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

A regular open meeting of the EDUCATION, SERVICES, AND STUDENT SUCCESS 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, November 18, 2014, beginning at 5:00 PM.*

The agenda for said meeting is presented as follows:

A. Roll Call

B. Compliance with the Open Meetings Law

C. Approval of Minutes – October 21, 2014 - Attachment 1

D. Comments from the Public

E. Action Items
   1. NONE

F. Discussion Items
   1. Funeral Services Accreditation
   2. Walkers Square Update
   3. Jewelry/Horology Update
   4. Pathway Update – Welding Technology – Attachment 2
   5. Dashboard Indicators – Attachment 3
      a. A0111 – District Board Committees Structure/Meetings – Attachment 4
      b. A0111-A – Areas of Responsibility of District Board Committees – Attachment 5
G. Information Items

1. Enrollment Update

H. Miscellaneous Items

1. Communications and Petitions
2. Information Items

I. Old Business/New Business

1. Date of Next Meeting: December 9, 2014
Board Room (M210)
Milwaukee Campus

Committee Members: Baker, Perez, Scheibel

* 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.
MILWAUKEE AREA TECHNICAL COLLEGE DISTRICT BOARD
EDUCATION, SERVICES, AND INSTITUTIONAL RELATIONS
October 21, 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, October 21, 2014, and called to order by Ms. Lauren Baker at 5:04 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. Jose Perez, Ms. Mary Scheibel

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 – August 19, 2014 – Attachment 1

Motion: The minutes were approved without objection.

ITEM D: COMMENTS FROM THE PUBLIC

ITEM E: ACTION ITEMS

E-1 Resolution to Approve Designation of MATC State Public Officials – Attachment 2

Discussion: Ms. Janice Falkenberg, vice president & general counsel, noted that this is a standard resolution for this time of year.

Action: It was moved by Mr. Perez, and seconded by Ms. Scheibel to approve the Resolution to Approve Designation of MATC State Public Officials – Attachment 2.

Action: Approved

ITEM F: DISCUSSION ITEMS

F-1 Committee Naming

Discussion: Ms. Barb Cannell, interim provost, noted that several suggestions were developed at the MATC Board Organizational Meeting to rename this committee. Of the suggestions, it was decided to adopt Education, Services, and Student Success (ES3).
Motion: It was moved by Mr. Perez and seconded by Ms. Scheibel to approve the naming of this committee to Education, Services, and Student Success (ES3).

Action: Approved

**F2 Funeral Services Accreditation Update**

Discussion: Ms. Cannel introduced Dr. Dessie Levy, dean; Ms. Christine Olson, associate dean; Ms. Kelly Cron and Mr. Peter Stevens, faculty, Funeral Services program. Ms. Levy gave a brief update of the Funeral Services program and the fact that it is the only program of its kind in the State of Wisconsin. On Sunday, October 12, 2014 the program has been placed on probation. Mr. Stevens and Ms. Olson explained the significant citations that the program received from the American Board of Funeral Services. The Higher Learning Commission (HLC) and the Wisconsin Technical College System (WTCS) will be notified of this status change. Ms. Baker asked that a progress report come back to the committee in December.

**F-3 Food and Beverage (FAB) Center at Walkers Square**

Discussion: Ms. Cannell introduced Dr. Richard Busalacchi, associate dean, School of Business. Dr. Busalacchi described the FAB initiative and reviewed the handouts. There were questions about how the plan for the Walkers Square property are going to change as a result of this project and how does the water council project fits into the plan for the property. Ms. Cannell and Dr. Martin indicated that the space allocations for the Walkers Square property is still being finalized.

