

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD
Regular Meeting
February 18, 2016

The Gateway Technical College District Board met on Thursday, February 18, 2016 at the Elkhorn Campus, 400 County Road H, Room 112/114, Elkhorn, WI 53121. The meeting was called to order at 8:00 am 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	Excused
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 26 citizens/reporters.

III. Approval of Agenda

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

IV. Approval of Minutes

- A. It was moved by S. Pierce, seconded by W. Duncan and carried to approve the minutes of the January 21, 2016 Regular Meeting.

Ram Bhatia arrived at 8: 20 am due to Elkhorn construction

V. Citizen Comments

- A. There were no citizen comments.

VI. Committee of the Whole

A. Tour Elkhorn Campus Manufacturing

- Bryan Albrecht welcomed everyone to the Elkhorn Campus. Bryan recognized Mike Reader, Precision Plus for the donation and towards the manufacturing center on the Elkhorn Campus. Bryan presented Mike Reader with a plaque thanking him for the continued support. The manufacturing center in Elkhorn has been named after Precision Plus as the RPM Center, short for Reader Precision Machining and Manufacturing Center.
- Mike Reader stated that he was amazed by how much progress has been made to the manufacturing center and recognized the support for the community. He said it is exciting to see investments made and even more exciting to participate in the solution. Mike Reader is hoping to have his team in the new RPM Center as much as possible to work with students and staff.

- Trustees and guests in attendance toured the RPM Center on the Elkhorn Campus.

R. Zacharias motioned to move the Operational Agenda before the Chairperson's Report. W. Duncan seconded the motion. This change took place to accommodate Mike Reader's schedule.

VII. 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. Section 2 was sent to the Trustees for the first reading prior to the Board meeting. If no changes are suggested section 2 will go for approval at the March 17, 2016 Board meeting.
- B. Dashboard Report
 - The Gateway Promise program has generated great interest and will serve as a future enrollment driver.
 - We have raised \$1,500,000 to seed the Gateway Promise endowment.
 - The benefits committee completed an RFP for health benefits. Results are under review.
- C. Board Evaluation Summary
 - Gary Olsen encouraged Trustees to complete the Board Meeting Evaluation on a monthly basis to provide feedback that will help plan future meetings.
 - Gary acknowledged Zina Haywood for her leadership with the January Board meeting.
 - Gary thanked Gateway staff for their continued hard work on multiple Gateway events this past month.
 - Gary also thanked Pam Zenner-Richards and Ram Bhatia for attending the Gateway Promise announcement.
 - Ram Bhatia announced that ABB has agreed to give a donation to the Gateway Promise.

VIII. President's Report

- A. Announcements –
 - B. Albrecht introduced the following employees that were attending the Board meeting as part of their Gateway Journey: Crystal Vrtacnik and Brandon Aswege.
 - B. Albrecht announced that Gateway has many positive things to talk about currently. February is CTE Month, Bryan tweets out events about Gateway almost daily, follow him @albrechtbryan to stay connected with Gateway.
 - Stephanie Sklba received the Rookie of the Year Award from the Boys and Girls Club
 - B. Albrecht thanked Jennifer Charpentier, Stephanie Sklba and their team for their hard work on the Foundation Scholarship Event.
 - S. Sklba spoke on the event in Madison that Gateway staff and students attended. They toured the senate and the house and heard about what is going on in the state and with the college affordability act.
 - B. Albrecht recognized Mike O'Donnell on his leading effort and responsibility with helping colleges advance their accreditations. Mike is an assessor of quality programs and has visited nine colleges so far and is also appointed to a national board.
 - J. Frost spoke on HR on campus which is allowing staff to meet with him face to face. This has been very beneficial to staff.
 - B. Albrecht thanked Jayne Herring and her team for their leadership. Lidia Hernandez Guizar led the effort for Bright Spots in Education. Lidia is Gateway's Hispanic outreach specialist using grass roots efforts. Lidia also translates Gateway information to Spanish.
- B. The State of the Chapter Address

- Anthony First reported on student veterans. The following Gateway veteran students attended NATCON2016 in Orlando, Florida along with Anthony First: Eric Kent, Leland Ellis, Mary Kent, and Stephanie Thomas.
- Topics Discussed: Survivor and Caregiver support on Campus, Outreach Innovation in the Age of Digital Media, Supporting Student Veteran Success, Leading Practices in Student Veteran Focused Programming, Research Spotlight: Measuring University Success in Serving the Military Population, Opening Ace's Toolkit for Veteran Friendly Institutions, Transitioning to the Workforce, Student Veteran Development in Prestigious Scholarships, Fellowships, and Internships, Success in the Workforce, How to be a GI Bill Ninja, My VA Communities Model, Veteran Reintegration Through Community Service, Women Veterans: Engaging Their Leadership and Influencing Change, Community/Technical College Best Practices for Veterans, Serving our LGBT Student Veterans, Admission Accomplished! Transitioning to Highly Selective Universities, Veteran Suicide: Creating Dialogue on Mental and Emotional Health
- The General Session included: U.S. Secretary of Veteran Affairs, Jared Lyons SVA CEO, and U.S. Assistant Secretary of Labor.
- Corporate Networking: Veterans of American University, Columbia Southern Education Group, Thomas Edison State College, Financial Industry Regulatory Authority, Texas A&M University, Veteran's Resource Group, University of New Mexico, University of Nebraska, Arapahoe Community College, Milwaukee Area Technical College, University of South Carolina, Raytheon, General Dynamics, Chevron, Northrop Grumman, Google, Walgreens, Ricoh, BP, Merck, Aramark, Bank of America, USAA, Eli Lilly, Accenture, Citi, Home Depot, NASA, Walmart, The American Legion, NBC Universal, Disney's Hollywood Studios, JP Morgan Chase, 100 other Colleges and Universities
- Meet and Greets Included: Maj Gen USAF (Ret) Carl G. Schneider – Veterans Resource Group, Lt. Commander Brian Duffy – National Veterans of Foreign Wars, Congressman Jeff Miller – Florida Congressman
- The 444th Chapter Student Veterans of America would like to thank you for your continued support to our veterans at Gateway Technical College.

