

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Regular Meeting

May 14, 2015

The Gateway Technical College District Board met on Thursday, May 14, 2015 at the Burlington Center, 496 McCanna Parkway, Room 100, Burlington, WI. 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	Present
William Duncan	Present
Ronald J. Frederick	Present
Susan Greenfield	Excused
Bethany Ormseth	Excused
Scott Pierce	Present
Roger Zacharias	Excused
Pamela Zenner-Richards	Present
Gary Olsen	Present

Also in attendance were Zina Haywood, Kelly Bartlett, Mary Harpe, and 32 citizens/reporters.

III. Approval of Agenda

- #### A.
- It was moved by P. Zenner-Richards, seconded by W. Duncan and carried to approve the agenda.

IV. Approval of Minutes

- #### A.
- It was moved by S. Pierce, seconded by R. Bhatia and carried to approve the minutes of the April 16, 2015 Regular Meeting.

V. Citizen Comments

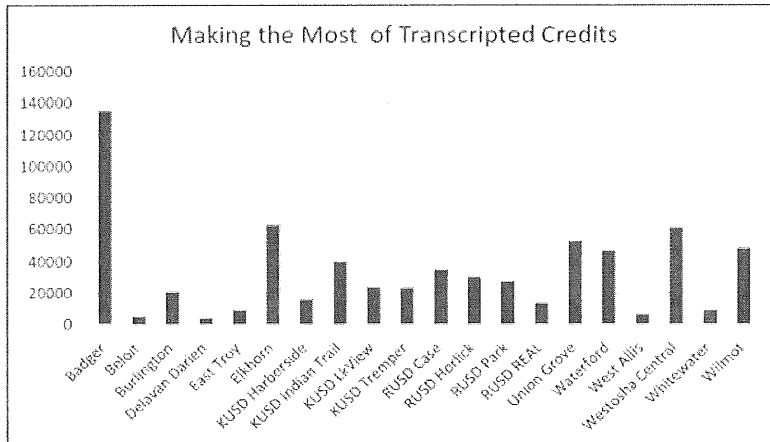
- #### A.
- No citizen comments were submitted.

VI. Committee of the Whole

A. Vision 3.2.1 Collaboration with High School Partners

- Angi Becerra and Jane Finkenbine presented on Goal #2 – Create a Culture of Excellence and Continuous Improvement
- 76% of High School Freshmen have decided to attend a 4 year University - Our Goal: To educate all high school students in our districts on the benefits of attending Gateway, how to earn credit and save money while they are still in high school
- Transcribed Credit - Transcribed Credit is an agreement in which a high school teacher is certified by the Wisconsin Technical College System to teach a Gateway Technical College course
- Benefits of Transcribed Credit - Students can earn college credit while still in high school, Students and parents save money on tuition, Students have the potential to finish college quicker which gets them into the workforce sooner
- Current Transcribed Credit Breakdown

Transcripted Credit Summary 2014 Fall					
High School	Total Students	Total Credits	Total Cost	avg cr/std	avg cost/std
Badger	329	899	134,087.33	2.73	407.56
Beloit	16	32	4,892.48	2.00	305.78
Burlington	49	147	20,306.58	3.00	414.42
Delavan Darien	30	30	4,234.20	1.00	141.14
East Troy	22	66	9,117.24	3.00	414.42
Elkhorn	143	447	62,068.83	3.13	434.05
KUSD Harborside	33	99	15,457.86	3.00	468.42
KUSD Indian Trail	95	274	39,162.86	2.88	412.24
KUSD LkView	51	165	23,237.85	3.24	455.64
KUSD Tremper	54	162	22,818.18	3.00	422.56
RUSD Case	82	246	34,082.19	3.00	415.64
RUSD Horlick	71	213	29,681.07	3.00	418.04
RUSD Park	65	195	27,026.55	3.00	415.79
RUSD REAL	32	96	13,371.69	3.00	417.87
Union Grove	129	372	52,144.83	2.88	404.22
Waterford	88	280	46,077.16	3.18	523.60
West Allis	20	40	6,115.60	2.00	305.78
Westosha Central	138	433	60,426.62	3.14	437.87
Whitewater	30	60	9,173.40	2.00	305.78
Wilmot	119	342	47,686.38	2.87	400.73



