

**Attachment ESIR - 1**

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

<b>STAFF/ADMINISTRATION PRESENT:</b>	Theresa Barry	Gloria Pitchford-Trice
	Evonne Carter	Mike Sargent
	Janice Falkenberg	Dave Turner
	Rob Hartung	Jim Walsh
	Dessie Levy	Mike Walsh
		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 Tuesday, September 19, 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 – August 16, 2006 – Attachment 1**

Motion: The minutes were approved without objection.

Action: **Motion approved.**

**ITEM D: COMMENTS FROM THE PUBLIC**

None

**ITEM E: ACTION ITEMS**

**E-1 Tentative Meeting Schedule – Attachment 2**

Discussion: Mr. James Walsh, Interim Provost, provided a tentative 2006-2007 ESIR meeting schedule which reflected the request to change the meeting to Tuesday evenings.

Motion: It was moved by Director Wells, seconded by Director Baker to change the ESIR committee meetings from Wednesdays at 5:00 p.m. to Tuesdays at 5:00 p.m. as per the proposed schedule.

Action: Motion approved.

**ITEM F: DISCUSSION ITEMS**

**F-1 Program Quality Review – Respiratory Care – Attachment 3**

Discussion: Mr. James Walsh introduced Ms. Dessie Levy, Dean of Health Occupations, Ms. Colleen Wagner, Associate Dean, and Mr. Dwayne Schlund. Mr. Walsh noted that there were several positive highlights for this program; enrollment increased in FY05, the course completion rate for FY05 was 99% and the annual wage is now \$43,326.

Ms. Wagner provided a brief overview of enrollment growth trends and projections. Mr. Schlund gave background information on the Respiratory Care program and the skills students learn to perform in what may be life and death situations.

Mr. Schlund noted the recent retirement of all four full-time faculty in the program. With the retirements, the college loses experience, but gains new ideas and vision. He also noted that all four new teachers are MATC graduates.

There is a very active advisory committee which represents the major health care groups. Clinical sites have increased from the past.

Student diversity, the need for a simulator lung and additional lab space for the students were also discussed.

Director Baker and Director Wells requested that the status of technology in the Health Occupations division be brought back to the committee for an update.

Further program information was highlighted in Attachment 3.

**F-2 Program Quality Review - Occupational Therapy Assistant - Attachment 4**

Discussion: Mr. Walsh introduced Ms. Levy, Ms. Lucia Francis, Associate Dean, and Ms. Sue Heitman. Mr. Walsh stated that the placement rate for this program was 100% for FY04.

Ms. Francis thanked the Board for their support of the OTA program during the past five years. In 2002 changes occurred in payment procedure policies with respect to OTA services and the demand for services declined. As a result program admittance was reduced to once per year in Fall.

In the Fall of this year, 26 students were admitted which was two over the limit for the program and the program has a wait list of 25 students. The program is also offered with alternative deliver options to help retain students. Support labs have also been established to help the online students.

Statewide curriculum will be instituted next fall and will provide more flexibility for the students.

Ms Heitman noted that the pass rate at MATC for the Occupational Therapy credentialing examination is higher than the national average. Minority student enrollment in the program continues to grow and more males are being attracted.

Further information can be found on Attachment 4.

**F-3 Technology & Applied Science Diversity Initiatives – Attachment 5**

Discussion: Mr. Walsh stated that this agenda item was in response to Director Maierle's request for information related to diversity in the skilled trades. Mr. Walsh introduced Dr. Dave Turner who provided the information requested within the larger context of the Technical and Applied Science Division.

Dr. Turner noted that the division had three overall objectives related to minority retention and recruitment. The three objectives are to establish in faculty a cultural intelligence, increase the number of minority students and increase the number of minority faculty. He also covered the plans and timelines in order to complete these tasks.

Mr. Nick Triscari provided information on the "Big Step" program with regard to preparing for apprenticeships in the construction trades.

Director Baker inquired about recruiting efforts. Dr. Turner responded that potential sources included the Hire Center, PIC, CBO's, and Big

Step in addition to students already at MATC.

Dr. Turner asked Mr. Vince Vitale to continue with the Protective Services programs recruitment initiatives regarding minority faculty.

Mr. Vitale stated that curriculum changes now require both WTCS Certification and Law Enforcement Standards Board Certification in order to teach in the Law Enforcement areas. Discussion revolving around the Recruit School and the Associate Degree programs ensued.

Director Baker inquired if initiatives are being undertaken for new hires to achieve the Law Enforcement Standards Board Certification. Mr. Vitale stated that the state will now accept MATC #52 professional development course and also the ICP training course for certification purposes.

Director Baker inquired about the percentage of people of color teaching in the program. Mr. Vitale stated that there were 2 full-time and 2 part-time out of approximately 50 faculty members in police science.

Further in-depth discussion was held regarding the program and the recruit school.

Director Baker requested that strategies be presented at a future meeting focusing on diversity in the Recruit Academy and Associate Degree.

Mr. Walsh suggested that a presentation on the Recruit School to the ESIR Committee might clarify the function of this program.

Further information can be found on Attachment 5

#### **F-4 Enrollment Update - Attachment 6**

Discussion: Mr. Walsh stated that this report was in response to the committees request for clarification of the Pre-College enrollment numbers. The enrollment update from September's ESIR Committee meeting specified that 24% of the college's headcount is in the Pre-College Division. The update indicated this was approximately 13,800 students, when previously the committee had been informed that the enrollment was 23,000.

Mr. Walsh introduced Mr. Tom Pilarzyk who clarified the two headcount numbers in Pre-College. In FY06 45% of all MATC students were involved in Pre-college activities (use of the Academic Support Center or coursework). This is how the number of 23,000 was derived. The 13,276 students were those students taking Pre-College coursework only. The difference in numbers were the students who utilized the Academic Support Centers in some way.

Further information can be found on Attachment 6

## **INFORMATION ITEMS**

### **ITEM G:**

#### **G-1 Advisory Committee Quarterly Report – Attachment 7**

Discussion: Mr. Walsh stated that there are a very large number of vacancies in the Advisory Committee membership listing. Three minorities have filled vacancies while 4 minorities resigned during this period.

Other alternatives to help improve minority membership are being reviewed.

Further information can be found on Attachment 7

### **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, October 17, 2006  
Milwaukee Campus, Board Room (M210)

#### **ADJOURNMENT**

The Committee adjourned 6:45 p.m.

Respectfully submitted,

Sandra C. Webster  
Administrative Specialist to the Provost