**F-4 Pathway Update**

a. **Supply Chain Management – Attachment 3**

Discussion: Ms. Cannell introduced Dr. Roy Vargas, associate dean, School of Business; Mr. Dean Le Blanc, faculty, supply Chain Management; Ms. Gloria Pitchford- Nicholas, dean, School of PreCollege; and Mr. Jonathan Feld, director, Articulation and Transfer. Mr. Vargas gave a brief history of the Supply Chain Management Program and the pathway options for these students as well as the connections with the School of PreCollege. Mr. Le Blanc talked about the growth potential that is available nationally to this program. Ms. Pitchford-Nicholas talked about the PreCollege career exploration opportunities for students. Mr. Feld talked about linking more programs to this program will give new and increased opportunities to high school students.

b. **Baking and Pastry Arts – Attachment 4**

Discussion: Ms. Cannell reintroduced Dr. Busalacci to speak to the Baking and Pastry Arts program. Dr. Busalacci introduced Ms. Deb Socha, faculty, Baking and Pastry Arts; Ms. Pitchford-Nicholas; and Mr. Feld. Dr. Busalacchi gave a brief history of the program and pathways. Ms. Socha talked about components of the program as well as local opportunities available to the students. Ms. Pitchford-Nicholas spoke about the ProStart program as the starting point of the pathway into the program. Mr. Feld noted that the ProStart offerings in local high schools and the School of PreCollege to see about building baking curriculum into the schools.
ITEM G: INFORMATION ITEMS

G-1 Enrollment Update

Discussion: Dr. Trevor Kubatzke, vice president, Student Services noted registration for the Spring semester starts in November. Fall semester enrollments are down approximately 7% from this time last year.

G-2 Quarterly Advisory Committee Report – Attachment 5

Discussion: Ms. Cannell introduced Ms. Pamela Holt, director, Curriculum and Instructional Support. Ms. Holt gave a brief update of the college’s advisory committees.

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, November 18, 2014, Milwaukee Campus, Board Room (M210)

ADJOURNMENT – The Committee adjourned at 6:35 p.m.

Respectfully submitted,

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

Welding Graduates obtain employment as:

- Entry level welders
- Production Welders
- Maintenance welders
- Construction apprentices
- Industrial construction welders
- Jig and fixture welders

Students benefit from:

- Faculty members who are industry experts who work to AWS standards of excellence
- Skills that have broad application in industry and construction
- Workplace simulations in a hands on lab situation
- Real hands on experience
- Opportunity to meet and network with local industry professionals
- Certification and industry exams through the American Welding Society (AWS)

Action Plan Goals

Goal 1 — Develop and implement bridge courses and an industry entry level certificate

- Developed standardized curriculum in partnership with the MMAC, industries and advisory committee; plan to garner WTCS approval for fall of 2015

Goal 2 — Develop Career Pathways

- Developed a pathway from the initial certificate with connections to area High Schools and the Pre-College
- Plan to develop pathways from technical diploma to apprenticeships and individualized technical studies programs
- Future program ties to Welding Fabrication and Welding Technology

HIGHLIGHTS!!

1. Due to increased demand from industry, weld labs have been renovated and expanded; with updated equipment in place, including:
   - Upgrade of West Allis Campus Weld Labs and added a heavy plate weld lab
   - Upgrade and expansion of Oak Creek Weld Labs including additional welding booths
   - Built the Welding Fabrication Lab at the Mequon Campus including welding booths

2. Working to expand ties to additional HS and strengthen ties to current HS in the District for future program recruitment:
   - Youth Options
   - Articulation Agreements
   - Established partnership with Pre-College in welding, including ESL and Bilingual pilots
**Welding Pathway**

**Manufacturing Cluster**

### Education

**Technical Diploma**
- **Welding Production**
  - **Welding 101**
  - WELD 313 (SMAW) 5
  - WELD 351 1
  - WELD 315 5
  - WELD 352 (GMAW) 1
  - WELD 360 Blueprint 2
  - WELD 380 Math 1
  - ENG 347 1
  - Total: 16 cr

**Technical Diploma**
- **Metal Fabrication (CMAW)**
  - UNDER DEVELOPMENT
  - Welding Production
  - 30 credits max (70 cr total max)

