



## **PRESIDENT'S REPORT**

*August 16, 2012*

### **GATEWAY AS LEADER**

#### **QuickStart:**

The QuickStart program was developed to assist prospective students in navigating the complex admissions, testing, financial aid and registration processes, and to positively impact Gateway's fall 2012 enrollment. To date, 102 students participated in four QuickStarts. Of these students, 71.6% applied for admission and 50% applied for financial aid during the QuickStart. Additionally, 50% of the participants registered for fall classes totaling 412 credits and 13.73 FTE.

### **ENROLLMENT**

Fall enrollment is currently at a decrease of -3.0% up from a -10.0% decrease in June. Additional fall outreach and enrollment initiatives have been implemented and will continue over the next several weeks. Current year enrollment, including the summer and fall terms, is down -0.5% compared to the same time last year.

### **FINANCE AND FACILITIES**

Purchasing staff are working with iMET Center faculty and staff in the purchase of equipment for the programs/classes to be affected with the iMET Center renovation project.

Administration staff is representing Gateway Technical College on several municipal Joint Review Boards including the City of Delavan and Village of Pleasant Prairie.

Mark Zlevor attended the WTCS Business Officers (formerly known as the Administrative Services Committee) statewide meeting August 9-10th at Northcentral Technical College, Wausau, WI. Agenda highlights included facility updates, synopsis of Fox Valley Technical College's successful referendum, WTCS office update, Act 10 updates, purchasing consortium structure discussion, emergency response plan transition discussion and accounting updates.

Business Office staff have completed the submissions for the year-end preliminary results for FY 2012. This work involved gathering data/information for all projects, outstanding invoices, purchase order reconciliation, banking and journal entry documentations, and budget reconciliations within a 30-day period. Preliminary year-end results are being reviewed and will be shared with the Board in the near future.

Financial staff are preparing for the commencement of the external audit to take place the week of September 10, 2012. External auditors from Schenck SC will be in-house performing and reviewing the necessary components for the college's annual audit. The final audit results will be made available prior to the end of this calendar year.

Effective August 13, 2012, Sue Debe, Assistant to the Chief Financial Officer/Vice President Administration, will be transitioning to the President's office to provide service as the Assistant to the President. During the transition, Sue will continue to provide assistance to Mark Zlevor and the Administrative Services staff.

### **LEARNING INNOVATION DIVISION (LID)**

We continue to move ahead with our Ellucian student system enhancement effort. Based on reductions in the amount of available funding, we are optimizing our existing list of projects to select high priority projects with significant impact on students and staff. Our first projects include e-Advising and Retention Alert technologies that will assist our Student Success staff to work closely with students to enhance communication and enhance our retention effort.

Feedback on the Technology Support Center (Helpdesk) project continues to be very positive. LID staff are involved in planning a deployment of support kiosks around the district to provide students with another avenue for accessing technology support.

IT staff continue to work with our expansion and remodeling teams to incorporate and advocate for information technology infrastructure in these expanded and enhanced learning spaces. The most recent example of this collaboration is with the iMET expansion at the CATI site in Sturtevant.

Distance Learning staff are kicking off this year's multimedia classroom installation process. We will be ordering equipment in the near future and planning to install 20 multimedia classrooms around the district. Campus Deans determine which rooms are equipped with our multimedia standard installation. Our new approach of installing multimedia equipment in-house has made our effort far more efficient, flexible, and responsive than our previous approach. This effort is also recognized in the Academic Technology Strategic Plan and is on track for full achievement of this goal.

IT staff continue to implement enhancements to the network and server environments. They are working on implementing storage enhancements, network improvements to deploy redundancies to protect the network, and setting the stage for disaster recovery and business continuity improvements.

