

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD
Regular Meeting
December 16, 2015

The Gateway Technical College District Board met on Wednesday, December 16, 2015 at the HERO Center, 380 McCanna Parkway, Room H101, Burlington, WI 53105. The meeting was called to order at 3:00 pm by Gary Olsen, Chairperson.

I. Call to Order

A. Open Meeting Compliance

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

II. Roll Call

Ram Bhatia	Present
William Duncan	Present
Ronald J. Frederick	Present
Susan Greenfield	Excused
Bethany Ormseth	Present
Scott Pierce	Present
Roger Zacharias	Present
Pamela Zenner-Richards	Present
Gary Olsen	Present

Also in attendance were Bryan Albrecht, Kelly Bartlett, Mary Harpe, and 14 citizens/reporters.

III. Approval of Agenda

- A. It was moved by S. Pierce, seconded by W. Duncan and carried to approve the agenda.

IV. Approval of Minutes

- A. It was moved by R. Frederick, seconded by R. Bhatia and carried to approve the minutes of the November 19, 2015 Regular Meeting.

V. Citizen Comments

- A. There were no citizen comments.

VI. Chairperson's Report

A. Policy Review Committee Updates

- Pamela Zenner-Richards reported that the Ad Hoc Policy Review Committee is continuing to meet and reminded Trustees to view the draft documents online and give their feedback.

B. Dashboard Report

- College call nights took place reaching over 2,500 students encouraging registration for Spring semester.
- A budget modification will be presented to leverage \$2M of reserves for improved facility projects increasing our campus efficiency and learning environments.
- This month we signed a new Criminal Justice articulation agreement with UW Parkside and finalize our EVOC training facility driving additional opportunities to expanding programming.

C. Board Evaluation Summary

- Last months Board meeting was engaging, productive and fun. Everyone enjoyed the presentations by the Kenosha Kingfish and AT & T. Bane and her entire team are to be commended for the work that they do managing the budget and for a clean audit report. Staff provided informative presentations on the EVAC track partnership with UW Parkside and Burlington 496 building plans to add construction trades programming.

VII. President's Report

A. Announcements –

- B. Albrecht thanked the Trustees for their leadership of the college. B. Albrecht said he is always inspired and amazed by the work that Gateway students do and enjoys their presentations. B. Albrecht and R. Koukari spoke about projects that students are working on to create healing gardens at Aurora facilities. Aurora plans to include healing gardens at the majority of their facilities. Gateway students have a large piece in helping to design these gardens.
- J. Thibodeau stated that there were 17 requests that will go to the state identifying segments that are part of a curriculum, embedded certificates, and diplomas that will allow students to step out and back in to programs to achieve certificates.
- J. Herring shared updates on Gateway's website and the plan for the new mobile design allowing students to do more with Gateway from their smartphones and tablets. J. Robshaw said that Gateway will be releasing more apps for students making service for students more efficient.
- S. Johnson spoke on the importance of Gateway employees understanding the budget and how it all comes together. This helps with creating the best possible budget plan for the college.

B. Walter Bumphus

- B. Albrecht introduced Walter Bumphus whom was able to skype in to the Board of Trustees meeting.
- W. Bumphus thanked Bryan Albrecht for his participation at the national level and thanked the Board of Trustees for allowing Bryan to participate. W. Bumphus enjoyed his visit to Gateway a couple years ago and was impressed with the great facilities, radio station, programs, and national involvement. Through Bryan Albrecht's efforts, Walter Bumphus was able to hear Nick Pinchuk speak at a WDI Conference which led to connecting N. Pinchuk as a speaker at future conferences. W. Bumphus said that exciting things are happening at a national level; major focus is on serving students and helping them complete their programs through pathway initiatives and structured pathways. W. Bumphus said that Gateway is very fortunate to have Bryan Albrecht as a leader.

VIII. Operational Agenda

A. Action Agenda

1. FY 2015-2016 Budget Revision #2

Administration is recommending a budget adjustment of \$2,000,000 in the General Fund reserve. \$200,000 will be used to support the Enrollment Task Force and Marketing. The remaining \$1,800,000 will be transferred from the General Fund reserve to the Capital Fund. This \$1,800,000 will be used to purchase \$120,000 of equipment and \$1,680,000 will be used for additional renovations and remodeling.

