



Attachment ESIR - 1

MILWAUKEE AREA TECHNICAL COLLEGE DISTRICT BOARD EDUCATION, SERVICES, AND INSTITUTIONAL RELATIONS September 18, 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, September 18, 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, Ms. Melanie Holmes, Mr. Thomas Michalski
Excused: None

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 14, 2008 – Attachment 1

Motion: The minutes were approved without objection.

Action: **Motion approved.**

ITEM D: COMMENTS FROM THE PUBLIC

Mr. Charlie Dee, Vice President of Local 212, spoke about issues related to textbook ordering and state-wide curriculum issues.

ITEM E: ACTION ITEMS

E-1 Tentative Meeting Schedule – Attachment 2

Discussion: The October and December dates will be changed to October 16 and December 11 due to conflicts.

Motion: It was moved by Ms. Holmes, seconded by Mr. Michalski, to approve the Tentative Meeting Schedule – Attachment 2.

Action: Motion Approved

ITEM F: DISCUSSION ITEMS

F-1 Risk Management Update

Discussion: Ms. Janice Falkenberg, vice president and general counsel, introduced Mr. Brad Hines, director, Public Safety. The goal of the Public Safety Department is to increase the accountability and to bring up the departments level of preparedness. Ms. Falkenberg highlighted the changes that are being made within the department to better prepare the Public Safety officers. Mr. Hines highlighted the four areas that the Public Safety department has been working on: Crisis Communications, Emergency Evacuation Planning, Training, and Security Systems.

F-2 High School Initiatives

Discussion: Dr. Vicki Martin, provost, introduced Ms. Barbara Cannell, director, Curriculum and Instructional Support. Ms. Cannell highlighted the realignment that has taken place related to the high school initiatives. Ms. Cannell introduced Dr. Terry Firkins, coordinator, Pre-Tech Education; Mr. Lee Lord, senior specialist, Non-Traditional Occupations Project; and Mr. Jonathan Feld, senior specialist, Tech Prep. Dr. Firkins, Mr. Feld, and Mr. Lord highlighted the Tech Prep Project, the NTO Project, and the Skills Attainment Project and how these projects connect MATC to the high schools in our district. There was a discussion about how and where these courses are taught for the high school students as well as how the high school students are assessed to determine their preparedness.

F-3 Deregistration Update – Attachment 3

Discussion: Ms. Theresa Barry, vice president, Student Services, distributed a handout and briefly explained the deregistration process that had been used in the past. The practice of deregistration was not implemented for this semester. Ms. Barry reviewed the results of not implementing this process for the SP08 semester and projections for the FA09 semester. Mr. Michael Sargent, vice president, Finance explained the process used to determine the FTEs and state aid related to those students that would have been deregistered and how projections were made for FY09. The projections will be compared to actual results at the end of this semester and presented to ESIR as an update.

ITEM G: INFORMATION ITEMS

G-1 Enrollment Update

Discussion: Ms. Barry noted that we are up 8.6% in enrollment. Only Blackhawk and Mid-State have larger increases in enrollment for the current semester.

G-2 Innovation Grant Update – Animation Advancement

Discussion: Dr. Martin introduced Mr. Tim Decker and Mr. Brian Mennenoh, instructors from the Animation program. Mr. Decker and Mr. Mennenoh were recipients of an Innovation Grant this past year to advance the curriculum in the Animation program. The new equipment that was purchased is being integrated into the courses beginning the second half of the first semester. MATC is the only college in the mid-west that uses motion capture in their program. Partnerships are being explored to bring more technology into the classrooms and more opportunities for our students.

Dr. Martin noted the MATC Foundation and the MATC Administration will be working together to award the innovation grants for the 2008-2009 academic year.

ITEM H: MISCELLANEOUS ITEMS

H-1 COMMUNICATIONS AND PETITIONS

None

H-2 INFORMATION ITEMS

ITEM I: OLD BUSINESS/NEW BUSINESS

Date of Next Meeting: October 16, 2008

Milwaukee Campus, Board Room (M210)

ADJOURNMENT

The Committee adjourned at 6:17 p.m.

Respectfully submitted,

Michele M. Conroy

Michele M. Conroy
Administrative Specialist to the Provost