



*PRESIDENT'S REPORT
January 18, 2018*

GATEWAY AS A LEADER

Adult High School - On December 6th, 12 students from the Racine campus took advantage of this opportunity to visit the IMET center. This field trip was funded by Gateway Technical College Foundation Inspiration Grant written by Rich Malloy. The students learned about CNC, Engineering, Waste Water Management, and the various BWS boot camps.

ACADEMIC AND CAMPUS AFFAIRS

School of Allied Health/Veterinary Science

The faculty enjoyed tours of the Inspire Center and the new CNA lab at Kenosha Medical Center campus during the pre-semester in-service January 4-5. Allied Health instructors were challenged to incorporate simulation experiences into their curriculum and to be creative in the potential use of additional clinical space made available to us by Froedtert South.

Heidi Gottfried, Dental Assistant program chair, is planning the February 9th visit of the Kenosha Boys & Girls Club to our health wing in Kenosha. In addition to dental screening exams and patient education, other allied health programs will engage our visitors with activities and displays to encourage healthy lifestyles and generate interest in health careers.

Discussions with Lakeshore Technical College's Ophthalmic Medical Assistant program has resulted in a plan to share that program with Gateway district students starting in 2018FA semester. The plan is to repurpose the HUC classroom in Racine to accommodate two eye lanes for students to practice eye doctor office skills using on-site Lakeshore adjuncts and distance classroom technology.

Dean Mike O'Donnell has been meeting with his counterparts at MATC to discuss possible shared programs. Froedtert South, formerly known as United Hospital System, is interested in Respiratory Therapy, Cardiovascular Technology and other allied health career paths available at MATC. In addition, we are connecting our HIT, PTA and Pharmacy Technician faculty with Froedtert South leadership to develop additional clinical site placements for our program students.

Pre-College Division

Adult Basic Education - As of 12/1/17, 103 students have earned their GED or HSED credential. 188 students out of 261 completed the GED/HSED orientation in Fall 2017. 14 students are enrolled in the spring Communication - Spanish GED course.

English Language Learners - Debra Solomon, Elaine Asma, and Ginger Karaway are participating in a state wide work group to update the ELL curriculum. The updates will align the ELL curriculum with the National Career and College readiness standards. 10 ELL students are enrolled in the spring ELL Bridge to Foundation of Writing course.

Gateway Promise - In the first cohort, 144 students out of 165, 87% have registered for their spring courses. The May 2018 Kickoff events and summer 2018 bridge program dates have been selected.

Elkhorn Campus

Elkhorn campus welcomed new and returning students January 8-9 during Gateway Days, providing directions, snacks, and giveaways at tables set up in the North Building Atrium and the South Building Student Commons. The tables were staffed by faculty and staff volunteers recruited by coordinator Julie Berndt.

Dean Mike O'Donnell attended the Burlington Chamber's legislative update with Speaker Robin Vos on January 8. He also will attend the Chamber's annual auction and awards dinner on January 18.

Mike joined the leadership delegation from Gateway at the WTCS President's Association meeting in Madison on January 23 to discuss legislative engagement and advocacy.

COMMUNITY AND GOVERNMENT RELATIONS

Sustainability

The Center for Sustainable Living continues to host groups especially the Girl Scouts in the Tri county area. We are currently going out to local high schools to share information along with developing new programming for the spring and summer. We are just beginning our work for the State's Green Ribbon award.

Marketing and Communication:

As the start of the Spring term nears, the semester push advertising winds down. We have invested greatly in billboard and digital advertising this semester while maintaining newspaper, some radio, website and other traditional media promotions. In addition, social media messages were strategically placed to support new student recruitment. In the month of December, three billboard campaigns were running in Kenosha and Racine counties with the Gateway name dominating the billboard marketplace. The Promise campaign, Advanced Manufacturing / Welcome Foxconn, and Life is Big recruitment messages were prominent. The Promise and Advanced Manufacturing boards will continue past the start of the semester.

