

MORAINES PARK TECHNICAL COLLEGE DISTRICT BOARD MEETING

*November 16, 2016
5:00 p.m.*

**Moraine Park Technical College
700 Gould Street, Beaver Dam, WI 53916
Room K-201/202**

AGENDA

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(Note: A majority of Board members may be attending the meetings/conferences at the dates/places, and for the purposes referenced in this document. This notice is being provided to comply with Wisconsin Open Meetings Law.)

IX. ADJOURNMENT

I. ROLL CALL – 5:00 p.m.

A. Meeting Announcement

This meeting of the Moraine Park Technical College District Board has been officially announced to the District's official news media – the Fond du Lac Reporter, the West Bend News, and the Beaver Dam Daily Citizen – as well as to other media, in accordance with the Wis. Stat. sec. 19.81 through 19.98.

Roll call:

_____ Jung
_____ Krueger
_____ Staral
_____ Fields
_____ Lux
_____ Prill
_____ Lloyd
_____ Zeratsky
_____ Miller

V. APPROVAL OF MINUTES

SUGGESTED MOTION:

I move that the Moraine Park Technical College District Board approve the October 19, 2016 meeting and November 9, 2016 workshop minutes as presented.

VI. CONSENT ITEMS

The following information is being presented for the purpose of District Board monitoring of their Presidential Parameter policies #4HEE0100, Employment; #4FAF0300, Accounting; #4FFF0200, Investments; and their Desired Outcomes Policy #1TFT0200, Educate for Employment – Economic Development Contracting.

A. Employment

Resignations/Terminations

Daniel Oppermann, Maintenance Mechanic, submitted his resignation effective October 21, 2016. Daniel has been with the College since May 2016.

Andrew Damp, Adjunct Faculty Coordinator, submitted his resignation effective October 21, 2016. Andrew has been with the College since August 2016.

Michael Braaksma, Housekeeper, submitted his resignation effective November 4, 2016. Michael has been with the College since August 2009.

Recruitment – Support Professionals

Administrative Assistant – Manufacturing, West Bend Campus. This full-time position was created when Lisa Dougherty accepted another position. This position provides administrative assistance and technical support to the Manufacturing team. After screening and interviewing, Cynthia Wolf was selected and her start date was November 7, 2016.

Housekeeper, Fond du Lac Campus. This part-time position was created when Jonathan Doern submitted his resignation. This position performs custodial duties for an assigned area at the Fond du Lac Campus and performs heavy duty cleaning throughout the Fond du Lac Campus as needed. After screening and interviewing, Patrick O'loughlin was selected and his start date was October 17, 2016.

Housekeeper, Fond du Lac Campus. This part-time position was created when Vicky Tadych submitted her resignation. This position performs custodial duties for an assigned area at the Fond du Lac Campus and performs heavy duty cleaning throughout the Fond du Lac Campus as needed. After screening and interviewing, Heather Weisbach was selected and her start date is pending.

Housekeeper, Beaver Dam Campus. This full-time position was created when Michael Braaksma submitted his resignation. This position performs custodial duties for an assigned area at the Beaver Dam Campus and performs heavy duty cleaning throughout the Beaver Dam Campus as needed. As the result of an internal department move, Ron Nehmer transferred into this position effective November 7, 2016.

VI. CONSENT ITEMS

A. Employment (Continued)

Recruitment – Support Professionals (Continued)

Housekeeper, Fond du Lac Campus. This full-time position was created when Ron Nehmer transferred into another internal position. This position performs custodial duties for an assigned area at the Fond du Lac Campus and performs heavy duty cleaning throughout the Fond du Lac Campus as needed. As the result of an internal department move, Patrick O'loughlin transferred into this position effective November 7, 2016.

Buildings and Grounds Maintenance Technician, Fond du Lac Campus. This **new**, full-time position is funded in the 2016-17 budget and was created when Steve Waters submitted his retirement resignation. This position's duties involve skilled work requiring the capability of performing at the journeyman level in several of the building trades skills. Work is often independently performed but may involve leading buildings and grounds projects and assisting higher level Maintenance Mechanics on projects as necessary. The position is also responsible for leading and maintaining the shipping and receiving functions at the Fond du Lac Campus. After screening and interviewing, Ryan Romalia was selected and his start date is November 14, 2016.

