

**Manatee Technical College
Board of Governors
Minutes for October 13, 2017**

Present: Tom Athens, Fred Bartholomew, Omar Edwards, Tim Fanning, Jennifer Gilray, David Harris, Maura Howl, Lisa King, Bill Lee, Joshua Matlock, Michael McKnight, Martha Meyers, Ellen Sage, Erin Sulbaron, Valerie Viands, Daisy Vulovich, Doug Wagner, John Ziemnicki

The meeting was called to order at 8:55 am by John Ziemnicki.

Mr. Ziemnicki welcomed everyone and thanked all for serving on the MTC Board of Governors and helping to make MTC a better place. Introductions were made.

Minutes of the August 24, 2017 Meeting: *A motion was made and seconded to approve the minutes of the August 24, 2017, meeting. Motion passed.*

Vote to Retain Current Board of Governors Members for the 2017-18 School Year:

Revised Name for MTC East Auditorium – Change from Haflich Hall to Dr. Priscilla Haflich

Auditorium: Omar Edwards presented – at the last meeting the BOG approved to name the auditorium at East Campus Haflich Hall. We believe that Dr. Priscilla Haflich Auditorium would be more fitting for the naming of the auditorium. *A motion was made, seconded and approved to name the east campus auditorium Dr. Priscilla Haflich Auditorium.*

Comments/Questions on Reports: Valerie Viands commented on the reports that were sent out with the agenda.

- Enrollment: The enrollment report shows a comparison of enrollment at the different sites from the 2013-14 school year through the current year. Enrollment has been increasing.
- Grants: Maura Howl did a great job on report explaining where we are with the grants.
- Finance: The report showed the balances in each program's lab fees account. Administration will be meeting with each program to adjust the lab fee rates charged by each program for the next school year.

Mr. Ziemnicki thanked Ms. Howl for all her hard work on the grants. He attended the East Campus Open House and is pleased with the number of inquiries generated by this event. We are hoping for a good turnout at the Main Campus Open House in December. MTC is the largest school in the district and some still don't know that we are even here.

Council on Occupational Education (COE): COE is the main accrediting agency for MTC. 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.

Two 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 Instructional Equipment and Supplies Plan and Media Services Plan. Michael McKnight explained each of the plans and reviewed minor revisions that had been made. A

question was asked about how often computers are refreshed at MTC. Our goal is to not have any computers over five years.

A motion was made to approve the Instructional Equipment and Supplies Plan and the Media Services Plan as presented. The motion was seconded and approved.

Mr. Ziemnicki pointed out that the school received the results from COE's accreditation visit. MTC did so well that the council will not have another team visit to MTC for six (6) years. COE can approve for one (1) to six (6) years.

Legislative Action: Doug Wagner reported that industry certification funding and equity in technical college funding continue to be the two major areas of concern. As reported at the last meeting the industry certification funding has been removed from the budget for technical colleges for this school year. We are currently funded at 98 percent. As our enrollment increases we will not receive additional funds. However, costs incurred for salaries, materials, etc., will continue to increase.

In the big picture, this is not a lot of money. But, it is a major amount of funds to individual schools and programs. Between the two areas, it is a \$600,000 loss to MTC.

Mr. Ziemnicki stated that the Pancakes and Politics breakfast is a good opportunity to speak to our local legislators who have been very supportive of MTC.

Sponsorship for GED Students Pursuing CTE: Ellen Sage presented. A large portion of funding for MTC GED and ESOL programs comes from grants. This year the grants were competitive. We have fortunately received full funding. Part of the funding is contingent on simultaneous enrollment of students in GED prep and a Career and Technical Education (CTE) program. One of the barriers of this is that students are not eligible for Federal Financial Aid unless they have a GED or high school diploma. Looking at possible sponsorships from business and industry to help the students enroll in a CTE program.

Martha Meyers asked if any specific programs have been identified. Ms. Sage responded that any CTE program would qualify. Ms. Meyers suggested some of the short or express classes that MTC is offering. These are shorter and therefore less expensive. In addition, we are already working with sponsors for students enrolled in these programs.

Joshua Matlock offered that Career Source may have funds to help if the student meets the qualifications.

Mr. Wagner said that maybe the Horne Moon scholarship funds could be expanded to include these students. Once the student receives their GED they could qualify for PELL. Maybe we could target specific industries where there is a great shortage.

Daisy Vulovich asked if the GED will ever be free. The response is that the legislature sets the fees for GED.

David Harris suggested to stagger the enrollment of these students into the CTE program. For example, begin the first OCP (core) during the last section of their GED prep. This would keep the cost down because the overlap time in the CTE program would be short. In addition, the health core meets the requirements of all of the MTC health programs. Once complete the student could select which program to enter for completion.

Mr. Ziemnicki would like to see a game plan outlined prior to the next BOG meeting. *A motion was made and seconded to come back with an outline of a plan.* Mr. Edwards cautioned that we don't confuse this with English Literacy for Career and Technical Education (ELCATE). ELCATE is a program offered at the MTC East Campus designed for students who are college graduates in their home country. Mr. Ziemnicki would like to have a plan brought forward for both programs. *Motion approved.*

Discussion Topic: How can we make employers in our community aware of short or custom course availability?: Mr. Ziemnicki stated that this subject leads well into our discussion topic. Where do we go? Who do we need to talk with to get the word out? The MTC Foundation is starting back up with the thirty-minute shows on METV. One of the topics will bring awareness of the MTC North Campus. As members of this Board, we all need to be talking to our contacts in the community to bring awareness of what MTC offers. There are still a lot of people out there who are not aware of MTC.

Ms. Meyers said we had piloted short courses in electricity and plumbing. Career Edge paid for part of the cost and each student paid \$200 of the cost to attend. We felt it was important for the students to have some buy-in. Students earned the first Occupational Completion Point (OCP) in each program and will have a certificate as a plumber/electrician helper.

Tried to partner with Goodwill last school year to start an express class in the automotive area. It did not take off.

The express class in the construction program went well. Many of the students who enrolled ended up staying and completing the entire program.

There will be a hiring event held next week for 17 students who will complete the electricity and plumbing express class in October/November. Participating companies in the hiring event were informed that we are looking for a particular wage range for the students.

Currently working with MTC Culinary Instructor Bret Hagelberg to start an express class in that program for Safe Serve and kitchen helper.

Another goal with our short programs is for the students to become interested enough in the career to sign on for the entire program.

The interested age group in these programs seems to be 26-36 years old. They are realizing they need training and may not have had access to or knowledge of funding to be able to do so.

Fred Bartholomew would like to see an evening automotive short course. We could not find an instructor but it is still on the table as something we would like to do. A lot of companies such as oil change, tire shops, etc., don't need the whole package. Bill Lee stated that students need to have a passion about their career choice and short courses give them the opportunity to see what it is all about without committing to the whole program.

Erin Sulbaron spoke about a custom course for reciprocity for cosmetology students coming from other states who need additional hours to get their Florida license.

She also asked about who we need to speak to about having additional certifications added to the list for those approved to receive funds for passing industry certification exams. MTC could lead the way for all

those not funded if this is reinstated. It was mentioned that we are looking to have Honda help with adding the marine technology program to the list.

Other Business:

Tim Fanning asked if there was information available for him to share on the occasions he comes in contact with others in the industry. Ms. Meyers will provide information to be sent out to all BOG members.

Mr. Edwards said that they are instituting targeted recruitment to high school seniors.

All are invited to the MTC Main Campus Open House on December 6.

Meeting adjourned at 9:50 a.m.

Future Meetings

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

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