Work on SEM materials continues with updates to communication track pieces and program-specific communications.

New wall graphics have been designed and are in production for the Inspire Center, and the Kenosha, Racine, and Elkhorn campuses

The department is strongly supporting events occurring in the first quarter of 2018 beginning with the January 15th Martin Luther King Celebration, February's Scholarship award ceremony and the Student Showcase at the Capitol, and March's Ecofest Racine and the national conference for ATEA.

Foundation

As of December 22, 2017, the Foundation has raised \$1,279,706. The generous gifts were from individuals (including Gateway faculty and staff as well as alumni), corporations, service clubs, and foundations. 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 Boot Camps.

The Gateway Promise Endowment Campaign has reached \$2,304,091 in gifts and pledges. In December, Promise donors without an existing pledge and a list of prospective donors to the campaign were invited to contribute.

The High School Scholarship application will open on January 15 and close on March 15. We are preparing for the annual scholarship banquet which is being held on Saturday, February 3rd at the Madrigano Conference Center.

ENROLLMENT

Current year to date enrollments are up +2.4% compared to the same time last year. Spring enrollments are up +2.4% as well. Online course enrollment is up +5.24% for the spring semester.

FINANCE, ADMINISTRATION and FACILITIES

FY 2018-19 Budget Process Update - Budget officers continue to work on their FY 2018-19 budget submissions throughout the month of January. Budget submissions are due on January 25 and a review of the first draft will be held during the first week of February.

Grant Accounting 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 which are due before the end of January, 2018. We will modify the grant personnel list based on proposals and share with Director of Budgets & Purchasing to incorporate into the college's budgeting process. Staff continues to attend monthly webinars for Federal Grants for important announcements. Budget modification prepared for ACT for Healthcare for latest personnel changes to the grant.

Kenosha Rotary Membership

Bill was inducted into the Downtown Kenosha Rotary as the voting member of the Gateway corporate membership.

Status of Waterford Fire Department Lease

The Waterford Fire Department lease was cancelled and all outstanding issues were amicably resolved with the new Town Chair.

Burlington Salon Lease

A new two year lease was negotiated in Burlington at a salon that is closing. Andis Corporation has agreed to fund the initiative as well as fund a scholarship.

Recent Moody's Bond Rating

The first Moody's rating call since June went well. It is for the \$1.5M borrow for the EVOC track.

EVOC Lease Update

The EVOC lease was approved by the Airport Commission and City Council and signed by the mayor of Kenosha.

Districts Mutual Insurance (DMI) Visit

On December 13th, Steve Stoeger-Moore, President of Districts Mutual Insurance (Gateway Technical College's insurance carrier) met with several Gateway Technical College staff to discuss needle stick/blood borne pathogen scenarios and protocol resources. Steven also shared DMI insight regarding professional liability versus malpractice insurance for faculty/staff. We will follow-up with our international travel abroad staff regarding our Discussion also included insurance for Gateway students participating in the college's international travel abroad/service learning programs and risk management within the vet tech program. Steve also toured the Kenosha Campus Kennel Training Center and the newly remodeled Inspire Center.

Districts Mutual Insurance (DMI) Presents - "Yes! You can Fly Drones and Here is How"

In anticipation of future drone certification offerings and utilization of drones for academic purposes by Gateway Technical College, Sue Debe participated in a DMI webinar regarding the management of potential risks affiliated with the use of drones. The webinar included the review of Gateway Technical College's liability coverage with regard to drone use for academic purposes as well as current regulations for drone utilization.

Clery Act Compliance

In preparation to ensure better compliance with the Jeanne Clery Act, we partnered with D. Stafford and Associates for a set of online training modules that ensure all of our "Campus Security Authorities" are trained on applicable federal law requirements as well as crime reporting procedures.

