



PRESIDENT'S REPORT

February 21, 2013

GATEWAY AS LEADER

The Curriculum Office, the Student Services Centers, and the IT department have partnered on a cost -saving project to reduce paper waste. In past years, 1500 copies of the curriculum sheet for each of our 60+ programs were shipped to student services centers for distribution, and over half were unused and recycled at year end. Starting this semester, we will have print-on-demand kiosks in all student services centers for students to use when they want a curriculum sheet. This will save thousands of dollars in printing costs and wasted paper.

ENROLLMENT

Spring enrollment is currently at a decrease of -10.8 up from -13.9 in January. Current year enrollment is down 7.1% compared to the same time last year. Summer priority registration begins February 11. The summer term begins our 2013-14 academic year. Summer term FTEs will be counted toward our FY 2014 budget figures.

FINANCE AND ADMINISTRATION

Bane Thomey, Chief Financial Officer / Vice President Finance and Administration, has engaged in her new duties and will continue to provide duties for her former position of Director of Budget and Internal Audit until the position is filled. Facilities have been shifted to William Whyte with Business Office staff providing assistance during the transition.

Bane Thomey attended the January 29, 2013 Wisconsin Technical College System Board meeting in Madison. Gateway had two facility project approvals on the agenda (Breakwater Dining Room and S C Johnson iMET Center Site Improvements Project). Updates on manufacturing in the State of Wisconsin as well as a panel discussion on skills gap were other agenda highlights.

Business Office staff have been supporting the upcoming referendum through attendance at weekly referendum meetings, coordination of requests for proposals and development of a proposal evaluation team for owner's representative and construction management services and coordination with legal counsel and Kenosha, Elkhorn and Racine county clerk's regarding publication of legal notices and referendum ballot and election results canvassing requirements.

Applications and data for FY 2013-2014 casualty, property and worker's compensation insurance renewals have been submitted to Districts Mutual Insurance (DMI) and the underwriters for preparation of renewal quotations. DMI policies are rated on several different exposure data. This data includes payroll by class code, property value, content value, student FTE, faculty FTE and vehicle inventory. DMI policy rates for FY 2013-2014 will be formalized by the DMI Board at their April 18, 2013 meeting with notification to each technical college by April 19, 2013.

The College was granted an Aaa rating from Moody's Investor Services for the upcoming \$1,500,000 borrowing (sale to take place at the February 21, 2013 Board meeting). Written confirmation of the sustained rating will be forthcoming.

Administration will meet with the College's financial advisor, R. W. Baird and Company, providing an opportunity for all parties to collaborate on future borrowing plans.

The upcoming Budget Council meeting (February 18th) will include review/discussions on budget officer submissions for FY 2014.

LEARNING INNOVATION DIVISION (LID)

Distance Learning:

The department is working on our Blackboard mobile application. We are collaborating with a team in the Marketing department to bring a variety of applications/tools to our mobile users.

We are supporting the multimedia room installations district wide as well as providing infrastructure/multimedia support for various remodeling and construction projects around the district as well.

Additionally, our team continues to support faculty and students with all their distance learning technology support issues.

Information Technology:

Infrastructure Team

- iMET addition project support, one remaining action getting our 208V power to support the new network closet
- LID remodel support
- Breakwater Dining room planning
- Referendum project planning and support
- Adding 41 new network drops on Kenosha campus for security cameras

Networking/Telephone Team

- Trialing new network security appliance (called Fireeye) is monitoring desktop and laptop malware and spyware
- Referendum project planning
- Network software upgrades on switches throughout the district
- Completing requirements for RFP for back-up network to iMET, Burlington and Elkhorn
- Expanding/enhancing the wireless network infrastructure across the district
- Upgrading network firewalls to meet growing Internet bandwidth/session usage

Technology Support Services/Gateway Technology Support Center

- Responding to daily support requests/tickets
- Creating monthly support ticket reports
- Expanding remote video support kiosk pilots
- Updating support ticket workflow and format
- Reviewing customer satisfaction survey results
- Working with facilities on disposal of old equipment
- Re-deploying/swapping computers > 5 years old in classrooms and staff work locations

Server Virtualization Technology:

The Server Virtualization Technology (SVT) Department has been supporting our college technology through various projects underway as well as daily support for our VDI project. The department has supported the installation of VDI desktops in rooms R212 (Racine), N209 (Elkhorn), A206 and A210 (Kenosha), along with troubleshooting of applications in these rooms. The department is working on Phase 1 of our VDI infrastructure upgrade, which includes the upgrading of some of our VDI management software. We are also involved in the transition from desktop-based Simutech software to network-based software. Additionally, team members are evaluating Wellness blog server alternatives, installing Omega terminals on Xerox 5655 print devices, and testing of employee-managed Google Groups which will assist with keeping e-mail distribution lists up to date.

Information Systems:

The IS Department is working on a large number of projects to support other areas of the college. Our top priority at the moment is to complete the eCommerce compliance project, which is required for the 2013-14 Financial Aid patches. Cut-over is currently scheduled for February 18th. We are also working on the Retention Alert implementation with Student Services. We are troubleshooting and testing the implementation of this system. We are also working on Electronic Signatures. The TransForm for ImageNow product was purchased. Installation is scheduled for February 6th. Initial users will be Financial Aid and other areas of Student Services. If this product meets the needs of HR, they will also be part of the implementation. For the electronic timesheet project, we are in the process of testing the Comp Time and Stipends aspects of the project. We are also working to support PC Basics Placement Testing. This project will interface Colleague to a third party system to send and receive student testing information. The IS team is also working on CROA (Colleague Reporting and Operational Analytics). We will begin the implementation of this end-user reporting tool with the Institutional Effectiveness area. Finally, we are working through our implementation of Colleague's UI 4.3 (New User Interface for Colleague). Some of our State Reporting screens do not work with the new UI and the file transfer processes

used previously need to be re-worked. Needless to say it is a very busy time for the IS Department!

