

**Manatee Technical College  
Board of Governors  
Minutes for August 24, 2017**

**Present:** Fred Bartholomew, Melissa Dey, Omar Edwards, Dan Elek, Tim Fanning, Jennifer Gilray, David Harris, Maura Howl, Lisa King, Bill Lee, Ellen Sage, Karen Stewart, Erin Sulbaron, Brion Sunseri, Michelle Todoroff, Scott Tyler, Jessica Vets, Valerie Viands, Loreen Vickers, Doug Wagner, John Ziemnicki

The meeting was called to order at 4:02 pm by John Ziemnicki.

Mr. Ziemnicki welcomed everyone and thanked all for attending. Introductions were made. Mr. Ziemnicki spoke of attending the June MTC graduation. The graduation was very nice. The messages from the student speakers were outstanding. It shows that what we do here at MTC really does matter.

**Minutes of the March 6, 2017 Meeting:** *A motion was made and seconded to approve the minutes of the March 6, 2017, meeting. Motion passed.*

**Vote to Retain Current Board of Governors Members for the 2017-18 School Year:** A list of the current members was sent with the agenda. *A motion was made to approve the current members for the 2017-18 school year. The motion was seconded. Motion passed.*

Fred Bartholomew stated that he has been attending the meetings as a guest and would like to be a member. In review of the by-laws, the wording regarding membership lists "Ideal" membership. The interpretation is that this wording allows us to add additional members. *Bill Lee made a motion to add a second representation for the Transportation area. The motion was seconded and passed.* Mr. Bartholomew has been added as a member of the MTC Board of Governors for the 2017-18 school year.

Doug Wagner suggested that we possibly add at large members as we certainly don't want to exclude anyone who wants to be involved in the BOG or MTC.

**Accept Nominations and Vote for Board of Governors Chairperson and Vice-Chairperson:** Mr. Lee nominated John Ziemnicki for chairperson. The nomination was seconded. There were no other nominations. John Ziemnicki accepted the nomination. *John Ziemnicki was approved as Chairperson for the 2017-18 school year.*

Mr. Ziemnicki nominated Brion Sunseri for the vice-chairperson position. The nomination was seconded. Mr. Sunseri was not present at the time to accept the nomination. Mr. Ziemnicki asked Tim Fanning if he would accept the nomination if Mr. Sunseri declined. Mr. Fanning agreed to accept the nomination if Mr. Sunseri declines. *Brion Sunseri was approved as the Vice-Chairperson for the 2017-18 school year.* Mr. Sunseri accepted the appointment upon his arrival at the meeting.

**Naming of the MTC East Campus Auditorium Haflich Hall:** *A motion was made and seconded to name the auditorium at MTC East Campus Haflich Hall. There was no discussion. The motion passed.* Omar Edwards read to the BOG a statement about Dr. Priscilla Haflich's history, accomplishments and her love of career and technical education.

**Reports:** Enrollment and Grants reports were emailed with the agenda. Valerie Viands asked for any questions on the reports. There were none.

Dr. Viands then reported that the enrollment numbers had increased in the last two weeks since the reports were emailed to members. Below is a list of the increases.

Main Campus: from 523 to 621  
East Campus: from 258 to 269  
West Campus: from 258 to 422  
North Campus: from 38 to 69  
High School: from 92 to 105

**Council on Occupational Education (COE):** COE is the main accrediting agency for MTC. Every five years MTC has a COE team visit to reaffirm our accreditation. There are several plans that must be presented to the BOG each year for review and approval. We will be bringing a few of these to each meeting for BOG input and approval.

Three plans were emailed to members prior to the meeting to allow time for the plans to be reviewed for suggested changes to be brought to this meeting.

The plans being reviewed today are:

Work-Base Activity Plan  
Placement and Follow-up Plan  
Student Services Plan

There were no suggested changes. *A motion was made to approve the plans as presented. The motion was seconded and approved.*

### **By the Numbers:**

#### **Student Enrollments:**

Doug Wagner provided a handout that compares 2015-16 enrollment figures to 2016-17. Enrollment for both CTE and Adult Education is down about 11 percent. However, the students who enrolled at MTC stayed longer. The decline in instructional hours provided is just under 4 percent. The small decline in instructional hours is something to keep an eye on, but not to be alarmed about. Of course, we don't want to see this trend continue. This is not unexpected as when the workforce is strong, technical education enrollment declines. Our decline in enrollment is much less than at many other technical colleges around the state. For example, Charlotte Technical College had a 40 percent drop in their enrollment this year.

