

Attachment ESIR - 1

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

**STAFF/ADMINISTRATION
PRESENT:**

Theresa Barry	Rob Hartung
Dr. Dan Burrell	Mike Sargent
Dr. Evonne Carter	Jim Walsh
Dr. Deryl Davis-Fulmer	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, April 17, 2007, and called to order by Chairperson Baker at 5:07 p.m. in the Board Room, Room M210, at the Milwaukee Campus of Milwaukee Area Technical College.

ITEM A: ROLL CALL

Present: Anne Wilson and Lauren Baker
Excused: 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 – March 20, 2007 – Attachment 1

Motion: The minutes were approved without objection.

Action: **Motion approved.**

ITEM D: COMMENTS FROM THE PUBLIC

ITEM E: ACTION ITEMS

ITEM F: DISCUSSION ITEMS

F-1 Program Quality Review – Funeral Services – Attachment 2

Discussion: Mr. James Walsh, Provost introduced Dr. Wilma Bonaparte, Associate Dean—West Campus and Mr. John Pludeman, Coordinator—Funeral Services. Mr. Pludeman stated that the Funeral Services Program has been unique to the State of Wisconsin since 1970 and students to this program are employed state-

wide. He added that the program capacity of 40 students has been met for the past three years while maintaining a completion rate of 99.7%. Mr. Pludeman also noted that the department of Regulation and Licensing requires that before a student enters this program the student must acquire sophomore status and the program has been repackaged to allow students to take their prerequisite classes at any accredited college state-wide. Mr. Pludeman explained that embalming, running a funeral and funeral service arrangements can only be performed by individuals that hold a Funeral Services license.

F-2 Program Quality Review – Associate of Arts/Sciences – Attachment 3

Discussion: Mr. Walsh introduced Dr. Dan Burrell, Dean—Liberal Arts and Sciences (LAS) Division. Mr. Walsh noted that the collegiate transfer program is the largest program at MATC. Dr. Burrell introduced faculty members Mr. Zach Shana, Ms. Veronica Neumann, Mr. Tom Geil, Ms. Helen Chester, Ms. Debbie Hoem-Esparza, Dr. Andrew Burns, and Mr. Don Weimer. Dr. Burrell explained the LAS Division has nearly 200 FT Faculty. Dr. Burrell also introduced Mr. Carl Morency, Dr. Marcia Clarke-Yapi, Dr. Courtney Marlaire, Dr. Kim Farley, Dr. Wilma Bonaparte—Associate Deans. MATC is one of three Technical College Districts and accounts for more than one-half the college transfer FTEs for the state. MATC has two unique programs: Badger Track with UW-Madison and Panther Track with UW-Milwaukee. These programs guarantee enrollment into the UW system with Sophomore status. Dr. Burrell added that Liberal Arts and Sciences as a division is working to improve class completion rates by utilizing innovative ideas in the classroom. Dr. Burrell's remarks were followed by reports by faculty in each of the departments with respect to their action plans.

F-3 Program Quality Review – Diesel and Powertrain Servicing – Attachment 4

Discussion: Mr. Walsh introduced Ms. Dorothy Walker, Associate Dean—Technology and Applied Sciences, Mr. Roger Hasler, Instructor—Diesel and Powertrain Servicing, Mr. Joe Spitz, Instructional Chair and, Mr. William Sheller--Advisory Committee Member. Mr. Walsh noted the 90% completion rate and the 100% placement rate for this program and remarked that this is due to the efforts of Mr. Hasler who has developed and grown partnerships with large truck/construction equipment corporations all over southeaster Wisconsin. Mr. Hasler reported that enrollments have been and continue to be at maximum and integration of electrical diagnostic skills has been the key to the growth of this program. Ms. Walker noted that the program is working with industry to recruit more minorities and females. The Advisory Committee currently includes the only female large equipment technician in southeastern Wisconsin. Mr. Hasler noted that the key to growing this program is to develop a program similar to the ASSET and CAP programs in the Automotive Technology department.

F-4 AAS Degree Reconfiguration/PLI Update

Discussion: Mr. Walsh went through a PowerPoint presentation that explained the components of the AA/AS Reconfiguration, the AAS Reconfiguration and the implementation of the Prepared Learner Initiative (PLI). The points he highlighted in his presentation were: the major changes in the reconfiguration of the AAS degree were related to Math and Natural Sciences, these changes are now complete and will be implemented during the 2007-08 year; the Prepared Learner Initiative will be piloted during 2007-08 with a new curriculum and the college will be requiring all students registering for Math and English courses to

have either completed the prerequisite course or have the appropriate accuplacer score. Mr. Walsh also briefly outlined the Prepared Learner Initiative curriculum.

ITEM G: INFORMATION ITEMS

Discussion: **G-1 Program Suspension/Discontinuance**

Last November, the Applied Servicing and Mechanical and Computer Drafting programs were discussed for possible discontinuance. Administration has determined not to move forward with the discontinuance but instead move forward with major program modifications. The EMT-Intermediate program will be brought to ESIR for discontinuance in May.

G-2 Nontraditional Occupations Report – Attachment 5

Discussion: Mr. Walsh identified the ten programs with highest nontraditional enrollment and graduation. He noted these programs tend to have nontraditional enrollment faculty as role models. Mr. Walsh will sort this information by NTO category and add wage information.

G-3 Quarterly Advisory Committee Report– Attachment 6

Discussion: Mr. Walsh noted that new members that are minority were primarily in the Health Occupations program areas and that many vacancies exist on the advisory committees. The Diversity Task Force will be assisting in improving the diversity of the advisory committees.

G-4 Enrollment Update

Discussion: Ms. Theresa Barry, Vice President—Student Services, reported that enrollments continue along the trend lines previously reported and the college expects enrollment to increase next year.

G-5 WTCS On-Site Review

Discussion: Attorney Janice Falkenberg explained that members from WTCS were here on April 3-4, 2007 to assess EEO compliance across the district and they were very impressed with the programs and services in place advancing diversity, equal access, and accessibility for individuals with disabilities. The visiting team identified two deficiencies which were that the student handbook did not identify the Title IX Coordinator by title, name and phone number and some publications did not include TTY numbers. The formal findings will be sent to Dr. Cole at a later date with the information forwarded to the Board. The facilities review will be completed at a later date.

G-6 Student Senate/Organization Update

Discussion: Ms. Barry reported that she has met with a team of staff members to develop questions for a survey to be used to benchmark practices of other colleges. Ms. Baker expressed her desire to resolve these concerns as soon as possible.

ITEM H: MISCELLANEOUS ITEMS

H-1 COMMUNICATIONS AND PETITIONS

None

H-2 INFORMATION ITEMS

ITEM I: OLD BUSINESS/NEW BUSINESS

Date of Next Meeting: Tuesday, May 15, 2007, 5:00 p.m.

Milwaukee Campus, Board Room (M210)

ADJOURNMENT

The Committee adjourned at 7:07 p.m.

Respectfully submitted,

Michele M. Conroy
Administrative Specialist to the Provost