**Apprenticeship**
- **Metal Fabrication**
- Iron Worker
- Sheet Metal Worker
- Steamfitter
- Boilermaker

**Associate Degree**
- Individualized Technical Studies

### Employment

**Potential Jobs:**
- Entry Level Welder
  - Wage Avg: $11-13 ($22,880-$27,040)

**Potential Jobs:**
- Welder, cutter, solderer, brazer
  - Wage Avg: $14.56 ($30,295)
  - 2014 openings – 1,301
  - +12% over 10 yrs

**Potential Jobs:**
- Weld Fabricators, Metal Fabricator
  - Wage Avg: $18.69 ($38,875)
  - 2014 openings – 932
  - +2% over 10 yrs

**Potential Jobs:**
- Metal Fabricator, Metal Fitter
  - Wage Avg (Apprentice): $13.50 ($28,080)
  - 2014 openings – 1,504
  - +11% over 10 yrs

**Potential Jobs:**
- Boilermaker, Steamfitter, Pipefitter, Sheet Metal worker, Iron & Metal workers
  - Wage Avg (Apprentice): $20.52 ($42,686)
  - 2014 openings – 1,504
  - +11% over 10 yrs

**Potential Jobs:**
- Contractor, Business Owner

**Potential Degrees:**
- Engineer
- Contractor

**Salary and Jobs data courtesy of EMSI**

**4-yr Transfer**
- Management
- Alverno College
- Lakeland University
- Mount Mary University
- Ottawa University
- UW-Green Bay
- UW-Oshkosh
- UW-Stout
- Upper Iowa University

- High School
- PreCollege

- 16 cr

- 24 cr

- 242 cr

- 40 cr total
**WELDING 31-442-1**

**Enrollment *:**
- FY2011: 147
- FY2012: 128
- FY2013: 105

**Graduates *:**
- FY2011: 27
- FY2012: 30
- FY2013: 35

**Course Completion*:**
- FY2011: 80%
- FY2012: 85%
- FY2013: 78%

**Race Ethnic Ratio *:**
- White: 50%
- Black: 39%
- Hispanic: 9%
- Native American: 1%
- Asian: 1%

**Full-Time/Part-Time Ratio *:**
- Full-Time: 46%
- Part-Time: 54%

**Gender Ratio *:**
- Male: 94%
- Female: 6%

**Annual Median Salary **:**
- FY2010: $32,238
- FY2011: $33,277
- FY2012: $35,773

**Job Placement Rate **:**
- FY2010: 62%
- FY2011: 75%
- FY2012: 70%

**Sources**
*MATC Client Reporting FY2011-FY2013 data.
**Job Placement and Salary data from the MATC Graduate Follow-Up Report.
***EMSI
High School Connections

The following high schools have Welding offerings:

- Greenfield
- Greendale
- Whitnall
- St. Francis
- South Milwaukee
- Oak Creek
- Bradley Tech
- MSCTE
- Cudahy
- Grafton
- Franklin
- North Division

Currently: a Transcripted Credit agreement is being finalized with Grafton High School.

Franklin High School has an advanced standing agreement.

North Division High School and MATC are strengthening a partnership.

Planned: MATC will work with each district high school with Welding offerings to infuse as much of the Welding 101 Diploma as possible. This will offer high school students the opportunity to earn an MATC credential while learning two industry-recognized Welding processes.
# MILWAUKEE AREA TECHNICAL COLLEGE

## WELDING/WELDING TECHNOLOGY

### Advisory Committee Meeting Minutes

<table>
<thead>
<tr>
<th>Meeting Date:</th>
<th>October 15, 2014</th>
<th>Time:</th>
<th>7:00 a.m.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Location:</td>
<td>West Allis Campus</td>
<td>Room:</td>
<td>117</td>
</tr>
<tr>
<td>Facilitator:</td>
<td>Jeff Noruk, Chair</td>
<td>Minute Taker:</td>
<td>Catherine Adams</td>
</tr>
</tbody>
</table>

