## AT-TABLE AGENDA

### Additions/Revisions to Full Agenda

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<td>1. <strong>Agenda Item 21 A 1 – Notice of Employment</strong>&lt;br&gt;c) Michael Hanson, PC Support Technician-Lunda Center, Information Services, Finance and Operations Unit.................................................................</td>
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<td>2. <strong>Agenda Item 22 – Other Business</strong>&lt;br&gt;A) Adopt Overall Framework and AQIP Action Plan for Faculty Credentials.............</td>
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WESTERN TECHNICAL COLLEGE DISTRICT

ISSUE PAPER

Topic: Notice of Employment: PC Support Technician – Lunda Center, Information Services, Regular, Full-time

Issue: This vacancy is a replacement for an employee who transferred. The position was posted internally and was advertised in the La Crosse Tribune and on the Western, Tribune, WIPCCC (Wisconsin Private Colleges Career Consortium), Jobs for Wisconsin Grads, Wisconsin Job Center, Viterbo Job Board, ACUI.org, and Craigslist websites. This position was posted multiple times, and collectively sixty-nine individuals applied, sixty-one met minimum qualifications and were released to the search committee. The committee selected eight applicants to interview. The committee recommends one candidate as the best-qualified for employment.

Recommendation: Approve the employment of Michael Hanson, PC Support Technician – Lunda Center, Information Services, Finance and Operations Unit, Regular, Full-time effective as of October 27, 2016.
Western Technical College Higher Learning Commission Minimum Faculty Credentials

Western Technical College is accredited by the Higher Learning Commission (HLC). The HLC guidelines state the requirement for academic and occupational instructors. Western has reviewed the Higher Learning Commission guidelines and developed an action plan for new and existing faculty. The HLC does not allow for grandfathering of full or part time faculty. The WTCS has also adopted the HLC requirements as a part of Faculty Quality Assurance System (FQAS).

Faculty are required to develop a plan during the spring of 2017 and begin working no later than July 1, 2017. Each year, faculty must progress with a minimum of 6 semester credits toward their plan. If faculty do not progress toward their plan, they will be placed on a performance improvement plan. Failure to progress under the performance improvement plan which could result in termination.

Meetings are scheduled with faculty who need a plan. The meeting will include the Dean or Associate Dean, and the Manager of Organization Development. A plan will be developed and options related to credit for prior learning will be explored as well as tuition assistance.

Recommendation: Adopt the overall framework and AQIP Action plan for faculty credentials.