



## Attachment ESIR - 1

### MILWAUKEE AREA TECHNICAL COLLEGE DISTRICT BOARD EDUCATION, SERVICES, AND INSTITUTIONAL RELATIONS January 18, 2011

#### 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 Tuesday, January 18, 2011, and called to order by Ms. Lauren Baker 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:** Ms. Lauren Baker, Mr. Bobbie Webber  
**Excused:** Mr. Michael Katz

#### 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 – December 20, 2010 – Attachment 1

Motion: The minutes were approved without objection.

#### ITEM D: COMMENTS FROM THE PUBLIC

#### ITEM E: ACTION ITEMS

##### **E-1 Resolution (E0024-1-11) to Approve Scope Proposal for Program Titled Healthcare Services Management (10-501-x) – Attachment 2**

Discussion: Dr. Vicki Martin, executive vice president & provost, introduced Ms. LeeAnn Mikula, interim manager, Curriculum. Ms. Mikula introduced Dr. Dessie Levy, dean; Ms. Kelly Dries, associate dean; and Ms. Rebecca Garcia Sanchez, faculty, School of Health Sciences. Ms. Mikula briefly explained that this is the second of 5 steps that needs to be submitted to the WTCS for approval of a new program. Ms. Baker requested that the scope proposal be attached in the future for review.

Motion: It was moved by Mr. Webber, seconded by Ms. Baker to approve the Resolution (E0024-1-11) to Approve Scope Proposal for Program Titled Healthcare Services Management (10-501-x) – Attachment 2.

Action: Approved

**E-2 Resolution (E0025-1-11) to Approve Program Proposal for Program Titled Human Resources (10-196-4) – Attachment 3**

Discussion: Ms. Mikula introduced Dr. Mohammad Dakwar, dean; Dr. Richard Busalacchi, associate dean; and Ms. Jackie Cook, faculty, School of Business. This resolution is step 4 of the 5-step process to be submitted to the WTCS for approval of a new program. Ms. Baker requested that the proposal be attached in the future for committee review.

Motion: It was moved by Mr. Webber, seconded by Ms. Baker to approve the Resolution (E0025-1-11) to Approve Program Proposal for Program Titled Human Resources (10-196-4) – Attachment 3.

Action: Approved

**ITEM F: DISCUSSION ITEMS**

**F-1 Program Quality Review**

**F-1i. Auto Collision Repair and Finish Technical Diploma – Attachment 4**

Discussion: Dr. Martin introduced Mr. John Stilp, interim dean & oak creek campus vice president; Ms. Becky Alsup, associate dean, and Mr. Matt Kruegel and Mr. Don Runte, faculty, School of Technology & Applied Sciences. Ms. Alsup briefly reviewed the information contained on the score card. Mr. Kruegel noted that spring semester retention, nontraditional student enrollment and 80% pass rate for all students as the areas to be worked on during the next fiscal year. There was a discussion related to action plan and new techniques to encourage enrollment of nontraditional students as well as the health of the auto industry as a whole.

**F-1ii. Aviation Technician Powerplant Diploma – Attachment 5**

Discussion: Mr. Stilp introduced Ms. Alsup, Mr. Scott Garland and Mr. Mark Moen, faculty, School of Technology & Applied Sciences. Ms. Alsup briefly explained that the MATC program is one of three Aviation Technician programs in the state. This program has a strong partnership with Bradley Tech High School. Mr. Garland identified areas of focus for the action plan that included 80% pass rate for all students, increasing minority population and nontraditional enrollments are the areas to be worked on during the next fiscal year. There was a discussion related to the fact that most students also complete the Airframe and General Aviation Maintenance Diploma program so they have more employment opportunities.

**F-2 Dashboard Indicators – Attachment 6**

Discussion: Dr. Martin introduced Dr. Thomas Pilarzyk, director, Institutional Research and Strategic Planning. Dr. Pilarzyk briefly reviewed the information contained on the each of the dashboard slides related to the Enrollment Indicators as it relates to age gender, ethnicity and residency.

**ITEM G: INFORMATION ITEMS**

**G-1 FIPSE Grant Update – Attachment 7**

Discussion: Dr. Martin introduced Mr. Michael Benner, associate dean, School of Technology & Applied Sciences. Mr. Benner introduced Ms. Mona Schroder-Beers, coordinator, Ms. Bev Sroka and Mr. Juan Marquez, faculty, Mr. Jose Rodriguez, graduate. Mr. Benner briefly explained the details of the FIPSE Grant. Ms. Schroder-Beers explained the goals and objectives of the grant in addition to preliminary outcomes. Ms. Sroka and Mr. Marquez spoke about the curriculum and tools used in the program. Mr. Rodriguez briefly highlighted his experience in the program.

**G-2 Quarterly Advisory Committee Report – Attachment 8**

Discussion: Ms. Mikula explained that this report briefly highlights the program advisory committees and their members.

**G-3 Advisory Committee Equity Report – Attachment 9**

Discussion: Ms. Mikula explained that this report breaks down the advisory committees by division.

**G-4 List of Active Programs – Attachment 10**

Discussion: Ms. Mikula noted that this is the list of active programs for FY2010-2011.

**G-5 Enrollment Report**

Discussion: Dr. Martin introduced Mr. Al Pinckney, vice president, Student Services. Mr. Pinckney noted that the college is on target to meet the FTE goal of 14,200 for the fiscal year.

**ITEM H: MISCELLANEOUS ITEMS**

**H-1 Communications and Petitions**

None

**H-2 Information Items**

None

**ITEM I: OLD BUSINESS/NEW BUSINESS – Date of Next Meeting, Monday, February 21, 2011, 5:00 PM, Milwaukee Campus, Board Room (M210)**

**ADJOURNMENT** -- The Committee adjourned at 6:15 p.m.

Respectfully submitted,

*Michele M. Conroy*

Michele M. Conroy  
Executive Assistant, Academic Affairs