



Attachment 3 - a

**MILWAUKEE AREA TECHNICAL COLLEGE DISTRICT BOARD
MILWAUKEE, WISCONSIN
September 25, 2018**

CALL TO ORDER

The regular monthly meeting of the Milwaukee Area Technical College District Board was held in Open Session on Tuesday, September 25, 2018, and called to order by Chairperson Dull at 4:04 p.m. in the Board Room, Room M210, at the Downtown Milwaukee Campus of Milwaukee Area Technical College.

ITEM 1 a. ROLL CALL

Present: Erica Case; David Dull; Lisa Olson; Kahri Phelps Okoro (via telephone); Mary Scheibel and Ann Wilson. Ms. Phelps Okoro called in at 4:06 p.m.

Excused: Abdulhamid Ali; Mark Foley and Ashanti Hamilton.

ITEM 1 b. COMPLIANCE WITH THE OPEN MEETINGS LAW

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

ITEM 2. COMMENTS FROM THE PUBLIC

Discussion None.

ITEM 3. APPROVAL OF MINUTES

C-1 Regular Board Meeting: August 28, 2018

Motion It was moved by Ms. Wilson, seconded by Ms. Scheibel, to approve the minutes of the Regular Board Meeting: August 28, 2018.

Action Motion approved.

ITEM 4. APPROVAL OF CONSENT AGENDA ITEMS

- a. **Bills – August 2018**
- b. **Financial Report August 2018**
- c. **Human Resources Report**
- d. **Procurement Report**

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Motion It was moved by Ms. Wilson, seconded by Ms. Scheibel, to approve the Consent Agenda.

Action Motion approved.

ITEM 5. BOARD ACTION ITEMS

Action Items

5 a. Resolution (F0063-9-18) Authorizing the Sale of \$1,500,000 General Obligation Promissory Notes, Series 2018-2019D of Milwaukee Area Technical College District, Wisconsin.

Motion It was moved by Mr. Dull, seconded by Ms. Wilson, to approve Resolution (F0063-9-18) Authorizing the Sale of \$1,500,000 General Obligation Promissory Notes, Series 2018-2019D of Milwaukee Area Technical College District, Wisconsin.

Discussion Mr. John Mehan, managing director, Robert W. Baird & Co., reviewed the Final Pricing Summary for the \$1,500,000 General Obligation Promissory Notes, Series 2018-2019D.

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

Ayes: Case, Olson, Phelps-Okoro, Scheibel, Wilson and Dull - 6

Noes: None.

5 b. Resolution (F0064-9-18) Authorizing the Issuance of \$1,500,000 General Obligation Promissory Notes, Series 2018-2019E of Milwaukee Area Technical College District, Wisconsin.

Motion It was moved by Mr. Dull, seconded by Ms. Wilson, to approve Resolution (F0064-9-18) Authorizing the Issuance of \$1,500,000 General Obligation Promissory Notes, Series 2018-2019E of Milwaukee Area Technical College District, Wisconsin.

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

Ayes: Olson, Phelps-Okoro, Scheibel, Wilson, Case and Dull – 6

Noes: None.

5 c. President's Evaluation Instrument.

Action Approved by consensus.

5 d. Resolution to Approve Concept Review Form for Program Titled Business Analyst (10-102-1).

Motion It was moved by Ms. Wilson, seconded by Ms. Scheibel, to approve Resolution to Approve Concept Review Form for Program Titled Business Analyst (10-102-1).

Action Motion approved.

5 e. Resolution to Approve the Apprenticeship Program Implementation for Program Titled Financial Services Apprenticeship (50-114-X).

Motion It was moved by Ms. Wilson, seconded by Dr. Olson, to approve Resolution to Approve the Apprenticeship Program Implementation for Program Titled Financial Services Apprenticeship (50-114-X).

Action Motion approved.

5 f. Resolution to Approve the Apprenticeship Program Implementation for Program Titled Data Analyst Apprenticeship (50-156-1).

Motion It was moved by Dr. Olson, seconded by Ms. Scheibel, to approve Resolution to Approve the Apprenticeship Program Implementation for Program Titled Data Analyst Apprenticeship (50-156-1).

Action Motion approved.

ITEM 6 Policy Approval

6 a. Policy E0103 – Closed Captioning.

Motion It was moved by Ms. Wilson, seconded by Dr. Olson, to approve Policy E0103 – Closed Captioning.

Action Motion approved.

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ITEM 7 Policy Review

7 a. Policy – Hiring, Transfer and Promotion

Discussion Janice Falkenberg reviewed the policy revisions. The policy will be brought back next month for board approval.

