handout (see attachment).</p> <p>P. Stich discussed the changes to the advanced technical certificate in 3D solid modeling. Students will now have to take 2 SolidWorks course (instead of 4 courses), 2 Inventor courses, and 2 Pro-E courses (instead of 1 course). Students who take these courses will get an Advanced Technical certificate in 3D Solid Modeling.</p> <p>D. Marinkovich discussed the Mechanical and Computer Drafting program handout (see attachment). This is a proposal to create an embedded diploma program to replace the existing diploma. The new embedded diploma will only have courses that are part of the newly revised Mechanical Design Technology program. It is felt that the program needed more of the 3D solid modeling courses. It is the reason why the program will be expanded to 3 semesters instead of 2. Approval from the advisory committee was needed for the changes so it can be presented to the state for their approval.</p> <p>Motion to approve the embedded Mechanical and Computer Drafting program per the attachment made by J. Boblick; 2nd by N. Kopp. Motion approved</p>		
Action items: n/a		Person responsible: n/a
		Deadline: n/a

Item 5 Course Outcome Summary (COS)		
Discussion: MCDESG-135 (Pro-E 1), MCDESG-114 (SolidWorks 1), and MCDESG-133 (Inventor 1) was presented by J. Thompson		
Motion to approve the COS by T. Servais; 2nd J. Boblick. Motion approved		
Action items: n/a	Person responsible: n/a	Deadline: n/a

Item 6 Quality Review Process (QRP)		
Discussion: There no QRP to report.		
Action items: n/a	Person responsible: n/a	Deadline: n/a

Item 7 Student Outcome Assessment (SOA)		
Discussion: D. Marinkovich presented the SOA handout. It is an annual college-wide process that evaluates graduates. No issues were brought up.		
Action items: n/a	Person responsible: n/a	Deadline: n/a

Item 8 Technical Skills Attainment (TSA)		
Discussion: D. Marinkovich discussed the TSA handout. Currently we are in phase two. TSA evaluates students' attainment of the program outcomes. The assessment will be administered in the MCDESG-125 Design Problems course. D. Marinkovich presented the TSA implementation plan and summative assessment documents for review. The committee reviewed and approved the TSA assessment with one correction.		
Motion to approve the TSA assessment made by J. Boblick; 2nd T.Servais. Motion approved		
Action items: n/a	Person responsible: n/a	Deadline: n/a

Item 9 SOC-CIP Code Crosswalk Review		
Discussion: D. Marinkovich presented the SOC-CIP (Standard Occupational Classification-Classification of Instructional Program) Code Crosswalk handout. The Department of Labor and the Department of Education have created codes for every occupation. The SOC-CIP Code shows which job a student is qualified for when they graduated. It is request by D. Marinkovich to committee to send an email of what other position that a graduate can be qualified for. M. Maynez will send the website address of the SOC-CIP via email.		
Action items:	Person responsible:	Deadline:
Send an email to M. Maynez or D. Marinkovich or post on Google Groups of position titles that graduates are qualified for.	Committee	FA2015
Send email of the SOC-CIP website	M. Maynez	FA2015

Item 10	(Other Items)
----------------	----------------------

Discussion: D. Marinkovich discussed that the instructor Phil Leverault is retiring. A part-time position has been requested, but still waiting for formal approval to post the full time position.

Action items: n/a	Person responsible: n/a	Deadline: n/a
-----------------------------	-----------------------------------	-------------------------

D. New Business

Item 1	(New Business Items)
---------------	-----------------------------

Discussion: R. Cornell discussed that Caterpillar Corporation is doing well. However, the Milwaukee operations have slowed somewhat. CAT is moving to PTC Creo from SolidWorks and is eliminating 2D CAD programs. Caterpillar has shut down their fabrication facilities in S. Milwaukee. There is a lot of outsourcing to India. N. Kopp discussed that at Joy Global sales are slow. However, new product development is still healthy. D. Smith discussed the Bachelor in Science of Engineering program at MSOE. J. Boblick discussed how Motive Equipment was hit hard by the coal industry, but has since switch to transportation of crude oil. T. Sevais discussed Astronautics Corp. how the company has delayed projects. They are not currently hiring. C Matuszewski discussed Briggs' sales are doing well. They have hired three former interns as fulltime contractors.

Action items: n/a	Person responsible: n/a	Deadline: n/a
-----------------------------	-----------------------------------	-------------------------

E.	Announcements and Meeting Arrangements
-----------	---

Discussion: No announcements.

