



C-1

**MILWAUKEE AREA TECHNICAL COLLEGE DISTRICT BOARD  
MILWAUKEE, WISCONSIN  
NOVEMBER 23, 2010**

**CALL TO ORDER**

The regular monthly meeting of the Milwaukee Area Technical College District Board was held in Open Session on Tuesday, November 23, 2010, and called to order by Chairperson Holmes at 5:01 p.m. in the Board Room, Room M210, at the Downtown Milwaukee Campus of Milwaukee Area Technical College.

**ITEM A. ROLL CALL**

**Present:** Melanie C. Holmes; Thomas A. Michalski; Richard F. Monroe; Fred Royal, Jr.; Bobbie R. Webber; and Ann Wilson. Lauren Baker arrived at 5:29 p.m.

**Excused:** Peter G. Earle and Michael G. Katz.

**ITEM B. COMPLIANCE WITH THE OPEN MEETINGS LAW**

Discussion Chairperson Holmes indicated that proper notice of the meeting had been given in compliance with the Wisconsin Open Meetings Law.

**ITEM C. APPROVAL OF MINUTES**

**C-1 Regular Board Meeting: October 26, 2010**

Motion It was moved by Ms. Wilson, seconded by Mr. Michalski, to approve the minutes of the Regular Board Meeting: October 26, 2010.

Action Motion approved.

**ITEM D. COMMENTS FROM THE PUBLIC**

None.

**ITEM E. APPROVAL OF CONSENT AGENDA ITEMS**

- FPO-2 Bills – October 2010**
- FPO-3 Financial Report – October 2010**
- FPO-4 Human Resources Report**
- FPO-5 Affirmative Action Report of Milwaukee Area Technical College for the Period July 1, 2010 – September 30, 2010**
- FPO-6 Procurement Report**

Motion It was moved by Mr. Royal, seconded by Mr. Michalski, to approve the Consent Agenda.

Action Motion approved.

**ITEM F. CHAIRPERSON'S REPORT**

**Information Item**

**F-1 MATC Foundation Report**

Discussion Dr. Monroe gave highlights of the November 18, 2010, MATC Foundation meeting:

- 2009-2010 audit by Scribner, Cohen and Co. was approved.
- Fund balance totaled \$4.8 million.
- Investment return for the quarter ending September 30, 2010, was 7.94 percent.
- MATC District Board's goals were shared.
- Ms. Christine McGee, director, Fundraising and Development, shared her goals for the MATC Foundation.

Discussion Ms. Wilson distributed copies of the Wisconsin Technical College District Boards Association 2011 Goals, Action Plans, and Measures of Success, which were adopted at its annual retreat. She noted that there would be four District Boards Association meetings annually.

**CHAIRPERSON'S REPORT** continued

Discussion

Chairperson Holmes:

- Thanked board members for participating in the following events:
  - Student Sound Off – Mr. Michalski.
  - Milwaukee Urban League's Equal Opportunity Day Luncheon – Mses. Baker and Wilson and Messrs. Michalski and Royal.
  - MATC African American Network meeting – Ms. Baker; Messrs. Royal and Webber; and Dr. Michael L. Burke, president.
  - College Wide Open House at the Downtown Milwaukee Campus – Mr. Webber.
- Reviewed the five priorities identified at the fall board retreat:
  - Students: assuring student success, providing the programs and processes necessary to maximize student success, and increasing both students' and the community's return on investment.
  - Image and perception: how students, taxpayers, and the community see MATC.
  - Human resources: college personnel resources and the investment in the college's faculty and staff.
  - Funding: fiscal stability to assure the college meets its mission for the future.
  - Facilities: long-term facilities planning.
- Reminded board members of the December 22, 2010, winter commencement.
- Extended Thanksgiving wishes to students, faculty, and staff.

