

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD
Regular Meeting
April 18, 2013

The Gateway Technical College District Board met on Thursday, April 18, 2013 at the Elkhorn Campus, 400 County Road H, Room 112 (South Building), Elkhorn, Wisconsin. The meeting was called to order at 8:00 am by Ram Bhatia, Chairperson.

Open Meeting Compliance

K. Jackson confirmed the meeting was duly noticed in accordance with state statutes for open meeting compliance.

In attendance were Todd Battle, Ram Bhatia, Gary Olsen, Scott Pierce, Leslie Scherrer, Neville Simpson, Roger Zacharias and Pamela Zenner-Richards. Also in attendance were Bryan Albrecht, Kamaljit Jackson, Mary Harpe and 21 citizens/reporters.

The following member(s) were excused from attendance: Jenny Trick.

Approval of Agenda

It was moved by R. Zacharias, seconded by P. Zenner-Richards and carried to approve the agenda.

Approval of Minutes

It was moved by P. Zenner-Richards, seconded by S. Pierce and carried to approve the minutes of the March 21, 2013 Regular Board meeting.

Citizen Comments

No citizen comments were submitted.

Chairperson's Report

- A. R. Bhatia thanked B. Albrecht, S. Skiba and all the staff for all their hard work on the referendum.
- B. 3rd Quarter Goals - Received input from 8 board members; good feedback. Trustees are doing their best to attend events.
- C. Meeting Evaluation – Received 8 responses; positive feedback.
- D. Mentoring Assignments for three new trustees coming on Board as of July 1, 2013:
 - a. Sheila Webber:
 - i. Gary Olsen and Pam Zenner-Richards
 - b. William Duncan:
 - i. Gary Olsen and Pam Zenner-Richards
 - c. Beth Ormseth:
 - i. Scott Pierce
- E. Spring DBA Meeting - Scheduled for April 25-27, 2013; Ram Bhatia and Roger Zacharias will be attending.

President's Report

Bryan Albrecht offered announcements as follows:

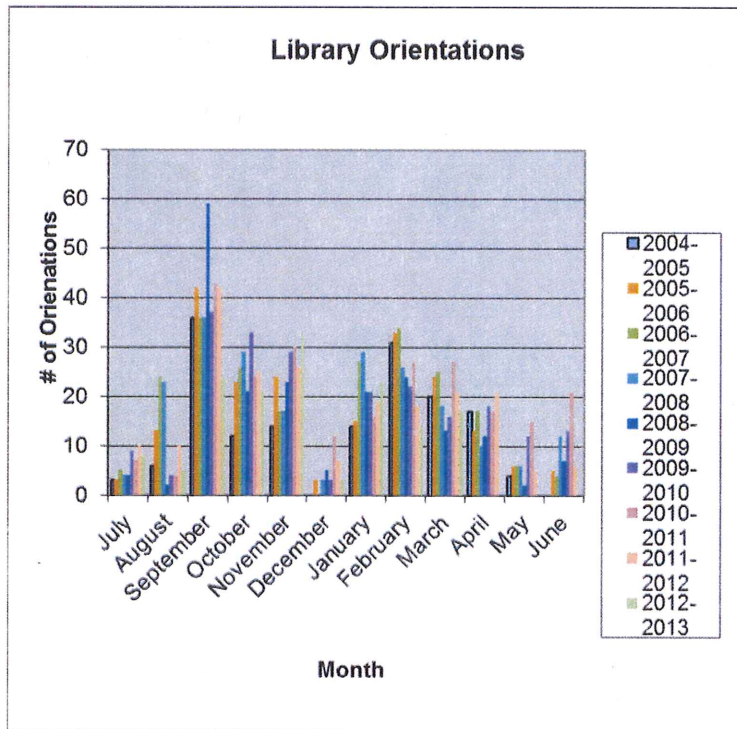
- A. B. Albrecht thanked entire staff for all their efforts on the referendum.
- B. Introduction of Journey Members - Amanda Hruzek; Kelly Kroes; Brenda Putze; Maria Torres; Otis Kincaid

- C. Gateway featured in several technical journals:
 - a. The American Welding Society Journal – Showcasing the quality of students and programs we prepare
 - b. The Licensed Architect Magazine- Featured the Pike Creek Center as one of the unique programs for educational facilities
 - c. The International Educator – Highlighting our training programs and partnership with Morocco
- D. Modine Corporation's contribution; Gateways latest anchor partner in geothermal transfer technology
- E. Congratulations to Mark Short for taking first place in Accounting at the DECA National Competition
- F. Upcoming Events:
 - a. Bootcamp Graduation – 4/19/13
 - b. Scholastic Awards Ceremony – 4/29/13
 - c. Pinning Ceremony – 5/7/13
 - d. Graduation – 5/14/13
- G. Campus Security – Dennis Sherwood:
 - a. Contract with G4s Wackenhut set to expire May 31, 2013
 - i. Went out for RFP for new security services; received 6 bids
 - 1. Two firms stood out: G4s Secure Solutions and AlliedBarton Security Services, both large corporations
 - 2. AlliedBarton Security Services was selected as provider; working on transition plan
 - b. Currently upgrading cameras on all campuses
- H. Alternative High School:
 - a. Kelly Demerath, Principal:
 - i. Began in 1990 as a consortium school sponsored by the Walworth County Educational Consortium and a partnership with Gateway Technical College
 - ii. Seen over 800 students to graduation and post-secondary paths
 - iii. School operates with a year-round calendar
 - iv. Students receive an individual plan outlining their path to graduation
 - v. Students are placed in one of three programs offered:
 - 1. Competency:
 - a. A two year program where students in 11th and 12th grade exhibit competency in the core disciplines of Math, Science, Social Studies and Language Arts. Students need to show their competency in each area at an achievement rate of 75% or above to successfully pass
 - 2. Adult High School:
 - a. Partnership program with Gateway Technical College. This is a 17 credit diploma program, where students receive the majority of their instruction at the school and take one or two classes at Gateway to fulfill their requirements
 - 3. Senior Skills (GED Option 2):
 - a. Similar to the traditional GED
 - b. Can gain a full high school diploma if they complete additional requirements that are approved by the Wisconsin Department of Public Instruction and their home school district
 - vi. Students have access to College Connections Coach who provides one-on-one counseling for students who are looking to transition to Gateway Technical

