



**ITEM D. COMMENTS FROM THE PUBLIC**

None

**ITEM E. APPROVAL OF CONSENT AGENDA ITEMS**

**E-1 Bills – March 2004 – Attachment 2**

**E-2 Financial Report – March 2004 – Attachment 3**

**E-3 Human Resources Report – Attachment 4**

Discussion Attorney Brown noted that a leave of absence request was received, which is not reflected on this report due to timing; it is requested that this request be presented to the full board as an addendum to the Human Resources report; the committee was in agreement with this request.

**E-4 Procurement Report – Attachment 5**

Mr. Earle noted, with regard to item IV.5 on the procurement report – Asbestos Abatement for Phase II renovation and remodeling for 2004, that this is the first such procurement since recent revisions to Policy B0801, to include provisions for asbestos removal/abatement. Mr. Al Evinrude noted that this procurement is in compliance with Policy B0801, and that this policy has not hindered the bid process or MATC's procurement activity.

**E-5 Office of Corporate Learning 38.14 Outreach Contracting Quarterly Report – Attachment 6**

Motion It was moved by Mr. Webber, seconded by Dr. Hughes, to approve items on the consent agenda as submitted.

Action Motion approved.

**ITEM F. ACTION ITEMS**

**F-1 Resolution Authorizing the Issuance of \$700,000 General Obligation Promissory Notes, Series 2003-04F of Milwaukee Area Technical College District, Wisconsin – Attachment 7**

In an effort to reduce expenditures, an opportunity to capitalize some MPTV programming was discovered. According to state criteria, “Great Lakes Gardner”, “Tracks Ahead” and “Outdoor Wisconsin” each qualify for capitalization. An additional \$700,000

Mr. Earle requested that a general explanation of capitalization be provided to the full board when this item is presented for approval.

Motion It was moved by Mr. Webber, seconded by Dr. Hughes, to recommend to the full board approval of the Resolution Authorizing the Issuance of \$700,000 General Obligation Promissory Notes, Series 2003-2004F of Milwaukee Area Technical College District, Wisconsin.

Action Motion approved.

**F-2 Revised FY2004-05 through FY2006-07 Planning Assumptions – Attachment 8**

Ms. Renee Dudley highlighted changes made to the planning assumptions since last reviewed by the board, including state aid, tuition and fees, health and dental insurance costs, and the capitalization of various MPTV programming.

Mr. Earle cited an article in Friday’s Milwaukee Journal Sentinel, proposing property values, and asked whether or not revisions are considered to the planning assumptions in that regard.

Ms. Dudley noted that the current planning assumptions do not reflect any change in property values. This would be a consideration of the administration and the board.

Although a labor settlement has not yet been finalized, Mr. Earle suggested that the planning assumptions be revised to include salary projections, as this is our primary budget planning tool

Mr. Piotrowski noted that, when the planning assumptions are brought to the board at their May meeting, salary projections will be included, whether or not a settlement has been reached.

Motion It was moved by Mr. Webber, seconded by Dr. Hughes, to recommend to the full board approval of the revised FY2004-05 through FY2006-07 Planning Assumptions.

Action Motion approved.

**F-3 College Parallel and Postsecondary/Vocational Adult Tuition and Online Education Fee for Academic Year 2004-05 – Attachment 9**

Motion It was moved by Dr. Hughes, seconded by Mr. Webber, to recommend to the full board approval of the College Parallel and Postsecondary/Vocational Adult Tuition and Online Education Fee for Academic Year 2004-05.

Action Motion approved.

**F-4 Policy B0201-1, Remission of Out-of-State Tuition for Needy and Worthy Students – Attachment 10**

Ms. Theresa Barry noted that the recommended changes to this policy are to conform with recent changes in state regulations.

Motion It was moved by Dr. Hughes, seconded by Mr. Webber, to recommend to the full board approval of the revised Policy B0201-1, Remission of Out-of-State Tuition for Needy and Worthy Students.

Action Motion approved.

**F-6 Policy B0301, Contracts for Services – Attachment 11**

Motion It was moved by Mr. Webber, seconded by Dr. Hughes, to recommend to the full board approval of Policy B0301, Contracts for Services.

