

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD
Regular Meeting
February 21, 2013

The Gateway Technical College District Board met on Thursday, February 21, 2013 at the SC Johnson integrated Manufacturing and Engineering Technology, 2320 Renaissance Blvd, Room 104, Sturtevant, 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, Jenny Trick, Roger Zacharias, and Pamela Zenner-Richards. Also in attendance were Bryan Albrecht, Kamaljit Jackson and 18 citizens/reporters.

### **Approval of Agenda**

It was moved by G. Olsen, seconded by S. Pierce and carried to approve the agenda.

### **Approval of Minutes**

It was moved by R. Zacharias, seconded by S. Pierce and carried to approve and combine minutes of the January 10, 2013 (Public Hearing) and January 14, 2013 (Regular Board) meetings.

### **Citizen Comments**

No citizen comments were submitted

### **Chairperson's Report**

#### **A. District Board Association Meeting:**

- a. Thank you to S. Sklba for organizing all the appointments; visits were extremely good
- b. Very good discussion around the skills gap. Had three to four speakers. Identification of what those skills gaps are is important as they may be different between areas; perhaps the District Board will begin to address this issue.
- c. Chair's Breakfast meeting had discussion around appointed versus elected Board. There was consensus to drive this issue at each of the Boards and colleges. Another ongoing discussion related to combining UW with the two year colleges; President's must lead this effort to gather the momentum to ask the state board to draw line on this issue.
- d. Another discussion was to encourage trustees to attend District Board Meetings

#### **B. ACCT Legislative Summit**

- a. B. Albrecht thanked N. Simpson for his participation/attendance at meeting; great job for representing our college
- b. B. Albrecht and N. Simpson thanked S. Sklba for coordinating this effort
- c. Sessions were very good with legislatures
- d. Wisconsin team met with Ron Johnson and Paul Ryan; B. Albrecht introduced Paul Ryan at the Summit
- e. Theme of discussion surrounded sequestration; Pell Grant; issue of accountability
- f. Need to keep our legislatures informed about the role of technical colleges

#### **C. WTCS Student Success**

- a. A lot of effort spent on the student success discussion
- b. The Spring meeting in April will focus only on student success

- c. District Board with support from ACCT will define the success rate for students
- d. ACCT emailed brochure on student success; page 2 defines what the measurement and metrics for success and the priorities of the boards (**Attachment A**)
- e. ACCT has put out a brochure on facts of the technical colleges; this is a very good document summarizing the impacts of technical colleges
- f. Encourage members to attend meeting in April
- g. Z. Haywood will present on student success at March Board meeting
- D. Request for Nominations – WTCS District Boards Officers
  - a. District has two position vacancies; now accepting nominations:
    - i. Treasurer and Secretary
    - ii. Need nominations by end of next week
  - b. Nominations from each college for "Technical Education Champion Award"; will be awarded at meeting in July at Rice Lake, please send your nomination to B. Albrecht by April as deadline is May 1, 2013
- E. Meeting Evaluation
  - a. Thanks for your feedback
  - b. Had 4 responses; very positive
  - c. Encourage Trustees to complete the evaluation
  - d. K. Jackson will send reminder two weeks prior to meeting to complete the meeting evaluation

B. Albrecht made recommendation to move Policy Governance Monitoring Reports, Item C to be presented prior to the President's Report.

It was moved by R. Zacharias, seconded by S. Pierce and carried to approve Policy Governance Monitoring Reports, Item C to be presented prior to the President's Report.

