



PRESIDENT'S REPORT

February 19, 2015

GATEWAY AS A LEADER

On February 11th, 2:00-4:00 pm in room H120 of the Pike Creek Horticulture Center, we will be holding a Dean's List Reception event for students who have earned this award in Summer 2014 or Fall 2014. This award is reserved for those students who completed at least 6 hours of postsecondary course work – not including development/remedial credits – and achieved a grade point average of 3.75 or higher. Dean's list calculations are based on courses that have finished (been graded) by the end of the traditional semester.

ACADEMIC AND CAMPUS AFFAIRS

Developmental Education

ABE & ELL Faculty/Staff participated in the ReStart (Star Reading) Training conducted by WTCS trainers, Mark Kearns and Posy Thoureau on January 9, 2015.

18 ELL students are continuing on at the Delavan/Darien off campus site.

As part of the 078 Marketing Career Pathway Grant, 8 students from the Alternative High School in Elkhorn are taking Marketing Principles. Math, Reading, and Writing support are being provided by ABE/ELL Faculty.

50 ELL students attended a private showing of the movie Selma as part of a civics activity for the 017 Integrated English Literacy and Civics Education Grant.

General Studies

Randy Mueller, Communications instructor, has created incentives in his English Composition and Technical Reporting sections to raise student awareness of and to encourage student involvement in student government. The incentives are being well received by students who report that without the incentive, they likely never would have known about USG. Some students have joined as members.

In Science, Dr. Richard McLaughlin continues to work on research projects and find ways to involve his students. One of Dr. McLaughlin's students was just approved for a Provost Honors project this semester. The student will be working with Dr. McLaughlin to grow and identify bacteria from fecal matter of reptiles. (One of Dr. McLaughlin's students from fall semester is featured on the college's Provost Honors website for a similar project.) Also, Dr. McLaughlin reports that his paper entitled "Metagenomic Analysis of the Gut Microbiota of the Timber Rattlesnake, *Crotalus Horridus*" was

accepted for publication in Molecular Biology Reports. The project leading to the paper was funded by an Inspiration Grant from the Foundation.

Jessica Gleason, an instructor in Communications, was notified recently that she had work accepted in an anthology called Petals in the Pan.

In other Communication department news, Heidi Jenkins is using the conference she was awarded for winning the President's Faculty Excellence Award to attend the National Association for Developmental Education (NASE) conference later this month in South Carolina. The Communications department continues to look for ways to speed remediation and improve effectiveness. Jenkins is key to those efforts, and this conference, along with others she attends, give her much information to share.

Students and instructors alike are enjoying the contextualized English Composition options offered by the Communications department. For example, Dr. Katy J. Vopal is teaching a section of English Composition that centers on Digital Life. These sections cover the same competencies as other sections of English Composition, but they do so by focusing students on one topic for reading and for their writing projects. Students' interest in these topics leads to increased engagement. Other sections this semester include "The Natural World and You," taught by Amy Hankins; "Censorship and Free Speech," taught by Dr. Colleen Connolly; "Customs and Cultures," taught by Dr. Amy Wang; "Digital Life," taught by Jay Johnson; and "Pop Culture," taught by Karen Solliday.

Dr. Vopal is also working on a special project this semester to learn and share best practices for teaching deaf students writing skills. American Sign Language (ASL) has a completely unique grammar that often causes "first language interference" similar to the challenges faced by ELL students; successful teaching requires awareness both of the issues and techniques to help students overcome the challenges.

Finally, there are several bright spots in enrollment to report, but one of the brightest is the success Tiffany Garrison (Science) is having with the elective Basic Nutritional Science course she is teaching. Demand has been strong and we have added sections; students report that the course offers them an interesting elective to supplement the required courses for nursing.

Health Careers

We are currently recruiting for a second Veterinary Sciences instructor for the Elkhorn campus and for a Human Patient Simulation specialist for our Nursing Skills Lab.