### Members Present

<table>
<thead>
<tr>
<th>Name</th>
<th>Company Represented</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tim Echan</td>
<td>Lincoln Electric</td>
</tr>
<tr>
<td>Jim Giordano</td>
<td>GenMet</td>
</tr>
<tr>
<td>Bryan Hackbarth</td>
<td>Joy Global Surface Mining</td>
</tr>
<tr>
<td>Richard Hanson</td>
<td>Local 8 Iron Workers</td>
</tr>
<tr>
<td>Eric Isbister</td>
<td>GenMet</td>
</tr>
<tr>
<td>Larry Kienau</td>
<td>Airgas USA LLC</td>
</tr>
<tr>
<td>Mark Kowalski</td>
<td>Airgas USA LLC</td>
</tr>
<tr>
<td>Tom Kullinger</td>
<td>Logeman Brothers Co.</td>
</tr>
<tr>
<td>Jeff Noruk</td>
<td>Servo Robot Corporation</td>
</tr>
<tr>
<td>Michael Porfilio</td>
<td>Anderson Laboratories</td>
</tr>
<tr>
<td>Adam Thomas</td>
<td>Caterpillar Global Mining</td>
</tr>
<tr>
<td>Scott Wallermann</td>
<td>Broad Wind Towers &amp; Heavy Industries</td>
</tr>
</tbody>
</table>

### MATC Representatives Present

<table>
<thead>
<tr>
<th>Name</th>
<th>Position/Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cliff Andrae</td>
<td>Instructor</td>
</tr>
<tr>
<td>Bob Dricken</td>
<td>Instructor</td>
</tr>
<tr>
<td>Larry Gross</td>
<td>Instructor</td>
</tr>
<tr>
<td>Zack Guerrero</td>
<td>Instructor</td>
</tr>
<tr>
<td>Mark Koehler</td>
<td>Instructor</td>
</tr>
<tr>
<td>Basil Wilber</td>
<td>Instructor</td>
</tr>
<tr>
<td>Sue Silverstein</td>
<td>Instructor - IC</td>
</tr>
<tr>
<td>Duane Schultz</td>
<td>Associate Dean</td>
</tr>
<tr>
<td>Al Pinckney</td>
<td>West Campus VP</td>
</tr>
<tr>
<td>Suzanne Moore</td>
<td>Counselor</td>
</tr>
<tr>
<td>Nicole Wheatley</td>
<td>Counselor</td>
</tr>
<tr>
<td>Christine Woda</td>
<td>Grants</td>
</tr>
</tbody>
</table>

### Agenda Item 1  Call to order

**Discussion:** The meeting was called to order at 7:10 a.m., by Jeff Noruk, Chair.

<table>
<thead>
<tr>
<th>Action items:</th>
<th>Person responsible:</th>
<th>Deadline:</th>
</tr>
</thead>
</table>

### Agenda Item 2  Introductions

**Discussion:** Introductions were made.

<table>
<thead>
<tr>
<th>Action items:</th>
<th>Person responsible:</th>
<th>Deadline:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agenda Item 3</td>
<td>Determination of Quorum</td>
<td></td>
</tr>
<tr>
<td>---------------</td>
<td>-------------------------</td>
<td></td>
</tr>
<tr>
<td><strong>Discussion:</strong></td>
<td>A quorum was present.</td>
<td></td>
</tr>
<tr>
<td><strong>Action items:</strong></td>
<td><strong>Person responsible:</strong></td>
<td><strong>Deadline:</strong></td>
</tr>
</tbody>
</table>