### **WORKFORCE AND ECONOMIC DEVELOPMENT DIVISION (WEDD)**

On July 20th, WEDD staff, along with manufacturing and engineering faculty, visited Fox Valley Technical College to learn more about their Digital Fabrication Lab. Developed by the Massachusetts Institute of Technology, the global network of labs provide students, business entrepreneurs, and others access to state-of-the-art fabrication tools and software. The lab serves as an innovation center for inventors and a high-tech tinkerer's workshop. The Fab Lab concept goes beyond equipment access as the labs, from Costa Rica to Afghanistan, are interconnected via videoconferencing. With a few clicks of a remote, lab users and leaders can connect worldwide to share ideas. With the expansion at the iMET Center underway, Gateway plans to add a Fab Lab to enhance the integration of manufacturing and engineering.

WEDD staff provided an update on the iMET Center to the Racine County Economic Development Center (RCEDC) staff. This outreach allows RCEDC staff to better understand and connect businesses to the resources of the Center and Gateway overall. Therese Fellner is working with RCEDC on the Absolutely Waterford project which includes the development of customized training for Main Street small businesses.

WEDD is partnering with the Innovation Center located in the Whitewater Technology Park for two initiatives. The first is an evening Lean/Six Sigma Green Belt 12-week workshop starting September 12, 2012. The second is a Business Solutions Breakfast series for area business owners and managers. The first informational session entitled Lean/Six Sigma Overview is scheduled for September 11, 2012. Four additional informational sessions on a variety of topics will be offered in fall 2012. For more information please contact Rick Lofy at [lofyr@gtc.edu](mailto:lofyr@gtc.edu).

WEDD is seeking adjunct instructors to teach open enrollment professional development training workshops which were identified in our Customer Needs Survey conducted this past spring. Applications will be solicited through the end of August. A series of three instructor training sessions will be conducted in September and October with new instructors on board for workshops scheduled at the iMET Center starting in January 2013. For more information please contact Lauri Howard at 262-564-2990 or [howardl@gtc.edu](mailto:howardl@gtc.edu).

The CNC Boot Camp #14 Completion Ceremony is scheduled for Friday, August 24 at 1:00 p.m. on the Racine Campus. CNC Boot Camp #15 will begin in September. Plans are underway for the following: fall 2012 Welding/Fabrication Boot Camp, Machine Repair Boot Camp, and CNA Boot Camp for English Language Learners. For more information please contact Robin Hoke at 262-564-3608 or [hoker@gtc.edu](mailto:hoker@gtc.edu).

WEDD, along with the Walworth County Economic Development Alliance (WCEDA) and the Walworth County Job Center, hosted a Walworth County manufacturer's meeting on July 26. More than 35 employers attended the meeting to discuss their hiring and training needs and brainstorm ideas and opportunities to provide skills training to current and future workforce. Results from the meeting are being used to schedule training opportunities in Walworth County. For more information please contact Debbie Davidson at 262-564-3422 or [davidsond@gtc.edu](mailto:davidsond@gtc.edu).

WEDD hosted a manufacturing employer lunch at the iMET Center on June 28 to gain feedback regarding equipment purchases for the flexible manufacturing lab that is currently under construction. More than 40 company representatives attended the event to learn more about the flexible manufacturing lab and share their training and hiring needs along with offers of support and donations for the new lab.

Gateway and UW Parkside co-hosted the Competitive Wisconsin, Inc. (CWI) briefing at the iMET Center on July 30. Presenters shared information from the statewide Be Bold

strategy along with local workforce development partners providing data on local initiatives. The participants included leaders from business, education, economic development, labor, and workforce development. For more information on CWI's Be Bold strategy please visit: <http://www.competitivewi.com>

Bryan Albrecht, Mike O'Donnell, Lauri Howard, and Gary Olson (Gateway Trustee) presented an update to the Walworth County Board on new facilities and programs at the Elkhorn campus, as well as new Workforce Advancement Training grants in Walworth county, the new partnership with the UW Whitewater Innovation Center and the July 26 Manufacturer's meeting.

The Dream It, Do It web portal has launched! This dynamic portal brings together students, parents, educators, and manufacturers to learn from and about each other. To view the website please visit: [www.dreamitdoitwi.com](http://www.dreamitdoitwi.com) and check out the many resources available to help increase the awareness of manufacturing in southeastern Wisconsin. For more information or to get involved please contact Debbie Davidson at 262-564-3422 or [davidsond@gtc.edu](mailto:davidsond@gtc.edu).

