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 15, 2013, and called to order by Ms. Lauren Baker at 5:05 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. Jose Perez

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 – September 17, 2013 – Attachment 1

Motion: The minutes were approved without objection.

ITEM D: COMMENTS FROM THE PUBLIC

Dr. Andrew Berns, faculty/Local 212 Rep and Mr. Kevin Mulvenna, faculty/Local 212 Rep – spoke about the proposed Advising Model.

ITEM E: ACTION ITEMS

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

Discussion: This resolution identifies those positions at the college that are considered public officials.

Motion: It was moved by Mr. Dull, seconded by Mr. Perez, to approve the Resolution to Approve Designation of MATC State Public Officials – Attachment 2 to the full Board for approval.

Action: Approved
ITEM F: DISCUSSION ITEMS

F-1 Pathway Review – Culinary Management – Attachment 3

Discussion: Dr. Vicki Martin, executive vice president and provost, introduced Dr. Richard Busalacchi, associate dean, School of Business and Ms. Gloria Pitchford Nicholas, dean, School of PreCollege. Dr. Busalacchi introduced Mr. Michael Clark, faculty, Culinary Management. Dr. Busalacchi gave a brief history of this new program. Mr. Clark spoke about enhancements being made to the program. Mr. Jonathan Feld, director, Articulation and Transfer spoke about the connections between this program and local high schools. Ms. Pitchford Nicholas spoke about the connection between MATCs Adult High School and this program. Dr. Busalacchi noted that additional labs has created more program capacity, thereby eliminating the waitlist for this year and in the future.

F-2 Quarterly Advisory Committee Report – Attachment 4

Discussion: Ms. Pam Holt, director, Curriculum and Instructional Report highlighted the first quarter FY2014 report.

F-3 Faculty Recruitment Plan

Discussion: Dr. Pablo Cardona, vice president, Human Resources and Labor Relations reported that 65 faculty members have given notice of their intent to to retire at the end of this semester. Recruitment efforts and interviews are in process with the anticipation that all posted faculty positions will be filled in advance of the start of the Spring 2014 semester.

ITEM G: INFORMATION ITEMS

G-1 Advising Model

Discussion: Dr. Trevor Kubatzke, vice president, Student Services introduced Mr. Walter Lanier, director, Counseling, Advising, Career Services. Dr. Kubatzke and Mr. Lanier gave a brief presentation of the new Advising Model. There was a discussion about the impact to students as well as the training provided to the new staff. Dr. Kubatzke briefly described the Noel Levitz student satisfaction tool that is used at MATC to determine areas of focus for improvement.

G-2 Enrollment Update

Discussion: Dr. Kubatzke noted that open enrollment starts in November.

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 November 20, 2013, Milwaukee Campus, Board Room (M210)
ADJOURNMENT -- The Committee adjourned at 6:05 p.m.

Respectfully submitted,

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