Dean Mike O'Donnell and Associate Dean Diane Skewes met with a team from Alverno College to discuss articulation possibilities. A similar meeting is scheduled later in February with a team from Ottawa University's BSN program and UW-Milwaukee's BSN program.

The Health Division leadership team met with the Admissions Group to update all health requirements, including immunizations, for each of the programs. This is in anticipation of a new portal to be created by CERTIFIED BACKGROUND, our criminal background check vendor, to streamline the admissions packages into the various Health programs. This will feed changes into Gateway Policy J-310.

The Dental Assistant program hosted 120 Boys & Girls Club members on February 13 at its chairside skills lab to perform screenings and brushing/flossing education. Other Health Division programs joined in on the fun and chance to positively impact our young visitors.

Discussions regarding reconfiguration of the Radiography lab in Burlington to accommodate recent changes in the Pharmacy Technician program have been occurring this month so that space will be ready for student occupancy in September.

ELKHORN CAMPUS

The remodeling of the South Building space to accommodate the Walworth County Job Center and Walworth County Economic Development Alliance offices is coming along nicely. We anticipate a February 27 move-in date. Work on the Veterinary Sciences building will begin March 1. There is a meeting on February 16 to discuss campus signage.

Planning for the campus Earth Day celebration on April 25 continues. We are having the popular petting zoo return again this year.

Preliminary discussions of MET expansion in Walworth County have begun that will bring much needed CNC training to Elkhorn.

The campus Sunshine Committee has been planning a few activities for the spring, including celebrating National Cookie Day!

The campus all-staff meeting is scheduled for February 11. That same afternoon, the campus will host a reception for Dean's List honorees from Summer and Fall 2014.

KENOSHA CAMPUS

Construction Project Update

Kenosha Student Services is on track to have construction completed in early March, with furniture installation coming in mid-to-late March.

Campus Events

MANUFACTURING/ENGINEERING TECHNOLOGY

Salmon Unlimited's net pen project was started last summer when we heard the state of Wisconsin changed the law to now allow net pens. I approached the club about doing

such a project and was then told I would head the project. I asked club members for volunteers to help and 8 members agreed and will put pens in and feed the fish. The first step was to get a permit from the state. This took a lot of time and a lot of paper work. I had asked if any club members knew anyone at Gateway who could help with the welding of the net pen frame. Jeremy Dutton came through and got me in contact with Ben McFarland. Mr. McFarland came through and said this would be a good project for his students to get some practical experience. The construction is coming along and the whole welding department and students have been great to work with. I forgot to mention Mr. McFarland also talked me into taking a welding class.

The purpose of the net pen is to hold and feed fingerling chinook salmon for up to 3 weeks. Club members will feed the salmon 3 to 4 times a day. The fingerlings can double their length, triple their weight, and will imprint better to the Root River. The survival of fish held in pens can be one to seven times better than the traditional way of backing a hatchery truck up to the river and just dumping the salmon in. Usually the hatchery truck puts the fish in during the day and they are easy prey for the birds. We will release the fingerlings in the cover of darkness which will decrease their risk of predation. By doing a net pen project we will get a better return of fish four years down the road.

A big thank you to Gateway's welding department for helping Salmon Unlimited improve the fishing off of Racine.



COMMUNITY AND GOVERNMENT RELATIONS

Gateway has been awarded the National Dream Genome award at the American Association of Community Colleges-Workforce Development Institute conference. This Green Genome award is presented through the Sustainability Education & Economic Development to honor exemplary community colleges nationwide that have taken a strategic leadership role in sustainability and green economic and workforce development. We were selected as one of five community colleges across the country to receive this award.

On February 17th, a group of students and staff attended the Wisconsin Association of Career and Education Legislative Seminar held in Madison. The morning seminar includes state updates, panel discussions, and networking. After lunch the students and staff divided up into groups to visit with ten of the Gateway district legislators for a brief discussion on current programs and initiatives in effect at Gateway. Also during that day, a student showcase was held in the capitol rotunda. A group of Gateway students presented at this event labeled "A Celebration of Student Engagement". The students highlighted our Veterans Programs and the Blueprint for Prosperity grant.

