



PRESIDENT'S REPORT

November 21, 2013

GATEWAY AS LEADER

The Employee Learning Department sponsored another very successful Employee Learning Day on October 16 at the Kenosha Campus. Our theme was Soaring to Success, and featured our new mascot, Rudy the Red Hawk. Following our plenary morning session, employees were able to choose from over 70 workshops to fill their day. Our annual health fair, continuing education fair, and 403B vendor information tables were also popular options for employees.

October was an extremely busy month for the Program Effectiveness team. All programs were to submit their student learning plans and annual program effectiveness work plans by mid-month, and all curriculum modifications for 2014-15 had to be completed by October 31. Program Effectiveness Specialist Jaime Spaciel expertly coordinated all this activity and helped faculty meet their deadlines.

ENROLLMENT

Fall enrollment is currently at a decrease of -4.0%. Current year enrollment, including the Summer and Fall terms, is up 0.6% compared to the same time last year.

FINANCE AND ADMINISTRATION

Several Business Office staff are working on uploading forms and documents to the new Gateway Technical College intranet site. Documents on the current intranet site are being revised and uploaded to the new site along with new documentation. The new site is scheduled to be activated college-wide after November 28th.

The 2013 fiscal year is officially closed.

Bane Thomey attend the WTCS Business Officers meeting November 7-8 in West Bend, Wisconsin. Topics discussed at this meeting included credit cards and mobile technology, fiscal agent responsibility, purchasing consortium report, and Government Accounting Standards Board pronouncements. A tour of the newly remodeled West Bend campus was provided.

At the Districts Mutual Insurance (DMI) 10th Anniversary Celebration held on October 24, 2013, Gateway Technical College Foundation, Inc., along with the other 15 technical college foundations, were presented with a \$10,000 unrestricted funds donation. Susan Debe serves as Gateway Technical College's insurance risk manager and accepted this generous donation on behalf of the Gateway Technical College Foundation, Inc. Below is the excerpt of a DMI letter written to the Gateway Technical College Foundation, Inc.

In recognition of our 10th Anniversary Celebration, on behalf of Districts Mutual Insurance, it is our great pleasure to present this donation of unrestricted funds in the amount of \$10,000 to the Gateway Technical College Foundation, Inc. DMI serves the

Wisconsin Technical Colleges as the insurance carrier and risk management service provider. Our collective efforts are focused on creating a safe learning environment for all College patrons. DMI collaborates with the Colleges to provide superior coverage and comprehensive risk and loss control services. Together our efforts support the teaching and learning mission of the College. Please accept this donation of unrestricted funds to further assist the College in the delivery of quality technical education. Best wishes for continued success. James F. Blumreich, DMI Board President, Chief Financial Officer, NWTC and Steven J. Stoeger-Moore, Executive Vice President - Chief Operating Officer, Districts Mutual Insurance

LEARNING INNOVATION

VANguard

The VANguard initiative is continuing to make positive inroads in serving students at our partner institutions. We are in discussions with two additional high schools in our district who are considering joining this partnership. Additionally, we are receiving requests to serve students outside our region who no longer have a regional network to address their needs.

Blackboard Mobile

The Gateway mobile app is live! *Gateway4Me* can be downloaded from the Apple app store, from Google Play, etc. This application includes links to online courses, the Gateway Source, our Directory, and Events calendar, the college radio station WGTD, e-mail, social networks, YouTube, and Tech Support! Deployment of this app completes the Academic Technology Plan Goal #1. Phase Two is in development and on target and will include clickable navigation maps, employment links, and links for registration options.

Respondus Monitor Pilot

Collaborating with the Nursing program, the Distance Learning department is helping to support a pilot program to enhance security of online testing. We are piloting a product called Respondus Monitor, which both locks down a person's computer while taking a test and also requires the use of a live webcam during testing to discourage cheating. Initial testing of this product is complete and a student pilot will be conducted in the Spring semester.

Multimedia Classrooms

Classroom multimedia equipment has been ordered and we will continue deploying new and upgrade installations throughout the year.

