

Attachment ESIR - 1

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

STAFF/ADMINISTRATION PRESENT:	Christy Brown	Vicki Martin
	Dan Burrell	Mike Sargent
	Evonne Carter	Dave Turner
	Janice Falkenberg	Jim Walsh
	Rick Kettner	Karen Zwissler
	Dessie Levy	

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, March 22, 2006, and called to order by Chairperson Baker at 5:04 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 – February 15, 2006 – Attachment 1

Motion: The minutes were approved with the following changes, Pg 3, E-3 under MOTION should read “for approval to accept the Resolution to Approve the Development of Health Care Informatics Advanced Technical Certificate” and on Pg 6, H-2, last sentence should read “formed and stated”. With above amended changes, the minutes were approved.

Action: **Motion approved.**

ITEM D: COMMENTS FROM THE PUBLIC

Mr. Charlie Dee, Instructor, provided comment related to the WTCS Statewide Task Force on Curriculum and Educational Initiatives regarding the process of changing the AAS degree programs, and the Underprepared Learner Initiative.

ITEM E: ACTION ITEMS

E-1 Resolution to Approve Program Suspension – Attachment 2

Discussion: Mr. James Walsh, Interim Provost, provided background information with respect to the process used to reach the recommended suspension of the three programs. Mr. Walsh stated that two of the three Advisory Committees, Dietary Manager and Materials Technology, have approved the suspension. The Printing and Publishing program was unable to meet before the ESIR committee meeting, but discussions were conducted regarding the recommended changes in the program.

Mr. Walsh provided the headcount and FTE information for the Printing/Publishing program. He stated that some courses will continue for one year to finish currently enrolled students. A one year diploma program would also be added in Desktop Publishing and Printing. This change allows MATC to provide four tracks for students to ensure that a strong core of enrollment is maintained in the printing and publishing areas.

Mr. Walsh provided information on the faculty that would be affected and plans to resolve any negative impact.

Director Wells, requested assurance that no layoffs would result from this suspension. Mr. Walsh stated that he foresees no current reason for lay off of faculty.

Mr. Walsh stated that he had met with the advisory committee for the Dietary Manager Program and they supported the program suspension. Recommendations are to discontinue the diploma and incorporate the content in the associate degree level courses of the Dietetic Technician program. Marketing and recruiting for this program are currently being discussed.

Mr. Walsh outlined the FTE's, graduates, and current enrollments for the Materials Technology Program. The advisory committee supported the suspension. Some program courses will be continued because these courses are included in other associate degree programs. The faculty member associated with the program will continue.

Further information can be found on Attachment 2

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Motion: It was moved by Director Wells, seconded by Director Maierle, for approval to accept the Resolution to Approve Program Suspension.

Action: Motion Approved.

E-2 Resolution to Approve Pre-Professional Degree – Attachment 3

Discussion: Mr. Walsh provided the background on the Pre-Professional Degree and the processes necessary to move the proposal forward. He stated that the curriculum is in place and at the end of April a meeting is scheduled with area colleges and Schools of Business to refine the proposal for submission to the Wisconsin Technical College System.

When students complete the degree they will be able to transfer to four year institutions having met all the admission requirements for the School of Business.

Further information can be found on Attachment 3.

Motion: It was moved by Director Maierle, seconded by Director Wells, for approval to accept the Resolution to Approve Revision to the Pre-Professional Degree

Action: Motion Approved.

ITEM F: DISCUSSION ITEMS

F-1 Program Quality Review – ViCOM – Attachment 4

Discussion: Mr. Jim Walsh stated that this program is the program most closely related to the Discovery World/Pier Wisconsin Projects. Dr. Karen Zwissler, Interim Business & Information Technology Division, provided a brief welcome and introduced her presenters Ms. Kate DenDooven, Mr. Allen DeMars, Mr. Jim MacDonald and Mr. David Thomas.

Mr. MacDonald provided a brief overview of the changes in the program and related technology.

Mr. Thomas provided a summary and action plans for the future. He stated the plan included providing stronger high school connections, increasing minority enrollment and new technology. Job placement, graduation levels and community outreach initiatives were also discussed.

Ms. DenDooven provided information on the Animation track of the program and its correlation with the ViCom courses.

Mr. DeMars provided information on the Discovery World/Pier Wisconsin project collaboration and a demonstration of the HIVE project.

Further program information was highlighted in Attachment 4.

F-2 Program Quality Review – Barber Cosmetology Diploma - Attachment 5

Discussion: Mr. Walsh stated that this is a very strong program in terms of headcount and FTE's, and also a program that is heavily influenced by State licensing requirements. Dr. Zwissler introduced Mr. Roger Plath, Ms. Linda Zizzo and Ms. Judy Brown who presented the program recommendations.

Ms. Zizzo covered the highlights of the program. Ms. Zizzo stated the program is largest in the state of Wisconsin, and also has the largest group of minority instructors and largest number and percentage of minority students in the state. MATC also has the only bilingual apprentice program in the state.