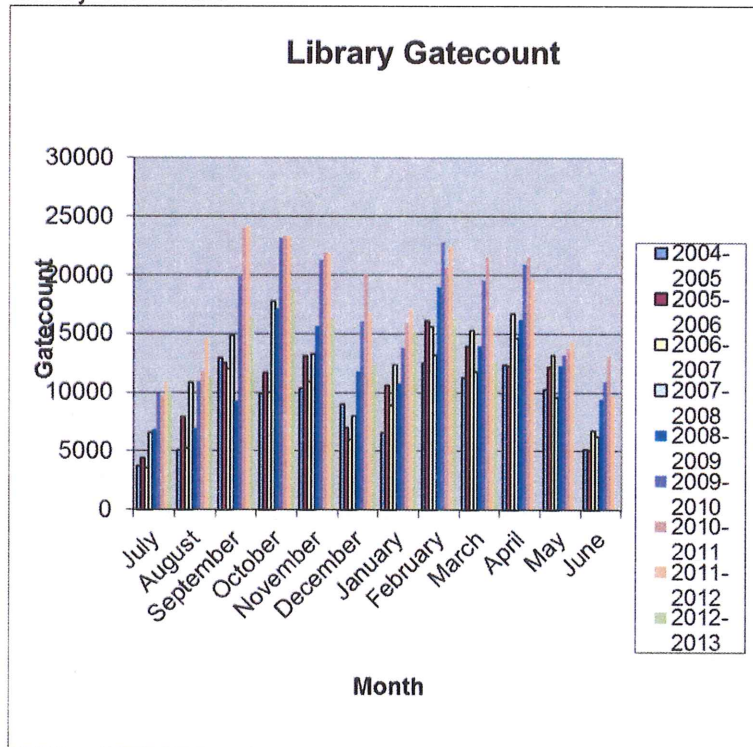
College. Coach also provides pre-college seminars on topics such as financial aid and career resources

I. Library Services – Gary Flynn:

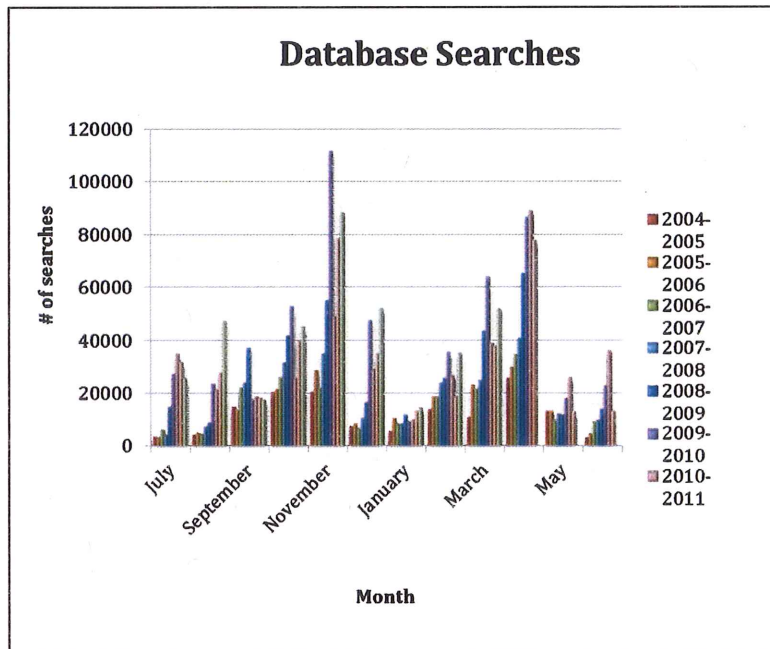
- a. Mission: Gateway Technical College Library exists to educate, enrich, and empower our community by providing accessible, relevant resources that support the curriculum needs of the college
- b. Vision: We want to be the community's learning environment of choice for educational collaboration and active development of lifelong learners
- c. We have competition:
 - i. Competing with Google for research
 - ii. We strive to educate, inform, provide relevant content, package content, and provide experts
- d. Lib Guides:
 - i. Modular content management system
 - ii. Allow librarians to package/create content specific to programs or courses
- e. The PRIMO Search:
 - i. Our "Search Everything" system
 - ii. Central index that provides a linking mechanism to full-text in databases
- f. Electronic Content:
 - i. Article Databases
 - ii. Electronic Books
 - iii. Films on Demand
- g. Measuring Services:
 - i. Library Instruction/Orientation
 - ii. Gatecount
 - iii. Database searches
 - iv. Surveys
- h. Library Orientations:



i. Library Gatecount:



j. Database Searches



- k. Library Instruction – Survey Results:
 - i. Participants become more confident in abilities:
 - 1. Feeling of being “unskilled” in using the library catalog went from 31.5% to 3.3%
 - 2. Feeling of being “unskilled” in using the periodical database went from 36.1% to 3.2%
- l. Focus Areas:
 - i. ELL collection
 - ii. Embedded Librarian
 - iii. Group Study Space
- m. Collaboration:
 - i. UW-Parkside and Carthage:
 - 1. Reciprocal borrowing
 - 2. Reciprocal facilities use
 - ii. WISPALS:
 - 1. Shared ILS
 - 2. Database discounts for increased purchasing power
 - 3. Shared system employees
- n. National Library Week:
 - i. It is this week! April 14-20, 2013
- J. 2013 Referendum Capital Projects Adjustments:
 - a. Public Safety Center:
 - i. Eliminate land purchase proposal
 - ii. Eliminate new Training Center proposal
 - iii. Eliminate EVOC driving track
 - iv. Eliminate SIM City proposal
 - v. Eliminate new Firing Range proposal
 - b. Elkhorn Campus:
 - i. Eliminate Culinary Arts program proposal
 - ii. Eliminate Barber/Cosmetology program proposal

