

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Regular Meeting

June 15, 2017

The Gateway Technical College District Board met on Thursday, June 15, 2017 at the Burlington Center, Room 100, 496 McCanna Pkwy, Burlington, WI. The meeting was called to order at 8:00 am 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	Present
Ronald J. Frederick	Present
Gary Olsen	Excused
Bethany Ormseth	Excused
Kimberly Payne	Present
Scott Pierce	Present
Roger Zacharias	Present
Pamela Zenner-Richards	Present
William Duncan	Present

Also in attendance were Bryan Albrecht, Kelly Bartlett, Mary Harpe and 20 citizens/reporters.

**III. Approval of Agenda**

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

**IV. Approval of Minutes**

- A. It was moved by S. Pierce, seconded by R. Zacharias and carried to combine the approval and approve the minutes of the May 3, 2017 Public Hearing and May 11, 2017 Regular Meeting.

**V. Citizen Comments**

- There were no citizen comments

**VI. Chairperson's Report**

A. Dashboard Report

- Vacant position savings are approximately \$389,000.
- A SEM Enrollment dashboard has been created.
- Customer Relationship Management (CRM) position has been created.

B. Board Evaluation Summary

- 8 Trustees Responded to the Survey: Good meeting. Productive and good discussions. The presentations by the community partners were very informative and inspiring. The update on the Promise program was encouraging. Service learning Committee of the Whole presentations were excellent. Good meeting, I continue to be inspired by all the work Gateway is doing and the energy everyone has! I feel very privileged to be a part of the Gateway Team.

C. Ad Hoc Committee Operations Manual

- The Trustees received a handout of the Operations Manual. They will review the manual individually and summarize at the Board Retreat on July 10, 2017.

D. July Board Retreat Agenda

- The Trustees reviewed the Retreat Agenda and added “operations manual” to item B “policy governance”.

**VII. President’s Report**

A. Announcements –

- B. Albrecht announced the Journey members: Jennifer Lucas and Chris Ziarko
- B. Albrecht recognized Stacy Riley as the new Vice President of Student Services & Enrollment Management
- Cian Colony, Lee Colony’s son, attended the meeting for his communication badge. Cian spoke about his Eagle Project.
- Thalia Mendez gave an update on Launch Box.
- Stephanie Sklba reported on the Foundation Golf Outing.
- Bryan spoke about the commencement ceremony that took place in May. 1009 students received diplomas, not all of those students participated in the ceremony.

**VIII. Operational Agenda**

A. Action Agenda

1. Resolution No. F-2017-2018A.2 – Resolution Awarding the Sale of \$7,000,000 General Obligation Promissory Notes, Series F-2017-2018A

The administration is recommending Board approval of a resolution awarding the sale of \$7,000,000 of General Obligation Promissory Notes, Series 2017=2018A for the public purpose of financing the acquisition of movable equipment (\$5,500,000): for the public purpose of financing building remodeling and improvement projects (\$1,500,000).

**Following discussion it was moved by R. Zacharias, seconded by S. Pierce and carried by roll call vote to approve Resolution No. F-2017-2018A.2 – Resolution Awarding the Sale of \$7,000,000 General Obligation Promissory Notes, Series F-2017-2018A.**

**Aye: 7**

**Nay: 0**

**Abstaining: 2**

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

Administration is recommending approval to issue General Obligation Promissory Notes, Series F-2017-2018B; 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 R. Zacharias and carried by roll call vote to approve Resolution No. F-2017-2018B.1 – Resolution Authorizing the Issuance of \$1,500,000 General Obligation Promissory Notes, Series 2017-2018B.**

**Aye: 7**

**Nay: 0**

**Abstaining: 2**

3. Resolution B-2017 A – Strategic Facility Planning Guide for State Submission, Fiscal Years 2017-18, 2018-19, 2019-2020

Wisconsin Technical College System Board Financial Accounting Manual (FAM), Three Year Facilities Plan, states as follows:

*“Annually, each Wisconsin Technical College District is required to prepare and submit a Three-Year Facilities Plan to the Wisconsin Technical College System Board (WTCSB). The Plan must be approved by the District Board and submitted no later than August 1<sup>st</sup> of each year. The reporting shall be on a fiscal year basis and include information for the current and next two fiscal years. The plan will be accepted and reviewed by the WTCSB but no action will be taken, as each project continues to be subject to review and approval on an individual basis pursuant to s. 38.04(10), Stats.”*

**Following discussion it was moved by R. Bhatia, seconded by R. Frederick and carried to approve Resolution B-2017 A – Strategic Facility Planning Guide for State Submission, Fiscal Years 2017-18, 2018-19, 2019-2020.**

#### **B. Consent Agenda**

**It was moved by S. Pierce, 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 May 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 two (2) new hires; two (2) promotions; one (1) retirement; two (2) resignations; one (1) termination; no employment approvals-casual, non-instructional; and no employment approvals-adjunct faculty.
3. **Grants Awards:** Approved the Grant Awards for June 2017
4. **Contracts for Instructional Delivery:** Approved the contracts for instructional delivery report for June 2017
5. **Advisory Committee Activity Report:** Approved the advisory committee 2016-2017 meeting schedule and new members as of June 1, 2017
6. **Bids for Approval:** Approved the following Bids
  - a) No. 1535 – Bioscience Nursing Lab Renovation Kenosha Campus Bid Package B
  - b) No. 1535 – Bioscience Nursing Lab Renovation Kenosha Campus Bid Package C
  - c) No. 1539 – South Building Engineering Classroom Renovation Elkhorn Campus Bid Package C
  - d) No. 1545 – 496 Building Construction Program Remodel Burlington Center
  - e) No. 1546 – Natural Gas Utility Program Project Kenosha Campus

### **IX. 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. **5) Educational partners, locally, nationally, and internationally, connect their students to Gateway’s well-developed career pathways courses, facilities, and educational resources.** Construction Trades – Bill Whyte

Following discussion, it was moved by R. Bhatia, seconded by P. Zenner-Richards and carried that this report is evidence that the college is making progress on Ends Policy #5.

**X. Board Member Community Reports**

- Ram Bhatia thanked all that attended the Gateway Foundation Golf Outing on May 25, 2017.

**XI. Next Meeting Date and Adjourn**

- A. Organizational Meeting – Monday, July 10, 2017, 8:00 am, Pike Creek Horticulture Center
- B. Board Retreat – Directly following the Organizational Meeting, Pike Creek Horticulture Center
- C. At approximately 9:15 a.m. it was moved by R. Frederick, seconded by R. Zacharias and carried by roll call vote that the meeting was adjourned and the District Board move to executive session pursuant to Wisconsin Statutes 19.85(1)(c) to discuss the President's evaluation. The Board reserves the right to reconvene in open session to take action on items discussed in executive session.

**Aye: 7**

**Nay: 0**

**Abstaining: 2**

**XII. Executive Session**

At approximately 10:00 am, the Board reconvened in Open Session. S. Pierce motioned, seconded by R. Zacharias to make changes to Bryan Albrecht's compensation. These changes will be confirmed after the Board meets again in closed session following the August Board meeting.

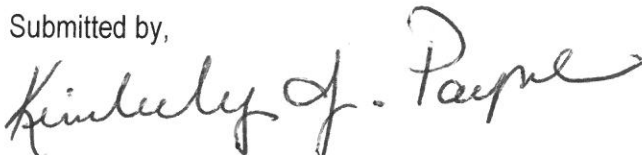
At 10:03 am it was moved by R. Zacharias, seconded by R. Frederick and carried by roll call vote that the meeting was adjourned.

**Aye: 7**

**Nay: 0**

**Abstaining: 2**

Submitted by,



Kimberly Payne  
Secretary