Following discussion it was moved by W. Duncan, seconded by R. Zacharias and carried to approve FY 2015-2016 Budget Revision #2.

Aye: 8

Nay: 0

Absent: 1

B. Consent Agenda

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

1. **Finance**
 - a) **Financial Statement and Expenditures over \$2,500:** Approved the financial statement and expenditures as of November 30, 2015.
 - b) **Cash and Investment Schedules:** Approved the monthly cash reconciliation, investment schedule and investment report.
2. **Personnel Report:** Approved the personnel report of five (5) new hires; one (1) promotion; three (3) resignations; no employment approvals-casual, non-instructional; and no employment approvals-adjunct faculty.
3. **Grants Awards:** There were no grant awards for approval
4. **Contracts for Instructional Delivery:** Approved the contracts for instructional delivery report for November 2015
5. **Advisory Committee Activity Report:** Approved the advisory committee 2015-2016 meeting schedule and new members as of December 1, 2015
6. **Approval of BID:** Approved Bid Number 1493

IX. Policy Governance Monitoring Reports

A. Ends Policy Monitoring

College Ends Policy – The tri-county community benefits from affordable higher education that allows residents to develop knowledge and skills for family-supporting careers that contribute to the growth and sustainability of the local economy at a cost commensurate with the value of services provided. **1) Students demonstrate the knowledge and skills and self-confidence required for employability, career advancement, a global perspective, and lifelong learning.** *J. Dahms & J. Watson*

- John Dahms presented to the Board of Trustees along with six students. The students shared their personal stories with the Trustees about their path to becoming a students at Gateway Technical College. A couple of the students took Gateway classes while they were in high school which gave them exposure to all that Gateway has to offer. One student mentioned that he started Gateway through Youth Options. John Dahms created the Fire Medic program due to the need that he saw in the students and the communities. New classes take all that the students have learned at Gateway and put them in to real life-like situations. J. Dahms stated that seeing the students perform and seeing their success in their careers is amazing. They are learning so much in their programs.
- Jacqueline Watson and Andrew Goodman spoke on career and employment services. "Job placement" is the term used to describe the process by which educational institutions, social service agencies, military branches, employment agencies and recruiters help their students, soldiers and clients find work. (<http://work.chron.com/job-placement-12010.html>)
- **SERVICES WE PROVIDE TO STUDENTS:** Soft Skills Workshops (Resume 101 , Proactive Job Search, Intro to LinkedIn, Job Fair Prep, Interview Success); 1:1 Career counseling appointments; 1:1 Job Seeking appointments; Mock Interviewing; Classroom Presentations; Involved in any major event at Gateway to promote/offer services
- **LINKING STUDENTS TO EMPLOYERS:** General Career Fairs (All employers related to any program taught at Gateway); Specialized Career Fairs (STEM, Transportation, Engineering, IT-SharePoint); Specialized Recruiting Events (1 specific employer connecting with a specific program – WE Energies); 1:1 connection through Internships; Personally call an employer during a student appointment; Provide job leads to students in mass or individually specific to an education program

- CONNECTIONS TO WORKFORCE DEVELOPMENT CENTERS (WDC): Forward Job Leads to WDC; Directly send employers to WDC; Elkhorn has shared space and a career counselor works directly with the WDC team; Co-sponsor Career/Job Fairs with WDC; Bring WDC staff along for company tours/visits

Following discussion, it was moved by R. Bhatia, seconded by W. Duncan and carried that this report is evidence that the college is making progress on College Ends Policy #1

X. Board Member Community Reports

- There were no Board Member Community Reports

XI. Next Meeting Date and Adjourn

- Regular Meeting – Thursday, January 21, 2016, 8:00 am, Racine Campus
- At approximately 4:37 pm it was moved by R. Zacharias, seconded by W. Duncan and carried that the meeting was adjourned and the District Board move to executive session pursuant to Wisconsin Statutes 19.85(1)(c) to discuss the President's goals. The Board reserves the right to reconvene in open session to take action on items discussed in executive session.

Aye: 8

Nay: 0

Absent: 1

XII. Executive Session

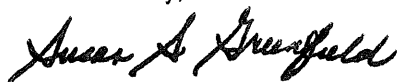
At approximately 5:05 pm, the Board adjourned the executive session. No action was taken.

Aye: 8

Nay: 0

Absent: 1

Submitted by,



Susan Greenfield
Secretary