ITEM 8 Reports

8 a. Chairperson’s Report

Discussion Chairperson Dull:

- Welcomed staff at the Fall 2018 Staff Coordination Day on September 20.
- Announced according to ACCT records, the board of MATC is entitled to 2 votes for the election of Board of Directors Members (Regional Director or Director at Large) during the Annual ACCT Leadership Congress in New York, October 24-27.
- Reminded the board the Wisconsin Technical College District Boards Association will be holding their fall meeting in Appleton on October 11-13.

8 b. President’s Report

Discussion Dr. Martin:

- Introduced Cheryl Zima as the new Interim VP of Human Resources and asked Ms. Zima to introduce herself as well.
- Asked Jeff Hollow to introduce the new IT CIO, Thomas Hausman and Mr. Hausman gave brief information on his background.
- Attended AACC Guided Pathways 2.0 Institute #2 with Christine Manion, Mohammad Dakwar, Johnny Craig, Kevin Mulvenna and Janay Alston in Scottsdale, AZ on September 13-15. Commented briefly on conference highlights.
- Thanked Chairperson Dull for addressing MATC at Staff Coordination Day which was held on September 20.
- Mentioned she is chair of the Bradley Tech Commission and Beth Schultz is Secretary and the Commission is working with new Bradley Tech Principle Aaron Shapiro and their focus is on academics.

8 c. District Student Senate Report

Discussion There was no report. Student did not attend meeting.

8 d. Legislative Matters Report

Discussion Ramie Zelenkova, Lobbyist, Hubbard Wilson & Zelenkova, gave an update on recent legislative matters impacting higher education.

8 e. Milwaukee PBS General Manager's Report

Discussion Mr. Zachary:

- Reported Milwaukee PBS participated in Open Doors Milwaukee program on September 22 with a total of 805 visitors.
- Announced Colectivo Coffee will host, with Milwaukee PBS, a special party event on October 2 for Zetho and four other recently arrived refugees from the Congo.
- Reported Milwaukee PBS' luncheon in MATC's Cuisine Restaurant featuring America's Test Kitchen cohosts Bridget Lancaster and Julia Colin Davison is completely sold out and special invitations were sent to MATC Board Members.
- Announced ten Milwaukee PBS entries were acknowledged at the Chicago Emmy Awards on September 24.

ITEM 9. BOARD MONITORING

9 a. Quality Review Process Business Management

Information Dr. Mohammad Dakwar, Dr. Michael Sitte, Michael Metcalf and Carl Merideth presented the Quality Review Process Business Management as information.

9 b. Enrollment Management Update

Information Johnny Craig presented the Enrollment Management Update as information.

9 c. Vision Point Presentation

Information The presentation was deferred to a later meeting due to unforeseen circumstances.

9 d. Annual Workforce Solutions Report

9 e. Annual Foundations & Grants Report

Information Laura Bray, Cheryl Randall, Monika Walloch and Lisa Reid presented the Annual Workforce Solutions and Annual Foundations & Grants Reports as Power Point presentations.

9 f. PACE Survey Results (biennial)

Information Jane Beyer presented the PACE Survey Results (biennial) as a Power Point presentation.

9 g. Annual Affirmative Action Report

Information Dan McColgan presented the Annual Affirmative Action Report as a Power Point presentation.

Ms. Phelps Okoro departed the meeting at 6:22 p.m.

ITEM 10. NEW BUSINESS

There was no new business.

ITEM 11. Future Agenda Items/Events

- 11 a. **MATC District Board Meeting, October 16, 2018, MATC Downtown, M210 (Board Room)**
- 11 b. **WTCS Fall Meeting, October 11 - 13, 2018, Fox Valley Technical College, Appleton, WI**
- 11 c. **ACCT Leadership Congress, October 24 – 27, 2018, New York, NY**
- 11 d. **Board Retreat, December 6, 2018.**
- 11 e. **MATC Winter Commencement, December 14, 2018**

ITEM 12. Closed Session

12 a. Litigation Update***

Motion It was moved by Ms. Scheibel, seconded by Ms. Case to convene into Closed Session pursuant to Section 19.85(1)(g) of the Wisconsin Statutes to discuss Item 12, Litigation Update to confer with legal counsel with respect to litigation the district is or may become involved in. The Board may reconvene into Open Session to take action on matters discussed in Closed Session under Item 12a.

Action Motion approved.

ITEM 13 Adjournment

The meeting adjourned at 7:30 p.m.

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Respectfully submitted,

Gwendolyn G. Green

On behalf of Board Secretary Mary Scheibel

- * 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.

- *** It is anticipated that this item may be discussed in Closed Session pursuant to Section 19.85(1)(g) of the Wisconsin Statutes.

Reasonable accommodations are available through the ADA Office for individuals who need assistance. Please call 414-297-6610 to schedule services at least 48 hours prior to the meeting.