

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD
Regular Meeting
October 22, 2015

The Gateway Technical College District Board met on Thursday, October 22, 2015 at the Racine Campus – Racine Building, Room R301, Racine, WI 53403. 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	Present
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 25 citizens/reporters.

III. Approval of Agenda

- A. It was motioned by G. Olsen to report on the Policy Governance Monitoring Reports prior to the Operational Agenda. It was moved by S. Pierce, seconded by W. Duncan and carried to approve motion and agenda.

IV. Approval of Minutes

- A. It was moved by R. Bhatia, seconded by P. Zenner-Richards and carried to approve the minutes of the September 17, 2015 Regular Meeting.

V. Citizen Comments

- A. There were no citizen comments.

VI. Committee of the Whole

A. Union Grove High School

- The following representatives of Union Grove High School presented at the Board of Trustees meeting on Gateway's Impact on UGHS and STEM academies; Al Mollerskov – District Administrator, Tom Hermann – Principal, Stacey Duchrow – STEM Coordinator, District Assessment Coordinator, & Science Instructor, Katie DeWees – Guidance Counselor, Trustee – Randy Henderson, Sabrina Ruffalo – VanGuard student, Alyssa Fonk – CNA student, Nathan Eastman – CNC Bootcamp student.
- Gateway's Impact on UGHS and STEM Academies: STEM academies include: Healthcare, Engineering and Manufacturing, and IT.
- Gateway played an active role in UGHS Bronco Business and Career Expo.

- Gateway's Lending Library - Water Testing, Micheal Schuck of Gateway Tested Phosphates, Nitrates, and dissolved Oxygen in sources around our community. Applied to the current curriculum and enhanced content. Gave students a look at water related careers and educational opportunities at Gateway.
- Increasing Transcribed Credit - Working with Jane Finkenbine to increase number of transcribed credit in our Technical Education and Science Programs. Looking for additional Vanguard opportunities in our STEM Academies.
- CNA Summer Program Partnership - Create a Summer Certified Nursing Assistant Program looking to partner with Gateway and Oakridge Care Center. Opening to other area high schools to build number of students.
- VanGuard - Started in Spring of 2014 with 2 classes & 11 students. Currently offer 11 classes with 103 students. Classes include: Developmental Psychology, Medical Terminology, American Sign Language 1-4, Introduction & Advanced Programming & Database, Introduction to Sociology, EMT, and Game Programming.
- Youth Apprenticeship - 1 Youth Apprentice - Certified Nursing Assistant (Alyssa Fonk). Looking to add an additional before the end of the year. Current placement at Oakridge Care Center. 6-8 CNA students took field trips to Oakridge and Southern WI Center for potential post completion job opportunities.
- UGHS representatives spoke highly of their partnership with Gateway. The Trustees had interactive conversations with the staff and students.

VII. Chairperson's Report

A. End Statement Committee Report

- Pamela Zenner-Richards reported that the Ad Hoc Policy Review Committee has met twice and will open this up to the Trustees so that all can attend. P. Zenner-Richards presented a draft of the Ends Statements policy to the Trustees and mentioned that a vote will take place on this at the November Board meeting. All comments or suggested changes should be sent to K. Bartlett prior to the November meeting. J. Thibodeau mentioned that this is a close analysis of the structure of policies. The review committee is freshening up the statements and looking at the language of the statements.

B. Dashboard

- Student recruitment call nights were held on October 6 and 7.
- Gateway Technical College worked with partners to promote the college during manufacturing month.
- Gateway is working with United Student Government Association (USGA) to closer identify student needs.

C. Board Evaluation Summary

- Trustees were pleased with the content and diversity of topics discussed at last months meeting. It was interesting to participate in the strengths activity and to build on our Board collaboration. Student speakers are uplifting and represent the mission of our work.

D. County Executive

- Bryan Albrecht introduced Racine County Executive, Jonathan Delagrave. J. Delagrave said he was honored to be at the Board meeting in Racine during manufacturing month. He thanked Bryan Albrecht for his great leadership with Gateway Technical College. J. Delagrave said Racine County is only as strong as its community non-profits, businesses, and schools. Gateway is very important in the community. J. Delagrave shared statistics from Racine with the Board of Trustees. Racine has the 2nd highest wage rate in WI. The average wage is \$70K and that is partially due to Gateway. The initiative in Racine is getting people to fill jobs that are skilled so these jobs do not relocate. Racine County is piloting a program where every student has a post secondary game plan when they leave high school. W. Duncan said that it is refreshing to see J. Delagrave involved in education initiatives.

VIII. President's Report:

A. Announcements –

- Journey Members in Attendance: Laura Paap
- Bryan Albrecht announced that S. Sklba has been appointed to the National Council on Local Administrators or Career and Technical Education.
- Z. Haywood is chairing a Women in Higher Leadership Conference the following week.
- B. Thomey gave an interactive presentation for Gateway's Administrative team on the six components of Gateway's budget.

