



C-1

**MILWAUKEE AREA TECHNICAL COLLEGE DISTRICT BOARD
MILWAUKEE, WISCONSIN
DECEMBER 21, 2004**

CALL TO ORDER

The regular monthly meeting of the Milwaukee Area Technical College District Board was held in open session on Tuesday, December 21, 2004, and called to order by Vice Chairperson Bell at 3:34 p.m. in the Board Room, Room M210, at the Milwaukee Campus of Milwaukee Area Technical College.

ITEM A. ROLL CALL

Present: Jeannette Bell, Peter Earle, Carl (Chuck) Gobel, William Hughes, Bobbie Webber and Lenard Wells.
Linda Sowell arrived at 3:35 p.m. and Lauren Baker arrived at 3:40 p.m.

Excused: Mark Maierle.

ITEM B. COMPLIANCE WITH THE OPEN MEETINGS LAW

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

ITEM C. APPROVAL OF MINUTES

Ms. Sowell arrived at 3:35 p.m.

C-1 Regular Board Meeting: November 23, 2004

Motion It was moved by Mr. Webber, seconded by Mr. Gobel, to approve the November 23, 2004, Regular Board Meeting Minutes.

Action Motion approved.

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C-2 Special Meeting (Board Retreat): November 20, 2004

Motion It was moved by Mr. Webber, seconded by Mr. Gobel, to approve the November 20, 2004, Special Meeting (Board Retreat) Minutes.

Action Motion approved.

ITEM D. COMMENTS FROM THE PUBLIC

Discussion Dr. Earl Wheatfall, associate vice president, Academic Affairs, introduced the following students, who are attending Historically Black Colleges and who shared their college experiences: Mr. Lincoln Russell, MATC Liberal Arts and Sciences graduate, Lane College; Mr. Edwin Jones, MATC Liberal Arts and Sciences graduate, Lane College; Ms. Shakevia L. Winfory, Lane College; and Ms. Stephanie Johnson, MATC Paralegal Program graduate, Texas College. Dr. Wheatfall stated that Dr. Cole had established relationships between MATC and Lane College, Miles College, Paine College, and Texas College.

Ms. Baker arrived at 3:40 p.m.

Mr. Randy Kmiecik distributed a letter of appreciation for Mr. James Mehail, instructor.

Mr. Charlie Dee, instructor, thanked the board, administration, and his colleagues for their efforts in assisting students during the fall semester. He shared remarks from students' essays regarding their college careers.

Ms. Marietta Love spoke on behalf of 16 educational assistants and requested that their work schedules be restored to full-time employment.

ITEM E. APPLIED TECHNOLOGY CENTER

Motion It was moved by Mr. Webber, seconded by Ms. Sowell, to convene into Closed Session pursuant to Section 19.85(1)(e) of the Wisconsin Statutes to discuss Item E., Applied Technology Center, to deliberate or negotiate the purchasing of public properties, and/or the investing of public funds where competitive or bargaining reasons require a Closed

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Session to take action on matters discussed in Closed Session under Item E and/or other remaining agenda items.

Discussion Messrs. Gobel and Earle objected to going into Closed Session at this time.

Action Motion approved, the roll call vote being as follows:

Ayes: Baker, Hughes, Sowell, Webber, Wells, and Bell – 6.

Noes: Gobel – 1.

Mr. Earle excused himself from voting.

The board convened into Closed Session at 4:01 p.m.

Open Session

The board reconvened into Open Session at 4:14 p.m.

Roll Call

The following members responded to roll call:

Lauren Baker, Jeannette Bell, Peter Earle, Carl (Chuck) Gobel, William Hughes, Linda Sowell, Bobbie Webber, and Lenard Wells.

ITEM F. APPROVAL OF CONSENT AGENDA ITEMS

FPO-2 Bills – November 2004

FPO-3 Financial Report – November 2004

FPO-4 Human Resources Report

FPO-5 Procurement Report

Motion It was moved by Mr. Webber, seconded by Dr. Hughes, to approve the Consent Agenda.

Action Motion approved.

