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, August 20, 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
Excused: Mr. José Pérez

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 – June 18, 2013 – Attachment 1

Motion: The minutes were approved without objection.

ITEM D: COMMENTS FROM THE PUBLIC

ITEM E: ACTION ITEMS

E-1 Tentative Meeting Schedule – Attachment 2

Discussion: Ms. Baker noted the December meeting is a week earlier than normal due to the holidays.

Motion: It was moved by Mr. Dull and seconded by Ms. Baker to approve the Tentative Meeting Schedule – Attachment 3.

ITEM F: DISCUSSION ITEMS

F-1 Quarterly Advisory Committee Report – Attachment 3

Discussion: Dr. Vicki Martin, executive vice president and provost, introduced Ms. Pamela Holt, director, Curriculum and Instructional Support. Ms. Holt noted that there are currently 11 vacancies across all advisory committees. Of the 94 committees only 6 did not submit paperwork to verify their meetings from last quarter. Ms. Baker noted the need to focus on minorities on the advisory committees for the School of Technology & Applied Sciences.
Discussion: Dr. Martin introduced Mr. Jonathan Feld, director, Articulation and Transfer. Mr. Feld explained that these eleven program areas were chosen because they include all the areas necessary to create a pathway (high demand, high school articulation, connection to PreCollege, industry certifications, etc.)

F-3 Pathway Quality Review – Nursing – Attachment 5

Discussion: Dr. Martin introduced Mr. Feld; Dr. Dessie Levy, dean, School of Health Sciences; Ms. Gloria Pitchford Nicholas, dean, School of PreCollege; Dr. Nancy Vrabec and Ms. Vicki Hinds, associate deans, School of Health Sciences. Dr. Vrabec noted the diagram that explains how the various Nursing programs roll together through the pathway. The administration and faculty have worked to make this pathway as seamless within MATC as well as to the four-year institutions. Mr. Feld explained that the Career Exploration and CNA phases of the pathway articulate with many of the MATC district high schools. Ms. Hinds briefly explained the articulation program with North Division High School. Ms. Pitchford Nicholas explained how the RISE and I-Best initiatives have helped to grow this pathway by connecting the Basic Skills and Adult High School courses with the Health Sciences courses.

F-4 Policy Review – C0200 and F0104 – Equal Opportunity, Harassment and Nondiscrimination – Attachment 6

Discussion: Ms. Janice Falkenberg, vice president and general counsel, briefly explained the changes to Title IX and the changes that have been made to this policy. This policy has also been sent to the Finance, Personnel, and Operations (FPO) Committee for review. Ms. Falkenberg noted that this policy covers all types of discrimination and harassment complaints. This policy will be brought back to this committee in September for approval.

ITEM G: INFORMATION ITEMS

G-1 Enrollment/Deregistration Update

Discussion: Dr. Kubatzke noted that fall enrollments for new students is up over 20% compared to last fall. FTEs overall are down about 8% compared to last fall. Summer semester ended 11% over the goal.

Dr. Kubatzke presented information related to programs that have projected growth and projected openings.

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, September 17, 2013, Milwaukee Campus, Board Room (M210)

ADJOURNMENT – The Committee adjourned at 6:27 p.m.

Respectfully submitted,

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