**Old Business**

<table>
<thead>
<tr>
<th>Agenda Item 4</th>
<th>Advisory Membership Review</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Discussion:</strong></td>
<td>D. Schultz presented the college guidelines for membership.</td>
</tr>
<tr>
<td><strong>Action items:</strong></td>
<td><strong>Person responsible:</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Agenda Item 5</th>
<th>Program Progress/Enrollment Reports</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Discussion:</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Weld Technology AAS</strong></td>
<td>FA2013</td>
</tr>
<tr>
<td>Applications Received</td>
<td>115</td>
</tr>
<tr>
<td>Applications Completed</td>
<td>94</td>
</tr>
<tr>
<td>Students Enrolled</td>
<td>60</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Welding Diploma</strong></th>
<th>FA2013</th>
<th>FA2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>Applications Received</td>
<td>198</td>
<td>157</td>
</tr>
<tr>
<td>Applications Completed</td>
<td>126</td>
<td>92</td>
</tr>
<tr>
<td>Students Enrolled</td>
<td>59</td>
<td>57</td>
</tr>
</tbody>
</table>

S. Moore presented enrollment data, comparing Fall applications/enrollment for the Welding Technology AAS and Welding Technical Diploma. The Diploma Program has 56 on the waitlist, divided between the West Allis and Oak Creek Campuses. For Fall, West Campus invited more than 50 waitlisted students to enroll – to fill 12 spaces. The committee asked why this large number of waitlisted students is required to fill classes. It was noted that students may not be aware that the program is only available in our day school and that the program is a 5-day/week commitment. It was suggested that our website program information be updated to reflect more scheduling detail. Other factors come into play regarding students’ decision not to enroll: family constraints, may have acquired a job, financial issues, etc. S. Silverstein indicated there is a weekend option (2-year, part-time group), available at the Oak Creek Campus. New “weekend” cohorts begin in August.

D. Schultz reported that our enrollment statistics were consistent with other tech colleges in the State. S. Silverstein shared information on the status of high school articulation, where students receive dual credit for specific courses. The Math and Blueprint components are missing from the high school program, but students get fundamental instruction in basic welding processes – which enhances their success at MATC.

| **Action items:** | **Person responsible:** | **Deadline:** |
**Agenda Item 6  Capital Equipment**

**Discussion:** D. Schultz shared the approved FY2015 capital requests. West Campus received $80,000 for welders and cabinets to complete the 3-shop remodeling project. Oak Creek has approximately $100,000 for equipment. Mequon received $180,000 for equipment needs to complete the Metal Fabrication shop.

<table>
<thead>
<tr>
<th>Action items:</th>
<th>Person responsible:</th>
<th>Deadline:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Agenda Item 7  Curriculum Status and Review**

**Discussion:** Mequon Campus Metal Fabrication Shop Status -- Cliff Andrae reported on the progress of the Mequon metal fab shop. The shop is still a work-in-progress. Additional equipment is needed. The space is very functional and optimizes the space available. Currently, they have acquired a turret punch (donated by GenMet), laser table, shear, hydraulic roller, an iron worker, CNC press brake. Equipment is placed to mimic a shop environment (16 welding booths – plus several portable work stations). They have grinding equipment, drill presses, fixturing tables, computers for the classroom, and AV projection equipment. Completion is expected this winter. The Metal Fabrication program start-up is expected in Fall, 2015. Additional funds are available for the program start-up, and needs will be addressed after the DACUM is completed.

S. Silverstein indicated there are no major changes to the current Diploma curriculum. She will be working to develop online options for theory classes. They are also working with AWS to incorporate their online safety component (which would provide students with the AWS Safety Certificate).

D. Schultz presented the Welding Pathway document, which provides students an educational roadmap from high school through 4-year college. One important component is the addition of another Math class to bring students up to the level needed to be more Math proficient in the field. He asked committee members for feedback on the document and how it meets expectations for entry-level employees. Two areas that need to be brought back into the 1-year diploma program area of the Pathway document, is the Layout and Blueprint Reading (WELD-354) course. It would offer students an option to customize their education to meet their specific goals (additional layout & setup or flux core). M. Porfilio agreed with the concept, stating that students may not necessarily need all of the welding processes and would like to see more options incorporated in the document. M. Koehler indicated the current Pathways document is a work-in-progress and will be modified, after additional review. D. Schultz stated more input will be taken before the final document is completed.

