



PRESIDENT'S REPORT

January 21, 2016

GATEWAY AS A LEADER

Gateway instructor's Neil Petersen and Greg Chapman worked with NC3 and the Starrett Corporation to develop the Advanced Measuring Instruments (AMI) Certification. The contents of this certification are designed to meet the expectations of Starrett, Snap-on, and NC3. Upon successful completion of each module the learner is allowed the opportunity to complete an online exam and acquire a stackable credential from Starrett, a globally recognized company; the certification is endorsed and delivered by NC3. The attendee can acquire six certifications: 1. Primary Standards 2. Flexible Measuring Instruments 3. Support and Layout 4. Surface Finish and Hardness 5. Data Acquisition 6. Optical Comparator.

ACADEMIC AND CAMPUS AFFAIRS

Allied Health and Veterinary Sciences

The December 2015 graduates who were part of the HPOP grant were guests of honor at a celebration of their accomplishments in Kenosha on December 21. A former HPOP student who is currently employed as a full-time RN in the orthopedic trauma unit at Froedtert Hospital joined the group for an inspirational sharing of her experiences.

All advisers for the health programs met in Burlington on December 17 with Deans Diane Skewes and Mike O'Donnell to discuss recent program changes and roll out of the new faculty advising model.

Mike also hosted a visit from his counterpart at Northcentral Wisconsin Technical College (NTC) on January 13 at the Burlington Center so her team could tour our new pharmacy technician program lab and interview program director, Jennifer Lucas, Pharm D., R.Ph.

Elkhorn Campus

Elkhorn campus was well-represented at the 2015 annual Christmas Parade in downtown Elkhorn last month.

The manufacturing/CNC expansion in the South Building was completed over the holiday break and was able to accommodate the start of the first Boot Camp of 2016.



BIT

The AITP club held its fourth annual Alumni dinner. The club invites graduates to a club dinner where they can share their experiences with current students. This event means a lot to the graduates and it is an excellent opportunity for current students to ask questions of the graduates.

MET

From our welding department: An Elkhorn student and a Racine student have been hired as pre apprentices for local 601 steamfitters. The student from Elkhorn is working at Grunau and the student from Racine is working at J.M. Brennan.

Student Tom Ruge won second place and a \$1000 prize at the AWS welding competition at FabTech international Welding Expo held at McCormick Place in Chicago during November. People attended from all over the country. It was for stick welding and shows the quality of our program.

Waterford Union High School instructor Jake Ruff is enrolled to take our oxy-fuel course in the spring semester in the first steps toward being able to teach the same transcribed credit class at Waterford Union High School.

COMMUNITY AND GOVERNMENT RELATIONS

We are in the process of developing a top-of-mind set of messages and visuals to support the college affordability and quality positioning.

The marketing department continues to support the following first quarter events: Martin Luther King event, Mahone CEO Scholarship Power Up, Gateway Promise rollout, EcoFest Racine.

The final work on new Gateway website is being done and will be rolled out in mid January.

As of January 6, 2016, the Foundation has received \$278,753 in gifts from individuals (including Gateway faculty and staff and alumni), corporations, foundations, and service organizations.

The Foundation notified 205 students that they had earned Gateway Foundation continuing student scholarships. The official list of awardees will be available on the Foundation's page of the College website in February. The scholarship awards ceremony is scheduled for Saturday, February 13, 2016, at Madrigano Auditorium in the Kenosha Campus Conference Center. Doors open at 12 Noon.

Nominations for the 2016 Distinguished Alumni award are due by March 15. Nomination forms are available at: <https://www.gtc.edu/foundation-and-alumni/distinguished-alumni-nominations>

A radio show was done in December that discussed community engagement and the Foundation scholarship program.

Mentor Southeast Wisconsin continues to meet to discuss mentoring in Southeast Wisconsin and how organizations can work together. Gateway continues to offer mentor training to the community for mentoring programs. The education summit this year was focused on literacy and we had a very good discussion around literacy in Southeast Wisconsin.

