



PRESIDENT'S REPORT

June 20, 2013

GATEWAY AS LEADER

Lean Six Sigma: The first cross functional team has selected their initial project which includes the district wide mail intake process. The group is beginning the Define phase of the process and has just requested input to gather a focus group. The focus group will provide one of the steps in the DMIAC process which is "The Voice of the Customer".

ENROLLMENT

Current year enrollment is down 12.3% compared to the same time last year. Summer enrollment is currently running down 0.1% with headcount up 3.4%. The summer term begins our 2013-14 academic year. Summer term FTEs will be counted toward our FY 2014 budget figures.

FINANCE AND ADMINISTRATION

Business office staff are busy preparing for the fiscal year end and will be working with our auditors, Schenck SC, during the preliminary audit occurring the last week in June.

Bane Thomey and the interview team for the Internal Audit/Budget Director position have hosted a second round of interviews for candidates which will include a sample presentation on a subject familiar to each candidate. A final candidate is expected to be selected prior to July 1st.

Several Business Office staff and Student Accounts staff have relocated within the parameters of the east side of the Administration Center. The purpose of the relocation is to provide better efficiency for those staff who work together within each division. Careful planning and transformation of dismantled cubicle walls provided the necessary four additional workstations against the far east wall as well as a small conference room. We welcome the addition of Monica Fulsom, Bursar, to the east side of the Administration Center. Monica's new location is AD129.

Leadership Kenosha Graduation - In May, Bane Thomey graduated from Leadership Kenosha. Her team, "Lifting Soles," received the Project of the Year designation. The team chose to re-invest the financial award into Leadership Kenosha to provide others a scholarship opportunity. Lifting Soles worked with Jo Wynn from Walkin' in My Shoes to build shelving to showcase, merchandise and store shoes and clothing for the Taylor-Gabbylill Boutique for the Homeless. The group has been asked to present to the Kenosha Area Chamber of Commerce at their annual meeting.

Congratulations to Business Office team member, Dawn Herrmann, on achievement of her Bachelor of Science in Liberal Arts degree recently received from Carthage College! Dawn's efforts for personal development are to be commended.

A Financial Overview Brochure was recently created by Bane Thomey to be used as a reference tool for Board members and will be available for community distribution (upon request). The overview provides brief information on the budget process, funding models, tuition and fees, reserves, borrowing requirements and tax levy. FY 2012-2013 key statistics are also highlighted in the brochure. This document is available in electronic format by contacting Bane Thomey at thomeyb@gtc.edu or Sue Debe at debes@gtc.edu.

WORKFORCE AND ECONOMIC DEVELOPMENT DIVISION (WEDD)

WEDD Instructor Randy Reusser is currently working for the Forest County Potawatomi Gaming Commission at the Potawatomi Casino in Milwaukee. He is working under an Occupational Competency Grant and learning security and surveillance. The Potawatomi Casino has the largest number of cameras in North America (near 4,000) and is one of the most advanced surveillance and door access installations in the World. We are hoping to add security and surveillance to the list of telecommunications training classes we offer at Gateway. Randy has been teaching BICSI telecommunications classes for the Forest County Potawatomi Gaming Commission for over a year and has more classes scheduled for later this year.

Under the direction of Dr. Therese Fellner strides are being made in entrepreneurialism in Oujda Morocco in partnership with Gateway on the HED project. Working with academic instructors Cheryl Ucakar and Sue LaCanne on the first replicated Biz Squad in the Middle East. Gateway students and instructors in the Biz Squad, a multi-disciplinary course which works collectively on problem-centric learning with local businesses has served as a training platform for EST over the fall semester. The training is aimed at preparing instructors to understand the concepts and interactions of the Gateway model Biz Squad course. The projects worked on this semester are from local businesses in Kenosha Wisconsin and Oujda Morocco. The projects will be completed by the summer Biz Squad in partnership with students in Morocco.

