

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD
Regular Meeting
October 20, 2016

The Gateway Technical College District Board met on Thursday, October 20, 2016 at the Elkhorn Campus, Room 112/114, 400 County Road H, Elkhorn, 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	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 27 citizens/reporters.

**III. Approval of Agenda**

- A. It was moved by S. Pierce and seconded by G. Olsen and carried to approve the agenda.

**IV. Approval of Minutes**

- A. It was moved by R. Bhatia, seconded by G. Olsen and carried to approve the minutes of the September 15, 2016 Regular Meeting.

**V. Citizen Comments**

- A. No citizen comments were submitted.

**VI. Chairperson's Report**

A. Dashboard Report

- Audit on Student Enrollment Management
- 35 school administrators attended this year's breakfast
- Innovation grant program initiated

B. Board Evaluation Summary

- Productive meeting, as always! I REALLY enjoyed hearing from the students and learning about the Launch Box. Also, the Student Life presenters were awesome. Good meeting. I like the new pie chart format of general funds reserves. It gives a much better picture of the reserves. Thank you.

**VII. President's Report**

- A. Announcements –

- B. Albrecht announced that Jennifer McNelly with the Manufacturing Institute was his November radio show host with 91.1 WGTD.
- B. Albrecht announced that Jim Hawkins will be attending the November Board Meeting on the Kenosha Campus for approval of the naming rights of the protective services training center.
- B. Albrecht announced that he and Jim Ladwig attended a one day invitation only convening hosted by the Vice President's wife Dr. Jill Biden in the Eisenhower Executive Office Building. The event is for selected Community College Presidents, executive policy makers and industry leaders to highlight some of our nations most effective college readiness strategies.
- Gateway's wellness initiatives were recognized by receiving the Ascension All Saints – 2016 Healthy Connections Award presented at a RAMAC dinner.
- G. Flynn handed out the book True Grit. This is a national endowment of the arts NEA Big Read. 4,600 copies were distributed over three districts. 58 events will take place October 7 – November 5 engaging the community.
- J. Finkenbine has continually been organizing events bringing schools to campus. 410 RUSD high school teachers attended a tour and training day at Gateway.
- J. Robshaw has been rolling out cyber security training for all employees
- B. Albrecht gave a brief update from the WTCS President's meeting.
- B. Update from Campus Dean
  - M. O'Donnell welcomed the Trustees to the Elkhorn Campus. He announced that Morna Foy toured the campus for Manufacturing Month and visited an all staff meeting. M. O'Donnell introduced the new campus café operator, Rose. Rose told her Gateway story and welcomed the Trustees to the campus.
- C. German Students
  - Sherry Bubel introduced six students from Germany. The students talked about their experiences in America and how the American school systems differs from the German school system.

## **VIII. Operational Agenda**

### **A. Action Agenda**

#### **1. FY 2015-2016 Budget Revision #4**

The FY 2015-16 budget requires revisions in four separate funds. The Capital Fund revision reflects year-end revisions to balance the fund by function. Also included is a transfer of funds from DAAB to the Capital Fund. The Debt Service and Special Revenue – Operational Funds require a revision to ensure compliance of balancing by function. Lastly, a revision to the Special Revenue – Non Aidable Fund reflects a transfer of funds to the Capital Fund.

**Following discussion it was moved by S. Pierce, seconded by R. Bhatia and carried by roll call vote to approve FY 2015-2016 Budget Revision #4.**

**Aye: 8**

**Nay: 0**

**Absent: 1**

#### **2. FY 2016-2017 Budget Revision #1**

**Following discussion it was moved by S. Pierce, seconded by P. Zenner-Richards and carried by roll call vote to approve FY 2016-2017 Budget Revision #1.**

**Aye: 8**

**Nay: 0**

**Absent: 1**

3. Resolution No. M-2016 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 projections 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, seconded by G. Olsen and carried by roll call vote to approve Resolution No. M-2016 B – Resolution Authorizing a Taxable Tax and Revenue Anticipation Promissory Note for Cash Flow Purposes in an Amount Not to Exceed \$5,000,000.**

