

Attachment ESIR - 1

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

STAFF/ADMINISTRATION PRESENT:	Theresa Barry	Dessie Levy
	Dan Burrell	Gloria Pitchford-Trice
	Evonne Carter	Dave Turner
	Darnell Cole	Jim Walsh
	Rob Hartung	Mike Walsh
	Janice Falkenberg	Karen Zwissler

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, February 22, 2006, and called to order by Chairperson Baker at 5:09 p.m. in the Board Room, Room M210, at the Milwaukee Campus of Milwaukee Area Technical College.

ITEM A: ROLL CALL

Present: Lauren Baker, Mark Maierle and Lenard Wells

ITEM B: COMPLIANCE WITH THE OPEN MEETINGS LAW

Assistant General Counsel Janice Falkenberg noted that today's meeting was publicly posted on the Milwaukee Area Technical College website, in compliance with state statute, on Friday February 17, 2006. She further stated that, the requirement for the college to communicate notice to its official newspaper, the Milwaukee Journal Sentinel, was not met until today, February 22, 2006 when MATC communicated directly with the Milwaukee Journal Sentinel. The Milwaukee Journal Sentinel accepted our notice, and did not object to the meeting going forward as scheduled. Assistant General Counsel Falkenberg advised that the meeting proceed as planned.

ITEM C: APPROVAL OF MINUTES – January 18. 2006 – Attachment 1

Motion: The minutes were approved without objection.

Action: **Motion approved.**

ITEM D: COMMENTS FROM THE PUBLIC

ITEM E: ACTION ITEMS

E-1 Policy A0106-1 MATC District Board Members' Self-Evaluation – Attachment 2

Discussion: Assistant General Counsel Janice Falkenberg explained the two changes and the additional phrase, “or as otherwise designated by the board chair” in the resolution. These changes were proposed to provide a more flexible time frame for completion of the board self-evaluation process.

Further information can be found on Attachment 2

Motion: It was moved by Director Wells, seconded by Director Maierle, for approval to accept Policy A0106-1 MATC District Board Members' Self-Evaluation.

Action: Motion Approved.

ITEM E: ACTION ITEMS

E-2 Resolution to Approve Revision to AAS Degree General Education Requirements – Attachment 3

Discussion: Mr. James Walsh provided the background on the resolution and stated that the reconfiguration has been thoroughly discussed with faculty in a variety of circumstances. The immediate impact of the change will be on 5-10 programs.

Director Wells requested that more in-depth discussion occur at the Full Board Meeting to ensure that all that are affected are being heard and that this matter is being carefully addressed.

Director Maierle also expressed his thoughts regarding the understanding of the resolution and stated that he felt that the resolution provides more flexibility to our staff to ensure that the best interests of the students are met as they complete their degrees.

Further information can be found on Attachment 3

Motion: It was moved by Director Maierle, seconded by Director Wells, for approval to accept Resolution to Approve Revision to AAS Degree General Education Requirements.

Action: Motion Approved.

ITEM E: ACTION ITEMS

E-3 Resolution to Approve the Development of Health Care

Informatics Advanced Technical Certificate – Attachment 4

Discussion: Mr. James Walsh introduced Ms. Dessie Levy, Dean of Health Occupations, and Ms. Lucia Francis, Associate Dean. Mr. Walsh noted that this certificate is aligned to an emerging need in the healthcare industry as it moves toward electronic patient records. This is also aligned to a grant proposal for new and emerging occupations.

Ms. Levy and Ms. Francis provided further background information on intent of the certificate. This proposal creates two tracks through the development of three new courses to meet the needs of students with backgrounds in either information technology or health. The certificate should begin in approximately one year. The certificate will also include changes in instructional delivery through the utilization of accelerated and online methods.

Further information can be found on Attachment 4

Motion: It was moved by Director Maierle, seconded by Director Wells, for approval to accept the Resolution to Approve the Development of Health Care Informatics Advanced Technical Certificate.

Action: Motion Approved.

ITEM F: DISCUSSION ITEMS

F-1 Program Quality Review – Photography – Attachment 5

Discussion: Mr. Jim Walsh introduced Ms. Karen Zwissler, Interim Dean, Business & Information Technology division. Mr. Walsh stated that the program has been heavily impacted by digital technologies and is one of only two programs in the state.

Ms. Zwissler continued and introduced her team Mr. Jim MacDonald, Mr. Mark Saxon, Ms. Maria Ellen Huebner, Mr. John Glembin, Mr. Duane Manthei, Mr. Kevin Kramer. Mr. Saxon provided the committee with background information, statistics related to the program, and future options.

Mr. MacDonald provided information with respect to the recent improvement in the graduation rate and its relation to a new advising process used by the faculty.