WORKFORCE AND ECONOMIC DEVELOPMENT DIVISION (WEDD)

Workforce Development

Training in the telecommunications area, eight IBEW 127 employees completed Belden IBDN 726 Copper Certification in January and continued on with a Belden IBDN 746 Fiber class leading to a second certification. Congratulations to these students!

Eleven students have completed the Welding/Fabrication Bootcamp which began on October 15, 2012. Students completed a rigorous, 15-week training program which provided a solid foundation in welding and fabrication, print reading, safety, lean principles and applied math. Students also worked toward industry-approved certifications. A completion ceremony was held on 2/1/13 at the iMET Center. Greg Anderegg of S C Johnson, and Kenosha County Executive Jim Kreuser participated in the ceremony. The Bootcamp was made possible through the generosity of a donation from S C Johnson. The next Welding/Fabrication Bootcamp will start on March 3, 2013. Questions related to the Welding/Fabrication Bootcamp should be directed to Robin Hoke, WEDD Project Director at: hoker@gtc.edu

Manufacturers and workforce development partners from throughout the Gateway District attended a meeting at iMET on February 1st to review and discuss proposed curriculum for the Industrial Machine Repair Technician Bootcamp expected to start in June 2013. The result of the meeting is real-time alignment of training and skills with local industry need. Questions related to the IMR Bootcamp should be directed to Robin Hoke, WEDD Project Director at: hoker@gtc.edu .

Due to publicity about the new SC Johnson iMET Center and increased marketing efforts including a monthly E-newsletter, new customer requests for training has been high the first weeks of the new calendar year. WEDD is seeking part-time instructors to build teaching capacity and fill current industry requests in these areas: CNC Machining, Spanish, Solid Works engineering software, blueprint reading, applied shop math, and supervisory skills. For more information on this opportunity please contact Lauri Howard at 262-564-2990 or howardl@gtc.edu

WEDD is exploring providing Six Sigma Black Belt certification training at the SC Johnson iMET Center in order to meet customer requests. Proposed training is 3 full days per week for 4 consecutive weeks. For more information on this opportunity please contact Lauri Howard at 262-564-2990 or howardl@gtc.edu.

Gateway will host the Second Annual Safety Day on March 13th at the Racine Campus. Last year's event brought more than 100 attendees and 10 vendors to the campus for this collaborative event co-hosted with the Milwaukee Area OSHA office, The American Society of Safety Engineers (ASSE) Wisconsin Chapter, and WisCon. In addition to a choice three breakout sessions, breakfast, lunch, networking time and opportunities to visit with vendors all for a rate of \$15 per person, this year participants have the opportunity to take a 4-hour Gateway First Aid class in the afternoon (for an additional

fee). For more information or to register for this event please visit www.gtc.edu/wedd or contact Jane Kluchka at 262-564-3402, email: kluchkaj@gtc.edu.

Debbie Davidson served as a panelist for the Wisconsin Idea Scholars Program (WISP) held in Pleasant Prairie on January 18th. WISP is a group of 20 participants from across the state participating in a yearlong program to learn more about the issues Wisconsin faces. The January 18th event focused on the workforce skills gap and K-20's current and future initiatives and offerings. Additional panelists included representatives from UW Madison, UW Parkside's Interim Dean of Business and Technology, Dr. Dirk Baldwin, and Kenosha Unified School District Superintendent, Dr. Michele Hancock. Bryan Albrecht, Debbie Davidson and WEDD instructor Matt Janisin, represented Gateway at a number of presentations at the American Association of Community Colleges (AACC) Workforce Development Institute held in San Diego January 30-February 2. Gateway's automotive and renewable energy programs, and manufacturing Bootcamps were highlighted at presentations with the National Coalition of Certification Centers (NC3) and the National Coalition of Advanced Technology Centers (NCATC).

Economic Development

Kate Walker participated in Regional Fast Pitch All Star Event as a Growth Wheel Counselor on January 17th at EigerLab in Rockford, IL. At the event seven groups pitched their ideas at the State of Ingenuity FastPitch World Series event. Prior to the presentations, participants received hands-on coaching from GrowthWheel-certified counselors.

WEDD Business Services Client- Gary Krause of EKG Concepts secured a distribution agreement with WorldPoint a supplier, both domestically and internationally, of healthcare training supplies and materials. WorldPoint has distribution points in the US, Argentina, Brazil, Colombia, Mexico, Spain, Poland, and Dubai currently.

The Wisconsin Technical College System has requested Gateway present at a second state-called meeting, this time with Cross Functional Deans on February 25, 2013 in Madison. The panel, facilitated by Therese Fellner, includes Gateway academic representation in graphics, information technology, and nursing and is entitled "Linking Academic Programs to Economic Development Initiatives: Creating Synergistic Relationships to Promote Entrepreneurship."

Gateway's iMET Center is host to the Junior Achievement Business Challenge on March 21, 2013. The Business Challenge is a hands-on computer simulated business strategy tournament where high school students pair up with area business leaders in a competition that makes business real to students. This event gives students exposure to what it's like running a business in the real world. Student teams develop the same product, become CEOs of their own business, and make their own business decisions like choosing and changing product price, developing a marketing strategy, maintaining inventory volumes, and determining research and development investments. Winning teams receive a \$500 scholarship and participate for additional scholarship

opportunities at the statewide Business Challenge event. State winners continue on to the National Business Challenge competition.