ENROLLMENT

Spring enrollment is down -6.5% as we continue spring registration. Enrollment for FY16 is currently down -2.8%. The Admissions Office has been very busy the last several weeks continuing to process applications for the spring semester.

FINANCE AND ADMINISTRATION

Grants Update

This month concludes the budgeting process for Special Revenue Fund for new grant proposals and renewals of existing grants for the Wisconsin Technical College System funding which are due before the end of January, 2016.

FY 2016-2017 Budget Kickoff

In December, the Business Office kicked off the FY 2016-2017 budget with an update to the Budget Officers on the General Fund Revenues and Expenses. The theme was "A Piece of the Puzzle, A Slice of the Pie". Various staff discussed each of the five pieces of the General Fund Revenue (State Aid, Program & Material Fees; Tax Levy; Institutional Revenue; Other revenue) and then using the same size diameter of pie, staff educated Budget Officers on the three pieces of expenses (Salaries, Fringe & Other). The idea of revenues matching expenses and budget parameters moving into FY 2016-2017 planning was evident. Connections were made to the October training session on the Budget Puzzle which discussed the six funds in Gateway's

Budget. During the presentation, real pie was shared with some while others had none. However, before the kickoff concluded, everyone was able to share in the pie, symbolic of the budget process and the need to work together to balance the budget collectively. The second half of the FY17 Budget Kickoff was held on Monday, January 11, 2016. This meeting highlighted the technical aspect of budget planning where budget officers received historical expense data for input into Adaptive Insights. As we move further into the budget process, budget updates will be provided to ELC for refinement.

Community Joint Review Board Meetings

On behalf of Gateway Technical College, Bane Thomey attended Joint Review Board meetings with the City of Whitewater TID #5 and City of Kenosha TID #18, related to their respective Tax Increment Financing Districts (TIF Districts) also called Tax Incremental Districts (TIDs). TIF districts are used by communities to improve areas within the boundaries of the TIF district to attract residential, commercial and industrial growth. When a TIF district is established, a "base" value is assessed and created. Every year as new assessments are issued, the TIF district is re-valued based on state guidelines. The increase or decrease in value is called the "increment". As mill rates and taxes are calculated each year, the taxes for the "base" value of the TIF are paid to all taxing bodies. The taxes for the "increment" are retained by the respective City in a TIF fund to be used for the improvements in the TID. When a TID is closed, the value of the property and improvement goes to the overall value of the respective City and the full value of taxes is then paid to all taxing bodies, including Gateway. Per State Statutes, members of the Joint Review Board (JRB) represent a taxing jurisdiction (municipal, county, school, technical college, special districts) are asked to approve, deny or amend a TID. The JRB uses TIFs to help these taxing jurisdictions to invest in economic development. Through the JRB meetings, Gateway is kept abreast of changes in any TID districts throughout the tri-county area.

Racine County Economic Development Corporation (RCEDC)

Bane Thomey was asked to participate in RCEDC's Internal Control Ad Hoc Committee Meeting to be held mid January. RCEDC reached out to a group of local experts to guide them on the topic of Internal Control Policies. The goal is for annual review of RCEDC's Internal Control Policy and flow chart; financial statements with Independent Auditor's report and reviewing various reports related to loan file reviews. In addition to RCEDC, Bane also attended the MilATC Audit Advisory Committee held in January, having a similar scope or review.

Ecommerce Purchasing Platform

Jason Nygard and Judy Braun have been working on the Ecommerce purchasing platform transition from SciQuest over to ESM. The Gateway/WTCS contract with SciQuest expired on December 31, 2015 and in preparation, the WTCS purchasing consortium issued a request for proposal, evaluated the responses and has awarded the contract to ESM Solutions. ESM was selected based on a number of factors including price and catalog availability. Training will be provided this month for power users and communications will be forthcoming on how to best utilize the new system. Our investments in Ecommerce continue to drive collaboration and efficiency for the college.

