



PRESIDENT'S REPORT

February 16, 2012

GATEWAY AS LEADER

D. Davidson and Lauri Howard will represent Gateway on the National Association for Manufacturing (NAM) Dream It! Do it! Southeast Wisconsin Steering Committee. The initial meeting was February 9 and the manufacturing portal will go live on July 1, 2012. Dream It! Do It! is a national manufacturing awareness campaign which brings education, industry, students and parents together to create a greater understanding of the current manufacturing environment and career opportunities. Southeast Wisconsin will pilot Dream It! Do It! before it is rolled out at a statewide level.

Data received this month from the Wisconsin Department of Safety and Professional Services indicate Gateway's pass rate for the NCLEX board exam for nursing is at 90%. This rolling average exceeds the national average of 88% and puts Gateway ahead of Cardinal Stritch, Chippewa Valley Technical College, Edgewood College, Madison Area Technical College, Marian University, Marquette, Mid State Technical College, MSOE, Moraine Park Technical College, Nicolet Area Technical College, North Central Technical College, Northeast Wisconsin Technical College, UW-Eau Claire, UW-Milwaukee, and Wisconsin Indianhead Technical College for the latter part of 2011.

Instructors, JD Jones and John Nelson, have started a Gateway relationship with Titan Inc. in Racine. Titan has plans to develop a new position called "Super Tech." The highly skilled employees will be developed from the ground-up, through our Automated Manufacturing Systems Technician and Electromechanical programs, along with Visual Basic Programming and paid internships at Titan. The first candidate placed is currently a student at the Lakeview Tech Academy.

ENROLLMENT

Enrollment continues to hold a slight decrease at -0.4%. This week was the start of the Summer term enrollment. Summer term will be counted toward our FY 2013 budget figures. The remainder of this year will target late-start programs as well as contracts for service training. We anticipate our year will end very close to last year's enrollment figures.

FINANCE AND FACILITIES

The month of February is a key period in the budget development process. Staff budget requests are compiled using the Adaptive Planning software tool. Salary and benefits for current employees are verified, summarized, and used in the development of the new budget.

Business Office staff is actively engaged in a process improvement initiative with Datatel, our enterprise software vendor. Areas identified for improvement include billing, financial reporting, and e-commerce.

Staff is compiling data for the College's insurance renewal. Liability, property, and workers compensation insurance is provided by District's Mutual Insurance, a company owned by the sixteen Wisconsin technical colleges. Gateway is represented on the Board of Directors, which met last month, and approved a strategy for insurance costs to remain constant in FY 2013.

The City of Racine will be establishing a new tax incremental financing district in February. A meeting of the TIF Board is scheduled for later this month.

Bids and/or RFP's in process this month include culinary expansion, HVAC repair, aircraft leases, lawn cutting, CATI technical services, interior signage, emergency generator, and campus debit card. Business office staff is also providing support for the pay for print project.

The grant accounting staff continues to provide financial support for several large grant applications and ongoing reporting for Federal grant projects.

Finance staff participated in a conference call to provide a financial update to Moody's Investor Services, in preparation of the \$2.0 million debt issue this month. Gateway continues to receive a AAA rating on its debt, which should result in a favorable interest rate at date of issue.

LEARNING INNOVATION DIVISION (LID)

The Datatel Action Planning process continues as Datatel representatives met on campus February 7-9 to conduct in-depth interviews of our Colleague users. The Datatel team will make recommendations intended to assist us in optimizing our utilization of the software, as well as their recommendations for additional enhancements. This action planning effort has involved all key user groups of the system, their management, and of course, the entire ELC is sponsoring this effort. Thank you to everyone who is participating.

The IT department has rolled out a Technology Support Center model to provide one point of contact for collecting all technology-related support questions and issues at the college. This is being evaluated in Kenosha, with rollout to the rest of the district in the near future.

Distance Learning staff is working to configure and test the Blackboard 9.1 environment that will go "live" this coming Summer term, including evaluating the built-in Wiki and blog functionality. We are comparing this functionality to other software tools that provide options in this area.

Distance Learning staff is also continuing to work on multimedia room installations around the district, as well as resolving multimedia upgrade and technical issues on each campus.