Therese Fellner is the scheduled keynote speaker at the 2013 Women's Business Conference in Eau Claire, WI on April 25, 2013. The conference specifically targets female entrepreneurs who are starting, expanding and/or working to improve their businesses and connects them with the resources they need to be successful. At this full-day conference, attendees learn from established members of the business community in Western Wisconsin, talk to business assistance providers, and network with over 500 emerging entrepreneurs.

In collaboration with the Racine County Economic Development Corporation and the Kenosha Area Business Alliance, Debbie Davidson met with three prospective employers seeking to move manufacturing operations to the Gateway District. The value of the technical college system, and specifically the training and education resources of Gateway, were viewed as true assets to companies seeking a skilled workforce and play a part in the decision to relocate operations.

On February 13th a delegation of educators and economic development professionals from Morocco will arrive at Gateway Technical College as part of a benchmarking study related to our work with the National Coalition of Certification Centers (NC3). During their visit they will tour the Horizon Center, the Kenosha Campus Energy Labs and the iMET Center and meet with Gateway faculty and administration, advisory committee and community members. This partnership is funded through a grant from USAID/Higher Education for Development. They will depart Gateway on February 16th. For more information on this initiative please contact Debbie Davidson at 262-564-3422 or davidsond@gtc.edu.

The long anticipated iMET Grand Opening was held on 2/12/13 and included a number of highly visible activities including sessions by the Executive Director of the Manufacturing Skills Standards Council, the CEO of The STEM Academy, national experts in the area of rapid prototyping and additive manufacturing in the Industrial Design Fab Lab, a facilitated discussion on skills gaps, and comments from Fisk Johnson, Chairman and CEO of SC Johnson, and Reggie Newson, Secretary of Workforce Development, at the ribbon cutting. To learn more about the iMET Center and the programs and training capabilities please stop at the Center (located at 2320 Renaissance Blvd. in Sturtevant) or call Debbie Davidson at 262-564-3422 to arrange for a guided tour.

ACADEMIC AND CAMPUS AFFAIRS

Academic Operations

The Summer 2013 course schedule can now be viewed on Web Advisor. The Fall 2013 course schedule should be ready for review by the end of February. Dates have been set for the 2014 Course Entry Timeline. We are planning ways to incorporate the adjunct instructors into the May 6-10, 2013 Faculty Professional Development

Week. The District Room Scheduler is working on assigning classrooms for summer 2013 courses. Textbook orders and materials for 2013-2014 are being submitted; the deadline is March 18.

Business and Information Technology

The International Biz Internship Class hosted a successful craft and vendor fair on February 2 at the Racine Campus. There were 55 vendors/crafters in attendance and attendance was good despite the snow. The Germany Global Scholars raised approximately \$1,800 for their upcoming trip to Hessen, Germany.

Jeff Halverson, accounting instructor, shared the following note from one of his students: "I wanted to send a special thanks to you for sending me the posting for the intern position; in South Milwaukee. I got the job. Thanks again, Tanya Lawver"

Five students from Gateway's Racine chapter of Collegiate DECA participated in the Wisconsin Southern Regional competition on February 1. This was the first time that these students participated in this competition. At the end of the competition, the five students had been awarded a total of seven awards!

Awards are as follows:

The Apprentice Team Challenge 1st place winners:

Ashley Gonzales

Dalton Jacobson

Marketing Management Case:

Antione Williams - 2nd Place

Ashley Gonzales - 2nd Place

Dalton Jacobson - 3rd Place

Business Ethics Challenge

Sara Greeley - 3rd Place

Dalton Jacobson - 3rd Place

This is an amazing outcome for our first competition! Congratulations to all of our participants for doing such a great job! The team is pumped up and excited about competing at the state competition next month!

One of our newest administrative professional faculty members, Kelly Brand, forwarded this observation: *"Being new to full time teaching, I am excited to learn as many new teaching techniques as possible. I learned a great deal of techniques from the speaker, Don, at our Inservice. I have "tested" a few out in my classes.*

My favorite technique was "volunteering" the back row. I asked each member of the back row questions and used them to help with examples. Not only did it keep the back row of students engaged, but the other students in class had to physically turn around to engage in the discussion. After the first week of class, I overheard a group of students as they were walking out of class say, "I am NOT sitting in the back row of her class anymore! Do all teachers do that? Let's sit closer to the front in the next class."

In addition, I make sure that I move all about the room. I do not just sit or stand at the front when teaching. I think it is important to keep students active and on their toes.

I appreciate the opportunity to always learn new things!"

Vivian Krenzke, Administrative Professional instructor, received this note from one of her students:

Good afternoon Vivian,

Just wanted to say "Thank You" for the heads up on this one. I GOT IT!!!!!! I interviewed on Friday and they called on Tuesday very excited to ask me to come work for them. I think I'm more excited than them, but I didn't want to let on too much. It's one of those funny stories. I saw a job come through on Career Builder for the same position the day before you sent me a note and had applied for it. I never thought that it was the same job until I put the two next to each other. So, I applied for it twice. I think the one thing that I did that impressed them was to bring a flash drive of some of my work. Publisher, Excel etc. They also liked the idea of The Cookie Cottage web site. I didn't bring that with me. It would have had to be converted over I think. The 2007 version to 2010. I thought you had used it in class the next semester. Anyway, just wanted to pass on my gratitude for your help. This is just another example of you looking out for your students and their success.

Vivian, I can't thank you enough. Sincerely, Jeanine Drier

The BPA-Elkhorn organization is taking six students to the State Leadership Conference in Green Bay on February 21-24. Successful students at this event will qualify to compete at the nationals in May in Orlando, FL.

