



PRESIDENT'S REPORT

January 14, 2013

GATEWAY AS LEADER

Please join Gateway Technical College for the grand opening ceremony of the newest workforce training facility, the **SC Johnson integrated Manufacturing and Engineering Technology Center (iMET)**. Experience Tarnowski Hall, the region's first flexible manufacturing training center that includes Computer Numerical Control (CNC) machining, welding, metal fabrication, automated manufacturing systems, industrial robotics and Gateway's first Fab Lab focused on industrial design and rapid prototyping. The ceremony will be held on February 12, 2013 at 11:30 am.

ENROLLMENT

Spring enrollment is currently at a decrease of -13.9 up from -20.9% in December. Current year enrollment down 7.6% compared to the same time last year. Spring Registration Days have been scheduled and are taking place in an effort to positively impact spring enrollment.

FINANCE AND FACILITIES

Lease renewals have been renegotiated with Upper Iowa University, Racine County Workforce Development Center and the Elkhorn Kaiser Group. These lease arrangements have been successful in providing our students additional opportunities and access to services.

Purchasing staff have negotiated a new contract for building supplies with Kranz, Inc. a local vendor. The agreement will utilize a cooperative purchase agreement that will result in annual savings of \$17,000 per year.

Gateway Technical College recently received a confirmation of its Aaa rating from Moody's Investors Services, citing presence of healthy General Fund reserves, strong fiscal policies, monitoring of programs and long range planning.

The fiscal year 2014 budget development process has begun; staff will be submitting their requests this month. The Budget Council will review these requests and provide feedback in establishing a budget within the approved parameters.

LEARNING INNOVATION DIVISION (LID)

Distance Learning

The Distance Learning department is involved in ongoing faculty and student support for our Blackboard and related distance learning technologies. Current major initiatives include the implementation of our Blackboard Mobile project which will enable staff and students to access Blackboard more easily from mobile devices, smartphones, etc. We are also supporting the college's "My Password" project that will reduce the number of passwords needed and provide the ability for end users to reset their own passwords.

We are also heavily involved in the multimedia upgrade process for this year, installing new equipment in the iMET construction project along with various other construction projects around the district.

The VANguard project is having tremendous success this year. We are serving more students in VANguard classes this year than ever before. Several schools have requested additional videoconferencing equipment to accommodate increased demand for these services in their districts. Instructors involved in VANguard are also using the recording and on-demand playback capabilities of our infrastructure with great success.

Information Systems

The IS department is focusing on the eCommerce upgrade. This implementation is required for 2013-14 Financial Aid Processing and is taking a significant amount of our staff time and resources. Additionally, we are in the process of implementing the new Colleague user interface (UI) as well as the Ellucian Retention Alert project aimed at helping students stay in school and complete their programs/degrees. We are also implementing an Electronic Signatures project that will provide online forms for Student Services and allow for the electronic signing of documents as requested by Human Resources. The department is also working on a reporting solution for Colleague that will allow end users to create more of their own reports. Ongoing support for the college's printing project continues, along with Health Document Tracking, PC Basics Placement Testing, Student Time Tracking in the ABE area, and continuing to improve the Web Time Entry and Approval process for online timesheets.

Information Technology

Infrastructure Team

- iMET addition project support
- Racine Building 3rd Floor remodel project support
- Marketing Literature room/LID Lab remodel
- Breakwater Dining room planning
- Referendum project planning
- Equipment moves for iMET
- Upgraded UPS's in Kenosha server room

Networking/Telephone Team

- Referendum project planning
- Password simplification project - MyPassword
- Network equipment upgrades and replacements throughout the district
- 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 support requests/tickets
- Creating monthly support ticket reports
- Expanding remote video support kiosks
- Evaluating support and inventory tools
- Updating support ticket workflow and format
- Reviewing customer satisfaction survey results
- Working with facilities on disposal of old equipment
- Deploying new workstations for the Engineering and Interior Design programs
- Deploying new workstations for Racine Welding lab
- Re-deploying/swapping computers > 5 years old in classrooms and staff work locations
- Supporting moves/relocations:
 - Racine Student Services
 - Kenosha Call Center
 - WEDD to iMET
 - Racine Special Needs
 - Racine Testing
 - Racine Open Computer Lab