Formal training was conducted at the National Business Incubation Association in Boston Massachusetts for this project on April 8-10th for ten of the instructors from EST to build their entrepreneurial capacity to further the project objectives on both the Biz Squad efforts, along with rapid prototyping and product development which are deliverables of the project. Dr. Fellner, Robin Hoke, and Cheryl Ucakar represented

Gateway. Questions about the project can be directed to Therese Fellner at fellnert@gtc.edu.

An additional 28 individuals were trained in GrowthWheel on May 9-10 in Madison for a total of 53 statewide. Gateway Technical College is working in partnership with UWEX SBDC, WBIA, and WEDC to develop regional strategies to provide hands-on support for small businesses. The Racine Journal Times highlighted this initiative in the Money section of the May 26, 2013 paper. See http://journaltimes.com/business/local/new-free-business-consulting-tool-now-available/article_6af7babc-c518-11e2-8a9f-0019bb2963f4.html

US Senator Tammy Baldwin visited iMET and the Horizon Center on Wednesday, May 29.

As a result of Gateway presented its entrepreneurship initiatives at WTCS called meetings, MATC visited Gateway on Thursday, May 30 to discuss the HED Entrepreneurship project. Those attending were Armen Hadjinian, Entrepreneurship Coordinator; Janet Grimes, Business Management Coordinator; Judy Reinders, Business Management Accelerated Coordinator; Roy Vargas, Associate Dean - Business; and Katherine Collins, Associate Dean - Business.

As a continuation of the HED grant to support our Moroccan partners, as they develop and implement an automotive program, the US team went back to Oujda, Morocco to deliver updated diagnostic training to their instructors. This training included 26 instructors from not just Morocco, but other area countries including Tunisia and Lebanon during the week of March 29th. The US team included instructors Janos Szablya, from Shoreline Community College, and Matt Janisin, from Gateway. Support personnel such as Earl Bailey and Danny Thomas from Snap-on and Roger Tadjewski, from NC3, also played a key role in organizing and managing the event. The participant instructors were trained on both the Solus Pro diagnostic tool and the updated and more advanced Solus Ultra. Implementation of the new NC3 online exam site and how to access the NC3/Snap-on curriculum was also covered with the group. For the month of May the Morocco instructors have implemented what they learned and have certified 21 of their own students on Solus Pro and 30 students have earned Solus Ultra certifications. This is a great example of the NC3/Snap-on Train-the-Trainer (TTT) model and how it can lead to success, not just for instructors, but also immediately raise the technical skill level of students in the program. Future training in Morocco will include both Torque and Multimeter certification.

The Industrial Machine Repair/Technician Bootcamp started June 3, 2013. The program is a hybrid offering with both the Racine campus and iMET center being used for coursework. The course will be taught from a combination of instructors from WEDD, the academic program, and outside adjuncts from industry. Beverly Frazier is working, in collaboration with WEDD, in this offering. If you have any questions regarding the Bootcamps contact Robin Hoke @ hoker@gtc.edu.

Hosted Racine and Kenosha Entrepreneur's Club Meeting at iMET on Tuesday May 21st. Over 40 participants had the opportunity to tour iMET, the Fab Lab and learn about WEDD Programs and Services.

Conducted two joint meetings with Racine County Businesses and EigerLab on prototyping services and connections through the Fab Lab program and services.

Gateway made the list! The Manufacturing Institute is pleased to announce the charter members of the "M-List." Recognizing excellence in manufacturing education, the M-List distinguishes schools that are preparing workers up to industry standards in advanced manufacturing.

More than 40 inventors and entrepreneurs met at iMET on May 21st to learn about iMET services and the Fab Lab. Greg Herker, Gateway Fab Lab Coordinator, provided a tour of the lab which will allow access to rapid prototyping equipment.

Rapid Growth & Innovation workshop will be held on June 26th at iMET. Contact Kate Walker, the Director of Business Services at 262-898-7410 or walkerk@gtc.edu with any questions.