The Supervisory Management program will be adding three courses during the summer semester and four internal certificates. Four national certificates will be offered in Fall 2013. The instructors are beginning to become familiar with TSA process and will be attending a meeting in Wausau March 15. Textbooks are being updated to e-texts and more affordable versions so it might become a tablet program.

Developmental Education (ABE, GED, ELL, AHS, Pre-Tech)

A GED boot camp was held in Racine from January 7-11. During the 35 hour week, students reviewed the academic content of the five GED sections and then tested. Unfortunately there was a disruption in testing, so students did not complete all five sections of the GED exam. The pass rate has not yet been determined.

In January the dean met with representatives from the Walworth Job Center to discuss educational opportunities available for their new Trade Adjustment Assistance (TAA) clients that would be attending Gateway as a result of the Trostle plant closing. They met in the Elkhorn Learning Success Center and reviewed the needs of the displaced workers. Both representatives received schedules of classes, and were instructed on the orientation process. It was anticipated that approximately 20 TAA students could attend the spring semester. The paperwork that students need to submit to confirm their

attendance was also discussed.

An informational meeting for the CNA Boot Camp was held on January 28 on the Racine Campus. Students were recruited from the ABE and ELL classes to attend free CNA training in March. Tuition and materials are covered through an SC Johnson grant and a supplemental ABE instructor is made available through a state grant. If the six students are eligible after TABE testing and background checks, this should finalize the enrollment for our next six-week session. It is anticipated that 16 students will attend.

The dean spoke as part of a three person panel at the Health Alliance Council meeting on January 25. She represented Gateway along with representatives from UW Parkside and RUSD. The panel was to discuss educational options for the homeless population in Racine. Approximately 20 people attended at the Gateway Racine campus.

Health Careers

Associate Dean Ja'Tawn Pinson and Dean Mike O'Donnell met with the Surgical Technology instructional staff on January 29 and the Radiography instructional staff on February 5th. Monthly staff meetings with all Allied Health program staff will be held.

Anne Wilkinson, MSN, RN has been selected as program chair for the ADN program upon the retirement of current chair, Karen Severson, MSN, RN, later this year.

Dean O'Donnell attended the "report out" of the Community Health Improvement Plan and Process teams for the Walworth County Public Health Department on January 31 in Elkhorn. Progress has been made on the four main themes, esp. the Open Arms free medical clinic in Elkhorn and the dental clinic being organized by the WDA Mission of Mercy on June 28-29 at Badger High School in Lake Geneva. Mike is also scheduled to be part of an accreditation site review team on behalf of CAPTE February 16-22 in Jacksonville, FL.

WTCS is co-sponsoring a test item writing workshop at Gateway's Kenosha campus on February 22. All Health Careers faculty will be attending.

The ADN program is a Gold Sponsor of the *Aging Well* conference at UW-Parkside scheduled in June.

Updates to the departmental guidelines for the Nursing program will be on the agenda for the February Faculty Council meeting in Kenosha. There is a meeting of Nursing Admissions & Promotions on February 15th in Kenosha. Chair of the committee, Diane Labanowsky, MSN, RN, is stepping down after several years of providing steady leadership to this active group.

The PTA program will host Clinical Instructor (CI) training on Saturday, February 16 in

Kenosha as part of its compliance with CAPTE accreditation standards.

MET

Horticulture:

Kate Field and three horticulture students had a successful service learning experience in Belize January 2 – 12. They taught permaculture to high school faculty and students, and installed a permaculture keyhole bed. We continue to communicate with high school faculty and students through Facebook. The school has built two more keyhole gardens since we left so they have fully embraced the permaculture concept and have benefited from our instruction. The school will enter the keyhole beds in an agriculture competition similar to our 4H or county fair. Eleven horticulture students have expressed interest in participating next year and the application process is now underway.

Wintergreen 21 was a success with almost 200 attendees and great feedback on the speakers and the event.

Kate Field was accepted into the Landscape For Life, *Train The Trainer* program. This will align Gateway with the national Sustainable Sites Initiative™ (SITES™). This is an interdisciplinary effort by the American Society of Landscape Architects, the Lady Bird Johnson Wildflower Center at The University of Texas at Austin, and the United States Botanic Garden to create voluntary national guidelines, and performance benchmarks for sustainable land design, construction, and maintenance practices.

Kate Field and Kate Jerome developed a concept plan for landscaping the Pike Creek Horticulture center which includes a bioremediation rain garden system to capture storm water and runoff from the greenhouses and buildings, thereby keeping it from entering Pike Creek.

Kate Field and Kate Jerome developed a plan for student summer casual needs throughout the year to work in the greenhouses, urban farm, and trial gardens. We also identified the need for automated irrigation which would cut labor costs substantially.

Kate Field attended a monthly meeting of the SE WI Landscape Contractors Association to discuss upcoming plans for the season and how we might work together on projects. Gateway horticulture students will work with them on the Planet Day of Service, Racine in Bloom, Gateway campus arboretum, and other projects.

Kate Field has made contact with several businesses about internships. She will meet with Stein Gardens and Gifts next week to discuss details. Breezy Hill Nursery and several area greenhouses are also interested in participating. We have students already involved in several internship programs at Chicago Botanic Garden and nationally through the American Floral Endowment, Mosmiller internship.

Horticulture Business Operations students will participate in a 'Landscape Designers

Challenge'. Students will work in three groups of five students to design the landscape for the new Hospice Alliance Facility in Pleasant Prairie. Students will estimate the cost of materials and labor to install the job, prepare a proposal and present their designs and proposal to the Hospice Board of Directors in April. The board will select a winning design which will be installed at the facility in May. Student designs will be featured at Earth Day April 20.

Earth Day plans and planting are well underway. Student presentations, demonstrations and projects are being prepared now.