### **Policy Governance Monitoring Reports, Item C:**

#### **Strategic Plan Monitoring Vision 3.2.1 (D. Davidson and J. Robshaw)**

Strategic Direction #4 – Gateway will strategically align programs and services with changing industry needs

#### **A. Goals:**

- a. Gateway will offer education resulting in industry recognized national certifications
- b. Gateway will develop new programs and delivery methods that contribute to local economic development

#### **B. Measures**

Measure	2012-13 Target	2013-14 Target	2014-15 Target
1. Number of programs (all educational offerings) aligned with industry certifications	56% (28 of 50)	10% increase (33 of 50)	25% increase (40 of 50)
2. Number of nontraditional delivery options for all educational offerings	TBD*	TBD	TBD
3. Number of businesses utilizing services at Gateway	TBD*	TBD	TBD

"Data collection systems related to these measures being explored

Neil Petersen, lead Faculty for CNC portion presented elements/structure of the boot camp program:

- A. Very stringent and demanding program; students work 9 hours a day, 5 days week attending classes; students receive 1.5 hours of tutoring with Friday's devoted to four hours of tutoring; class size is usually ~20 students
- B. The program is designed for success; they have a lot of homework with testing every day; classes run similar to a shop
- C. Process is initiated by Workforce Development; prospective students scheduled for testing; go through interview processes; sign contracts; "C" is a minimum in every class, if students fall below "B" they are automatically scheduled for mandatory tutoring
- D. Goal is for student's to finish boot camp and then come back to complete 1 year certificate; have 95% placement rate
- E. We are in the process of completing a longitudinal study sponsored by SC Johnson; we will be looking at barriers and how this boot camp impacted their lives. Will have preliminary data and will report out after the summer

Following discussion, it was moved by R. Zacharias, seconded by L. Scherrer and carried that this report is evidence that the college is making progress on Strategic Direction #4

### **President's Report**

#### **Bryan Albrecht offered announcements as follows:**

- Bane Thomey named new CFO and VP Finance and Administration
- Welcomed journey members: Nicole Ayala; Mike Hashek, Paul Ehlers, Wendy Klemp, Roderick Gordon and Sandra Robinson
- Recognized J. Thibodeau for his commitment and support for Y-LINK program. We are now a corporate member where staff and students can participate at Y-LINK events at the member rate
- Aspen Institute – exclusive club in Washington, DC; only one technical college invited (GTC); representation from Grainger Corporation who is leading the effort. Other organizations represented: Harvard University and Georgetown University. Very pleased to share story and already have had a couple of requests for dialogue on GTC's participation
- Thank you to all for the opening of SC Johnson iMET; recognized S. Sklba, J. Thielen and D. Davidson; have the most unique facility in all of SE Wisconsin; have developed model on how we think about manufacturing; have had tremendous press in this regard
- William Whyte appointed new lead for Facilities
- Referendum Update:
  1. Media Outreach:
    - Editorial Boards for Kenosha, Racine and Elkhorn
    - Letters to Editors
    - Listening sessions
    - Op-Ed pieces
    - Working with Friends Group for additional outreach they are doing on behalf of the Friends Group
    - Ads on radio/advertising/interviews
    - Will be at ~50 locations in tri-county areas
    - Listening sessions advertising in papers and internally
    - Post card providing information on the referendum
  2. Z. Haywood presented at various agencies, with the most recent being:
    - RAMAC
    - Twin Lakes Chamber
    - Kenosha County Building listening session

## **Operational Agenda**

### **A. Action Agenda**

#### **a) Resolution No. F-2012-2013E.2 – Resolution Awarding the Sale of \$1,500,000 General Obligation Promissory Notes, Series 2012-2013E**

The administration is recommending Board approval of a resolution awarding the sale of \$1,500,000 of General Obligation Promissory Notes, Series 2012-2013E; \$1,100,000 for the public purpose of financing building remodeling and improvement projects and \$400,000 for the public purpose of financing site 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 B:**

Completed Documents with Exhibits for Resolution No. F-2012-2013E.2 – Resolution Awarding the Sale of \$1,500,000 General Obligation Promissory Notes, Series 2012-2013E

#### **Attachment C:**

John Mehan, Managing Director from Baird, presented the Final Pricing Summary:

Issue Summary:

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

Amount: \$1,500,000

Dated and Settlement Date: April 1, 2013

Maturities: April 1, 2014 – 2023

First Interest Payment: October 1, 2013

First Call Date: April 1, 2012

Moody's Rating: Aaa

Trust Interest Cost: 1.78%

**Following discussion it was moved by S. Pierce, seconded by R. Zacharias and carried unanimously by roll call vote to approve Resolution No. F-2012-2013E.2 – Resolution Awarding the Sale of \$1,500,000 General Obligation Promissory Notes, Series 2012-2013E**

## **Operational Agenda**

### **Consent Agenda**

It was moved by S. Pierce, seconded by R. Zacharias 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 January 31, 2013

#### **Cash and Investment Schedules**

Approved the monthly cash reconciliation, investment schedule and investment report

#### **Personnel**

Approved the personnel report of seven (7) employment approvals-new hires/promotions/transfers; one (1) resignation; ten (10) employment approvals-casual, non-instructional; and no employment approvals-adjunct faculty.