Virtual Desktop Infrastructure Project (VDI)

The VDI initiative is seeing tremendous growth, going from just over 100 desktops last year to over 435 desktops in use currently. We have deployed academic labs that use VDI on each campus, deployed VDI desktops in support of the Automotive program, and deployed VDI kiosks in Student Services around our district. We are planning with the Campus Deans for additional deployments of VDI in new academic programs.

Online Time Entry Pilot Project

The IS team is testing a third party product that will provide online time entry requirements outlined by Payroll/HR. The third party system shows great potential for meeting our needs and contains enhancements that the previous system did not have.

Ellucian Business Process Consulting

In collaboration with the Business Office, we have commissioned Ellucian to assist us with some Business Process Review and Enhancement efforts, including our most recent project--third party billing. We have completed the future state proposal process and are implementing recommended enhancements. These efforts on the part of Business Office staff as well as our Information Systems staff will lead to great efficiencies in this area.

STUDENT SUCCESS

Student Finance

For the months of August and September \$8,483 of past dues fees were collected and applied to students account balances.

Chapter 33 Veteran Benefit Funds were applied to 100 veteran students' accounts and refunded within three weeks of the term starting.

The Financial Aid office transmitted \$5,344,274.15 to 1,915 students for the Summer term and \$15,450,403 to 4,509 students for the Fall term. Totaling \$20,794,678.15 in financial aid awards transmitted, to date, for the 2013-14 academic year.

College Connection

College Connection staff has been working closely with the students the tri-county area high schools assisting with transcribed credit registrations and Youth Options Program applications. The goal is to make sure that help is provided to high school students who are applying to participate in Youth Options. Staff will help students choose classes that fit their career pathway goals.

On October 10th, College Connection staff held an Amazing Race event for a group of 5th grade students from Frank Elementary School on the Kenosha campus. Students, guided by chaperones, followed a map and clues to find staff and faculty strategically placed throughout the campus. Each team filled out passports key points they learned about the different areas and programs. The first team back with completed passports won king sized candy bars. The College Connection team plans to organize this event regularly for groups interested in touring the campuses and learning about Gateway.

With October being Manufacturing month, the College Connection team has been working with many different departments and community partners to offer tours and hands-on events for high school and middle school students. The largest event was the Manufacturing Expo which was held on October 29th and 30th.

As a snap shot, the College Connection team has been able to reach out to over 150 high school students. About 98 students expressed interested in attending college after graduation and only 11% are looking in the direction of a 4-year college. That leaves 89% of those students being potential full-time Gateway students!

Career Services

Career Services held their annual Health Care Job Fair on October 24th. The job fair was open to the public as well as Gateway students and graduates. Approximately 172 job seekers attended the fair, of those approximately 126 were students from P.T.A., Nursing, Health Information Technology, C.N.A., Health Unit Coordinator, Medical Assistant, Surgical Technology, Business Management, and Information Technology. . There were 18 employers, including Wheaten Franciscan Healthcare, United Hospital Systems, Aurora Healthcare, and Midwestern Regional Center.

In addition to hiring for healthcare occupations, employers were looking for computer support, cooks, resident aides (human services), and patient care representatives (clerical) positions, therefore all students were encouraged to attend. Each student

attending was able to fill out a ticket for tuition assistance. This year Gateway was able to give seven students \$250.00 in tuition assistance.

Student Life

Student Life hosted the first Taste of Student Life on each campus the first week in October. This event provided students an opportunity to find out about student clubs and organizations available at Gateway. Over 50% of clubs and organizations had tables allowing student networking with club officers and advisors. Over 450 students attended and each received a free lunch while supplies lasted. Rudy the Red Hawk attended the Taste of Student Life and took pictures with students while promoting school spirit. Entertainment was provided by Midwest Dueling Pianos for everyone's listening pleasure.