Federal Standard Mileage Rate Change Effective January 1, 2016

The Business Office received communication from the IRS that effective January 1, 2016 the Federal Standard Mileage Rate changed to \$0.54 per mile. This is a decrease of \$0.035 per mile from the 2015 rate. Accounts Payable staff, Vicki Christensen and Michele Gianakos, updated the appropriate travel reimbursement forms and Sharon Johnson, Comptroller, sent out a global communication to alert everyone of these changes. Additionally, all necessary documents were updated and are available on the intranet site under the Business Office. When submitting travel reimbursements related to mileage, please keep in mind these changes!

Gateway to Leadership Presentation

Members of the Business Office team will be presenting at the "Gateway to Leadership" session in January. The theme of the meeting has a financial focus and the Business Office team will lead an interactive session on financial decision making. Participants will learn what types of financial resources and uses are available to Gateway and how funding is aligned with various college initiatives.

Go Sign Me Up

Sharon Johnson has collaborated with Business Workforce Solutions (BWS) leadership to create a new merchant ID for the Go Sign Me Up application. This new process will allow for BWS to electronically track revenue related specifically to Apprenticeships. Although in its early stages, we expect the process improvement to be in place to assist BWS with revenue coding and eliminate some of their manually reporting processes related to Apprenticeship Revenue.

Contract for Service Kaizen

The Business Office team continues to support continuous quality improvement and will be partnering with the Business Workforce Solutions (BWS) team and KC Jackson, Quality Systems Manager, in February for the "Contract for Service Kaizen". In preparation for the Kaizen, we are currently working on logistics, providing survey information, billing information and process details as it relates to the Business Office end. More updates on the progress will be available late February upon the outcome of the Kaizen.

HUMAN RESOURCES & FACILITIES

A Community Listening Session was conducted on December 17, 2015 from 5:00 p.m. to 8:00 p.m. with representatives from Gateway, UW-Parkside and architects, Partners in Design, regarding the EVOG track on the UW-Parkside Campus. Over 100 invitations were sent to elected officials, neighbors of the site, and police departments. No issues were expressed at the session.

The Elkhorn Manufacturing Center is nearing completion and will be operating the beginning of the spring semester on January 11, 2016.

The Health Care RFP went out on January 5, 2016 and a decision is expected by March 2016. It will be a little tricky since one of the requirements is that the insurance company will have to sponsor the new Health Clinics.

We are beginning a new year of *HR on Campus* with John Frost going to six Gateway locations to meet with staff and discuss issues and answer questions.

Debbie Miller is now a member of the DAAB Committee. She is also on the 'Better Together' Grant Committee which is currently working on preparation for a climate survey.

Debbie Miller has made presentations on Title IX during New Student Orientations and Faculty Development Days.

Jacqueline Morris and Selina Bohn of the HR Staffing Department have made presentations on staffing at the Associate's training. They also began *Staffing on Campus* where they go to each campus and meet with any interested staff regarding questions or concerns with staffing.

INSTITUTIONAL EFFECTIVENESS

The Higher Learning Commission has approved Gateway's request to offer two new technical diplomas: Gas Utility Construction and Service, which will begin immediately, and Fire Fighter Technician, which will begin in fall 2016. HLC approval is required for any aid-eligible program shorter than an associate degree of which 50 percent of the curriculum is not included in an already approved associate degree. The HLC is also considering a request to offer our Horticulture program at Badger High School within the next year.

Career Pathways

A total of 17 pathway credential applications (14 pathway certificates and three embedded technical diplomas) were submitted to the WTCS office in early December for education director approval. The applications are currently being reviewed and the district should receive responses on the status of the applications by mid-January. The Career Pathways Manager worked with program chairs to identify industry-recognized credentials students can earn or be prepared to earn during their program coursework. A centralized listing of all of those credentials has been developed for college staff and external stakeholders to utilize.

Employee Learning

The New Faculty Institute (NFI) based on the Faculty Quality Assurance System began in Fall 2015 and a new cohort began on January 7, 2016. The NFI provides all new full-time faculty with exposure to FQAS competencies which are then practiced in the classroom and evaluated through classroom observation and performance evaluation. At the end of the three year Institute, faculty will achieve Full Qualification. Survey data so far shows that new faculty are getting the information and support they need to successfully teach at Gateway.

