



## **GATEWAY AS A LEADER**

The Pre-College division graduated their first Spanish 5.09 class on December 11, 2019. The keynote address was done by Gateway Board Member, Zaida Hernandez-Irrison. There are now a total of 193 graduates from the 5.09 partnership with the YWCA, Racine County, Racine Unified School District, and the City of Racine.

## **ACADEMIC AND CAMPUS AFFAIRS**

### **Academic Operations**

Adjunct in-Service was held on January 4, 2020. A total of 242 adjuncts were in attendance.

Summer 2020 course offerings are available for viewing in Colleague. Academic Operations is working closely with PE to review curriculum sheets for errors and issues due to new FT and PT sequence changes.

The course scheduling office is working on Fall 2020 course offerings using part time and full time curriculum paths.

Academic Operations is working to improve textbook selection and the ordering process to improve efficiency by implementing a more virtual process.

### **School of Business and Transportation**

Intelligent.com a trusted resource for online degree rankings and higher education planning has announced the top 26 Best Graphic Design Degree Programs for 2020. 58 schools were analyzed and only 26 made the final list. Intelligent.com stated that any student that's taking one of these programs will give the students much quicker access to employment. With the job market growing in the Graphics field and the accessibility and cost for students is why intelligent.com did this research. Another reason that drove this research was because students can choose from as many as 10 career paths in the Graphics field along with computer systems design jobs that are rising by 20%, and working for yourself as a freelance designer is a desired option for as many as 18% according to the Bureau of Labor and Statistics. Gateway competed with schools like University of Houston, Arizona State University, and many more to be recognized as the Best Technical College with a ranking of 86.68 on a 100 scale. Congratulations to the Graphics program team!

### **School of Manufacturing, Engineering and Information Technology**

On December 1, a combined Dean's reception was held on the Racine Campus and was well attended.

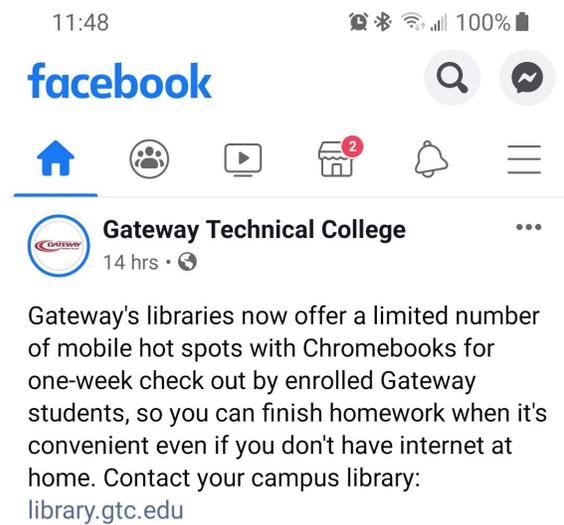
On December 6, the school of MEIT held an Advanced Manufacturing Symposium with representation from MATC, WCTC, and Madison College to discuss new programs. Natraj Shanker gave a powerful presentation on what industry needs to do to catch up and get on the Industry 4.0 pathway.

### Pre-College Division

12 ELL students successfully completed the ELL for Business and Industry course. The course is designed to assist ELL students transitioning into the 1st semester program courses in Business and Industry.

### Kenosha Campus

Hot spot/Chromebook kits are now ready for circulation and available for student checkout at each campus Library. It was announced on Gateway's facebook account (see below).



NEW SPRING 2020

## MOBILE HOTSPOTS

Devices for internet access off campus at home or anywhere you need Wi-Fi!



The next phase of construction on the 2nd floor of the Academic Building is set to start in February, beginning at the south end of the floor. This will mean some increased noise levels between the time we open until around 3pm while construction activity is happening. What is traditionally the loudest construction activity, asbestos abatement, is scheduled to be completed on 3rd shift hours to decrease the impact to our operations.

Sim City house - the facilities maintenance program will continue working during the Spring term on the additional structure at the Sim City house location on the south end of campus.