During the week of February 9th, the 2015 Community College National Legislative Summit was held in Washington, D.C. This was a great opportunity to stay in touch with our federal legislators and communicate events at our college.

Gateway's first major digital marketing campaign that ran from July through the start of the spring semester just completed. Some initial results are as follows:

Semester Push and Open House Campaigns = **1,643,655** Impressions

Those who took the next step by clicking through to the ad =

Semester Push and Open House Campaigns = **8,690** clicks

Program-Level Campaigns = **5,938** clicks

Of those who clicked through, we netted:

23 – Applicants

132 – Prospects

The Enrollment Task Force is moving forward with numerous near and long term projects, many of which are or will be supported through the marketing department.

Media relations has turned attention from semester-push story placements and writing to coordinating media requests for Bryan's reaction to President Obama's free tuition proposal and the rejection of Kenosha's Casino. Many student testimonials are being produced for the Foundation, the iChoose campaign and web page, grants and more.

Numerous videos have been produced for the business solutions/FabLab area of the Business and Workforce Solutions (WEDD) area that report on events and services and help promote the division's services in a more graphic manner.

The Foundation raised \$556,725 to date. Our scholarship awards ceremony rescheduled for Saturday, February 21 at 12:30 pm, Madrigano Auditorium, Kenosha Conference Center due to weather concerns.

The high school scholarship application is in full swing and will be open until April 1, 2015 - at: gtc.edu/opportunity.

FINANCE AND ADMINISTRATION

The Omni Circular Grant Reform (federal regulations relating to grant reform) Kickoff Meeting was held on February 10, 2015 involving team leaders for selected elements covered in the Omni Circular. Team members were identified. The purpose of the meeting was to review and address goals, objectives and expectations to ensure alignment. A Smartsheet has been created to document detail with project tasks and deliverables as well as a draft timeline. This is a critical project with potentially significant audit impact for the college.

Several Business Office staff met with Wells Fargo Bank representatives to discuss and review purchasing card (P-Card) spend processes and capabilities. For calendar year 2014, Gateway Technical College will receive a P-Card rebate of \$104,917.03 from Wells Fargo Bank. The rebate is a reflection of a percentage derived from college invoice payments made utilizing the purchase card process.

FY 2015-2016 Budget Update - Initial budget requests for FY2015-16 have been submitted. These requests are currently being reviewed and prioritized based on the needs of the institution. We continue to monitor the Governor's budget proposal that includes a freeze on tuition in high demand areas and changes to the performance based funding model, which includes changes to the criteria as well as the percentage on which state aid will be based.

Cash/Check Deposit Procedures Update - In an effort to strengthen internal controls surrounding cash receipts, the Business Office has updated our Check/Cash receipt procedures to include some key controls such as proper segregation of duties and accountability that are required to safeguard our college's most sensitive assets. These controls also align with some of the requirements relating to the Omni Circular Grant Reform.

Gateway Technical College has collected and provided renewal data for FY 2015-2016 property/casualty and worker's compensation renewal. With the assistance of various Gateway staff, applications and history data was submitted to the college's underwriter for their review. Upon review of the data submissions, premium estimates will be presented to the college prior to the July 1, 2015 renewal. Per Gateway Technical College's insurance carrier, Districts Mutual Insurance, the current insurance market is indicating possible increases in Worker's Compensation and Property premiums for FY 2015-2016.

New for tax year 2014, Gateway Technical College is filing the 1099 Misc statements electronically with the Internal Revenue Service (IRS) and the Wisconsin Department of Revenue. A test file was sent to the IRS in January 2015 and the college was granted access to participate in the Combined Federal/State Filing program. Michele Gianakos and Alan Pinkerton worked collaboratively on this project to ensure acceptable file format to meet Federal and State government guidelines.

HUMAN RESOURCES & FACILITIES

Significant value engineering efforts were applied to the Veterinary Science Building. Bids came in much higher than originally forecast and will be presented to the Board in February.

