

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Regular Meeting

December 21, 2017

The Gateway Technical College District Board met on Thursday, December 21, 2017 at the Inspire Center, Room I 131, 3520 30th Avenue, Kenosha, WI. The meeting was called to order at 3:00 p.m. by William Duncan, 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
Ronald J. Frederick	Present
Gary Olsen	Excused
Bethany Ormseth	Present
Kimberly Payne	Present
Scott Pierce	Present
Roger Zacharias	Present
Pamela Zenner-Richards	Present
William Duncan	Present

Also in attendance were Bryan Albrecht, Kelly Bartlett, Mary Harpe and 24 citizens/reporters.

III. Approval of Agenda

- A. It was moved by S. Pierce and seconded by R. Frederick and carried to approve the agenda.

IV. Approval of Minutes

- A. It was moved by R. Bhatia, seconded by R. Zacharias and carried to approve the minutes of the November 16, 2017 Regular Meeting.

V. Citizen Comments

- There were no citizen comments

VI. Chairperson's Report

A. Dashboard Report items included updates on:

- DoA has provided guidance on State grant for iMET expansion.
- Industry 4.0 courses are being offered to high schools.
- Boot Camp 27 completed. Boot Camps 28 & 29 start in January.

B. Board Evaluation Summary

- 6 of 7 Attending Trustees Responded to the Survey: While there was less content than most board meetings, I found the COP House presentation by Stacia Thompson particularly information. Over all a good meeting. Well presented updates from campus dean, and REAL School. Similarly, excellent detailed update on asset protection by Jeff Robshaw. Overall, very good meeting.

VII. President's Report

A. Announcements

- Bryan welcomed the following Journey members: Cinthya Maning, Oliver Debe, and Jorge Nieto.
- Bryan thanked Debbie Davidson for all she has done for Gateway and the community and wished her well with her retirement.
- Stacy Riley spoke on transcribed credits. 71% of students that take transcribed credit courses enroll in Gateway courses after high school. Gateway continues to add additional transcribed credit courses.
- John Thibodeau spoke on the recent accreditation vision from HLC. Gateway was given a positive report highlighting student services. Dates are being scheduled for the upcoming full visit from HLC.
- Stacy Riley spoke on call nights. Enrollment is looking good with a projected 3% increase for spring. Call nights were successful. Many people volunteered to make calls to students. The students were happy to receive the reminder calls.
- Jeff Robshaw spoke about the hour of code that took place at Gateway and included elementary and middle school students. The students learned about working with code and java script and took tours of Gateway.
- Bryan mentioned a partnership between Gateway and Andis that will provide a new Barber shop to the Burlington Community.
- Stephanie Slkba spoke about the Governor's recent visit to the COP House in Racine to sign a bill. The COP House was packed and Gateway had a wonderful presence at the event. Stephanie thanked Stacia Thompson for making the connection for Gateway with the COP House.

B. Welcome from Campus Dean

- Vicki Halbuck welcomed the Trustees to the Inspire Center. Vicki is the Dean of Nursing and gave the Trustees a tour through the new nursing space in the Inspire Center.
- Vicki mentioned the lighting improvements and safety improvements that are taking place on the Kenosha Campus.
- Vicki informed the Trustees that the room they were meeting in could be a future dissection lab for the nursing students.

C. Facility Process

- Bill Whyte presented on the facility planning process along with Mark Molinaro from Partners in Design.
- Current and upcoming projects include:
 1. Program Driven: EVOC Track, iMET, Elkhorn Culinary, HPS Labs
 2. Infrastructure: Rooftop Fall Protection – Racine, HVAC Upgrade – iMET Center, BAS Replacement – Inspire Center
 3. Facility Upgrades: Classroom Renovation – Kenosha, Madrigano Remodel – Kenosha, Racine Building, 2nd Floor - Racine

D. High School Partnerships

- Katie Graf, Assistant Director of College Access presented on high school partnerships.
- Katie spoke on a recent event where high school principals, teachers, and administrators were informed on the Industry 4.0 curriculum. The goal of the certificate platform is to prepare students for careers in advanced manufacturing environments. Professional development opportunities for staff will be available as well.
- Gathering feedback from schools regarding the meeting and interest on Industry 4.0.
- Will be hosting student and career information nights in February.
- In March there will be tours to see the equipment that goes along with Industry 4.0 courses.

VIII. Operational Agenda

A. Action Agenda

1. Resolution No. F-2017-2018C.1 – Resolution Authorizing the Issuance of \$1,500,000 General Obligation Promissory Notes, Series 2017-2018C

Administration is recommending approval to issue General Obligation Promissory Notes, Series F-2017-2018C; in the principal amount of \$1,500,000 for the public purpose of financing the construction of an Emergency Vehicle Operations Course facility, Kenosha, Wisconsin. This borrowing is included in the 2017-18 budget. Upon approval, appropriate legal notices will be published in the official district newspapers.