Action items: n/a	Person responsible: n/a	Deadline: n/a
-----------------------------	-----------------------------------	-------------------------

F.	Next Meeting Date
-----------	--------------------------

Discussion: October 30, 2014 at 8:30 a.m.

Action items: n/a	Person responsible: n/a	Deadline: n/a
-----------------------------	-----------------------------------	-------------------------

G.	Adjournment
-----------	--------------------

Discussion: Adjournment at 10:49 a.m.

Motion to adjourn made by D. Smith; 2nd T. Servais. Motion approved.

Action items: n/a	Person responsible: n/a	Deadline: n/a
-----------------------------	-----------------------------------	-------------------------

Course Requirements Mechanical Design Technology

Effective: Fall 2014

Associate in Applied Science (10-606-1)

Standard Track			Transfer Track		
Semester 1			Semester 1		
Course	Credits	Prerequisites	Course	Credits	Prerequisites
MCDESG-102	3	Completion of or currently enrolled in CIVIL-102.	MCDESG-102	3	Technical Drafting 1
CIVIL-102	2	None	CIVIL-102	2	Intro to AutoCAD
CIVIL-105	2	None	CIVIL-105	2	Computer Applications
MCDESG-162	2	None	MCDESG-162	2	Engineering Materials
MATH-115	5	MATGEN-110 with minimum grade C or satisfactory MATC placement test score	MATH-231	5	Analytical Geo and Calc 1
NATSCI-137	4	None	ENG-201	3	English 1
18			17		
Semester 2			Semester 2		
Course	Credits	Prerequisites	Course	Credits	Prerequisites
MCDESG-104	3	MCDESG-102, CIVIL-102	MCDESG-104	4	Technical Drafting 2
MCDESG-114	2	CIVIL-102	MCDESG-114	2	SolidWorks 1
MCDESG-160	3	MATH-115, MCDESG-102	MCDESG-160	3	Statics
MATH-116	4	MATH-115 with minimum grade C.	MATH-232	5	Analytical Geo and Calc 2
SOCSCI-197	3		ENG-208	3	Technical Communications
ENG-151	3				
18			17		
Semester 3			Semester 3		
Course	Credits	Prerequisites	Course	Credits	Prerequisites
MCDESG-106	3	MCDESG-104	MCDESG-106	3	Advanced Engineering Graphics
MCDESG-118	3	MCDESG-104, MATH-116, CIVIL-105	MCDESG-118	3	Kinematics
MCDESG-130	3	MCDESG-160	MCDESG-130	3	Strength of Materials
MCDESG-163	2	CIVIL-102	MCDESG-163	2	Machining Processes
ENG-162	3	ENG-151	NATSCI-274	4	Calc-based Physics 1
MCDESG-124	2	MCDESG-114	MCDESG-124	2	SolidWorks 2
16			17		
Semester 4			Semester 4		
Course	Credits	Prerequisites	Course	Credits	Prerequisites
MCDESG-112	3	MCDESG-106, MCDESG-114, or 133, or 135	MCDESG-112	3	Tool Design
MCDESG-116	3	MCDESG-130, MCDESG-104, CIVIL-105	MCDESG-116	3	Design of Machine Elements
MCDESG-125	3	MCDESG-130, MCDESG-104, MCDESG-114, or 133, or 135	MCDESG-125	3	Design Problems
PSYCH-199	3	None	PSYCH-231	3	Introductory Psychology
MCDESG-135	2	CIVIL-102	SOCSCI-200	3	Introduction to Ethical Issues
000-000	2		NATSCI-275	4	Calc-based Physics 2
16			19		
Total Credits			Total Credits		
68			70		

We are proposing changes to the Mechanical and Computer Drafting Diploma program (31-421-2). The program will be modified to include the courses which are part of the newly revised Mechanical Design Technology program. Third semester courses have been added to give students an additional 3D course and Advanced Engineering Graphics which includes GD&T.

PROPOSED

**Mechanical and Computer Drafting Diploma Program (31-421-2)
Course Requirements**

Semester One

<u>Course</u>		<u>Credit</u>
CIVIL-102	Introduction to AutoCAD	2
CIVIL-105	Computer Applications	2
MCDESG-102	Technical Drafting 1	3
MCDESG-162	Engineering Materials	2
		9

Semester Two

<u>Course</u>		<u>Credit</u>
MCDESG-104	Technical Drafting 2	3
MCDESG-114	SolidWorks 1	2
MATH-115	Technical Math1	5
		10