- iii. Eliminate Manufacturing expansion proposal
 - iv. Eliminate Food Production program request
 - v. Delay Vet Tech program until 2015 and re-purpose WDC building to support the program
 - vi. Remodel the South Building supporting limited academic and community programming
- c. Kenosha Campus/Administration Center:
 - i. Kenosha Campus:
 - 1. Eliminate Interior Design Studio
 - 2. Evaluate Barbering program proposal for limited offerings
 - 3. Evaluate relocating student services to the Madrigano Center in 2015
 - 4. Remodel existing space to support modified Learning Success Center
 - ii. Administration Center:
 - 1. Eliminate this proposal
- d. Racine Campus:
 - i. Modify remodeling of Lincoln Building
 - ii. Delay remodeling of Freshwater Program Lab until 2015 (Freshwater Program will stay at SC Johnson iMET Center until 2015)
- e. District Energy Efficiencies:
 - i. Reduce district wide energy projects from \$5.0 million to \$1.5 million

Operational Agenda

A. Action Agenda

1. Resolution No. F-2012-2013F.2 – Resolution Awarding the Sale of \$1,000,000 General Obligation Promissory Notes, Series 2012-2013F

The administration is recommending Board approval of a resolution awarding the sale of \$1,000,000 of General Obligation Promissory Notes, Series 2012-2013F; for the public purpose of financing building remodeling and improvement projects.

The actual sale will take place at the Board meeting. This debt issue is included in the Board-approved budget for FY 2013.

Attachment A:

Gateway Technical College District – Final Pricing Summary, April 18, 2013

John A. Mehan, Managing Director, Baird

Issue Summary:

Description: General Obligation Promissory Notes, Series 2012-13F

Amount: \$1,000,000

Dated & Settlement Date: May 9, 2013

Maturities: April 1, 2014 – 2023

First Interest Payment: October 1, 2013

First Call Date: April 1, 2021

Moody's Rating: "Aaa"

True Interest Cost: 1.7209849%

Following discussion, it was moved by N. Simpson, seconded by G. Olsen, and carried unanimously by roll call vote to approve Resolution No. F-2012-2013F.2 – Resolution Awarding the Sale of \$1,000,000 General Obligation Promissory Notes, Series 2012-2013F.

2. FY 2012-2013 Budget Revision #2

The administration is recommending approval to amend the fiscal year 2012 budget based on current and estimated fiscal year activity. Detail by fund is provided below:

GENERAL FUND Additional fund balance is forecasted for the fiscal year. In order to be aligned with fund balance policy parameters, a portion of the fund balance is to be transferred to the Capital Projects Fund.	<u>Uses</u> Transfer out	<u>Increase/(Decrease)</u> \$ (1,000,000)
CAPITAL PROJECTS FUND Funds transferred from General Fund to cover additional capital expenditures.	<u>Resources</u> Transfer In	\$ 1,000,000
DEBT SERVICE FUND A budget revision is recommended to reflect recognition of additional revenue from debt issuance premiums as well as an increase in debt payments made in the fiscal year.	<u>Resources</u> Institutional revenue <u>Uses</u> Physical Plant Net change to fund balance	\$100,000 <u>\$(200,000)</u> \$(100,000)

Following discussion it was moved by R. Zacharias, seconded by P. Zenner-Richards and carried by roll call vote to approve the administration recommendation to amend the fiscal year 2012 budget based on current and estimated fiscal year activity.

Operational Agenda

Consent Agenda

It was moved by R. Zacharias, seconded by P. Zenner-Richards and carried that the Board approve the following items in the consent agenda.

Financial Statement and Expenditures over \$2,500

Approved the financial statement and expenditures as of March 31, 2013.

Cash and Investment Schedules

Approved the monthly cash reconciliation, investment schedule and investment report.

Personnel Report

Approved the personnel report of two (2) employment approvals-new hires; one (1) retirement; one (1) resignation; one (1) termination; seven (7) employment approvals-casual, non-instructional; and no employment approvals-adjunct faculty.

Contracts for Instructional Delivery

Approved the contracts for instructional delivery report for March 2013

Advisory Committee Activity Report

Approved the advisory committee 2012-2013 meeting schedule and new members as of April 1, 2013

Board Policy Monitoring

1.5 and 1.13 – Board Member Roles and Code of Ethics

Approved policies 1.5 and 1.13 – Board Member Roles and Code of Ethics.

Policy Governance Monitoring Reports

Ends Statement Monitoring (B. Thomey)

End Statement #5 - Gateway provides a positive return on taxpayer and community investment by leveraging its core capabilities in a financially and socially responsible manner

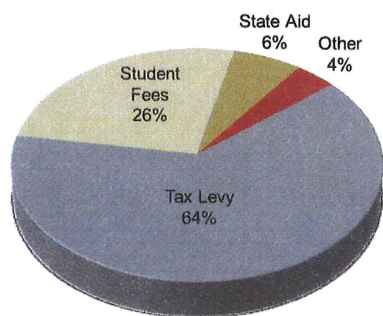
A. FY13 General Fund Financial:

General Fund Operations					
Stated in Thousands		FY12 Actual	FY13 Budget	FY13 Forecast	Favorable (Unfavorable)
Tax Levy	\$	48,853	48,830	48,830	0
State Aids		6,177	5,265	5,265	0
Tuition & Fees		20,160	21,136	19,731	(1,405)
Other Revenue		3,204	3,235	3,013	(222)
Transfer from Special Revenue Fund		1,000	0	0	0
TOTAL REVENUES	\$	79,394	\$ 78,466	\$ 76,839	\$ (1,627)
Salaries & Wages	\$	45,195	47,179	45,996	1,183
Benefits		21,463	18,514	16,381	2,133
Other Expenses		11,294	12,773	12,206	567
TOTAL EXPENSES	\$	77,952	\$ 78,466	\$ 74,583	\$ 3,883
Incr (Use) of General Fund Reserves	\$	1,442	\$ -	\$ 2,256	\$ 2,256

Student fees are expected to come in less than budget. Savings are expected in the salaries and benefits accounts. Overall, a surplus in the range of \$2.3 million is projected for FY 2013.