- Our Current Year - We have had over 1596 high school students earn Gateway Technical College credit. We have saved these students and their families more than \$661,159.00
- Gateway Students with Transcripted Credit - We currently have 810 students at Gateway that came in with Transcripted Credit from our high schools.
- Burlington High School - 49 Students took advantage of Transcripted Credit in Fall 2014. Total of 147 Transcripted Credits earned. Saved the parents in the district \$20,306.58. Currently have 69 former Burlington high school students that earned Transcripted Credit and chose to attend Gateway
- Guests from Burlington High School joined the Committee of the Whole discussion. The guests included: Peter Smet, Superintendent; Mike Raether, Assistant Principal; Michelle Peetz, Transcripted Credit Teacher; Jordan Jones, student; Alex Dunn, student; James Pech, student, Nick Rex, student.
- The students shared personal stories about how they were able to receive Gateway credits while attending Burlington High School which saved their families money and go them a jump start on college. This also open up their though options for college and career paths after high school.
- Mike Raether mentioned that Burlington High School is fortunate to have Gateway on each side of their high school. They are able to offer classes to the student that will earn them college credits and develop partnerships.
- Michelle Peetz mentioned that she is a big advocate of transcripted credit because this is a great opportunity for the students as well as a great collaboration. Gateway is a perfect stepping stone that adds value for the students.
- Peter Smet said asks the student to have a plan in place as they are ready to leave high school. The student should have a college application, a job application, or be enrolled in the military. This is referred to as a Higher Education Profile.
- Michelle and Mike both mentioned that they plan to keep expanding their options of Gateway classes offered to Burlington High School students. The students enjoy saying they are college students while they are in high school. They are able to get college IDs and use them for discounts at places.

VII. Chairperson's Report

A. Board Goals Monitoring

- Effective Meetings – Summary of Responses:
 - Our board meetings continue to be self-evidence of the leadership and dedication of the entire Gateway Team to meet our community needs. Good meeting. Congratulations to Stephanie and Jeff for their awards and recognition. Great presentations by all on End Statements. Good time management. A good meeting. It is exciting to see the new facilities at the Elkhorn Campus and the partnerships we're developing in the area. Meeting was great, nice to see more partnerships in Walworth County. No Problems. Excellent budget report and thorough info on expansion at Elkhorn campus. I wonder if other board members would be interested in tour of one of the manufacturing operations. Would be helpful to me to see where our students get employed and the work they do. This was a very productive meeting. The tour of the remodeling at the Elkhorn Campus was most impressive. Meeting more of our industry partners at the meeting was very positive. The two financial reports, and the HR reports were well done.
- Business and Community Involvement
 - Beth Ormseth attended Foresight 20-20
 - Beth Ormseth assisted with Lakeview
 - Pam Zenner-Richards assisted with LSS for Racine County
 - Ron Frederick and Ram Bhatia attended the RAMAC annual meeting
- District Boards Association Involvement
 - Bill Duncan, Ram Bhatia, Ron Frederick, Gary Olsen, and Roger Zacharias attended Spring District Boards Association meeting in Stevens Point, WI
 - Summit.
- College Involvement
 - Gary Olsen attended the Law Enforcement Academy graduation

B. Dashboard Monitoring

- Gary Olsen reported that summer enrollment is up, new systems are in place, and enrollment is moving in the right direction.

C. District Board Report

- The Wisconsin Technical College District Boards Association has selected Layla Merrifield as its new executive director.
- New officers at the DBA are Mona Mathews (President, from CVTC), Karla Hedtke (Vice President, from NWTC), and Pauline Jaske (Secretary/Treasurer, from WCTC).
- The operating budget was approved. The DBA also approved a surcharge for transition costs. The fee can be up to \$2,000 per district.