Semester Three

<u>Course</u>		<u>Credit</u>
MCDESG-106	Advanced Engineering Graphics	3
MCDESG-124	SolidWorks 2	2
MCDESG-163	Machining Processes	2
NATSCI-137	Comprehensive Technical Physics	4
		11

TOTAL CREDITS 30

EXISTING

**Mechanical and Computer Drafting Diploma Program (31-421-2)
Course Requirements**

Semester One

<u>Course</u>		<u>Credit</u>
CIVIL-102	Introduction to AutoCAD	2
CIVIL-105	Computer Applications	2
MCDESG-102	Technical Drafting 1	3
MCDESG-162	Manufacturing Processes	3
MCDESG-133	Inventor Basics	2
ENG-345	Communications 1	1
<u>OR</u> ENG-151	Communication Skills 1	(3)
		<hr/> 13

Semester Two

<u>Course</u>		<u>Credit</u>
MCDESG-104	Technical Drafting 2	4
MCDESG-114	SolidWorks Basics	2
CIVIL-106	Intermediate AutoCAD	2
MATH-115	Technical Math 1	5
		<hr/> 13

TOTAL CREDITS 26

Civil Engineering Technology

Advisory Committee Meeting Minutes

Meeting Date:	March 20, 2014	Time:	11:30 a.m.
Location	Milwaukee Campus	Room:	M614
Facilitator:	R. Wagner	Minute Taker:	M. Maynez

Members	Company Represented
<input checked="" type="checkbox"/> Marcia Cornell	City of Milwaukee
<input checked="" type="checkbox"/> Rizal Iskandarsjach	JSD Professional Services Inc.
<input checked="" type="checkbox"/> Ross Kroeger	City of Port Washington
<input checked="" type="checkbox"/> Brian Lehman	CH2M Hill
<input checked="" type="checkbox"/> Thomas Lipsky	WI Department of Transportation
<input checked="" type="checkbox"/> Russell Nicloy	MasterGraphics
<input type="checkbox"/> Steven Roncke	R.A. Smith & Associates, Inc.
<input checked="" type="checkbox"/> Gregory Schmidt	GeoTest, Inc.
<input type="checkbox"/> Daniel Talarczyk	MMSD
<input checked="" type="checkbox"/> Richard K. Wagner	JSD Professional Services Inc.

MATC Representatives Present	Position/Title
Dr. Dragomir Marinkovich	Associate Dean
Paul Stich	Instructor - IC
David Langhoff	Instructor
Emad Nadi	Instructor
Maggie Maynez	Transcription Assistant

Guest Present

A. Call to order/Introduction/Roll Call

Discussion: Call to order at 11:42 a.m. Introduction and Roll Call

Action items:	Person responsible:	Deadline:
N/a	N/a	N/a

B. Determination of Quorum

Discussion: Quorum is present

Action items:	Person responsible:	Deadline:
N/a	N/a	N/a

C. Old Business

Item 1 Advisory Membership Review		
Discussion: The committee meets all guidelines. D. Marinkovich discussed a potential committee member he is reviewing. He will send out information to the committee regarding the potential member.		
Action items: Send information about a new member to committee	Person responsible: D. Marinkovich	Deadline: Fall

Item 2 Program Progress/Enrollment Reports								
Discussion: D. Marinkovich discussed the data enrollment:								
Received Applications			Completed Applications			Registered Applications		
SP 2013	SP 2014	%Chgd	SP 2013	SP 2014	%Chgd	SP 2013	SP 2014	%Chgd
31	29	-6%	20	16	-20%	19	14	-26%
Currently the program has no wait list.								
Action items: N/a			Person responsible: N/a			Deadline: N/a		

Item 3 Capital Equipment		
Discussion: There is no Capital to report for this year. D. Marinkovich requested a Robotic Station system and a GPS system; however, in a capital review discussion with MATC they were not approved. They will be in review again in the Fall 2015 semester.		
Action items: N/a	Person responsible: N/a	Deadline: N/a

Item 4 Curriculum Status and Review		
Discussion: D. Marinkovich discussed the Curriculum status and about the Revit course. The Revit course was added to the program as an elective course. Half the students taking the Revit course are in the Interior Design program. The other half are undecided or are from the outside taking the course to familiarized themselves or to improve themselves with the exception of one student, who is in the Civil program. With some advertising and emails to the current students to show the availability of the course, it is hopeful it will improve enrollment and receive feedback into whether or not to add the Revit course into the program. R. Nicloy asked to know if it is possible that a 4 year college can partner up with MATC to have their students take a drafting class (AutoCAD). D. Marinkovich will speak with the local 4-year colleges (UWM, MSOE, and Marquette) and present the CAD and surveying course offerings to them. D. Marinkovich and faculty are in process of developing an assessment plan (using SOA and TSA) that will allow the program to meet accreditation.		
Action items: Contact the local colleges and get information on accreditation for Civil courses	Person responsible: D. Marinkovich	Deadline: Fall