IT staff continue to implement enhancements to the network and server environments. They are working on implementing storage enhancements, network improvements to deploy redundancies to protect the network, and setting the stage for disaster recovery and business continuity improvements.

IT staff also continue to support a variety of remodeling and new construction projects throughout the district to provide input related to network, computing, and multimedia equipment.

Distance Learning staff is researching the Blackboard mobile app in consideration of licensing this product for deployment to student users.

WORKFORCE AND ECONOMIC DEVELOPMENT DIVISION (WEDD)

Gateway's Inaugural Safety Day is scheduled for March 14 at the Racine Campus. Working with OSHA, ASSE and WisCon, we will host a half-day conference on a variety of safety related topics including: OSHA Recordkeeping, Accident Investigation, Lockout/Tagout, Inspecting Your Facility, Hazard Communication and Workers' Comp 2012. The cost for the conference is \$15 per person and includes continental breakfast and box lunch. To register please call Jane Kluchka at 262-564-3402.

Gateway's Link partnership at SC Johnson's Waxdale facility will be highlighted in an upcoming issue of Working Families Corporate Voices.

Gateway is offering MSSC Certified Logistics Associate and MSSC Certified Logistics Technician in February and March. The courses provide competencies for workers across the supply chain, from entry-level to front-line supervision. For more information: email Rosemary Van Treeck at vantreeck@gtc.edu.

A meeting with 911 Dispatcher Supervisors was held in January to determine the need for continuing education topics for 911 Telecommunications Officers. For more information or to add to the list of needs, please contact Debbie Davidson at 262-564-3422 or email davidsond@gtc.edu.

D. Davidson presented at the American Association of Community Colleges Workforce Development Institute in Miami on January 26. The presentation highlighted Gateway's Horizon Center and the partnership with Snap-on and the National Coalition of Certification Centers (NC3).

WEDD faculty member, R. Van Treeck, will serve a second term on the APICS International Voice of the Customer Committee. Congratulations Rosemary!

CNC Bootcamp XIII began on January 9. CNC Boot Camp XIV is scheduled to begin May 21. Looking back at the past two CNC Bootcamps, 18 of the 22 (or 82%) completers are working in their field with an average salary of \$12.34 per hour.

On February 3, WEDD Apprenticeship Coordinator, Donna Mews, was honored with the Gateway Outstanding Employee Award. Last spring, D. Mews was recognized by the Wisconsin Technical College System, as a leader in the Apprenticeship Division.

Gateway hosted a New Product Development Learning Session on January 10, which featured panelists from LMI Packaging, Snap-On, and Modine. Featured partners were from UW Whitewater's Wisconsin Innovation Service Center (WISC), and Rock Valley College's EIGERLab. The event had over 30 attendees and plans are in the works to offer another session for Summer 2012.

Kate Walker, Director of CATI Services, counseled six entrepreneurs on various business development topics including: new product development, entering new markets, strategic partnerships, and leveraging resources.

K. Walker represented Gateway at Bizstarts Milwaukee College Consortium Entrepreneurial Event on January 31 in Milwaukee.

Through the Student Business Incubator, Dan Bowser conducted nine sessions on entrepreneurial resources, trends and business models for 11 students. He held four one-on-one counseling sessions to help students with business plans, hosted a coaching session with a student entrepreneur and small business owner who is in a growth mode, and worked with two contacts at Moraine Park Technical College and one at Marquette University, from the Bizstarts College Consortium event.

ACADEMIC AND CAMPUS AFFAIRS

Academic Affairs: Adjunct in-service was held on January 7 in Elkhorn. Cyndean Jennings coordinated the program for adjunct instructors who did not attend the August meetings. Many participants had positive comments and learned something new. The faculty that assisted in the training did an excellent job. Thanks to all who made this a successful event!

Business and Information Technology: The Student Technology Support Center (STSC) will begin operating on Monday, January 30. It will be open three days per week throughout the semester; Monday, Tuesday and Wednesday. This semester, the day section of IT Customer Service Support class will help staff the STSC. As a course requirement, students will work in the STSC for a minimum of 14 hours throughout the semester.