B. FY13 General Fund Revenue:

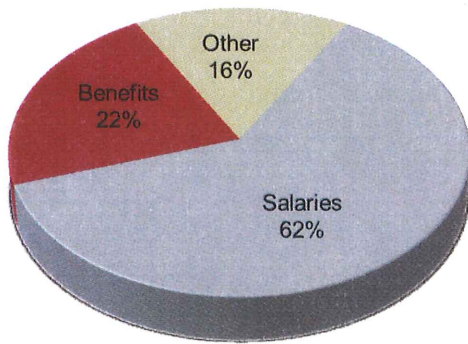
- Tax levy totals \$48.8m or 64% of total revenues
- State aid as budgeted
- Student fees are less than budgeted
- Other revenues are tracking below budget
- Overall General Fund revenues are currently \$1,627,000 under budget



B. FY13 General Fund Expenses:

- Salary savings of \$1.2 million
 - Vacant positions
 - Adjunct salaries
 - Instructor Extended
- Benefit savings of \$2,133,000

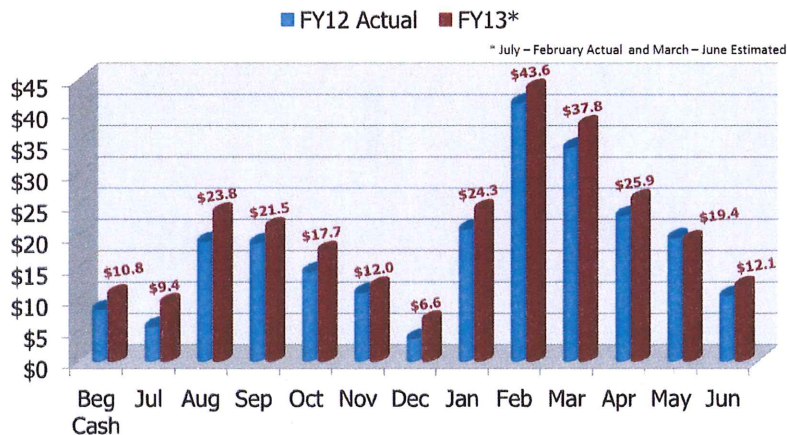
- Positions budgeted for family
- Overall expenses are below expected revenue



C. FY13 – Other Funds:

- Special Revenue Fund (grant activity)
 - No significant variances from budget for FY13
- SRF Non-Aidable Fund (financial aid, student activity funds, student clubs and consortiums)
 - Increases in revenues & expenses to come in under budget
- Capital Projects Fund (capital purchases)
 - Over \$11.5m in capital purchases made year-to-date; a budget revision may be needed to transfer \$\$ among functions
- Debt Service Fund (debt activity for capital purchases)
 - Spending this year includes \$7.2m in debt principal payments and \$1.2m in interest payments on debt
- Enterprise Fund (activities financed through user fees)
 - No significant cost variances from budget for FY 2013

D. FY13 – Operating Cash Balances



Following discussion, it was moved by R. Zacharias, seconded by P. Zenner-Richards and carried that this report is evidence that the college is making progress on Ends Statement #5

Executive Limitations

3.4 FY2013-14 Budget/Forecasting and 3.5 Financial Condition; FY2013-14 Preliminary Budget Approval for Public Hearing (B. Thomey and B Albrecht)

A. Executive Limitations:

a. 3.4 Budgeting/Forecasting:

- i. Budgeting for any fiscal year or the remaining part of any fiscal year shall follow Board Ends priorities, control College financial risk, and accurately reflect projections of income and expenses. The President shall propose a budget after first seeking board input from all College constituencies. Budgets will become effective upon approval by the board

b. 3.5 Financial Condition

- i. The President shall administer the board approved budget without material deviation and shall protect the College from financial risk

B. FY14 Proposed Budget Summary:

Revenues

Tax Levy	\$	48,830,000
State Aid		5,265,000
Tuition & Fees		20,619,000
Other Revenue		3,545,000
Total Revenue	\$	78,259,000

Expenses

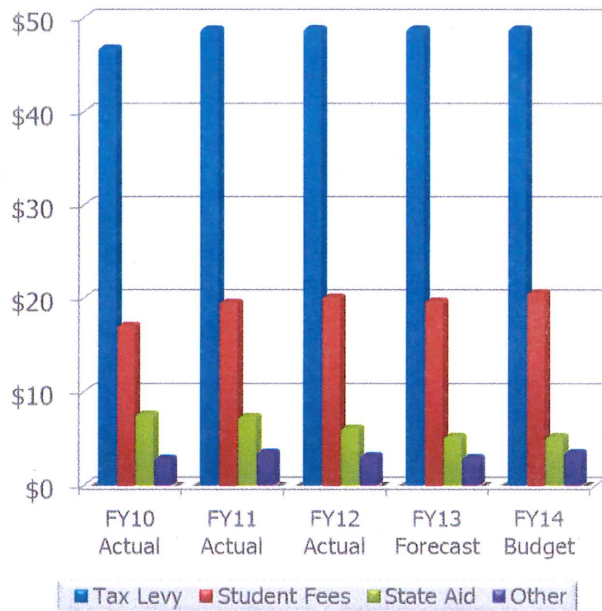
Salaries & Wages	\$	46,068,000
Employee Benefits		18,633,000
Other Expenses		13,558,000
Total Expenses	\$	78,259,000