Kate Field is working with students and the Gateway Marketing Department to develop the Pike Creek Resource Center. Garden care handouts and other print information with the Pike Creek logo will be available and linked to our website for downloading. Plans also include the use of an interactive TV where visitors can see announcements and information. We also want to be able to plug cell phones into the system to project images on the screen to assist people in diagnosing plant problems, identifying plants and designing landscapes. We would like to have the center ready for Earth Day.

Twelve students and three faculty will attend the Midwest Organic and Sustainable Education Service (MOSES) conference in La Crosse. Kate Field attended the 'Down to Earth' Community Garden meeting. The group will provide a raised bed demonstration bed and information at Earth Day. Several students will be working with this group as service learning project.

Kate Jerome was awarded the College Foundation Inspiration Grant to develop a mushroom-growing program for the Urban Farm.

We have a new faculty member, Courney Pfad.

Kate Jerome and Kathy Estep attended the College Scholarship Awards Ceremony in which nine scholarships were awarded to Horticulture students.

Service Occupations

The Wisconsin EMS Association began in 1973 as a small, all-volunteer operation with less than \$1,000 in assets, to what is now one of the largest state EMS organizations in the United States. The organization has become a model for other similar associations throughout the United States and is known nationally for its annual conference, its magazine, group buying program, and its innovative products and services. The mission of the Wisconsin EMS Association is to *represent and support the views and interests of its membership by Working Together as the Voice for EMS to promote education, share information, and facilitate legislative action.*

The 2013 Working Together EMS conference marks 27 years of educating EMS professionals throughout Wisconsin and the Midwest. Each January, the Delta Airlines Center, the Hilton Hotel, and the Hyatt Hotel in downtown Milwaukee become the home for one of Wisconsin's top conferences. In addition to its 2,500 plus participants,

dozens of educators come to Wisconsin from all across the nation to provide more than 50 sessions and topics of quality education and the latest information over four days. In addition to offering a wide variety of EMS-related topics, sessions also include firefighting and rescue operations, plus sessions for EMS and fire department leaders, officers, educators, first responders and more. The exposition hall houses 90,000 square feet of everything needed to run an emergency services organization. This year there were over 130 vendors, including Gateway Technical College.

The *Working Together* conference has become one of the largest and most respected emergency services events in the United States. Currently, it is the largest emergency services conference in the state and the third largest in the nation. The conference has a \$1.5 million dollar economic impact to the metro Milwaukee area. Best of all, conference tuition for the 2014 conference remains at the low rate of only \$70 per day for Wisconsin EMS Association members taking advantage of their \$10 per day membership discount. Non-members pay only \$80 each day, or join the Wisconsin EMS Association and save even more!

This year Gateway Technical College sponsored the Friday morning keynote address, *From Tourniquets to 12-Leads: What's Around the Corner?* The session, attended by over 1100 EMS professionals, began with the posting of the colors by the EMS Honor Guard, a group that memorializes EMS practitioners who have died in the line of duty. The key note address was presented by Chief Jeff Johnson who is nationally known as a leader and an innovator who puts his ideas to work on the street. Chief Johnson discussed lessons learned in EMS, the driving forces behind the changes in EMS, methods to embrace change in EMS while gaining a vision for the future and what's around the corner. Chief Johnson challenged participants to see their patients in a different light and provided attendees with foresight for what's to come.

Gateway staff has throughout the years been instrumental in helping make the conference a success. Karen Barker, EMS instructor at Gateway, has served on the Board of Directors for the Wisconsin EMS Association since 2005 and as the Program Director for the conference since 2009. Karen works with the conference director, conference staff, and speakers to ensure that quality education is provided to the attendees. Her responsibilities include program development, curriculum development, securing staff for the conference and on-site management of educational offerings and staff/personnel.

In addition to Karen, this year ten Gateway EMS adjunct staff and faculty volunteered to instruct small break-out sessions in the areas of emergency care for pediatric patients, tactical awareness, and advanced life support skills. Eight students, currently enrolled in EMS and fire programs at Gateway, volunteered to assist as room staff and session monitors. Gateway staff also served in the role of Program Assistant by supporting room monitors, speakers and conference attendees.

Each year approximately 20 Gateway staff, both full-time and part-time attend the Educator's Workshop which is approved by the State and WTCS for ten hours of in-

service activities that can be used to renew part-time approval certification for emergency medical services instruction. The workshop draws Program Coordinators, Training Officers, Instructors and anyone in education or leadership positions from training centers throughout the State and the Midwest. The workshop not only promotes educator specific professional development, it also focuses on specific needs and areas of professional development for educators involved in teaching fire and EMS based programs. This full day workshop this year addressed the identification and management of difficult classroom behaviors, why and how to incorporate critical thinking in your educational programs, as well as the enhancement of student and instructor practical performance. Included was a hands-on lab session demonstrating the incorporation of effective student-centered learning methodology into local programs. The energetic seminar was designed to bring best practices from institutional and college programs, in-house agency training, and private learning labs together to address the needs and concerns of educators.

Objectives:

- Discuss methods to incorporate critical thinking skills into course content and testing processes
- Identify techniques to troubleshoot training program issues and keys to motivating students
- Differentiate between difficult students and difficult behaviors, how to deal with immediate classroom problems
- Discuss student centered teaching methods
- Discuss best practices for program design, visualization, and delivery that educators must use to compare, contrast and emphasize (rather than distract from) key learning points

In an effort to promote recruitment and retention, Gateway also has a booth in the exhibit hall. The booth is staffed by Gateway EMS personnel and promotes Gateway Technical College with a specific focus on all EMS educational offerings. Materials related to upcoming EMS classes are provided to interested attendees.



