

Attachment ESIR - 1

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

STAFF/FACULTY PRESENT:	Tony Baez Theresa Barry Christy Brown Dan Burrell Rob Hartung	Bob Heeman Gloria Pitchford-Trice John Stilp Mike Walsh
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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, January 21, 2004, and called to order by Chairperson Bell at 4:03 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 – December 9, 2003 – Attachment 1

Motion: The minutes were approved without objection.

Action: Motion approved.

ITEM D: COMMENTS FROM THE PUBLIC

None

ITEM E: ACTION ITEMS

None

ITEM F: DISCUSSION ITEMS

F-1 Program Quality Review – CIS Programmer Analyst (10-107-1) – Attachment 2

KEITH TERRY ARRIVED at 4:10 p.m.

Discussion: Mr. Mike Walsh, dean, introduced his team members that were present, Mr. Mohammad Dakwar, Debra Theel, and Larry Domine.

Mr. Walsh gave a brief explanation of the program and trend in the industry. He reported that the program was evaluated approximately 6 years ago when the height of the industry was extreme. Numerous state meetings have been held to reorganize the program and the proposed action plan reflects many of the upcoming changes.

Mr. Dakwar noted that this program is the only CIS program that is completely on-line. He also reported that there have been many exports to better market the program. There have also been many modifications in the program to represent the industries trends.

Programming is experiencing a decrease in enrollments, locally and nationally. Industry oversees outsourcing seems to be the major contributor to the decline of available jobs. Mr. Domine and Ms. Theel reviewed the action plans, challenges, program needs and the recommendations suggested for the program.

Demographics:

784 Students Enrolled in FY 2002-03

137 (17.5%) Full-time

647 (82.5%) Part-time

391.3 FTEs were generated in FY 2002-03

55.9% Males

43.6% Females

45% Minorities

37.6% between the ages of 18-24

32.1% between the ages of 25-34

One recommendation is to do a DACUM (Development of A Curriculum Modification) to better keep track of the market trends and demands of this program to ensure that the program is viable and

aligned with current employment market needs. Dr. Baez stated that Dr. Evonne Carter is working closely with the programs under review to help them develop plans to implement quality review modifications.

F-2 Program Quality Review – Welding Technical Diploma (31-442-1) – Attachment 3

Discussion: Dr. Baez introduced Mr. John Stilp, dean, and the members of the his staff, Ms. Dorothy Walker, Mr. Pete Stojanovich, Mr. Mark Koehler, Mr. Larry Gross, and Mr. Brion Kluge . This review was done in May 2003 by internal and an external teams. This is a one year technical diploma program which is offered at the Milwaukee and South campus. Many students are working students in the field.

Dr. Baez clarified that we continue to have an issue with the fact that when programs are reviewed we work with COSMO data reported on students that have a program code. Students who just take courses for enrichment are not included on the program code reports which can be misunderstood with reference to FTE counts.

Demographics:

81 Students Enrolled in FY 2002-03

17 (21%) Full-time

64 (79%) Part-time

40 FTEs were generated in FY 2002-03

91.4% Males

7.4% Females

63% Minorities

42% between the ages of 18-24

35.8% between the ages of 25-34

Dr. Baker inquired about the gender equity issues that seem to plague the technical division. Ms. Walker responded to that issue and expressed that gender equity is one of the areas that the action plan recommendations will address.

Ms. Baker inquired about more awareness of potential jobs in the state, and current enrollment statistics.

ITEM G: INFORMATION ITEMS

G-1 List of Active Programs – Attachment 4

Discussion: Dr. Baez stated that yearly the committee is presented with a list of programs that have been recommended for suspension or discontinuance. This year, we are not recommending any programs for suspension or discontinuance. The purpose of this item is to provide the committee with an updated list of programs offered by the college. We currently have 210 active programs. An analysis of the data provided by this report shows a positive trend on how faculty and staff have been responding to trends, issues in the industry and the markets, especially as it relates to changes brought about by program quality reviews.

With these program reviews we have modified or changed a total of 38 programs. Over the last two years we have initiated 14 new programs.

Dr. Baez also explained that we have increase the number of collaborative programs with other WTCS districts and that these initiatives are very labor intensive.

G-2 Status Report on the Reorganization of the Pre-College Division and Adult High School

Discussion: Dr. Baez gave an update on the Pre-College reorganization process. The realignment is continuing and during the break our first faculty reallocations were made. A total of 5 faculty are now teaching in college level areas. This increased the load of AHS instructors teaching in the Basic Skills areas, reducing the number of sections with low enrollment. Over the next few months more details on how to move the rest of the faculty into the technical and academic areas will be addressed.

Dr. Baez stated that the plan is that the faculty that is currently teaching technical courses with the exception of two will be moved into the technical divisions in the fall.

Dr. Bell requested that a new chart be provided to the committee next month to show the recent moves in the division.

G-3 the Higher Learning commission Status Report

Discussion: Dr. Baez stated that layoff letters were sent out to faculty who failed to meet the credentialing requirements. In the beginning it was assumed that 8 full-time faculty would be laid off, however, they all

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produced the required credits. There were also 48 part-time faculty released. Most of these faculty members were from the Liberal Arts area and had not taught for quite some time.

The last credentials data collection process has begun and will be available at the March ESIR meeting for review.

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, February 17, 2004, 4:00 p.m.
Milwaukee Campus, Board Room (M210)

ADJOURNMENT

The committee adjourned at 5:28 p.m.

Respectfully submitted,

Sandra C. Webster
Administrative Specialist to the Provost