Considerable work is being done on the design of the Elkhorn Manufacturing Lab as we prepare for approvals in June.

Elkhorn's Phase IV is on schedule. The Workforce Development Building will be empty by early March in order to begin the Veterinary Science remodel.

I provided feedback to the Human Resources staff on the results of the Workplace Dynamics Survey.

Human Resources directors presented a Human Resources Overview session for new supervisors.

John has been working on non-renewal preparation for Radiography and Hotel & Hospitality programs.

Debbie presented the 360 Degree Feedback process for management staff of the Business & Workforce Solutions department (formerly WEDD).

Debbie represented Gateway at the Violence Against Women Act (VAWA) meeting in Waukesha.

Debbie and her staff attended the Well County Racine meeting addressing Successful Wellness Teams.

Mary attended the Adjunct In-Service to answer questions and provided a list of certification courses.

Jacqueline and Mary attended the Learning Management System meeting to review the system.

Mary attended an Intranet re-training session.

Selina & Therese advised Nicolet on NEOGov implementation.

Selina attended the following meetings:

- A Non-Faculty Bulletin committee meeting. This committee will create a newsletter that will contain information that is specific to all non-faculty staff regarding upcoming events, etc.
- A Strength Based sub-committee meeting where they had to reach out to other Strength Based colleges on how they implement the strength based information. She then reported back to our Strength Based committee on their findings.
- A Leadership Kenosha Scholarship Committee meeting where they discussed fundraising events.

INSTITUTIONAL EFFECTIVENESS

The IE division successfully published the 2015-16 curriculum sheets in time for the start of summer term advising on January 26. Program Effectiveness Specialist Jaime Spaciel will meet with academic advisors and new student specialists to brief them on changes to the curriculum for next year.

Our IE team is sharing its expertise with our sister colleges. Program Information Specialist Jeff Johnson is on a statewide work group to redesign the WTCS program evaluation model, called the Quality Review Process, or QRP. All sixteen technical colleges are contributing to this project. On February 26, our instructional designer Nancy Chapko and our learning technologist Meg Hunter are presenting a workshop at the state assessment conference in Wausau. And on March 26, Service Learning Coordinator Madeline Carrera will present a workshop on tracking student service hours at the Wisconsin Campus Compact Civic Engagement meeting in Madison.

Employee Learning

The Gateway to Leadership (GTL) program is moving through the development stage and beginning to take form. The program, designed to enhance faculty and staff leadership skills, is loosely modeled after local community leadership programs. GTL will provide a cohort an academic year long learning experience that will not only benefit the participants, but the college as well. The anticipated start of this program is in the fall of 2015.

The Training Management System sub-committee, a part of the Employee Learning Steering Committee, is currently in the process of exploring several training management systems (TMS). A TMS will provide a centralized portal to all Gateway employee learning activities and include a central calendar, automated registration, robust reporting capabilities, and much more. The TMS will take what is currently managed using multiple spreadsheets and a disparate collection of other programs and combine them into an automated software program. The TMS will also help track the new Faculty Quality Assurance Program (FQAS) should it be implemented this summer.

Office of Quality Systems

It is our pleasure to introduce the Center of Excellence - Lean for Education. This effort was spearheaded by the Office of the Quality Systems and the Business and Workforce Solutions Division in partnership with The Quality Group (TQG). This virtual Center will serve as the central training hub for our education partners, both regionally and nationally, offering access to e-learning modules and virtual or face-to-face instruction. The platform will also offer consultation services, executive webinars, an online learning resources portal, start-up programs for first projects, and Lean Six Sigma for Green Belt training and certification opportunities.

LEARNING INNOVATION

We have implemented our LID Internship program for employees who wish to explore additional areas within our division. Qualified employees can assist in other departments to broaden their perspectives, gain additional skills, and assist with key projects.

Our Team also continues to support many of the Lean Six Sigma (LSS) quality initiatives around the district, including new projects on software licensing, IT procurement, and training for Colleague and ImageNow.