Memorandums of Understanding with Local Law Enforcement Agencies

Security and the Title IX Office teamed up to create a Memorandum of Understanding (MOU) that will hopefully be signed with our local law enforcement agencies that have jurisdiction on our campus facilities. This MOU will create facilitate information sharing and cooperation during investigations as well as in the event of an emergency situation. We have met with the Chief of Sturtevant Police as well as the Kenosha County Sheriff. The week of 1/8/2018, we are schedule to meet and discuss the potential MOU with the Burlington Police Chief and the Racine County Sheriff.

Facilities

Over the holiday break, the facilities team work very hard to help prepare for the start of the semester and numerous projected were started and completed to ensure a great semester for all students. The Medical Assistant space in Kenosha has been substantially completed (old Nursing area) and will allow for the starting of the Medical Assistant program in Kenosha. In addition, some failing infrastructure was replaced on the Racine Campus with the completion of a new sanitary line for the Technical Building, which will solve a water flow issue.

The facilities team is also finalizing plans for remodeling the Madrigrano Auditorium, Classrooms in the Academic Building on the Kenosha Campus and the addition at the SC Johnson iMET Center. Planning efforts are underway to organize our facility/Infrastructure repair plan for FY19 as we evaluate the future needs and programs for the college.

HUMAN RESOURCES

Bill Whyte met with the HR management team to discuss staffing strategies within the Division.

Discussed and resolved staffing issues at the Law Enforcement Academy with the Kenosha Police Chief and management of the Academy.

John Frost reported that Payroll processed 1,511 W-2s for 2017. Of those, 790 W-2's were released to employees who chose electronic delivery via WebAdvisor/ Self Service on 1/2/18. The plan for the remaining W-2's (for non-consenting to electronic delivery employees and former employees)) is to mail them prior to 1/12/18.

Employee Trust Fund (ETF/Wisconsin Retirement System-WRS) had plans for public employers to deliver employee compensation information to them on a biweekly basis (instead of an annual basis in January). Due to software implementation concerns on their end, the State of Wisconsin has postponed implementation until January 2019. Biweekly uploads to Employee Trust Funds will allow real time retirement information for employees instead of them having to rely on annual statements (which are delivered in May each year).

Selina Bohn and Jacqueline Morris have processed the 1095 Tax forms for 2017.

Jacqueline participated in the selection of the 2018 Martin Luther King Humanitarian awardees.

INSTITUTIONAL EFFECTIVENESS

We have received an official date for our Higher Learning Commission reaffirmation visit: February 24-25, 2020. While two years seems like a long time, it will be here before we know it. Our Assurance Team has spent the last year collecting evidentiary documents and outlining our argument for reaffirmation. Technical Communication Instructor Rick Barribeau, who co-edited the 2009 self-study, will begin drafting our report this spring and summer. Then we will share it with our college community for editing in 2019. We will share more information with the Board as the project continues.

Employee Learning

Eleven new faculty participated in the New Faculty Institute (NFI) Launch Pad in January. The New Faculty Institute provides all new full-time faculty with Faculty Quality Assurance System (FQAS) competencies, mentoring, and classroom observation with feedback. The 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.

Career Pathways

The Career Pathways Manager presented to the Executive Leadership Council on the AACC Pathways 2.0 project. Members of the ELC were briefed on the project goals and requirements along with key performance indicator data related to the project. Project next steps were also discussed, including completion of a short-term action plan and a site visit with the project coach in March 2018.

LEARNING INNOVATION

Distance Learning

We have been piloting a replacement system for management of our video conferencing systems, including our bridging and scheduling systems that allow us to combine calls and classes together using video codecs. Advancements in our approach will enable us to easily scale our video conferencing operations up or down as well as providing web based options for instruction, guest speakers, etc.

Information Systems

The prior snapshot controller and ILP (Intelligent Learning Platform - Ellucian's interface between Colleague and Blackboard) have been phased out. We are now only using SSFF (SnapShot Flat File).

The Concur Travel and Expense implementation is in progress. I.S. will be providing processes to import and export the necessary data to and from Colleague.

