



Attachment ESIR - 1

MILWAUKEE AREA TECHNICAL COLLEGE DISTRICT BOARD EDUCATION, SERVICES, AND INSTITUTIONAL RELATIONS October 18, 2010

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, October 18, 2010, 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. Michael Katz, Mr. Bobbie Webber (via phone)

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 – September 21, 2010 – Attachment 1

Motion: The minutes were approved without objection.

ITEM D: COMMENTS FROM THE PUBLIC

ITEM E: ACTION ITEMS

E-1 Resolution to Approve Designation of Milwaukee Area Technical College State Public Officials – Attachment 2

Discussion: This resolution identifies those positions at the college that are considered public officials.

Motion: It was moved by Mr. Webber, seconded by Mr. Katz to approve the Resolution to Approve Designation of Milwaukee Area Technical College State Public Officials – Attachment 2.

Action : Approved

ITEM G: DISCUSSION ITEMS

G-1 PROGRAM QUALITY REVIEW

G-1A. Dental Hygiene – Attachment 3

Discussion: Dr. Vicki Martin introduced Ms. Dessie Levy, dean, and Ms. Sharon Abston Coleman, associate dean, and Ms. Katie O'Meara, faculty, Health Occupations. Ms. O'Meara noted that minority course completion and nontraditional gender and employer satisfaction attainment are the areas identified for improvement as part of the action plan. There was a discussion related to the need for additional clinical time. Enrollment is down due to an accreditation requirement of 1:5 ratio.

G-1B. Dental Assistant Diploma – Attachment 4

Discussion: Ms. Abston Coleman introduced Deborah Smith, faculty, Dental Diploma program. Ms. Smith noted that increased nontraditional gender recruitment, increased special population pass rate, and increased program currency scores were three of the items identified for improvement in the action plan. The career path from Dental Assistant Diploma to Dental Hygiene was reviewed. Director Katz asked about annual salary and noted that it may be preferable to present hourly wages to give a more accurate account of outcomes for the program.

G-1C. Dental Technician Diploma – Attachment 5

Discussion: Ms. Abston Coleman introduced Christine Freese, faculty, Dental Technician program. Ms. Freese noted that this is the only program of its kind in the state. Ms. Freese noted that special populations pass rate, usage of technology, and first-year graduation rates are items that have been identified in the action plan. A discussion ensued about the appropriateness of the measures identified in the plan.

G-2 Dashboard Indicators – Attachment 6

Discussion: Dr. Martin introduced, Dr. Thomas Pilarzyk, director, Institutional Research and Strategic Planning. Dr. Martin explained that these indicators help to identify the health of the college as a whole and that committee members could identify key indicators for further review. Dr. Pilarzyk briefly reviewed the information contained in this report. There was discussion related to quantifying the numbers of students that "job-out" prior to graduation as a success measure and to include this as an indicator.

Ms. Baker asked that Item H-2 be moved from Information to Discussion.

H-2 Associate Degree RN Program Probation – Attachment 7

Discussion: Ms. Levy introduced Dr. Nancy Vrabec, associate dean, and Ms. Nancy Kron, Ms. Kathy Costa Lieberthal and Mr. Mark Carranza, faculty, Associate Degree Nursing Program. Ms. Levy noted that on September 2, 2010 the RN program was placed on probation by the State Board of Nursing. Dr. Vrabec reviewed the current action plan as well as the second quarter results, which demonstrate improvement. Third quarter results are expected at the end of October, 2010. The program will continue to be on probation through the first three months of 2011.

ITEM H: INFORMATION ITEMS

H-1 Enrollment Update

Discussion: Mr. Al Pinckney, interim vice president, Student Services reported that enrollments are at 100% of last year this time. Enrollments are at 102% of projection for FA2011.

H-3 MATC Pre-College Education 2008-2009 Secondary School Report – Attachment 8

Discussion: Dr. Martin reported that this is a required annual report.

H-4 AQIP Update – Attachment 9

Discussion: Dr. Martin introduced Dr. Evonne Carter, interim dean, Liberal Arts & Sciences. Dr. Carter briefly reviewed the process and timeline that the college has been and will be engaged in until the next Higher Learning Commission (HLC) Quality Check-up Visit in October 2011. The college will pursue the state quality award as part of the accreditation process.

H-5 Change in Division Names – Attachment 10

Discussion: Dr. Martin explained that the deans and faculty have had input into the change in these names. The Pre College Division is

ITEM H: MISCELLANEOUS ITEMS

H-1 Communications and Petitions

Mr. Pinckney announced that a Job Fair will be held at the West Allis Campus in conjunction with the City of West Allis and the West Allis Chamber of Commerce on November 4, 2010.

H-2 Information Items

None

ITEM I: OLD BUSINESS/NEW BUSINESS –

Date of Next Meeting, November 15, 2010, 5:00 PM

Milwaukee Campus, Board Room (M210)

ADJOURNMENT

The Committee adjourned at 6:18 p.m.

Respectfully submitted,

Michele M. Conroy

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Executive Assistant, Academic Affairs