D. July Retreat Planning

- The July Retreat will take place on Monday, July 13, 2015 on the Elkhorn Campus following the Organizational Meeting at 8:00 am.
- Ram Bhatia suggested having some open discussion time during the retreat.

VIII. President's Report

A. Announcements –

- Journey Members in Attendance: Gail Gauger-Geyer, Travis Jensen, Tom Crawford, Kris Paulson, Patrick Stevens, Michelle Ferba-Davis, Jeanne Suda, Mia Osmundsen, and Christina Cook.
- Bryan Albrecht thanked everyone that attended from Burlington High School. He appreciates the partnership and the positive feedback on Gateway Technical College.
- Jennifer Charpentier announced the upcoming Foundation Golf Outing that will take place on Thursday, May 21. This outing takes place the Thursday before Memorial Day every year.
- Bryan Albrecht announced that Gateway continues to have new articulation agreements with high schools including one with Union Grove High School in the EMT area.

- Another articulation agreement Gateway has is with UW Parkside in the area of Spanish through Spanish 4.
 - Zina Haywood was selected to serve as a facilitator at the American Council on Education Institute for New Chief Academic Officers in Washington D.C.
 - Bryan Albrecht welcomed the students at an event called Yo Puedo (I Can) that took place on the Elkhorn Campus. 100 + students attended to learn about making that bridge from high school to college.
 - Stephanie Sklba announced some of the summer camps going on this summer including: Incredible Body Machine, A Car-traption, solar powered go carts, and a camp at the center for sustainable living based on solar power. These are just some of the camps offered this summer.
 - Bryan Albrecht announced that Gateway offered another successful day of Take Your Child to Work. Students got to tour programs and the campuses with their parents.
 - Gateway has an increase in number of students enrolled for summer courses.
 - Bryan Albrecht emceed that FNA Group's ribbon cutting in Kenosha. Bryan mentioned that he greatly appreciates all of the partnerships between Gateway and the communities.
- B. Johnson Bank Presentation
- Bryan Albrecht Introduced Tom Mahoney from Johnson Bank. Johnson Bank is a great advocate of what we do at Gateway.
 - Jennifer Charpentier spoke on the scholarship options through Johnson Bank's donation. Gateway offers a Sharepoint Certificate which is paid for, but there were challenges for the students to fully emerge themselves in the program due to the eight hour shifts per day. Johnson Bank is giving a \$30,000 gift to a student so they are able to fully emerge themselves in the sharepoint program.
 - Tom Mahoney thanked Gateway for having him at the Board meeting. Johnson Bank found a real need for this type of education in their business and in the community. We need educated graduates that can do this type of Sharepoint work. Thank you to Gateway for the education and the program that trains students to be able to do this type of work.

IX. Operational Agenda

A. Action Agenda

1. Resolution B-2015 A.1 & A.2 – Manufacturing Remodel & Expansion South Building, Elkhorn Campus

Gateway Technical College is proposing to remodel and expand 10,973 square feet of the Elkhorn Campus South Building for Manufacturing. The proposed remodel will accommodate growth, improve efficiencies, and enhance the student experience.

The estimated cost to remodel and expand the Elkhorn Campus South Building into a Manufacturing Center is \$1,250,000.

Following discussion it was moved by S. Pierce, seconded by W. Duncan and carried to approve Resolution B-2015 A.1 & A.2 – Manufacturing Remodel & Expansion South Building, Elkhorn Campus.

2. FY 2014-15 Budget Revision #4

Administration is recommending budget revisions to both the General Fund and Capital Fund. The General Fund revision reflects finalized Local Tax Levy and State Aid allocations. The Capital Fund revision is a transfer of reserve balance to carry forward unspent prior year borrowings to complete work in progress.