Representatives of the Milwaukee 7 (M7) Talent Development Steering Committee visited Gateway's Racine Campus to learn more about our manufacturing training capabilities. Associate Dean Beverly Frazier and Debbie Davidson provided a tour and detailed information to the M7 staff as part of a regional study on Wisconsin's Technical colleges training capabilities and capacity.

Gateway was one of five Wisconsin Technical Colleges to receive a Wisconsin Covenant Foundation grant which will be used to provide specific training needed to help fill future jobs at DeltaHawk in Racine. The Gateway grant is \$644,592. DeltaHawk designs and manufactures diesel engines for the aviation market and is projecting they will need more than 100 new assemblers and technicians with skills related to aviation over the next three to five years. They will partner with Gateway to create the new Diesel Aviation Manufacturing Certificate to help meet their hiring needs. DeltaHawk and Gateway will spend the next few months developing customized curriculum with training planned to begin in May 2013.

Debbie Davidson presented to the Racine City Council on the Gateway to Careers project, supported by an SC Johnson donation to the Gateway Foundation. The presentation included information on Boot Camps, Racine Campus programs, Workforce & Economic Development programs and services, and opportunities for employer engagement.

Debbie Davidson participated in the National Coalition of Certification Centers (NC3) Workforce Roundtable on August 2. The participants included employers, educational institutions, and policy makers who shared perspectives and ideas on advancing workforce skills training. The roundtable participants toured the Horizon Center and the Energy Labs at the Kenosha Campus before meeting at Snap-on's InnovationWorks in Kenosha.

Gateway hosted more than 60 instructors from across the US for the National Coalition of Certification Centers (NC3) Train-the-Trainer event the week of July 30. Instructors participated in hands-on training and certification in automotive diagnostics, wheel service, torque, foreign object damage, and tool control and diesel equipment. WEDD instructor, Matt Janisin, led the coordination of the NC3 event at Gateway and served as one of the instructors for the event.

Debbie Davidson spoke with the Kenosha Rotary on August 8 regarding the Workforce Paradox and how it affects local employer's hiring needs.

Registration is now open for the National Coalition of Advanced Technology Centers (NCATC) Fall Conference hosted by Gateway Technical College October 2-5, 2012. The event will take place at the Racine Marriott and will include tours to Gateway industry partners, SC Johnson, Modine, and Snap-on. Attendees will have the opportunity to tour Gateway's iMET Center, Horizon Center, Renewable Energy Labs, Pike Creek Center, and the Center for Sustainable Living. For more information please visit [www.ncatc.org](http://www.ncatc.org) or contact Debbie Davidson at 262-564-3422 or [davidsond@gtc.edu](mailto:davidsond@gtc.edu).

This Summer WEDD faculty, Randy Reusser, offered many opportunities for people to gain knowledge in telecommunications installation. As a BICSI certified trainer, Randy offered 120 hours of BICSI training to 20 students. The results: 100% of the students passed the hands on certification test and 86% of the students passed the written test. Congratulations Randy and students!

## **ACADEMIC AND CAMPUS AFFAIRS**

### **Academic Operations:**

The Fall Adjunct In-Service is scheduled for Saturday, August 25, 2012 on the Racine Campus. About 215 adjunct instructors have registered. Last academic year, approximately 500 adjunct instructors attended in-services. In August 2011, meetings were held on the Racine and Kenosha campuses, in January it was offered on the Elkhorn campus, and in May it was presented on the Kenosha campus. On January 5, 2013, the adjunct in-service will be on the Elkhorn campus. We continue to work with HR, Marketing, and IT to recruit adjunct instructors and get them connected to the college.

On July 17, Ad Astra, a room and academic scheduling software company, presented their product to the users of EMS (our current room scheduling software). We are in the process of reviewing the scheduling options available. We piloted the Section Batch Process with the Allied Health programs for the upcoming spring 2013 term.

