

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Regular Meeting

January 18, 2018

The Gateway Technical College District Board met on Thursday, January 18, 2018 at the Elkhorn Campus, Rooms 112/114, 400 County Road H, Elkhorn, WI. The meeting was called to order at 8:00 a.m. by William Duncan, Chairperson.

I. Call to Order

A. Open Meeting Compliance

- K. Bartlett confirmed the meeting was duly noticed in accordance with state statutes for open meeting compliance.

II. Roll Call

Ram Bhatia	Excused
Ronald J. Frederick	Present
Gary Olsen	Present
Bethany Ormseth	Present
Kimberly Payne	Present
Scott Pierce	Present
Roger Zacharias	Excused
Pamela Zenner-Richards	Present
William Duncan	Present

Also in attendance were Bryan Albrecht, Kelly Bartlett, Mary Harpe and 38 citizens/reporters.

III. Approval of Agenda

- A. It was moved by S. Pierce and seconded by P. Zenner-Richards and carried to approve the agenda.

IV. Approval of Minutes

- A. It was moved by R. Frederick, seconded by G. Olsen and carried to approve the minutes of the December 21, 2017 Regular Meeting.

V. Citizen Comments

There were no citizen comments

VI. Committee of the Whole

- Ann Whynott and Stacy Riley presented on Vision 3.2.1.
- Goal 1: Increase enrollment to 6,000 FTE by 2018 - Engage in a **strategic enrollment management** process to achieve and maintain optimum student enrollment.
- Goal 2: Create a culture of excellence and continual improvement – Invest in new technologies and facilities, expand the use of Lean Six Sigma, expand strengths initiatives, incorporate quality metrics, expand employee learning, promote cross-divisional activities.
- Beyond Vision 3.2.1 – the next plan: New format based on drivers of excellence, Three year strategies for each driver, one key strategy identified each year, ongoing measurement of each driver.
- Drivers of Excellence: Foster employee engagement, attract and develop engaged students, deliver program and service excellence, create and strengthen connections with employers, education, and community, create an equitable and inclusive campus, steward college resources effectively.

- Next steps: Gather student, staff, and community input on strategies (February – March), Develop three-year strategies (April - May), Develop focus strategies for 2018-19 (April - May), Finalize measures (April – May), Develop implementation structure (April – May), New plan finalized (June), Board approval of new plan (August).

VII. Chairperson's Report

- A. Dashboard Report items included updates on:
 - Developing a sustained funding model for boot camp programs.
 - Promise program has an 88% retention rate.
 - Adding new programs in High Performance Engines, Barbering and Advance Manufacturing.
- B. Board Evaluation Summary
 - 6 of 8 Attending Trustees Responded to the Survey: Excellent reports/updates on enrollment and transcribed credits, facility planning process. Overall, good meeting.

VIII. President's Report

- A. Announcements
 - John Thibodeau spoke on Gateway to Leadership which is an employee program where selected employees are able to grown their leadership skills and maximize their strengths by participating in events, trainings, and group projects. This is the third year Gateway has offered this program.
 - Matt Janisin spoke on supporting investments in Industry 4.0. There have been multiple planning sessions recently.
 - Jeff Robshaw spoke about IT supporting program changes in the Nursing Labs and working with new vendors to support the equipment. He complimented his team on their efforts, talents, and resources.
 - Stephanie Sklba spoke on the Governor's announcement on the initiative for workforce training.
 - Zina Haywood spoke on the great turnout at Gateway's 24th annual Martin Luther King event. There was an excellent panel discussing generational differences.
 - Bill Whyte thanked facilities for all they do. They are at every event and keep Gateway running smoothly.
- B. Welcome from Campus Dean
 - Mike O'Donnell welcomed the Trustees to the Elkhorn Campus.
 - Mike gave a special welcome to Bernie Janiszewski, the administrator of Lakeland Health Care Center. Bernie is retiring after many years of service to the community and years of supporting Gateway health students as a clinical placement site. Faculty and staff helped Mike present Bernie with a plaque of recognition for her service to the community and partnership with Gateway.
- C. Foundation Report
 - Jennifer Charpentier and Stephanie Sklba presented on the Foundation.
 - Jennifer shared that the Foundation recently celebrated 40 years of helping Gateway students, the College, and the Community.
 - Foundation Scholarships FY 2017: Thanks to the generosity of Foundation donors, the Foundation was able to disburse nearly \$150,000 in scholarship to more than 250 students.
 - Student Emergency Funds FY 2017: The Foundation was able to disburse more than \$24,000 to 38 students who faced an unanticipated, unexpected expense that could prevent them from staying in school. Funds were used for tuition, fees, books, rent, transportation, utilities, and food.

IX. Operational Agenda

A. Action Agenda

1. FY 2017-18 Budget Revision #2

The FY 2017-18 budget requires revisions in the General, Special Revenue – Operational, Special

Revenue – Non Aidable, and Capital Funds. A revision in the General Fund will reflect an allocation of General Fund Reserves to both the General and Capital Funds. A revision in the Special Revenue – Operational Fund reflects an allocation of funds related to 39 Innovation grants with a portion being allocated to the Capital Fund. A revision in the Special Revenue – Non Aidable Fund will transfer funds to the Capital Fund for the USG office remodel. Lastly, a revision in the Capital Fund will reflect funds received from the General Fund, Special Revenue – Operational, and Special Revenue – Non Aidable Funds.

