



**MILWAUKEE AREA TECHNICAL COLLEGE DISTRICT BOARD
MILWAUKEE, WISCONSIN
AUGUST 27, 2002**

CALL TO ORDER

The regular monthly meeting of the Milwaukee Area Technical College District Board was held in open session on Tuesday, August 27, 2002, and called to order by Chairperson 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: Baker, Bell, Cochran, Gobel, Jasper, Killebrew, and Maierle.

Excused: Earle and Moeser.

ITEM B. COMPLIANCE WITH THE OPEN MEETINGS LAW

Chairperson Baker indicated that proper notice of the meeting had been given in compliance with the Wisconsin Open Meetings Law.

ITEM C. APPROVAL OF MINUTES

Special Board Meeting: June 21, 2002
Regular Board Meeting: June 25, 2002
Organizational Meeting: July 8, 2002

Action: The minutes were approved as printed.

ITEM D. COMMENTS FROM THE PUBLIC

Discussion Dr. Michael Rosen, president of Local 212, noted that several accomplishments for the college had been attained because the union and the administration had worked together as a team. He specifically remarked that:

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- Enrollment was up, due partly from a poor economy and primarily from the college's marketing and recruitment efforts;
- The Occupational Therapy Assistant program had been reinstated and had a wait list;
- North Central Accreditation had officially accredited the college and the next comprehensive evaluation is scheduled for 2008-09;
- The Budget Committee, which included Local 212, had produced more accurate numbers than in prior years;
- The Joint Labor Management HealthCare Committee had been unable to reach an agreement concerning healthcare because of problems with numbers provided by the insurance consultants.

Ms. Baker introduced Mr. Conor Smyth and Mr. Robert Sommerfeld of the Legislative Audit Bureau.

ITEM E. APPROVAL OF CONSENT AGENDA ITEMS

FPO-2: Bills – June 2002

FPO-3: Bills – July 2002

FPO-4: Financial Report –June/July 2002

FPO-5: Human Resources Report

FPO-6: Procurement Report

FPO-7: Affirmative Action Quarterly & Annual Report

**FPO-8: Continuing Education & Workforce Development
Annual Report**

FPO-9: MEC Report

Motion: It was moved by Mr. Maierle, seconded by Mr. Jasper, to approve the Consent Agenda items.

Action Motion approved by unanimous consent.

ITEM F. CHAIRPERSON'S REPORT

**F-1: 2002-03 Selection of Wisconsin Technical College
District Representatives**

Discussion Ms. Baker announced the following assignments, based on board members' preferences:

- Legislative Representatives: J. Bell and M. Maierle

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- Human Resources: M. Killebrew and C. Gobel
- Program: J. Jasper
- Marketing/Public Relations & Awards: P. Earle
- Interdistrict/Interagency Cooperation: S. Cochran
- Bylaws, Policies & Procedures: J. Bell

F-2 2002-03 Board Representatives to Associated Groups

Discussion

Ms. Baker announced the following assignments, based on board members' preferences:

- Liaison to Channel 10/36 Friends: J. Jasper
- Board Representative for Social Development Commission: J. Jasper
- Board Delegate to ACCT: L. Baker
- Board Representative for MATC Foundation: M. Maierle

Ms. Baker stated she would keep the board apprised of professional development activities relevant to board members. She noted various professional development activities:

- Board orientation – two new board members participated; she encouraged all board members to participate;
- ACCT activities – legislative, convention, regional;
- Board retreats – October 26, 2002, self-evaluation;
- Wisconsin Technical College System District Boards Association meetings;
- Ongoing self-evaluation to determine professional development needs.

Ms. Baker encouraged attendance at district events. She stated that a board policy related to board travel would be developed.

Ms. Baker stated that the board budget had been reduced by \$120,000 and suggested further discussions on the matter at the September board meeting.

Ms. Baker announced a proposed savings of \$17,500 in the board budget. Based on a request from the Wisconsin Technical College System Board to submit board minutes electronically, the college will provide the minutes in Word format, rather than the typeset, quarter-page format, and the minutes will be available electronically. She indicated that paper copies of the minutes, similar to the board committee meeting minutes, would be sent to board members and to libraries. Ms. Baker stated that the

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changes would eliminate a printing expense of \$1,300 per month and a mailing cost of \$154 per month.