Net Revenue / (Expense) \$

-

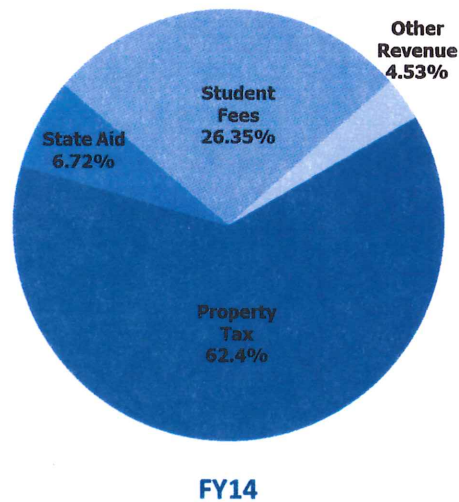
C. Revenue Resources:

- a. No increase in operational tax levy
- b. Tuition flat with 4.5% net increase in Student Fees
- c. Flat State Aid
- d. Slight increase in contracts for service



D. FY14 Budgeted Revenue:

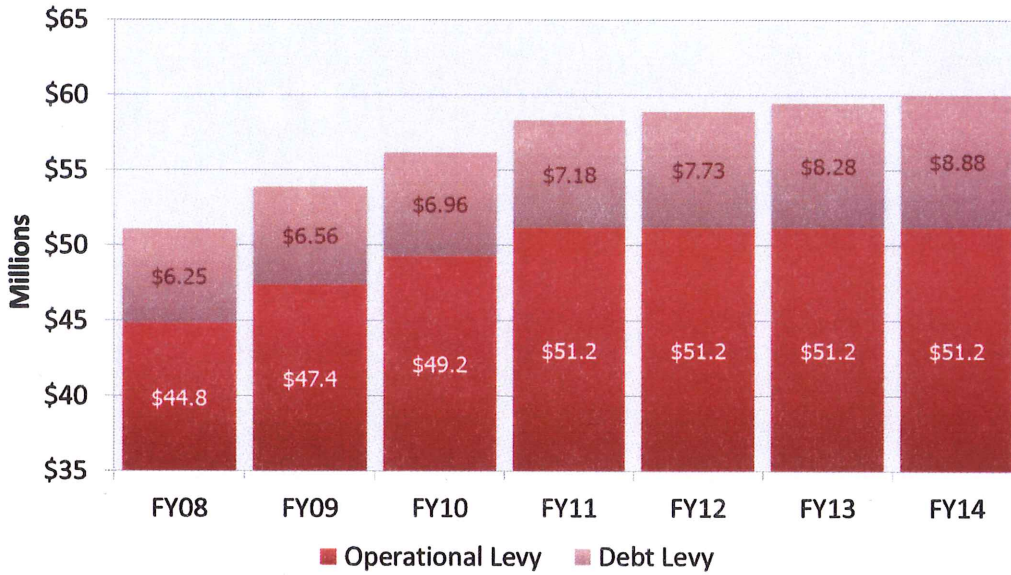
(000's)	FY 2012 Actual	FY 2013 Forecast	FY 2014 Budget
Property Tax	\$48,853	\$48,830	\$48,830
State Aid	6,177	5,265	5,265
Student Fees	20,160	19,731	20,619
Other Revenue	4,204	3,013	3,545
Total	\$79,394	\$76,839	\$78,259



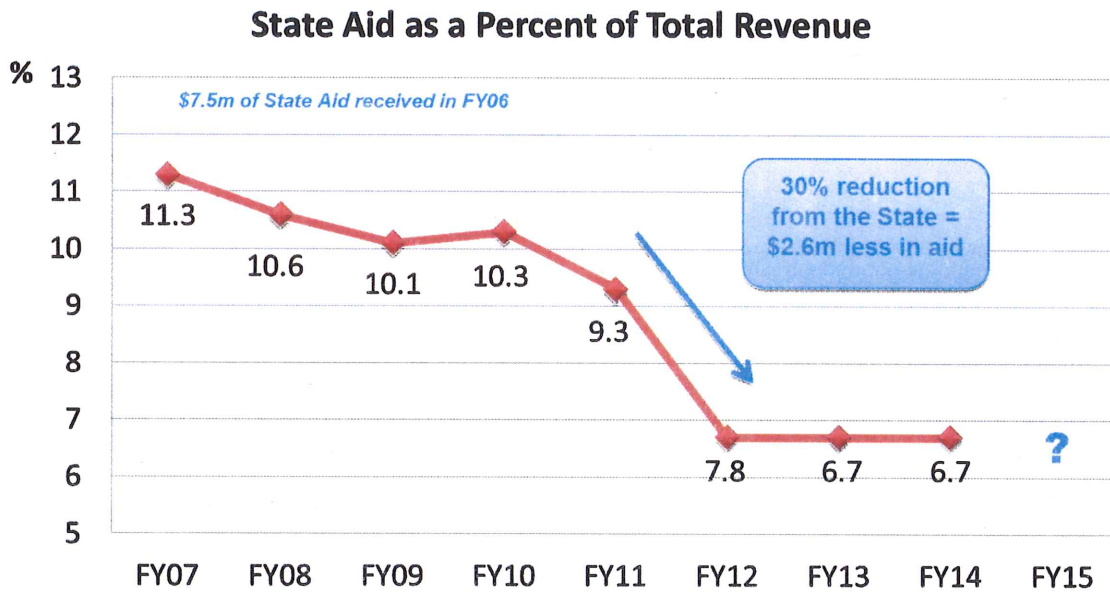
E. Property Tax Impact:

- No operating tax levy increase – levy remains at \$51,161,000
- 7.34% increase in debt levy, or \$607,000
- Slight levy increase of 1.02% from last year
- Total mill rate is 1.60 compared to 1.56 last year, an increase of 3.08%
- Tax rate assumes assessments will fall by 2%

F. Tax Levy:



G. State Budget-State Aid:



H. FY14 Tuition and Fees:

	FY2012 Actual	FY 2013 Forecast	FY 2014 Budget	Incr (Decr)	%
Tuition	\$17,545,000	\$17,151,000	\$17,923,000	\$772,000	4.5%
Material Fees	844,000	805,000	841,000	36,000	4.5%
Other Fees	1,771,000	1,775,000	1,855,000	80,000	4.5%
Total	\$20,160,000	\$19,731,000	\$20,619,000	\$888,000	4.5%

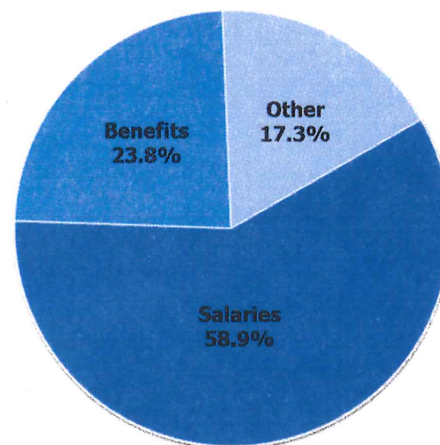
FY 2014 Tuition reflects a 4.5% rate increase and flat enrollment.
Cost per credit increases from \$117 to \$122

I. FY14 Other Revenues:

	FY 2012 Actual	FY 2013 Forecast	FY 2014 Budget	Incr (Decr)	%
High School and Service Contracts	\$2,257,000	\$1,985,000	\$2,595,000	\$610,000	30.7 %
Book Store Royalties	474,000	669,000	600,000	(69,000)	(10.3) %
Interest, Rent, and Other Misc. Revenue	473,000	359,000	350,000	(9,000)	(2.5)%
Other Resources	1,000,000	-	-	-	-
Total	\$4,204,000	\$3,013,000	\$3,545,000	\$532,000	17.7%

J. FY14 Budgeted Expenses:

(000's)	FY 2012 Actual	FY 2013 Forecast	FY 2013 Budget
Salaries & Wages	\$45,194	\$45,996	\$46,068
Fringe Benefits	21,463	16,381	18,633
Other Expenses	11,294	12,206	13,558
Total	\$77,951	\$74,583	\$78,259



FY14

K. FY14 Operating Expenses:

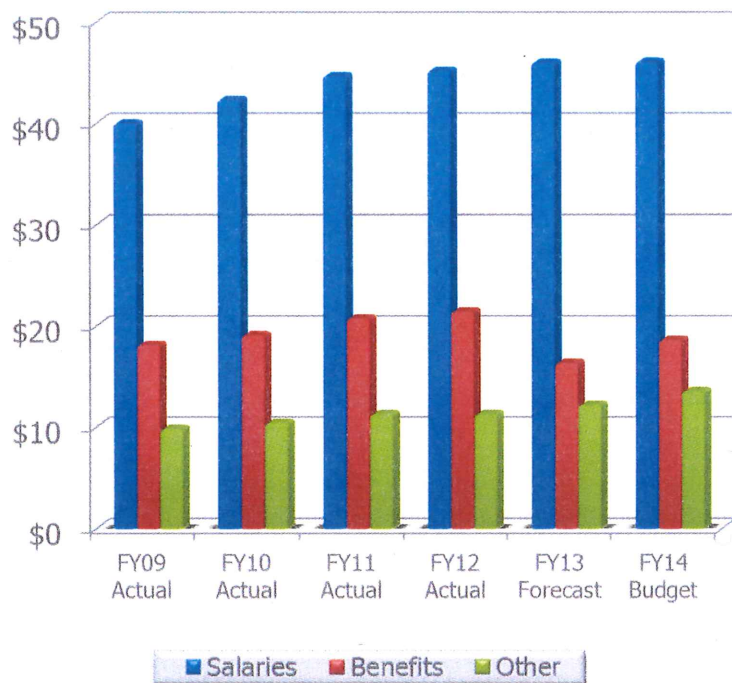
	FY 2012 Actual	FY 2013 Forecast	FY 2014 Budget	Incr (Decr)	%
Salaries & Wages	\$45,194,000	\$45,996,000	\$46,068,000	\$72,000	0.2%
Employee Benefits	21,463,000	16,381,000	18,633,000	2,252,000	13.7%
Other Expenses	11,294,000	12,206,000	13,558,000	1,352,000	11.1%
Total	77,951,000	\$74,583,000	\$78,259,000	\$3,676,000	4.9%

L. FY14 Key Expense Drivers:

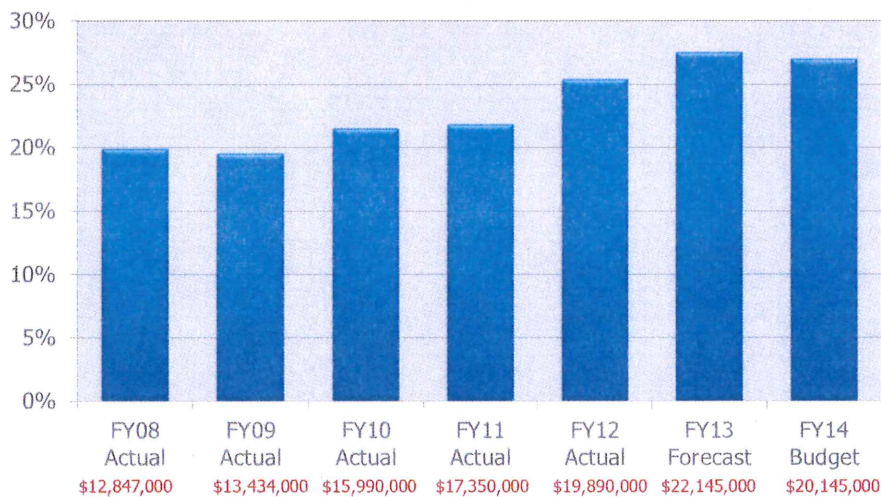
- INCREASE TO EXPENSES
 - Implemented Phase II of student services
 - Current Expenses 11% increase over FY13 forecast
 - 4% increase to health Insurance
 - 9.5% increase to Dental Insurance
- REDUCTION OF EXPENSES
 - All Employees contribute 12% of health insurance premium
 - All Employees contribute ½ cost of WRS
 - Eliminated extended pay

