



September 15, 2008

NOTICE TO RESIDENTS OF THE MILWAUKEE AREA  
TECHNICAL COLLEGE DISTRICT, WISCONSIN

A regular open meeting of the **EDUCATION, SERVICES, AND INSTITUTIONAL RELATIONS COMMITTEE** of the Milwaukee Area Technical College District Board, Wisconsin, will be held in the **BOARD ROOM (ROOM M210)** of the **MILWAUKEE AREA TECHNICAL COLLEGE**, 700 West State Street, Milwaukee, Wisconsin on **Thursday, September 18, 2008**, beginning at **5:00 P.M.**\* The agenda\*\* for said meeting is presented as follows:

The agenda for said meeting is presented as follows:

- A. Roll Call**
- B. Compliance with the Open Meetings Law**
- C. Approval of Minutes – August 14, 2008 - Attachment 1**
- D. Comments from the Public**
- E. Action Items**
  - 1. Tentative Meeting Schedule – Attachment 2
- F. Discussion Items**
  - 1. Risk Management Update
  - 2. High School Initiatives
  - 3. Deregistration Update – Attachment 3

## **G. Information Items**

1. Enrollment Update
2. Innovation Grant Updates -- Animation Advancement

## **H. Miscellaneous Items**

1. Communications and Petitions
2. Information Items

## **I. Old Business/New Business**

1. Date of Next Meeting: **TBA**  
**Board Room (M210)**  
**Milwaukee Campus**

Committee Members: Royal, Michalski, Holmes

\* **Other members of the MATC Board may be present, although they will not be participating as members of this committee. This meeting may be conducted in part by telephone. Telephone speakers will be available to allow the public to hear those parts of the proceedings that are open to the public.**

\*\* **Action may be taken on any agenda item, whether designated as an action item or not. Agenda items may be moved into Closed Session for discussion when it becomes apparent that a Closed Session is appropriate under Section 19.85 of the Wisconsin Statutes. The Board may return into Open Session to take action on any item discussed in Closed Session.**

*Reasonable accommodations are available through the ADA Office for individuals who need assistance. Please call 414-297-6221 to schedule services at least 48 hours prior to the meeting.*



DRAFT

**Attachment ESIR - 1**

**MILWAUKEE AREA TECHNICAL COLLEGE DISTRICT BOARD  
EDUCATION, SERVICES, AND INSTITUTIONAL RELATIONS  
August 14, 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 Thursday, August 14, 2008, and called to order by Chairperson Royal at 5:00 p.m. in the Board Room, Room M210, at the Milwaukee Campus of Milwaukee Area Technical College.

**ITEM A: ROLL CALL**

**Present:** Mr. Fred Royal, Dr. Victor Rossetti (via phone)  
**Excused:** Mr. Thomas Michalski

**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 – June 19, 2007 – 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: This item will be held over for the administration to explore having the ESIR meetings at a different day during the month.

**E-2 Resolution to Approve Scope Proposal – Sustainable Facilities Management Program – Attachment 3**

Discussion: Dr. Vicki Martin, provost, introduced Mr. Mike Jenkins, manager, Curriculum Management. This resolution authorizes MATC to begin investigating the creation of a new program in Sustainable Facilities Management as part of our Green Initiatives. There was a discussion about expediting the state approval process for this program due to immediate and urgent employment needs in local industry.

Motion: It was moved by Dr. Rosetti, seconded by Mr. Royal, for approval of the Resolution to Approve Scope Proposal – Sustainable Facilities Management Program – Attachment 3.

Action: Motion Approved

**ITEM F: DISCUSSION ITEMS**

**None**

**ITEM G: INFORMATION ITEMS**

**G-1 Quarterly Advisory Committee Report – Attachment 4**

**G-2 Final Construction/Renovation & Equipment Budget – Attachment 5**

Discussion: Mr. Mike Sargent, vice president, Finance, explained that this information was taken from the Budget document that was approved by FPO and the Board in June.

**G-3 Enrollment Update**

Discussion: Dr. Martin introduced Mr. Al Pinckney, associate vice president, Student Services. Mr. Pinckney noted that FTEs are up 11% at this time from last year. A more detailed report on the effects of not deregistering students will be presented at the next meeting.

**ITEM H: MISCELLANEOUS ITEMS**

**H-1 COMMUNICATIONS AND PETITIONS**

None

**H-2 INFORMATION ITEMS**

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

Date of Next Meeting: TBD

Milwaukee Campus, Board Room (M210)

**ADJOURNMENT**

The Committee adjourned at 5:14 p.m.

Respectfully submitted,

*Michele M. Conroy*

Michele M. Conroy  
Administrative Specialist to the Provost

ATTACHMENT ESIR – 2

**TENTATIVE EDUCATION, SERVICES, AND INSTITUTIONAL RELATIONS  
COMMITTEE MEETING SCHEDULE**

**2008-2009**

Thursday, September 18, 2008  
Thursday, October 16, 2008  
Thursday, November 20, 2008  
Thursday, December 11, 2008  
Thursday, January 22, 2009  
Thursday, February 19, 2009  
Thursday, March 19, 2009  
Thursday, April 23, 2009  
Thursday, May 21, 2009  
Thursday, June 18, 2009

Meetings are held at 5:00 p.m. in the Board Room M210

## Attachment ESIR – 3

### Deregistration Update

SP08 (January 2008 – May 2008)	
Total potential students deregistered:	1,993
End of term/number of students with balance:	507
Total balance due:	\$261,280
Potential FTE gain:	108
State-Aid related:	\$120,900

Projected FA09 (August 2008 – December 2008)	
Total potential students deregistered:	2,597
End of term/number of students with balance:	675
Total balance due:	\$337,000
Potential FTE gain:	140
State-Aid related:	\$158,000