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