M. FY14 Operating Expenses:

- Implement Phase II of Student Services
- All Employees contribute ½ cost of WRS
- 4% increase in health insurance premiums
- 9.5% increase in dental insurance premiums
- Employees contribute 12% of health insurance premiums
- General operating expenses up 11% over FY13 forecast



N. General Fund Reserves – Percent Designated for Operations to Revenue:



O. Long-Term Capital Financing:

- a. The capital borrowing plan includes \$11 million borrowing for general equipment, building expansion, improvement and repairs:
 - i. Borrowing decrease of \$1 million over last year
 - ii. 7.34% increase in debt levy totaling \$8,882,000
 1. Increase of \$607,000

P. FY14 Capital Budget:

Repair

Racine: Boiler	\$ 1,500,000
District Wide: Campus Facility Maintenance	1,400,000
Kenosha: ECP (Every Child's Place) Repairs	250,000
Total	\$3,150,000

Remodel

Kenosha: Learning Success Center	\$ 1,500,000
Kenosha: Courtyard	1,500,000
Elkhorn: South Building	1,500,000
Total	\$4,500,000

Q. FY14 Capital Budget:

Equipment

District: Occupational Program Equipment	\$2,750,000
District: Colleague License & Enhancement Fees	556,000
District: Non-Academic Computing Repl & Video Conf. Updates	175,000
District: Multimedia Classroom Repair & Installations	250,000
District: VANGUARD Equipment Refresh & DELTA Room	200,000
District: Telephone Equip Replacement & Fax Server Upgrades	100,000
District: WAN Replacement—obsolete hardware	425,000
District: Network & Security Updates, UPS Power Replacements	494,000
Racine: Breakwater Dining Room	300,000
Campus Signage	100,000
Total	\$5,350,000

R. FY14 Capital Budget:

Source of Funds:

Description	Amount
Borrow	\$11,000,000
SRF Fund Balance	1,000,000
GF Fund Balance	1,000,000
Total	\$13,000,000

Use of Funds:

District	Kenosha	Racine	Burlington/Elkhorn
Maintenance \$1,400,000	Learning Success Center \$1,500,000	Boiler Replacement \$1,500,000	South Building \$1,500,000
IT 2,200,000	Courtyard 1,500,000	Demonstration Kitchen 300,000	
Classroom Equipment 2,750,000	ECP Repairs 250,000		
Signage 100,000			
Total: \$6,450,000	Total: \$3,250,000	Total: \$1,800,000	Total: \$1,500,000

Following discussion, it was moved by R. Zacharias, seconded by N. Simpson and carried that this report is evidence that the college is making progress on Executive Limitation 3.4 FY2013-2014 Budget/Forecasting and 3.5 Financial Condition and approved the FY2013-14 Preliminary Budget Approval for Public Hearing

Executive Limitation**3.1 General Executive Constraint, 3.2 Human Relations and 3.3 Human Relations, Compensation and Benefits (B. Whyte)****A. Policy 3.1 – General Executive Constraint**

- The President shall act at all times in an exemplary manner consistent with the responsibilities and expectations vested in that office. The President shall act in a manner consistent with Board policies and with those practices, activities, decisions, and organizational circumstances which are legal, prudent, and ethical
- Accordingly, the President may not:
 1. Deal with students, staff, or persons from the community in an inhumane, unfair or undignified manner
 2. Make decisions except by a process where openness is maintained.
 3. Permit financial conditions which risk fiscal jeopardy or compromise Board Ends priorities
 4. Provide information to the community, board, or College constituencies which is knowingly untimely, inaccurate, or misleading
 5. Permit conflict of interest in awarding purchases or other contracts or hiring of employees
 6. Allow the day-to-day operations to impede the vision or prevent the achievement of the Ends of the College
 7. Manage the College without adequate administrative policies
 8. Fail to take prompt and appropriate action when the President becomes aware of any violation or potential violation of any laws, rules, or regulations, or of any breach of Board policies

9. Enter into any lease or purchasing agreement for any land or facilities nor name facilities or parts of facilities without prior Board knowledge and authorization

B. Policy 3.2 – Human Relationships:

- The President shall create and sustain an environment for learning, working, and teaching that supports the development and realization of human potential and promotes the College's core values. Treatment of and dealing with students, staff, and persons from the community, shall be humane, fair, and dignified
- Accordingly, the President may not:
 1. Operate without administrative policies and/or procedures which set forth staff and student rules, provide for effective handling of grievances (complaints), and protect against wrongful conditions
 2. Fail to comply with all laws, rules, and regulations pertaining to employees and students including those pertaining to:
 - Discrimination
 - Equal Opportunity
 - Sexual Harassment
 - Rights of Privacy
 3. Prevent students and staff from using established grievance (complaint) procedures
 4. Fail to acquaint students and staff with their rights and responsibilities
 5. Fail to maintain confidentiality where appropriate
 6. Operate without administrative policies and/or procedures which set forth staff and student rules, provide for effective handling of grievances (complaints), and protect against wrongful conditions:
 - Administrative Procedures and College Practices Manual
 - Student Handbook
 - Faculty Handbook
 - Employee HandbookThese documents are distributed in hard copy and are on Gateway's Internet site and/or Intranet site.
 7. Fail to comply with all laws, rules, and regulations pertaining to employees and students including those pertaining to:
 - Discrimination
 - Equal Opportunity
 - Sexual Harassment
 - Rights of Privacy
- Affirmative Action:

Affirmative Action	FY2009-2010		FY2010-2011		FY2011-2012	
	Female	Minority	Female	Minority	Female	Minority
Exec / Admin / Manager	61%	6%	63%	5%	66%	11%
Faculty	58%	11%	58%	11%	59%	11%
Professional Non-Faculty	71%	26%	75%	25%	68%	35%
Secretarial/Clerical	99%	22%	99%	23%	93%	20%
Technical/Para-Prof	55%	23%	55%	22%	54%	23%
Service/Maintenance	14%	32%	13%	33%	11%	37%
District Totals	63%	16%	63%	16%	62%	18%
5 Year Plan: District Labor Force					58.27%	10.65%

8. Prevent students and staff from using established grievance (complaint) procedures.
 9. Fail to acquaint students and staff with their rights & responsibilities
- The Family Medical Leave Act (FMLA) is a law (both Wisconsin and Federal) that deals with personal or family member qualified absences for illness, childbirth, or adoption that allows an employee up to twelve (12) weeks time off during a fifty-two (52) week period

- Family and Medical Leave Summary of Benefits:

- FY2006-2007 Requests: 84
- FY2007-2008 Requests: 76
- FY2008-2009 Requests: 64
- FY2009-2010 Requests: 69
- FY2010-2011 Requests: 61
- FY2011-2012 Requests: 72
- FY2012-2013 YTD Requests: 56
- Employees Currently on FMLA: 4

Policy 3.3. – Compensation and Benefits:

The President shall maintain fiscal integrity and a positive public image with respect to employment, compensation, and benefits to employees, consultants, and contract workers.

Accordingly, the President may not:

1. Change his or her own compensation and benefits.
 - The Board adjusts B. Albrecht's contract annually
2. Provide for or change the compensation and benefits of other employees except in accordance with collective bargaining agreements entered into by the Board or in accordance with salary schedules and plans adopted by the Board
 - All staff except 71 administrators are covered by the Collective Bargaining Agreements
3. Promise or imply permanent or guaranteed employment
4. Employ persons not covered by a collective bargaining agreement for more than one year's duration without Board approval

- All administrators work with one-year contracts

Following discussion, it was moved by R. Zacharias, seconded by G. Olsen and carried that this report is evidence that the college is making progress on Executive Limitation 3.1 General Executive Constraint, 3.2 Human Relations and 3.3 Human Relations, Compensation and Benefits.

Strategic Plan Monitoring – Vision 3.2.1 (Z. Haywood)

Strategic Direction #1 - Students will experience educational excellence and academic success

Goals:

- Gateway will enhance transfer opportunities for students
- Gateway will design proactive systems to achieve individual student success
- Gateway will promote teaching excellence and an inspirational learning environment

Measures

- Graduation rate – Baseline 26.45% (Perkins cohort data) Target 34.69%
- Students enrolled in dual enrollment programs
 - Baseline 2012-2013
- Semester to Semester Retention Rate – Baseline

Spring to Summer		Summer to Fall	Fall to Spring
2012 -13	34.7%	76.8%	76.2%

- Strong and Competent Faculty

Improvement Actions

- Gateway will enhance transfer opportunities for students.
 - Weekend General Studies Certificate Program – Spring 2013
 - 22 sections
 - 437 HCT 42.6 FTE
 - Create avenues for faculty to interact with faculty from other institutions – 2013-2014
- Gateway will design proactive systems to achieve individual student success
 - Mandatory assessment and placement of students who wish to enroll in alternative delivery courses
 - Pilot Summer 2013 – Accounting
 - Placement test for Computers for Professionals course Summer 2013
- Gateway will design proactive systems to achieve individual student success
 - Provide options for remediation in order to support optimum time to program completion
 - Review of compass testing options
 - Creation of modules and/or mini-courses
 - Combining courses
 - Multicultural Resource Centers

Inclusion, Diversity, Education, Advocacy, Leadership

Mission: The Multicultural Resource Center will serve as a home for Gateway students, staff and faculty to receive resources and training on cultural issues impacting the Gateway community. The Multicultural Resource Center also strives to create a climate that is welcoming to all and promotes, advocacy, access and leadership
 - Provide minimum student expectations prior to application and repeated at mandatory orientation

- a. BIT division completed
- b. Curriculum developed for mandatory orientation
- c. Video of student – college expectations
- D. Gateway will promote teaching excellence and an inspirational learning environment.
 - a. Restructure of Faculty Mentoring Program – 2013-2014
 - b. New Faculty Institute – August 2013

Following discussion, it was moved by N. Simpson, seconded by L. Sherrer and carried that this report is evidence that the college is making progress on Strategic Direction #1

Todd Battle was excused at 10:21 am

Board Member Community Reports:

- P. Zenner-Richards – Took part in a radio show regarding teen programming which gave her an opportunity to talk about Gateway and the Youth CNC Bootcamp
- R. Zacharias – The Joliet Community College's apprenticeship program would benefit review by Gateway
- G. Olsen – Governor's visit to the iMET was a great opportunity to shine a light on Gateway and all the efforts to meet the needs of the community
- R. Bhatia – attended CORD board meeting

Next Meeting Date and Adjourn

Budget Public Hearing - Monday, May 6, 2013, 7:00 pm, Elkhorn Campus

Regular Meeting Date – Thursday, May 16, 2013 at 8:00 a.m. at Racine Campus

At approximately 10:52 a.m. it was moved by N. Simpson, seconded by P. Zenner-Richards and carried that the meeting adjourn.

Submitted by,



Gary Olsen
Secretary