Pam See, instructor at Lakeview Academy, reports that the IT Networking Academy is beginning its second semester. Next year, they will be expanding to cover CCNA3-4, in addition to the current offering of 1-2, Microsoft Server and Network Security. Below are pictures from the Lakeview Academy IT Networking lab.



Developmental Education (ABE, GED, ELL, AHS, Pre-Tech): From January 2-5, Dean Raiana Mearns attended Supplemental Instruction (SI) Supervisor training in Kansas City, MO. Upon her return, she met with Zina Haywood, John Thibodeau, and Steve Wilkes to determine how to implement this at Gateway. They decided that Dean Mearns would introduce SI at the faculty in-service on March 1, and then start recruiting and training students to be Supplemental Instruction Leaders. SI will be piloted in Summer 2012 with three courses. This is targeting the three courses with the largest number of D or F grades issued or students withdrawing. It is anticipated that each campus will have five SI sections in Fall 2012.

Dean Mearns has been working closely with staff in Elkhorn to finalize plans for the Learning Success Center. The center will house the Adult Learning Center, Academic Support Center, Testing Center and Special Needs office. The floor plan permits movement of desks, chairs and computers as needed to accommodate students. Staff at the welcome desk will direct students to the appropriate services. This will also streamline the collection of student hours. Work is expected to be completed in April 2012.

On January 18, there was an orientation for ABE/ELL students who wanted to join the CNC Accelerating Opportunities program. Twenty-five students attended, and after reviewing their test scores, twenty students were invited to join the program. This program provides 12 hours of instruction per week for students entering the CNC program. The program started on Monday, January 23 with the Manufacturing Shop Safety class. In addition, they receive instructional support after class and from an ABE and ELL instructor. Those students who need to earn their GED certificate will work on the skills needed to pass the exam. This model has been supported through donations, so students receive two free classes and classroom text for Spring 2012. The goal is for students to complete their technical certificate within two additional semesters.

Dean Mearns worked with Jean Heyduck to set up a scholarship for high-scoring GED graduates. Students with the highest test scores will be awarded one free Gateway class. This will encourage them to try a college course in a program of their choice. One scholarship will be awarded this year at the GED/HSED graduation.

Engineering: The Mechanical Design Technology program received and installed a new state-of-the-art 3D Printer - Objet24 at CATI. The Objet 24 3D printer is from Objet Geometries Ltd., an innovative leader in 3D printing for rapid prototyping. The printer creates 3D models to enable accurate, clean, smooth, and highly detailed 3D parts. (Manufacturers and industrial designers use the Objet machines to reduce cost of product development and dramatically shorten time-to-market of new products. Fortune 100 companies in industries such as education, medical, medical devices, dental, consumer electronics, automotive, toys, consumer goods, defense, and footwear use this machine to produce their prototypes.) The new printer will enhance SolidWorks student projects, taking them to a new level.

Mike Simonsen, a graduate of Gateway's Civil Engineering - Architectural program, has created a scholarship specific to the Area 614 Architectural/ Structural program. His employer matched his \$500 donation and increased the scholarship amount to \$1,000. This will be an annual scholarship and awarded for the first time during Fall 2012.

The various programs in Civil Engineering are in discussion with the Village of Pleasant Prairie for a senior design project. The group is looking at adding on to their village hall and police station, with the possibility of a free-standing fire station and/or small community building. There will also be extensive re-grading of their public works yard and storage areas. This will be a collaboration across departments, with our Interior Design area adding to the student discussion and design for the project.

Architectural students are continuing to draft designs for a possible CATI building addition. The goal is to submit three unique ideas by the end of February to the President.

Health Careers: The Health Division welcomes new nursing instructors Andrea Peterson and Mary Kay Belcher, both based in Kenosha.

More than 120 children are expected for the annual Boys & Girls Club of Kenosha dental screening on February 8.

Associate Dean Diane Skewes, Nursing Chair Karen Severson and Dean Mike O'Donnell participated in a conference call with the National League for Nursing Accrediting Commission (NLNAC) on January 30, to listen in on the deliberations of the accreditation decision committee regarding the re-accreditation of our associate degree nursing program. A full, eight-year accreditation term is expected.

