

**Attachment ESIR - 1**

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

**STAFF/ADMINISTRATION PRESENT:**

Theresa Barry	Gloria Pitchford-Trice
Dan Burrell	Mike Sargent
Evonne Carter	Dave Turner
Darnell Cole	Jim Walsh
Janice Falkenberg	Mike Walsh
Deryl Davis-Fulmer	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 Tuesday, November 21, 2006, and called to order by Chairperson Baker at 5:06 p.m. in the Board Room, Room M210, at the Milwaukee Campus of Milwaukee Area Technical College.

**ITEM A: ROLL CALL**

**Present:** Lauren Baker, Lenard Wells and Anne Wilson

**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 – October 17, 2006 – Attachment 1**

Motion: The minutes were approved without objection.

Action: **Motion approved.**

**ITEM D: COMMENTS FROM THE PUBLIC**

None

**ITEM E: ACTION ITEMS**

None

**ITEM F: DISCUSSION ITEMS**

**F-1 Program Quality Review – Electronic Engineering Technology – Attachment 2**

Discussion: Mr. James Walsh, Interim Provost stated that this program has a unique transfer agreement with MSOE. During the AAS reconfiguration attempts were made to incorporate the agreement into the degree structure but the WTCS State Office rejected the request.

Mr. Walsh introduced Dr. Dave Turner, Interim Dean of the Technology & Applied Sciences Division, Dr. William Hodgkinson, Associate Dean. Mr. Pat Sutterfield, Instructor.

Dr. Hodgkinson provided information regarding the articulation agreement with the Milwaukee School of Engineering (MSOE). He also outlined the common core of instruction in MATC's four electronics programs and reviewed enrollment data for the program.

Director Baker inquired about the enrollment of minority students in the program and their transfer to MSOE. Mr. Pat Sutterfield stated that the enrollment of minority students at MATC is slightly higher than MSOE's minority enrollment and the transfer rate of MATC students to MSOE is good. It was also pointed out that during the five year scorecard period, MSOE had eliminated the first two years of their Technician program. This resulted in a large influx of students from MSOE to finish their courses for the first two years of the program and a temporary increase in enrollment. Currently, the bridge between the two year program at MATC and the baccalaureate degree at MSOE is firmly established and now also connects other technical colleges.

Director Baker also inquired about the graduate rate of 100% employed within 6 months when many students also transfer to MSOE. Dr. Hodgkinson stated this is the result of excellent employer tuition reimbursement programs for the students. Students are employed upon graduation from the AAS program and also attend MSOE with the employer paying for their education.

Further program information was highlighted in Attachment 2.

**F-2 Program Quality Review – Electrical Construction Apprenticeship  
- Attachment 3**

Discussion: Mr. James Walsh stated that the data for this program was not readily available because the QRP process for Apprenticeship programs is relatively new. As a result, the College level data is for 2004 and the State level data is for 2005.

Dr. Hodgkinson stated that Electricity is one of the largest FTE generators in the division. Dr. Hodgkinson outlined the relationship of this apprentice program to other electrician programs both inside and outside the college. Mr. Nick Triscari, Apprenticeship Coordinator, provided background information regarding the Electrical Construction Apprenticeship program.

Dr. Hodgkinson provided information with respect to apprenticeship retention and completion data relative to threshold and target levels. He noted that results for female apprentices were unsatisfactory to the external review team and they had included steps to improve this situation in the action plan.

Director Wells asked whether the screening process of the Joint Apprenticeship Committees have been evaluated by MATC to ensure the process meets MATC standards. Mr. Triscari stated that apprenticeship admission processes take place at the committees but, at the request of the college, most committees use our Accuplacer tests.

Further information can be found on Attachment 3.

**F-3 Student Indebtedness – Attachment 4**

Discussion: Mr. James Walsh introduced Ms. Theresa Barry, Vice President Student Services and Mr. Al Pinckney, Director Financial Aid and Counseling who provided information in response to a request for additional information from the Committee and Director Hughes.

Mr. Pinckney provided background information on student financial aid disbursement and indebtedness. Mr. Pinckney outlined the process for determining student financial aid need, the components of student aid, and the amount of student aid disbursed in each of the past three years.

It was decided that Mr. Pinckney and Ms. Barry would speak directly with Director Hughes on the requested information.

Further information can be found on Attachment 4

**F-4 Academic Affairs Equipment & Technology Spending Report – Attachment 5**

Discussion: Mr. James Walsh and Mr. Michael Sargent, Vice President of Finance presented information regarding equipment and technology spending. Mr. Walsh stated that this report was in response to a request from Director Wells at the September meeting relative to capital spending for the Health Occupations Division. Mr. Walsh noted that, over the ten year period covered in the report, spending in the Health Occupations division was approximately \$234,000 per year. The Health Occupations division requested \$384,000 in capital for FY07 and \$260,000 was approved.

Mr. Walsh stated that the further information was provided so that committee members could evaluate this capital spending relative to the total spending of the college and other areas of Academic Affairs. Mr. Walsh also noted that, during the ten year period, approximately 25% of the spending was related to capital projects such as remodeling and deferred maintenance. During the same period, approximately 14% of the spending was related to Public TV, 12% was spent by the instructional divisions, 30% of the commitment was for information technology and 29% was spent in a broad category of operations.

Mr. Walsh stated that if further information is needed it could be provided.

Further information can be found on Attachment 5

**F-5 Program for Possible Suspension/Discontinuance – Attachment 6**

Discussion: Mr. James Walsh provided information regarding the programs that have been identified for review. Five criteria were used to identify these programs. Programs that failed four of the five criteria were further screened by the Provost Cabinet.

The Cabinet selected two programs, Mechanical and Computer Drafting and Appliance Technician, for intensive review and possible suspension.

Mr. Walsh provided the score cards for these two programs. He provided further background information on both programs and other programs that have DACUMS scheduled for the FY07 school year.

Further information can be found on Attachment 6

**ITEM G: INFORMATION ITEMS**

**G-1 Youthful Offender Report – Attachment 7**

Discussion: Mr. Walsh introduced Mr. Rich Busalacchi, Interim Associate Dean, Business & Information Technology division. Mr. Walsh stated that this program is very unique and may have substantial growth potential.

Mr. Busalacchi covered the background regarding Telecourse delivery and the proposal submitted to the Department of Corrections that resulted in the Incarcerated Youthful Offender (IYO) program.

Mr. Busalacchi discussed the statistics for the incarcerated youth offenders and the IYO Program partnership objectives and services. The enrollment and grade distributions for each course since Spring of 06 were presented.

Mr. Busalacchi stated that currently MATC has received 12 applications for admission from the IYO participants who have successfully completed 12 or more credits.

Further information can be found on Attachment 7.

**ITEM H: Miscellaneous Items**

1. Communications and Petitions
2. Information Items

**ITEM I: OLD BUSINESS/NEW BUSINESS**

Date of Next Meeting: Tuesday, December 12, 2006  
Milwaukee Campus, Board Room (M210)

**ADJOURNMENT**

The Committee adjourned 6:35 p.m.

Respectfully submitted,

Sandra C. Webster  
Administrative Specialist to the Provost