



PRESIDENT'S REPORT

December 12, 2013

GATEWAY AS LEADER

Gateway will have a unique opportunity to showcase the artwork of one of our students at the WDI conference and Dali Museum in Florida in January 2014. Working with both the graphics and welding departments, we were able to select five concepts that were sent to the curator of the museum. Greg Kirstein's sculpture entitled "Keycock" was selected and he has been working on the development of this piece. Once completed this piece will be sent to Florida and will eventually return to the college for permanent placement.

ENROLLMENT

Spring enrollments are currently at a decrease of -6.1%. Fall enrollment is currently at a decrease of -4.2%. Current year enrollment, including the summer, fall and spring registration is down -3.9% compared to the same time last year.

FINANCE AND ADMINISTRATION

Several Business Office staff met with representatives from Titus, a consultant firm specializing in Finance and Risk Management, to begin discussions that would assist with further strengthening district internal controls as they relate to the Business Office and financial processes and procedures. Titus will provide the Business Office with identification of risk through select interviews followed up with the presentation of a 'heat map' which will assist the Business Office in identifying key processes on which to focus. In addition to strengthening internal controls, this effort is in direct support of the strategic goals for the college as they relate to the Lean Six Sigma continuous process improvement initiative.

As a follow up to the WTCS Business Officers Meeting held in August, Beverly Hansen and Bane Thomey met with representatives from Public Financial Management to garner information related to Other Post Employment Benefit (OPEB) planning strategies, advantages and suggestions to establishing an OPEB trust, banking and investment strategies, short term borrowing options and best practices in financial management.

Bane Thomey attended a Joint Review Board meeting for TID 17 in the City of Kenosha. The Tax Incremental District #17 meeting is for the proposed project plan for the development of the 5th Avenue Lofts.

Bane Thomey attended the WGFOA conference December 5 & 6th in Manitowoc, WI. Topics discussed at this meeting included organizational communications, union contract negotiations, outsourcing divisional support and talent management. As provided for in the Gateway Technical College District Board-approved FY15 budget calendar, Jason Nygard led the FY15 budget Kickoff on December 10.

In anticipation of a December bond sale, Business office staff participated in a Moody's bond rating call. Currently Gateway Technical College holds the highest bond rating of Aaa.

INSTITUTIONAL EFFECTIVENESS

Institutional Effectiveness published its quarterly newsletter to keep the college up to date on department processes and training. You can find the newsletter at <http://ie.gtc.edu/>.

Office of Quality Systems

The Lean Six Sigma (LSS) team is making their rounds presenting on the findings and recommendations of the mail intake process to core groups. Brown-bag lunch & learns will be scheduled to socialize to the broader college audience on the findings and recommendations.

The 2nd cohort of Green Belts started training on November 7 and are currently in the brainstorming stage for project ideas. Kamaljit is meeting with the team to further refine project selection with discussion on scope, impacts and resource needs. White Belt Training is being developed for deployment to faculty and staff beginning tentatively in February 2014.

The Office of Quality Systems Advisory Group is in place and is scheduled for a kick-off meeting on Monday, December 9, 2013. Members are cross-functional serving all core areas:

Advisory Council Member	Department/Division
Deborah Davidson	WEDD
John Frost	Human Resources and Facilities
Kamaljit Jackson	Institutional Effectiveness
Cyndean Jennings	Academics
Annmarie Klyzub	Government and Community Relations (Marketing)
Sabrina Morgan	Student Success
Stacy Riley	Student Success
Jeffrey Robshaw	Information Technology/Information Systems/Learning Innovation Division
Bane Thomey	Business Office

WORKFORCE AND ECONOMIC DEVELOPMENT DIVISION

Economic Development

Kate Walker conducted two focus group/C-Team Sessions for inventors to assess products, marketability, and commercialization. Conducted two GrowthWheel Sessions with entrepreneurs.

Kate Walker moderated Tempo's panel on Small Business Growth Strategies for the November membership meeting, November 14th.

In honor of Global Entrepreneurship week, a collaborative effort that included: Sue LaCanne, Biz Squad Students, Greg Herker, Mary Jo Jiter, and Kate Walker delivered Gateway's Second Annual Shark Tank. The event allowed Gateway Student's the opportunity to pitch their business concepts to a panel of five judges including: Ray Koukari, Mike Gibbs from Score, Jim McPhaul from UWP's SBDC, Brent Oglesby from CEDCO, and Kristin Niemic from LaunchBox. Greg Herker moderated the event, and 9 Students participated and awards were provided for the top 5.

<http://www.youtube.com/watch?v=Uw8NTL5XEyk>

Workforce Development

Governor Scott Walker signed Senate Bill 335 into law on November 14th. This law encourages the growth of apprenticeships throughout Wisconsin by providing tuition reimbursement to both skilled workers and employers participating in the Apprenticeship program. With this added incentive for completing apprenticeships, enrollment should increase.

The Welding/Fabrication boot camp completion ceremony schedule for December 13th, 2013, Racine Campus 1:00 pm. 10 students are completing.

