

DRAFT

Attachment ESIR - 1

MILWAUKEE AREA TECHNICAL COLLEGE DISTRICT BOARD Education, Services, and Institutional Relations Minutes

STAFF/FACULTY PRESENT:	Tony Baez	Bruce Heiser	Diane Stojanovich
	Theresa Barry	Al Klingenberg	Jim Thompson
	Wilma Bonaparte	Linda Matson	Nick Triscari
	Christy Brown	Paul Stich	Dave Turner
	Terese Dressel	John Stilp	Douglas Udell
	Christina Kamer	William Stilley	Mike Walsh
	Al Klingenberg		

**GUESTS
PRESENT:**

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, August 19, 2003, and called to order by Chairperson Bell at 4:00 p.m. in the Board Room, Room M210, at the Milwaukee Campus of Milwaukee Area Technical College.

ITEM A: ROLL CALL

Present: Jeannette Bell and Lauren Baker

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 – May 13, 2003 – Attachment 1

Motion: The minutes were approved without objection.

Action: Motion approved by unanimous consent.

ITEM D: COMMENTS FROM THE PUBLIC

None

ITEM E: ACTION ITEMS

E-1 Resolution Power Engineering Diploma – Attachment 2

Discussion Dr. Baez introduced Mr. Nick Triscari and Mr. John Stilp who gave a brief overview of the Power Engineering Diploma. This program is scheduled to be a thirteen credit program that will be offered starting in the spring of 2004. After approval by our Board, state staff will present it for approval at the State Board meeting. The program was requested, among others, by the Milwaukee Engineering Power Consortium who saw the potential for an increase in jobs in the power engineering field with the new power plants being proposed for our area. The focus would be on entry level skills for engineering personnel and building operations, power plant mechanics, and power plant operators.

The state would like to see this apprenticeship reactivated and we are in process of working with them on this issue. Preliminary approval has been received from Kathleen Cullen at the State. This has been in the works for two years, including work with ad-hoc committees. By January, the program will be on the MATC schedule.

The Committee requested that future requests for new programs include information on potential wages.

Mr. Keith Terry arrived at 4:18 p.m.

Motion:

It was moved by Ms. Baker, seconded by Mr. Terry, to forward the Resolution to Approve the Power Engineering Diploma Program (30-428-1) to the full Board for approval.

Action:

Motion approved by unanimous consent.

E-2 Tentative Meeting Schedule – Attachment 3

Discussion Due to a time conflict by one committee member, the meetings scheduled for September – December will be changed to 3:00 p.m. Starting in January 2004, the committee will return to the originally scheduled time of 4:00 p.m.

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Action Motion approved to change meeting time to 3:00 p.m. during the September – December months and return to 4:00 beginning in January 2004.

ITEM F: DISCUSSION ITEMS

F-2 Program Quality Review – Mechanical Design/Mechanical Computer Drafting – Attachment 5

Dr. Baez distributed the new list of programs to be reviewed over the next year under the new model. The program will be subject to the new scorecard review approach. Over the past two years, AA has brought forward to the committee over 20 programs that have been evaluated, also including programs that were evaluated last semester. This will continue with two programs each month for consideration by the committee.

Mr. John Stilp and Mr. Dave Turner provided the program overview. Dr. Turner introduced faculty members associated with the program.

Demographics Mechanical and Computer Drafting:

32 Students Enrolled in FY2002

10 (31.3%) Full-time

22 (68.8%) Part-time

84.4% Males

15.6% Females

40.6% Minorities

50% were between the ages of 18-24

21.9% were between the ages of 25-34

Demographics Mechanical Design Technician:

99 Students enrolled FY2002

19 (19.2%) Full-time

80 (80.8%) Part-time

82% Males

18% Females

25% Minorities

45% were between the ages of 18-24

33% were between the ages of 25-34

Challenges, recommendations and current market needs were discussed briefly. Ms. Baker inquired about articulations with the MPS schools and it was discussed briefly. The thrust of her questions was to promote more articulation of MATC with MPS high schools on these types of programs.