The United Student Government encouraged students to enroll in their Blackboard site to receive meeting updates, campus activities, open positions, ticket sales, and more. Four lucky students won an HP Slate Tablet for entering their names. Student winner Katherine Shultz said, "I would like to take the opportunity to say thank you for the chance to win a HP Slate, as this is something I would not have purchased for myself. I just started learning about the computer when I started at Gateway.

You just gave a great opportunity to learn yet another piece of technology. I know that once I learn how to use it I will love it. I want to thank all of you again, as I truly never win anything so I was so surprised."

The United Student Government brought the Save a Life Tour to each of the main campuses during the second week in October. Two driving simulators offered students' options of driving under the influence of alcohol or driving while texting. Students were able to see the harmful effects that occur when a driver is not completely attentive to the road.

Student Life offered Club Officer training on October 16th with over 50 students in attendance. Topics covered included District Activities Advisory Board, student activity fees, club paperwork, opportunities to earn money for their clubs, how club accounts work, how to submit funding requests, travel policy, and more. Student and staff feedback was very positive and supported a successful learning day!

Wisconsin Student Government and Collegiate DECA had state meetings in Sheboygan on October 27th and 28th. On October 29th, the student leaders of the Wisconsin Technical College System came together to participate in the annual Fall Leadership Conference. United Student Government, Collegiate DECA, and Business Professionals had 23 students representing Gateway.

Collegiate DECA is selling ALS red silicone bracelets for a donation of \$5 each until supplies last. Proceeds will be donated to ALS Wisconsin in March at the State Career Development Conference. On October 13th, students and advisors participated in the ALS walk on at Greenfield Park. Even Rudy the Red Hawk was able to walk and support the cause.



WORKFORCE AND ECONOMIC DEVELOPMENT DIVISION

Workforce Training

The Industrial Machine Repair Bootcamp completion ceremony was held on the Racine Campus on 10/18.

Bootcamp Completion Ceremonies: CNC Operator – Friday, 12/6/13 at 1pm, and Welding/Fabrication – Friday 12/13 at 1pm.

Class for 6 GTC Staff/Faculty for Lean Six Sigma Green Belt Certification to begin this November.

On Monday, September 30th, Fox 6's Real Milwaukee made a visit to the SC Johnson iMET Center and highlighted the Welding/Fabrication Boot Camp and how Gateway Technical College trains dislocated and underemployed workers for jobs in manufacturing.

http://fox6now.com/2013/09/30/gateway-technical-college-program-helping-dislocated-underemployed/?goback=%2Egde_1927688_member_277579613#%21&utm_source=October+Event+Announcement&utm_campaign=October+Events+%26+Annual+Meetin&utm_medium=email

Randy Reusser provided instruction leading to industry certification to 40 people in October!! Included in the certifications were MSSC Safety. Belden Fiber and Copper, and Snap-on Electrical Safety Certificates.

Economic Development

WEDD hosted the KABA Manufacturing CEO Roundtable at the iMET Center and provided a tour for the participants.

Fab Lab hosted hundreds of middle & high school students from Racine, Kenosha, and Wilmot as part of manufacturing month and also for the School2Skills program. Demonstrations were given on innovation and 3D printing as well as highlighting careers and how Gateway can help students become prepared for various technical fields.

FAB LAB has begun working with local companies in prototyping (Andis, A&E Tools, Precision Plus, and American Metal Technologies.) Greg Herker also took engineers out for a field trip to Eiger Lab (Gateway's partner in Rockford IL) to demonstrate additional 3D printing capabilities for their projects.

FAB LAB has assisted a local inventor in new product development and Kate Walker has assisted him through Growth Wheel. A provisional patent has been achieved and an expert product review panel has been put together to keep this project moving forward to market.

Kate Walker conducted 7 GrowthWheel sessions with Entrepreneurs focused on product development strategies.

Hosting workshop on Rapid Innovation on November 14th from 8:00 to 5:30 PM. In celebration of Global Entrepreneurship week hosting Gateway's Shark Tank, Student Business Idea Competition, on November 20th from 10:00 a.m. – 2:00 p.m. in collaboration with Graphic's Instructor, Sue LaCanne and Biz Squad.

