

Attachment ESIR - 1

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

STAFF/ADMINISTRATION PRESENT:	Theresa Barry	Gloria Pitchford-Trice
	Christy Brown	Mike Sargent
	Dan Burrell	John Stilp
	Evonne Carter	Jim Walsh
	Darnell Cole	Mike Walsh
	Rob Hartung	Karen Zwissler
	Janice Falkenberg	
	Rick Kettner	

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, January 18, 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

The Education, Services, and Institutional Relations Committee meeting was noticed in compliance with the Wisconsin Open Meetings Law.

ITEM C: APPROVAL OF MINUTES – November 16, 2005 – Attachment 1

Motion: Director Baker requested one change on page 2, Item E-1, to reflect that the item was a discussion item. It should read "Discussion of Revision to AAS General Education Requirements". The minutes were approved with the correction without objection.

Action: **Motion approved.**

ITEM D: COMMENTS FROM THE PUBLIC

Mr. Charlie Dee, Executive Vice President, Local 212 provided comments regarding the reconfiguration requirements for the associate in applied science degree programs.

ITEM E: ACTION ITEMS

E-1 Revisions to Policies and A0111-A – Attachment 2

Discussion: Attorney Christy Brown provided the background for the policy modification which places the Advisory Audit Committee as a subcommittee of the FPO Committee.

Motion: Further information can be found on Attachment 2
It was moved by Director Maierle, seconded by Director Wells, for approval to accept the Revision to Policies A0111-A.

Action: Motion Approved.

ITEM F: DISCUSSION ITEMS

F-1 Program Quality Review – Tool & Die – Attachment 3

Discussion: Mr. Jim Walsh introduced Mr. Dave Turner, Interim Dean, Technical & Applied Sciences division, who provided a brief welcome and introduced the presenters: Ms. Dorothy Walker, Associate Dean; Mr. Pat Yunke, Instructor; Mr. Dave Simonson, Instructor; and Mr. Fritz Reich, Advisory Committee Chair and President of Reich Tool & Design, Inc.

Ms. Walker provided background and history of the program. It was noted that this program is the only two-year technical diploma program in the division. Enrollment information and concerns were discussed.

Mr. Pat Yunke provided information related to curriculum modifications to update the program and make it more efficient. The modifications are based on identified industry needs.

Mr. Fritz Reich, President of Reich Tool & Design, Inc., and chair of the advisory committee gave an overview of the apprenticeships and current market trends in the industry

Facilities requirements and suggestions were also discussed.

Mr. Simonson provided further information in response to Director Wells's inquiry about the High School recruitment efforts.

Further program information was highlighted in Attachment 3.

F-2 Program Quality Review – Human Services - Attachment 4

Discussion: Mr. Jim Walsh introduced Dr. Dan Burrell, Dean of the Liberal Arts & Sciences Division, who introduced Dr. Courtney Marlaire and Ms. Marlene Dombrowski.

Dr. Burrell provided a brief review and update of the program and stated that the Human Service program is a growth program. The demographics of the program are very interesting since students are primarily female, part-time and minority.

Ms. Dombrowski provided some history and background information on the program and the students. The program recently received AODA certification. Another addition to the program was a mental health component.

Dr. Marlaire provided more in-depth information on the new certifications and monitoring of the program. Future plans related to job placement issues and alternative delivery options were also discussed.

Further information can be found on Attachment 4.

F-3 Program Quality Review - CIS Networking Specialist – Attachment 5

Discussion: Mr. Jim Walsh requested that this item be postponed until February.

F-4 Program Quality Review – Environmental & Pollution Control – Attachment 6

Discussion: Mr. Jim Walsh introduced Mr. Mike Walsh, new Interim Associate Vice President of Information Technology who introduced the presenters who were: Mr. Jim Eden, Associate Dean; Ms. Karen Zwissler, new Interim Dean, Business Division; Ms. Kathleen Bates, instructor and Mr. Jerry Ortiz, Instructor.

Mr. Mike Walsh provided the overview of the program and the divisions clustering of certain programs.

Mr. Ortiz and Ms. Bates provided detailed information on the Environmental & Pollution Control program. Graduate salary, partnerships, labor market, student demands, graduation rates and employment opportunities were also discussed. This program is the only one of its type in the state.

Mr. Ortiz provided information on the occupational currency opportunities for faculty.

Director Wells inquired about the low minority enrollment. Mr. Ortiz provided student outreach project information and recruitment efforts were discussed.

Further information can be found on Attachment 6

F-5 AA/AS Pre-Professional Degree - Attachment 7

Discussion: Mr. Jim Walsh presented the background information and history on the status for the AA/AS Pre-Professional Degree. The degree allows students to take more credits at the 100 level that will count toward the Associate of Arts Degree. It is a degree meant to prepare students to enter a professional school at the University level.

Recently the state approved this degree and also approved the process for more technical colleges to offer the Associate of Arts and Associate of Science degrees. However, the state tied the two processes together which results in an extensive process of development prior to providing this degree option for students at MATC.

An additional potential benefit of the degree is that it might allow students to take a semester to decide which degree they want to pursue and not have to make the decision immediately upon enrollment.

Further information can be found on Attachment 7

F-6 Program Applications, Enrollment & FTE's

Discussion: Mr. Jim Walsh introduced Ms. Theresa Barry who presented a powerpoint presentation with information on FTE's, Applications and Conversion. FTE's are leveling off in the Associate Degree areas; growth is being seen in the College Transfer area. Non-postsecondary enrollment has been decreasing in recent years. The conversion rate appears to be impacted by the background of the students.

F-7 Strategic Plan Goals/AQIP Action Projects – Attachment 8

Discussion: Mr. Jim Walsh introduced Dr. Evonne Carter, Interim Associate Vice President, Academic Affairs, who provided further information on the strategic goals and AQIP action projects for 2007-2014. After discussion, Dr. Carter requested that action be taken and that the strategic goals be approved and forwarded to the Board for action.

Further information can be found on Attachment 8

Motion: It was moved by Director Maierle, seconded by Director Wells, for approval to forward the Strategic Plan Goals to the Full Board for approval.

Action: Motion approved.

ITEM G: INFORMATION ITEMS

G-1 Child Care Update

Discussion: Dr. Rick Kettner provided a brief update on the last meeting of the task force. The task force continues to review suggestions and options. Dr. Kettner noted that our ability to transfer some of the costs and revenues that are related to the child care services from our enterprise funds to the student services has been denied by the WTCS and adjustments need to be made.

The ESIR committee will be provided more complete information about the denial after next task force meeting.

G-2 Program Advisory Committee Equity Report - Attachment 9

Discussion: Mr. James Walsh presented the Advisory Committee Equity Report. He stated that there were two minority committee members added to the committees during the three month period. This issue continues to be addressed.

Further details can be found on Attachment 9.

G-3 Program Advisory Committee Quarterly Report – Attachment 10

Discussion: Mr. James Walsh provided the Advisory Committee Quarterly report information.

Further details can be found on Attachment 10

G-4 Active Programs List – Attachment 11

Discussion: Mr. James Walsh provided an explanation of the listing. Mr. Walsh called attention to two new programs; Animation AAS degree and Medical Interpreter programs at the diploma level. The Opticianry program changed from Associate Degree to diploma. There were some program title changes.

More information can be found on Attachment 11.

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: Wednesday, February 22, 2006, 5:00 p.m.
Milwaukee Campus, Board Room (M210)

ADJOURNMENT

The Committee adjourned at 7:10 p.m.

Respectfully submitted,

Sandra C. Webster
Administrative Specialist to the Provost