#### **Approval of Bids:**

Approved:

a) Bid No. 1398 – SC Johnson iMET Center Site Improvements Project, Sturtevant, WI

b) Bid No. 1402 – Breakwater Dining Room, Racine Campus

c) Bid No. 1405 – Electrical Service Upgrade, Kenosha Campus

#### **Service Provider Approval**

Approved:

a) Quarles & Brady - Legal Services (In conjunction with Waukesha County Technical College's RFP 1213-76)

### **Contracts for Instructional Delivery**

Approved the contracts for instructional delivery report for January 2013

### **Advisory Committee Activity Report**

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

### **Policy Governance Monitoring Reports**

#### **Ends Statement Monitoring (J. Thibodeau)**

**End Statement #4 – Gateway** models integrity, social responsibility and continuous improvement in its internal and external processes and relationships

##### **A. Interpretation:**

- a. Focus of this report is the "social responsibility" aspect of the Ends Statement #4
- b. Student organizations provide examples of Gateway's social responsible relationship with students and our community

##### **B. Student Organizations:**

- a. Gateway has 43 student clubs and organizations, including multiple campus chapters
- b. Over 475 students currently participate in co-curricular or extracurricular club activities
- c. Student organizations are part of Gateway's overall student life activities, which are part of the student development division of Student Success

##### **C. Student Clubs:**

- |                                                                  |                                                                    |                                                       |
|------------------------------------------------------------------|--------------------------------------------------------------------|-------------------------------------------------------|
| • ABH – Alpha Beta Hortus/Horticulture Club                      | • G-CPU – Gateway Computer Professionals United                    | Leadership & Success/Sigma Alpha Pi                   |
| • AITP – Association of Information Technology Professionals     | • GDA - Graphic Design Association                                 | • Nurses' Christian Fellowship                        |
| • Alliance for Multicultural Students                            | • GO(RT) – Radiologic Technologists                                | • Physical Therapist Assistant                        |
| • ASID – American Society of Interior Designers/Iota Delta Kappa | • HOSA - Health Occupations Students of America /Human Services    | • Robotic Welding                                     |
| • Biomedical Engineering Club                                    | • HOSA – Health Occupations Students of America/Medical Assistant  | • SAIFD – Student American Institute of Floral Design |
| • BPA Business Professionals of America                          | • IAAP – International Association of Administrative Professionals | • SNA – Student Nurses' Association                   |
| • Collegiate DECA                                                | • International Club                                               | • Society of Manufacturing Engineers                  |
| • COP – Chi Omega Phi                                            | • Kosmetique Klub                                                  | • Society of Women Engineers                          |
| • Culinary Arts                                                  | • Mechanical Design Club                                           | • Surgical Tech                                       |
| • Electronics Club                                               | • N9GTC Amateur Radio Club                                         | • Sustainable Living Club                             |
| • Gateway Association of Accounting Professionals (G.A.A.P.)     | • National Society of                                              | • The Silent Connection                               |
|                                                                  |                                                                    | • United Student Government                           |

##### **D. Community Service Activities:**

- a. American Society of Interior Designers – Chair-ity Auction
  - i. Used furniture is refurbished and auctioned off
- b. Business Professionals of America and Sustainable Living Club – Denim Drive
  - i. Mark Short presented on BPA
    1. Service project focus on environmental/sustainability practices
    2. Denim Drive to collect blue jeans to be donated to produce building insulation
- c. Collegiate DECA – Coalition Against Domestic Violence
  - i. Daniel Heck presented on DECA
    1. Service project focus on bringing awareness about domestic violence
    2. Selling wristbands/bracelets to raise funds