**ITEM G.**

**PRESIDENT'S REPORT**

Discussion

Dr. Burke:

- Thanked faculty, staff, and retirees for exceeding the MATC Giving Campaign goal in number of contributors (490) and contributions (\$198,106).
- Reported that he attended the college's Open House, which resulted in 391 applications from 760 attendees.
- Reported that he had attended:
  - Mental Health Resource Seminar sponsored by the college.
  - MATC Faith-Based Partnership meeting.
  - American Institute of Wine & Food Scholarship event benefitting the college's culinary arts students.
  - Social Development Commission Fourth Annual Symposium on Poverty.
  - Veterans Day luncheon sponsored by the college.

**PRESIDENT’S REPORT** continued

- Grainger scholarship luncheon.
- MATC Student Sound Off.
- Voces de la Frontera annual banquet.
- National Black Nurses scholarship luncheon, where Dr. Dessie Levy was recognized for her past service.
- Reported that he had met with Dr. John Raymond, president, Medical College of Wisconsin; and Mr. George Hinton, chief administrative officer, Aurora-Sinai Medical Center.
- Read a complimentary letter from Ms. Mary Heiss, director of advancement, American Association of Community Colleges, who had visited the college and Johnson Controls.
- Requested that the college community respond to the MATC Foundation’s annual appeal.

Discussion      Mr. Royal congratulated Mr. Webber on his appointment to the Social Development Commission board.

**ITEM H.                    STUDENT GOVERNMENT REPORT**

- Discussion      Mr. John Grimm reported on:
- Student activities:
    - Leadership conferences in Florida and Louisiana.
    - Affordable textbook initiative and meeting with Local 212 representatives.
    - Controversy regarding duties of Student Life Manager position.
    - Student Senate surveys.
    - Updated grade appeal/complaint procedure.
    - Support for Green Energy Summit.
    - Participation of students in the Community Emergency Response Team (CERT) initiative.
    - Graduation social.

Chairperson Holmes requested that the Student Senate survey be shared with administration.

**ITEM I. LEGISLATIVE MATTERS REPORT**

- Discussion Mr. Tim J. Elverman, lobbyist, Hubbard Wilson & Zelenkova Government Relations, gave highlights of the November 19, 2010, Legislative Task Force Committee meeting:
- Federal Issues
    - 2011 federal budget.
    - Election result changes.
  - State Issues
    - Effort to thwart legislation fencing out technical college credentials.
    - Election results.
  - Local Issues
    - Milwaukee County Transit System 2011 budget approved with no cuts in bus routes affecting the college's campuses.

**ITEM J. PUBLIC TELEVISION COMMITTEE REPORT**

- Discussion Ms. Wilson gave highlights of the November 15, 2010, Public Television Committee meeting.

Ms. Baker joined the meeting at 5:29 p.m.

**ITEM K. EDUCATION, SERVICES, AND INSTITUTIONAL RELATIONS COMMITTEE REPORT**

- Discussion Ms. Baker gave highlights of the November 15, 2010, Education, Services, and Institutional Relations Committee meeting.

**Discussion Item**

**ESIR-6 Dashboard Indicators**

- Discussion Ms. Baker and Dr. Vicki J. Martin, provost and executive vice president, reviewed critical measures and components of the Dashboard Indicators. Mr. Royal requested that benchmarking of mentoring programs, including race and ethnicity, be included in the Dashboard Indicators.

**ITEM L. FINANCE, PERSONNEL, AND OPERATIONS COMMITTEE REPORT**

Discussion Mr. Royal gave highlights of the November 17, 2010, Finance, Personnel, and Operations Committee meeting.

**Action Items**

**FPO-7 Resolution (F0198-11-10) Authorizing the Sale of \$1,500,000 General Obligation Promissory Notes, Series 2010-2011E of Milwaukee Area Technical College District, Wisconsin**

Discussion Mr. John A. Mehan, managing director, Robert W. Baird & Co., distributed and reviewed the Final Pricing Summary for the \$1,500,000 General Obligation Promissory Notes, Series 2010-2011E.

Motion It was moved by Mr. Royal, seconded by Ms. Baker, to approve Resolution (F0198-11-10) Authorizing the Sale of \$1,500,000 General Obligation Promissory Notes, Series 2010-2011E of Milwaukee Area Technical College District, Wisconsin.

