

**Washtenaw Technical Middle College  
Meeting Minutes – WMTC Board of Directors  
February 7, 2024**

**I. Call to Order:** The meeting was called to order by Chairman Muthig at 8:31 a.m.

**II. Roll Call:** Director Gensheimer, Chairman Muthig, Director Peurach, Director Richards-Schuster, on Zoom was Director Miller.

**III. Public or Staff Communications:** WTMC Directors – Elizabeth Zimmerman, Math instructor and Director of Curriculum and Instructional Coaching, Cassie Becker, Math Instructor and Director of Instructional Technology and Online Learning, Tamika Riley, Counselor and Director of BASE Advising and Student Engagement and Julee Boland, English Instructor and Director of Professional Development and School Improvement, all presented to the group the areas they have been working on this school year. Dean Covert shared with the Board how fortunate WTMC is to have the Directors and all the work they do.

**IV. Updates and Announcements:** Chairman Muthig introduced Muddasar Tawakkul to the Board Members who had not yet met him. Muddasar shared his background with the group.

**V. Consent Agenda:** The Meeting Agenda, December Meeting Minutes, October and November 2023 Financials, the WTMC and WCC Course Catalogs with Mathematical Reasoning for the 2023 – 2024 Academic School Year, and the acceptance of our new Board Member Muddasar Tawakkul were all approved. Chairman Richards-Schuster moved and Director Peurach seconded, the motion carried unanimously.

**VI. Swearing In Of New Board Member – Oath of Office:** Chairman Muthig swore in our new Board Member Muddasar Tawakkul with the Oath of Office.

**VII. Committee Reports:** Governance Committee, nothing to report. Policy Committee, Director Peurach; the Policy Committee met on January 30<sup>th</sup> there was discussion around bringing in a CTE person, along with possible growth and new positions. Space at WCC was also part of these discussions. Director Tawakkul will join the Policy Committee. Finance Committee; Director Miller, nothing to report at this meeting. Ad Hoc Committee for Deans Performance will be Chairman Muthig, Director Miller and Director Peurach.

**VIII. Dean's Report:** The current student platform, Blackboard is going to be replaced with a new platform called Canvas. Staff will learn more about Canvas and the switchover in April. Our current student warning/caution system continues to assist us in catching students who may need help/intervention with their college classes. WCC advises us when students are doing poorly so we can have the students and their parents come in and meet with the Dean or Assistant Dean We are looking to hire a Student Success Coach to assist with these students. The 9<sup>th</sup> grade science classes will be going to the Natural History Museum at UofM this Spring. The Middle College English classes will be attending one or two plays this Spring in Ann Arbor.

**IX. Strategic Planning:** Director Gensheimer went over her handout.

**X. Adjournment:** Chairman Muthig adjourned the meeting at 10:24 a.m.

*"We transfer high school students into successful college students by providing meaningful educational choices, individualized advising and skill-based instruction. Our graduates complete both a high school diploma and a college certificate or degree."*