ITEM G. CHAIRPERSON'S REPORT

G-1 Approval of President's Performance Evaluation Instrument

Motion It was moved by Ms. Baker, seconded by Mr. Webber, to approve the President's Performance Evaluation Instrument.

Action Motion approved.

G-2 MATC District Board Self-Evaluation Instrument

Motion It was moved by Mr. Wells, seconded by Mr. Webber, to accept the MATC District Board Self-Evaluation Instrument.

Action Motion approved.

G-3 MATC District Board Budget Workshops

Discussion Ms. Baker questioned the need for budget workshops since the standing agenda item, Budget Development, addresses budget issues. Mr. Earle expressed concerns regarding the workshops being a "shadow process" of FPO responsibilities, proper noticing of the workshops, and the participation of represented employees in the workshops. Dr. Cole stated that the workshops were part of an educational process. Attorney Christy Brown stated that the workshop would be properly noticed. It was agreed that the MATC District Board Budget Workshops would be scheduled for January 12, 2005, and February 9, 2005, from 4:30 p.m. to 6:00 p.m.

G-4 Shared Governance Model

Discussion Vice Chairperson Bell read the following statement on behalf of Chairperson Maierle from a memorandum from Dr. Cole to the MATC District Board, dated December 21, 2004:

"This is a brief summation of where we are on the shared governance benchmark. Chairperson Maierle, the union presidents – Dr. Rosen, Ms. Haglund, and Mr. Kobylarz – and I have been meeting monthly since July to address the future of shared governance. Our task was to discuss the current situation and develop a model for the future that would be presented to the board for review.

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“We have discussed the current state of shared governance and identified areas of concern by the parties. Currently, a number of shared governance committees are meeting, but we still have more work to do. As a group we believe it would be best to now use a consultant to help facilitate the process of developing a model for shared governance.”

ITEM H. PRESIDENT’S REPORT

H-1 MATC District Board Calendar

Discussion Dr. Cole requested additional input for the MATC District Board Calendar. He announced formation of a committee, comprised of Mr. Wells, Drs. Dan Burrell and Pablo Cardona, Ms. Dorothy Walker, two community representatives, and Local 212 representatives, to develop a methodology to increase the pool of minority faculty candidates. Mr. Earle suggested that legal counsel be included on the committee.

ITEM I. STUDENT SENATE REPORT

Discussion Ms. Amanda Gray thanked the board on behalf of the December graduates and thanked Chairperson Maierle and Dr. Cole for attending the Lamp of Knowledge event. Ms. Gray stated that students retain the Student Activity Funds and will, therefore, decide how those funds will be used. She requested that students have a participatory role in Local 212 committees. Ms. Gray requested that processes be developed and implemented for faculty evaluations and feedback regarding services offered to students. Ms. Gray gave highlights of recent student activities.

ITEM J. LEGISLATIVE MATTERS

No report.

ITEM K. AD HOC LEGISLATIVE COMMITTEE

Discussion Mr. Gobel gave highlights of the *ad hoc* Legislative Committee meeting, which are reflected in the December 13, 2004, minutes. He distributed a copy of the information which had been presented to legislators at the December 13, 2004, new legislator orientation.

ITEM L. PUBLIC TELEVISION COMMITTEE REPORT

Discussion Mr. Gobel gave highlights of the Public Television Committee meeting, which are reflected in the December 13, 2004, committee minutes.

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

Discussion Ms. Baker gave highlights of the Education, Services, and Institutional Relations Committee meeting, which are reflected in the December 15, 2004, committee minutes.

Policy Approvals

M-1 Policy A0111 District Board Committee Structure

M-2 Policy A0111-A Areas of Responsibility of District Board Committees

Motion It was moved by Ms. Baker, seconded by Mr. Gobel, to table Policy A0111, District Board Committee Structure, and Policy A0111-A, Areas of Responsibility of District Board Committees.

Action Motion approved.

ITEM N. FINANCE, PERSONNEL, AND OPERATIONS COMMITTEE REPORT

Discussion Mr. Webber stated that he had attended the Partners in Excellence event.