C. National Signing Day

- Stephanie Skiba spoke on National Signing Day. The college will host students to sign their letter of intent to attend Gateway Technical College. 150 students signed their letter of intent at this event.

IX. Operational Agenda

A. Action Agenda

1. **Approve the name Reader Precision Machining and Manufacturing Center (RPM Manufacturing Center)**

Summary of Item – Mike Reader with Precision Plus, inc. will be naming the manufacturing center on the Elkhorn Campus, Reader Precision Machining and Manufacturing Center also referred to as RPM Manufacturing Center.

Following discussion it was moved by W. Duncan, seconded by R. Zacharias and carried to approve the name Reader Precision Machining and Manufacturing Center.

2. **Approve the Updated Executive Limitations from the Ad Hoc Policy Review Committee**

Following discussion it was moved by R. Bhatia, seconded by R. Zacharias and carried to approve the updated Executive Limitations from the Ad Hoc Policy Review Committee.

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 January 31, 2016.
 - b) **Cash and Investment Schedules:** Approved the monthly cash reconciliation, investment schedule and investment report.
2. **Personnel Report:** Approved the personnel report of three (3) new hires; one (1) new hire limited term; two (2) promotion; one (1) termination; no employment approvals-casual, non-instructional; and no employment approvals-adjunct faculty.
3. **Grants Awards:** Approved the Grant Awards for February 2016
4. **Contracts for Instructional Delivery:** Approved the contracts for instructional delivery report for January 2016
5. **Advisory Committee Activity Report:** Approved the advisory committee 2015-2016 meeting schedule and new members as of February 1, 2016
6. **Approval of Bid:** Approved Bid Number 1481

X. 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.**

Gateway Promise

- Zina Haywood, Stephanie Sklba, and Stacy Riley presented on Ends Policy 3.
- Interpretation: The Gateway Promise provides free tuition and fees for eligible students as well as academic and career success, that allows residents to develop knowledge and skills for family-supporting careers that contribute to the growth and sustainability of the local economy.
- The Gateway Promise represents: A vision for eligible southeast Wisconsin high school students that assures preparation for college and career success through the alignment of Gateway's programs and services. A vision for southeast Wisconsin employers that assures access to an increased pipeline of highly qualified employees with college and career experience. A vision for families that guarantees all eligible high school graduates access to an affordable college education.
- The Need for a Gateway Promise: 48% of high school students enrolling directly in Gateway are underprepared, 50% of the high school student population in urban communities within the Gateway district are economically disadvantaged, 56% of degree seeking program students receive financial aid, Currently 11% of high school students enroll directly into Gateway, The Gateway Promise **Goal** is to increase *direct* high school enrollment
- Marketing: Develop fundraising materials including a brochure and a video portfolio, Add video to the Promise website, Extend the push through social media, Develop information directed to parents of high school students
- Kick-Off Event: Reserve rooms, food, speakers, supplies & materials
- Promise Scholars Bridge Program: Develop Curriculum for Remedial Course Work, Transportation, Reserve rooms, food, speakers, supplies & materials, Complete program agenda
- Promise Scholars Bridge Program – Mission: Participation in the Summer Bridge Scholars Program develops skills and insights central to academic success at Gateway Technical College.

The Promise Scholars Program is an immersion experience that allows students to familiarize themselves with the campus community and identify offices which will provide valuable information and support.

- Logistics and other details: Create information and process for PILOT, Schedule academic support and other workshops, Develop financial aid workshop offerings and financial literacy integration, Develop process to get information from high schools, Finalize student and parent communication, Create Response letters for Intent Form, Create Letters for Admission (Yes & No), Develop tracking and monitoring systems, Develop enrollment, persistence, and completion metrics, Develop internal reporting needs

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

B. Executive Limitations

1. 3.4 Budget/Forecasting– J. Nygard

- The FY 2017 budget parameters were approved by the Board at the November 19, 2015 meeting. For the administration to be in compliance with Executive Limitations, Policy 3.4, an update on development of the FY 2017 budget will be provided.

Following discussion, it was moved by W. Duncan, seconded by R. Bhatia and carried to approve 3.4 Budget /Forecasting.


XI. Board Member Community Reports

- Ram Bhatia shared that Gateway's Promise Event and Foundation Scholarship Events were both great and he is proud to be a part of the Gateway Foundation and Board of Trustees
- W. Duncan shared that he attended the Legislative Summit in February in Washington D.C. He enjoyed the speakers, tours, and sessions. Overall it was a great event.

XII. Next Meeting Date and Adjourn

- A. Regular Meeting – Thursday, March 17, 2016, 8:00 am, Kenosha Campus, Bioscience Center, Room 120
- B. At approximately 10:26 am it was moved by S. Pierce, seconded by P. Zenner-Richards and carried that the meeting was adjourned.

Submitted by,


Susan Greenfield
Secretary