

**Attachment ESIR - 1**

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

<b>STAFF/ADMINISTRATION PRESENT:</b>	Theresa Barry	Vicki Martin
	Dan Burrell	Gloria Pitchford-Trice
	Darnell Cole	Mike Sargent
	Rob Hartung	John Stilp
	Janice Falkenberg	Mark Trask
	Rick Kettner	Jim Walsh
	Dessie Levy	Mike Walsh

**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, November 16, 2005, and called to order by Chairperson Baker at 5:02 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 – September 21, 2005 – Attachment 1**

Motion: The minutes were approved without objection.

Action: **Motion approved.**

**ITEM D: COMMENTS FROM THE PUBLIC**

Chef Brian J. Moran, Culinary Arts Advisory Committee Chair; Ms. Christine Robinson, Early Childhood Advisory Committee member; Ms. Martha Carter, Director of the Mt. Zion Child Development Center provided comments regarding the new AAS reconfiguration general education math requirements.

**ITEM E: ACTION ITEMS**

**E-1 Discussion and Resolution to Approve Revision to AAS General Education Requirements – Attachment 2**

Discussion: This item was moved to a Discussion item per Chairperson Baker's request.

**ITEM F: DISCUSSION ITEMS**

**F-1 Housing Survey Update – Attachment 3**

Discussion: Mr. Rob Hartung provided background on the grant that was received to perform the study and a brief synopsis of the study that was conducted.

Dr. Dave Turner and Dr. Tom Pilarzyk presented the key findings received from the Housing Study by Anderson Strickler. The methodology for the housing research was discussed.

Data from the survey can be found on Attachment 3.

Director Maierle inquired whether the students were aware that costs were associated with this housing. Dr. Pilarzyk stated that the costs were outlined in the survey and that they varied by type of housing and amenities. Dr. Pilarzyk also stated that only current MATC students were surveyed.

Anderson Strickler will be presenting a full report at the November MATC Board meeting.

**E-1 Discussion of Revision to AAS General Education Requirements – Attachment 2**

Discussion: Mr. Charlie Dee, Vice President of Local 212, stated that there are two issues that need to be addressed. The first is the resolution regarding the configuration of the 21 General Education core courses for the AAS degree and second is the changes in current math courses due to the reconfiguration.

Mr. Dee's presence, along with other faculty members, was for the purpose of discussion on the subject before the resolution is approved. It is felt that all occupational programs should be allowed to discuss and provide input along with the program advisory committees.

Mr. Douglas Udell, Instructor in the Early Childhood Education program stated that the current math requirement is adequate for his students in this industry and if the rigor of courses are increased this would be a road block for students to succeed. He distributed a document stating his concerns.

Chef John Reiss, instructor, Culinary Arts program, stated that the current math course is most applicable to the occupation. He quoted from two letters he had received from chefs that have hired MATC graduates.

Ms. Marlene Dombrowski, instructor, Human Services program, stated the current math requirement was added to her program due to a NCA mandate and fits the program students and provides a great benefit.

Director Maierle inquired about the technical program math requirements. Mr. Walsh stated that many technical and industrial programs teach the math requirements within the program, not as separate math classes.

Mr. Shaley Boulware, Math instructor, stated that of the 10 approved general studies courses on the state approved list, none meet the needs of students in some programs. Nine of the ten have competencies or a prerequisite of Algebra. Mr. Boulware and Mrs. JoAnne Shansky, Math instructor, stated that they wish to continue to develop courses that would meet the needs of these students.

Dr. Dan Burrell and Ms. Kim Farley joined the discussion and provided more information about the WTCS reconfiguration process.

Director Wells inquired as to what type and how much of an impact these changes will have on our students in these programs. Mr. Walsh stated that the changes will have a small impact on the programs in the technical and health occupations. The greatest impact will be on programs in the Business division and a few in the Liberal Arts division that currently have 19 General Education credits. Mr. Walsh distributed the 1998 resolution and stated the new resolution is designed to address a potential conflict that could arise from the 1998 resolution in relationship to the new configuration.

Mr. Walsh explained the transferability standard issues and requirements in the reconfigured AAS degree. He stated that much more discussion was needed to determine how MATC is going to meet the WTCS requirements.

#### **F-2 Program Quality Review – Interpreter Tech – Attachment 4**

Discussion: Mr. James Walsh introduced Mr. Mike Walsh, dean, Business & Information Technology division, and Mr. J. Walsh stated that this program has been identified as a potential growth program.

Mr. Mike Walsh introduced Mr. Roger Plath, Ms. Patty Gondek, Ms. Linda Trippe and several second year students. Ms. Trippe and Ms. Gondek provided background and history of the program and the need for interpreters.

Director Baker asked why the enrollment had declined and there appeared to be so few jobs. Ms. Gondek stated that there has been several staff changes that have affected enrollment and the program was

also impacted by the new conditional admits procedure initiated in 2003. Ms. Gondek stated that most of the jobs for interpreter tech are posted on a national/state internet service and not at MATC.

Further program information was highlighted in Attachment 4.

**F-3 Program Quality Review –Microcomputer Specialist – Attachment 5**

Discussion: Mr. Mike Walsh continued and introduced Dr. Mohammad Dakwar and Mr. Bob Brzycki who provided the overview for the program.

Mr. Brzycki stated that the program has changed its name to IT Computer Support Specialist. A packet of information was distributed which included the surveys used by the review team for the action plan.

Mr. Brzycki invited everyone to a breakfast seminar on Wednesday, November 23, 2005 at the West Campus in Room 117. The seminar is “Life after MATC”, during which graduates speak to potential and current students on how they attained jobs and what they are currently doing in them.

Director Baker inquired about the low enrollment and asked if it is also a result of the new conditional admit procedure. Dr. Dakwar stated that this program had been split into two programs and the change in the conditional admit procedures has also impacted enrollment.

Further program information was highlighted in Attachment 5.

**ITEM G: INFORMATION ITEMS**

**G-1 Child Care Update**

Discussion: Dr. Rick Kettner provided an update on Child Care. He stated that the committee had to cancel the last two meetings due to committee member schedules.

He stated that a rough draft of the student survey is completed and is ready for review by the committee and that development of a job description for a staff position that was recommended by the original task force is being finalized.

The next Child Care meeting is Wednesday, December 21, 2005, at 2:30 p.m. at the West Campus.

**G-2 Student Activities Overview – Attachment 6**

Discussion: Mr. James Walsh introduced Ms. Theresa Barry who distributed an overview of the student activities and stated that if a ny committee members had questions they can contact Ms. Barry at any time.

**G-3 Accreditation Update – Attachment 7**

Discussion: Mr. James Walsh introduced Dr. Vicki Martin who stated that MATC was accepted into the AQIP process of the Higher Learning Commission and the next date of accreditation is on a seven year cycle or the 2012-2013 year.

Dr. Martin stated that a Board member would be required to attend a strategy forum in March, 2006. A list of projects is also being compiled. This project list will be taken to the AQIP Strategy Forum for discussion.

Dr. Martin also provided a calendar that outlines the college's progress and future activities required during the AQIP process.

Director Baker congratulated Dr. Martin on MATC's acceptance into AQIP.

**G-4 Program Advisory Committee Meeting Schedule – Attachment 8**

Discussion: Mr. James Walsh distributed an updated program advisory committee schedule for the rest of November and December.

**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, December 14, 2005, 5:00 p.m.  
Milwaukee Campus, Board Room (M210)

**ADJOURNMENT**

The Committee adjourned at 6:50 p.m.

Respectfully submitted,

Sandra C. Webster  
Administrative Specialist to the Provost