Housekeeper, Fond du Lac Campus. This part-time position was created when Patrick O'loughlin transferred into another internal position. This position performs custodial duties for an assigned area at the Fond du Lac Campus and performs heavy duty cleaning throughout the Fond du Lac Campus as needed. This position was posted internally/externally with a closing date of November 10, 2016.

Maintenance Mechanic, Beaver Dam Campus. This full-time position was created when Daniel Oppermann submitted his resignation. This is skilled work requiring the capability of performing at the journeyman level in several of the building trades skills. Work is independently performed and involves leading other maintenance/housekeeping staff. Duties require the use of considerable initiative and judgement in determining the nature of repairs needed and in developing appropriate work methods and procedures. This position was posted internally/externally with a closing date of November 14, 2016.

Basic Education Support Representative, West Bend Campus. This full-time position was created when Cynthia Wolf accepted another position. This position provides administrative and technical support to Basic Education to include maintaining student data, records, and reports. This position was posted internally/externally with a closing date of November 8, 2016. Interviews will be held on November 29, 2016.

VI. CONSENT ITEMS

A. Employment (Continued)

Recruitment – Support Professionals (Continued)

Housekeeper, Beaver Dam Campus. This part-time position was created when Ashley Harris submitted her resignation. This position performs custodial duties for an assigned area at the Beaver Dam Campus and performs heavy duty cleaning throughout the Beaver Dam Campus as needed. Interviews were held on October 18, 2016. This position was re-posted internally/externally until filled.

Student Support Representative, Fond du Lac Campus. This part-time position was created when Kim Dickinson accepted another position. This position provides admissions, registration, records, and financial aid information and customer service to students primarily in the call center and secondarily in person. This position was re-posted internally/externally with a closing date of October 17, 2016. Interviews were held on September 27 and November 7, 2016.

Recruitment – Management/Instructional Staff

Economic and Workforce Development Business Representative, West Bend Campus. This full-time position was created when Sandra Justman accepted another position. This position serves as a liaison between the College and business/industry along with regional partners across the Moraine Park District. The primary function is to develop relationships and build appropriate training solutions. After screening and interviewing, Douglas Holmes was selected and his start date was November 7, 2016.

Douglas earned his Bachelor of Science degree in Hotel and Restaurant Management from the University of Wisconsin-Stout and his Master of Business Administration degree from the University of Wisconsin-Madison. Douglas was most recently employed at Blackhawk Technical College for six years as a Training and Consulting Services Manager.

It is recommended that the Moraine Park Technical College District Board offer a contract to Douglas Holmes, and further that he be placed in Band D1 on the Management salary level.

Application Developer, Fond du Lac Campus. This **new**, full-time position is funded in the 2016-17 budget. This position designs and develops user interfaces to internet/intranet applications. This position analyzes and improves complex system logic and works with Systems Analysts and functional staff to determine user requirements and system solutions. After screening and interviewing, Lucas Schmidt was selected and his start date is December 12, 2016.

Lucas earned his Bachelor of Science degree in Economics and Computer Science from the University of Wisconsin-Oshkosh. Lucas was most recently employed at Henry Schein ImproMed for three years as a Software Architect.

It is recommended that the Moraine Park Technical College District Board offer a contract to Lucas Schmidt, and further that he be placed in Band D1 on the Management salary level.

VI. CONSENT ITEMS

A. Employment (Continued)

Recruitment – Management/Instructional Staff (Continued)

Desktop Engineer, Fond du Lac Campus. This full-time position was created when Benjamin Stefan accepted another position. This position serves as a subject matter expert for all User Services systems and provides recommendations for the technical direction of User Services systems, processes, and software. This position is responsible for the technical support and implementation of the MPTC IT enterprise desktop environment. This position also provides automation and deployment for User Services systems through the use of scripting technologies. After screening and interviewing, Joshua Wakefield was selected and his start date is November 14, 2016.

Joshua was most recently employed at Pierce Manufacturing for three years as a Desktop Engineer.