Randy Reusser, working with the Welding Boot Camp helped eight students earn the MSSC Safety Certification.

Randy Reusser is currently teaching a Telecom Fire stopping class for IBEW-127 members under a WAT grant. Eight students earned their FIT Level I Fire stopping certification and seven students earned Unique Fire stopping certificates. These students are better prepared to select and install fire stopping systems and promote life/safety while doing their jobs as electricians and low voltage installers. CNC boot camp completion ceremony schedule for December 6th, SC Johnson iMET Center 1:00 pm. 20 students are completing.

CNA – Specialized learning with English Language Learners (ELL) and Adult Basic Education working with the HPOP team will complete their program with a celebration on December 11, 2013 at 12:00 pm at the Racine campus, Michigan Room 113. 8 students are completing. This is a great opportunity to celebrate the completion of the certified nursing program and they are ready to take their state test and work. Please enjoy this opportunity to visit with the students, bring your applications and support.

The CNC Boot Camp 18 camp is scheduled to start on January 6, 2013. The Welding/Fabrication #4 camp is scheduled to start on January 6th, 2013.

A logistics Boot Camp is being discussed with WEDD and Workforce Develop partners to meet the logistics, CDL-A, and warehousing needs of the community in Spring 2014.

The WEDD Apprenticeship department was awarded 'set aside' grants from the WTCS for members of the WTCS Apprenticeship Coordinators Council on November 19.

These funds will help Gateway develop these new apprenticeship programs: Maintenance Mechanic \$8,000; Machine Repair \$8,000; Barber program \$8,000; Tool and Die/Mold Maker \$16,000 and Tool and Die start-up supplies \$4,000 for a total of \$44,000.

WEDD has been sponsoring low cost, computer training classes during daytime and evening hours using the computer lab donated by Gateway at the Kenosha Boys and Girls Club for over a year. These courses are targeted for low income parents and senior citizens. Attendance has seen a steady rise to an average of 10-15 per session.

Lauri Howard, Director of Workforce Training for WEDD, is partnering with continuing education staff from U W Parkside to co-offer a series of workshops on business mentoring relationships and succession planning. Surveys and focus groups of community economic development partners and leadership professionals will be done in early 2014 to assess needs and content.

WEDD offered a series of four Friday morning technical seminars in November taught by Randy Reusser covering different aspects of technology at several locations throughout the Gateway District.

Miscellaneous

Debbie Davidson, Lauri Howard and Mary Jo Jiter attended the annual (LERN) Learning Resources Network conference November 20 - 22 in San Francisco. LERN provides the most up-to-date, relevant contract training and continuing education information in the industry.

Mary Jo Jiter, Kate Walker, Bob Kaebisch and Randy Reusser participated as Science Fair Judges at the Kenosha School of Technology Enhanced Curriculum (KTEC) on Thursday, November 7, 2013.

The next phase of the HED Morocco automotive grant started with a benchmarking and advanced planning trip to our partner school in Oujda, Morocco between November 9-14. Part of the trip was to help prepare for the next big training session scheduled to take place in the spring of 2014. A greater priority was placed on benchmarking standards between some existing schools in Morocco and engaging local business and industry.

The team spent a lot of time touring their new construction project which includes a new automotive lab and making suggestions in the planning and layout of the new facility working alongside the architect. We also help coordinate the first automotive advisory council meeting that included both dealerships and independent shops from the Oujda area. There were a number of internships already completed since our trip last spring. This formal meeting helped solidify the partnership between the community and the school in its endeavor to build an automotive program.

We also met with leaders of OFPPT in Casablanca, which is a government run educational organization focusing on technical skills comparable to Gateway. They have about 100 technical college sites across Morocco. We toured a number of their facilities and discussed the benefits the NC3 and Snap-on partnership and how we can work together in collaboration with the host school in Oujda.

We then traveled Tangier which is home of the Renault/Nissan factory and met with the head of training. They have their own onsite training facility for line work, welding, and robotics / industrial repair, and tool making. A very impressive set-up and area. He explained their corporate culture and it places a great value on the workers that actually produce the vehicles and to the greater community overall. He was very interested in looking to working with the school in Oujda and liked the ideas presented by NC3. The timing looks great as the company is working on some similar items in the spring of 2014.

Gateway is also working with the Snap-on Education Team to plan their Spring Training event for all of their Industrial Account Managers. We'll have about 80 Snap-on managers at the Horizon Center all day on Feb 10th. They will be trained/updated on the annual info, but with a focus on Diagnostics, certifications, and partnerships. Snap-on executives wanted them all to experience Gateway, so they know what "good looks like" when talking with schools around the country. There are 3 other date ranges in January that Snap-on would like to replicate this for other Industrial divisions in addition to Education (General, Military, Oil & Gas). It is a great opportunity for Gateway to host an event like this and share our partnership story with a group of people who will be able to spread it across the US. Overall this should include about 300 Snap-on Industrial Account Managers.