Item 5 Course Outcome Summary (COS)		
Discussion:		
a) Civil-142 (Structures) – COS presented by E. Nadi Motion to approve Civil-142 COS by M. Cornell, 2nd B. Lehman. Motion approved		
b) Civil-148 (Structural Detailing) – COS presented by E. Nadi Motion to approved Civil-148 COS by G. Schmidt, 2nd M. Cornell. Motion approved		
c) Civil-155 (Surveying 1) – COS presented by D. Langhoff Motion to approved Civil-155 COS by T. Lipsky, 2nd B. Lehman. Motion approved		
Action items:	Person responsible:	Deadline:
n/a	n/a	n/a

Item 6 Quality Review Process (QRP)		
Discussion: There is nothing new to report.		
Action items:	Person responsible:	Deadline:
n/a	n/a	n/a

Item 7 Student Outcome Assessment (SOA)		
Discussion: D. Marinkovich presented the SOA handout. It is an annual college-wide process that evaluates graduates. It is currently under review to be revised so it can have more than a year of information presented		
Action items:	Person responsible:	Deadline:
n/a	n/a	n/a

Item 8 Technical Skills Attainment (TSA)		
Discussion: D. Marinkovich presented the TSA handout. Currently we are in the second phase. TSA evaluates students at the end of the program. This indicates what skills a successful graduate of this program have gained. This information will be provided to the state board.		
Action items:	Person responsible:	Deadline:
n/a	n/a	n/a

Item 9 SOC-CIP Code Crosswalk Review		
Discussion: D. Marinkovich presented the SOC-CIP (Standard Occupational Classification-Classification of Instructional Program) Code Crosswalk handout. The Department of Labor and the Department of Education have created codes for every occupation. The SOC-CIP Code shows which job a student is qualified for when they graduated.		
Action items:	Person responsible:	Deadline:
n/a	n/a	n/a

Item 10 (Other Items)		
Discussion: D. Marinkovich discussed the Employment data handout. A follow-up from the last meeting. See attachment		
Action items: n/a	Person responsible: n/a	Deadline: n/a

D. New Business

Item 1 (New Business Items)		
Discussion: D. Marinkovich asked the committee what are the new trend and how is the job market. R. Wagner discussed that his company has been busy picking up DOT surveying work, but the work load is balanced. T. Lipsky discussed that the DOT has done a lot of hiring of engineers in the past six to twelve months, not specialists or technicians. R. Kroeger discussed how he sees more firms hiring people who have skills in 3D computer aided drafting (CAD).		
Action items: n/a	Person responsible: n/a	Deadline: n/a

E. Announcements and Meeting Arrangements		
Discussion: No announcements or meeting arrangement to report.		
Action items: n/a	Person responsible: n/a	Deadline: n/a

F. Next Meeting Date		
Discussion: October 16, 2014 at 11:30 a.m. (Tentatively)		
Action items: n/a	Person responsible: n/a	Deadline: n/a

G. Adjournment		
Discussion: Motion to adjourn made by M. Cornell, 2 nd by B. Lehman. Motion approved		
Action items: n/a	Person responsible: n/a	Deadline: n/a

CIVIL ENGINEERING TECHNOLOGY
2008-2012 Employment Data

POSITION	EMPLOYER
3D Cad	Kapur & Associates
3-D Modeling Technician	Kapur & Associates
Assistant Manager	Frank Monreal's El Matador
Cad Modeling Technician	Kapur & Associates
Civil Engineering Technician	Miller Engineers & Scientist
CNC Machinist	Burmeister Woodwork Co.
Concrete Tester	Geo Test Inc
Construction	Quasias Construction
Construction Materials Tester	Geo Test
Engineer Technician	US Forest Service
Engineering Assistant	Astronautics Corporation of America
Engineering Drafting	WE Energies
Engineering Specialist	Daar Engineering Inc
Engineering Technician	The Village Of Whitefish Bay
Engineering Technician	City of Milwaukee
Engineering Technician	City of Milwaukee
Engineering Technician 1	City of Milwaukee
Entry drafter & designer	Steel Solutions
Equipment Inspector for US Post Office	Computer Services Corp (CSC)
Gas Technician 1	Waste Management
Highway Department	Dodge County Highway Department
Inspector	Bonestroo
Inventory Assistant	City of Milwaukee
Lab Technician	WE Energies
Labor Technician	Visu-Sewer
Maintenance	Rytec Corporation
Quality Control	Geo Test
Quality Engineer	Hartford Finishing Inc
Server	The Lowlands Group
Survey Crew Chief	Pathfinders Surveying Inc
Survey Technician	Metropolitan Survey Service
Survey Technician	Daar Engineering
Surveyor 2	Ae Com
Technical Analysis	Quad Graphics
Tire Shop Sales	Cosco
Utility Technician	NI-TECH Services
Walk Crew Leader	Winter Services, Inc.
Warehouse/Receiving	Remedy Intelligent Staffing