Miscellaneous

The Horizon and iMET Centers hosted a number of visitors from colleges and other organizations. Mt. Hood Community College from Oregon, Aims Community College from Colorado, and Pima Community College from Arizona all came to see the centers of excellence and learn more about the partnerships Gateway has created. Members of Project Lead the Way (PLTW) and our local area school, KTEC, also came on a combined visit to see how Gateway and the Snap-on/NC3 partnership might be able to help in the further integration of career exploration and STEM classes deeper into the middle and elementary school levels.

Mary Jo Jiter and Kate Walker represented WEDD at the Kenosha Area Chamber of Commerce Business to Business Expo on October 9th.

Therese Fellner and Kate Walker represented WEDD at the LaunchBox Ribbon Cutting on October 22.

View the WEDD October E-Newsletter at <http://eepurl.com/GM9oj>. In this issue: Gateway's Manufacturing Expo, Boot Camp Applications, Technical Seminar Series, Rapid Innovation & Growth, November Microsoft Workshops, Dream it! Make it! and RCWDC Opportunities, Lean Six Sigma Certifications, A visit from Fox 6's Real Milwaukee, Would You Like a Tour?

WEDD is working with Sue LaCanne's Video Editing class this semester to create Apprenticeship student testimonial videos that we can use to promote the programs on our website.

Custom Training Success Video: The Statewide Marketing Consortium is highlighting technical colleges' custom training success stories with employers. WEDD submitted a template with examples of successful trainings with Xten Industries and they were selected. On Friday, October 18th a video crew came to Xten to film a video testimonial of their partnership with Gateway Technical College.

Apprenticeship

The Apprenticeship Department hosted the "Apprenticeship Works for Manufacturing" industrial event on October 17th at the iMET Center. Representatives from companies looking to hire, as well as potential apprentices were in attendance. Debbie Davidson, Robin Hoke and Lauri Howard presented on behalf of Gateway. Representatives from Kenosha and Racine County Job Centers also presented. As a result of this event Andis, InSinkErator and BRP have met with the Apprenticeship Department and the Bureau of Apprenticeship Standards to discuss putting on apprentices in various industrial trades.

On October 3rd, Nicci Pagan and Sandy Brietzman from the Bureau of Apprenticeship Standards represented Wisconsin Apprenticeship at the Great Lakes Veterans Job Fair. Lauri Howard staffed a booth at Burlington High School's Opportunity Day on November 1st.

Nicci Pagan met with the IMR boot camp on October 15th to discuss the opportunities the students would have continuing their education in an apprenticeship program. Albe Heinen, was hired as the new Apprenticeship Barber/Cosmetology instructor. Nicci Pagan and Lauri Howard attended the State Barber/Cosmetology Apprentice Advisory Committee meeting at Waukesha County Technical College on October 21st.

On October 29th Nicci Pagan and Sandy Brietzman met with Stacia Thompson and Kim Dunisch from HPOP to discuss the current status of the pharmacy technician apprenticeship, outreach and future progress.

ACADEMIC AND CAMPUS AFFAIRS

Academic Operations

The entry of courses that will be offered for Spring 2014 semester is completed. Room scheduling for those classes has been completed for Elkhorn and Burlington. Classrooms on the Kenosha and Racine campuses will be finalized soon. Textbook orders for the spring semester are also being verified.

Plans for the improvement of the book store ordering process for students continues. Development continues of another tool for students that would add "Book Now" to the Web Advisory class registration page. This would allow students to order books for their classes with one click immediately after they register using Web Advisor. There also has been discussion with Follett managers regarding improved customer service from their staff to our students, faculty, and staff.

Scheduling of proctors for faculty evaluation by students using the IDEA Survey is taking place. The possibility to test pilot the IDEA Survey with Chrome books is being investigated.

Adjunct in-service is scheduled for January 11, 2014.