All I.S. servers have been migrated to the new Nutanix hardware platform.

Colleague and Self Service have been patched and upgraded to be able to handle the end of year tax forms and processes.

Technology Operations

The Infrastructure Team prepared Kenosha S105 for the Medical Assistant program just in time for the start of the Spring Term.

The Network and Infrastructure Teams installed new network switches in the original part of the iMET facility. The current switches have reached their end of life. These teams are finalizing plans for the remaining switch replacements in Elkhorn, Racine, Burlington, and Kenosha.

You may have read or heard about computer hardware bugs that have made the news recently. These bugs have been named the "Spectre" and "Meltdown" bugs. Gateway's Technology Operations Team has been following the progress and assessing the remedies being made available throughout the industry. We will be applying the recommended patches to our systems as they become available.

User Experience

Two Computer Support Technician positions have been posted. One is a replacement for a separated employee and will be focused on the Ivanti LANDesk implementation and be a floating technician to assist when there are coverage gaps. The other is a second shift position for the SC Johnson iMET Center to support the expansion of programs delivered there and to fill a coverage gap for our classes at night.

Four students from the Workforce Development TechHire Grant have been interviewed and have been selected to be casuals on the Kenosha and Racine campuses. These casual positions have been open due to lack of student interest.

STUDENT SERVICES

Student Accounts

The Student Accounts team was excited to receive the Achieve Campus Efficiency (ACE) award from Bank Mobile for student refund disbursement and efficiency. This award is provided to institutions who Achieve Campus Efficiency by disbursing greater than 90% of all refunds electronically and promoting the refund disbursement program/process so that greater than 40% of all students, regardless of their financial aid eligibility, complete the refund selection process. Gateway is in the top 15% of institutions for disbursing refunds efficiently.

Student Accounts has also been focused on our Veteran student certification accuracy, efficiency, and student outreach. For the Spring 2018 term as of December, we have increased the number of student Veteran Application Benefits forms processed by 28% compared to Spring 2017. The number of student certified has increased by 22% from Spring 2017 to Spring 2018, and the average processing time has decreased from an average of 6 days to 5 days processing!

Academic Advising

The Academic Advising team hosted New student Registration Days this past December and New Student Orientation events to help prepare our brand new students for Spring Semester. These events were offered on all campuses district wide at various days and times. The department continued to provide a heavy focus on student needs into January with district wide Express Advising Services. This service is provided for the week before the Spring semester and into the first week of classes. Express Advising services is open walk-in time (no appointment needed, 10-15 minutes per student possibly more if time allows) to any student needing advising assistance to get started or continue their studies for Spring 2018. This allows the team to maximize time and serve as many students possible when the demand spikes before the semester begins. Any students needing more detailed appointments to discuss programs, academic difficulties, academic planning, etc will be setup for a future 30 minute or 60 minute appointment.

Career & Employment Services

The CES Office on the Elkhorn campus has been relocated to the student commons area of the South Building. This will provide greater visibility/accessibility for students and the community.

The CES team is evaluating a new career planning software for college students that includes several career related assessments, occupation information, and can be customized to include Gateway programs and the associated occupations.

Express Services

Between December 2nd-January 2nd, the Contact Center has engaged with 581 students via LiveChat with a 93% satisfaction rate.

LEARNING SUCCESS

Student Support Counseling

The Student Support Counseling Team has had a very busy time meeting with students. Nicole recently met with the HLC to discuss services and efforts to reach students at our many centers. Vicki and Katie attended the NaBITA (National Behavioral Intervention Team Association) conference along with additional CARE team members to better understand intervention strategies, as well as discussions about how other colleges nationwide address behaviors of concern at their colleges and the role of counseling. Nicole also attended the IVAT (Institute on Violence, Abuse and Trauma) conference in San Diego that specifically addresses counseling individuals with trauma and various mental health issues, as well as the impact of

violence on our society in general. The team is constantly seeking ways to grow professionally and implement methodology that will better serve our students.