New Patent Workshops that address 1) developing an understanding of the patenting process and strategies for safeguarding your ideas, 2) Protecting your ideas by making sure you know how to file and how to compete in the global marketplace, and 3) Gaining the knowledge to duplicate the process with ideas you have in the future will be offered at iMET beginning in July. For more information visit <https://www.gtc.edu/wedd/patent-workshop-series>

Welding Fabrication II Boot Camp Completion Ceremony will be held on June 21st at 1:00 pm at the iMET Center. Congratulations to the Bootcamp Students!

Gateway is offering adult computer offerings at the Boys and Girls Club in Kenosha. Courses offered included: Computer Basics: At the Beginning, Be In Charge, Keeping

Your Computer Alive & healthy, Internet Usefulness, Technology Based Social Networking.

Axis Communications donated two IP security cameras to be used for Security and Surveillance, Belden, BICSI and other telecommunications training at iMET.

Three large business and four small business WAT grants for FY 2013-14 were submitted to the State for a total of \$179,513. Hot topics for grant training include - LEAN Six Sigma - Green Belt, Continuous Process Improvement and Supervision.

Lauri Howard will attend the annual summer meeting of WTED - Workforce Training and Economic Development - June 6 and 7 at Western Technical College in LaCrosse. Directors and Deans of workforce training at all 16 State Technical colleges meet 3 times a year to get updates from State technical college system staff, share best practices and collaborate on initiatives.

Debbie Davidson attended the LakeView Advanced Technology Center Project Lead the Way Lunch on May 22nd where tams of high school seniors shared their engineering design and product development projects. Congratulations students!

Inver Hills Community College and Hines Community College visited Gateway on May 22nd to learn more about our international education, career and technical education, business partnerships and NC3 integration.

WEDD is in discussion with Penn Foster, a leader for online and hybrid education, that has provided self-paced, affordable, and flexible career training for more than 100 years, to customize a pilot project of industrial technical courses for rollout in Fall 2013.

For more information please subscribe to WEDD's e-newsletter at www.gtc.edu/wedd/wedd-newsletter

ACADEMIC AND CAMPUS AFFAIRS

Academic Operations

Associate Dean, Cyndean Jennings, has been working on several projects. She has been co-facilitating a subcommittee to implement the new adjunct pay rates into Colleague and verifying the hours that adjuncts can work in the various departments. The Adjunct In-Service is being planned for August 24. Summer and fall textbook orders and materials are being updated. She is also co-facilitating the Enrollment Blitz

Task Force. In addition, she is preparing to write an RFP for course and room scheduling software.

Business and Information Technology

BPA:

Seven Gateway Technical College students captured honors at the national leadership conference of the Business Professionals of America (BPA) held in Orlando, Fla.

Gateway students took first through third place in the following categories, competing against students from across the United States:

First place: Web Design Team: Kasey Knudson (Elkhorn), Kelly Kendra (Genoa City), and Nicole Rugen (Delavan)

First place: Financial Math and Analysis: Mark Short (Kenosha)

Second place: Presentation Management Team: Elizabeth Klinzing (Elkhorn), Holly Anderson (Waterford), and Magan Lawrence (Elkhorn)

Rugen also placed fourth in Graphic Design Promotion, Short placed sixth in Insurance Concepts and Klinzing placed tenth in Interview Skills.

The event was held May 8-12. Students were judged by industry professionals who are able to also share their expertise with students. BPA is the national career/technical student organization for students preparing for careers in the business field.





Comments from On-Demand Accounting students from a recent survey:

I really enjoyed taking this class on-line. I believe it made me work harder than I would in a classroom setting. It also made me more disciplined in regards to getting the work in on time. When taking a class on-line, you have to learn how to prioritize your life so you can get everything done, in such a short period of time. I really enjoyed being able to express myself in the discussion boards, and also on the homework. Everything about the homework made me feel as though I was learning more than I would if I took it in a classroom. When you do it on-line, you have to pay special attention to everything being said and respond to things you don't understand.

