



Attachment ESIR - 1

MILWAUKEE AREA TECHNICAL COLLEGE DISTRICT BOARD EDUCATION, SERVICES, AND INSTITUTIONAL RELATIONS December 17, 2007

CALL TO ORDER

The regular monthly meeting of the Milwaukee Area Technical College Education, Services, and Institutional Relations Committee of the Milwaukee Area Technical College District Board was held in open session on Thursday, December 17, 2007, and called to order by Chairperson Baker at 5:01 p.m. in the Board Room, Room M210, at the Milwaukee Campus of Milwaukee Area Technical College.

ITEM A: ROLL CALL

Present: Dr. Davis, Mr. Royal, and Ms. Lauren Baker
Excused:

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 18, 2007 – Attachment 1

Motion: The minutes were approved with minor corrections.

Action: **Motion approved.**

ITEM D: COMMENTS FROM THE PUBLIC

None

ITEM E: ACTION ITEMS

E-1 Policy Review – H0300-4 Major Gift Recognition and Naming Opportunities – Attachment 2

Discussion: Mr. Robert Hartung, vice-president, College Advancement, introduced Ms. Karen Coy-Romano, executive director, MATC Foundation. Ms. Romano presented revisions to the proposed Major Gift Recognition and Naming Opportunities Policy. Ms. Baker requested that Ms. Coy-Romano further revise the proposed policy to reflect the Board's authority and clarify criteria to be used in the naming process. Ms. Coy-

Romano will resubmit the proposed policy to the committee in January, with revisions.

E-2 Resolution to Approve New ATC Request for Garden Center ATC Program (01-001-01) – Attachment 3

Discussion: Dr. Vicki Martin, provost, introduced, Mr. Michael Jenkins, curriculum manager, who discussed the proposed Garden Center ATC Program. This advanced technical certificate program is available to individuals either holding an associate degree or possessing equivalent skills. It will provide them with advanced training leading to garden center employment.

Motion: It was moved by Mr. Royal, seconded by Mr. Davis, for approval to accept the Resolution to Approve New ATC Request for Garden Center ATC Program (01-001-01) – Attachment 4.

Action: Motion approved.

ITEM F: DISCUSSION ITEMS

F-1 Program Quality Review – Automotive Technology – Attachment 4

Discussion: Dr. Martin, provost, introduced Dr. David Turner, dean, Technology and Applied Sciences, Mr. Michael Benner, associate dean, Technology and Applied Sciences, and Mr. Scott Scheife and Ms. Margie Zamorski, instructors, Automotive Technology.

Mr. Scheife discussed the implementation of an action plan to increase student diversity within automotive technology programs. He reported that the department plans to recruit students from a variety of recruitment sites and rewrite recruiting materials. Ms. Zamorski discussed plans to increase female enrollment in automotive technology programs. She proposes further data collection, leading to the development of an effective method of targeting appropriate audiences.

F-2 Program Quality Review – Individualized Technical Studies – Attachment 5

Discussion: Dr. Martin, provost, introduced Ms. Barb Cannell, director, Curriculum & Instructional Support, Dr. Turner, Mr. Pat Godin, instructor, Technical Studies. Mr. Godin reported that enrollment within Individualized Technical Studies is steadily increasing, though enrollment and graduation rate remain integral to the program's action plan. The department plans to recruit additional students from companies that MATC currently partners with.

F-3 Quarterly Child Care Update – Attachment 6

Discussion: Dr. Martin introduced Ms. Patricia Martinez, liaison, Child Care Services. Ms. Martinez provided the committee with an update on child care activities, highlighting topics of center accreditation, establishment of an early childhood education student scholarship, and pursuit of grants.

ITEM G: INFORMATION ITEMS

G-1 Enrollment Update

Discussion: Ms. Theresa Barry, vice president, Student Services, introduced Ms. Sandy McClary, manager, Office of Corporate Learning, and Ms. Gloria Pitchford-Trice, dean, Pre-College Education.

Ms. Barry reported that Dr. Evonne Carter, associate provost, Academic Services, is researching possible ways of making financial aid available to non-degree students. Dr. Carter will update the committee in January. Ms. Pitchford-Trice reported that enrollment has been steady, with some periods of slight increases. Pre-College has experienced its most dramatic decline within W2 contractual agreements.

Ms. McClary provided an update of activities within the Office of Corporate Learning. She stated that the office delivered more than 100 short-term certificates to individuals participating in on-site training last year. Ms. McClary also reported that the office was recently successful in lobbying legislature to offer open enrollment workshops at market prices.

ITEM H: MISCELLANEOUS ITEMS

H-1 COMMUNICATIONS AND PETITIONS

None

H-2 INFORMATION ITEMS

ITEM I: OLD BUSINESS/NEW BUSINESS

Date of Next Meeting: Thursday, January 17, 2008, Milwaukee Campus, Board Room (M210)

ADJOURNMENT

The meeting adjourned at 6:20 p.m.

Respectfully submitted,

Karen Esche-Eiff

Karen Esche-Eiff
Administrative Specialist, Finance