In collaboration with the Wisconsin Technical College System and TweeDee Productions a video was created highlighting the partnership that the Workforce and Economic Development Division has with Xten Industries to offer customized training. View the video on Gateway's You Tube channel: <http://youtu.be/sRHRe6zC70k>

LEARNING INNOVATION DIVISION

Things continue to be busy for the LID Division. We are supporting numerous college initiatives for remodeling, VDI deployment, computer hardware refresh cycles, VANguard, online learning, Colleague enhancements, etc!

The IS department is in the final stages of testing our new online timesheet time entry system. We are collaborating with the HR division and the Payroll office to deploy the system in a systematic fashion across the district. The IS division is also involved in various Colleague enhancement projects, including Retention Alert, Reporting, Business Office process improvement, as well as ongoing requests from Student Services to enhance/refine systems for students and employees.

The IT department is in the midst of our annual hardware refresh cycle, both at the desktop level as well as the infrastructure level. Computers that need to be re-freshed have been identified. Similar efforts are under way at the central network level, with needed hardware being replaced.

The SVT department continues to deploy and support our VDI initiative as well as working on new projects related to file storage capabilities, etc. Our efforts in this area are supporting increased academic implementation of VDI with rollouts to additional labs/classrooms planned.

The Distance Learning department is supporting staff and students as they utilize our LMS tools that support learning. Additionally, we are collaborating with the Nursing division to test and pilot a remote test taking solution called Respondus Monitor. This

effort will allow us to evaluate the efficacy of this solution for additional programs while providing more assurances regarding test integrity for the nursing areas of the college. In terms of the VANguard initiative, we have had discussions with two additional school districts regarding membership and are actively consulting with regional networks near our district who would like to model their new approaches to video-supported instruction around what we have done with VANguard.

ACADEMIC AND CAMPUS AFFAIRS

Academic Operations

Book orders for new classes, new book editions, book changes, etc. for Spring 2014 are being finalized. Classroom/labs scheduling is also being reviewed on all campuses. Meetings continue with Follett managers to ensure the student's books and material needs are better met for the Spring 2014 semester.

Several staff members participated in a webinar regarding the use of Infosilem scheduling software. Some may visit WCTC and/or Chippewa Valley Technical College who are currently or have recently implemented this software.

Adjunct in-Service is scheduled for January 4, 2014 on the Kenosha campus. Processes are being developed to ensure that adjuncts are meeting the yearly in service requirement and tracking their hours.

On November 19 there was training for chairs, deans and associates. PHI calculation, class scheduling, etc. was presented.

Student IDEA surveys are being proctored for instructors in full evaluation for 2013-2014.

Business and Information Technology

The AITP student club is now holding PC Clinics on all three campuses. The community members love this and find it's a great service to them. Students get an opportunity to do some hands-on repairs. The ever-important soft skills are also employed while the student explains to the client what was wrong with their computer. Sometimes the news is good, other times it's bad. All in all, the client is grateful for getting the updated information.

October and November have been busy months for the members of Gateway's Elkhorn Collegiate DECA Chapter. Each month members of the club visit local businesses and meet with the owners through monthly trips called Entrepreneurial Spotlights. Members of the club dined at Simple in Lake Geneva to learn about a restaurant that serves only locally sourced foods; they then visited Global Hands, to learn about the international fair trade industry. In October the club raised \$150 through a bake sale, all proceeds were donated to the Kyle Hartnell Irrevocable Trust, which is a trust set up for a young man with a spinal cord injury suffered through a traffic accident. In November the club collected items and created several baskets which donated to Mt. Zion Church's Woman's program to assist single mothers. The club again has adopted SMILES, therapeutic riding program as a place to conduct community service hours. Members work with disabled children and horses in a very heartwarming program. The members are currently going through training, and will begin working at the center officially in January.



On November 16, seven members of the Business Professionals of America (BPA) Kenosha campus along with co-advisor Manoj Babu participated in a community service project. The group packed holiday meal boxes for distribution at the Racine County Food Bank. The participants enjoyed the work and left with the satisfaction of knowing they were helping to bring a much needed meal to families in need in our community. On November 20, four students involved in BPA and DECCA attended the Y-Link breakfast at the Kenosha Country Club along with co-advisor Pam Hillman. Dr. Michelle Hancock, superintendent of Kenosha Unified School District spoke at the meeting and shared her 12 life strategies for leaders. After the meeting the students were able to speak with Dr. Hancock about the anti-bullying program they would like to do in the schools. Dr. Hancock invited them to become members of the ad-hoc committee that has been appointed to work on bullying in the district. She followed up with her committee chair expressing how valuable she felt it was to have the students join and bring a new perspective to the group.



BIT Accreditation



The Accreditation Council for Business Schools and Programs (ACBSP) has granted the Gateway Business and IT Division full accreditation privileges and rights. This has been an eight month journey for the Gateway ACBSP team. The entire BIT division faculty, administration and staff supported this initiative and worked on this endeavor tirelessly. Gateway becomes the first technical college in Wisconsin to be awarded this national accreditation.

Official notification for a successful site visit, complete self-study report, and ACBSP National Board approval came on November 25. We will be adding the ACBSP seal of accreditation (pictured above) to our BIT division websites and marketing is issuing a press release. Gateway will be accepting the ACBSP new member accreditation award on June 29, 2014 in Chicago, IL. This is the site and date of the ACBSP national conference.