The dean and associate deans met with the Health Professions Opportunity Grant (HPOP) project director on January 23 and February 1, to review Year 1 outcomes and plan for Year 2. Budget revisions and strategic directions were formulated and submitted to the Federal government for review and consideration.

Dean O'Donnell is helping to facilitate *Spring Into Health Day* events scheduled to occur on each campus in late March. He is arranging guest speakers and health occupation student involvement in screenings. Dean O'Donnell is also hosting a meeting of all health program counselors on March 8 in Kenosha.

In the CNA program, work continues on a grant project to include electronic medical records as part of the curriculum. Currently, ECS software is used. This is the company's first attempt to work with an educational program.

ADN instructors are developing and integrating electronic health records in skills lab experiences. There are 15 dedicated laptops. A local hospital donated carts for COWS (Computers on Wheels) for these laptops.

Horticulture: Instructor Kate Jerome was awarded a Faculty Excellence Award for 2011-12.

The Horticulture program held their 20th annual "Wintergreen" event. Approximately 197 participants attended the event and learned more about the Ball seed trials, the curriculum changes to Horticulture for next fall, and the new Pike Creek Horticulture Center.

The first issue of *Wisconsin Gardener*, a new regional magazine, was published. K. Jerome is the vegetable and fruit columnist for the magazine.

Horticulture students and their instructor, Kate Field, visited the Mid Am Trade Show and Student Career Days, where they met with various landscape professionals and garden center employers.

The Horticulture Technical Skills Assessment for all state programs in the areas of urban farm, landscape and horticulture, and forestry has begun development. K. Jerome will attend the meetings and create documents related to program competency and outcome consistency with the focus on final assessment.

The Horticulture program staff coordinated the greenery and floral displays for the annual Foundation scholarship awards ceremony, Martin Luther King presentations, the ADN pinning ceremony, Police Academy graduation, and district board meetings in December and January.

Instructors, K. Field and K. Jerome attended a Racine Urban Garden Network meeting to start making plans for coordination with the Kenosha community gardener organizers.

Manufacturing - Automated Manufacturing Systems Tech (AMST) - Elkhorn & Lakeview Tech Academy:

Elkhorn's AMST classroom was converted to a larger student classroom with computers for 19 students instead of 12. With the collaboration of instructors and facilities maintenance, the room utilization has been expanded to meet our new demands. Starting this semester, there will be four other classes other than AMST held in this room. In addition, students will be more informed about the AMST program and what it has to offer, which should assist in future recruitment from other areas.

Elkhorn's AMST program students took existing equipment in the lab and built a robot that will spell one of four words. The cart is a 110-volt plug-in and fits through any standard doorway. The robot has a PC, PLC, HMI, Robot and Controller all talking to one another. Students completed all the work - mounted, wired and programmed components of the system. How it works - the HMI has four words on the screen, Gateway, Diploma, Computers and Education. When the operator touches one of the four words on the screen, the robot pulls the letters out of the buffer and spells it in front of the operator. Then it pauses and puts the letters back. The letters are currently wood baby blocks. One of the students is collaborating with the CNC program and will be replacing those blocks with aluminum word builders.

A Lakeview Tech Academy student who took the summer Robotics programming session in AMST was hired as a Fanuc Robot operator at CDLMS Inc. in Greendale, WI. He was hired based on the training that he received in Fanuc robotics in our program. The employer at first didn't believe that the student had worked on a Fanuc robot, but once he had received a letter from the company verifying that our students have hands-on experience with Fanuc, the student was hired immediately.

Another AMST Lakeview graduate was placed with Poclairn Hydraulics in Racine while currently taking Automated Manufacturing Systems courses. The student gained the job based on the Gateway CNC programming course he took while in high school at Lakeview.

Service Occupations - Early Childhood Education/Instructional Assistant: The Racine Police Department has expressed an interest in partnering with Gateway in an after school homework program. This will be a great way for program students to complete practicum hours needed for graduation, as well as an opportunity for our high school students to perform community service.