Business and Information Technology

Instructor Jim Buck reports that the IT-Software Developer program students were offered the opportunity to attend a conference and gain valuable access to future employers. Highlights of the conference include:

S&I and ISE are hosting a combined conference to provide additional networking opportunities with Infor XA customers, with a greater Infor presence and more sessions than ever before. The 2013 conference will again be held at the Racine Marriott. The two day conference is the most cost-effective way to deliver a tremendous amount of education and knowledge to Infor XA customers.

Gateway's three campuses worked together to raise money for the ALS walk. As a group, over \$1400 was raised. Amyotrophic lateral sclerosis (ALS) is a progressive neurodegenerative disease that affects nerve cells in the brain and the spinal cord. Eventually, people with ALS lose the ability to initiate and control muscle movement, which often leads to total paralysis and death within two to five years of diagnosis. For unknown reasons, veterans are twice as likely to develop ALS as the general population. There is no cure, and only one drug is approved by the U.S. Food and Drug Administration (FDA) which modestly extends survival.

Developmental Education

Community and high school visits were made to the Tyler Dommer Center and Park High School.

The Fall ABE/ELL Immersion Program will be starting in Elkhorn with 82 students. The ELL Program Computer Software pilot started November 4. The software is Tell Me More.

The Fall 2013 GED and Adult Literacy Council in conference was held in Appleton; 13 ABE/ELL faculty and administrators attended from Gateway.

Six ABE/ELL students are participating in the Fall CNC Bridge program and eight ABE/ELL students started the Fall C.N.A Bridge program on November 11. The ELL faculty is researching future bridge programs for Entrepreneurship, Barbering, Cosmetology, Culinary, Customer Service, and Horticulture.

General Studies

Communications faculty members, led by instructor Jessica Gleason and including Ann Stotts, Lisa Packard, and Dr. Katy J Vopal, are launching a student literary magazine. The magazine, called *The Red Hawk Review*, will be published annually. Students who enter will be eligible for Gateway scholarships. High school juniors and seniors in Kenosha, Racine, and Walworth counties will also be invited to submit entries. The winning high school entrant will be published and will be eligible for a Gateway scholarship.

Adjunct Communications instructor Julie Jacob is writing an article for *BMJ*, the online news website for the *British Medical Journal*. She recently wrote an article on genetic testing for *Milwaukee Magazine*. Both of these articles give her recent technical writing experience to share with students in Technical Reporting classrooms.

Dr. Colleen Connolly, a Communications faculty member serving as one of the advisors of Phi Theta Kappa, the honor society for two-year colleges, attended a conference in Madison to learn more about the organization and about growing our chapter. Access to a wide variety of scholarships for students transferring to four-year institutions is one of the biggest advantages of society membership to students; therefore, Phi Theta Kappa will provide information and solicit members at the college's upcoming four-year college transfer fair. In addition, eligible students (those with a 3.5 or better GPA who have completed at least 12 credit hours at Gateway) will soon receive invitations to join. The induction ceremony will be in the spring.

Science instructor Mike DuPrey, along with Dean Kathy Nordhaus, Science Chair Dr. Don Zakutansky, and Dr. John Thibodeau, will meet in November with representatives from UW-Milwaukee to explore the possibility of an articulation agreement that would allow Gateway students to complete General Studies coursework at Gateway and then transfer to UW-M, where they would be able to complete a bachelor's degree in Chemistry and a teaching certificate at a substantially reduced rate under provisions of a grant. This exploration is in the very early stages.

Dr. Soheila Brouk, chair of Social Science, received a grant to incorporate Pinterest into a class. She has created three Pinterest boards into a section of Marriage and Family. These boards ask students to view and contribute definitions, videos, and pictures to the boards, which address two key questions: 1) What is a family; and 2) What are the characteristics of strong, healthy families? There is a strong multicultural element to this project, as the videos posted by Dr. Brouk feature families from around the world.

Social Science faculty, including Dr. Brouk, Dr. Suzanne Sublette, Tom Hanson, Mike Costello, and Joan Paradiso, are experimenting with a variety of alternate delivery models for their classes for the Summer '14 semester, with an eye toward maximizing students' ability to complete General Studies requirements efficiently and toward increasing summer enrollment.