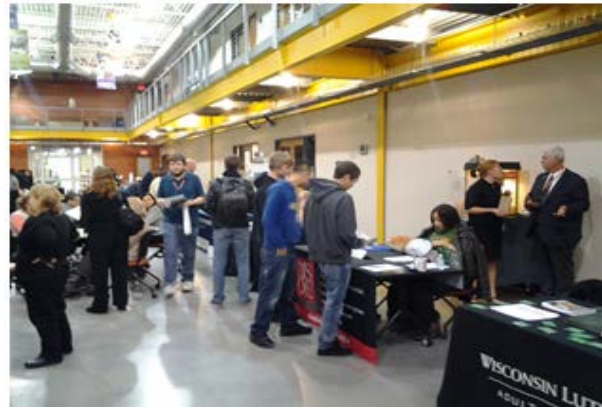
A very cohesive and talented Gateway team was assembled to spear head this initiative and work through all the details and maintain correspondence with ACBSP. This team also ensured a very successful on site visit by ACBSP auditors. The BIT division is thankful for support and guidance from Ray Koukari, Zina Haywood, and Bryan Albrecht as we become the latest ACBSP accredited educational institution.

College Transfer Fair

The Gateway College Transfer Fair was held on November 11 from 3 pm – 6 pm at the SC Johnson iMET Main area. There were 23 four-year institutions who participated. Approximately 90-100 students attended. Transcripts could be printed for free and transfer agreements were discussed with college representatives that afternoon. There was a drawing of a gift basket for all students who attended. It included Gateway Foundation (\$250) and Follett (\$50) donations, along with other goodies. Elkhorn student, Jessica Floren, won the gift basket.

There was support from all levels of Gateway. Deans, provost, chairs, faculty, associates and president visited with students and college representatives creating a great atmosphere of excitement and wonderful spirit. Students really appreciated the event. According to the follow up surveys, college representatives said this was the “best college fair they have been to this year.”

There was a great team assembled to lead this initiative to help our students plan for life after Gateway. The team is already in the works of planning for next year and planning for a morning College Transfer Fair on the Elkhorn campus and the afternoon College Transfer Fair on the Racine Campus. The date is tentatively set for April 2 to accommodate the graduating class.



Developmental Education

GED Evening Boot Camps were offered for Math and Writing on the Kenosha and Racine Campuses. Thirty-three students are participating in the Delavan/Darien ELL course.

Some ELL Faculty participated in the Tell Me More portal training that was on November 21. ELL faculty and students participated in International Education Week Activities. The District ELL Chair and Dean of Developmental Ed attended the Racine Literacy Council meeting. Future plans include having ELL faculty and students tour both facilities (Gateway and Council) to learn about available services. Rosalind Johnson is the new RUSD Act 39 Counselor. She will be available on Wednesdays on the Racine Campus for the Act 39 students.

General Studies

Communications instructor Amy Wang received her doctorate in Leadership and advanced Learning and Service in Higher Education from Cardinal Stritch University. She will be able to apply what she learned to benefit our students. Her dissertation topic—Strategies to Improve College-Ready Writing Competency—is particularly relevant.

Alpha Xi Iota, Gateway's chapter of Phi Theta Kappa, the national honor society for two-year colleges, is hosting an activity in Kenosha on December 4. The faculty advisors, Dr. Colleen Connolly, Jessica Gleason, and Kyle Kendall, will emcee a game show to keep the club visible and to encourage those students who have received invitations, based on their scholastic performance, to join the club.

Communications faculty members including Kyle Kendall, Spanish instructor, Dr. Amy Wang, and Lisa Kusko, Communications chair, attended International Day festivities to promote new course offerings in Communications for the spring semester, including Spanish III and a themed section of English Composition 1 focused on international issues and culture. (This semester Jay Johnson, Communications instructor, piloted a section of English Composition 1 focused on issues related to sustainability. The section was well received by students.)

Divisional associates Reyna Juarez and Karen Simpson participated in the Dr. Martin Luther King "Achieve Your Dream" middle school career event held on the Racine campus on November 25. They were members of the "Business Cluster" and shared the stories of their career paths. Karen spoke about being a single parent and still continuing to pursue educational and career advancement, and Reyna spoke about her road to learning the English language and then earning her two degrees. They both

shared with the students the importance of realizing their passion early and then finding the right place to grow, as they did here at Gateway.

In Elkhorn, divisional associate Brenda Graff is a member of the Sunshine Committee, which hosted a bake sale on the Elkhorn Campus for Twin Oaks Shelter in Darien, WI. Dr. John Jansky began a tradition years ago to support Twin Oaks. Psychology instructor Tom Hanson's Psychology classes carry on the tradition since Dr. Jansky's retirement. Students put up a "Giving Tree" on campus. Twin Oaks provides ornaments with residents' information and students and staff choose ornaments and purchase those gifts. The Sunshine Committee purchases gifts for any ornaments remaining on the tree.

