

Attachment ESIR - 1

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

STAFF/FACULTY PRESENT:	Christy Brown Dan Burrell Barb Cannell Darnell Cole Janice Falkenberg Rob Hartung Nina Jo Look Al Pinkney	Craig Piotrowski Gloria Pitchford-Trice John Stilp Mark Trask Nancy Vrabec Mike Walsh Jim Walsh Earl Wheatfall
-----------------------------------	--	---

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 Wednesday, December 15, 2004, and called to order by Chairperson Baker at 5:10 p.m. in the Board Room, Room M210, at the Milwaukee Campus of Milwaukee Area Technical College.

ITEM A: ROLL CALL

Present: Lauren Baker and Lenard Wells
Excused: William Hughes

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 – November 17, 2004 – Attachment 1

Motion: The minutes were approved without objection with the following minor changes:

1. Page 1, paragraph 1, under **Call to Order**, change Chairperson Bell to Chairperson **Baker**
2. Page 3, paragraph 2, under **Motion**: change Ms. Wells to **Mr. Wells**.

Action: Motion approved.

ITEM D: COMMENTS FROM THE PUBLIC

Mr. Tom Heraly, T&I Electronics instructor, provided comments regarding the divisions concern with the new translation of the associate degree in the area of the required math skills.

ITEM E: ACTION ITEMS

None

ITEM F: DISCUSSION ITEMS

F-1 Program Quality Review – Cardiovascular Technician – Attachment 2

Discussion: Mr. Jim Walsh introduced Ms. Nancy Vrabec, and her faculty members that were present.

Mr. Walsh distributed a new scorecard that provided more accurate data than the posted scorecard. Mr. Walsh explained why the reporting to the state was incorrect for 2003 and noted that the current 2004 data was used for the newly distributed scorecard.

Ms. Colleen Wagner and Mr. Erwin Weir provided an introduction with respect to the development of the program. Program needs, strengths, weaknesses and history were covered by both. Mr. Weir stated that this program is one of a kind in Wisconsin and the only program between Cleveland, OH and Sioux Falls SD.

Ms. Baker questioned the data of having no minorities in the program. Ms. Wagner stated that this was part of the incorrect data and currently 21% of the students in the program were minority.

Demographics:

61 Students Enrolled in FY 2004
72.2% were Full-time (FY03)
27.78% were Part-time(FY03)
40.1 FTEs were generated in FY 2004
19.7% Males(FY04)
80.3% Females(FY04)
18% Minorities (FY04)

F-2 Program Quality Review – HVAC AA Degree & Tech Program – Attachment 3

Discussion: Mr. Walsh again noted a statistical data problem in state reporting. He introduced Mr. John Stilp and his staff.

Mr. John Stilp stated that this will be a review of two programs, the short term diploma, one semester and the two year associate degree program. Mr. Jim Eden provided the information on the action plans and scorecards.

Mr. Stilp provided information that MATC is one of 5 schools in the U.S. that are partnering with Johnson Controls to help diversify the field, and provide more job opportunities. Mr. Stilp and Mr. Eden continued with the program needs, strengths and weaknesses. The issue of program recruitment at the MPS level was discussed.

Demographics:

35 Students Enrolled in FY 2003

14.5% were Full-time

85.5% were Part-time

60.2 FTEs were generated in FY 2003

96.9% Males

3.1% Females

16.7% Minorities

Director Baker stated that there was a great increase in students from MPS who applied at MATC and also how many MPS students were accepted.

Director Baker stated that the female enrollment was extremely low. Mr. Walsh stated that the diploma program gets quickly filled by students referred through the Trade Readjustment Act. Director Baker also noted that the population is changing and MATC needs to reach out to more women for these areas. Mr. Eden stated that partnerships such as the one with Johnson Controls will aid this process.

F-3 Statewide Curriculum Update – Attachment 4

Discussion: Mr. Jim Walsh introduced Ms. Barb Cannell who helped provide information regarding the curriculum update issues. Mr. Walsh provided an overview and background relating to the statewide curriculum issues and stated that this process had been in the works for quite some time. Transferability has always been an issue between the Technical College System and the UW-System. Mr. Walsh provided data on the increase of MATC student's transferring to the UW-System and its improvement. Transfer is a two way street and should be improved. The students transferring from the UW system to MATC needs to increase. Changes that are happening were covered in detail. Mr. Walsh provided the lay out of the Associate Degree curriculum and stated that Math and Science were made part of the General Studies core and the model that was produced is really a national model to achieve consistency to improve transferability between technical colleges and four-year institutions.

Discussion with respect to competencies in math was extensive especially regarding to the potential impact on occupational programs and students here. Ms. Barb Cannell provided more in-depth information on the Transfer plan and implementation process with the repackaging issues.

F- 4 Programs to be Reviewed for Possible suspension or Discontinuance – Attachment 5

Discussion: Mr. Walsh provided back ground information on the colleges programs and diploma programs. He also covered the programs that have been noted for possible discontinuance or suspension and their status. Mr. Walsh provided background on the listed programs and what the impacts would be on each one. Mr. Walsh also noted that no faculty positions would be affected in these suspensions. The students in the programs will be allowed to complete the program; we are just suspending any further enrollment into them. In the mean time these programs are being redesigned so that in a year we would have a strong program to offer.

F- 5 Advisory Committee Equity Report Update – Attachment 6

Discussion: Mr. Walsh provided a very brief summary to the Advisory Committee Equity Report. He noted that there was significant improvement in the Business division and the other decreases and increase in other divisions were only slight.

Director Baker requested that the report include a summary cover sheet that would help outline the changes and accomplishments more readily.

ITEM G: INFORMATION ITEMS

G-1 Report on Child Care Task Force

Discussion: Director Baker provided brief information that the task force is moving forward and into the next phase. The task force will be breaking into workgroups to tackle a variety of topics that the task force needs to cover. The committee is hoping that in the middle of spring it will have its recommendations ready for refining and able to bring it forward to the board by the end of the year.

G-2 Monthly Advisory Committee Report – Attachment 7

Discussion: No comments at this time.

ITEM H: MISCELLANEOUS ITEMS

H-1 COMMUNICATIONS AND PETITIONS

None

H-2 INFORMATION ITEMS

Director Baker inquired about the status of the Adult High School Transition. Ms. Gloria Pitchford-Trice provided a brief update and stated that Phase I of the three phases is complete and Phase II has begun. The auto instructors have completed their transition to T&I. All goals of Phase I have been completed.

Phase II will include receiving college credits in high school, but the way that will be achieved is still to be determined.

Mr. Rob Hartung announced that Dr. Marcia Clarke-Yapi has replaced Dr. Vicki Martin as Interim Director of the Research and Planning Department. Her first challenge is to build greater coherence between the state and federal reporting and local data that is needed for local decision making.

ITEM I: OLD BUSINESS/NEW BUSINESS

Date of Next Meeting: Wednesday, January 19, 2005, **6:00 p.m.**
Milwaukee Campus, Board Room (M210)

ADJOURNMENT

The committee adjourned at 6:15 p.m.

Respectfully submitted,

Sandra C. Webster
Administrative Specialist to the Provost