It is recommended that the Moraine Park Technical College District Board offer a contract to Joshua Wakefield, and further that he be placed in Band D2 on the Management salary level.

Digital Marketing Instructor, Fond du Lac Campus. This full-time position was created when Robin Rodee-Schneider did not accept her 2016-17 employment contract pursuant to Wis. Stat. sec. 118.22. The primary teaching responsibility will vary within the Marketing program, and includes courses such as Web Research and Analytics, Global Marketing, Advertising and Social Media Campaign, and Introduction to Digital Marketing. After screening and interviewing, Sarah Ninmer was selected and her start date is December 5, 2016.

Sarah earned her Associate of Arts degree in Graphic Communications from Moraine Park Technical College and her Bachelor of Arts degree in Specialized Administration with a Graphic Arts Emphasis. Sarah was most recently employed at Sargento Foods for 10 years as a Digital Services Manager.

It is recommended that the Moraine Park Technical College District Board offer a contract to Sarah Ninmer, and further that she be placed in the F2 salary level.

Adjunct Faculty Coordinator, Fond du Lac Campus. This full-time position was created when Andrew Damp submitted his resignation. This position provides oversight to the College's Faculty Quality Assurance System (FQAS) activities targeted toward adjunct instructors to include professional development, onboarding, mentoring, and performance management. This position helps supervisors and adjunct faculty to identify growth plan activities that meet the FQAS competency areas. Organizational development responsibilities are District-wide and may include travel to other College campuses. This position is partially funded by the WTCS Professional Development grant. This position was posted internally/externally with a closing date of November 17, 2016. Interviews will be held on December 13, 2016.

VI. CONSENT ITEMS

A. Employment (Continued)

Recruitment – Management/Instructional Staff (Continued)

K-12 Partnership Coordinator, Beaver Dam Campus. This full-time position was created when Jennifer Wagner submitted her resignation. This position facilitates collaboration between MPTC, secondary schools, CESA, technical colleges, and the Wisconsin Technical College System (WTCS) to advance dual enrollment, youth and course options, articulation agreements, and contract opportunities. This position also facilitates teacher-to-teacher efforts and faculty and staff development. This position is partially funded by the Career Prep grant. This position was posted internally/externally with a closing date of November 14, 2016. Interviews will be held on December 1, 2016.

Director of Admissions, Fond du Lac Campus. This full-time position was created when Bonita Bauer transitioned to the role of Disability Resources Manager. This position works with College staff to develop and deploy the Strategic Enrollment Management Plan. This position streamlines the enrollment process, working with related areas to create the structure necessary to provide a quality student experience through the student life cycle. This position was posted internally/externally with a closing date of October 21, 2016. Interviews were held on November 7 and 9, 2016. Second interviews will be held on November 14, 2016.

VI. CONSENT ITEMS

B. Financial Management – Accounting/Investments

Receipt and bill listings for the month of October are attached. Following are selected receipts or disbursements with explanations.

RECEIPTS: None

DISBURSEMENTS:

<u>Number</u>	<u>Description</u>
A0219093	2 Surface Grinding Machines
A0219145	2 Surface Grinding Machines
A0219241	SigmaNEST fabrication machine software
A0219254	OEM Specialty blower
A0219270	Canon PRO-4000S Plotter Printer
A0219304	Coordinate Measuring Machine
A0219369	Components for a Miller Piperworx Welder
P-card	30 Dell Latitude E7470 laptops
P-card	4 Dell Latitude E7270 laptop
P-card	Dell XPS 13 laptop
P-card	2 Dell Latitude E5570 laptop
P-card	Laser Printer
P-card	2 OptiPlex 7040 Mini-tower computers
P-card	15 Spectrum Media Manager surfaces

TAX LEVY RECEIVABLE

By October 31, all tax levy certified billing statements were sent to the 130 municipal clerks. No payments are expected until January 2017.