Also related to Elkhorn, Joanie Beinecke, an adjunct instructor in Communications, led her Pre-Technical Writing students in a service learning project this semester. VIP Services, a non-profit organization in Elkhorn, expressed a need for documents to assist their clients to learn money skills. VIP Services is pleased with the product supplied by the students and has expressed an interest in other collaborative projects. Next semester, Joanie hopes to have students in two sections create documents teaching workplace behavior, workplace safety, and/or table manners. VIP Services will have the templates of the documents for future use, and students have the experience of working on a collaborative effort and the sense of pride and accomplishment related to helping others.

Math instructor Dr. Qun Yu started a project this semester to create apps for cell phones to help his students. The first step is learning programming language for Android devices; he has been working on that portion of the project this semester and will continue toward this goal next semester. It's a complex process, but he hopes the results will be useful to students.

Health Careers

Associate Dean Diane Skewes and Dean Mike O'Donnell attended the fall Kenosha Health Care Executives roundtable luncheon at the Civil War Museum on November 20. They also attended the CNA/ELL completion ceremony on December 11. Diane is the featured speaker at Nurse Pinning, December 12 at Union Grove High School. Community Pharmacy Technician instructor Tamia Wiley is the proud mother a new baby boy.

The Dental Assistant program welcomed about 25 Head Start program children to the Kenosha campus on November 20 for screenings and education. The local Boys & Girls Club will be returning to campus in the spring.

The Surgical Technology Advisory committee met on November 19. The final response to ARC/STSA for our re-accreditation was submitted on November 27.

A new human patient simulator has been ordered for the Kenosha HTLC lab to replace our original METI-man manikin. This was made possible by a state GPR grant which was awarded to Gateway's Health Sciences Division in a competitive process.

Associate Dean Ja'Tawn Pinson represented the Health Sciences area at the recent gathering of high schools in Burlington which are interested in articulating/offering dual credit with Gateway. Several attendees expressed interest in our introductory courses. Dean Mike O'Donnell participated in two Project Lead the Way WisLine calls and a site visit to MSOE to discuss the Biomedical modules PLTW uses for introductory health sciences education. He is part of a WTCS task force looking for ways to grant high school students credit for PLTW participation in the health area. Mike also attended the state AHEC board meeting at UW-Madison School of Medicine and Public Health on December 6. Mike was elected Secretary of the board of directors of the Milwaukee

AHEC for 2014. He is the first officer in the history of the corporation elected to office from a county outside of Milwaukee.

MET

Many welding students are continuing to find both part time and full time employment in their field. Many are working and also continuing to attend classes at Gateway. Two students, Phil Dzicki and Collin Brown, were just recently employed at Wisconsin Fluid Systems in Union Grove. Their starting pay is \$20/ hour, which is outstanding for entry level welders.

Numerous graduates and current students have reported that they are finding jobs, sometimes usually within a week of looking for employment. Two recently informed instructor, Ben McFarland, they had secured jobs setting up welds and/or entry level duties earning starting pay of \$10-12/hour. In addition, three of Mark Uttech's students took positions with Meade Pipeline Contractors, in Wheeling, Illinois. These students are in various stages of becoming pipeline welders for the natural gas pipeline industry. Gateway is one of the few colleges in the state that offer pipe welding classes. Elkhorn's welding lab has been equipped with new welding equipment as well as new safety items. With help from welding instructors, the maintenance mechanic, and a few other electrical and facilities maintenance personnel, all welding machines are fully operational and working very well. Students are happy about having new state of the art equipment and are thankful for the upgrades approved by MET Division and the college administration this year.

Welding instructor, Erik Ogren, has welding students creating projects in the metal fab class. A log splitter and an industrial barbeque grill were two of the projects. Another student brought in a part of an industrial sock maker of the 1890s and was able to duplicate in the fab lab. Students are telling us how excited they are to be learning new techniques in the metal fabrication area.

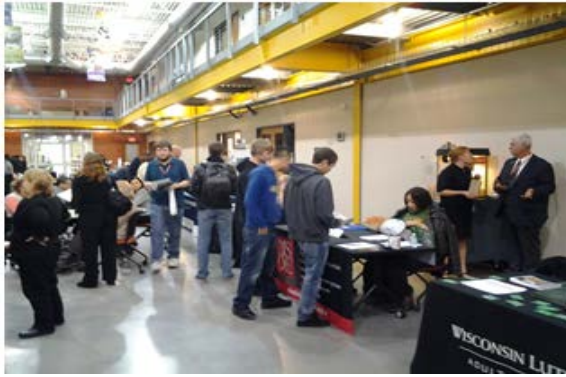
Elkhorn welding student and instructors are working with Stephanie Sklba on the Dali art project. Welding instructor, Scott Rohde and a welding student, Joe Felgenhauer, have been providing the fabrication for the sculpture and working closely with graphics instructor, Greg Kirstein. The sculpture is to be completed this week will be transported for display at the National American Association of Community Colleges in National Workforce Development Institute being held in St. Petersburg, Florida, January 29 - February 1, 2014.