Action Motion approved, the roll call vote being as follows:

Ayes: Baker, Michalski, Monroe, Royal, Webber, Wilson, and Holmes – 7.

Noes: None.

**FPO-8 Resolution (F0199-11-10) Authorizing the Issuance of \$1,500,000 General Obligation Promissory Notes, Series 2010-2011F of Milwaukee Area Technical College District, Wisconsin**

Motion It was moved by Mr. Royal, seconded by Ms. Wilson, to approve Resolution (F0199-11-10) Authorizing the Issuance of \$1,500,000 General Obligation Promissory Notes, Series 2010-2011F of Milwaukee Area Technical College District, Wisconsin.

Action Motion approved, the roll call vote being as follows:

Ayes: Michalski, Monroe, Royal, Webber, Wilson, Baker, and Holmes – 7.

Noes: None.

**FPO-9 Resolution (F0201-11-10) to Approve FY2009-2010 Budget Modification**

Discussion Dr. James E. Williams, vice president, Finance, reviewed the budget modification.

Motion It was moved by Mr. Royal, seconded by Mr. Michalski, to approve Resolution (F0201-11-10) to Approve FY2009-2010 Budget Modification.

Action Motion approved, the roll call vote being as follows:

Ayes: Monroe, Royal, Webber, Wilson, Baker, Michalski, and Holmes – 7.

Noes: None.

**FPO-10 Resolution (F0202-11-10) to Approve FY2010-2011 Budget Modification**

Discussion Dr. Williams reviewed the budget modification.

Motion It was moved by Mr. Michalski, seconded by Mr. Webber, to approve Resolution (F0202-11-10) to Approve FY2010-2011 Budget Modification.

Action Motion approved, the roll call vote being as follows:

Ayes: Royal, Webber, Wilson, Baker, Michalski, Monroe and Holmes – 7.

Noes: None.

**Policy Approval**

**L-1 Policy E0202 – Responsible Use of Information Technology Resources**

Discussion Attorney Janice M. Falkenberg, vice president and general counsel, reviewed changes to the policy.

Motion It was moved by Mr. Royal, seconded by Mr. Michalski, to approve Policy E0202 – Responsible Use of Information Technology Resources.

Action Motion approved.

**Policy Review**

**FPO-16 Policy A0109 – Public and Other Records**

Discussion Attorney Falkenberg reviewed changes to the policy. Mr. Michael Walsh, associate vice president, Information Technology, reported that an electronic backup policy is in place and that the Oak Creek Campus is an emergency back-up site for information technology.

**Discussion Items**

**FPO-11 Milwaukee Area Technical College Preliminary FY2011-2012 Budget Assumptions**

Discussion Dr. Williams reviewed budget assumptions and projected revenues and deficits.

**L-2 Advisory Audit Committee Report**

Discussion Mr. Royal gave highlights of the Advisory Audit Committee meeting, which met on November 15, 2010.

**Information Items**

**FPO-17 Budget Variance Report Four Months Ended October 31, 2010, FY2010-2011**

Discussion Dr. Williams reviewed the Budget Variance Report.

**FPO-18 Milwaukee Area Technical College Sustainability Initiatives October and November 2010**

Discussion Mr. Royal presented the Information Item.

**ITEM M. MISCELLANEOUS ITEMS**

Communications and Petitions

1. None.
2. Information Items

Ms. Baker thanked Mr. Walsh for his participation in the Milwaukee Public Schools' iFAIR Career Fair.

**ITEM N. OLD BUSINESS/NEW BUSINESS**

1. Future Agenda Items

Report on administration's responses to concerns brought up at the Student Sound Off.

2. Date of Next Meeting

Tuesday, December 21, 2010, 5:00 p.m., Regular Board Meeting, Downtown Milwaukee Campus, Board Room (M210).

**Adjournment**

The meeting adjourned at 6:13 p.m.

Respectfully submitted,

Thomas A. Michalski  
Secretary