Server and Virtualization Technology

The SVT department is working on resolving printing issues (including charging, slowness, and Mac Color Printing), along with working with Pharos on custom reports. In the area of desktop virtualization, we are running 300 VDI desktops, including one computer lab in Racine. This academic pilot has been extremely positive and will be expanding out to three additional classrooms. In addition, kiosk computers in Racine and Burlington Student Services are running on VDI as well. The SVT department is also working to update licensing servers, primarily related to the MET program. We are also creating new license servers for new applications. Our team is evaluating new ways to manage email groups to enhance our use of Google e-mail across the district. We are also assisting the Infrastructure Team with building moves, including network configurations, and Alertus Installations. We continue to train our new LAN techs on servers they will be responsible for, along with creating documentation for our servers and continuing knowledge transfer from the new LAN techs to the new TSTs.

WORKFORCE AND ECONOMIC DEVELOPMENT DIVISION (WEDD)

To enable better communication with, and management of, our customer relationships WEDD received ten donated licenses from the **Salesforce.com** Foundation. This will allow us to collaborate more effectively internally as well as with our community partners who are also using Salesforce.com.

On December 18th WEDD launched an **e-newsletter** campaign titled *Gateway Technical College, Workforce and Economic Development Division Opportunities*. This will be a monthly publication advertising opportunities for our community partners and

industry to connect with our programs and services.

Gateway Technical College is among five WTCS schools participating in a **benchmarking study** commissioned by Moraine Park Technical College (MPTC). Gateway was chosen due to our success with business partnerships. The study will be available later this year.

Economic Development

As part of 6-County EDA project, and in partnership with the WBIA and WEDC twenty-four professionals from throughout the state were trained and certified on **GrowthWheel®**, a visual toolbox for decision-making and action planning for start-up and growth companies. GrowthWheel® will be offered to Gateway student and alumni entrepreneurs, inventors, and area businesses as a program through the iMET Innovation Center (FabLab).

Staff from WEDD, RCEDC and KABA attended WMEP's **ExporTech Training** at iMET on December 18th. ExporTech is a tool and service which is being offered to regional CEOs in order to develop, execute, and build export strategies for manufacturing of products and services. For more information please contact KABA, RCEDC or WCEDA.

Workforce Development

Six employees of the Forest County Potawatomi Gaming Commission passed the BICSI IN225 Copper test and earned their **BICSI Certification**. Thirty-nine people earned highly coveted BICSI Certifications in 2012.

Gateway's role in the National Coalition of Certification Centers (NC3) has been recognized by the **Community Colleges Futures Assembly**. Named one of the ten finalists in the Workforce Development category, Gateway, along with Snap-on and NC3 staff, will present at the conference in January as we vie for the prestigious Bellwether award.

The **CNC Bootcamp XV** Completion ceremony was held in December. This is the first Bootcamp that ended with 100% of the participants completing the program, along with the most Perfect Attendance Awards given to one class of students. Student's attendance is critical to their success and there is little tolerance for absence or tardiness over the 15-week program. CNC Bootcamp XVI will begin on January 14th at the iMET Center.

Welding/Fabrication Bootcamp I is in full swing and will complete on February 1st at 1:00 p.m. at Gateway's iMET Center. Welding/Fabrication Bootcamp II will begin in March at the iMET Center. For more information contact your local workforce development center.

ACADEMIC AND CAMPUS AFFAIRS

Academic Operations

We are preparing for the January 5, 2013 Adjunct In-service which will be held on the

Kenosha campus. The District Room Scheduler is working on assigning classrooms for the spring 2013 courses. The Evening Academic Aides are making calls to students who have not registered for spring 2013 inviting them to one of the Registration dates. Criminal background checks have been run for the spring 2013 health program clinicals.

Business and Information Technology

The Business Professionals of America, Elkhorn Chapter, is taking six students to State Leadership Conference on February 21-24. The Racine BPA Club will also participate in the Leadership Conference at Northwestern Technical College in Green Bay. Grace DeLuca and Darlene Langdon will compete in the Workplace Skills Assessment Program, WSAP.

The Racine BPA Club members volunteered at the HALO homeless shelter in Racine by serving dinner to the less fortunate. The following students participated: Grace DeLuca, Darlene Langdon, Helen Miller, Stevie Nelson, Cristina Martinez, Katie Coakwell, Jacqueline Lee, Suzanne Reithel and club advisor, Alysia Martinez.