Following discussion it was moved by S. Pierce, seconded by P. Zenner-Richards and carried by roll call vote to approve FY 2017-18 Budget Revision #2

Aye: 7

Nay: 0

Abstaining: 0

Absent: 2

2. Resolution Numbers B-2018 A.1 & A.2 – Approval of Project for the Kenosha Campus Academic Building 1st Floor Classrooms Renovation, Kenosha, WI

The administration is recommending approval by the Gateway Technical College District Board of Resolution Numbers B-2018 A.1 and A.2 for the Kenosha Campus Academic Building 1st Floor Classrooms Renovation project, Kenosha, WI.

Following discussion it was moved by G. Olsen, seconded by R. Frederick and carried to approve Resolution Numbers B-2018 A.1 & A.2 – Approval of Project for the Kenosha Campus Academic Building 1st Floor Classrooms Renovation, Kenosha, WI

3. Resolution Numbers B-2018 B.1 & B.2 – Approval of Project for the Kenosha Campus Madrigano Auditorium Renovation, Kenosha, WI

The administration is recommending approval by the Gateway Technical College District Board of Resolution Numbers B-2018 B.1 and B.2 for the Kenosha Campus Madrigano Auditorium Renovation project, Kenosha, WI.

Following discussion it was moved by S. Pierce, seconded by G. Olsen and carried to approve Resolution Numbers B-2018 B.1 & B.2 – Approval of Project for the Kenosha Campus Madrigano Auditorium Renovation, Kenosha, WI

4. Resolution No. F-2017-2018C.2 – Resolution Awarding the Sale of \$1,500,000 General Obligation Promissory Notes, Series F-2017-2018C

The administration is recommending Board approval of a resolution awarding the sale of \$1,500,000 of General Obligation Promissory Notes, Series 2017-2018C for the public purpose of financing building addition project (\$1,500,000).

Following discussion it was moved by R. Frederick, seconded by G. Olsen and carried by roll call vote to approve Resolution No. F-2017-2018C.2 – Resolution Awarding the Sale of \$1,500,000 General Obligation Promissory Notes, Series F-2017-2018C

Aye: 7

Nay: 0

Abstaining: 0

Absent: 2

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

Administration is recommending approval to issue General Obligation Promissory Notes, Series F-2017-2018D; in the principal amount of \$1,500,000 for the public purpose of financing building remodeling and improvement projects. This borrowing is included in the 2017-18 budget. Upon approval, appropriate legal notices will be published in the official district newspapers.

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

Aye: 7

Nay: 0

Abstaining: 0

Absent: 2

B. Consent Agenda

It was moved by R. Frederick, seconded by 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 December 31, 2017.
 - b) **Cash and Investment Schedules:** Approved the monthly cash reconciliation, investment schedule and investment report.
2. **Personnel Report:** Approved the personnel report of eight (8) new hires; six (6) promotions; six (6) retirements; two (2) resignations; one (1) separations; no employment approvals-casual, non-instructional; and no employment approvals-adjunct faculty.
3. **Grants Awards:** There were no grant awards for approval.
4. **Contracts for Instructional Delivery:** Approved the contracts for instructional delivery report for December 2017
5. **Advisory Committee Activity Report:** Approved the advisory committee 2017-2018 meeting schedule and new members as of January 1, 2018

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. **1) Students demonstrate the knowledge and skills and self-confidence required for employability, career advancement, a global perspective, and lifelong learning.**

Lindsery Kosman and Trina Muscarella presented along with Student Government Officers; Ryan Bogнар, Diana Griego, Natalie Oborn, and Yesenia Martinez-Hall.

Following discussion, it was moved by S. Pierce, seconded by P. Zenner-Richards and carried that this

report is evidence that the college is making progress on Ends Policy #1.

B. Executive Limitations

John Thibodeau presented on 3.1 General Executive Limitations.

Following discussion, it was moved by S. Pierce, seconded by R. Frederick and carried to approve 3.1 General Executive Limitations.

John Thibodeau presented on 3.10 Strategic Planning.

Following discussion, it was moved by P. Zenner-Richards, seconded by G. Olsen and carried to approve 3.10 Strategic Planning.

C. Policy Governance Review

The Trustees reviewed Policy 3.10 Strategic Planning.

Following discussion, it was moved by S. Pierce, seconded by P. Zenner-Richards and carried to approve the wording of Policy 3.10.

The Trustees reviewed Ends Policy 4.1, Statement 1.

Following discussion, it was moved by G. Olsen, seconded by P. Zenner-Richards and carried to approve the wording of Ends Policy 4.1, Statement 1.

XI. Board Member Community Reports

- Kimberly Payne announced that Racine County applied for a grant in partnership with Gateway.
- Bill Duncan reminded everyone of the District Boards Meeting.
- Bill Duncan will attend ACCT held in Washington D.C.

XII. Next Meeting Date and Adjourn

- A. Regular Meeting – Thursday, February 22, 2018, 8:00 am, Burlington Center, Room 100
- B. At approximately 10:51 a.m. it was moved by S. Pierce, seconded by G. Olsen and carried that the meeting was adjourned.

Submitted by,



Kimberly Payne
Secretary