ITEM G. PRESIDENT'S REPORT

Discussion

Ms. Theresa Barry, Associate Vice President Student Services, presented an Enrollment Report:

- FTEs (Fall Achieved) – 4,764
- Admissions Applications – 71.5%
- Registration Activity – 14.1% increase
- 24 programs wait listed

Dr. Tony Báez, Provost, announced that the Commission on Accreditation of Allied Health Education Programs had extended accreditation for the advanced respiratory therapist program to 2011.

Mr. Michael Walsh, Dean Business and Information Technologies, reported that three programs in the Business and Graphics Arts Division were totally on-line.

Mr. David Grypp, marketing instructor, reported on the Mobile Learning Partnership Project that utilizes mobile information technologies. The college has partnered with McGraw-Hill Irwin on the project.

Dr. Cole reported that Chairperson Baker had extended a welcome at the August 22, 2002, Coordination Day and that Mr. Gobel had also attended the successful event.

Dr. Cole presented an update on the Legislative Audit Bureau activities:

- May 9 – Dr. Cole and Chairperson Baker provided testimony to Joint Legislative Audit Committee (Co-chairs Senator George, Representative Leibham). Testimony resulted in audit scope modifications.
- May 15 – Legislative Audit Bureau (LAB) suggested revised scope to the Joint Legislative Audit Committee.
- June 14 – Co-Chairs directed LAB to conduct audit and indicated they would seek committee confirmation of the action at a later date. Committee has not taken action.
- June 28 – Entrance conference with Ms. Janice Mueller, State Auditor, and audit team. Requested background materials be provided to the audit team.

- July 9 – LAB team on site to collect additional data and conduct interviews. Work is ongoing.
- November – LAB will provide draft report for review and comment.
- December – LAB will issue report.
- LAB has asked for materials related to MATC's dispute with Compcare over health care coverage and rates for the period July 1 to December 31, 2002.

ITEM H. STUDENT SENATE REPORT

Discussion Mr. Howard Davis, Jr., highlighted activities of the Student Senate:

- Student Alliance of Wisconsin
- Wisconsin Student Government
- American Student Association of Community Colleges
- Areas Student Senate Board

Ms. Bell requested feedback from students regarding changes in student services, such as on-line registration.

ITEM I. LEGISLATIVE MATTERS

Discussion Ms. Bell reported that Governor McCallum had requested that all state agencies reduce their budget requests by 5 percent. She stated that the technical colleges had responded with a request for a 3 percent general state aid increase that reflected the demands on the system. Ms. Bell noted that the state board had not yet approved the request.

ITEM J. PUBLIC TELEVISION COMMITTEE REPORT

Discussion Mr. Jasper gave highlights of the Public Television Committee meeting, which are reflected in the August 15, 2002, committee minutes.

ITEM K. EDUCATION, SERVICES, AND INSTITUTIONAL RELATIONS COMMITTEE REPORT

Discussion Ms. Bell gave highlights of the Education, Services, and Institutional Relations Committee meeting, which are reflected in the August 20, 2002, committee minutes.

**ESIR-2: Program Implementation Approval:
Telecommunications (VDV)**

Motion It was moved by Ms. Bell, seconded by Ms. Cochran, to approve the Program Implementation Approval: Telecommunications (VDV).

Action Motion approved by unanimous consent.

**ESIR-3: Resolution to Approve Installer Technician
Apprenticeship Program**

Motion It was moved by Ms. Bell, seconded by Ms. Cochran, to approve the Resolution to Approve the Telecommunications (VDV) Installer-Technician Apprentice Program.

Action Motion approved by unanimous consent.

**ITEM L. FINANCE, PERSONNEL, AND OPERATIONS COMMITTEE
REPORT**

Discussion Mr. Maierle gave highlights of the Finance, Personnel, and Operations Committee meeting, which are reflected in the August 19, 2002, committee minutes.

Mr. Todd Poppe, Vice President, Finance, stated that the general fund budget had been balanced and that a surplus was anticipated as a result of increased revenues and reduced costs.

Ms. Baker acknowledged the administration's efforts in putting together a reorganization plan as well as other measures to improve the financial situation.

**FPO-10: Resolution Authorizing the Sale of \$16,100,000
General Obligation Promissory Notes, Series 2002-03A of
Milwaukee Area Technical College District, Wisconsin**

Mr. John Mehan, Robert W. Baird & Co., reviewed the Final Pricing Summary dated August 27, 2002, for the \$16,100,000 General Obligation Promissory Notes, Series 2002-03A. He noted that Moody's credit report had again assigned an Aa rating with a negative outlook. Mr. Mehan indicated that Moody's had concerns based on the college's limited revenue-raising flexibility: declining

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state aids and attainment of the maximum mill rate, both of which were beyond the control of the college.