**Motion:** After review and discussion of the Welding Pathway, the Advisory committee proposed, and passed, the following resolution:

The committee endorses the Welding Pathway Model going forward; encouraging instructor input and feedback; with an Advanced Blueprint and Layout Setup class incorporated into the technical diploma; that the model include job exit routes; that the pathway model focus on MATC programming (including articulation with K-12 and baccalaureate pathways); and that the committee be provided with an opportunity to review and comment on the final draft of the model.

Made by T. Kullinger, seconded by J. Noruk. Motion passed unanimously.

<table>
<thead>
<tr>
<th>Action items:</th>
<th>Person responsible:</th>
<th>Deadline:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Instructors to meet with Pathways Committee to modify the document. Final draft to be distributed to advisory committee for review/approval. Final document presented to Board committee.</td>
<td>D. Schultz</td>
<td>December 18, 2014</td>
</tr>
<tr>
<td>Agenda Item 8</td>
<td>Course Outcome Summary (COS)</td>
<td></td>
</tr>
<tr>
<td>------------------------------</td>
<td>------------------------------</td>
<td></td>
</tr>
<tr>
<td><strong>Discussion:</strong></td>
<td>None at this time.</td>
<td></td>
</tr>
<tr>
<td><strong>Action items:</strong></td>
<td>Person responsible:</td>
<td>Deadline:</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Agenda Item 9</th>
<th>Quality Review Process (QRP)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Discussion:</strong></td>
<td>D. Schultz stated this process is in constant review, in a 5-year cycle. There is nothing new to report at this time.</td>
</tr>
<tr>
<td><strong>Action items:</strong></td>
<td>Person responsible:</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Agenda Item 10</th>
<th>Student Outcome Assessment (SOA)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Discussion:</strong></td>
<td>S. Silverstein presented the SOA document for the Welding Diploma program.</td>
</tr>
<tr>
<td><strong>Action items:</strong></td>
<td>Person responsible:</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Agenda Item 11</th>
<th>Technical Skills Attainment (TSA)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Discussion:</strong></td>
<td>C. Andrae reported on the status of the Fabrication Technologies TSA discussion. A draft outline for the Statewide minimum requirements for this program area was presented. Individual technical colleges can add competencies to this outline, to target their instruction with students/manufacturers’ goals – which can vary throughout the State.</td>
</tr>
<tr>
<td><strong>Action items:</strong></td>
<td>Person responsible:</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Agenda Item 12</th>
<th>Other Items</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Discussion:</strong></td>
<td>D. Schultz reported on the completion of the West Campus labs (A131 – Heavy Plate Lab, A134 – WELDTC Lab, and A145 – Weld Diploma Lab). Major renovation has been completed. An open house will be planned for Spring, 2015. D. Schultz reported on the Weld 101 Grant Program. To date, more than 100 students have completed the program. The most significant success of the program is the documented increase in Math skill – making students more likely to be successful in future program work.</td>
</tr>
<tr>
<td><strong>Action items:</strong></td>
<td>Person responsible:</td>
</tr>
</tbody>
</table>

**New Business**

<table>
<thead>
<tr>
<th>Agenda Item 13</th>
<th>New Business Items</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Discussion:</strong></td>
<td>None at this time.</td>
</tr>
<tr>
<td><strong>Action items:</strong></td>
<td>Person responsible:</td>
</tr>
</tbody>
</table>
**Agenda Item 14  
Announcements and Meeting Arrangements**  

**Discussion:**  
D. Schultz invited members to the Mequon Campus for the Metal Fab Open House – November 4th @ 8:30 a.m. Formal invitations will be sent to committee members, shortly.