IT – Computer support Specialist students in Kenosha will assist with the nursing students' orientation. They (STSC - Student Technology Support Center technicians) will provide the following assistance with laptops: connecting to the Gateway wireless network, install/configure lockdown browser, and install/configure antivirus software. Sixteen students in Linda Spaulding's hardware/software support class earned Service Learning Certificates through their participation in the Student Technology Support Center (STSC). Each student worked a minimum of 16 hours at STSC throughout the semester.

Eleven students in Wendy Klemp's hardware/software class completed ten hours of service learning this past semester by working in STSC. Their primary goal was to assist other students, faculty, and staff with computer related issues. This was a very positive experience for the students.

Five students in the IT – Programming Analyst program have been hired by Delta Dental, and they are planning to hire more Gateway graduates. Besides Delta Dental, another recent graduate from the program is employed at Rockline, and another graduate will be interviewing for an intern position with SilverEdge Consulting in Chicago.

The marketing research students from the Kenosha Campus administered 491 surveys developed for Mike and Debbie Stanich, current Kenosha business owners. They are considering opening a self-serve frozen yogurt shop adjacent to their current Cousin's sub shop. The survey results were compiled and a report was built. The business owners joined us for an oral presentation December 17. They were very pleased with the amount of surveys administered, the results, and the professional manner in which the students handled this real life experience. They will take the information as they go forth with decisions for this new business venture.

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

The Developmental Education Department has been investigating various grants to develop a centralized system for hiring and training tutors used by Gateway students. The Disability Support Services staff has also been involved in this. At the December meeting, Jacqueline Morris spoke with us to clarify the categories and pay rates for tutors. Many of us share adjuncts and tutors and there is no centralized system for keeping track of hours. We are hopeful that by distinguishing between adjuncts and non-instructional casuals that we have more scheduling flexibility. WEDD will be invited to join us since they are also using some of the same instructors.

Two information sessions were held for potential ABE and ELL students who want to enter the CNA Bridge course training. It is scheduled to start in March and run for six weeks. Tuition, books, uniform, and testing is paid by a grant from SC Johnson. An ABE instructor provides support for students for one hour prior to the start of each class. We have been successful with this model and would like to run another bridge class in April in Burlington. We currently have 13 students, and will have another information session in January, so we can have a full class of 16.

The CNC cohort of ten students had six completers at the end of the fall 2012 semester. All six will be continuing classes in the spring. This is another bridge course paid for with WTCS adult literacy funds. Students completed three courses in the fall, and they will have an additional two free courses in the spring. The remaining three classes will be paid for by the students or through financial aid. The end result is a 13 credit CNC operator's certificate.

Orientation for the January GED Boot camp was held in December. The Racine GED Boot camp will be on January 7-11. Ten students met the minimum qualifications, and were interested in attending the intensive study and testing program. During the one week boot camp, they will review the test content in the mornings and test in the afternoons.

Health Careers

A team from the Accreditation Review Council on Education in Surgical Technology and Surgical Assisting (ARC/STSA) visited Gateway's Kenosha Campus on December 17th to review the Surgical Tech program as part of a regular monitoring/on-going evaluation visit. The results of this visit will not be known until fall 2013 after the CAAHEP board meeting.

A total of 39 graduate nurses participated in recent pinning ceremonies held in Burlington and Kenosha.

Orientation for nursing students beginning their clinicals this semester is being held all day January 14th in Kenosha. Dean O'Donnell and Associate Dean Skewes will welcome the group.

Associate Dean Ja'Tawn Pinson and Dean Mike O'Donnell hosted an advisory

committee meeting of the Radiography program in which concerns about the future of the program were discussed including lack of employment opportunities, declining program effectiveness/efficiency scores, outdated technology and lack of JCERT accreditation. The advisors were challenged to make recommendations regarding the future direction of the program and the group will meet again in early 2013.

Dean Mike O'Donnell attended a working meeting of the WTCS/UWEX task force on Health Information Technology articulation on January 8. The goal is to create a seamless path from AAS to BS within the UW system, including a pathway to UW-Parkside.

The Health Sciences leadership team will meet with representatives from Brookside Care Center on January 9 to discuss possible collaborations and affiliations. There is an opportunity to expand program outreach to include Brookside facilities as part of an expansion/renovation project they are undertaking in the new year.

Associate Dean Diane Skewes has been asked to attend the ISA meeting at WTCS headquarters at the end of January to discuss how the WTCS can best respond to the call for additional levels of education for nurses in Wisconsin. Diane has been a leader in advocating for WTCS to expand its degree-granting authority to include the BSN.