Motion It was moved by Mr. Maierle, seconded by Mr. Jasper, to approve the resolution authorizing the sale of \$16,100,000 general obligation promissory notes, series 2002-2003A.

Action Motion approved, the vote being as follows:

Ayes – Bell, Cochran, Gobel, Jasper, Killebrew, Maierle, and Baker -- 7.

Noes – None.

FPO-13: Revised FY2002-03 Renovation/ Remodeling Plans

Motion It was moved by Mr. Maierle, seconded by Ms. Killebrew, to approve the Revised FY2002-03 Renovation/Remodeling Plans.

Action Motion approved by unanimous consent.

FPO-14: Policy A0104-A, Duties of Officers of MATC District Board

Discussion Mr. Maierle noted that the policy was presented as a first reading for review and would be placed on the September board agenda for approval.

FPO-20: Remission of Out-of-State Tuition

Discussion Mr. Maierle presented the report as an information item.

FPO-21: Out-of-Country Travel Quarterly Report

Discussion Mr. Maierle presented the report as an information item.

ITEM M. MISCELLANEOUS ITEMS

1. Communications and Petitions
None.

2. Information Items

M-2-1 Gifts Received by the MATC Foundation for the Benefit of the College – June

For the period of June 1, 2002, to June 30, 2002, the MATC Foundation, Inc. received cash donations of \$59,171.94.

The MATC Foundation, Inc. accepted equipment donations estimated to be worth \$52,235.00.

M-2-2 Gifts Received by the MATC Foundation for the Benefit of the College – July

For the period of July 1, 2002, to July 31, 2002, the MATC Foundation, Inc. received cash donations of \$9,312.54.

The MATC Foundation, Inc. accepted equipment donations estimated to be worth \$5,881.64.

ITEM N. OLD BUSINESS/NEW BUSINESS

Date of Next Meeting: Tuesday, September 24, 2002, 5:00 p.m., Milwaukee Campus, Board Room (M210)

ITEM O. HISPANIC CHAMBER OF COMMERCE OF WISCONSIN LEASE

ITEM P. HEALTHCARE REDESIGN

ITEM Q. NON-REPRESENTED COMPENSATION

ITEM R. LITIGATION UPDATE

ITEM S. PHYSICAL PLANT AND PROPERTY ISSUES

Compliance with Open Meetings Law

Chairperson Baker stated that the board intended to convene into Closed Session.

Motion It was moved by Mr. Maierle, seconded by Mr. Jasper, to convene into Closed Session pursuant to Section 19.85(1)(e) of the Wisconsin Statutes to discuss the Hispanic Chamber of Commerce of Wisconsin Lease; Section 19.85(1)(e)(g) of the

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Wisconsin Statutes to discuss Healthcare Redesign; Section 19.85(1)(c) of the Wisconsin Statutes to discuss Non-Represented Compensation; Section 19.85(1)(g) of the Wisconsin Statutes to discuss Litigation Update; and Section 19.85(1)(e) of the Wisconsin Statutes to discuss Physical Plant and Property Issues.

Action Motion approved, the vote being as follows:

Ayes – Bell, Cochran, Gobel, Jasper, Killebrew, Maierle, and Baker – 7.

Noes – None.

Closed Session

The board convened into Closed Session at 6:36 p.m.

Ms. Cochran departed at 7:21 p.m.

Open Session

The board reconvened into Open Session at 8:47 p.m.

Roll Call

The following members responded to roll call:

Baker, Bell, Gobel, Jasper, Killebrew, and Maierle.

ITEM Q NON-REPRESENTED COMPENSATION

Chairperson Baker stated that the board had reconvened into Open Session to take action on Item Q. Non-Represented Compensation.

Motion It was moved by Mr. Maierle, seconded by Ms. Bell, to approve the compensation recommendations for nonrepresented employees, effective July 1, 2002, unless otherwise noted.

Action Motion approved by unanimous consent.

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Adjournment

Motion It was moved by Mr. Gobel, seconded by Mr. Jasper, to adjourn the meeting.

Action Motion approved by unanimous consent. The meeting adjourned at 8:48 p.m.

Respectfully submitted,

Mae D. Killebrew
Secretary