Gateway has hosted several state called meetings on campus this summer/fall. During the welding meeting, the T&I deans from around the state met at the Racine Campus for the meeting. They were hosted by the MET Division. Ben McFarland and Mark Uttech, welding instructors, coordinated the meeting and hosted the deans during a tour of the Sprinkman Company in Franksville. The company has hired many of our welding students. We were recently informed by Bob Moss of Sprinkman that they are considering setting up a training program with Giovanni Cataldon, Employer Relations Specialist from Work Force Development, with the possibility of employing more of our program students as their welders.

State-wide T&I deans and our welding instructors also participated with a full review of welding curriculum and discussion of the proposed "welding 101" coursework for the SE Wisconsin area in collaboration with the Milwaukee work force and state director, James Mackey, as well as Associate Dean, Beverly Frazier, and deans from SE Wisconsin: Marcia Arndt, Dorothy Walker, and Mike Shields. This coursework development is at

the request of some SE Wisconsin employers and the MMAC of Milwaukee. It will be a pilot and expected to begin in summer 2014.

The welding student club "Arc Rivals," has been reactivated with welding instructor, Mike Skender as the advisor. This student club will have district-wide membership. In collaboration with welding club student members, all district welding students and welding instructors attended a field trip to visit the FAB-TECH International welding and metalworking show held at the McCormick Place, Chicago, IL.



Engineering instructors, Jill Eide, Pat Hoppe, and Greg Chapman schooled a tour of MSOE and took 18 students to visit in November. MSOE provided two tours: one for the electrical students and one for the mechanical design students. This visit gave us an opportunity to begin discussions with their Mechanical Engineering program chair in regard to transfer opportunities for our Mechanical Design students. During the tour, they ran into many Gateway

alumni. Instructors felt it was very inspiring to our current students to see graduates of our EET program taking classes at MSOE.

The Electro-Mechanical program has received new CompactLogix programmable logic control equipment and software to enhance the program training in PLC. AMST Instructors, Bob Hoff, JD Jones, and John Nelson, have begun planning to ensure future plans for equipment items and tools that will further equip the AMST labs and help in keeping up with the future trends in the electro-mechanical program at both Elkhorn and Kenosha.

Certified Horticulture instructors now offer NC3 certification training on agricultural Pruners and Loppers. Bahco Tools has partnered with the horticulture program at the college and this fall our instructors have successfully completed training for 15 students in the area.

Horticulture Club student members recently participated in a Pike River cleanup. As it was scheduled on Halloween, they participated in their Halloween costumes. Horticulture instructors and students also participated in other local events:

- The Friends of the Parks, Pleasant Prairie meetings
- Field trip to Mileager's in Racine to review daily business practices;
- Plant bed preparations for the Racine Eco-Justice Center
- Bud and Bloom radio show broadcast on WRJN
- Kenosha Achievement Center student service learning project in Floral

The horticulture event committee has completed plans to again host the annual



Wintergreen Seminar that will be in January 2014 at the Madrigano Auditorium on the Kenosha campus. Well-respected horticulture and agriculture speakers have been booked for the event.

Horticulture instructors, Kate Jerome, Kate Field, and Courtney Pfad, visited the Michael Fields

Agricultural Institute in East Troy recently to further discuss program design and partnership collaborations with the college. MFAI is an independent educational and research organization. It was founded on the ideals of ecologically-sound farming, bio-dynamic and resilient agriculture and food systems, enlivened cultural values, and the creation of opportunities for young people in applied agricultural sciences and food systems.

Approximately 100 high school students from the Harborside Academy were welcomed to the Pike Creek Center in Kenosha for presentations on greenhouse management, urban farming and the various horticulture programs. Horticulture instructors also recently held a luncheon for four area high school horticulture instructors and our high school connections group to discuss articulation and transcript credit agreements. Our plan is to increase courses being taught at the area high schools who offer horticulture and agriculture classes.

ELKHORN CAMPUS

Welcome Angela (Angi) Becerra-Chvilicek, our new Director of College Access who will be based in Elkhorn. She will oversee the new student specialists, the admissions office and testing.

Elkhorn campus Sunshine Committee held a pre-Thanksgiving bake sale and raised several hundred dollars to buy Christmas gifts for families at Twin Oaks. This boosted the Giving Tree project sponsored by psychology instructor Tom Hanson and his Elkhorn classes.

There will be an all-staff meeting of the Elkhorn campus community on December 3, followed by a campus safety and security forum which will include representatives from the Elkhorn Police Department.

Construction is beginning in the South Building this month as we begin Phase 1 of a multi-phase remodeling of academic, meeting and office space to better serve our students and community.

Dean of Campus Affairs Mike O'Donnell attended the NaBITA national conference and CARE Team training last month. Mike begins his term as president of the Elkhorn Chamber of Commerce next month.

KENOSHA CAMPUS

Kenosha Campus began its preparations for permanently relocating faculty that are currently in space designated for the Learning Success Center and temporarily relocating Academic Support Center, Disability Support Services, and Adult Basic Education services to the 3535 30th Ave. space. A205 is being renovated to house mostly General Education faculty from rooms A132 and A202. We are on track to make the required moves between the Fall and Spring terms.