Research, Planning, and Development

The Research department conducted the Noel-Levitz Student Satisfaction Inventory survey during November and December. The surveys were administered in a sample of courses on each campus, with a total of 732 students completing the questionnaire. We have just received the results of the survey back from Noel-Levitz. In the coming months we will be analyzing the results, sharing the data with staff, and creating action plans to address areas where the college's performance can be improved.

LEARNING INNOVATION

Distance Learning

We are testing a new collaboration tool in Blackboard called Blackboard Collaborate. Several pilot/testing sessions are in progress. This will allow students, faculty, and staff to communicate with audio/video using their web browsers and the Blackboard system. LifeSize Cloud is another communication tool that links with our existing video conferencing infrastructure. This is being used in several academic areas to facilitate teaching and learning. 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 research alternative technologies in support of learning objectives. Recent explorations include proctoring solutions for online tests in courses as well as mobile development platforms.

Information Systems

The implementation of the Self Service modules for Student Planning, Student Finance, and Financial Aid is in progress. Additionally, the Online Petitioning project (LSS Black Belt project) has been completed. The processes to import scheduling information from Infosilem in to Colleague is working. It was used to create the 2016 Spring sections but needs some tweaking. The processes to import BWS student information from Go Sign Me Up in to Colleague is complete. Creating more reports for HLC Persistence and Completion Academy. ImageNow will be upgraded by the end of the year. Ellucian mobile application for Colleague now in testing. Information Systems staff will be implementing the Ellucian Portal solution. Work on reports in CROA is on-going.

Server and Virtualization Technology

We have implemented the new VDI system and testing has started with various applications. We are still figuring out best practices with some applications which have presented challenges. Wider testing will begin in late November/early December once equipment has been set up in the BioScience SmartRow racks. Testing has begun with Chromebooks and VDI. A client has been released for Chromebooks that functions like the client on desktops, but is missing some features like USB redirection. The Greenprint team has been testing new copying solutions. The test will be in the LID office as well as the Business Office. We are testing a larger copier as well as a smaller desktop unit. We also will be evaluating PaperCut as a replacement for our Pharos System, which comes up for renewal this year. Most of the other colleges use PaperCut and recommend it as a solution. Meetings are scheduled with CDW-G and Simplivity to evaluate a "hyperconverged" storage solution for our virtual servers. This system will combine storage and server, and has been presented as a cost saving

technology. This would also reduce our footprint for server storage from an entire rack to approximately ¼-½ a rack.

Networking, Infrastructure, and Technology Support Services

We have completed installation of a new server/switch rack system in the BioScience building called a SmartRow. This project provides us with enhanced survivability, redundant cooling, and built-in fire-suppression. The goal is energy cost savings and investment in one server room instead of two. Our new backup generator is scheduled to be cutover this week in the BioScience Building. The iMET generator has been ordered and is targeted for installation by the end of the calendar year. The campus techs are about half-way through the desktop and laptop replacement plan for the current fiscal year. Estimates are in the range of 600+ devices needing to be upgraded this year. A “Tiger Team” of technicians has been formed to develop and implement a new standard for classrooms and meeting rooms. The Network Operations team is working with Marketing and Employee Learning to rollout a new *Network Security* education subscription for faculty, staff and students. Protecting our data and network resources is vitally important, and it is a best practice that all employees are continually educated and reminded of the security threats to which we need to be ever-vigilant. Our partner in this security education is Stickley on Security. Our Infrastructure and Network Operations teams are continuing to upgrade the network switches across the district, replacing switches which are no longer supported. The Infrastructure team is nearing the half-way completion point of our 40 classroom multi-media upgrades. We are currently comparing projection whiteboards as a potential addition to our equipment list. These whiteboards are designed to be both a projection surface AND a whiteboard which will provide for a better overall end-product and a lower cost.