EMS: EMS staff trained 475 students in a total of 23 course sections. One section was at an area hospital, ten sections were held at the HERO Center, and 10 were held at area fire departments. In addition, 44 students performed 386 hours of clinical time in hospitals in the tri-county area and throughout southeast Wisconsin, including Beloit, Fort Atkinson, Waukesha, and Milwaukee. Two students performed another 60 hours of field time on various paramedic squads.

The Gateway EMS Team staffed a promotional booth at the 26th Annual WEMSA (Wisconsin Emergency Medical Services Association) conference and exposition in Milwaukee. They volunteered as room monitors, assisted in check offs, or enrolled and attended workshops and training. EMS Instructor, Karen Barker, serves on the Executive Board of WEMSA and also serves as the Secretary/Treasurer for the organization. As a result of that conference, we have had 16 paramedic candidates request and receive program information for our Fall 2012 Paramedic program. Because of conferences like this, EMS staff recruit students to the HERO Center on a daily basis.

Fire: The North Shore Fire Department (NSFD) would like to create a partnership with Gateway for an internship program that could lead to a full-time position. The NSFD already has a form of internship for CVTC associate degree students, but it's limited. This could be a huge opportunity for our Fire Protection Technician students. It may also create a new model in southeast Wisconsin. NSFD also wants to discuss Blue Card certification. Their goal is to train all 100+ department members over the next 3-5 years.

Based upon the endorsement of the Fire Advisory Committee, Gateway will investigate the move from the Fire Protection Technician Associate Degree to a FireMedic Degree. The FireMedic Degree would concentrate

on a more accurate job preparation degree program. Coupled with the COLA (Company Officer Leadership Academy), we would be able to offer high-end training for our district's Fire and EMS departments.

The Racine, Caledonia and South Shore Fire Departments will be meeting on the Racine Campus in February to discuss the consolidation of all three departments. We will monitor that process and seek more opportunities for training and internships for our students.

Criminal Justice/Law Enforcement: Gateway is offering training and education for those wishing to obtain a concealed carry weapon permit. The training meets Wisconsin's new concealed carry law requirements. Training is conducted by the Wisconsin Department of Justice (DOJ) certified instructors, who will provide quality, hands-on training to attendees. The course is eight hours, which exceeds the DOJ's recommended number of hours to receive a concealed carry license. It will give attendees time to familiarize themselves with handguns and shoot on a live range, as well as in computer-simulated settings. They would also have the opportunity to participate in the use of air soft weapon scenarios used to train police officers. Students will be trained and allowed to take a State conceal/carry test, which they must pass in order to obtain a class certificate. The concealed carry training will be held in Kenosha and Walworth Counties at a cost of \$125 per student.

Elkhorn Campus: The Elkhorn campus welcomed new Nursing Assistant Instructor Kristen Mueller. Most of K. Mueller's teaching will occur in high schools in the western part of the district.

The Elkhorn campus will participate in the third Annual Walworth County Spelling Bee, sponsored by the Walworth County Literacy Council. The event will be held March 1 at the Grand Geneva.

Racine Campus: The Racine campus kicked off the Monday evening gourmet fine dining program on January 30 with a full house. The students created two main courses that included feta cheese stuffed pork and airplane chicken. Please take the time this semester to enjoy an evening of fine dining each Monday evening. Contact Susanna Elrod at elrods@gtc.edu for more information.

The support crews worked many hours to improve the look of the campus prior to classes starting in mid-January. Their efforts are very much appreciated.

INSTITUTIONAL EFFECTIVENESS

Employee Learning: The Employee Learning program is offering three workshops this spring to help staff extend their customer service skills and deal with challenging individuals. Respect, Service, and Safety at Work is a six-hour training course on techniques to de-escalate a situation when an individual is upset or angry. This workshop is being offered on the Racine Campus on February 20, 2012. Verbal Defense and Influence for Educators teaches participants how to use specific words and phrases to manage verbal encounters in a variety of educational situations. This training is being offered in a condensed one-day format, targeted for instructors on March 6, and a two-day format for any employee, on March 20-21, 2012. All training is happening at the Racine campus. Board members are welcome to attend by contacting Denise Schneider at 262-564-2942 to reserve an available space.