**Aye: 8**

**Nay: 0**

**Absent: 1**

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

**Following discussion it was moved to approve Resolution M-2015 A – Designation of Assistant, Associate, and Deputy Directors.**

5. Resolution B-2016 C.1 & C.2 – Draft Lease Agreement Between The City of Kenosha, A Municipal Corporation, and Gateway Technical College For Land Located At 4940 88<sup>th</sup> Avenue, Kenosha, WI 53144

The Administration is recommending approval by the Gateway Technical College District Board of Resolution No. B-2016 C.1 & C.2 for the Draft Lease Agreement between The City of Kenosha, A Municipal Corporation, and Gateway Technical College for Land owned by the City of Kenosha and located at 4940 88<sup>th</sup> Avenue, Kenosha, WI 53144. The Administration also recommends approval from the Wisconsin Technical College System (WTCS) Board for the Land Lease Agreement between The City of Kenosha, A Municipal Corporation, and Gateway Technical College.

**Following discussion it was moved to approve Resolution B-2016 C.1 & C.2 – Draft Lease Agreement Between The City of Kenosha, A Municipal Corporation, and Gateway Technical College For Land Located At 4940 88th Avenue, Kenosha, WI 53144.**

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

**It was moved by S. Pierce, seconded by R. Frederick 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, 2016.
- b) **Cash and Investment Schedules:** Approved the monthly cash reconciliation, investment schedule and investment report.

2. **Personnel Report:** Approved the personnel report of five (5) new hires; one (1) promotion; two (2) resignations; no employment approvals-casual, non-instructional; and no employment approvals-adjunct faculty.
3. **Grants Awards:** Approved the grant awards for October 2016
4. **Contracts for Instructional Delivery:** Approved the contracts for instructional delivery report for September 2016
5. **Advisory Committee Activity Report:** Approved the advisory committee 2016-2017 meeting schedule and new members as of October 1, 2016
6. **Annual Procurement Review:** Approved the Annual Procurement Review
7. **Program Approvals:** Approved the submission of the request for approval for one new apprentice program: Press Set-Up Operator Apprentice – to the Wisconsin Technical College System for consideration.

## **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. **2) Businesses benefit from a well-trained, educated workforce and access to customized business and workforce solutions that support a positive business climate.**

- Debbie Davidson and Kate Walker presented on Business and Workforce Solutions.
- WAT Grant History 2013-14: \$160,220 – 346 people
- WAT Grant History 2014-15: \$226,133 – 487 people
- WAT Grant History 2015-16: \$257,936 – 262 people
- WAT Grant History 2016-17: \$248,081 – 414 people
- WAT Grant Topics: CNC Intro/Offsets, Geometric Dimensioning & Tolerances, Diecast, PLC Troubleshooting, Predictive Maintenance, Preventative Maintenance, Automation/Robotics, Lean Six Sigma Green Belt, Leadership, Supervisory Management, High Energy Teams, Electrical Mechanical Training, Blueprint, OSHA 10, BICSI/Telecom

**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 #2.**

### **B. Executive Limitations**

Bill Whyte reported on 3.4 Budgeting/Forecasting – Tax Levy and Mill Rate Confirmation.

**Following discussion, it was moved by R. Frederick, seconded by G. Olsen and carried to approve 3.4 Budgeting/Forecasting – Tax Levy and Mill Rate Confirmation.**

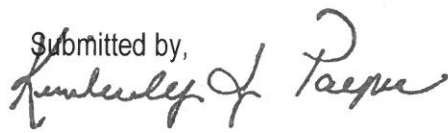
## **X. Board Member Community Reports**

- S. Pierce reported on the Superintendents breakfast. It was one of the largest attended. He offered his service to speak to boards and schools about Gateway.
- R. Bhatia attended iMET for Accelerator SEED meetings.
- R. Bhatia attended ACCT in New Orleans.
- W. Duncan attended ACCT in New Orleans.

## **XI. Next Meeting Date and Adjourn**

- A. Regular Meeting – Thursday, November 17, 2016, Kenosha Campus, 8:00 a.m.

B. At approximately 9:55 a.m. it was moved by S. Pierce, seconded by R. Bhatia and carried that the meeting was adjourned.

Submitted by,  


Kimberly Payne  
Secretary