Multicultural Program

For the Fall of 2017, the mentoring program has a total of 42 student participants in which 68% are returning from 2016-2017 academic year. Heads Up Mentoring continues to provide academic support and transition services for students of color. In addition, Student Support Specialists are in the last stages of implementing an online case management tool to pair mentors & mentees; as well as, track mentor/mentee activities.

Currently, each campus continues to facilitate multiple Learning Communities by working collaboratively with ELL & ABE instructors. The Learning Communities focus on various topics ranging from academic success skills to transitioning to post-secondary schools.

The Student Leadership Conference is also underway for the Spring 2018 semester to develop & strengthen self-advocacy and team leadership. Various leadership topics will also be facilitated by student organizations and campus leaders. On day 2 of the two day leadership institutes, student leaders will also be recognized at the Gathering of Leaders.

Veteran Support

On November 7th Veteran Support Services launched their own 3rd Annual Veterans Honors Event Where, once again the Great Lakes Naval Base Honor guard performed in extraordinary fashion during the singing of the national anthem, and topped that off with the Honor Guard honoring and performing a special request with great Navy Precision, the Honor Guard escorted a bouquet of flowers to One of Gateway's own Harriet Johnson (Special Guest, Alumni Nursing Student) and World War II Army Veteran, Harriet also received the Veteran Honors Excellence Award which is the highest award that can be given by Veteran Support Services, she is the second recipient of this award since the inception of VSS.

With the support of Campus Deans, Veteran Support Services again for the third year Honored 3, student Veterans of the Year for their academic achievement and work in the community to support veteran programs. Also recognized were Gateway Instructors and Staff for their support to Gateway's veteran students and veteran programs within and outside Gateway Technical College.

From November 9th through the end of the month Veteran Support Services has continually been involved in showcasing its efforts to promote veteran support and services to its district community, present, past and alumni students. Also to support the overall efforts of Gateway Technical College and the Learning Success Team. To become the strength in a strength based environment and demonstrate leadership through achievement and visually show that Gateway Tech is the way for

our transitioning Veteran Population that choose Southeastern Wisconsin as their home of residence and their choice of educational options.

During the Month of November 2017 (Veterans and their Families Month), Veteran Support Services were in keeping with the highest standards Of Gateway Technical College. First, by representing Gateway Technical College as they have done in previous years at the Homeless Veterans Stand Down held this year at the Kenosha County Job Center on Saturday November 4, 2017, and in collaboration with Gateway's Barber and Barber Cosmetology Instructors and student from both Racine and Kenosha Campuses.

Comment from: Felecia Boyd, Adjunct Cosmetology/Barbering Instructor; Nov 5, 2017. I wanted to personally thank you for all of your help on Saturday for the Veterans event. The students really enjoyed being involved. It was a great event and we were able to let the Veterans know about Gateways Barber/Cosmetology program. Most Veterans didn't know that Gateway offers free haircuts (for veterans) year round at our school and was excited to learn this information. We serviced a total of 47 men and woman on this day, with haircuts. Thank you so much again and have a great day. Kind Regards.

TAG

TAG recently welcomed Stacey Malacara as our Transfer/Vocational Learning Success Coach. Her position will greatly enhance our services to our students, and increase our transfer and job placement rates. TAG will now have the capacity to offer more individualized transfer tours and support. We are also hoping to decrease the wage and employment gap for our students with disabilities with strategic interventions. Emily Raclaw presented two sessions on improving support for students with disabilities at the Educational Opportunity Association (EOA) Annual Conference, and was named Co-Chair of the 2018 EOA Annual Conference that will be held in Milwaukee next year.