Action Motion approved.

**F-7 Resolution to Revise FY2003-04 Renovation/Remodeling (Capital) Projects – Attachment 12**

Al Evinrude reviewed the revised FY2003-04 renovation/remodeling (capital) projects list, highlighting the reasons for the necessary revisions.

It was suggested that when determining funding of academic projects, such determinations should flow through the ESIR committee for consideration.

Motion It was moved by Dr. Hughes, seconded by Mr. Webber, to recommend to the full board approval of the FY2003-04 Renovation/ Remodeling (Capital) Projects revision.

Action Motion approved.

**F-8 Resolution to Amend the Lease from the Graphic Communications Union International Local 577-M AFL-CIO – Attachment 13**

Motion It was moved by Mr. Webber, seconded by Dr. Hughes, to recommend to the full board approval of the amendment to the Lease from the Graphics Communications Union International Local 577-M AFL-CIO.

Action Motion approved.

**ITEM G. DISCUSSION ITEMS**

**G-1 FY2003-04 and FY2004-05 Budget Updates – Attachment 14**

Mr. Craig Piotrowski provided an update on both the FY2003-04 and FY2004-05 budgets, providing comparative information with other WTCSB districts. At the request of the committee, Mr. Piotrowski will further research comparative expenditures by classification information, going back further in history, and will report back to the committee at the May meeting.

The committee discussed the possible causes for MATC's \$4,196,701 projected deficit, noting that all options for possible recovery will be shared with the board. It was emphasized that necessary strategic changes are imperative in order to ensure a balanced budget for future years, unless the board looks at substantial new revenue streams.

Further, any necessary budget adjustment for FY2003-04 will be presented to the board at its May meeting, requiring a two-thirds vote for approval.

**G-2 Branding Strategies Report**

Mr. Rob Hartung introduced John Thiel and Keith Walters of Thiel Design Group who presented a proposed branding project for the College. Thiel Design provided a report on how MATC is perceived by the community and various constituents, and how we can use this information to strengthen community support and increase enrollment numbers.

**ITEM H. INFORMATION ITEMS**

**H-1 Other Student Fees, Academic Year 2004-05 – Attachment 15**

**H-2 City of West Allis Tax Incremental District #6 – Attachment 16**

**H-3 City of West Allis Tax Incremental District #7 – Attachment 17**

**H-4 Quarterly Consultants Contract Report – Attachment 18**

**H-5 Out-of-Country Travel Report – Attachment 19**

**H-6 MATC Organizational Charts – Attachment 20**

As requested at the March board meeting, organizational charts for the MATC community were provided (an update of the Provost chart was provided)

**H-7 MEC Report – Attachment 21**

**H-8 Grants Management Report – Attachment 22**

**ITEM I. MISCELLANEOUS ITEMS**

**I-1 COMMUNICATIONS AND PETITIONS**

**I-2 INFORMATION ITEMS**

**ITEM J. OLD BUSINESS/NEW BUSINESS**

Date of Next Meeting: Wednesday, May 19, 2004

**ITEM K. COMPLIANCE WITH THE OPEN MEETINGS LAW**

Mr. Earle stated that the committee intended to convene into Closed Session.

Motion It was moved by Mr. Webber, seconded by Mr. Earle, that the committee convene into closed session pursuant to section 19.85(1)(e) of the Wisconsin Statutes to discuss negotiations update, to deliberate regarding collective bargaining issues; and pursuant to section 19.85(1)(g) of the Wisconsin Statutes to discuss litigation update, and confer with legal counsel with respect to litigation in which the District is currently involved.

Action Motion carried, the vote being as follows:  
Ayes – Mr. Earle, Dr. Hughes, Mr. Webber  
Noes – None.

**CLOSED SESSION**

The committee convened into Closed Session at 1:54 p.m.

**ADJOURNMENT**

The committee adjourned from closed session at 2:12 p.m.  
No action was taken.

Respectfully submitted,

Caryn J. Dohring  
Administrative Specialist