Service Occupations

Gateway's Criminal Justice, Law Enforcement Academy, and Service and Specialty Training programs were awarded a grant from the Wisconsin Department of Justice Office of Justice Assistance (OJA) for \$44,000. The cost to send an officer will be \$150.00 because of the grant. Preference was given to departments in Walworth, Racine, and Kenosha to help the departments in our district. The Leadership in Public Safety Organization (LPSOSM), a development training program, is based on a behavioral science approach to leading people, groups, and organizations. Piloted with great success in 2010, this three-week course is an adaptation of the traditional Leadership in Public Organization (LPOSM) program; providing the opportunity for law enforcement and public safety personnel to train together in the classroom. The original course material was developed and taught for many years at the U.S. Military Academy at West Point. Through years of research and development, the curriculum was specifically tailored to meet the challenges and needs of the law enforcement community. Since 2005, the International Association of Chiefs of Police (IACP) has worked with over 200 local, state, and federal agencies of all sizes to bring the LPSOSM program to 29 states and other countries. Ninety percent of the departments pursue "train the trainers" to develop their own faculty. IACP then provides this faculty with mentoring, standardized instructional materials and support to allow them to sustain the program with internal resources. Elements of the training have also been used in promotional processes and in-service training.

Emergency Medical Services

Since January, Gateway and agencies aligned with us have provided CPR instruction to

over 250 classes. More than 1,900 students have been issued certification in various disciplines including BLS for the Healthcare Provider, heart saver and heart saver first aid for the layperson, ACLS, and Medic First Aid. More specifically, Gateway provided 48 CPR related classes to 808 students, and 11 MFA classes to 134 students. Twenty-six agencies aligned with us and instruction has offered in 192 classes to 962 students. During our recent American Heart Association yearly self-evaluation, Gateway scored 3.7% higher than the previous evaluation cycle. Gateway achieved a total rating of 90% and is well on their way to achieving a #1 rating. The AHA breaks down compliance ratings into 4 categories: #4 is lower than 70% and is considered to be non-compliant - focused administrative follow-up required; #3 is between 70% and 79% also considered to be non-compliant with additional documentation required to show improvement; #2 is between 80% and 94% indicating acceptable compliance with no additional requirements; #1 is between 95% and 100% indicating excellent compliance with evidence of best practices. Our goal is to make the necessary improvements to our program to obtain the best practice rating in the coming years.

Instructors Karen Barker and Gary Leyer were recently guest presenters for the Walworth County EMS Chief's meeting and demonstrated Rescue 380 and METI Man.

There has been national curriculum changes mandated for all EMS class levels after January 1, 2013, and our curriculum has been changed to meet these requirements. The paramedic curriculum implemented these changes during the current school year. Gateway's first Emergency Medical Responder level (EMR) course, formerly called First Responder, was offered this fall at the Randall Fire Department in Kenosha County. This class scored a 92% first time success rate on the first credential exam given at this level.

Hotel/Hospitality

The Greater Milwaukee Hotel & Lodging Association (GMHLA) has selected Danielle Skipper as the recipient of the GMHLA Scholarship. Danielle is a student in the Hotel/Hospitality Program at Gateway. The scholarship funds are for tuition, books and fees.

Hotel/Hospitality participated in numerous activities during the fall semester. Front office management students completed job shadowing at three hotels/resorts in Walworth and Racine counties. The students were able to rotate to different areas of the front office such as PBX, reservations, and front desk. They experienced the "Inner workings" of each department at the three hotels including procedures for guest check-in/check-out, phone answering etiquette, completing a reservation, and the varying customer service standards of each property. Students in Managing Services in the Hospitality Industry course were able to hear Cecil Guess of the Grand Geneva talk about his 18 year career as an Event Manager, Director of Catering, and Catering Sales Manager. Cecil talked about the opportunities and challenges in the hospitality industry for managers. He also stressed the importance of getting an education and experiences in the hospitality business. He encouraged the students to complete their degrees while seeking out membership in trade associations and other networking

opportunities. Those students were also able to hear Doug Jackson of Studio Winery in Lake Geneva speak about the art of wine making. In addition to being the owner, Doug is also the “Chief Wine Maker”. The students learned about wine and food pairing, grape selection, wine storage/aging and wine sales techniques for restaurateurs. No, a tasting was not part of the class. However, Studio Winery does have a great selection of wine accessories that was available for students to purchase for the holidays.