The numbers are available broken down by program. The MTC marketing department will focus advertising on programs with low enrollment.

David Harris commented that a large employer of pharmacy technicians in the area recently let go of 40 plus employees. This flooded the local market with pharmacy technicians. When jobs are not available for our graduates, this will also lead to lower enrollment in the programs.

#### **State Funding, Budgets:**

Mr. Wagner also provided a handout with all the budget information for MTC. He reviewed the detailed report and explained the different sources of revenue and where the money is budgeted to be spent.

**2018 Legislative Platform for MTC:** Legislatively things happened last year that are troublesome for postsecondary career and technical education – elimination of industry certification funding and the funding model not being revised to fund all tech centers/colleges at 100 percent.

There are three items on the School District of Manatee County's legislative efforts for the 2018 session that apply to MTC. Mr. Wagner provided a handout detailing each area.

1. **Performance Based Incentive Funding (Postsecondary CAPE Industry Credentials)** – Return the funding that was eliminated during the 2017 session to school district postsecondary workforce education programs that have students who earn industry certifications. Previously each earned certification was funded at \$1,000. This amount was reduced to \$700 per certification. The funding for industry certifications has been cut from the 2017-18 budget for technical centers/colleges. Funding remains in place for middle schools, high schools, and state/community colleges.
2. **State Funding Model for Postsecondary Workforce Education Programs** still not designed to fund all technical centers/colleges at 100 percent. MTC is currently funded at 95 percent of what is earned. Some schools are still above 100 percent. Schools that fall between 93 and 103 percent received no change in funding. The goal is to have all schools funded at 100 percent.
3. **Florida Apprenticeship Grant (FLAG) Program** – a \$3 million grant that will be administered by the Division of Career and Adult Education is available to Florida's public technical college/centers and Florida colleges to establish or expand apprenticeship programs. MTC currently has two apprenticeship programs – childcare and masonry. Would love to bring back more apprenticeship programs to the school.

**Group Discussion on Short Course Training Needs in the Community:** Dr. Viands stated that the employment rate in our area is high and there are available jobs. When the economy is good and jobs are plentiful, many of our potential students are not willing to give up their full-time jobs for a year to come for training. We are looking to introduce short courses for many of our programs. This year we started with two -- Electrician Helper and Plumbing Helper. The courses are 300 hours and take about three months to complete.

- Culinary: Mr. Fanning said a short course/introductory course could work for culinary. Mr. Sunseri added that last February there were 30 to 40 positions in the restaurant industry his company had trouble filling; line cooks, etc.
- Dr. Viands stated that in some of our short courses employers are paying the tuition for the students and then hiring them upon completion.
- Mr. Bartholomew added that Suncoast Technical College has a ten-week class for automotive basics.
- Dr. Viands said that we were successful with the ten-week construction course. In addition to the electrician and plumbing courses, automotive is one we are looking to start. We found that with the short construction course, a lot of the short-course students decided to enroll in the full program once they came to the end of the short course.
- Cosmetology: Due to the number of hours required to sit for the state exam, there could not be a short course for this program. Erin Sulbaran said they are looking at ways to shorten the program to six months with extended hours. There is a constant need for cosmetologists in the area. Students can sit for the exam once they complete 1,000 hours. When a student does not pass the exam, they must return to school for additional hours.
- Jessica Vets spoke of combining courses. Potential students are bypassing MTC and going to the Fire College in Ocala to their combined EMT/Fire Science program.
- Mr. Bartholomew suggested an evening short-term program in the automotive area.

- Mr. Lee said you can't shortcut professionalism. Short programs are great, but employers must continue with the training. He also suggested directing our GED students to short-term programs.

**Other Business:**

Mr. Ziemnicki thanked Mr. Fanning for bringing desserts from Capital Grille to the meeting and thanked all for attending.

Meeting adjourned at 5:05 p.m.

**Future Meetings**

October 13, 2017, 8:45 a.m.

January 25, 2018, 4:00 p.m.

April 5, 2018, 5:00 p.m.