Further information can be found on Attachment 5.

F-2 Program Quality Review CIS Networking Specialist – Attachment 6

Discussion: Mr. Jim Walsh introduced Ms Karen Zwissler, Interim Dean, Business & Information Technology division. He stated that this program is also heavily impacted by changing technologies and industry certifications .

Ms. Zwissler introduced Dr. Mohammad Dakwar and Mr. Pat Feder. Dr. Dakwar provided information on IT job growth rates which is one of the fastest-growing Wisconsin occupations. Mr. Feder stated that MATC is probably the first college in the country to have networking projects/homework available for completion online . Students actually perform their lab work online.

The MATC certification maps to 5 industry certifications which mean when the students graduate they have their associate degree, plus they have the industry certifications on the resume to help them get the jobs.

MATC faculty not only have to be certified by the state but also must be industry certified.

Further information can be found on Attachment 6 .

F-3 Program Quality Review – Architecture Technology – Attachment 7

Discussion: Mr. Jim Walsh introduced Mr. David Turner, Interim Dean of the Technical & Industrial Division.

Mr. Turner provided information regarding the program along with the results of the on-site evaluation of last spring. He introduced his team of Dr. Bill Hodgkinson, Mr. Phil Grau, Mr. Daniel Inyang, and Ms. Pat Westphal.

Mr. Turner outlined the curriculum which is very rigorous and culminates in a fourth semester Capstone project. Employment and graduation success rates were also discussed.

Mr. Inyang stated that currently articulations with the high schools are in the process of transition because of technology changes and the high school ability to keep up with current versions of required software.

Mr. Turner provided a brief explanation of the on-site evaluation and its findings.

Director Wells stated that many of the programs that present to the committee have had points in their action plans to have a more structured approach for high school connections. He inquired if there have been any formal plans to see how this connection can be made to market our programs.

Mr. Rob Hartung introduced Ms. Brunetta Soward, Director of Recruitment, to provide some background information on recruitment initiatives to help achieve better high school relations and recruitment.

Further information can be found on Attachment 7

F-4 Programs to be Reviewed for Possible Suspension – Attachment 8

Discussion: Mr. Jim Walsh stated that the information provided for the committee are the scorecards for the three programs that are being considered for suspension.

The Dietary Manager is a 5 credit diploma program which generates 1-2 FTEs but is not very efficient in use of resources. The diploma program will be suspended but the curriculum will then be included in the associate degree program.

The Materials Technology (Metals) program has struggled to enroll and keep students. Many attempts have been made to keep the program going. However, due to low enrollment and with the support of the advisory committee, this program will be suspended.

The Printing & Publishing program has dramatically decline in enrolment. The associate degree program will be suspended and a diploma program will be initiated as a substitute. The expectation is that a diploma program will better match industry needs.

Further information can be found on Attachment 8

F-5 AQIP Projects Update – Attachment 9

Discussion: Mr. Jim Walsh introduced Ms. Evonne Carter who provided information on the development and current status of the four proposed AQIP projects. The projects presented are draft and could possibly be revised and adjusted after input is received from the Higher Learning Commission.

Further information can be found on Attachment 9

ITEM G: INFORMATION ITEMS

G-1 Child Care Update

Discussion: Due to the cancellation of the task force meeting, there was no new information to report at this time.

G-2 Adult High School NCA Accreditation Update

Discussion: Mr. James Walsh stated that the Adult High School is currently going through their NCA accreditation process and introduced Ms. Gloria Pitchford –Trice, Ms. Carmen Vasquez-Baxter, Ms. Jill Crowder and Ms. Caren Gaskin who presented background on the process and the action plan to be implemented.

Ms. Vasquez-Baxter provided a brief explanation on how the accreditation process is conducted. Ms. Carin Gaskin added information regarding data collection for the process. Ms. Jill Crowder provided information on the goals that were developed utilizing the data and the expected implementation of the goals across the curriculum.

ITEM H: MISCELLANEOUS ITEMS

H-1 COMMUNICATIONS AND PETITIONS

None

H-2 INFORMATION ITEMS

Director Maierle stated that he would like to see the minority employment figures included in the program review documentation. He wanted to see what MATC can do with the contractors, building trades, and employers to help improve minority participation in the skilled trades. Director Maierle also suggested that a task force be formed and stated he would also like to be part of that task force.

ITEM I: OLD BUSINESS/NEW BUSINESS

Date of Next Meeting: Wednesday, March 22, 2006, 5:00 p.m.
Milwaukee Campus, Board Room (M210)

ADJOURNMENT

The Committee adjourned at 6:40 p.m.

Respectfully submitted,

Sandra C. Webster
Administrative Specialist to the Provost