ELKHORN CAMPUS

The faculty office space within the Learning Success Center has been reconfigured to enhance privacy and confidentiality for students and staff. The Disability Support Services (DSS) personnel now have a separate alcove from the ABE/ELL staff, and the Associate Dean for Developmental Education has a private office. An additional private office has been created within the scope of this project to accommodate staff visiting the Elkhorn campus. Work on the North Building south and east hallways will begin soon, including new lighting and paint. New furniture for the atrium open computer area has been ordered.

The campus Earth Day team had an organizational meeting and is already planning activities for the celebration in April.

Dean of Campus Affairs Mike O'Donnell attended two Elkhorn Chamber of Commerce meetings this month; one for the Executive Committee of the Board, and one for 2013 strategic planning. He is also scheduled to be at the January 11 board meeting for the Walworth County Literacy Council.

RACINE CAMPUS

It is open! Yes, the new Student Services Center is open for business! We all appreciate the hard work that John Thielen and the contractors did to keep this project on-time! Our students will have a wonderful place to register for classes, see advisors and counselors, as well as job placement staff. Thank you to the board of directors, President and all who made this possible.

The following functions were held in December '2012' in the Racine Campus Conference Center:

December 4	Racine/Kenosha Finance & Investment Challenge Bowl (Asset Builders of America, Inc.)
December 5	USG Christmas Party
December 6	AHIMA Audio Seminar & Luncheon
December 8	PC Clinic
December 13	RUSD Boundaries & Ethics Workshop
December 13	Fire Science Program 'Mock Interviews'
December 13	CNC Boot Camp 'Mock Interviews'
December 13	Racine Campus Faculty & Staff Meeting
December 14	CNC Boot Camp Graduation Ceremony

INSTITUTIONAL EFFECTIVENESS

Four programs successfully completed their full quality review activities in December: Nursing, Radiography, Diesel Equipment Mechanic, and Diesel Equipment Technology. Faculty and advisory committees studied future trends and external factors affecting the program, investigated one strength of the program to identify best practices, and developed a five-year improvement plan to address an area of challenge. The program effectiveness team in IE supported these programs' work. Mini-grants were made to nursing and diesel to start their improvement projects within this budget year.

STUDENT SUCCESS

College Connection: The College Connection team continues to work on developing new articulation agreements for the 2013/2014 school year. We anticipate having at least 20 new transcribed credit agreements. Coaches continue to work with high school juniors and seniors on their college plans. We co-hosted financial aid nights with three high schools, and led Gateway application workshops with two high schools. Our new Coach, Nikole Pucci, is on board and ready to begin work with Waterford, Big Foot, Badger, Delavan-Darien, and Elkhorn high schools.

Financial Aid

Mindful of new conversation coming from Federal Student Aid regarding standardization and required components for Financial Aid Award letters, the Financial Aid office conducted an Award letter focus group comprised of students. The students compared three sample letters and completed a survey indicating the most readable and understandable letter. They completed free form comment boxes in the survey with suggestions. The Financial Aid office will review the survey results and compile a proposed Award Letter for the 2013-2014 school year and present to the Dean of Enrollment Services for discussion.

Enrollment Services

Spring 2013 enrollment outreach is in progress. Registration Days have been scheduled to assist students with Spring 2013 registration and to positively impact the college's spring enrollment. Registration Days will take place on January 4 in Elkhorn, January 7 and 9 in Racine and January 8 and 10 in Kenosha.

Registrar

The Registrar's Office has designed and implemented graduation ceremony procedures for the new fall graduation. Additionally, preliminary and final graduation audits are now being processed in the Registrar's Office. The final audit processing for postsecondary-December graduates for two campuses is complete. This is one month ahead of our previous processing time.

A new Transfer Credit processes for post-secondary courses has been 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 has greatly improved our efficiencies in processing transfer credit.

Travis Jansen, Assistant Registrar-Degree Audit & Curriculum, is spearheading the first live Registrar's Office question and answer session to be held via Facebook on January 16.

COMMUNITY AND GOVERNMENT RELATIONS

The second Greenhouse Gas Inventory has been completed and submitted as part of the President's climate commitment. We have made some improvements and were not surprised with the largest percentage of greenhouse gas usage continuing to come from student commuting. The Center for Sustainable Living continues to have a number of visitors each month and we have begun a strong outreach program to the local school districts.