Jeff Johnson Keynote Speaker



EMS Honor Guard



Chris Cook, longtime member of the EMS Advisory Committee, leads Tactical EMS (TEMS) training at WEMSA. Gateway plans to bring TEMS training to Burlington in April.

ELKHORN CAMPUS

Two meetings of the campus referendum planning team have already taken place and details of the programs' needs are being elicited. Architectural drawings are being updated and should be ready in a couple of weeks.

The United Way Soup Bowl event on January 30th yielded a \$421 donation to the Walworth County charity.

The campus Earth Day team had two organizational meetings and is organizing activities and volunteers for the celebration in April.

Dean of Campus Affairs, Mike O'Donnell, attended the January 28th meeting of Congressman Paul Ryan's Education Advisory Committee held in Room 112 of the Elkhorn Campus. He was able to share the Gateway Good News referendum project edition with the group. He also hosted a reception for Dean's List honorees from Summer 2012 and Fall 2012 semesters on January 30th.

RACINE CAMPUS

Demolition work started in January on the Lake first floor, which was the old Student Services Center. Once this process is complete then construction of the new Student Success Center will begin.

With the construction of the Lake first floor, disability services and testing had to move to other areas of the campus. Disability Services is located on the third floor of the Technical building. Testing is now located on the second floor of the Technical building. Two of the conference rooms were converted to general studies classrooms. Once all of the construction is completed in the new Student Success Center, we will be able to move the classrooms, testing and disability services to their new homes.

The Dean's reception for those students making the dean's list was held on January 30 from 3-5 p.m. Refreshments of cake and punch were served. Over 80 students attended the Racine campus event.

Groups that used the Conference Center included:

January 7 Run/Cancel Meeting
January 10 United Way of Racine County 'Partner Provider Breakfast'
January 17 Brain Compatible Teaching & Learning Approaches Workshop
January 18 Brain Compatible Teaching & Learning Approaches Workshop
January 23 Gateway Administrative In-Service
January 28 Provost on Campus
January 30 Community & Government Relations Department Meeting
January 31 Mock Employer Interviews 'Welding/Fabrication Boot Camp"
January 31 Minority Participation Advisory Committee

INSTITUTIONAL EFFECTIVENESS

Grants

The grants office has been busy coordinating the development and submission of grant applications to the WTCS for funding under General Purpose Revenue, Adult Education and Family Literacy, and the Carl D. Perkins Act. Twelve proposals totaling \$1.1 million were submitted in January. Seven proposals totaling \$2.7 million were submitted in February. Many of the grants support continuing projects at the college such as Adult Basic Education, Displaced Homemaker Services, Students of Color Support Services, and Faculty Innovation. A number of grants were also submitted to support new initiatives such as the Veterinary Technician program, the Perioperative Nursing Advanced Technical Certificate, and a Spanish GED program. Other grant applications recently submitted include a Youth Power Academy of Finance grant application and a College Connections Scholars application. In addition, the grants office is in the process of upgrading the college's time and effort reporting procedures and is implementing new grant research and monitoring software.

Research and Planning

The research office is in the process of conducting the annual graduate follow-up survey. Evening phone calls are being made to 2011-12 graduates who have not responded to the mail survey in order to reach a high enough response rate to be able to report results by program. Surveying will be completed in February, with the published report available in April. Additionally, Program Approval requests for Veterinary Assistant, Veterinary Technician and Barber programs have been completed and submitted to the WTCS for consideration. Final WTCS approval for those programs is anticipated in March. Staff are also working with the Student Success Division to design and implement a customer feedback program which will be rolled out in February. Students will be able to complete feedback cards in each Student Services Center as well as online.

Employee Learning

The Employee Learning department has responded to the demand for customer service training for Gateway's many new employees by adding a section during the faculty's May professional week. The new section will be offered over 1-1/2 days rather than over three weeks. This new format should be convenient and popular for faculty in particular.

STUDENT SUCCESS

Financial Aid

The Financial Aid office held a financial aid retreat in January to develop standardized practices and brainstorm on new process efficiencies. The Financial Aid office has offered awards to 6,663 students, totaling 84,154 credits for the 2012-2013 school year.

Enrollment Services

Five Registration Days were held in January. This was a partnership between New Student Specialists, Student Finance Specialists and Academic Advisors. Additional support was provided by the Student Express Associates, Welcome Center Associates and other college support specialists and faculty. Due to these efforts 799 students register for 4,196 credits (139.87 FTE) during this period of time.

Registrar

A new Credit for Prior Learning processes is being developed and implemented. This processing is now being done in the Registrar's Office. Jolanda Dinkins, Assistant Registrar: Registration & Transfer Credit, has led this effort and is working to streamline this process for our students.

Graduation processing, which includes auditing students' records for program requirement completion and posting the information to the students' transcripts was streamlined. Travis Jansen, Assistant Registrar: Degree Audit & Curriculum led this effort. Because of this, students' graduation information was updated two weeks earlier than previous semesters.

STUDENT DEVELOPMENT

College Connection

A.J. Laird Participated in Financial Aid Night at St. Catherine's High School. Hosted visit from Harborside juniors and seniors at the Kenosha campus. Hosted visit from Harborside students (grades 6-12) featuring the Police Academy & HERO Center. Spoke with iTed test candidates at Bradford High School and with ACT prep class at Reuther High School. Gave family tours at Kenosha and Racine campuses and attended Inspire Wisconsin and Career Cruising seminar in Racine.

Vincent Lieu coordinated to have Gateway instructors participate in career panels at Central and Wilmot High Schools. He also presented Gateway programs to students at the MACK Center and gave a tour to students on the Kenosha campus and the Hero Center, as well as represented Gateway at the Zion College Fair.