### **Business and Information Technology:**

Kelly Infusino, Business Management instructor, reported: The attached picture is of Ericka Pitner, (a Business Management Student) presenting one of three \$100 donations that the Elkhorn Summer section of Marketing Principles class presented to

local charities. The source of funding comes from "in classroom" exercises where students marketed and sold items they contributed to the class via eBay. The in class project raised approximately \$300 after marketing and finance expenses which in turn was donated to the Elkhorn Food Pantry (pictured), "The Time is Now to Help" in Lake Geneva and the Lakeland Animal Shelter. The students selected the charities that received the donations. They also presented the checks. The marketing exercise requires the students to research the market timing and appropriateness of the auctioned product. They also design the promotional set up, forecast anticipated results and then measure projected to actual outcomes while employing variance analysis. Additionally, they are responsible for communications with buyers, shipping, customer satisfaction management, and maintaining the 100% positive rating that the class has enjoyed for the past four years.



Here is the link to article on "The Time is Now to Help" which was founded by the father of one of our marketing students from Elkhorn.  
<http://www.lakegenevanews.net/Articles-Community-Living-i-2011-12-08-245550.114135-The-Time-is-Now-to-Help.html>

Instructor Jim Buck was part of an international IBM team who were given the task of developing the first IBM i Administrator Certification aimed at college students. Gateway Technical College students will be among the first in the world to have access to this certification test. This was completed in May. Six Gateway students passed this certification in June. These may be the only college students in the world that hold this certification.

Students at the STSC (Student Technology Support Center) are in the process of preparing 12 laptops that are to be donated to the Kenosha Urban Outreach center. The students will install Windows 7, Office 2010 as well as an application that will restore the laptops to their install state upon rebooting.

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

In conjunction with the Dean of Enrollment Services and the Testing Manager, three GED Boot camps will be held in late July and August. This is specifically designed to meet the immediate needs of in-coming students to Gateway who are without a high school diploma or GED certificate. Effective July 1, 2012 to be eligible for financial aid, new students will need a GED or high school diploma. There is estimated to be approximately 2,000 students in this circumstance.

The GED Boot Camp was created by Moraine Park Technical College. For 40 hours in one week students will receive refresher instruction in the five GED subject areas, and take all five tests. The orientation required for all GED testers will be given a week or two prior to the scheduled boot camps. To be eligible, a student must have a test score

of at least 8th grade level in math and reading. Students who are not at this level will need to enroll in the fall GED classes.

The Dean of Enrollment Services was able to procure the funds to pay for the GED testing for up to 120 students. The Dean of Developmental Education is providing the instructors and books. Testing will be provided three afternoons during the week. Student Services staff is actively recruiting students who need to pass the test by September. If this model is successful, it could be offered on a regular basis.

The Dean attended a state-called meeting in Madison on July 18 and 19. One of the major topics was implementing the new GED exam in 2014. Not only is there a new test, but it is a computer-based test. Procedures for testing will require students to register themselves with the Pearson Vue Company. Many of the Deans were concerned about the computer skills that the GED students will need, and the costs that will be incurred by the programs to purchase new preparation materials. The Dean has been discussing this with the Testing Manager and the Dean of Enrollment Services, so we are prepared for the transition.

#### **Health Careers:**

The Physical Therapist Assistant program is due for re-accreditation in 2013. This summer we completed our self-study and expect the on-site review team from CAPTE to visit Kenosha in October.

The Dental Assistant program received a General Purpose Revenue (GPR) grant for 2012-13 to add an additional student cohort to staff a recent expansion at the Kenosha Community Health Center. We have been meeting with Center staff over the summer to organize the clinical portion of the class and engage qualified KCHC personnel in the teaching and clinical supervision of the students.

Approval was received from the Wisconsin Technical College System (WTCS) to proceed with the needs assessment portion of our proposed program in Veterinary Technology. A survey is being developed to send out to veterinary practices to determine their willingness to support such a program and provide clinical opportunities for our future students.