Following discussion it was moved by W. Duncan, seconded by P. Zenner-Richards and carried by roll call vote to approve FY 2014-15 Budget Revision #4.

Aye: 6

Nay: 0

Absent: 3

B. Consent Agenda

It was moved by R. Zacharias, seconded W. Duncan 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 April 30, 2015.
 - b) **Cash and Investment Schedules:** Approved the monthly cash reconciliation, investment schedule and investment report.
2. **Personnel Report:** Approved the personnel report of one (1) promotion; one (1) retirement; four (4) resignations; two (2) terminations; no employment approvals-casual, non-instructional; and no employment approvals-adjunct faculty.
3. **Grants Awards:** There were no Grant Awards
4. **Contracts for Instructional Delivery:** Approved the contracts for instructional delivery report for April 2015
5. **Advisory Committee Activity Report:** Approved the advisory committee 2014-2015 meeting schedule and new members as of May 1, 2015
6. **Approval of Program Requests:** Approved the following program requests
 - a) Program Title and AID Code Change Request – CNC Production Technician
 - b) Gas Utility Construction & Service Technician Diploma
7. **Approval of BIDs:** Approved the following BIDs
 - a) 2015 Lighting Upgrade Racine Campus Bid No. 1476
 - b) 2015 Parking Lot Repairs Racine Campus Bid No. 1477

X. Policy Governance Monitoring Reports

A. Ends Statement Monitoring

1. End Statement #1 – **Gateway provides** academic programs and services that meet the current and future postsecondary technical education needs of our tri-community and assists in the preparation and transition of all learners. *Academic Programs for All Learners and Online Learning Models.* (Z. Haywood and J. Robshaw)
 - Zina Haywood presented on End Statement #1, Jeff Robshaw was unable to attend.
 - Interpretation - Providing on-line and other alternative delivery methods of instruction meets the needs of our diverse student population. Diversity: Learning Styles, Family Obligations, Work Constraints, High School Students
 - VANGUARD Update - VANGUARD is Gateway's Virtual Academic Network. It is a partnership between Gateway, 10 member K-12 Schools, and Enrichment Providers. VANGUARD is a flexible collaboration using distance learning technologies to meet instructional needs: Video-Conferencing for Instruction and Enrichment, Online/Mobile Tools supplement Gateway Courses, On-Ground Instruction for Larger Sections, Recording and Streaming Options for Flexibility and Reinforcement. Partners use the equipment to share rare and hard-to-find coursework (like AP Calc B/C and German). In 2014-2015, VANGUARD served 591 High School Students, a 29% increase over 2013-2014. There will be continued growth with the IT Academy Grant Project
 - Current partners include the following: Big Foot Union High School, Burlington High School, Elkhorn Area School District, Evansville School District, Union Grove High School, Waterford Union High School, Westosha Central High School, Williams Bay School District, Wilmot Union High School, Wisconsin School for the Deaf, and The Milwaukee Public Museum.