S. Silverstein presented a flyer from the Sheet Metal Workers, who are looking for 150 welders – mainly to help complete highway repair projects. Applications are conducted through the Sheet Metal Workers Union.

L. Gross updated the committee on plans for the National Robotic Arc Welding Conference. The conference will be scheduled in June, 2015, at the Oak Creek Campus.

M. Koehler announced his retirement from MATC after 20+ years. He thanked committee for their support.

<table>
<thead>
<tr>
<th>Action items:</th>
<th>Person responsible:</th>
<th>Deadline:</th>
</tr>
</thead>
</table>

**Agenda Item 15  
Next Meeting Date/Adjournment**  

**Discussion:**  
March 11 or 18 @ West. Meeting adjourned at 8:55 a.m.

<table>
<thead>
<tr>
<th>Action items:</th>
<th>Person responsible:</th>
<th>Deadline:</th>
</tr>
</thead>
</table>
Student Demographics

November 2014

Source: WTCS detailed demographic and course records; Data based on those self-reporting
MATC Student Age
FY2014 Snapshot

- 17-18: 8%
- 19-24: 33%
- 25-34: 31%
- 35-44: 14%
- 45 & Older: 14%

Sums do not add to 100% due to rounding
MATC Student Age Trending

Note: Age demographics remain stable with slight increase in the 17-18 category.

Sums do not add to 100% due to rounding.
MATC Student Gender
FY2014 Snapshot

Male 46%
Female 54%
MATC Student Gender Trending

Note: Trend shows continual increase of female students.
MATC Student Race & Ethnicity
FY2014 Snapshot

- White: 42%
- African American: 33%
- Hispanic: 17%
- Asian American: 5%
- American Indian: 1%
- Multi-Ethnic: 2%

0% 5% 10% 15% 20% 25% 30% 35% 40% 45%
MATC Student Race & Ethnicity Trending

Note: MATC remains a majority-minority college.

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>White</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>African American</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Hispanic</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Asian American</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>American Indian</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Multi-Ethnic</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

FY2010 FY2011 FY2012 FY2013 FY2014
MATC Special Populations
(WI PBF Criteria #9)

- Students Receiving Pell Grants
- Minority Students

FY2011
FY2012
FY2013
MATC Special Populations
(WI PBF Criteria #9)

- Veterans
- Incarcerated
- Dislocated Worker
- Students with Disabilities

FY2011
FY2012
FY2013
MATC Student Residency Breakdown
FY2014 Snapshot

- Milwaukee Co., 83%
- Waukesha Co., 5%
- Ozaukee Co., 4%
- Racine Co., 3%
- Washington Co., 2%
- Non-Metro Counties, 5%
- Non-Metro, 5%
The following committee structure has been approved by the District Board:

- Finance, Personnel, and Operations Committee
- Education, Services, and Institutional Relations Student Success Committee
- Public Television Committee

The District Board Chairperson will appoint District Board members to the committees as required as well as appoint committee chairpersons. **These District Board committee chair appoints will coincide with the election of the Board Chairperson.** This process does not necessarily mean the currently appointed committee chair will be changed.

Each committee chair will establish committee meeting dates. The preferred meeting date of each committee is one week before the regular full District Board meeting. A special meeting of the Finance, Personnel, and Operations Committee may be held within an hour preceding the regular full District Board meeting to review financial statements and other pertinent items.