<u>County</u>	<u>Total Levied</u>	<u>Total Collected</u>	<u>Percent Collected</u>
Calumet	\$193,293.95	\$0.00	0.0%
Columbia	\$3,626.99	\$0.00	0.0%
Dodge	\$3,035,472.32	\$0.00	0.0%
Fond du Lac	\$4,592,632.39	\$0.00	0.0%
Green Lake	\$1,461,724.18	\$0.00	0.0%
Marquette	\$20,862.48	\$0.00	0.0%
Sheboygan	\$5,482.30	\$0.00	0.0%
Washington	\$6,682,230.73	\$0.00	0.0%
Waushara	\$145,434.53	\$0.00	0.0%
Winnebago	<u>\$79,743.13</u>	<u>\$0.00</u>	0.0%
	<u>\$16,220,503.00</u>	<u>\$0.00</u>	<u>0.0%</u>

VI. CONSENT ITEMS

B. Financial Management – Accounting/Investments (Continued)

OTHER

The interest rate National Exchange Bank and Trust remains at .625% for October 2016.

C. Economic Development Contracting

SUGGESTED MOTION – PRESIDENTIAL PARAMETERS, CONSENT ITEMS

I move that the Moraine Park Technical College District Board approve the following presidential parameter consent items as presented:

- 1. Employment;*
- 2. Financial Management – Accounting/Investments;*
- 3. Economic Development Contracting; and*

that the bills for the month of October be approved and payments are authorized, ordered, and confirmed.

Roll call vote:

_____ Krueger
_____ Lux
_____ Fields
_____ Staral
_____ Lloyd
_____ Prill
_____ Jung
_____ Zeratsky
_____ Miller

VI. CONSENT ITEMS

B. Financial Management – Accounting/Investments (Continued)

EWD Board Report November 2016											
Benefit	Title	Course	Revenue	Direct Cost	Net	Enrolled	FTE	Manager	LN	Contract	
ABW Iron and Metal	Spanish for the Workplace	4714140922297	\$ 99.00	\$ 101.78	\$ (2.78)	1	0.01	Justman	C000000000:5165		
Agnesian Healthcare	Nursing Assistant	3054330010408	\$ 6,050.00	\$ 3,728.40	\$ 2,321.60	8	0.8	Justman	C000000000:4684		
Agnesian Healthcare	Nursing Assistant	3054330021865	\$ 6,050.00	\$ 3,728.40	\$ 2,321.60	8	0.8	Justman	C000000000:4785		
Alliance Laundry Systems	Assessment Testing	10839	\$ 465.00	\$ 208.45	\$ 256.55	0	0	Gettings	C000000000:3903		
BCI Burke Co LLC	ISO 9001:2015 Revise	4746040022195	\$ 198.00	\$ -	\$ 198.00	2	0	Gettings	C000000000:4784		
Brown Nutone LLC	Forklift Train the Trainer	4746040022195	\$ 1,188.00	\$ 314.88	\$ 873.12	17	0.09	Gettings	C000000000:5143		
Brown Nutone LLC	Forklift Train the Trainer	4746040022197	\$ 1,188.00	\$ 314.88	\$ 873.12	13	0.07	Gettings	C000000000:5143		
Burgess Norton Manufacturing Co	Assessment Testing	10831	\$ 513.75	\$ 175.01	\$ 338.74	0	0	Justman	C000000000:5245		
Cole Manufacturing Corporation	ISO 9001:2015 Revised Overview	4762349621866	\$ 198.00	\$ -	\$ 198.00	2	0	Gettings	C000000000:4784		
Didion Milling	Spanish for the Workplace	4714140922297	\$ 99.00	\$ 96.22	\$ 2.78	1	0.01	Justman	C000000000:5165		
Huth-Ben Pearson International	Spanish for the Workplace	4714140922297	\$ 99.00	\$ 96.22	\$ 2.78	1	0.01	Justman	C000000000:5165		
John Deere Horizon Works	10% Grant Administration	10792	\$ 886.50	\$ -	\$ 886.50	0	0	Gettings	C000000000:4706		
John Deere Horizon Works	Critical Core Collaboration - Group 1	4719641121725	\$ 4,320.00	\$ 1,861.95	\$ 2,458.05	8	0.13	Gettings	C000000000:4745		
John Deere Horizon Works	Critical Core Collaboration - Group 2	4719641121726	\$ 4,545.00	\$ 2,006.81	\$ 2,538.19	13	0.22	Gettings	C000000000:4745		
Mayville Engineering Co Inc	Blueprint Reading	4762341221763	\$ 3,168.00	\$ 1,017.76	\$ 2,150.24	5	0.07	Gettings	C000000000:4724		
Mayville Engineering Co Inc	10% Grant Administration	10793	\$ 316.80	\$ -	\$ 316.80	0	0	Gettings	C000000000:4725		
Mercury Marine	CNC Machining Fundamentals	4744440510883	\$ 18,928.36	\$ 8,794.76	\$ 10,133.60	10	0.67	Hall	C000000000:4646		
Mercury Marine	CNC Machining Fundamentals	4744440510884	\$ 12,996.00	\$ 1,242.66	\$ 53.34	10	0.02	Hall	C000000000:4646		
Mercury Marine	10% Grant Administration	10788	\$ 2,022.44	\$ -	\$ 2,022.44	0	0	Hall	C000000000:4647		
Mercury Marine	Core Skills - Mercury	4719641121990	\$ 1,680.00	\$ 861.72	\$ 818.28	22	0.11	Hall	C000000000:5105		
Mercury Marine	Core Skills - Mercury	4719641121991	\$ 350.00	\$ 179.96	\$ 170.04	11	0.02	Hall	C000000000:5105		
Mercury Marine	Core Skills - Mercury	4719641122090	\$ 350.00	\$ 104.96	\$ 245.04	11	0.02	Hall	C000000000:5105		
Mercury Marine	Core Skills - Mercury	4719641122098	\$ 1,240.00	\$ 508.06	\$ 731.94	19	0.1	Hall	C000000000:5183		
Mercury Marine	Core Skills - Mercury	4719641122311	\$ 350.00	\$ 104.96	\$ 245.04	9	0.02	Hall	C000000000:5183		
Mercury Marine	Core Skills - Mercury	4719641122312	\$ 350.00	\$ 104.96	\$ 245.04	10	0.02	Hall	C000000000:5183		
Seneca Foods Corporation	Spanish for the Workplace	4714140922297	\$ 99.00	\$ 96.22	\$ 2.78	1	0.01	Justman	C000000000:5165		
Steel Craft Corporation	ISO 9001:2015 Revised Overview	4762349621866	\$ 198.00	\$ -	\$ 198.00	2	0	Gettings	C000000000:4784		
WI Department of Corrections	Correctional Officer Training	10504413722278	\$ 4,515.05	\$ 1,052.00	\$ 3,463.05	71	1.04	Brendel	C000000000:5144		
Totals:			\$ 60,762.90	\$ 26,701.92	\$ 34,061.88	255	4.24				

VII. ACTION ITEMS

B. Approval of Program Proposal – Industrial Maintenance Technologist Associate of Applied Science Degree

Proposed Components:

Program Name: Industrial Maintenance Technologist Associate of Applied Science Degree

Program Number: 10-462-x

Effective for the 2017-2018 Academic Year

The College is seeking the District Board's approval to submit a Program Proposal to the Wisconsin Technical College System Board (WTCSB) to begin developing an Industrial Maintenance Technologist Associate of Applied Science Degree (AAS) Program that will be effective in the 2017-2018 academic year.

The following chart indicates the estimated headcount and FTE impact for the initial three-year period:

Academic Year	Headcount	FTE
2017-2018	8	8
2018-2019	12	12
2019-2020	16	16

Currently, Moraine Park offers an associate degree in Electromechanical Technology with approximately 44 program students. In addition, we offer both basic and advanced local certificates in Industrial Maintenance, utilizing courses from the existing Electromechanical Technology and Mechanical Design programs. With our plan to develop an associate degree in Industrial Maintenance Technology, the first year curriculum would be shared with the Electromechanical Technology program, while the second year would consist of both newly developed courses and courses that exist in other trades-area programs (i.e., HVAC, Process Engineering, Wastewater Management). This design would allow students to take courses that more closely match their interests/job requirements. Lastly, by sharing a first-year curriculum, students could attain two associate degrees in six semesters.