MOST DEFINATELY I enjoyed the online class because it was organized, and I knew what to expect each week, I believe it is set up for the student's success.

I enjoyed taking the course very much! I am a business management student but everything about the laws really sparked my interest. I learned so many different things that I actually have used in every day conversations. I feel like I know so much more about business and about law!!!

I enjoyed taking this course on-line because it was convenient for me since I have a family to take care of. This way I could work around my schedule as well as continue my education.

I did enjoy taking this course on-line because of the flexibility. Considering my circumstances, it definitely was a better choice attending classes physically. Not to mention, there isn't often an inviting one-on-one teacher/student communication in the classrooms and there are often people around. I was able to contact my instructor concerning some issues and the understanding and flexibility was overwhelming. By far my favorite on line class in regards to respect and interest. I did enjoy taking this class because it gave me a lot of knowledge on laws and I am in love with gaining knowledge about anything. This knowledge will help me to run my future business knowing what is wrong and what is right.

I enjoyed the online format of this class. I prefer to take my courses online whenever possible as they are the best form of delivery for my busy schedule and it allows me to be home with my husband and kids more. I do think there would be benefits to taking the course in person, but this format is what works best for me. I found the course to be very informative and I enjoyed it overall

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

ABE faculty and adjuncts met on May 9 to develop competency checklists to use with the six levels of ABE classes that will be introduced in fall 2013. A new process was created to use checklists to record student completion of reading, writing and math competencies. This will make Gateway consistent with the other technical colleges, and increase the generation of FTEs.

Furniture for the Racine Learning Success Center has been ordered, so delivery can occur in July. There have been multiple meetings with the IT staff, the architects, facilities staff, and the furniture supplier. An Open House will be scheduled in early August to showcase this new space. Staff is prepared to move by August 1.

Another recruitment meeting for the CNC Bridge was held on May 30 in Racine. Marketing targeted ABE/GED/ELL students who had the necessary skills to take three CNC course successfully. The CNC instructor, ABE instructor, and Dean of Developmental Education spoke to the students about the classes starting in September.

General Studies

The General Studies Administration Office has relocated to the Racine campus. Dr. O'Connell, Reyna Juarez, and Karen Simpson's offices are now on the second floor of the Racine Building.

Health Careers

All Health Advisers will meet in Kenosha on June 20th to go over the health requirements for each of the programs. There may be some policy updates coming from this session. The advisers were each given a special polo shirt with the Health Sciences logo on it as a recruitment tool for our programs.

Dental assistant and nursing students are planning to help out at the WDA Mission of Mercy event June 28-29 at Badger High School.

Dean Mike O'Donnell and Associate Dean Diane Skewes met with UW-Milwaukee College of Nursing representatives on May 20th in Kenosha to discuss dual enrollment and articulation issues. The pair also met with the leadership of Carthage College on May 29 to discuss the possibility of a BSN program initiative. Diane and Mike also attended the annual Faculty Breakfast hosted by Children's Hospital of Wisconsin on May 22.

Dean O'Donnell served as part of a mock interview panel for graduating paramedics. This experience gave class members a chance to rehearse their answers to potential questions from Police & Fire Commission panels who hire our graduates.

A team from the Health Sciences division and Student Services met with our UW-Parkside counterparts on June 5th to discuss the renewal of our PTA program articulation agreement.

Gateway was a sponsor of the annual AGING WELL conference at UW-Parkside on June 7th. The table was staffed by incoming Nursing Chairperson Anne Wilkinson and HTLC assistant Suzanne Williamson, RN.

Morgan Kaiser was hired as a new HTLC assistant for the Kenosha lab.

Interviews were held for a replacement PTA instructor for Amy Shackelford, who resigned at the end of the spring semester. The new person will have responsibility for the clinical portion of the PTA program. Commission on Accreditation in Physical Therapy Education (CAPTE) recently approved our program for re-accreditation for ten years...the maximum allowed under current guidelines.