A majority of the members of each committee shall constitute a quorum for that committee for the transaction of business. If a quorum exists and the chairperson is absent, the committee members in attendance may decide who will chair the committee. If, within fifteen (15) minutes of a committee meeting’s designated start time no quorum of the committee members exist, the member(s) in attendance may choose to discuss any items on the agenda that require no action, or cancel the meeting due to lack of quorum.
POLICY

Title: AREAS OF RESPONSIBILITY OF DISTRICT BOARD COMMITTEES

Code: A0111-A

Authority: Board Minutes, 4/29/81; 6/18/81; 8/19/81; 4/20/83; 10/18/83; 10/23/84; 10/25/88; 7/25/89; 2/18/91; 10/25/93; 2/20/96; 3/24/98; 9/28/99; 2/28/06; 9/25/07; 11/27/12; 11/26/13

Original Adoption: 4/29/81
Revised/Reviewed: 11/26/13
Effective: 11/27/13

The policy is intended to outline and define the appropriate areas of responsibility for the standing committees of the District Board. In addition, the District Board may convene as a committee of the whole and deliberate on matters as a committee. Such matters will not be acted upon when the committee as a whole is convened.

STANDING COMMITTEES:

Specific areas of responsibility for district board standing committees include:

FINANCE, PERSONNEL, AND OPERATIONS COMMITTEE

The committee works with the President and other appropriate MATC personnel as designated by the President to:

1. Develop or revise District Board policies relating to finance, human, operations, and administration, and recommend appropriate board action;

2. Review and recommend District Board action on bills and financial statements;

3. Review internal and external audits;

4. Review and recommend District Board action on short- and long-term borrowing;

5. Oversee the investment and administration of the college’s assets; including periodically reviewing investment objectives and policies. (See Policy B0106);

6. Review and recommend District Board action on annual tax levy;

7. Review and recommend District Board action on external contracts;

8. Review and recommend District Board action on major procurements and contracts for services;

9. Review district repair and maintenance programs;
10. Review and recommend District Board action on monthly personnel transactions;

11. Establish and recommend District Board action on negotiating guidelines and parameters;

12. Review and recommend District Board action on district organizational structure;

13. Review and recommend District Board action on the three-year renovation and remodeling plan; and

14. Oversee and monitor the activities of the Advisory Audit Committee and, where necessary, recommend appropriate District Board action.

EDUCATION, SERVICES, AND INSTITUTIONAL RELATIONS

STUDENT SUCCESS COMMITTEE

The committee works with the President and other appropriate MATC personnel as designated by the President to:

1. Develop or revise District Board policies relating to educational programs, student affairs, board procedures, and external programming and recommend appropriate District Board action;

2. Review and recommend District Board action on program additions, modifications, and deletions;

3. Review district student affairs;

4. Review advisory committee activities;

5. Review student development programs and activities;

6. Review special projects and externally funded programs;

7. Review auxiliary support services and programs;

8. Develop and recommend District Board action on the five-year educational plan;

9. Plan and conduct District Board professional development program;
10. Promote District Board participation in local, state, regional, and national organizations;

11. Review and recommend District Board action on district marketing and public relations plans;

12. Develop liaison program with students, employees, and the community;

13. Ensure access to programs and services to be in compliance with the Americans With Disabilities Act; and

14. Review staff development and training plans.

PUBLIC TELEVISION COMMITTEE

The committee works with the President and other appropriate personnel as designated by the President to advocate for public television initiatives and to:

1. Develop or revise District Board policies relating to the operation of Channels 10/36 and recommend appropriate District Board action;

2. Review the activities of the PTV stations, WMVS/WMVT;

3. Review the operational functions of Channels 10/36;

4. Review the stations' liaisons with the following related organizations and report to the District Board;
   - The State Educational Communications Board
   - America’s Public Television Stations (APTS)
   - Public Broadcasting Service

5. Review and recommend District Board action on the stations' major equipment requirements, involvement in new technologies, budget, program procurement, and long-range planning;

6. Review and recommend goals for the television station;

7. Review and recommend District board action on the TV stations' funding options and the District Board's funding commitments;
8. Inform the District Board of key legislative matters related to federal and state funding affecting the TV stations; and

9. Inform the District Board of the TV stations' viewership, program offerings, and special events.

NOTE: All standing committees will provide for public comments on their agendas.