

**Attachment FPO - 1**

**MILWAUKEE AREA TECHNICAL COLLEGE DISTRICT BOARD  
Finance, Personnel, and Operations Committee Minutes**

**STAFF/ADMINISTRATIVE PRESENT:** Theresa Barry  
Ellis Bromberg  
Christy Brown  
Pablo Cardona  
Darnell Cole  
Robert Hartung  
Vicki Martin  
Michael Sargent

**GUESTS:** Craig Piotrowski, ASL Consulting, LLC  
Tom Held, Milwaukee Journal Sentinel

**CALL TO ORDER**

The regular monthly meeting of the Finance, Personnel, and Operations Committee of the Milwaukee Area Technical College District Board was held in open session on Wednesday, June 22, 2005, and called to order by Chairperson Webber at 2:04 p.m. in the Board Room, Room M210, at the Milwaukee Campus of Milwaukee Area Technical College.

**ITEM A. ROLL CALL**

**Present:** Earle, Hughes, Webber

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

The Finance, Personnel, and Operations Committee meeting was noticed in compliance with the Wisconsin Open Meetings Law.

**ITEM C. APPROVAL OF MINUTES – May 18, 2005**

**Motion** It was moved by Mr. Earle, seconded by Dr. Hughes, to approve the minutes of the May 18, 2005, committee meeting as submitted.

**Action** Motion approved.

**ITEM D. COMMENTS FROM THE PUBLIC**

Mr. Steven Holloway of Local 212, and Ms. Mary Musinsky of Local 587 spoke in opposition to the process used in filling of the Health Occupations Dean position.

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

**E-1 Bills – May, 2005**

**E-2 Financial Report – May, 2005**

**E-3 Human Resources Report**

Dr. Pablo Cardona distributed an addendum to the Human Resources report, indicating the appointment of Dessie Levy as Dean, Health Occupations.

There was lengthy discussion regarding this appointment and the appropriate use of shared governance. The collective bargaining agreement for both Local 212 and Local 587, as it relates to administrative search committee process, was discussed.

Although it was emphasized that the established process needs to be respected, the importance of having this position filled prior to the fall semester was also duly noted. The administration should have the ability to construct and develop its administrative team, but not at the risk of exposing MATC to negative publicity or possible litigation.

It was suggested that the committee move into closed session to discuss matters pertaining to individual(s). Mr. Tom Held of the Milwaukee Journal Sentinel voiced opposition to moving into closed session.

Motion It was moved by Dr. Hughes seconded by Mr. Webber that the committee move into Closed Session pursuant to Section 19.85(1)(c) of the Wisconsin Statutes to discuss Human Resource matters that may include discussions of various individual(s). The Committee may reconvene into Open Session to take action on matters discussed in Closed Session.

Action Motion carried, the vote being as follows:

Ayes –Dr. Hughes, Mr. Webber

Noes – Mr. Earle

**CLOSED SESSION**

The committee convened into Closed Session at 2:28 p.m.

**OPEN SESSION**

The committee return to open session at 2:45 p.m.

Discussion continued on the appointment of a Health Occupations Dean, and the appropriate use of shared governance. The Local 212 bargaining agreement states “if none of the recommended candidates are chosen, the appointing authority shall provide written justification to the committee.” A letter from the Provost was drafted, however was not sent due to the Provost’s schedule.

It was determined that further discussion is needed on this item. A special meeting of this committee will be held on Monday, June 27<sup>th</sup> at 12:00 noon. Prior to such meeting, written justification will be provided to the committee, as required.

**E-4 Procurement Report**

It was moved by Mr. Earle, seconded by Mr. Webber, to remove the Human Resource Addendum from the consent agenda, and to defer action until administration has completed the appropriate process as contractually obligated, and the committee has the opportunity to resolve concerns expressed.

Motion carried, the vote being as follows:

Ayes –Mr. Earle, Mr. Webber

Noes – Dr. Hughes

Motion: It was moved by Mr. Earle, seconded by Mr. Webber, to approve items on the consent agenda, as amended.

Action: Motion Approved.

**ITEM F. ACTION ITEMS**

**F-1 Resolution Authorizing the Issuance \$17,400,000 of General Obligation Promissory Notes, Series 2005-06A of Milwaukee Area Technical College District, Wisconsin**

Motion It was moved by Mr. Earle seconded by Dr. Hughes to recommend to the full board approval of the Resolution Authorizing the Issuance of \$17,400,000 General Obligation Promissory Notes, Series 2005-06A of Milwaukee Area Technical College District, Wisconsin.

Action Motion approved.

**F-2 Resolution Authorizing the Issuance \$50,500,000 of General Obligation Securities of Milwaukee Area Technical College District, Wisconsin**

Motion It was moved by Mr. Earle, seconded by Dr. Hughes, to recommend to the full board approval of the Resolution Authorizing the Issuance of \$50,000,000 General Obligation Securities of Milwaukee Area Technical College District, Wisconsin.