A shop ventilation system was recently installed at the Horizon Center in the auto bay area to increase the environmental safety mechanisms available for the learning environment.

### **Racine Campus**

The waterproofing for the Racine Building has been completed.

The Ad Hoc Lincoln Building Committee is reviewing options for the future of the Lincoln Building.

## **COMMUNITY AND GOVERNMENT RELATIONS**

### **Community and Government Relations**

There continues to be great activities at the Center for Sustainable Living (CSL). Since July, 2019 we have had about 1400 visitors to the CSL. These have been groups from Gateway and our local school districts, GirlsScout Troops and community members attending monthly workshops.

Many of Gateway's staff have been in the community attending events at our local Chambers, the Boys and Girls Club, United Ways in Racine and Kenosha counties and many other community activities.

We continue to work with facilities on remodeling projects and campus needs.

### **Marketing**

Marketing for Gateway's Promise program for high school students is moving forward through the spring until the May application deadline. The campaign includes supporting the recruitment team's efforts with targeted mailings, digital campaigns as well as event promotion and printed materials.

The team is working with all of the college's programs of study through our annual program review process to ensure programs have the opportunity to review key marketing pieces for their programs such as website, program video, photos and print materials ensuring materials are accurate and effectively marketing each program.

The department continues to be involved in planning and supporting a variety of Spring events at the college including Martin Luther King Celebration, Foundation Scholarship event, Employee Recognition as well as EcoFest and Earth Day.

### **Foundation**

Thank you to our 389 donors who choose to support Gateway students and the community through Gateway Foundation.

As of December 30, 2019, the Foundation has raised \$736,522. The generous gifts were from individuals (including Gateway faculty and staff as well as alumni), Donors have contributed to areas such as the mission of the Foundation, student scholarships, the endowment, the Gateway Promise Endowed Fund, student emergency funds, and the Short Term Training fund.

We are grateful to the following organizations for their support:

- J. Ewens Design \$5,000 Promise 2 Finish Endowed Fund
- Kenwood Cash LLC (in support of 1335 Foundation priorities) . \$100,000 Howard Brown Memorial Scholarship
- Potpourri Garden Club \$1,000 Potpourri Garden Club Scholarship
- Young Aviators Corporation \$30,000 Young Aviators, Inc Scholarship

The Foundation's Facebook page has increased its following. We are up to 445 followers in Facebook and 67 in Twitter.

The Alumni Association's 108 Alumni who Make a Difference have been identified and we are in the process of sharing their stories. The Alumni Association's LinkedIn page has grown to 20 followers.

### **WGTD**

For those unaware, WGTD operates not one but two full-time, over-the-air and on-line audio services. *24/7 Jazz WGTD HD2* is available on HD radios in the greater Kenosha/Racine area, on-line at [wgtd.org](http://wgtd.org) and via the free, WGTD Phone App. The fully-automated service consists primarily of one hour-long blocks of programs produced by volunteer hosts, and programming that originally aired as part of WGTD's Saturday night line-up of jazz and big band shows. The program schedule is available at [wgtd.org](http://wgtd.org).

### **ENROLLMENT**

The Fall semester enrollment remains positive at +1.1%. Spring enrollment through the first days of the semester is down -0.5% Year-to-date enrollment, including summer, fall, and spring enrollment is positive +0.2%.

### **FINANCE, ADMINISTRATION and FACILITIES**

**Moody's Rating Update for Series 2019-2020C, Gen Obligation Promissory Notes**

The first Moody's rating call since July was held on January 7th. The analyst was very interested in and aware of all of the development occurring, especially in Kenosha and Racine counties.

The rating came in at Aaa with the "factors that could lead to a downgrade" listed as 1) narrowing of operating reserves or liquidity and 2) significant growth in the debt or pension burden.

### **Facilities**

The Vet Sciences building remediation and repairs continue and we are in the final stretches of bringing equipment and furniture back into the space. All repairs have been made, new carpet and drywall are in, flooring has been fixed in the lab spaces and all cabinetry has been re-installed. The final efforts are being coordinated to reset-up all IT equipment and to certify the X-Ray machine in the coming week, so that the building can be returned to the program for use.