On November 22 student clubs sponsored a Family Fun Night in the Student Commons.

RACINE CAMPUS

Work has begun on the Culinary Teaching Kitchen. It will soon have glass to view it from the Breakwaters dining room. This should be an exciting place for our students, faculty and community to try new ideas and different cooking styles.

The Racine Campus Conference Center hosted the following functions:

November 1	Careers Industries Annual Meeting
November 5	High School Environmental
November 6	ACT-SO Workshops
November 7	Homeless Assistance
November 8	NAACP Youth Council ACT
November 9	Junior League of Racine
November 12	RUSD – Focus on the Future Conference
November 13	UWP-GTC Transfer Student Discussion
November 14	Peace Learning Circles
November 15	RUSD Early Learning Level
November 16	Asset Builders of America – Money Conference
November 18	Affordable Care Act
November 20	Workforce Dev Vocational Rehab Tri-County

STUDENT SUCCESS

College Connection

College Connection continues to work with high school students to help them create their postsecondary plans. It is estimated that the team had at least 500 individual student meetings over the past month, received close to 300 applications for Spring Youth Options courses, and over 600 students are enrolled in dual credit courses. College Connection hosted 200 students for campus visits on both the Elkhorn and Kenosha campuses. The team also hosted a Career Pathways workshop, led by CORD; 58 high school teachers and administrators attended this training. As a result of the November 20 articulation meeting with our high school partners, we anticipate at least 10 new transcribed credit agreements for 2014/2015.

STUDENT LIFE

Student Life, the United Student Government, and the Department of Community and Government Relations teamed up to bring students the first Pizza and Politics event. This event occurred on 11/14 (Elkhorn) and 11/19 (Racine). The idea behind this event was to provide an opportunity for student to meet local legislators and have an informal discussion on politics. It was well attended and students were able to speak freely on topics of their interest.

Student Life and the United Student Government teamed up to bring students a day of pampering and hosted a Spa on Campus. Students were able to enjoy a free mini-manicure and chair massage. Plus the first 30 students to participate received a free Cousins Lunch or \$5.00 gift card. Spa on Campus occurred on 11/19 (Kenosha), 11/20 (Elkhorn), and 11/21 (Racine & iMET). A total of 145 students attended.

Collegiate DECA-Elkhorn held a food drive on the Elkhorn campus for the month of November. Club member Tayna Galvan of the Elkhorn chapter won a \$150.00 scholarship for the State Conference Competition at the CSTO Fall Leadership Conference.

BPA-Elkhorn is hosting “Holiday Mail for Heroes” from November 19 through December 2 on the Elkhorn campus. They are also collecting mittens for a local shelter. At the CTSO Fall Leadership Conference members Holly Anderson, Elizabeth Klinzing, and Kelly Kendra won awards for leadership and service for working with their community.

The Culinary Club in Racine hosted a chili competition which was open to all Gateway. Seven different types of chili were entered and two flavors tied for first place. Next on the calendar is a “chop” cooking competition on December 4 in the new Breakwater dining area.

United Student Government is selling tickets to A Christmas Carol at the Pabst Theater in Milwaukee. Tickets are valid for Sunday, December 15 at 12:00 p.m. or Wednesday, December 18 at 7:00 p.m. with student tickets at \$17.50 per ticket (limit 4) and staff or additional tickets at \$35.00 per ticket.

In December there will be dinner and the Movie Elf with Santa on 12/4 (Elkhorn), 12/5 (Kenosha), and 12/6 (Racine) at 5:00 p.m. Students can bring their family for the holiday festivities and enjoy pictures with Santa. Clearly You Crystals will be on site at each location to give students the opportunity to take home a personalized crystal with their image inside.

The last United Student Government general assembly meeting for the fall semester will be Wednesday, December 11 from 1-2 p.m. All general assembly meetings are connected via video conference. All students are welcomed to attend.

COMMUNITY AND GOVERNMENT RELATIONS

The Division of Community and Government Relations has had a few staffing changes. First, being the moving of Kristin Gunia to the role of Manager of Marketing and Student Communications. This is a new position for the department and will help with the day to day activities. Second, we have hired a new program manager for the Center for Sustainable Living. Kallie Chittenden started on December 10th and will begin to develop new programming and communication to our communities. We are very excited for both Kristin and Kallie.

The ACTE conference was held in Las Vega, NV earlier this month. It was a good opportunity to hear from others around the country. Stephanie is the State representative for Region 3 so she attended meeting and delegate sessions on behalf of Wisconsin.

We are continuing to work with the Racine Zoo for Rudy’s arrival in Spring 2014. This will be a great partnership with many areas at the college.

The marketing department is working on the December Graduation with support of all student communications, signage, vendor arrangements, media relations, and programs.

Coordination was done on the Middle School career exploration event as part of the Martin Luther King 20th anniversary celebration. This event was held on Monday, November 25th.

Spring semester push efforts are underway with campaign development of ads and postcards. Campaign theme is “High Impact Career Zone”.