STUDENT DEVELOPMENT



Student Activities: On December 7, 8, and 9, the United Student Government hosted Santa and a Movie Events on the Kenosha, Racine, and Elkhorn campuses. Students and staff were welcome to bring their children to events in the student commons on each of the three main campus locations. Activities offered included pictures with Santa (played by student volunteers) printed on site, holiday themed crafts, a meal, a showing of *A Muppet Christmas Carol*, and Clearly You Crystals – a program brought to the campuses that uses lasers to etch the images of participants into a block of solid crystal. Over 300 students, staff, and their children participated in this event.

As a service to students during finals week of the Fall semester, Student Life brought in Spa on Campus – chair massages and mini-manicures offered free of charge to students. Held at the three main campus locations, the program received rave reviews from students. There were multiple requests from the 140 participating students asking for the program to come back in future semesters.

To celebrate the beginning of the Spring semester, the United Student Government purchased lunches for the general student body and handed them out during Gateway Days. In addition, Scratch Track, a musical group, was brought to the Racine Campus, and a caricature artist was brought to the Burlington and CATI locations. A sign-up drive for drawings for an iPad2 and gas cards sponsored by the United Student Government were also held at these locations. The winner of the drawing was selected at the February 7 general assembly meeting.

Ariel Ciseros, a professional dance instructor, has started Latin dance fitness classes, to be held at the Kenosha and Racine campuses on Tuesdays and Elkhorn and Burlington campuses on Thursdays, for the entire semester. Teaching a blend of salsa, samba, merengue, and other Latin dance styles, Ariel's classes are free to students and staff.

On Tuesday, January 31, Cheryl Norton attended the Statewide Student Showcase in Madison with Trina Barry. Held in the Capitol Rotunda, they spoke to visitors and employees at the Capitol, about Gateway Technical College's international education programs and the Biz Squad.



College Connection:

- Began Gateway application process at most College Connection schools.
- Scheduling COMPASS testing for College Connection participants.
- Leading COMPASS prep workshops for some College Connection participants.
- Classroom presentations on Gateway programs at Wilmot, Alternative High School and REAL School (Racine).

Career Pathways:

- 526 high school students registered on the Wisconsin Career Pathways/student website.
- Promoting the website with all district middle schools this month as part of CTE month.

Articulation:

- 28 high school classrooms were registered for transcribed credit courses this week.
- First transcribed credit course, Medical Terminology, began this week at Waterford High School with 28 students registered.

TRiO SSS: The Gateway Technical Foundation Scholarship Awards were presented to Gateway students in Kenosha's Madrigrano Auditorium on Monday, January 9. Six TRiO students and tutors were presented with scholarships.

Multicultural Program:

- 80+ students served through grants.
- Spring outreach via mail and e-mail to students announcing workshops, events, and program services, and February Multicultural Program Open House (district wide).
- Phone assessment to all 350 eligible students, to ensure all students have registered for Spring 2012/Fall Challenges + Success Conversations.
- Attended Blackboard course – currently building Multicultural Program site for February launch.
- Recruiting and hiring five additional Peer Mentors/Tutors.

ENROLLMENT SERVICES

Student Enrollment: Finalizing enrollment services forms to be deployed through the new eForm system.

Finalizing the deployment of the new Point of Services scanning project. Beginning the first part of March, Enrollment Services Associates will scan all student documents at the point of service. This will increase efficiencies in the document intake process for all students.

Financial Aid: The Financial Aid Department is reviewing and recalculating Spring financial aid awards. Financial aid transmittals begin the week of February 6.

Registrar: The Registrar's office is partnering with the nursing department to implement a separate nursing registration process. This process will affect all clinical courses for 2nd, 3rd and 4th semester nursing students. These students will register for their clinical courses after final grades have been posted for the current term. The primary goal is to have an accurate number of clinical sections offered, based on student need, and to be respectful of and maintain strong working relationships with clinical sites.

Student Accounts: In an effort to provide better customer service to Veteran students, the Student Accounts Department has scheduled exact refund dates for students receiving Veteran benefits. These dates are posted on the GTC website.

The process for students to receive 1098-T information has been updated to allow all students to view their 1098-T online, which will reduce the cost of mailing duplicate copies, and allow students to view their 1098-T as of January 31, 2012.