**FPO-6 Resolution Authorizing the Issuance of \$1,000,000
General Obligation Promissory Notes, Series 2004-
05C of Milwaukee Area Technical College District,
Wisconsin**

Motion It was moved by Mr. Webber, seconded by Dr. Hughes, to approve the Resolution Authorizing the Issuance of \$1,000,000 General Obligation Promissory Notes, Series 2004-05C of Milwaukee Area Technical College District, Wisconsin.

Action Motion approved, the roll call vote being as follows:

Ayes: Earle, Gobel, Hughes, Sowell, Webber, Wells, Baker, and Bell – 8.

Noes: None.

**FPO-7 Resolution Authorizing the Issuance of \$3,500,000
General Obligation Promissory Notes of Milwaukee
Area Technical College District, Wisconsin**

Motion It was moved by Mr. Webber, seconded by Mr. Wells, to approve the Resolution Authorizing the Issuance of \$3,500,000 General Obligation Promissory Notes of Milwaukee Area Technical College District, Wisconsin.

Action Motion approved, the roll call vote being as follows:

Ayes: Gobel, Hughes, Sowell, Webber, Wells, Baker, Earle, and Bell – 8.

Noes: None.

**FPO-8 Resolution to Approve Acceptance of the Single
Audit Report and the Report on Internal Control**

Motion It was moved by Mr. Webber, seconded by Dr. Hughes, to approve the Resolution to Approve Acceptance of the Single Audit Report and the Report on Internal Control.

Discussion Mr. Steve Henke, senior manager, Virchow Krause & Company, distributed and reviewed a Report on Federal and State Awards for the Year Ended June 30, 2004; and Single Audit Report Highlights, June 30, 2004. He stated that Virchow Krause recommended that the college reinstitute the internal auditor

position or create an audit committee as a subgroup of the FPO Committee. Mr. Webber stated that administration was in favor of an internal audit committee. Mr. Earle requested information on the costs of contracting for an outside auditor.

Action Motion approved.

FPO-9 FY2004-05 Budget Update, Including Position Analysis

Discussion Item

1. FY 2005-06 Budget Development

Discussion Mr. Craig Piotrowski, interim chief financial officer, and Ms. Renee Dudley, controller, reviewed the General Fund Financial Forecast updated projections for 2004-2005 and 2005-2006.

Dr. Pablo Cardona, associate vice president, human resources, reviewed the positions that were being recommended for release. Ms. Baker questioned the status of the educational assistant positions. Ms. Barry stated that student attendance at the academic support centers did not warrant a change in assignment for the educational assistants.

Motion It was moved by Mr. Webber, seconded by Dr. Hughes, to approve the filling of the Assistant, Finance; Dean, Health Occupations; Coordinator, Financial Aid; and Director, Enrollment Management positions.

Discussion Mr. Earle suggested that the motion required a budget amendment. Attorney Brown stated that when the budget modification had been passed, a dollar amount was included in the modification, not individual positions. Mr. Webber requested a roll call vote.

Action Motion approved, the roll call vote being as follows:

Ayes: Hughes, Sowell, Webber, Wells, Baker, Earle, Gobel, and Bell – 8.

Noes: None.

ITEM O. MISCELLANEOUS ITEMS

1. Communications and Petitions

None.

2. Information Items

None.

ITEM P. OLD BUSINESS/NEW BUSINESS

1. Resolution for Minority Hiring

Vice Chairperson Bell referred the Resolution for Minority Hiring to the Finance, Personnel, and Operations Committee and to the Education, Services, and Institutional Relations Committee.

Mr. Gobel read into the record the resolution language:

“Resolved, that a college task force that exemplifies the shared responsibility for diversity be charged to analyze the diversity within the employee ranks of the college and report the results to the board; and

“Be it further resolved, that the task force develop strategies to be presented to the board to increase the diversity within the employee ranks of the college, making use of available statistical resources, such as the Bureau of Labor Statistics, as well as other sources both within and outside the college; and

“Be it further resolved, that the administration report the results from implementing the strategies to the board on a regular basis.”

2. Date of Next Meeting

January 25, 2005, 5:00 p.m.; Regular Board Meeting,
Milwaukee Campus, Board Room (M210).

Adjournment

The meeting adjourned at 5:32 p.m.

Respectfully submitted,

Bobbie R. Webber
Secretary