The Academic 2nd Floor projects are in their final phases of coordination with an anticipated start date of 3 February, 2020. In an effort to minimize the disruption to the learning environment, the abatement work will be completed during third shift while there are no students or staff on-site.

The Roofing and waterproofing projects in Racine have been completed which will all help in keeping the college dry and prevent future water intrusion problems.

### **Security**

Installation of the new security video management system is progressing. Racine Campus, Elkhorn Campus and Burlington Centers have been transferred over to the new system. The Kenosha Campus is currently being converted over to the new system.

26 CCTV Security Cameras were installed at the iMET Center in partnership with AXIS Communications Inc. They are planning to donate another 25 cameras to complete a new security camera technology hub that they will be able to leverage and showcase future businesses on the latest technology from their company.

Training on Emergency Response plans and Active Shooter response techniques was completed with the Nursing and Allied Health Departments on 1/3/20. In addition, presentations were given at Adjunct In-Service to make sure everyone was familiar with the security policies and programs available at the college.

### **FY 2020-21 Budget Process Update**

On January 6 the Business Office welcomed the addition of Dee Ford who will serve as the Budget Analyst. Dee will be a tremendous resource and support to budget officers in the management, review, and analysis of their budgets. Please welcome Dee.

Budget Officers are using the month of January to work on their budget submissions for the FY 2020-21 Budget. Budget submissions are due January 24, 2020

## **Grants Update**

This month concludes the budgeting process for Special Revenue Fund for new grant proposals and renewals of existing grants for the Wisconsin Technical College System funding which are due before the end of January, 2020.

## **HUMAN RESOURCES**

### **Supervisor Training**

John Frost is preparing sessions for the 2020 Supervisor Training Program.

### **Letters of Employment for Law Enforcement Academy**

John has been updating the process for issuing Letters of Employment (LOE) for the Law Enforcement Academy.

### **Payroll Department**

Paper Staff Absence Forms: The fostering of electronic staff absence submissions has resulted in an 89.4% drop in paper forms from 2018 to 2019. The net result is a savings of over 129 working hours!

Paper Timesheets: Continued improvement drove the quantity of paper timesheets from 854 to 427 in the measurement period of 7/1 - 12/31 in 2018 versus 2019. An improvement of 8.68% of total, well below the 10% targeted threshold.

Payroll Errors: With only 5 errors out of 12,683 total pay advices processed, the resulting accuracy rate is 99.96%.

Payroll Processing: The Payroll Dept. closed out another year with a 100% performance level for payroll processing. ALL bi-weekly payrolls were processed on-time and complete. Additionally, W-2 information was fully loaded and available for everyone selecting electronic distribution on 1/3/2020. Printer W-2's will be mailed later this month well in advance of the 1/31/2020 deadline. GREAT 'customer service" provided again this year!

This is really excellent work by the entire Payroll team - Alan Jelinek & Eddie Woodman!

### **Diversity Recruitment Committee**

Lisa Guerrero, Talent Acquisition Manager, joined the Diversity Recruitment Committee for KUSD to share knowledge and obtain insight on what other educational institutions are developing for diversity recruitment strategies.

### **Hard-to-Fill Position**

Lisa has reached out to an additional 130 possible candidates for the hard-to-fill Programmer/Analyst-Integration and Servers position through Indeed. We are also surveying all individuals who showed an interest in this position to determine what in our posting (if any) discouraged them from applying for this position.

### **Adjunct Hires**

Lisa Guerrero, Talent Acquisition Manager, and Heather Halbach, HR Generalist,

processed 35 adjunct hires in 12 days.

### **Staffing Agencies**

Lisa met with three different direct-hire staffing agencies to discuss direct hire opportunities for hard-to-fill positions.

### **Unconventional Interview Strategies**

Paulette Jenrette facilitated unconventional interview strategies of recorded answers to interview questions submitted by a candidate from Antarctica working around time differences as well as internet availability for the candidate which resulted in a hire for our EMS Department.