F-1 Program Quality Review – Early Childhood Program – Attachment 4

Discussion: As an introduction to the Program Quality Review reports, Dr. Baez provided an overview of the new Program Quality Review process which will be used in future presentations. MATC has been in the forefront with this new process and has received much recognition from the state. Central to the new review process is the use of scorecards that will include state and MATC viability and performance measure that will have to be met. After the state completes and releases the model for implementation, which will probably happen in September, Dr. Baez will prepare a presentation for the committee on its specifics.

Dr. Baez then introduced Dr. Wilma Bonaparte, supervisor of the Early Childhood Program, and the members of her staff present: Douglas Udel, Al Klingenberg, Diane Stojanovich, and Kathy Strazishar

Demographics:

284 Students enrolled in FY2002

34 (12%) full-time

250 (88%) part-time

5% Males

95% Females

60.2% Minorities

38.4% were between the ages of 18-24

33.7% were between the ages of 25-34

There was some discussion on the presentation of the Early Childhood program and recognition of its strengths (it serves a very large population; it has a successful bilingual component, a mentoring program; and it has brought many substantial grants to the college). There was discussion on why students leave the program before graduation. Director Baker would like the college to find out why many leave. Dr. Baez stated that MATC was part of a pilot "Leavers Survey" which will soon be implemented for all programs and will provide evidence on why students leave or job out.

NOTE: It was also noted that the profile posted for this program was the draft version of the report. This was an error. The correct profile will be reposted.

F-3 Policy A0106-1 - Public Television Committee Self-Assessment Process – Attachment 6

Discussion Ms. Bell suggested that this item be sent back to the PTV Committee for review since the PTV Committee members have changed and it would give them an opportunity to review and resubmit to the ESIR committee.

ITEM G: INFORMATION ITEMS

G-1 Community Relations Consultant Report – Bathena Webber

Discussion: Ms. Bell noted that Ms. Webber, who was supposed to present this report, was unable to attend. Attorney Christy Brown stated that the report was included in the agenda because community relations efforts should be brought to the ESIR Committee for information. Director Baker indicated that she felt it was important to hear the report. The report should be included in the September ESIR meeting.

G-2 NCA Status Report

Discussion: Dr. Baez reported that MATC is scheduled to submit a report in June of 2004 on the faculty credentialing plan. The collection of the last data set will be done near the end of December, which will allow MATC to identify the people who are still doing course work. The report then must be completed in early spring for review by the ESIR Committee to determine compliance with the NCA.

All faculty credentialing standards have been resolved and are being implemented.

G-3 WTCS Curriculum Alignment Projects Status Report

Discussion: Dr. Baez gave an overview/update on how the WTCS, which has been undergoing major transformations regarding curriculum issues in the General Education area. A President's Council Resolution required the Vice Presidents of Academic Affairs to work with the State Board on all General Education Courses, and bring the competencies up to the level of baccalaureate courses in four-year institutions.

The first steps were taken last year to work toward this goal. It has been a very difficult process, and regrouping was necessary to resolve some of the issues, such as faculty involvement in re-doing the curriculum of many general education courses. The first goal is to make associate degree general education courses transferable within the WTCS; the second phase of these efforts is to make them transferable to four-year colleges/universities.

G-4 Monthly Advisory Committee Report (March/April) – Attachment 7

Discussion Ms. Baker requested that the report be presented include the make up of the committee. She would like more detail added in order to understand the classification of each member when added or removed. Dr. Baez proposed that a quarterly report be presented to the committee which lists the detailed committee membership by race, gender and classification, and shows progress towards the goal of diversification. The committee agreed.

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, September 16, **3:00** p.m.
Milwaukee Campus, Board Room (M210)

ADJOURNMENT

The committee adjourned at 5:35 p.m.

Respectfully submitted,

Sandra C. Webster
Administrative Specialist to the Provost