TOTAL RESPONDING: 38 (58%) Graduates: 65

PATHWAY PRESENTATION SCHEDULE

FY 2014-2015

MONTH	PROGRAM	ADMINISTRATOR
AUGUST	Hotel / Hospitality Management Meeting and Event Management	R. Busalacchi
SEPTEMBER	Supply Chain Management	R. Vargas
OCTOBER	Baking and Pastry Arts Food Manufacturing and Processing <u>Other Food Service Diploma Programs:</u> <i>Food & Beverage Management</i> <i>Food Manufacturing Industrial Maintenance</i> <i>Food Science Technology</i> <i>Food Service Assistant</i> <i>Food Service Team Leader</i>	R. Busalacchi
NOVEMBER (lock-in per JF)	Welding Technology	D. Schultz, AD
DECEMBER (lock-in per JF)	Machine Tool Operations <i>(CNC setup/Operations)</i> Machine Tool Operations <i>(CNC Swiss Turning Center Setup and Operation)</i>	D. Marinkovich, AD
JANUARY (lock-in per JF)	Electronic Engineering Technology <i>Energy Engineering Technology?</i>	T. Dressel, AD
FEBRUARY (lock-in per JF)	Auto Collision Repair & Finish Tech Automotive Maintenance Automotive Technology – Comprehensive	B. Alsup, AD
MARCH	IT Computer Support Specialist IT Information Systems Security Specialist IT Mobile Applications Developer IT Network Specialist / IT Network Infrastructure Admin IT Security Auditing	M. Fisher, AD
APRIL	eBus Technology Analyst eBusiness Strategist	R. Vargas, AD
MAY	Nail Tech Barber Cosmetology Aesthetician	R. Vargas, AD
JUNE	Human Services	C. Morency, AD

Child Care Update

Enrollment:

Student Child Care enrollment remains a top priority at each location; some staff and faculty also utilize the centers. Total enrollment remains comparable to previous years. Our second semester parent survey was conducted in January of 2014. Results showed that 97% of students felt they would be unable to continue their education if on-site child care was not available. Ninety nine percent stated that child care availability was extremely important to their academic success.

MATC Associate Degree Students:

The MATC Early Childhood Education Associate Degree Program continues to use the MATC Campus Child Care Centers for student teacher placements. Students enrolled in Practicum Courses 1-4 spend 1-2 days per week being mentored and supervised by the MATC Child Care Services Staff. This spring, 41 students were placed in our centers for a total of 3,036 hours of practice teaching. The centers are also used by additional students for observation assignments. The interim manager of child care services, Melissa Frankiewicz, is meeting monthly with the Associate degree program faculty to strengthen the relationship with the academic program and to look at ways to improve the experience for the student teachers.

NAEYC (National Association for the Education of Young Children) Accreditation:

Annual reports were submitted and approved for the Milwaukee and Mequon Campus Child Care centers. Both have maintained their National Association for the Education of Young Children (NAEYC) Accreditation. Oak Creek and West Allis will be submitting their annual reports in May.

National Week of the Young Child:

The Week of the Young Child was celebrated at all four campus child care centers. Events included guest readers, guest musicians and special parent and child activities at each of the locations. Child Care Services also held its annual food drive in conjunction with our Week of the Young Child celebrations. This year we gathered over 2,000 food items for local pantries.

Retirements and Service Awards:

Three full-time Child Development Specialists retired in February: Marilyn Myhre with 35 years of service, Joan Thompson with 25 years of service and Steve Obermeier with 20 years of service. We have five additional program staff that have just finished their 25th year of service.

YoungStar Quality Rating System for Wisconsin Child Care Centers:

All of the MATC Campus Child Care Centers received a \$1,000 grant due to their participation in the Wisconsin YoungStar program. These funds were used to purchase consumable art materials and replace broken equipment at the centers.