LID is working to enhance the college's PCI DSS compliance efforts. As a reminder, the Payment Card Industry Data Security Standard (PCI DSS) is a set of requirements designed to ensure that **ALL** companies that **process, store, or transmit** credit card information maintain a secure environment. It was decided that we would search for a partner to be our primary resource for keeping in compliance. We formed a partner selection team with representation from Finance, Student Services, Student Finance, IT and IS, and interviewed three potential PCI compliance partners. The team selected Sikich/403 Labs as our partner and our compliance gap assessment project will begin in the next 14 days.

Distance Learning

Faculty have reported that new functionality we released for Blackboard has been very helpful. This student preview feature allows them to see the course materials from the perspective of the student.

We have been exploring the use of ReadSpeaker, a screen reading solution to provide access to visually impaired students. This project is in development and we are working closely with the vendor as they build in our requested enhancements.

We have deployed 8 additional apps within our Blackboard mobile application, *Gateway4Me*. We have deployed 19 total apps within this tool for students.

We continue to support students and staff as they encounter challenges with online technologies, etc.

The EMS program intends to pilot Respondus monitor this semester with two high schools. This technology allows for more secure online testing.

Information Systems

- EMS (Room Scheduling) software is being upgraded to the latest version and being moved to a virtual machine.
- Changed to using electronic reporting of 1099-MISC information to the IRS.
- Made 1098Ts available for the 2014 tax year.
- Switched to using the Ellucian delivered National Student Clearinghouse reporting process.
- Creating the processes to import BWS student information from Go Sign Me Up in to Colleague.
- Setting up Nagios on servers.
- Helped with resolving issues caused by Ellucian moving Recruiter to their new data center.
- Applied Colleague patches for Financial Aid.
- Continuing work on the Online Petitioning project (black belt project)
- Setting up processes to use Planet Press is on-going
- Work on reports in CROA is on-going

Server and Virtualization Technology

Continued work on AppVolumes. We are actively working with VMware on developing a supported server architecture in line with the current limitations of AppVolumes. We hope to have this completed within 2 weeks.

The VDI team has moved some classroom and all kiosk VDI desktops to the IMET server hardware. Unsupported student servers will be replaced and software on supported servers will be installed during spring break week.

The WGTD stream is now running from the new server which is located in BioScience. Anthony Humes is working on converting Sportsweb to a new server to be co-located with WGTD. Sportsweb provides the stream for high school and college sports games hosted by WGTD.

The Web team is redesigning the website server to only host critical services (log in for email, Blackboard, etc.) and to run redundantly at both iMET and Kenosha to minimize service interruptions. Other websites on the server, including legacy sites like the old gtc.edu site, would be moved to another server.

The Printing team is evaluating a new printer to replace failing HP Laserjet printers that are 10-15 years old. New printers contain duplexers which is inline with GreenPrint objectives. We may look at replacing all printers without duplexers with this model, since the cost of the printer is the same or less than the cost of the duplexer for existing printers.

The Server Virtualization team is upgrading software on servers to improve performance and reliability. They are also migrating servers that should be at iMET back to iMET now that networking issues are resolved.

The Greenprint team is contacting printing vendors to potentially replace Ricoh. Support, communication, and consistency from the Ricoh team has been poor despite numerous meetings with superiors at Ricoh. Hopes are we will also be able to reduce lease costs and support costs with another vendor.

Networking, Infrastructure, and Technology Support Services

The Network Operations team will be piloting a new edge switch stack to replace switches which are no longer supported by the vendor. If the pilot goes well and we can implement this new switch stack district-wide, Gateway could save ~\$300k over the next 3 years in capital spending to replace these old switches.

The Network Operations team has received RFP responses for our district-wide voice telephone services. We are meeting with the finalists the week of 2/9/15.

The Infrastructure Team has spent some extra time troubleshooting, repairing and planning for moves of several UPSs at our facilities. These UPSs are critical to keeping our network up and running on a daily basis.

Laptop and desktop replacements for faculty, staff and classrooms in accordance with our practice to replace computers > 5 years old will be rolled out for the next several months.

