

MINUTES
State Certification Committee Wisline Meeting
Wisconsin Technical College System Office
August 2, 2007

Present: Sharon Spangberg, Wisconsin Technical College System
Tom Grinde, Wisconsin Technical College System
Patricia Smoody, Gateway Technical College
Jeanne Bushman, Mid-State Technical College
Jill Gmeinder, Madison Area Technical College
Jean Fish, Nicolet Area Technical College
Donna Freund, Moraine Park Technical College
Alan Dohm, Chippewa Valley Technical College

Absent: Edelmiro Dominguez, Milwaukee Area Technical College
Larry Kind, Northcentral Technical College
Robert Burdick, Fox Valley Technical College
Margaret Boudreau, Western Technical College

Guests: WTCS Staff: Jim Gibson
Karen Showers
Kathy Lopnow

Call to Order

Sharon Spangberg called the meeting to order at 9:00 AM. The open meeting statement was read and roll call taken. The first order of business was to elect a new Chairperson for the 2007-08 year. A motion was made by Donna Freund and seconded by Jill Gmeinder to elect Pat Smoody as Chairperson. Motion carried.

Approval of Minutes from May 4, 2007

A typo was found in the minutes referring to WTCS. A motion was made by Jean Fish, seconded by Jill Gmeinder, to approve the minutes with the correction from May 4, 2007. Motion carried.

Approval of New or Revised Occupational Experience/Academic Prep Documents

- 10-558-1 Clinical Research Coordinator. Kathy Lopnow, Education Director for Health Occupations.

Kathy reviewed the document with the committee. No comments were posted on the website, as this is only a program at MSTC. A question was raised as to whether the items listed under Section IV. Requirements from other Agencies should really be in a "Section V: Other" category. Jeanne Bushman pointed out that since the FDA defined minimum standard language was also contained in the Education Requirement section, that it is intended to be a requirement. Kathy Lopnow will follow-up with MSTC staff to verify this. A motion was made by Jean Fish, seconded by Al Dohm, to approve as is and to be amended later if needed. Motion carried.

- 10-506-4 Laboratory Science Technician. Jim Gibson, Education Director for Agriculture and Natural Resources. Jim reviewed the document with the committee. No comments were posted, as this is only a program at MSTC. A motion was made by Jean Fish, seconded by Donna Freund, to accept the document as is. Motion carried.
- Jim then described the draft Renewable Energy document and the growth of different facets of renewable energy. Currently there are no programs per se, but rather courses contained in the different facets (wind, geothermal, ethanol, bio-diesel, biomass, photovoltaic, solar

thermal), and certification is envisioned to be course-by-course. The challenge is finding instructors that would have 2 years of occupational experience in each particular facet, since these are newly developing areas. Jill brought forward a concern from the supervisors at MATC-Madison that there are no instructors available that would have two full years of experience in each of the renewable areas, and to require that standard would essentially put an end to the development of this area, and potential for future growth into a program(s). Jim assured the committee that more discussions will occur and that the System Office will be working with MATC staff to ensure that instructors will be able to be utilized while at the same time, not compromising the state standard for occupational experience. We hope to perhaps use the New and Emerging guideline and incorporate professional development for existing instructors. The document will be addressed again at the October 12, 2007 meeting.

Prepared Learner Update: Status of College Success Course

Karen Showers gave a recap of the comments on the 00-835-0 document located on the website. Many groups have been given an opportunity to comment, and she feels the language within the document is a compromise between the ranges of opinions that have been posted. A variety of certified staff can teach the course, not just certified instructors. Recognizing some training is a positive thing and really the important thing is the relationship between the instructor and student as this may be the first course a student will take from the technical college. There are three courses, with one, two, or three credit options that offer study skills, personal success skills and possibly informational literacy in the future. Pat Smoody suggested approving the document as is, but it would be good to review after 1 or 2 years. Karen thought this was an excellent suggestion. Milwaukee, Indianhead, and Madison are offering the courses this fall. A motion was made by Donna Freund, seconded by Jill Gmeinder, to approve the document as is with a review to be done in one year. Motion carried.

Request to Modify Competencies for Instructional Administrators

Sharon Spangberg reported that President Dan Clancy will be meeting with a small subcommittee of the Presidents' Association to discuss the recommendations from this Committee regarding the request to modify the certification education requirements. She indicated they will also be discussing a change to the audit penalty methodology. This Committee will be notified of the results of the discussion which is occurring on August 22, 2007.

Year End Report to the System President

Sharon Spangberg reviewed the year end report with the Committee. Jill Gmeinder made a motion, seconded by Donna Freund, to approve the report as written. Motion carried.

Meeting Dates

The next meeting date is Friday, October 12, 2007 at the System Office.

Planning for the October Workshop

Sharon explained that the workshop will be one day, Tuesday, October 2, 2007, at Mid-State Technical College. The morning session will be held jointly with the Professional Development Team, and the afternoon will be separate breakout sessions for each group. She asked that those attending from the Committee be willing to facilitate either a round table discussion or small group discussion. Pat suggested that the renewable energy topic be put on the agenda to give the certification personnel time to comment on it.

Adjournment

There being no further business, the meeting adjourned at 10:30 AM