In World Languages, Rachel Rohlf (adjunct instructor and full-time librarian in Racine) will once again offer German I in the spring. Marketing has helped create materials to encourage enrollment. Spanish instructor Kyle Kendall is completing curriculum for 4-credit Spanish III and Spanish IV, which Gateway will begin to offer in Spring '14 and Summer '14, respectively, and revising Spanish I and II to be 4-credit classes. It is hoped that these changes will help Gateway students transfer the Spanish credits they earn at Gateway to four-year institutions.

Health Careers

Associate Dean Diane Skewes and Dean Mike O'Donnell continue to work with the BSN At Home nursing coordinator at UW-Parkside to work out a dual enrollment arrangement for RN-BSN completion. A meeting was held November 4 in Zina Haywood's office to plan the next steps.

National Pharmacy Technician Week is celebrated in October. The CPT instructional staff held some recognition events for the students. Informational posters have been hung on each main campus and program tables have been set up with giveaways throughout the district.

The Medical Assistant program submitted its self-study report for re-accreditation to the MAERB on October 30th. The site visit is scheduled for March 2014 and the team will visit both Racine and Elkhorn while at Gateway.

The Community Pharmacy Technician Advisory Committee met on October 31.

The Dental Assistant Curriculum committee met on October 30.

The annual health employers' job fair was held in the Madrigano Auditorium in Kenosha on October 24 and was a huge success.

Dean Mike O'Donnell participated in a four day on-site review of a PTA consortium program in the Annapolis, MD area as part of a CAPTE accreditation team. He also attended a November 7 Burn Injury update at Alverno College sponsored by Columbia-St. Mary's regional burn center.

ELKHORN CAMPUS

Welcome Missy Ruiz, Student Support Counselor, to Elkhorn campus! Missy replaces Ann Witte who is now the Elkhorn Student Services Manager.

Elkhorn campus Sunshine Committee donated \$250 to the Elkhorn Faculty/Staff scholarship fund administered by the Gateway Foundation.

The Gateway CARE Team will be attending NaBITA training Nov 13-17 in Bonita Springs, FL. Several Elkhorn staff members will attend including Deans Steve Wilkes and Mike O'Donnell.

Dean of Campus Affairs Mike O'Donnell attended the United Way of Walworth County kick off dinner at the Grand Geneva on October 8th. He also attended the Executive Board meeting of the Elkhorn Chamber of Commerce on October 22. Mike attended the superintendents' breakfast sponsored by College Connections on November 1 at iMET. Mike attended the WCEDA annual meeting on November 5 at the Grand Geneva and the quarterly meeting of the Walworth County Workforce Development Board on November 7. He was re-appointed to the Board for an additional term by County Board Chairperson Nancy Russell.

RACINE CAMPUS

The final controls are going up in the Racine building as part of the boiler upgrade. Again we wish to thank the Board of Trustees for replacing the aging boilers before they failed and in time for the heating year. The new system is providing heat and a comfortable learning and working environment.

The Racine Campus Conference Center hosted the following events during October:

October 1	Racine PreMarketplace Workshop
October 3	Racine County Annual Networking Breakfast
October 3	Racine Campus Faculty & Staff Monthly Meeting
October 8 & 9	Wellness Inc.
October 10	Save a Life Tour
October 12	AITP PC Clinic
October 17	Junior Achievement Professional Business Challenge
October 18	IMR Boot Camp Graduation Ceremony
October 21	Academic Strategic Plan Workshop
October 22	RUSD ACT Boot Camp
October 24	Gateway District Board Meeting
October 25	MET Division State Called Meeting

COMMUNITY AND GOVERNMENT RELATIONS

It has been a busy month for all areas within the Community and Government Relations Division. Staff attended the RAMAC and KABA business award programs along with the WCEDA annual meeting and many other community/chamber meetings and events.