P. Zenner-Richards and S. Pierce left at 10:00 am due to other commitments.

B. Racine Academy Models

- Bryan Albrecht introduced Daniel Thielen, Chief of Secondary Transformation RUSD. D. Thielen presented to the Trustees on RUSD High School Transformation. Raising Racine: raise achievement, close achievement gaps, and positive learning environment. All students will graduate college and/or career ready with academic, social/emotional, and career/life skills. RUSD has partnered with FORD Next Generation Learning. Transforming, teaching, and learning – creating meaningful learning experiences that enable students to learn and apply academic, 21st century, and technical knowledge and skills to real-world challenges. Transforming the secondary school experience – creating and maintaining career and interest-themed academies and collaborative culture, structures, and practices. Transforming business and civic engagement – engaging employers, educators, and community leaders in building and sustaining a transformed secondary school experience. Next generation learners – engaged and able to apply learning in the real world, prepared for success in college, career, and life, and equipped with critical 21st century skills.
- Racine Unified School District and the community working in collaboration will achieve success when they have created a unified education model that skyrockets student achievement.
- Experiential Learning Model – 9th grade cohort, 10th grade career exploration through field trip and college visits, 11th grade multiple pathways; job shadowing, dual credit, and industry certification, 12th grade interdisciplinary; capstone projects, dual credit option, industry certification, and internships.

As stated in the motion to approve the agenda, the Policy Governance Monitoring Report was presented prior to the Operational Agenda; however to keep the agenda in the proper numeric order these items are listed by numeric order in the minutes.

IX. Operational Agenda

A. Action Agenda

1. Resolution M-2015 A – Designation of Assistant, Associate, and Deputy Directors

Wisconsin's Code of Ethics for Public Officials and Employees applies to a member of a technical college district board or district director of a technical college, or any position designated as assistant, associate, or deputy director of a technical college – Wis. Statutes, Sec. 10.42(13)(f)

Following discussion it was moved by R. Zacharias, seconded by S. Greenfield and carried to approve Resolution M-2015 A – Designation of Assistant, Associate, and Deputy Directors.

Aye: 7

Nay: 0

Absent: 2

2. FY 2015-16 Budget Revision #1

Administration is recommending a budget adjustment of \$900,000 to reflect additional revenue related to Net New Construction and updated State Aid information. The additional revenue will offset vacant position savings budgeted in the original budget.

Following discussion it was moved by R. Zacharias, seconded by W. Duncan and carried to approve FY 2015-16 Budget Revision #1.

Aye: 7

Nay: 0

Absent: 2

3. Resolution No. F-2015-2016D.1 – Resolution Authorizing the Issuance of \$2,000,000 General Obligation Promissory Notes, Series 2015-2016D

The administration is recommending approval to issue General Obligation Promissory Notes, Series 2015-2016D; in the principal amount of \$1,500,000 for the public purpose of financing the construction of building additions or enlargements at the Kenosha Campus and in the principal amount of \$500,000 for the public purpose of financing building remodeling and improvement projects. This borrowing is included in the 2015-16 budget. Upon approval, appropriate legal notices will be published in the official district newspapers.

Following discussion it was moved by R. Zacharias, seconded by R. Bhatia and carried to approve Resolution No. F-2015-2016D.1 – Resolution Authorizing the Issuance of \$2,000,000 General Obligation Promissory Notes, Series 2015-2016D.

Aye: 7

Nay: 0

Absent: 2

4. Resolution M-2015 B – Resolution Authorizing a Taxable Tax and Revenue Anticipation Promissory Note for Cash Flow Purposes in an Amount Not to Exceed \$5,000,000.

The administration is recommending Board approval of a resolution authorizing the short-term borrowing (if needed) of an amount not to exceed \$5,000,000. Cash flow projects show a potential need for short-term borrowing due mainly to changes from Act 145. The resolution will authorize the administration to establish a line of credit with its current bank, Wells Fargo Bank, N.A., if the need arises.

Following discussion it was moved by R. Bhatia and seconded by S. Greenfield and carried to approve Resolution M-2015 B – Resolution Authorizing a Taxable Tax and Revenue Anticipation Promissory Note for Cash Flow Purposes in an Amount Not to Exceed \$5,000,000.

5. Resolution B-2015 E.1 & E.2 Remodel of Existing Space for Bookstore, Academic Building, Science Wing, Kenosha Campus

Gateway Technical College is proposing to remodel 1,870 square feet of the Kenosha Campus Academic Building, Science Wing for relocation of the Bookstore. The proposed remodel would make changes to an existing space for the purposes of creating a raw retail space that Follett will finish and move into. Compared to the existing bookstore, the new space is a better size and configuration to serve the college's students and better fits the campus plan in terms of location on the campus and proximity to other related student services.

The scope of work includes minor demolition, installation of a freight door and office, and updating existing light fixtures with energy efficient light. Follett will provide, at their cost, interior finishes and all retail fixtures to complete the bookstore. The estimated cost to remodel the Kenosha Campus Academic Building, Science Wing is \$110,000.