- Zina gave a VANguard demonstration to the audience with the assistance of Allen Pearson using ClearSea to connect from different rooms.
- Ray Koukari presented on the IT Academy Grant
- Grant Covered High Schools: Elkhorn Area High School, Wilmot Union High School, Bradford High School, Park High School, Horlick High School, Case High School. Interested but Not in Grant: Union Grove, Real School, Central, and Burlington.
- Initial Courses – Leading to State Pathway Certificate:
 - 107-193 IT Essentials 72 hours 3 credits
 - 103-143 Computers Professionals 72 hours 3 credits
 - 152-187 Web Orientation 18 hours 1 credit
 - 152-126 Intro to Programming databases 90 hours 4 credits
 - 150-105 Intro to Web/Networking Concepts 72 hours 3 credits
- Bottom three courses will be in certificate
- Delivery - Summer training sessions with IT Web faculty member, To cover the courses, competencies, BlackBoard shells, setup, Face-to-Face and via LifeSize, High School teachers will deliver coursework, Face-to-Face and potentially via LifeSize (Within their district), On-going Monitoring via LifeSize and face-to-face visits
- Online Programs: Online - 100% of learning activities are delivered via Blackboard and take place asynchronously: Accounting, Graphic Communications, Instructional Assistant, IT - Web Developer, Supervisory Management, Technical Communications
- Flexible Delivery Methods:
 - **Accelerated** - Course material is delivered in a shortened timeframe by shifting significant learning time to individual and group projects outside of class
 - **Blended** - At least 50 percent of the course is delivered face-to-face and the remaining hours are delivered online
 - **Blocked** - Multiple courses are delivered to individuals and small groups of students during a block of hours in an open lab setting
 - **On Demand-On Line** - New sections start weekly and students can register and enter the program during any start week.
 - **Video-Conferencing** - Courses delivered using IP Video Equipment including but not limited to Lifesize rooms and Nodal labs
- New Pilot – “I Choose” Students must attend the first class and the last class and one other class during the semester face-to-face. Other class time may be accomplished on-line or face-to-face.
- Utilization of Alternative Delivery - VANguard served 591 high school students - 401 of which earned Gateway Credit. Accelerated is a district wide total and may include duplication from the other alternative delivery methods if they are coded for both.

Utilization of Alternative Delivery

2014-2015	Delivery Method	GTC Headcount	GTC FTE	GTC Sections
	Online	8344	762	761
	DELTA/VANGuard	401	36	67
	IP Video/Nodal	1027	83	190
	*Accelerated	1503	138	141
	Blended	2516	225	234
	Totals	13791	1244	1393

- Training – Creating Interactive Learning Enviroments (CILE)

- Developed to support variety of alternative methods: Accelerated, blended, blocked, on-demand, online, and video-conference.
- Required as of fall 2015
- 120 hour course – 40 hours face to face and 80 hours of online learning and one-on-one mentoring
- Faculty develop and deliver a course in an alternative method as part of training
- One-week boot camp, spring 2015, for face-to-face part
- Future offerings will spread out face-to-face time

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 Statement #1.

B. Executive Limitations

1. 3.4 FY15-16 Budget/Forecasting Budget Approval (B. Thomey)
 - Public Budget Hearing was held on May 4, 2015 at the Racine Campus. No public comments were reported. No changes recommended from the Public Hearing.
 - 2015-2016 Budget: The Administration recommends the FY 2015 – 2016 budget be approved.

Following discussion, it was moved by W. Duncan, seconded by P. Zenner-Richards and carried by roll call vote to approve 3.4 FY15-16 Budget/Forecasting Budget Approval.

Aye: 6

Nay: 0

Absent: 3

2. 3.5 Resolution No. F-2015-2016A.1 – Resolution Authorizing the Issuance of \$8,000,000 General Obligation Promissory Notes, Series F-2015-2016A (B. Thomey)

Following discussion, it was moved by W. Duncan, seconded by P. Zenner-Richards and carried by roll call vote to approve 3.5 Resolution No. F-2015-2016A.1 – Resolution Authorizing the Issuance of \$8,000,000 General Obligation Promissory Notes, Series F-2015-2016A.

Aye: 6

Nay: 0

Absent: 3

XI. Board Member Community Reports

- There were no Board Member Community Reports

XII. Next Meeting Date and Adjourn

- A. Regular Meeting – Thursday, June 18, 2015, 8:00 am, Kenosha Campus
- B. At approximately 10:00 a.m. it was moved by R. Frederick, seconded by R. Bhatia 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 and personnel issues. The Board reserves the right to reconvene in open session to take action on items discussed in executive session.

Aye: 6

Nay: 0

Absent: 3

XIII. Executive Session

At approximately 10:10 am, the Board convened in executive session. The Board did not reconvene in Open Session.

Submitted by,



Ronald J. Frederick

Secretary