



Attachment FPO - 1

**MILWAUKEE AREA TECHNICAL COLLEGE DISTRICT BOARD
FINANCE, PERSONNEL, AND OPERATIONS COMMITTEE
MILWAUKEE, WISCONSIN
FEBRUARY 18, 2009**

CALL TO ORDER

The regular meeting of the Milwaukee Area Technical College District Board Finance, Personnel, and Operations Committee was held in open session on Wednesday, February 18, 2009, and called to order Chairperson Earle at 5:01 p.m. in the Board Room, M210, at the Downtown Milwaukee Campus of Milwaukee Area Technical College.

ITEM A. ROLL CALL

Present: Ann Wilson and Peter Earle

Excused: Bobbie Webber

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, January 21, 2009 – Attachment 1

Motion/Action The minutes of the January 21, 2009, meeting of the Finance, Personnel, and Operations Committee were approved without objection.

ITEM D. Advisory Audit Committee Report

Discussion Members of the FPO Committee supported the recommendation that a revised Advisory Audit Committee charter be drafted and forwarded to the FPO Committee for review and approval. In said revised charter will be included the proper means by which the Advisory Audit Committee will communicate with the Board on matters associated with the MATC annual audit.

ITEM E. COMMENTS FROM THE PUBLIC

None

ITEM F. APPROVAL OF CONSENT AGENDA ITEMS

Motion/Action It was moved by Ms. Wilson, seconded by Mr. Earle, to move forward the Consent Agenda, as presented.

ITEM G. ACTION ITEMS

G-1 Resolution (F0110-02-09) Authorizing the Sale of \$1,000,000 General Obligation Promissory Notes, Series 2008-09H of Milwaukee Area Technical College District, Wisconsin – Attachment 7

Motion/Action It was moved by Ms. Wilson, seconded by Mr. Earle, to move forward the Resolution Authorizing the Sale of \$1,000,000 General Obligation Promissory Notes, Series 2008-2009H of Milwaukee Area Technical College District, Wisconsin.

G-2 Resolution (F0111-02-09) Authorizing the Issuance of \$1,000,000 General Obligation Promissory Notes, Series 2008-09I of Milwaukee Area Technical College District, Wisconsin – Attachment 8

Motion/Action It was moved by Ms. Wilson, seconded by Mr. Earle, to move forward the Resolution Authorizing the Issuance of \$1,000,000 General Obligation Promissory Notes, Series 2008-2009I of Milwaukee Area Technical College District, Wisconsin.

ITEM H. DISCUSSION ITEMS

H-1 Milwaukee Area Technical College Budget Variance Report Seven (7) Months Ended January 31 FY2008-2009 – Attachment 9

Discussion Mr. Earle requested that a report estimating the impact of Wisconsin Technical College System budget cuts on MATC be presented at the February 2009 meeting of the MATC District Board.

H-2 Budget Committee Update: Preliminary Budget Planning Assumptions – Attachment 10

Discussion Mr. Michael Sargent, vice president, Finance, reported that Administration is planning a FY2009-2010 budget under the assumption that the District will experience a three percent decrease in equalized values.

H-3 Sustainability Initiatives – Attachment 11

Discussion Mr. Sargent reported on future energy savings to be provided by MATC LED lighting project. Mr. Earle commented on the environmental benefits related to the project.

H-4 Policy Review – B0901 – Travel and Expense Reimbursement – Attachment 12

Discussion Mr. Earle requested that review on this item be deferred to the next meeting of the FPO Committee.

H-5 Travel and Expense Reimbursement – Attachment 13

Discussion Mr. Sargent reported that the software created to track MATC travel is working and will be implemented shortly. He also reported that Administration is recommending a thirty percent reduction in overall travel for FY2009-2010 for cost saving purposes.

H-6 Facilities 10-Year Plan

Discussion Mr. Sargent provided an update on the MATC 10-Year Facilities Plan. He anticipates seeking out the assistance of a consultant with a specialty in demographics analysis and then an expert in facility planning. Mr. Earle and Ms. Wilson voiced their hope that the process by which Administration constructs the plan be inclusive so as to build support within and without the MATC community.

H-7 Student Fees – Attachment 14

Discussion Following a presentation on historical student fees, Administration and members of the FPO Committee focused their discussion on the issue of the student athletic budget. Mr. Earle clarified that the MATC Student Senate has not yet approved the current student athletic budget.

Ms. Wilson voiced a concern over the percentage of student fees which are allocated to student athletics. Mr. Earle indicated that thirty percent of student fees are allocated to student athletics. The remaining sixty percent are allocated to Student Life and U-Pass equally.

Members of the FPO Committee recommended that the role of the students in the budget planning process be clarified and communicated to the student body via a Student Fee Budgeting Plan. Mr. Earle requested an on-going interface between the proposed student fee budgeting plan and the budgeting plan of the MATC District Board.

Motion/Action It was moved by Ms. Wilson, seconded by Mr. Earle, that Administration draft and forward to FPO a Student Fee Budgeting Plan.

H-8 Proposal Process for Shuttle Service

Mr. Sargent reported that Administration is in the process of evaluating proposals submitted for an upgraded MATC shuttle service. This proposal process incorporated changes to encourage local and minority vendor participation.

ITEM I. INFORMATION ITEMS

I-1 Grants Management Report – Attachment 15

I-2 Semi Annual MEC Review – Attachment 16

ITEM J. MISCELLANEOUS ITEMS

J-1 Communications and Petitions

ITEM K. OLD BUSINESS/NEW BUSINESS

K-1 Date of Next Meeting, March 18, 2009, 5:00PM, Regular Committee Meeting, Downtown Milwaukee Campus, Board Room, (M210).

ITEM L. Discussion Regarding Freedom Foundation’s Complaint

ITEM M. Review Consideration of Preliminary Notice of Nonrenewal for Nonrepresented Employees

COMPLIANCE WITH THE OPEN MEETINGS LAW

Mr. Earle stated that the committee intended to convene into Closed Session.

Motion It was moved by Ms. Wilson, seconded by Mr. Earle that the committee convene into Closed Session pursuant to Section 19.85(1)(g) of the Wisconsin Statutes to discuss Item L, Freedom from Religion Foundation’s Complaint, to confer with legal counsel concerning strategy with respect to litigation the District may become involved with and pursuant to Section 19.85(1)(b), (c), and (f) of the Wisconsin Statutes to discuss Item M, Consideration of Preliminary Notice of Nonrenewal for Nonrepresented Employees, to consider employment, compensation, or performance evaluation data of District employees over which the Committee has jurisdiction or exercises responsibility. The Committee

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may reconvene into Open Session to take action on matters discussed in Closed Session under Items L and M.

Action Motion carried, the vote being as follows:
Ayes – Wilson and Earle
Noes – None

CLOSED SESSION

The committee convened into Closed Session at 6:40 p.m.

Adjournment

The meeting adjourned at 7:23 p.m.

Respectfully Submitted,

Karen M. Esche-Eiff

Administrative Specialist, Finance