

Attachment FPO - 1

**MILWAUKEE AREA TECHNICAL COLLEGE DISTRICT BOARD
Finance, Personnel, and Operations Committee Minutes**

STAFF/ADMINISTRATION PRESENT:	Theresa Barry Kathy Brehmer Christy Brown Pablo Cardona Darnell Cole Cathy Dale Al Evinrude Janice Falkenberg Robert Hartung	Rick Kettner Vicki Martin Sandy McClary Jason Nygard Kristin Phelps Al Pinckney Mike Sargent Douglas Tripp Jim Walsh Mike Walsh
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GUESTS John Knepel and Steve Henke (Virchow, Krause & Company, LLP)

CALL TO ORDER

The regular monthly meeting of the Finance, Personnel, and Operations Committee of the Milwaukee Area Technical College District Board was held in open session on Wednesday, November 22, 2006, and called to order by Ms. Jeannette Bell at 2:04 p.m. in the Board Room, Room M210, at the Milwaukee Campus of Milwaukee Area Technical College.

ITEM A. ROLL CALL

Present: Bell, Colón
Excused: Hughes

ITEM B. COMPLIANCE WITH THE OPEN MEETINGS LAW

The Finance, Personnel, and Operations Committee meeting was noticed in compliance with the Wisconsin Open Meetings Law.

ITEM C. APPROVAL OF MINUTES – October 18, 2006 – Attachment 1

Motion/
Action Ms. Bell and Mr. Colón moved forward the minutes of the October 18, 2006 committee meeting, as submitted, without objection.

ITEM D. COMMENTS FROM THE PUBLIC

None

ITEM E. APPROVAL OF CONSENT AGENDA ITEMS

E-1 Bills – October, 2006 – Attachment 2
E-2 Financial Report – October, 2006 – Attachment 3
E-3 Human Resources Report – Attachment 4

Dr. Pablo Cardona, Associate Vice President - Human Resources and

Labor Relations, reported that Mr. Al Pinckney, Director - Financial Aid, is being recommended for a promotion to Associate Vice President - Student Services. Dr. Cole introduced Mr. Pinckney and also Mr. Douglas Tripp, the new Director of Public Safety.

E-4 Procurement Report – Attachment 5

E-5 Quarterly Affirmative Action Report – Attachment 6

Dr. Cardona reported that MATC faculty experienced a three percent increase in minority representation, from twenty-four to twenty-seven percent. He described several marketing initiatives undertaken to increase said representation.

Motion/
Action Ms. Bell and Mr. Colón moved forward the consent agenda, without objection

ITEM F. ACTION ITEMS

F-1 Resolution Authorizing the Sale of \$1,000,000 General Obligation Promissory Notes, Series 2006-07D of Milwaukee Area Technical College District, Wisconsin – Attachment 7

Motion/
Action Ms. Bell and Mr. Colón move forward the Resolution Authorizing the sale of \$1,000,000 General Obligation Promissory Notes, Series 2006-07D of Milwaukee Area Technical College District, Wisconsin.

F-2 Resolution to Approve Acceptance of the FY2005-2006 Comprehensive Annual Financial Report – Attachment 8

Mr. Michael Sargent, Vice President – Finance, presented the final FY2005-2006 Comprehensive Annual Financial Report, stating that it was virtually the same as that which was presented at the previous month's FPO meeting.

Motion/
Action Ms. Bell and Mr. Colón moved forward the Resolution to Approve Acceptance of the FY2005-2006 Comprehensive Annual Financial Report, without objection.

F-3 Resolution to Approve Lease from Milwaukee Public School System (MPS) – Attachment 9

Mr. Sargent presented a lease from Milwaukee Public Schools to rent space for the purpose of welding training. He stated that the space, while it would directly benefit members of the MATC community, would also give to MPS students new learning opportunities.

Dr. Darnell Cole, President, stated that the space to be leased is currently unutilized by MPS. He also commented on the need for the training of

welders in Milwaukee.

Motion/
Action Ms. Bell and Mr. Colón moved forward the Resolution to Approve Lease from Milwaukee Public School System (MPS), without objection

F-4 Management Report – John Knepl (Virchow Krause, LLC) – Attachment 10

Mr. Sargent reported that the Management Report presented as part of the FPO report was sent to Virchow Krause, LLC and is prepared each year as part of the annual audit. He stated that during the audit, Virchow Krause, LLC identified areas for improvement and made recommendations accordingly. Administration has reviewed the findings reported by Virchow Krause, LLC and concurs with the recommendations brought forward and has begun implementation of the recommended changes.

Motion/
Action Ms. Bell and Mr. Colón moved forward the Management Report, without objection.

F-5 Resolution to Approve FY2006-2007 Budget Modification – Attachment 11

Michael Sargent discussed several modifications made to the budget approved in June, 2006. The modifications were made to finance new activities not included in the approved budget, particularly the installation of the wind generator and municipal water system at the Mequon Campus.

Mr. Al Evinrude, Director - Construction Services, commented on the receipt of a grant from WeEnergies, which was unanticipated.

Motion/
Action Ms. Bell and Mr. Colón moved forward the Resolution to Approve FY2006-2007 Budget Modification, without objection.

ITEM G. DISCUSSION ITEMS

G-1 Budget Variance Report – Fourth (4) Month Ended October 2006 FY 2006-07 – Attachment 12

Mr. Sargent discussed a revenue shortfall related to decreases in state aid and tuition and fees. This was offset in part by expense reductions in various areas as well as improvements in enterprise activities and new initiatives such as those within the Office of Corporate Learning. He expects there to be a budget surplus by year-end.

G-2 Blue Hole – Attachment 13

Although the College received two responses to the request for proposal pertaining to Blue Hole, neither, according to Mr. Sargent, proposed use of the property in way that would be beneficial to the surrounding

community. As a result, no action has been taken on these responses. MATC will continue to look for a ways to dispose of the property.

G-3 Compensation for Technical and Non-Technical Faculty – Attachment 14

In response to a request made by Board member, Mark Maierle, Dr. Cardona presented a comparison of salaries paid to technical and non-technical faculty. He stated that the difference in salary between all full-time faculty and faculty from the Technical and Applied Science Division may be attributed to two factors: the prior teaching experience is less for most new TAS faculty and the number of college credits is not as great for most TAS faculty. This would result in a lower step and class starting salary for most new TAS faculty.

ITEM H. INFORMATION ITEMS

H-1 Annual Procurement and Construction Services Report – Attachment 15

H-2 Semi-Annual MEC Report – Attachment 16

H-3 Grants Management Report – Attachment 17

H-4 City of South Milwaukee Tax Incremental District #4 – Attachment 18

H-5 City of Milwaukee Tax Incremental District #65 – Attachment 19

H-6 FY2006-2007 1st Quarter Estimated Summary 38.14 Outreach Contracting – Attachment 20

H-7 FY2005-2006 Annual Summary 38.14 Outreach Contracting – Attachment 21

ITEM I. MISCELLANEOUS ITEMS

I-1 COMMUNICATIONS AND PETITIONS

I-2 INFORMATION ITEMS

ITEM J. OLD BUSINESS/NEW BUSINESS

Scheduled Date of Next Meeting: Wednesday, December 13, 2006 – 2:00 P.M.

ADJOURNMENT

The committee adjourned at 2:25 p.m.

Respectfully Submitted,

Karen Esche

Administrative Specialist - Finance