



DRAFT

Attachment ESIR - 1

**MILWAUKEE AREA TECHNICAL COLLEGE DISTRICT BOARD
EDUCATION, SERVICES, AND INSTITUTIONAL RELATIONS
March 12, 2008**

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, March 12, 2008, and called to order by Chairperson Baker at 5:03 p.m. in the Board Room, Room M210, at the Milwaukee Campus of Milwaukee Area Technical College.

ITEM A: ROLL CALL

Present: Ms. Lauren Baker, Mr. Fred Royal
Excused: Dr. Victor Rossetti

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 – February 21, 2008 – 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 Revisions to Policy – F0500-Financial Aid Lender – Attachment 2

Discussion: Ms. Theresa Barry, vice president, Student Services noted this was the second reading of this policy. No further revisions were recommended.

Motion: It was moved by Mr. Royal, seconded by Ms. Baker, for approval to send the Revision to Policy – F0500-Financial Aid Lender – Attachment 2 to the full Board for approval.

Action: **MOTION APPROVED**

E-2 Resolution to Approve Program Title and Program Number Change – Attachment 3

Discussion: Dr. Vicki Martin, provost, introduced Mr. Mike Jenkins, curriculum manager. Mr. Jenkins noted that this resolution will address a change in the name and number of Tourism and Travel Management (10-109-5) to Meeting and Event Management (10-109-6). This change reflects MATC's desire to focus this program to event planning and align more closely with the Hotel/Hospitality Program

Motion: It was moved by Mr. Royal, seconded by Ms. Baker, for approval to send the Resolution to Approve Program Title and Program Number Change to the full Board for approval.

Action: Motion Approved

ITEM F: DISCUSSION ITEMS

F-1 Program Quality Review – Hotel/Hospitality Program – Attachment 4

Discussion: Dr. Martin introduced Ms. Lucia Francis, dean, Business, Graphic Arts and Information Technology Division, Mr. Rich Busalacchi, associate dean, and Ms. Bev Johnson, faculty. Mr. Busalacchi distributed a document that highlights the realignment of the Meeting and Event Management program to better coincide with this program. Mr. Busalacchi noted that the current enrollments in this program have grown slightly. Mr. Busalacchi noted that the Hospitality Program has partnered with Washington High School to jointly offer two courses.

F-2 Program Quality Review – Culinary Arts – Attachment 5

Discussion: Dr. Martin introduced Ms. Francis, Mr. Busalacchi, and Ms. Pat Wahlen, faculty in the Culinary Arts Program. Mr. Royal commended the faculty on the 5 Star Culinary Event that was held on Monday, March 10, 2008. Mr. Busalacchi noted that this program currently has a wait list. Approximately 1/3 of the students in this program are women. Ms. Wahlen noted that one requirement of the students in this program is to do 15 hours of volunteer work.

F-3 Quarterly Child Care Update – Attachment 6

Discussion: Dr. Martin introduced Ms. Patricia Martinez, child care liaison. Ms. Martinez reviewed the various initiatives that are being pursued for funding.

F-4 MEC Update

Discussion: Dr. Rick Kettner, vice president, West Allis Campus gave a brief history of the two MEC Centers at MATC. The building that is currently used by the MEC-North and MEC-South are in need of many costly repairs. There was a discussion about the options that are available in relation to these facilities. Ms. Baker asked that this topic be presented at the March Board meeting to continue the discussion as to whether business incubation continues to be part of MATC's mission.

ITEM G: INFORMATION ITEMS

G-1 Enrollment Update

Discussion: Ms. Barry noted that enrollment is up 2.5%. Information related to not doing deregistration will be available in May.

ITEM H: MISCELLANEOUS ITEMS

H-1 COMMUNICATIONS AND PETITIONS

Mr. Royal noted a student concern that had been raised at a recent listening and learning session regarding the cultural/diversity sensitivity for faculty. Students expressed the need for this type of a class for all students as well as classes specifically geared toward the culture of and from the perspective of individuals native to the regions represented by the ethnic organizations at MATC. Dr. Evonne Carter, associate provost, noted there is a diversity course required of faculty for certification. Dr. Martin explained that the administration has addressed this specific situation for the Fall semester.

H-2 INFORMATION ITEMS

ITEM I: OLD BUSINESS/NEW BUSINESS

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

ADJOURNMENT

The Committee adjourned at 5:46 p.m.

Respectfully submitted,

Michele M. Conroy

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Administrative Specialist to the Provost