STUDENT SUCCESS

Disability Support Services

This fall the Disability Support Services (DSS) department provided services for a total of 429 students. Of that number, 140 were brand new to Gateway Technical College. The DSS department provided 142 digital textbooks for students with a print disability, accommodated 122 note taker requests, and proctored 1,237 plus individual exams/quizzes. The Racine campus DSS staff reported that three of their students applied for and were awarded WTCS scholarships. The entire Disability Support Services team is extremely excited about this achievement.

New Student Specialists

Our New Student Specialist team will be hosting New Student Orientations at each Campus. The Kenosha orientation will be held January 5th, from 2pm-5pm; Elkhorn's will be held January 6th from 9am-12noon; and Racine's will also be held on January 6th from 2pm to 5pm.

Registrar's Office

The Registrar's Office has been part of a cross-functional team working on setting up and testing the new Student Planning software. The team is comprised of Information Systems, Institutional Effectiveness and Advising experts. We have been devoted since September to creating a curriculum structure in the new system that will provide a

simple, understandable display of credential requirements for students. Another feature we are excited to roll out in January is a color-coded display that allows students to see at a glance what they are registered for, what classes they are planning to take and when, and what classes they still need to schedule.

Additionally, the Registrar's Office will be providing on site transfer evaluations at all three New Student Orientations (Elkhorn, Kenosha and Racine). Continuing for spring 2016, the Registrar's Office will be hosting All Things Transfer which are one-on-one informational sessions with Academic Advisors and New Student Specialists.

We are also excited to announce that the Registrar's Office staff has been working diligently to process Fall 2015 graduates as quickly as possible. We anticipate completing the graduation processing the first working day of the new year. This will mean that we will be able to provide job-seeking students with transcripts which display their graduation credentials. This is our fastest graduation processing ever; a week earlier than last year!

Student Accounts

The Student Account team in partnership with IS and Financial Aid, has been focused on the new Student Finance Module. This will provide students transparency, easier access, and a cleaner view of their student account. We have begun the process of training staff and are expected to go live with the project on January 19, 2016 for students.

Student Services Centers

Student Services staff have started training with the new Ellucian student planning system. Each Student Services center had two Continuing Registration Day events to encourage continuing students to get registered and stay on top of their financial aid for Spring enrollment. Approximately, 350 students were seen by Academic Advisors and Student Finance Specialists. We welcomed a new Contact Center Associate on December 21st.

BUSINESS & WORKFORCE SOLUTIONS

Nicci Pagan, Apprenticeship Department Divisional Associate is working with Randy Reusser to develop a new low-voltage apprenticeship. They are currently working with Jacki Rupp of CC&N, Associated Builders & Contractors, Inc (ABC), and Paul Kostner an instructor for IndianHead Technical College. The goal is to develop and offer a low-voltage apprenticeship to meet the needs of local companies who are members of ABC.

Additional Workforce Advancement Training (WAT) grants were awarded to Allied Plastic and E.C. Styberg.

A Certified Medication Assistant program that was initiated through discussions with local health care organizations will now be offered through Gateway's Nursing Division starting this Spring.

A number of local high schools made visits to the Horizon Center before the holiday break and many of these visits were combined with certification training. Racine Park HS brought about 40 students so they could better see the connection between their Gateway courses at the high school and the opportunities those will lead into if they decide to continue on to the Horizon Center.

West Allis HS also brought a group of their transcribed credit students who are enrolled in Brakes. In addition to seeing Horizon they went through a Snap-on certification training on the Pro-Cut on-car brake lathe. This helped meet the requirements for their transcribed credit course and helped build the career pathway from their high school courses to Gateway.

Brown Deer High School is looking to get involved with the Snap-on multimeter certification and brought a group of 16 students some of which were in more traditional technology education courses, but others that were also in Project Lead the Way digital electronics class.. Overall we had 14 of the 16 students pass the exam before they left and the others were scheduled to complete the exam the following day. We are already in discussion about bringing them back next year or perhaps a precision measurement certification in which we can begin to do the same process that allows them to continually build their certification offerings also and at the same time expose Gateway and the opportunities we have to their students.