Nikole Pucci has been formally introduced to all the staff at all schools. Over 40 students have requested College Connection assistance and have participated in two classroom presentations including a senior class presentation at Waterford High School.

Sabrina Morgan-Hill conducted a career panel with Gateway faculty for over 400 freshmen as well as a promotional table in the lunchroom for three class periods at Park High School. Hosted two tables for Hispanic Outreach at Tremper High School in collaboration with the Marketing and Multicultural Office. Presented at parent night at Park and Tremper High Schools on Financial Aid and at Horlick High School to juniors.

Disability Support Services

Starting with the Spring 2013 semester, Gateway Technical College will no longer use the name Special Needs department. After much research and discussion, the department will be officially called Disability Support Services (DSS). Gateway, along with Fox Valley Technical College, was among the few technical colleges in the state still using the wording "Special Needs." With this transition, the Disability Support Services faculty will be able to clearly explain and identify the target population they are mandated to serve based on the federal disability legislation. Unfortunately, the wording "Special Needs" was often interpreted by some students to not mean disability and often students assumed that services were available for temporary impairments (i.e. mild stress during exam week, broken limbs, or ESL).

The mission of the department is to educate students, faculty, and staff that the term "disability" now has a much broader definition and requires that the disability be a permanent condition that impacts one or more areas of the person's life. For example, students who are veterans and have learning, emotional or physical challenges are considered to have lifelong impairments. This broader definition of "disability" would also include students who are diagnosed with cancer, HIV, diabetes, seizure disorder, or a psychological disorder (bipolar, depression, OCD or schizophrenia). It's understandable that some students, faculty, and staff will feel uncomfortable with using the word "disability" in private or confidential conversations. However, the Disability Support Instructors and the Student Support Services Director Tammi Summers feel it's important to promote self-acceptance and self-advocacy in adults students with disabilities.

The Disability Support Instructors have seen a significant increase in the number of student request for assistive technology over the last two years. Between summer, fall, and now spring semesters the instructors have provided a record number (over 100) of requests for E-Textbooks either on a CD or flash drive for students with disabilities.

On Saturday, January 5, Disability Support Instructor Pam Herr, did a presentation for new and returning adjunct instructors. During the session, a general overview of the Disability Support Services (DSS) was provided, in addition to information on the course instructor's roles with providing accommodations. P. Herr explained that students are required to provide disability documentation in order to receive academic and physical accommodations. P. Herr went into further detail regarding how to assist students with disabilities in the classroom setting and how to work in partnership with the Disability Support Instructors.

NTO/Displaced Homemaker Program

Ken Riley is our new Student Support Specialist for the Displaced Homemaker & Non-traditional Occupations program. His previous position was as a case manager for the Project H.E.A.L program located on the Racine campus. Ken will be serving students on both the Racine campus and Burlington Center. Ken holds a Bachelor's Degree from Rockford College in Education and he loves to travel, spend time with his family, and enjoys playing basketball.

Courtney Maple serves as the Program Assistant for the Displaced Homemaker and Non-traditional Occupations Program. Courtney will be assisting with academic programming, case management, and other community projects connected to the Displaced Homemaker & NTO program. Courtney holds a B.S. in Applied Learning and Development from the University of Texas at Austin. Courtney's home campus will be Kenosha, but she will also serve students on the Elkhorn campus. In her spare time, she enjoys spending time with her family and cooking.

Ken Riley and Courtney Maple started the new year off strong and served as volunteers to help with Student Services Registration Days on January 4 and January 7-10. Also, during the first week of class Ken and Courtney set-up a booth in the commons area to share information on the Displaced Homemaker and Non-Traditional Occupations programs. These efforts resulted in the recruitment of 50 students for the two programs.

A new initiative for 2013 with Displaced Homemakers & NTO was the "Open House" registration format. On Jan 18 at iMET and Jan 22-25 on Kenosha, Racine, Elkhorn, and Burlington Center, students were given the opportunity to learn more about these two Support Services programs and immediate sign up.

Student Support Counselors

When students are facing difficult life situations that are interfering with their academic progress, the Student Support Counselors can provide short term counseling and help with problem solving, goal setting, coping strategies, and decision making. Often, students see a counselor when they are having difficulty with transitioning, relationships, communication, stress, anxiety, or grief/loss.

The Student Support Counselors can assist students who are in need of emergency grant funds and will work with them to connect with other community resources. To date, the Dreamkeepers Emergency Assistance program has awarded over \$26,000 in financial assistance to Gateway students. Students must first meet with a Student Support Counselor regarding the Dreamkeepers program. All counselors can be seen by appointment or have walk-in times available each week.

TRIO SSS Program

The TRiO program has maintained its service requirement of 100 students served per year. We will be completing our 2nd Annual Performance Report in late

February. Based on our numbers, all grant objectives have been met thus far. The required 75% persistence rate, 80% Good Academic Standing rate and the number served - 100 - per year have all been met and exceeded. TRiO has now served 18 graduates - 5 of which have graduated and then transferred to a 4 year university. Several more students are slated to graduate this spring.

COMMUNITY AND GOVERNMENT RELATIONS

We are continuing to follow up with our legislators from our visits in January. Rep. Loudenbeck toured the Elkhorn campus on Friday, February 1st. This was her first time to the Elkhorn Campus. As part of the ACCT trip, we were able to participate in visits to Congressman Ryan, Senator Johnson and Senator Baldwin in Washington DC.