International Education

President Bryan Albrecht, Zina Haywood, Russell Timms, and Chinedu Obowu were all guests on WGTD on May 8. The main theme was the state of current International Education at Gateway, as well future horizons for global exchanges, partnerships, and programs.

This year's International Education project class began on May 9. The faculty course aims to educate faculty and staff on various elements of study abroad preparation and tactics, including education on proposal writing and risk/crisis management. Faculty and staff members enrolled with hopes of developing possible globally enriching trips for current and future Gateway students. The course ends on the 21st of June.

Representatives from Inver Hills Community College visited on May 22 with the hopes of learning more about Gateway's International Education strategies to possibly aid the growth of similar programs on their campus. The guests were given tours of the Kenosha and Racine campuses, as well as the iMET and Horizon Centers. The guests also viewed a presentation on Gateway's International Education programs by Zina Haywood.

Preparations are being made for student interviews throughout the month of June for students wanting to participate in the upcoming 2014 Study Abroad programs for Belize, Hessen - Germany, and Paris/Berlin.

ELKHORN CAMPUS

The campus facilities team met with Partners in Design on May 24 to update the renovation plan/timeline for the South Building. All projects were discussed and options presented for consideration with regard to phasing in work to minimize disruption of current staff and operations.

Custodial staff has been busy this month with deep cleaning of floors and common areas. Work has been initiated to upgrade classroom technology in Rooms S241,

S242, N218, Room 11 in the Alternative High School, and the new conference room in the Job Center building.

A farewell reception for retiring Career Counselor Ginger Buehner was held on June 6th in the Elkhorn Student Services lobby.

Dean of Campus Affairs Mike O'Donnell attended the Executive Committee of the Board of Directors Elkhorn Chamber of Commerce on May 28. He toured several new employees around the campus as part of their Gateway Journey, including WEDD employee Mary Jo Jiter and new Elkhorn advisor Jason Kemp. Mike attended the graduation breakfast of the Alternative High School on June 7th.

RACINE CAMPUS

Construction continues on the first floor the future Student Success Center that will be in the Lake Building. The walls are being painted and many of the ceiling tiles are being put into place. This is an exciting project and students from all areas of the College will come here for all of the help that they need to be successful while a student at Gateway. Hopefully the furniture will be in place for an open house in August 2013.

The Conference Center hosted the following activities during May:

May 1	Racine Health Department CDC/EPI Ready
May 6-16	Horlick HS AP Testing
May 7	BIT Department Meeting
May 8	Workplace Violence Workshop
May 9	Basic Brain Compatible Learning Workshop
May 10	Basic Brain Compatible Learning Workshop
May 16	Gateway District Board Meeting
May 21	RUSD 5th Grade Hispanic Professional
May 22	President's Group Tour, Visit and Luncheon

INSTITUTIONAL EFFECTIVENESS

The Institutional Effectiveness Division's May newsletter is now available at <http://ie.gtc.edu>. Summer is a busy time for our staff as we wrap up the program quality reviews, student learning assessments, and curriculum projects. In addition, the grants office is working with programs on final grant revisions and year-end reporting.

STUDENT SUCCESS

As of May 24, we have over 1400 responses to our on-going Customer Feedback survey. Here are some of the results so far:

97% of respondents received the services they needed during their visit to the Student Services Center.

94% felt their in-person transactions took a reasonable amount of time.

99% reported they were treated with courtesy and respect in our Student Services Centers.

88% (22/25) of respondents who interacted by phone, chat, or e-mail reported positively on all three questions.

70 customers have requested and received a follow-up contact from one of our managers.

The results of the customer feedback survey are reviewed weekly by service center managers and monthly by the student success administrative team and the Student Success Effectiveness Committee. All employees named on a comment card are contacted by their supervisor to share positive or negative feedback.