Following discussion it was moved by S. Pierce, seconded by R. Bhatia and carried to approve Resolution No. F-2017-2018C.1 – Resolution Authorizing the Issuance of \$1,500,000 General Obligation Promissory Notes, Series 2017-2018C.

2. Resolution Number B-2017 H.1 & H.2 – Approval of Project for the C.C. Johnson iMET Center Parking Lot Remodel/Site Improvements, Sturtevant, WI

The administration is recommending approval by the Gateway Technical College District Board of Resolution Number B-2017 H.1 H.2 for the S.C. Johnson iMET Center parking lot remodel and site improvements project, Sturtevant, WI. The administration also recommends approval from the Wisconsin Technical College System (WTCS) Board for the S.C. Johnson iMET Center parking lot remodel and site improvements project, Sturtevant, WI.

Following discussion it was moved by R. Zacharias, seconded by P. Zenner-Richards and carried to approve Resolution Number B-2017 H1 & H2 – Approval of Project for the C.C. Johnson iMET Center Parking Lot Remodel/Site Improvements, Sturtevant, WI.

3. Comprehensive Annual Financial Report (CAFR) for Fiscal Year ending June 30, 2017

A representative from the College's audit firm, Schenck S.C., will present the Comprehensive Annual Financial Report and Single Audit Report for the fiscal year ended June 30, 2017 for receipt by the Gateway Technical College Board of Trustees.

Following discussion it was moved by R. Zacharias, seconded by P. Zenner-Richards and carried to approve Comprehensive Annual Financial Report (CAFR) for Fiscal Year ending June 30, 2017.

B. Consent Agenda

It was moved by R. Zacharias, seconded by R. Bhatia 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, 2017.
 - b) **Cash and Investment Schedules:** Approved the monthly cash reconciliation, investment schedule and investment report.
2. **Personnel Report:** Approved the personnel report of eight (8) new hires; four (4) promotions; five (5) retirements; two (2) resignations; two (2) separations; no employment approvals-casual, non-instructional; and no employment approvals-adjunct faculty.
3. **Grants Awards:** Approved grant awards for December 2017
4. **Contracts for Instructional Delivery:** Approved the contracts for instructional delivery report for November 2017
5. **Advisory Committee Activity Report:** Approved the advisory committee 2017-2018 meeting schedule and new members as of December 1, 2017

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. **3) Taxpayers receive a positive return on investment from Gateway's impact on the local tax base, property values, and overall economic development as well as the contributions of graduates to the tri-county community.**

Sharon Johnson presented on the Comprehensive Annual Financial Report (CAFR).

Following discussion, it was moved by S. Pierce, seconded by R. Zacharias and carried that this report is evidence that the college is making progress on Ends Policy #3.

Aye: 7

Nay: 1

Abstaining: 1

B. Executive Limitations

Jason Nygard presented on 3.4 Budgeting/Forecasting – Fiscal Year 2018-2019 Budget Parameters and Budget Process Calendar.

Following discussion, it was moved by R. Zacharias, seconded by S. Pierce and carried to approve 3.4 Budgeting/Forecasting – Fiscal Year 2018-2019 Budget Parameters and Budget Process Calendar.

Aye: 8

Nay: 0

Abstaining: 1

C. Policy Governance Review

The Trustees reviewed Policy 3.6 from the November 16, 2017 Board Meeting.

Following discussion, it was moved by R. Zacharias, seconded by R. Bhatia and carried to approve the wording of Policy 3.6 from the November 16, 2017 Board Meeting.

Aye: 8

Nay: 0

Abstaining: 1

X. Board Member Community Reports

- Ram Bhatia asked the Trustees to consider giving to the Gateway Foundation.
- Pam Zenner-Richards and Kimberly Payne attended the first graduation for 5.09. They thanked Gateway for their role in this program.

XI. Next Meeting Date and Adjourn

A. Regular Meeting – Thursday, January 18, 2018, 8:00 am, Elkhorn Campus, Rooms 112/114

B. At approximately 4:52 p.m. it was moved by R. Zacharias, seconded by R. Frederick and carried by roll call vote 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 and Strategic Planning. The Board reserves the right to reconvene in open session to take action on items discussed in executive session.

Aye: 8

Nay: 0

Abstaining: 1

XII. Executive Session

At approximately 5:25 pm, the Board adjourned the executive session. No action was taken.

Submitted by,

A handwritten signature in cursive script that reads "Kimberly Payne". The signature is written in dark ink and is positioned above the printed name and title.

Kimberly Payne
Secretary