Health Division Dean Associate Kelly Bartlett moved from Burlington Center to Elkhorn to assume the additional duties of campus associate. Kelly supports most of the allied health programs and coordinates the Statement of Graduation processes for our graduates to secure their permission to test for licensure/certification.

Nursing chair Karen Severson flew to Hong Kong in early July to represent the Racine-based Pink Paddle Power dragon boat team at the World Championships. This team of breast cancer survivors represented the US at this international event. Unfortunately, Karen injured herself prior to the race and had to leave Hong Kong to undergo surgery. Karen is home recovering and hopes to be back at work in September. We all continue to be inspired by Karen's determination and heart.

Welcome new Nursing Skills lab staff members in Kenosha: Katrina McGovern and Barb Robers.

We are working with Human Resources to post a new position, Testing Associate, who will facilitate and proctor all health-related assessment and certification examinations throughout the district. We expect the new hire to be in place October 1.

Dean Mike O'Donnell attended the installation luncheon for the new board of the Milwaukee Health Education Center (AHEC) on July 12. He also attended training at the American Physical Therapy Association headquarters in Alexandria, VA July 19-22 to become an accreditation site reviewer for CAPTE. Mike participated in interviews for the new Associate Dean, Developmental Education, new instructor for academic support/Learning Success Center-Elkhorn, and new ELL instructor-Elkhorn.

### **Service Occupations:**

The Fire program consolidated equipment and resources at the Kansasville training grounds. The Fire Protection Technician associate degree program will be moving to the Hero Center by the fall 2013 semester with the Firefighter I and II courses being delivered at the Kansasville training grounds.

Gateway recently partnered with the Kansasville Fire and Rescue Department (KFRD) by installing a new signature sign at the fire station/training grounds.

The Fire program will also be developing a firefighter fitness component at Kansasville for the Firefighter Health and Wellness associate degree course. The fitness area will be developed with equipment donated from the former Racine campus wellness center, other donated equipment, and the firefighter entrance exam equipment Gateway purchased for the program. Future KFRD partnership plans include a heavier emphasis on recruitment of Youth Option participants and an internship-type program.



### **Elkhorn Campus:**

Finishing touches are being made on the remodeled writing lab (Rooms N209/N211) which will be open for fall 2012 communication classes.

Dean of Campus Affairs, Mike O'Donnell, attended the groundbreaking ceremony for the iMET expansion on July 10 and the facility projects status update meeting on July 11. He hosted the strategic planning session for the Walworth County Literacy Council in Elkhorn on July 13 which was facilitated by Dr. John Thibodeau. M. O'Donnell and Larry Paruszkiewicz met with the Learning Success Center staff on July 17 to ensure their collective experience in the new space is working well. He stopped at the WEDD Walworth Manufacturers Summit on July 26. M. O'Donnell delivered red, white, and



blue popsicles to staff on July 3 prior to the Independence Day holiday. M. O'Donnell also attended the DAAB meeting in July where he turned over chair duties to Terry Simmons. He attended the quarterly meeting of the Walworth County Workforce Development Board on August 2. Finally, M. O'Donnell made a presentation to the Walworth County Board of Supervisors on July 10 which included Lauri Howard from WEDD, President Bryan Albrecht, Board member Gary Olsen, and our campus STAR ambassador, Colleen Henningfeld.

### **Racine Campus:**

July was a busy month on the Racine campus with the Culinary Arts program kitchen expansion project, the bookstore move, and the start of the work on the Racine 3rd floor for our new Student Services Center.

We also enjoyed many days with over 200 young students here from 21st Century Preparatory School attending classes as their school was closed for summer due to road construction. It was a great opportunity to share our great facilities with these young students and see their eyes opened to the possibility of college here at Gateway Technical College. Each day many were out doing projects on sustainability and green. Many faculty members participated in discussions and I would like to thank everyone involved for being so welcoming.