BUSINESS & WORKFORCE SOLUTIONS

After two long years of planning and meetings we are rolling out our new Low Voltage Certified Technician program initially with CC&N. We worked with Matt Hay, Emilie Poehlmann, and Todd Green of CC&N. The two year program runs one day per week (Fridays) from January thru April and includes several classes. The capstone class in the 2nd year is the BICSI Technician class. Once started we hope to market this program to other telecom companies and keep it going into perpetuity. It is loosely based on the success of our Telecom Cable Installer boot camps, but with an emphasis on people already employed in the field and receiving some training from their employers.

In preparation for this training Randy Reusser worked an occupational competency grant with CC&N to better understand the company and their telecom work. This

program was created with the support of Kate Walker and the team of Nicci Pagan, Katie Dembowski, Michelle Miller, Robin Widmar and Randy Reusser.



Randy and Matt Hay of CC&N

Randy Reusser completed work on a Greenlee/NC3 VDV Fiber certification class in late December. This is the 2nd certification class he helped develop in cooperation with Tim Koop of Greenlee and NC3. The training includes three VDV Fiber certifications delivered in three and one-half days. We expect to do a trial run of the certification class in our new Low Voltage Certified Technician program class in March at the iMET Center. After the trial run these certifications will be rolled out to a national audience through the NC3 network.



Thalia Mendez, Business Resource Specialist, met with 12 individuals (one-on-one) to discuss their small business needs and/or opportunities. Four of them signed Launch Box Membership Agreements, representing the following industries: Alternative Energy; Non-profit; Commercial Cleaning and Manufacturing. She also worked with a Main Street client to secure a spot in the Wisconsin Women's Business Initiative Corporation (WWBIC) annual luncheon marketplace. Over 1000

people attended this annual event which provided significant exposure for the client's products.

Launch Box co-working hosted a Kringle & Knowledge workshop, *What Can SCORE Do for Your Business?* Panelists included two SCORE mentors as well as a SCORE mentee who spoke of the many benefits of the relationship and its positive outcomes for his business. Afterwards Thalia and SCORE mentor Ken Reed did a Business Model Canvas demonstration for one of the attendees. Two weeks later Launch Box members and partners celebrated with the annual year end networking Meet & Greet.

Thalia met with Gateway staff, LaToya Robbins to discuss her workshop for Gateway students on the *Entrepreneurial Strengths Finder*. Thalia provided several suggestions for speakers based on the specific strength. Also, Thalia will be a speaker regarding the importance of relationship building and networking. Thalia attended the final meeting of the Marshaling Our Resources (MOR) M7 Mentoring workgroup, a part of the larger M7 Region Entrepreneurial Advisory Council. The MOR is an initiative designed to foster ongoing collaboration within the entrepreneurial support system in the seven-county M7 region. She also attended the (2nd monthly) City of Racine Economic Development Team meeting. Similar in make-up to the Launch Box Partners group, but driven by the Dept. of City Development. The team is working on developing a google doc that can keep track of all entrepreneurs that contacts any of the service providers in the City I.E. Gateway, WWBIC, Downtown Racine etc. Every month one of the team members will provide a presentation highlighting their services and expertise.

Gateway Participated in the Pleasant Prairie Mini Maker Faire, Along with the Fab Lab, we had demonstrations on robotics and welding. Nearly 2,000 families attended this free event at the Rec-Plex

On December 8th, Stacia Thompson helped coordinate and participated in a bill signing ceremony hosted at the Mt. Pleasant Lakeside COP House. Governor Walker signed 8 public safety and law enforcement bills into law.

On December 1st, 8 students completed CNC Boot Camp XXVII. All 8 secured employment within two weeks of completion.

Dec. 20 - Elkhorn Manufacturer Palmer-Hamilton visited the iMET Center and the Fab Lab. Palmer-Hamilton specializes in manufacturing cafeteria furniture for schools across the U.S. They are interested in Fab Labs and also how they can work with Gateway on workforce development. Our new High School welding program was of great interest.

Dec 14 - The Fab Lab hosted the NC3 Staff in a mini Fab Lab training so the entire team at NC3 can get insights into how the Dremel training from NC3 works and is implemented in Fab Labs.