## **INSTITUTIONAL EFFECTIVENESS**

Preparations for our Higher Learning Commission Reaffirmation Visit are in high gear as the visit is now just one month away! We will be submitting our report to the commission this week. On campus, we continue to share highlights and summaries with all staff and faculty to prepare them for the visit. The Board will receive more information in the coming weeks; mark your calendars for lunch with the review team on February 23.

Tomorrow, January 24, is our Martin Luther King, Jr., Day of Service. Thanks to Madeline Carrera and her planning team for organizing service opportunities on all three campuses. This year, our efforts will benefit children and families in the foster care system and bring awareness to this important community service.

### **Employee Learning**

Six new faculty participated in the New Faculty Institute (NFI) Launch Pad in January. The New Faculty Institute Launch Pad is designed to give new faculty the critical information they need to be successful during their first few weeks at Gateway including an overview of Gateway, classroom behavior management, syllabus development, and much more.

We have also extended the “Launch Pad” model to our new adjunct faculty. Sixteen new adjunct faculty participated in the New Adjunct Faculty Institute Launch Pad during their January in-service. This three-hour session is designed to introduce new adjunct faculty to some of the critical functions including Blackboard, Gmail, WebAdvisor, the Standardized Syllabus, and their Faculty Quality Assurance System (FQAS) requirements. We hope to expand this training so that all faculty receive the same experience.

### **Pathways**

The Director of Career Pathways and Program Effectiveness convened a meeting of each of the guided pathways affinity groups for the first guided pathways quarterly update meeting. These meetings will now be held four times a year for each affinity group to share their progress with other groups and the guided pathways leadership team, and to work on joint projects. Some notable highlights from the discussion include:

- Equity: the group has formalized the Diversity, Equity and Inclusion

- committee and is working on an equity dictionary.
- General Studies: early data shows that more students are enrolling in their first college-level math and English courses at much higher rates than in previous years, suggesting that the requisite sequencing programs completed in an effort to have students attempt these key success courses earlier in the program is working as intended.
  - Intake/advising: the group plans to hire 5-6 federal work study students in spring 2020 to serve as peer advisors; also working on finalizing a standardized intake form to ensure the same information is collected on all students in a consistent manner.
  - Scheduling: all deans, chairs, and divisional associates were required to meet with the scheduling and curriculum teams in fall 2019 to review scheduling sequences and determine full-time and part-time scheduling approaches for the 2020-21 academic year.

In addition, the Director of Career Pathways and Program Effectiveness and the Assistant Provost/Vice President of Institutional Effectiveness and Student Success introduced a framework on leading complex change to the work teams, which will assist in implementing future student success projects.

## **LEARNING INNOVATION DIVISION**

### **Technology Operations**

2020 has brought a few organizational changes to the IT department. Effective January 6th, David Aguirre started his new IIoT Technician role to help ensure the technology is meeting the needs of our students and faculty for our Industry 4.0 programming at iMET. Ricky Jones and Mike Garcia are now in the IT-User Experience department where they will continue to design, install, and support the leading edge multimedia for the college. And, Caesar Garcia and John Aschauer are bringing their LANDESK expertise with them to the Technology Operations department where they will be aligned closer with our Information Security and Tech Ops colleagues.

Several Tech Ops staff have been supporting the team from Complex Solutions as they move us from our current security camera system to the new Genetec system. Complex has been making excellent progress and the project is on schedule.

We have a new employee joining our Information Security team! Jon Harvey, a 2016 Gateway graduate of our IT program, will be starting on January 20th in the role of Cyber Security Analyst. Since graduating from Gateway, Jon has also earned a Bachelor of Science in Cybersecurity and is working on attaining a Masters degree. We are excited to have Jon on the team and look forward to his contributions in keeping the college's data safe.

### **Information Systems**

The investigation and design of options to compensate for the eventual phasing out of Web Advisor in favor of Self Service is in progress. Determined what was necessary to interface to student gmail to get student email counts.

A Colleague screen to record possible substitutions and a report to list all potential student program substitutions is complete.