COMMUNITY AND GOVERNMENT RELATIONS

The area of sustainability continues to be very busy. On January 23, Gateway participated in a video shoot for a statewide video on sustainability at the technical colleges. This video showcased our new energy labs and the Center for Sustainable Living (CSL). Each year, the interior design students create a new sustainable design for the CSL. This past week, a team from the college had an opportunity to hear student presentations and decide on a design. Work on the new design will begin shortly, with an anticipated completion date by the end of April.

We have begun the planning for Earth Day. This year, each campus will host an Earth Day celebration.

Stephanie Sklba is now a member of the SEED (Sustainable Edible Economic Development) Board of Directors.

Gateway participated in a sustainability cohort group during the AACC conference in Miami. This was an all-day session of colleges sharing best practices and networking. This group will continue to meet and discuss sustainability throughout the year.

A group from Gateway attended the Burlington Chamber Dinner at Veterans Terrace on January 19, and the WCEDA Economic Summit in Walworth County on February 10.

Legislative concerns remain and Gateway continues to be asked to speak at hearings or provide statements, ideas and input on current and upcoming legislation. We also attended the AACC legislative seminar in Washington, DC, which gave us an opportunity to meet with our Federal elected officials, as well as meeting with other agencies such as DOE and NSF.

We received the resignation of Jean Heyduck, the Executive Director for the Foundation, on January 31. We have begun to review the job description and will post for the position as soon as we are able. J. Heyduck's last day will be on March 16.

As of January 17, 2012, the Foundation has raised over \$243,000 for its annual campaign. These dollars are "total raised to date". Of that total, more than \$142,000 is restricted for scholarships and emergency funds and applies toward the \$150,000 goal.

President Bryan Albrecht kicked off a Pike Creek Horticulture Center appeal on January 27, which will raise additional dollars toward a new horticulture scholarship and horticulture program expenses. A "donor tree" will be created in the facility to honor the donors. Different colored leaves will represent different giving levels.

Part of our annual campaign plan is the Foundation Board prospect solicitations, a solicitation letter is sent to individuals and organizations identified by our Board members, from our Board members. We are gathering names and hope to put the mailing together in the next several weeks. Last year, this effort raised more than \$18,500.

We continue to reach out to high school counselors and administrators to promote the Foundation scholarships. The submission deadline is March 9. We hope to award one scholarship to a graduating senior from each high school. Awards will be presented by staff and Foundation Board members at senior award ceremonies.

Save the date postcards for the golf outing were mailed the first week of February to approximately 1,200 individuals. We will follow up with a brochure in early March. The Foundation Golf Committee has met twice and is focusing on identifying and securing sponsorships at this time.

In early January, the Foundation met with a cross-functional team to revisit our emergency fund process. We established more specific criteria to ensure that funds are distributed to students truly in need. Since that time, we have seen an increase in funds distributed, and it is great to know that we are benefitting more students in a more meaningful way.

The semester push ads and promotions ran in the media or with increased frequency through the start of the semester.

The design of Gateway's next generation website and intranet is proceeding. Meetings are being held with those aspects of college services with the greatest amount of information. Feedback is very positive. Copy is being written, edited, and subjected to search engine optimization edits.

The department, along with a committee, has been very involved in the development of the staff recognition dinner. It was a successful event.

HUMAN RESOURCES

We were notified by the Higher Learning Commission that our report on Student Services reorganization has been accepted with no further visits or response required. The transition team implementing the recommendations has now begun their activity.

John Thibodeau and Bill Whyte held a series of listening sessions with Student Services personnel on all four campuses, to respond to questions and concerns relative to the organizational changes. They were well attended and there were some good, constructive questions and comments.

Transition sub-committees are on schedule to be done by the end of February, so that the handbook committee will have time to complete their work by early April.

The Wellness Committee is sponsoring two wellness activities; the Corporate Cup Challenge, which is a city-wide activity, and a "Spring into Action" day. We are also planning a Spring Health Day event on each campus. Our EAP is conducting two breakout sessions on coping with stress at the March 1 faculty in-service.

We are analyzing RFPs from health care providers and will be making a decision in the next couple of weeks.