We are currently working with other departments to complete their intranet content loading.

The new design of Connect (the student newspaper) seems to be better received by students than previous design. Our first advertising issue of the year is about to be released with seven colleges participating.

Other projects that are continuing include finishing graphics in Learning Success Center and Multicultural Center and signage for the rental space in Kenosha.

The Foundation has been very busy and has raised to date \$124,055.33. There were 315 students that completed the Continuing Student Scholarship application. We now anticipate awards announced in early December. There were nearly 30 volunteers that helped read the applications including members of the Foundation Board, the Scholarship and Disbursement Committee, along with some community members and Gateway retirees.

The Foundation staff attended community events in Kenosha, Racine, and Walworth Counties and helped to celebration National Philanthropy Day in Milwaukee with donor Grace Kragness.

Jennifer C. presented a session at UW Parkside's Center for Community Partnerships Non-Profit Leadership Conference. Jennifer is also participating in the first group of Greenbelt training through the college.

HUMAN RESOURCES & FACILITIES

JACQUELINE MORRIS REPORTS:

- STAFFING:
 - We currently have 12 unfilled positions:
 - Administrative (1)
 - Faculty (4)
 - Non-Faculty Professional (0)
 - Technical (4)
 - Clerical (2)
 - Facilities (1)
- CERTIFICATION:
 - Mary Halberstadt attended the State Certification meeting in November, and
 - made a certification presentation at the Racine Youthful Offender Correctional Facility on December 2.
- OTHER:
 - Jacqueline attended the following
 - Kenosha Kindness Planning meeting, and
 - WTCS HR Director's and Law Conference
 - Martin Luther King Planning Meeting
 - She provided LOE training to the Foundation staff

JOHN FROST REPORTS:

- UNION RELATIONS:
 - GTEA – 1 meeting, 4 active discussions
 - GESF – 3 meetings, 6 active discussions
 - AFSCME – 0 meetings, 1 active discussion
 - Employee Issues:

- 7 Records of Consultation – preparation and delivery
 - Investigations – 6 employee issues
 - 5 Reviews and Opinions
- HUMAN RESOURCES:
 - Exit Interviews – 5 written reviews processed
 - HR on Campus Program: December 4th & 5th
 -
- PAYROLL:
 - Web Time Entry Software – Initiating TimeClock Plus software pilot application
 - Push for Electronic Signatures continues. Process is in the hands of the IS Department.
 - CWS withholding Issue --- Handling questions and complaints from employees.
- TRANSITION:
 - Leadership Training: November 21, 2013 – The committee will be meeting soon to develop future plans.
 - New Employee Handbook Orientation on November 19
- MISCELLANEOUS:
 - Maxient – working on 3 issues

BILL WHYTE REPORTS:

- A Community Listening Session was conducted in Burlington for any residents who had concerns or issues with our proposal to build an EVOC track on the Chocolate Fest grounds. About 50 residents attended (mostly negative neighbors) of which 24 residents spoke. The major concerns were potential noise, water runoff problems, and size constraints. We promised to keep them in the conversation and in the meantime we are assessing a couple of other options in the Burlington area. Discussions with the vacant Kmart continue.
- After the GTEA requested (3 times) that we open negotiations and we refused based on the fact that we have a collective bargaining agreement in place until next June 2014 and Judge Colas' decision does not affect anyone outside of Dane County, we met with union leadership to discuss what they had termed 'overwhelming concerns'. They shared 2 issues that 2 different groups of instructors have that we were aware of and were working on.
- The leases were executed on two office suites in the Gateway Professional Building directly across the street from the Kenosha Academic Building. Work has begun in preparation for moving HPOP and the Learning Success Center into those facilities during the semester break. We are running fiber into the building from our network that is already running down 30th Avenue.
- The Elkhorn South Building remodel is moving forward with a preliminary step of relocating the Admissions Department to a remodeled classroom next to the Student Services function in the North Building. The staff move will be completed the week of December 2.
- We had a successful critique of the new performance appraisal system at an Administrative staff in-service that will result in making a few revisions to the system. Much of the discussion validated the usefulness of the new system.

DEBBIE MILLER REPORTS:

- BENEFITS:
 - FSA Open Enrollment ended November 21, 2013

- I continue to Chair the WTCS Colleges Benefits Committee.
- I continue to participate in the WTCS Benefits Consortium project. The sub-committee met on November 1st in Fox Valley to review the RFP's to analyze/select a potential Health Care Cooperative.
- WELLNESS:
 - The 2014 Wellness Plan is in process. The Smoking sub-committee kicked off a 'How to quit smoking with acupuncture' initiative.
- COMPLIANCE:
 - I received a student complaint of sexual harassment regarding an instructor. These allegations are currently under investigation.
 - I have investigated several concerns raised through the Maxient system.
- OTHER:
 - I continue to participate on the CARE Team. The CARE Team attended a National NaBITA Conference in November.
 - WTCS HR Director's and Law Conference
 - I developed and delivered training on FMLA and PPACA during the Leadership Training in November.