The end of year patches to Colleague and updates to Self Service and the WebAPI have been applied to Live.

The remediation necessary to accommodate upcoming LDAP security updates is complete.

Several updates to Faculty Advisor assignment processing were made.

### **User Experience**

The UX staff has worked hard to prepare computer labs for the start of the spring semester. This included midyear software updates that were required and addressing some software issues we found at the end of the fall semester.

The non-academic computer refresh order has been placed and we are working on finalizing the academic order soon. Due to industry constraints, some parts of the order may take 6-8 weeks to ship completely.

The transition from Lynda.com to LinkedIn Learning completed at the end of December. This was required transition since LinkedIn purchased Lynda.com and changed the software platform.

### **Esports**

Jeff Robshaw and Eric Doherty took a tour of NTC's gaming arena and met with the staff that are responsible for their Varsity Esports program. We also learned about the technologies that they are using in their arena and their planned roadmap.

We have begun demoing a management software called ggLeap to manage access to the gaming PCs. Users will need to be issued a user account to access the computers. ggLeap only allows access to the games and applications that we grant access to. This can help reduce the amount of extra software that could be installed on these computers.

The club constitution has been approved and recruitment has started for the club.

## **STUDENT SERVICES & ENROLLMENT MANAGEMENT**

### **College Access**

Even with a shortened month, the College Access team stayed very busy. The New Student Specialists continued to see adult students on campus as well as meeting with high school students at their assigned schools. Most of them also participated in the Call Night on December 3rd as well as the Yo Puedo Hispanic student event also on December 3rd. We had some high school and middle school tour groups come for visits at multiple campuses and also hosted several Start College Now registration events in Kenosha, Elkhorn and Racine to give those students the opportunity to come to campus for any assistance they needed in getting signed up for their spring classes. Finally, we all participated in the Quick Start event on

December 10th at the Racine campus where potential students could come and take care of their entire application and registration processes on the same day to prep for the upcoming semester.

### **Student Finance Specialist**

Student Finance Specialists were busy working on finalizing their phone, email and workshop calendars for the Spring 2020 semester. During the month of December, they met with 294 students at in-person appts, walkins and workshops. The Student Finance Specialists began preparations for the upcoming January/February Promise workshops.

### **Financial Aid**

The Financial Aid team established their 2020 year goal of organizing and updating FAO Policy and Procedures Manual. The Financial Aid team began an early import of 20-21 financial aid applications to support the Promise program. Our team is also working on the yearly setup for the 20-21 award year.

### **Academic Advising**

As a result of our NACADA audit, Academic Advising has started the Peer Advising program where we are currently hiring federal work study students. Qualifications include students who have the ability to relate well with their fellow students, listen constructively, help students navigate registration, self-service and resources throughout the college.

### **Express Services**

Express Services participated in the December Call Night event and the Racine Quick Start event. This was a busy month with helping students prepare for Spring registration and payments while wrapping up Fall semester commitments. With the shortened month due to the holidays, the Contact Center was quite busy with 367 chats and 4174 incoming calls.

## **LEARNING SUCCESS**

### **Student Life**

The Student Life Team and United Student Government met on Tuesday, December 17, for their winter retreat. We celebrated a successful fall semester and conducted Business for the upcoming spring semester. Student Life and USG will be teaming up for spring Gateway Days. We will have a DJ on each campus, custom Gateway Pillow Giveaways, Word Art Giveaways, and cousins subs lunch while supplies last. We are planning on the following dates/times/locations.

Kenosha Campus

Monday, January 6, 2020

11:00 a.m. - 1:00 p.m.

Academic Building, Student Life Center

Racine Campus

Tuesday, January 7, 2020

11:00 a.m. - 1:00 p.m.

Lake Building, Student Life Center

Elkhorn Campus

Wednesday, January 8, 2020

11:00 a.m. - 1:00 p.m.

South Building, Student Commons

This spring semester, Student Life has teamed up with the President and Provost Offices to offer pizza luncheons on all three campuses. It is an opportunity to connect with President Bryan Albrecht, EdD and Executive Vice President/Provost Zina Haywood through a series of Q & A and enjoy some pizza in the process. The events will happen 1:00 - 2:00 p.m.