Ms. Brown provided information related to the initiatives that have been identified in the action plan. Updating software, adding spa services and online course initiatives to keep up with future trends and business requests were specific areas of focus.

Further information can be found on Attachment 5.

F-3 Final Approval of AQIP Project – Attachment 6

Discussion: Mr. Walsh introduced Dr. Evonne Carter, Associate Vice President Academic Affairs who provided the update and the list of AQIP Projects approved at the recent Higher Learning Commission meeting.

Dr. Carter stated that MATC had reached a milestone in the AQIP process. A team of MATC members went to Lyle, Illinois for a team building strategy forum. At the forum, the MATC group was charged with identifying and refining the projects MATC would like to pursue as part of the AQIP Accreditation process. Dr. Carter provided background on how the projects were chosen and next steps in the process.

Further information can be found on Attachment 6

F-4 Nursing Student Retention Report – Attachment 7

Discussion: Mr. Walsh introduced Dr. David Turner and Ms. Dessie Levy to assist in the explanation of the Health Occupations data. Mr. Walsh provided a report on the three-year and five-year graduation in the Health Occupations programs and an explanation of why the data is important.

Dr. Turner provided information regarding the interpretation of the data in the report. Dr. Turner also introduced Ms. Yan Wang who is the research manager who created the Retention Report. The report came from a charge from Dr. Cole and Mr. Walsh to determine the current status of retention and graduation for the Health Occupations programs.

Dr. Turner explained the limitations of the data and how the students

were selected via a cohort grouping. Dr. Turner stated possible implications of the report. These implications included a need to provide intervention initiatives, instructional delivery and assessment.

Director Baker inquired about job outs in these programs and the breakout of other minority populations other than the African American group.

Ms. Levy, provided information on the minority background in the nursing populations at the national level. Ms Levy also stated that once a student finishes the Certified Nursing Assistant course, job opportunities are available. More research is being done to refine the analysis and guide future actions. While this research is conducted, the division faculty and staff are taking steps to improve the situation.

Director Baker requested information on the average age, and ethnicity of the nursing programs.

Further information can be found on Attachment 7

F-5 WiMax Update

Discussion: Mr. Walsh stated that WiMax has become a very hot topic and has the potential for a huge impact on everything, including education. Mr. Walsh and Mr. Michael Sargent, Vice President of Finance, provided background information on the current status of WiMax at MATC.

Mr. Walsh provided an explanation of WiMax. WiMax has the potential to create a wireless umbrella over the city where everything within the city can be connected to a wireless network and as technology evolves conceivable everything that's moving within the city can be connected. It also has a backhaul capacity to create a pipeline of high speed bandwidth between locations.

Channels 10/36 began looking into this technology several years ago.

Mr. Sargent provided information regarding the study grant and the hardware grants that Channel 10/36, in cooperation with UW-Milwaukee and Milwaukee Public Schools (MPS), had received. Mr. Sargent stated that MATC reviewed the hardware project extensively but was handicapped by a delay in receiving the study grant recommendations. The IT budget, which originally included dollars to support the project, was cut dramatically and thus there were insufficient funds to accommodate the WiMax project. Other sources were asked to fund this project but it was found that the project did not fit into the plans and the withdrawal of UWM from the project increased the financial commitment. Currently, the grant has been accepted on behalf of MPS

Mr. Walsh summarized by stating that we need to find out how we want to use the technology as an educational tool and how to attract potential

corporate partners. He added that currently MATC is looking at a National Science Foundation Grant for WiMax utilization in curriculum and instruction.

F-6 Energy Conservation and Advanced Manufacturing Center Update – Attachment 8

Discussion: Mr. Walsh introduced Dr. Vicki Martin, Interim VP South Campus and Mr. Al Evinrude, Director of Construction Services.

Dr. Martin presented a powerpoint presentation that outlined the actual ECAM project costs, the required match components and the educational focus of the facility. Dr. Martin stated that MATC is the first district that has labor contributing match to a project of this type.

Mr. Evinrude covered the floorplans and construction details. Project bench marks were also identified.

Final State approval is pending on March 29, 2006. Further details are on the State Board web site.

Further information can be found on Attachment 8

ITEM G: INFORMATION ITEMS

G-1 Child Care Update

Discussion: Dr. Rick Kettner provided a brief update. He stated that progress has slowed because of schedule conflicts and other events this past month. However, follow-up on the Task Force recommendation continues. These recommendations will be presented to the full committee next month.

Further information has been gathered and will be brought to the committee in the near future in preliminary draft form. He stated that the next step will be to reconvene and present the draft.

Director Baker stated that committee members are getting frustrated because recommendations have not moved forward and it has been one year since the recommendations were submitted. The next ESIR committee meeting should include more complete information about the next task force activities.

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: Monday, April 24, 2006 at 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