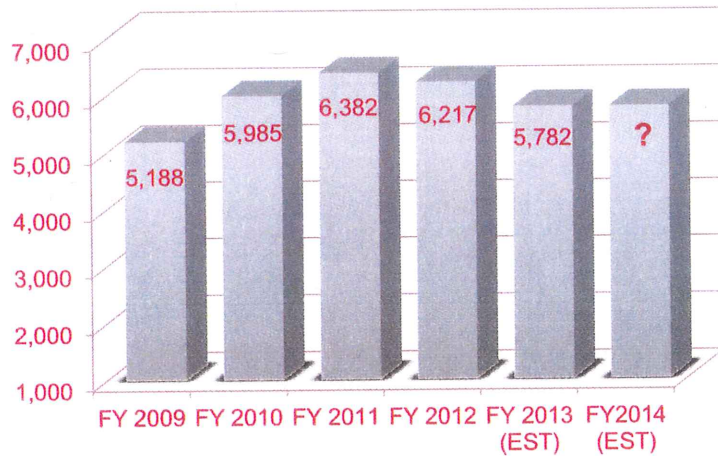
Following discussion, it was moved by R. Zacharias, seconded by G. Olsen and carried that this report is evidence that the college is making progress on Ends Statement #4

## Executive Limitations

### 3.4 FY2013-14 Budget/Forecasting (B. Thomey)

A. 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 broad input from all College constituencies. Budgets will become effective upon approval by the Board

B. Enrollment Trends – FTE's:



C. Property Tax Trends:

Fiscal Year	Total Tax Levy Increases	Total Tax Rates	Change in Property Values
2013	0.92%	1.55672	-7.13%
2012	0.95%	1.43255	-1.96%
2011	3.80%	1.39112	-4.34%
2010	4.24%	1.28202	-0.28%
2009	5.56%	1.22646	+3.07%
2008	4.04%	1.19751	+7.34%

D. Tuition Revenue

Year	Fee per Credit	% Increase
2014 Estimate	\$122	4.0%
2013 Actual	\$117	4.0%
2012 Actual	\$112	5.7%
2011 Actual	\$106	4.5%
2010 Actual	\$101	4.5%
2009 Actual	\$ 97	5.4%
2008 Actual	\$ 92	5.8%

E. Key Budget Drivers:

- a. Tax Levy:
  - i. No increase in operational levy allowed. It will remain constant at \$51.2M
- b. State Aid:
  - i. State aid is expected to remain flat at \$5.1M for fiscal year 2013/2014; we will monitor state budget deliberations, including the impact of Performance Based Funding
- c. Health Insurance:
  - i. All employees will contribute 12% of their health insurance premium. The initial budget will include a medical insurance rate with an increase not to exceed 9.5%
- d. WRS-Retirement:
  - i. All employees will contribute 1/2 of the cost of their retirement expense
- e. Salary and Wage:
  - i. By state law, salary increases will be negotiated in accordance with Act 10 for represented employees
- f. 3.2.1 Transition Strategy:
  - i. Implement strategies for continuous improvement

F. FY14 Budget Strategies:

- a. Monitor state and federal budget implications
- b. Position the college for sustainable growth
- c. Drive efficiency and productivity
- d. Increase student success

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 Executive Limitations 3.4 – Budget/Forecasting

**Board Member Community Reports**

G. Olsen:

- Attended DBA Meeting in Madison
- Attended SC Johnson iMET Ribbon Cutting Ceremony

S. Pierce:

- Attended WFD Board

R. Bhatia:

- Attended SC Johnson iMET Ribbon Cutting Ceremony

**Next Meeting Date and Adjourn**

Regular Meeting Date – Thursday, March 21, 2013 at 8:00 a.m. at Elkhorn Campus

At approximately 10:08 a.m. it was moved by T. Battle, seconded by R. Zacharias and carried that the meeting adjourn.

Submitted by,



Gary Olsen  
Secretary