Action Motion approved.

**F-3 Resolution to Approve Districts Mutual Insurance Coverages for Comprehensive General Liability, Auto Liability and Physical Damage, Property, Educator's Legal Liability, Student Medical Professional, Boiler/Machinery, Worker Compensation and Excess Liability and Via the Wisconsin Technical College Insurance Trust – Crime and Foreign Travel**

Motion It was moved by Dr. Hughes, seconded by Mr. Earle, to recommend to the full board approval of the Resolution to Approve Districts Mutual Insurance Coverages for Comprehensive General Liability, Auto Liability and Physical Damage, Property, Educator's Legal Liability, Student Medical Professional, Boiler/Machinery, Worker Compensation and Excess Liability and Via the Wisconsin Technical College Insurance Trust – Crime and Foreign Travel.

Action Motion approved.

**F-4 Position Analysis**

This item was deferred.

**F-5 Resolution to Establish Reserves for Fiscal Year 2005-06**

This resolution is presented on an annual basis as required by Wisconsin Administrative Code TCS 7(5).

Motion It was moved by Dr. Hughes seconded by Mr. Earle, to recommend to the full board approval of the Resolution to Establish Reserves for Fiscal Year 2005-06, as submitted.

Action Motion approved.

**F-6 Resolution to Adopt the Fiscal Year 2005-06 Activity Plan and Budget**

Motion It was moved by Dr. Hughes, seconded by Mr. Earle, to recommend to the full board approval of the Resolution to Adopt the Fiscal Year 2005-06 Activity Plan and Budget.

Action Motion approved.

**F-7 RESOLUTION TO REVISE FY2004-05 RENOVATION / REMODELING (CAPITAL) PROJECTS –**

Motion It was moved by Mr. Earle, seconded by Dr. Hughes to recommend to the full board approval of the Resolution to Revise the FY2004-05 Renovation / Remodeling (Capital) Projects.

Action Motion approved.

**F-8 RESOLUTION TO REVISE FY2005-06 RENOVATION / REMODELING (CAPITAL) PROJECTS –**

Motion It was moved by Mr. Earle, seconded by Dr. Hughes, to recommend to the full board approval of the Resolution to Revise the FY2005-06 Renovation / Remodeling (Capital) Projects.

Action Motion approved.

**F-9 Resolution to Authorize Contingency Payment of Bills and Awarding of Contracts –**

It was noted that this is an annual resolution which enables continued operation during the month of July when the board is not scheduled to hold a regular meeting. This is designed to cover normal, ongoing procurement only.

Motion It was moved by Dr. Hughes, seconded by Mr. Earle, to recommend to the full board approval of the Resolution to authorize Contingency Payment of Bills, as submitted.

Action Motion approved.

**F-10 Advisory Audit Committee Membership**

Mr. Craig Piotrowski provided background information on Ms. Charlotte Sain, the proposed twelfth and final member of the Advisory Audit Committee. He further, shared a request of the Advisory Audit Committee for board input on the major areas of focus for the committee.

Motion It was moved by Dr. Hughes, seconded by Mr. Earle, to recommend to the full board approval of the Revised Advisory Audit Committee Membership Roster, to include Ms. Charlotte Sain.

**F-11 Applied Technology Center Steering Committee**

Dr. Vicki Martin, Interim Oak Creek Campus Vice President and Mr. Jim Eden, Associate Dean of T&I, provided information on the Center for Energy Conservation in Advanced Manufacturing (ECAM), requesting approval for the proposed Applied Technology Center Steering Committee.

It was moved by Mr. Earle, seconded by Dr. Hughes to recommend to the full board approval of the Applied Technology Center Steering Committee, as presented.

**ITEM G. DISCUSSION ITEMS**

**G-1 Just One Mentoring Program**

**G-2 Medicare Part-D**

**G-3 PTV Hispanic Advertising Spending**

**G-4 MATC Web Auction**

Ms. Kristin Phelps, Manager of Procurement, provided a demonstration on a forthcoming MATC web auction to be used to generate revenue through the sale of equipment, computers, etc.

**ITEM H. INFORMATION ITEMS**

**H-1 Annual Report on Remission of Out-of-State Tuition**

**H-2 City of Milwaukee Tax Incremental Districts #44 and #48**

**H-3 MEC Report**

**H-4 Grants Management Report**

**ITEM I. MISCELLANEOUS ITEMS**

**I-1 COMMUNICATIONS AND PETITIONS**

**I-2 INFORMATION ITEMS**

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

Date of Next Meeting: To be determined

**ADJOURNMENT**

The committee adjourned at 4:05 p.m.

Respectfully submitted,

*Caryn Dohring*

Administrative Specialist