Monday, January 27, 2020

Kenosha Campus | Academic Building | Garden Room

Wednesday, January 29, 2020

Racine Campus | Lake Building | MRC

Monday, March 9, 2020

Elkhorn Campus | South Building | Room 112

### **Tutoring Services**

Tutoring Services recently welcomed Lindsay McFarland to the Tutoring Instructor team. Lindsay is working with Amanda Pulda in the Racine LSC to facilitate tutoring in that location as well as at the iMET. Lindsay is also working with the entire team on district-wide projects for Tutoring Services. An example of this is the Tutor Self-Assessment and Feedback form just completed by the Tutoring Services Instructors. Beginning in January, this form will be used to conduct assessment for tutors across the district. The goal of this assessment is to help tutors who have completed Strengths training to better recognize how to use their Strengths when tutoring. Assessment will also allow for more continuous improvement overall of Tutoring Services. The assessment is designed to be completed in two stages: Spring/Summer or Spring/Fall (for tutors not working in Summer semester).

### **Learning Success Coaches**

The Nursing Learning Success Coach - Mary Liesch is thrilled to report that an impressive 85 combined Summer'19 and Fall'19 Nursing School graduates attended their Pinning ceremony on December 13th! This is the largest group of nursing grads in recent years! Gateway is certainly doing it's part to lessen the ongoing nursing shortage! Congrats to all the graduates who used Learning Success Coaching services and best wishes in taking the upcoming NCLEX board exams!

## **BUSINESS & WORKFORCE SOLUTIONS**

### **BICSI**

Randy Reusser, recently taught 3 BICSI classes, two classes were contracts for service and one class for the Telecom Consortium WAT grant. What is exceptional is that there was a 100% pass rate in all three classes. There were 4 students in

particular-employees in Gateway’s LID Department, who earned both their BICSI Installer Level II Copper and BICSI Installer Level II Fiber credentials.



### Telecom On-Demand

The Telecom On-Demand program sponsored by Metallica “All Within My Hands” foundation came to a close on Saturday December 14, 2019. Under the leadership of Katie Dembowski and assistance from Jamie Rauth, Randy Reusser, and many others at Gateway Technical College, have many success stories to tell.

Please see the graphic results below:

Telecom On-Demand Certificates Earned		Quantity
Snap-on Hand Tool Safety	28	
Snap-on Electrical Tool Safety	28	
Werner Ladder Safety	29	
Greenlee/NC3 VDV Copper	21	
Belden PCU 726 Copper	22	
Belden PIF 746 Fiber	16	
Unique Firestop	11	
STI FIT level I Fire Stopping	10	
Gateway Lift Certificate	22	
ETAI Customer Service Specialist	18	
Telecom On-Demand Cert	8	
<b>Total</b>	<b>213</b>	



Telecom On-Demand Class	Students		Earned	
	Completed	Non-Completers	Total	Credits
605-166A Telecom Safety	28	11	39	28
605-166B Telecom Basic Equipment	21	3	24	21
605-166C Telecom Installation Concepts	17	4	21	17
605-197A Telecom Firestopping I	15	2	17	15
605-197B Telecom Firestopping II	14	2	16	14
605-452 Lift Training for Technicians	22	1	23	ACE
196-155 Certified Customer Service	19	7	26	19
804-163 Math	12	7	19	24
<b>Total Credits</b>			<b>138</b>	

### FAB Lab

Real School ELL worked on STEM projects this month in the lab. Presentations were done at Horlick High School, the YMCA and at St Lucy's. The Fab Lab Club teamed up with the Interior Design Club and had a productive club laser engraving fundraiser at the Gateway Holiday Craft Fair. The Club also hosted an Ornament Workshop with 63 participants.

Dec 18<sup>th</sup>-20<sup>th</sup>, the Mobile Fab Lab visited Mahone Middle school where they presented demos on the laser engraver, 3D printers, and Shop Bot for over 600 students.