The Apprenticeship Department has implemented two new Apprenticeship programs this semester. Our Industrial Manufacturing program brought Gateway 27 new Apprentices and our Press Set-Up Operator program brought us 14 new Apprentices. The Wisconsin Technical College System approved three General Purpose Revenue Grants for our Apprenticeship program! These grants are provided specifically for Apprenticeship programs with low enrollment or excessive growth. Our Tech Plumbing Apprenticeship program was granted \$20,000 and our Construction Electrical Apprenticeship program was granted \$14,000 because of our unexpected expansion. Our Wastewater Treatment Plant Operator Apprenticeship program was granted \$14,000 because it is a new program in the district with low enrollment.

Stacey Erickson, Apprenticeship Secretary, is a part of Gateway's Heads Up Mentoring program and has been mentoring a student on the Kenosha Campus. She has been selected to participate in the creation of a video that will be used for the introduction/orientation to the Heads Up Mentoring Initiative here at Gateway Technical College. The video is to be titled, "Become the Faces and Voices for HEADS UP Mentoring". The Apprenticeship Department has a new face in our office, Valerie Quispe. Valerie is our new student casual and is enrolled at Gateway Technical College in the Administrative Professional program.

Thalia Mendez, Business Resource Specialist, has taken over Kristin Niemiec's position as Launch Box Manager as of November 18, 2015. Thalia's responsibilities include the Racine Launch Box facility and programming, in addition to entrepreneurial efforts throughout the Gateway District. Welcome Thalia! Since stepping into this role she has revised and submitted the contract with the City of Racine for 2016. And is prepared to discuss it with the RDA and Finance Committees in February. Thalia has already had

two scheduled monthly meetings with staff from City hall and the transition appears to be seamless.

Our first entrepreneurial event, Small Business Success Summit is scheduled for Saturday, April 16th at the iMET Center. This full day summit will begin with an opening keynote address by Ulice Payne, Managing Member of Addison-Clifton, LLC. He is an advisor regarding global trade compliance solutions and brings with him a vast array of entrepreneurial experiences. There will be six workshops (two concurrent sessions at a time) targeting both emerging and growth companies throughout the day. In addition, Greg Herker will have hands-on workshops for children (ages 9-12) in the FabLab.

Program Director Stacia Thompson is working with Instructor Randy Reusser to host a Basic Assembly Training Curriculum Meeting at the iMET Center on Friday February 26, 2016 from 7:30-9:00 am. Local employers and other interested parties are invited to discuss the possibility of offering a Basic Assembly Training boot camp targeted to Women. We are seeking input on the need for more assembly personnel, the content of classes, and the length of training.

BWS in partnership with both the Walworth County and Racine County Workforce and Economic Development Centers will begin recruiting for the next High School CNC Bootcamp. Boot camps will begin July 17th at the Elkhorn campus for Walworth County students and at the iMet Center for Kenosha and Racine County students.

This Spring there are two Boot Camps that will begin. On January 25th the 12-week TeleCom/Cabling Installer Boot Camp will begin at the iMet Center. February 15th a CNA Boot Camp for high level English Language Learners will begin on the Elkhorn campus.

On January 11, Greg Herker will assume a new role as Fab Lab Manager. In this new role Greg will develop and implement education programs and training workshops that use the resources of Gateway's Fab Labs. The Fab Lab provides a venue to engage participants in innovative learning experiences that bridge manufacturing, technology, engineering, graphics and design and provide opportunities for participants to learn the innovation and design process, taking a project from concept to final product. Congratulations Greg!

ATEA will recognize Gateway's Bootcamp Program with a new award "Innovative Best Practices." The ATEA Awards Committee stated that programs such as the Bootcamp are really about innovation in how programs are developed, students screened, entered, instructed, supported and celebrated. And most importantly, innovation is often a "one and done." Gateway has created a model that can change the technical emphasis or occupational emphasis as needed for employers and has moved from government funding to private funding-innovative best practices. The program will be recognized at the 53rd ATEA National Conference in Orange Beach on March 10.

Greg Herker will accept the State of Oklahoma Regents Business Partnership Excellence Award in March of 2016 for his work on the United States Fab Lab Network (USFLN) Board.