Following discussion it was moved by R. Zacharias, seconded by S. Greenfield to approve Resolution B-2015 E.1 & E.2 Remodel of Existing Space for Bookstore, Academic Building, Science Wing, Kenosha Campus.

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 September 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 four (4) new hires; one (1) promotion; three (3) resignation; two (2) terminations; no employment approvals-casual, non-instructional; and no employment approvals-adjunct faculty.
3. **Grants Awards:** No Grant Awards for Approval
4. **Contracts for Instructional Delivery:** Approved the contracts for instructional delivery report for October 2015
5. **Advisory Committee Activity Report:** Approved the advisory committee 2015-2016 meeting schedule and new members as of October 1, 2015
6. **Annual Procurement Review:** Approved the FY 2015 Annual Procurement Review
7. **Approval of BID:** Approved Bid Number 1486

X. Policy Governance Monitoring Reports

A. Ends Statement Monitoring

End Statement #3 – **Gateway provides** leadership in tri-county community and workforce development through collaborative partnerships with business, industry, labor, and community organizations to support economic development, keeping in mind the desire not to duplicate services for an efficient use of taxpayer dollars.

October Manufacturing Month – D. Davidson

- October is manufacturing month and Gateway plans to hold the third annual manufacturing Expo on October 22nd at the S.C. Johnson iMET Center. The Manufacturing Expo (ME) is to expose student, parents, educators, and the general public to today's manufacturing careers and create awareness of local opportunities at world-class companies. Middle and High School groups will attend and well as a showcase area with manufacturers, products, and career options. Tours of Gateway labs will take place with demonstrations and discussion on skills for careers in manufacturing. The Gateway Foundation will outline scholarships available and a drawing will take place for a scholarship to one lucky attendee.
- Gateway has offered 23 adult CNC Bootcamps to date.

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

B. Executive Limitations

3.4 Budget / Forecasting Tax Levy and Mill Rate Confirmation – B. Thomey

- The fiscal year 2016 budget, approved by the Board on May 14, 2015, included a total tax levy of \$29,910,288 and a rate of \$.80059. The approved budget was based on the assumption that property values would remain flat. The actual increase in values reported by the WI Department of Revenue is 1.77%. The administration recommends that the FY 2015 rate be established at .79489, an increase of 3.19% over the prior year's rate of .77031. The tax levies and rates for fiscal years 2015 and 2016 proposed are as follows:

	<u>FY 2015 Actual</u>	<u>FY 2016 Budget as Approved May 14, 2015</u>	<u>% Incr (Decr)</u>	<u>FY 2016 Proposed</u>	<u>% Incr (Decr)</u>
<u>Tax Levies</u>					
Operations	\$19,178,925	\$19,594,288	2.17%	\$19,908,031	3.80%
Debt	<u>9,600,000</u>	<u>10,316,000</u>	7.46%	<u>10,316,000</u>	7.46%
Total	<u>\$28,778,925</u>	<u>\$29,910,288</u>	3.93%	<u>\$30,224,031</u>	5.02%
<u>Mill Rates</u>					
Operations	0.51335	0.52447	2.2%	0.52358	2.0%
Debt	<u>0.25696</u>	<u>0.27612</u>	7.5%	<u>0.27131</u>	5.6%
Total	<u>0.77031</u>	<u>0.80059</u>	3.93%	<u>0.79489</u>	3.19%

Following discussion, it was moved by R. Zacharias, seconded by R. Frederick and carried by roll call vote to approve 3.4 Budget / Forecasting Tax Levy and Mill Rate Confirmation.

Aye: 7

Nay: 0

Absent: 2

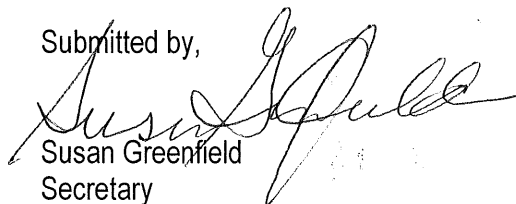
XI. Board Member Community Reports

- R. Bhatia attended ACCT in San Diego, California. He attended informative session on analytical model, the impact of the budget, and administrative and teachers of the future.
- S. Greenfield attended similar sessions at ACCT. She mentioned that colleges are changing because of the young tech savvy people that are coming in to them.
- R. Zacharias also attended ACCT.
- W. Duncan attended ACCT and enjoyed several sessions including one on pathways.
- R. Bhatia talked about the Foundation booklet that was given to the Trustees and said that donating to the Foundation should be a goal of Gateway's Board of Trustees every year.

XII. Next Meeting Date and Adjourn

- Regular Meeting – Thursday, November 19, 2015, 8:00 am, Horizon Center
- At approximately 10:36 a.m. it was moved by R. Bhatia, seconded by R. Zacharias and carried that the meeting was adjourned.

Submitted by,


Susan Greenfield
Secretary