Our conference center had some high level meetings this month that include:

July 1 – 12	21st Century Preparatory School Summer 2012
July 13	Faculty In-Service/Health Programs
July 17	DVR Staff Training
July 19	DVR Staff Training
July 19	Service Learning Community Partner Breakfast

### **INSTITUTIONAL EFFECTIVENESS**

The Service Learning program presented its second annual report at the Service Learning Partner Breakfast in Racine. Twenty faculty, students, and community partners reflected on the success of this year's service learning projects. Thanks to our VISTA volunteers, Madeline Carrera and Pheng Xiong, for leading this valuable project.

### **STUDENT DEVELOPMENT**

#### **College Connection:**

- Summer transcribed credit registrations for two classes at Wilmot High School
- Informational Booth at Kenosha County Job Center Education Fair
- Outreach event with Racine Family YMCA Middle School Summer Camp
- Career Pathways activities with middle school youth from Racine Family YMCA
- Outreach event at Kenosha Boys and Girls Club Summer Employment Program
- VANGuard partnership planning meeting; College Connection staff will assist with registrations of high school students taking distance learning courses

- Finalized data sharing agreements with high schools for 2012/2013. These schools will have coaches at least one day per week: All KUSD high schools, Westosha Central HS, Union Grove HS, Alternative HS (Elkhorn campus), Wilmot HS, Badger HS, Elkhorn HS, Delavan-Darien HS, Walden III HS (RUSD), REAL School (RUSD), Burlington HS
- Worked with STEM 101 to assist Westosha Central HS, Burlington HS, and Union Grove HS in the planning for the launch of a STEM Academy at each high school
- Facilitated the registration process for 40 RUSD students in summer CNA courses
- 2011/2012 school year ended with approximately 1,000 high school students earning free Gateway college credit (13 high schools offered 75 class periods of transcribed credit courses)
- 2012/2013 school year, we have transcribed credit agreements with 16 high schools to offer 31 different Gateway courses

### **TRiO SSS:**

A final budget report for the remaining expenditures for the 11/12 grant year was emailed to the Department of Education. We are on track with spending at this time.

### **Multicultural/Displaced Homemaker:**

- A Life After Graduation Seminar took place on 6/26. It including recent and soon-to-be graduates who learned about ways to successfully transition into their next step after Gateway. The seminar covered topics such as networking effectively, resume and cover-letter writing, interviewing skills, 4 year college transfer options, and creating your professional/personal brand
- 087 & 054 Grant Collaboration Planning Retreat took place in efforts to collapse both grants into one, campus specific Multicultural Program
- Multicultural Program Website, Facebook, Blackboard, Participant Agreement Form, and Individual Learning Plans are in the process of being consolidated and updated to reflect the new program changes
- Comprehensive case-management data log is being created to capture 087 and 054 case-management notes, student progress, and outcomes
- Case-management curriculum was ordered through Life After Graduation
- Grant Coordinators Collaboration – met with the grants team during June and July meetings to finalize schedule for fall 2012 workshop series
- Presented the final summer Collaborative Workshop Series including Dress for Success and for DH, FIPSE, HPOP, NTO, Multicultural, and TRiO project participants on June 26
- Attended the Kenosha Campus Quick Start Session representing the Displaced Homemaker and Multicultural Programs on July 17
- Coordinator participated in WTCS Monthly DH Teleconference on June 13
- Attended WTCS Monthly Diversity Services Teleconference

## **STUDENT ENROLLMENT SERVICES**

### **Prior Debt Process:**

The Student Accounts, Financial Aid and Information Systems departments implemented an updated process to allow students to request to use eligible Financial Aid to cover a prior debt and register via WebAdvisor. This process improvement project took a 15+ step process down to 3 steps and utilizes the student email as the primary communication. This automated process started on Friday, June 29, 2012. During the 2011-12 academic year, 290 students took advantage of the Prior Debt Process and \$109,627 of outstanding debt was recovered through this process.

### **Wisconsin Minority Retention Grant:**

In the 2011-12 academic year, 80 students were awarded a Minority Retention Grant (MRG). At the end of the year, 15 out of the 80 graduated and 45 are continuing for the 2012-2013 academic year. A 75% success (graduation or retention) was realized for the grant participants. This initiative is coordinated through the Financial Aid office.