The infrastructure team has successfully kept pace with the facilities improvement projects in Elkhorn and Kenosha. They have worked exceptionally hard to coordinate all of the technology infrastructure on these major projects.

We have unified our Tech Central Help Desk approach by combining the efforts of the existing team, Eric Weiss and Mike Benicek, with the staff who currently provide support for Distance Learning technologies: Brenda Stockton, Ricky Jones, and Mary Blue. This unified team will continue to focus on providing excellent customer support for our faculty, staff, and students on all of the technology throughout the district.

STUDENT SUCCESS

New Student Specialists

We are hosting National Signing Day at iMet on February 19th. Students from all area high schools will be joining us to sign their Letter of Intent to enroll at Gateway for our Fall 2015 semester. It will be an exciting event for our high school seniors!

Student Services Centers

Our Express Services teams are promoting financial literacy by attaching SALT information to each student schedule.

The new Kenosha Student Services Center is really coming together. We are excited to be able to move in the end of March. The new space will provide a great space for students and staff.

BUSINESS & WORKFORCE SOLUTIONS

On January 19th, Students and faculty from Mesabi Range College in MN visited the FabLab to learn how they can develop a similar facility at their school.

January 22nd, Greg Herker spoke on FABLab, 3D printing, and our business accelerator program to the Kenosha Rotary club.

Gateway instructors supported NC3 and its partners Snap-on and Trane at the annual NC3 Train-the-Trainer event at West-Mec school in Phoenix, AZ during the week of January 12th. Over 50 instructors from around the country participated in this event as the NC3 network of schools continues to grow.

As part of the continued cooperation between the University in Oujda, Morocco and Gateway we hosted 8 Moroccan instructors the week of January 19th. Using the NC3 Train-the-Trainer model the curriculum was delivered to the Moroccan instructors in the same manner they will deliver it to their students. This was the first time many of the Moroccan professors did hands-on work with a vehicle in a true shop setting

Michelle Talhami and Gordy Kacala attended the Workforce Information and Technical Services (WITS) Partners Conference in Madison on Monday, January 12, and will be collaborating on a proposal for closer application of WITS data in development of Gateway programs and services.

Kristin Niemiec presented the Launch Box Accelerator program to TEMPO Racine on January 8th, WRJN's Work Search Monday on January 12th and the Elkhorn Chamber of Commerce on January 22nd.

On February 3rd, the City of Racine Common Council approved the 2015 Launch Box funding contract in the amount of \$99,930.

The Launch Box Growth Accelerator was awarded \$50,000 from Wisconsin Economic Development Corporation (WEDC) in support of the program.

Debbie Davidson presented at the American Association of Community Colleges (AACC) Workforce Development Institute and announced the launch of the Center of Excellence for Lean for Education. This is a collaborative project between Gateway and The Quality Group to provide access to online learning modules, technical assistance and instruction for K-12 educational organizations throughout the US. Gateway's Lean Six Sigma journey led to the development of Lean for Education and a case study highlighting Gateway's work to-date was completed and shared at the presentation. For

more information on this effort please contact Debbie Davidson at davidsond@gtc.edu or 262-564-3422.

Gateway submitted a Blueprint Grant for High School Pupils to support a High School CNC Boot Camp in Walworth County. Modeled after our successful adult CNC Boot Camp, Gateway has offered two High School Boot Camps at the iMET Center and plans a third one starting in July 2015. Meeting with Walworth manufacturing employers and school administrators last month, the support and demand for this program in Walworth County enabled us to write for funding through Wisconsin's Fast Forward program.

Debbie Davidson presented at the January KABA Board Meeting on talent development, recruitment and retention. Joining her on the panel were representatives from industry, the local labor economist, and a recent UW Parkside graduate who shared the job search experience.

Debbie Davidson is serving on the Higher Expectations for Racine County Youth, Career Development and Post-Secondary Committee. The objective for this committee is to create a network of resources which will make information more readily available to students throughout RUSD's K-12 system.