During the Need Demonstration phase of this program investigation, Moraine Park Technical College held discussions with Electromechanical Technology Advisory Committee members during three consecutive meetings, beginning in fall 2015, to determine the need for a new program. Many of these committee members represent industrial maintenance, and there was overwhelming support given to the proposal. In addition, the Electromechanical Technology instructor spoke individually with current program students to gauge their interest/input to developing a new program, and again there was positive feedback given. There will be a strong need for trained workers in this field in the future, with a projected 16% increase in available positions between 2016-2020.

VII. ACTION ITEMS

B. Approval of Program Proposal – Industrial Maintenance Technologist Associate of Applied Science Degree (Continued)

Proposed Coursework:

Course #	Title	Credits
103-159	Computer Literacy - Microsoft Office	1
620-101	DC Circuits	3
620-102	AC Circuits	3
801-136	English Composition 1	3
804-113	College Technical Mathematics 1A	3
804-114	College Technical Mathematics 1B	2
890-101	College 101	2
Total 1st Term Credits		17
620-103	Semiconductor Devices	3
620-104	Digital Electronics	3
620-115	AC-DC Machinery and Motor Controls	4
804-116	College Technical Mathematics 2	4
809-1xx	Behavioral Science Course	3
Total 2nd Term Credits		17
620-112	Interpreting Engineering Drawings	2
620-113	Industrial Fluid Distribution Systems	1
620-110	Integrated Manufacturing Planning - Mechatronics	2
620-141	Mechanical Drives 1	3
620-135	Allen-Bradley PLCs and Ladder Logic	3
620-114	National Electrical Code for Maintenance	3
620-105	Industrial Hydraulics and Pneumatics 1	2
Total 3rd Term Credits		16
620-111	Integrated Manufacturing Production - Mechatronics	2
620-106	Industrial Hydraulics and Pneumatics 2	3
620-142	Mechanical Drives 2	3
620-116	Industrial Motor Controls and Troubleshooting	3
801-197	Technical Reporting	3
809-1xx	Social Science Course	3
Total 4th Term Credits		17
Total Program Credits and Institutional Requirements		67

VII. ACTION ITEMS

B. Approval of Program Proposal – Industrial Maintenance Technologist Associate of Applied Science Degree (Continued)

Resources Required:

There are five (5) courses that need to be developed for this program. No additional resources will be required for this development.

Currently, the College employs one Electromechanical Technology instructor that will teach the first year curriculum. While an adjunct faculty will be relied on to teach courses at the start, depending on enrollment, an additional faculty may be requested in the future.

SUGGESTED MOTION:

I move that the Moraine Park Technical College District Board approve the Program Proposal for the Industrial Maintenance Technologist Associate of Applied Science Degree Program, and authorize staff to submit the proposal to the Wisconsin Technical College System Board for approval and to continue with the Program Implementation phase of the Program Development Process effective for the 2017-2018 academic year.

Roll call vote:

_____ Lux
_____ Krueger
_____ Fields
_____ Prill
_____ Zeratsky
_____ Lloyd
_____ Staral
_____ Jung
_____ Miller

VII. ACTION ITEMS

C. **Approval of Proposed 2017-18 Instructional Program Changes – Culinary Arts Associate Degree**

Program Modification:

Program Name: Culinary Arts Associate Degree

Program Number: 10-316-1

Effective for the 2017-2018 Academic Year

Rationale:

Culinary Arts is a fluid discipline in constant change due to industry trends, evolution of customer needs, and technological advances. The College's training of future employees must address these issues in a progressive system that serves both our students and industry partners.

The Moraine Park Technical College Culinary Arts program is recognizing these issues by proposing modifications to its current program. In order to respond to industry changes, the Culinary department must move forward to include modern culinary concepts including artisan baking, sustainable methods, clean ingredients, food pairing, local sourcing, and technology in the kitchen.

Meanwhile, the department recognizes the need to be fiscally responsible. Therefore, modifications to some classes will be adjusted so that final products may be provided to end users in a complete package. This will reduce administrative costs as well as allow students to prepare total entrees, not sectioned entrees as in the present curriculum.

Since the present curriculum of the Culinary Arts program is in need of routine updating at this time, it is important that the department uses this opportunity to improve and progress. Modernization of this program will be beneficial to the learners, the College, and our industry associates.