### **Student Accounts:**

The Student Accounts Department has been able to use the Wisconsin Department of Revenue Tax Refund Interception Program (T.R.I.P.) to recover over \$164,000 for FY11 and over \$163,000 for FY12 in delinquent and uncollected student debts.

## **COMMUNITY AND GOVERNMENT RELATIONS**

By FY 2012 year end, the Foundation raised \$1,697,359. These are preliminary figures. The Nominating and Board Development Committee continues its work to present a slate of incoming board members at the Foundation Annual Meeting in September. Foundation Board member Gregg Pfarr has tendered his resignation from the Board of Directors. We are grateful for Gregg's many years of service to the College and the Foundation. The Committee is working to fill the remainder of Gregg's term. The Foundation was part of hosting the groundbreaking at iMET on July 11 with more than 200 community members. Please mark your calendars for the Foundation's Scholarship Awards evening on Tuesday, January 8, at 7:00 pm at the Madrigrano Auditorium, Kenosha Campus.

The Marketing Department is in full swing for semester push advertising that began in July in area newspapers, billboards, radio ads, and postcards. Social media, the website, and electronic message boards echoed the Create Your Future slogan. Over 10,000 postcards were mailed to targeted audiences to promote the QuickStart sessions, as well as Facebook, radio, newspaper, and e-mail. Our department organized several promotional tables for QuickStart and semester push at the Workforce Development Centers, veteran's event, and other locations. Lidia Hernandez has translated several of our semester push materials to Spanish and numerous distribution opportunities have been identified and are being implemented. In readiness for the launch of the GreenPrint program to students, instructions in how to print to multifunction devices have been developed and a Camtasia training video has been developed.

Most workgroups have been responsive to the deadline for submitting copy for the new website. Sections are being edited for improved search engine optimization. Testing is to begin in August. Our department shot interviews and b-roll to produce a video about the Trane partnership with Gateway. In addition to the Gateway finished product, all the raw footage was shared with Trane's video vendor to produce a similar video about the company's involvement with Gateway and NC3. Work is underway to develop a Gateway mascot. Survey results were analyzed and several options will be sent forward for approval in August.

The Center for Sustainable Living hosted a summer camp from the Racine Literacy Council on July 16. Thirty students ages 5-12 spent an afternoon learning about the center, forms of energy, and horticulture. It was a very hot day but the students had a great time. We are in the process of planning a national SEED (Sustainability Education and Economic Development) summit. This summit will be held in October and will focus on educational partnerships in sustainability. The Kenosha museum is hosting a sustainability exhibit this fall and Gateway is partnering with them to host a campus event for our students and staff this fall. We attended the Kenosha Chamber annual luncheon, held at Strawberry Creek, as well as sponsoring events for RAMAC, the Boys and Girls Club, and the Geneva West Chamber.

### **HUMAN RESOURCES**

We are still recruiting at a record pace. We have 19 openings with an additional 15 requisitions in process of approval. Seven Advisors started today. Forty-one new hires have been processed this year (23 are instructors).

Eighty-two employees have left so far this year, 70 of them retirements. There were 126 potential retirements who qualified for early retirement. Bill Whyte was interviewed by Dave McGrath on 8/6 for WGTD on the subject of retirement.

All three unions ratified their new one-year contracts. We plan to adjust wages in the August 24 payroll. Non-represented reviews are being written with an August 31 due date.

With the elimination of Long Term Care, we settled an issue relative to retirees who had a vested benefit under the contract and a grievance from October of 2011. We are establishing HRA's for those impacted in exchange for the retirees hold harmless agreement.

Leadership training continues every other Thursday afternoon with all management employees. Feedback has been very good.

Transition to new health, dental, and long term care providers from WEA Trust continues with the normal process issues in such a complicated process. Employee complaints have been less than expected, especially with the level of employee attached to WEA Trust.