This will be a very important time for the technical college system and the State budget. We are working closely with our elected officials. We have begun to set up meetings with each of them and have welcomed the newly elected individuals to the Gateway district.

The Foundation held its quarterly meeting on December 11th. During this meeting, information on the potential referendum was shared and the Foundation Board voted to support the process with additional funds for development of advocacy and informational materials.

The Marketing Department is wrapping up the Spring Semester push. In addition to the media we typically place, we are heavily supporting some of the new efforts, such as weekend college, HPOP grant orientations, GED completion and more.

Completion of the Gateway Good News publication, which is inserted into the three counties' newspapers, will explain the Gateway referendum proposal and the drivers behind it.

December graduation was held in a new location--Indian Trail and it was a success. Our department provided arrangements for the location, audio visual, catering, rentals, programs, invites, diploma covers, speaker gifts, and signage.

The Martin Luther King celebration is the next event on the horizon and we are working on the promotion component and will supply support throughout the day.

The work on the new Gateway website and the development portion of the new intranet is almost to completion.

The aesthetics for the Racine Student Service Center is almost completed and we have begun to work on the signage for the iMET Center to ensure everything is completed prior to the ribbon cutting on February 12th.

HUMAN RESOURCES

Jacqueline Morris reports we are currently recruiting for 11 positions. Three positions are being reviewed for reclassification. We have also implemented a new adjunct recruiting process.

Jacqueline continues to work on compensation RFP with Waukesha Technical College and Milwaukee Technical College. A review by the three colleges took place on January 3, 2013.

Labor Relations is working on 2 Records of Consultation – preparation and delivery, 4 investigations regarding employee issues, and 4 issues for review and opinion. There is one active grievance which is currently on hold.

Bill Whyte is chairing a state WTCS HR committee which is also conducting a RFP for data collection of compensation information. These services are currently provided by the legal firm of Michael Best & Friedrich, but we are more likely to consider compensation consultants for the type of information we need.

The CFO search is nearing completion and final interviews were conducted on January 2nd. Reference and background checks are being conducted.

We initiated a Leadership Mentoring program for all newly appointed management employees and conducted half-day training on December 20th. We have 13 mentors and 13 mentees currently participating in the program. Debbie Miller, Jacqueline Morris, John Frost, and Bill Whyte are mentors. Leadership training also continues with the next session in February.

John Frost continues to conduct HR on Campus sessions in 2013. The first session is on January 16th.

Payroll has completed many updates to the Web Time Entry software and final beta testing is on-going. The push for completion of the Electronic Signatures process continues. The process is in the hands of the IS Department.

Specifications for a 'Payroll Manager' position were developed and Alan Jelinek has taken on this Administrative position.

Debbie Miller is researching and preparing for the impact of the *Health Care Reform – Pay or Play Rules for Employers* which will affect us January 2014. These

requirements may have significant impact on our adjunct practices.

Debbie Miller is a member of Gateway's Behavioral Intervention Team – CARE and she is working with Dennis Sherwood and Ray Koukari on a Workplace Violence and Title IX Awareness presentation to be used with various Gateway staff audiences. Activity for the CARE Team has increased. The team has a standing weekly meeting on Friday afternoons and also meets as needed to address critical situations.

Debbie Miller is working on an open ADA accommodation request by an instructor, closed three Title IX (harassment) cases. In two of the cases, action was taken against the accused students resulting in suspensions and the 3rd case resulted in no action beyond classroom management steps. She has two pending internal student discrimination investigations. Gateway received a formal disability discrimination allegation which was filed by a former employee with the Department of Workforce Development, Equal Rights Division. A college response is being prepared.

The Wellness Committee is providing stress relieving chair massages on each campus and has been a big success.

Prior to the holiday break, all staff were sent a newsletter from Dr. Brian Wolf from our Professional Services Group, Inc. (PSG), a small note pad and a stress related bookmark.

The kick-off for the on-site Weight Watchers program started November 29 with approximately 36 participants. Our new health insurance provider, WCA Group Health Trust, is paying 50% of the employee cost.

The 4th annual Milwaukee Journal Top Workplace survey was conducted in December with all employees surveyed. We will know later this month whether we made the list again this year.

Many HR staff participated in the first Winter Commencement Ceremony on December 20th.

Jacqueline Morris is part of the planning committee for the Dr. Martin Luther King celebration to be held on January 21, 2013.