WCEDA also held a legislative meeting that was attended by 6 Walworth county legislators. This event was well attended and there were positive comments made about Gateway and the technical colleges.

Working with Student Government, we hosted Pizza and Politics events on the three main campuses. These events brought together Gateway students and the legislators from the counties for an informal discussion along with a little pizza.

There has been a variety of activity with the Wisconsin Association of Career and Technical Education and with our local chapter GACTE (Gateway Association for Career and Technical Education). A social was held for the college employees, a webinar was hosted on flipping the classroom and an ideation session was held.

We are in the process of interviewing for the Program Manager position for the Center for Sustainable Living. Our plan is to have someone in place prior to the holidays to reach out for the spring semester activities.

The Marketing staff supported College Connection and iMET Center in manufacturing month activities ranging from marketing materials, gift bags, helping guide tours, creating and collecting student information cards, media relations support.

The staff was also involved in the vision and development of the opening program for Employee Learning Day, which includes designing the programs theme and cover, plus all the printed programs and materials. Three staff delivered workshops and others manned Rudy's Roost, designing and purchasing the custom dolls and coordinating the distribution.

Staff supported the Three Harbors Distinguished Citizen, and Racine and Kenosha NAACP dinners with a variety of AV, photography, video, design, and printing services.

Work began with an outside video vendor to develop a "creative" video introduction aimed at the high school/young adult market to be used in school assemblies. An edited version could be used as a commercial for the college.

Final work on intranet roll-out took place during October. The anticipated roll-out will take place in November.

The Foundation's Continuing Student Scholarship Application period closed on October 8. There were 318 completed applications. Nearly 30 Foundation scholarship application reviewers have been evaluating scholarship applications. Reviewers include Gateway Foundation Board members, Foundation Board Scholarship & Disbursement Committee members, Gateway retirees, and community members.

The Foundation also rolled out the employee giving campaign at the all employee learning day. There was a great amount of energy around the campaign and the incentives.

Funds raised to date by Foundation are \$125,760.

HUMAN RESOURCES & FACILITIES

JACQUELINE MORRIS REPORTS:

- STAFFING:
 - We currently have 11 unfilled positions:
 - Administrative (3)
 - Faculty (4)
 - Non-Faculty Professional (0)
 - Technical (2)
 - Clerical (2)
 - Facilities (0)
- CERTIFICATION:
 - Mary Halberstadt is working on an extremely large amount of certification requests and renewals as well as working on the Certification Audit.
- RECRUITING:
 - 1,843 Interest Cards: Potential applicants can select Interest Cards to receive emails when postings are generated in their area of interest.
 - 66,566 Hits: Those who have viewed our positions since introducing NEOGov.
 - 5,938 Hits for October 2013
 - 446 Applications received in October: This reflects 6 part-time/full-time positions and 6 adjunct postings.
- OTHER:
 - Attended NEOGov User's Conference in Las Vegas on October 4 & 5, 2013
 - Jacqueline Morris was a presenter at:
 - Employee Learning Day
 - Customer Service Training Co-Facilitator for 3 Sessions
 - Presenter at Administrative Staff In-Service Re: Evaluations

JOHN FROST REPORTS:

- UNION RELATIONS:
 - GTEA – 2 meetings, 2 active discussions
 - GESP – 2 meeting, 4 active discussions
 - AFSCME – 0 meetings, 0 active discussion
 - Employee Issues:
 - 1 Record of Consultation – preparation and delivery
 - Investigations – 5 employee issues
 - 6 Review and Opinion
- HUMAN RESOURCES:
 - 10/15/13 Deans' Council; Presented Numerous HR Topics
 - Exit Interviews – 2 written reviews processed
 - HR on Campus Program: December 4th & 5th
- PAYROLL:
 - Web Time Entry Software – Initiating TimeClock Plus software pilot application
 - Push for Electronic Signatures continues. Process is in the hands of the IS Department.
 - CWS withholding Issue --- Handling questions and complaints from employees.
- TRANSITION:

- Leadership Training: Next Session November 21, 2013 - Dealing with Media and Affordable Health Care Act
- New Employee Handbook Orientation on October 14, 2013
- MISCELLANEOUS:
 - Ultimate Software Review for HR Systems – On-Going
 - Racine Workforce Development Meeting: October 22, 2013
 - BSA Distinguished Citizen Dinner: October 15, 2013
 - Employee Learning Day Presenter on Mentoring
 - Working on 5 issues through Maxient.
 - Presenter at Administrative Staff In-Service

BILL WHYTE REPORTS:

- A post-referendum facilities update was presented to the Board on October 24 with a concentration on those [projects that are currently being planning for this fiscal year as well as 2014-2015. The Board approved 7 resolutions that will be considered at the WTCS State meeting on November 123, 2013. These include:
 - Remodel and Expansion of the Kenosha Academic Building
 - Remodel and Expansion of the Kenosha Academic Building
 - Remodel and Expansion of the Elkhorn South Building
 - Leasing of Space in the Gateway Professional Building (across the street from the Kenosha Campus) for 2 years to house first the LSC employees and then the Student Services employees during the remodel of their respective areas.
 - Leasing of Space in the Gateway Professional Building for 2 years for the HPOP Grant Program during the remodel of their current areas.
 - Two resolutions for the remodeling of the restrooms in the Kenosha Academic Building and Elkhorn Campus, South Building
- In addition to the resolutions, the Board approved a concept plan to proceed exploring a Public Safety Training Center in a vacant Kmart building in Burlington along with an EVOC track on the Chocolate Fest grounds less than a mile away.
- The GTEA has requested we open negotiations for this year as well as 2014-2015 based on Judge Colas' decision relative to the certification issue with KUSD. We have a Collective Bargaining Agreement in place until June 30, 2014 and we would not open for year until February or March of 2014. Our attorney agrees that we should hold off until there is further clarification from the State Supreme Court.
- The Board Appointment Committee met on October 23rd and chose Susan Greenfield for the open position replacing Sheila Webber. The position required a Racine female employee. The selection goes to the State Board for approval in November.
- We selected a Facility Manager, George Andrews, reporting to Larry Paruszkiewicz. He has been a Cleaner for us with quite a bit of management experience prior to joining Gateway. George will supervise the custodians on the Kenosha, Burlington, & Elkhorn Campuses. He will also supervise the mail delivery process once we implement the new model.

DEBBIE MILLER REPORTS:

- BENEFITS:
 - AFLAC open enrollment has ended for 2013. There was very little activity.

- FSA Open Enrollment began on October 16 and ends November 21, 2013
- We continue to monitor and research compliance with Patient Protection Affordable Care Act (PPACA). We are still strategizing on how to count work hours for all employees except regular full-time employees. This information is critical in order to be ready to offer affordable health care benefits to employees identified as full-time as defined by PPACA.
- I continue to Chair the WTCS Colleges Benefits Committee.
- I continue to participate in the WTCS Benefits Consortium project. We met on November 1st to review the RFP's to analyze/select a potential Health Care Cooperative.
- **WELLNESS:**
 - The 2014 Wellness Plan is in process. Initiatives thus far include physical activity (Walktober) stress / massages, and self-care/health fair.
 - We delivered biometric screening/Health Risk assessments (Wellness, Inc.) to employees on all campuses. We await the aggregate reports.
- **COMPLIANCE:**
 - I am working with academic management to determine an appropriate reasonable accommodation for an instructor.
 - I have investigated several concerns raised through the Maxient system.
- **OTHER:**
 - I continue to participate on the CARE Team. The CARE Team will be attending a National NaBITA Conference this month. I presented along with the CARE Team a panel discussion at the Employee Learning Day.
 - Several retirement meetings/discussion were conducted during the month.
 - Terry Strash / Judi McNamara and their committee did a great job with the Health Fair on Employee Learning Day.
 - I completed the quarterly DART form (Workers Compensation information) which was forwarded to District Mutual.