The Center for Sustainable Living (CSL) received an inspiration grant and we are beginning the development of the Energy Knowledge room in the Center. A field trip curriculum is being developed for middle school students around pollution. We are working with Bradford High School and their planetarium on the development of a program around solar. Work continues at the CSL on the geo-thermal system. The Greenhouse Gas Inventory (GHG) has been completed and submitted. There has been a decrease in the amount of GHG that Gateway emits.

We continue to work on creating the Gateway Experience in our facilities; the most recent being the iMET center. The opening was held on February 12th.

The development of community listening sessions for the referendum continues. We are reaching out to all of our communities during January, February and March to ensure that there is an understanding of the projects of the referendum.

Working hand and hand, our Sustainability Club and the Business Professionals of America (BPA) Chapter Club on the Kenosha and Racine campuses, discussed a recycling service project. They decided to collect Denim material, old pairs of blue jeans and other denim materials, as part of a Denim Drive strictly for purpose of recycling into building insulation. The Denim Drive has collection barrels placed at strategic points on the Gateway campuses for students to deposit their unwanted Denim products. The Foundation received \$10,000 from the Kloss Fund for Dreamkeepers Student Emergency Grants. Dreamkeepers Emergency Grants has provided more than \$10,000 in emergency grants to Gateway Students since July. The Foundation's Student Emergency Fund has provided more than \$29,000.

Executive Director visited Kenosha Downtown Rotary and was the luncheon speaker at the Lake Geneva Rotary Club.

The Presidential Opportunity Scholarships application is open now until March 1, 2013. This scholarship is for graduating high school seniors and is awarded one per high school in the District. Information has been shared with high school principals and counselors as well as superintendents.

The Foundation Board held a retreat earlier in January.

Mark your calendars now for the 19th Annual Gateway Foundation Golf Scramble. The event will be held on Thursday, May 23, 2013 at the Kenosha Country Club.

The Marketing Department has promoted and supported the Star Ambassador awards program event and produced the summer registration push materials. They have developed graphics and signage for the SC Johnson iMET Center and worked to support the opening event and media coverage. The Marketing Department also worked on the successful delivery of the webcast and subsequent promotional efforts for Gateway's Martin Luther King event held in January. They continue to support the upcoming referendum through the informational efforts of the expansion plan.

HUMAN RESOURCES

Jacqueline Morris reports we filled 6 positions in the last month. We are currently recruiting for 8 positions. On January 16th, we implemented our new online hiring system, NEOGov. We are utilizing this system to post all regular and adjunct positions. This paperless system will allow us to screen all positions electronically and remotely. Thank you letters to applicants will also be sent electronically using NEOGov. Our customers will also be able to complete an employment Interest Card. NEOGov will send them an e-mail indicating that a position has been posted in an area that they are interested in applying for.

Labor Relations is working on 3 Records of Consultation – preparation and delivery, 6 investigations regarding employee issues and 6 issues for review and opinion. There is one active grievance which is currently on hold.

Bill Whyte reports that the CFO search culminated with an internal candidate, Bane Thomey, successfully filling the vacancy from Mark Zlevor's retirement. As a result of Mark's retirement, Bill Whyte is assuming responsibility for the facilities function and associated departments at Gateway.

Bill Whyte, John Frost, Debbie Miller & Jacqueline Morris attended the quarterly WTCS HR Director's in-service on January 30-February 1. Bill Whyte is chairing the WTCS HR vice presidents group that has developed an RFP for compensation data services for the WTCS HR group. The RFP went out the week of February 4 with a selection by mid April.

Debbie Miller served on a WTCS committee researching the feasibility of forming a co-op to purchase health care for all 16 Districts. There appears to be at least \$5 million in savings so they will go to the next step and get bids from potential vendors.

Our newly created Leadership Mentoring program is underway with the mentees and their mentors meeting on a regular basis. The next session for leadership training is February 14 and will highlight 'Progressive Discipline'.

John Frost continues to conduct HR on Campus sessions in 2013. The January sessions were held on the 16th and the 17th. The next round will be in late February.

Payroll has completed many updates to the Web Time Entry software and final beta testing is ongoing. The push for completion of the Electronic Signatures process continues. The process is in the hands of the IS Department. A meeting was held with Perceptive/Image Now to see their forms and electronic signature. Software was purchased and is being rolled out in Student Services first. It is yet to be determined if that software will work in Payroll.

The Wellness Committee is providing the following initiatives:

- Stress relieving chair massages on each campus which continues to be a big success.
- The new initiative starting February 4, 2013 is 'Miles of Smiles' and it continues until March 3, 2013. It is a 4 week oral hygiene challenge to encourage brushing (twice daily) and flossing (once daily). We have 73 employees who have enrolled in this challenge.
- Currently, we have 2 Weight Watchers At-Work activities; one in Kenosha and one in Elkhorn with Burlington (using LifeSize). This is subsidized by our Group Health Trust (50%). We just finished the first and are offering this opportunity again for our employees. The new session would be 12 weeks and we would need 15 paid members to host an at-work session at each location. Informational meetings are scheduled for Kenosha and Elkhorn/Burlington. If we have the required participation numbers, we would set up meetings on the Racine Campus also.
- Well Workplace is expanding in Racine. Racine is working toward receiving the first Well Workplace Award for a County in the nation. Gateway is one of 1100 companies that have received the prestigious Well Workplace Award and Racine is 1 of 12 cities that has the designation of a Well City. The Well County USA is an initiative designed to engage entire business communities in improving health and well being of their workforce. The primary requirement is that 20% of the community's working population must be employed by designated Well Workplace Award winning companies. The application deadline for this national Well Workplace recognition is May 1, 2017.

Jacqueline Morris participated in the Martin Luther King celebration and the Kenosha Kindness Breakfast. HR staff participated in welcoming students for the spring semester. John Frost visited Nicolet Technical College to review their ERP system installation.