Course Information:

In the program course listing, all courses that are ** will be new courses/curriculum for the program; while the highlighted courses have had only minor edits in total credits and/or revised prerequisites.

VII. ACTION ITEMS

C. Approval of Proposed 2017-18 Instructional Program Changes – Culinary Arts Associate Degree (Continued)

Course #	Title	Credits
890-101	College 101	2
103-159	Computer Literacy – Microsoft Office	1
316-102	Culinary Principles	3
** 316-105	Science of Baking	1
** 316-106	Entrée 1	4
316-108	Meat Analysis 1	1
316-122	Nutrition	1
316-148	Sanitation and Safety	1
316-160	Restaurant Baking	2
804-1xx	Math Course	3
Total 1st Term Credits		19
** 316-107	Entrée 2	4
** 316-109	Meat Analysis 2	1
** 316-110	Breakfast Cookery	2
** 316-111	Soups and Sauces	2
** 316-112	Cold Foods (Sandwich and Salad)	1
316-169	Cakes, Tortes, Desserts	2
316-181	Customer Sales and Service	1
801-136	English Composition 1	3
Total 2nd Term Credits		16
** 318-118	Restaurant Operations – Pub Style	3
316-153	Food Purchasing	2
316-162	Breakfast Pastries	2
316-171	Restaurant Management	3
806-122	Natural Sciences in Society	3
809-1xx	Social Science Course	3
Total 3rd Term Credits		16
** 316-114	Culinary Internship	1
** 316-119	Restaurant Operations – Specialty	3
316-166	Catering and Special Function Planning	2
316-168	Artisan Breads	3
316-180	Gourmet Cooking	1
801-1xx	Communication Course	3
809-1xx	Behavioral Science Course	3
Total 4th Term Credits		16
Total Program Credits and Institutional Requirements		67

VII. ACTION ITEMS

- C. **Approval of Proposed 2017-18 Instructional Program Changes – Culinary Arts Associate Degree (Continued)**

SUGGESTED MOTION:

I move that the Moraine Park Technical College District Board approve the proposed Instructional Program Changes of program modifications to the Culinary Arts Associate Degree program as presented effective for the 2017-2018 academic year.

VII. ACTION ITEMS

D. Approval of Ellucian Contract Amendment

Since 2005, Ellucian Company L.P. (previously known as SunGard Higher Education) has provided technology management and support services for the District. The current contract expires on June 30, 2017, and includes two additional one-year extensions through June 30, 2019.

Based on an evaluation of District needs, strategic initiatives, and fiscal impact, the District will allow the contract to lapse when it expires on June 30, 2017. However, to maintain a seamless transition of services and development, the District desires to offer employment contracts to all existing onsite Ellucian staff. The proposed amendment will allow the District to extend offers to Ellucian staff with transition of employment on April 1, 2017. Ellucian staff not accepting a District offer will remain on contract through June 30, 2017. However, recruitment of replacement staff will begin in January 2017.

Contract fees will not be affected. However, the amendment includes potential project(s) that will be completed by additional Ellucian consultants from April 1 – June 30, 2017 for the equivalent number of hours pertaining to Ellucian staff who transition to District employment.

SUGGESTED MOTION:

I move that the Moraine Park Technical College District Board authorize and direct the President to execute the amended Agreement between Moraine Park Technical College District and Ellucian Company L.P. substantially in the form as presented to the District Board and, further, that the President shall take such additional action as is necessary to implement the Agreement.

Roll call vote:

_____ Fields
_____ Lloyd
_____ Staral
_____ Jung
_____ Zeratsky
_____ Lux
_____ Prill
_____ Krueger
_____ Miller

VIII. CORRESPONDENCE AND REPORTS

D. District Boards Association Reports/Upcoming Events

Note: A majority of Board members may be attending the meetings/conferences at the dates/places, and for the purposes noted below. This notice is being provided to comply with Wisconsin Open Meetings Law.

1. Wisconsin Technical College District Boards Association Quarterly Meeting and Legislative Seminar, January 12-13, Concourse Hotel, Madison