Disability Support Services

Over the past 4-5 years, the Disability Support Instructors have seen a significant increase in the number of students with Autism and severe mental illness taking courses at Gateway. In response to this increase, the Disability Support instructors along with the Director of Student Support Services will be doing classroom and department presentations on this disability related topic for 2013-14. On May 7, Tammi Summers and Beth Mulhollon did their first presentation to the General Studies department during faculty Professional Development week. They presented the definitions of Autism and mental illness, as well as, provided some instructional strategies on working with students diagnosed with Autism and severe mental illness in the college setting.

In honor of Deaf Awareness Month, the Racine and Kenosha campuses held their first ASL (American Sign Language) Workshop for all students. What a success! The Deaf and Hard of Hearing (DH/H) staff plan to host more workshops in the future on all 3 campuses. Approximately 30 people participated between the four days for a one hour workshop where students learned signs and basic sentences. The event started with the history of ASL and information on the differences between Deaf and Hearing Culture. Lisa Sadowski, the Deaf and Hard of Hearing Specialist, along with other Gateway interpreters taught the alphabet, numbers 1-10, colors (by eating colorful candy), and simple sentences. The response was great, and each "comment card" encouraged DH/H staff to do more of these workshops throughout the Gateway community.

Multicultural Program

ELL Classroom Focus Group/Presentations: A series of classroom presentations were held in various ELL Program classrooms for the month of May 2013. Gateway staff and students were given in classroom presentations about the services offered by the Multicultural Program. Both Vanessa Perez & Julani Bayan, Multicultural Student Support Specialists, presented and answered questions with the intent to obtain information from the ELL students to assist in the developing the ELL Summer Immersion Program. The Multicultural Program was able to service 52 new students to the program in the month of March.

The Student Support Specialists held a series of meetings throughout the months of April and May to discuss and effectively plan and finalize all of the details and structure of Gateway's first ABE/ELL Summer Immersion Program. The program launched on May 20-21, 2013. Currently, the program has over 20 students registered and participating in transition and college life activities that will prepare them for taking postsecondary program courses.

The Multicultural Program is currently in the process of developing an African American Male Mentoring program targeted to assist African American male students at Gateway Technical College, to increase the retention efforts for this student population. The H.E.A.D.S U.P African American Male Mentoring Program is in the early planning stages but lots of excitement is building towards the program kick-off this fall. The program will consist of male mentors of various staff/adjunct instructors to work with a cohort of 15 to 20 students along with a Student/Peer Advocate cohort leader to assist in a successful transition for these targeted students. This program will also be advocating for S.T.E.M related skill sets to promote student success in S.T.E.M focus studies/career fields.

Student Support Counselors

The Student Support Counselors concluded their Spring Workshop Series this month. The semester-long series offered students workshops on topics such as coping strategies, choosing their battles, and self-image. The response from students was overwhelmingly positive and they expressed interest in additional workshops for the fall semester.

Nicole Gustafson-Binger serves on the Kenosha City Suicide Prevention Coalition. The coalition works on education and suicide prevention throughout the county and state. The Coalition is part of Prevent Suicide WI and works in partnership with community agencies on suicide education and prevention.

Ann Witte attended the national American Counseling Association conference. She attended various sessions focusing on Counseling in Higher Education, Suicide Prevention, Assessment and Intervention, and Solution-Focused Brief Counseling.

Nicole Wheatley presented at the Racine Unified Transition Day. Transition Day is an annual event for secondary students with disabilities and their parents to explore options beyond high school including post-secondary and community resources.

College Connection

College Connection staff spoke at and participated in several community events such as the Racine Workforce Development Center's KEYS Class, Gateway's Schools2Skills Program, the Racine Community Re-Entry Program, and the Hispanic Youth Conference held at UW-Parkside.

Compass testing was offered at LakeView Advanced Technology Center and scheduled at two more high schools in order to prepare students to register for classes at Gateway.

Financial Aid

The Financial Aid Office is already deep into processing for the 2013-2014 academic year while wrapping up the 2012-2013 year. Gateway awarded 6,555 students financial aid during the 2012-13 academic year; totaling \$41,244,367 of financial aid assisting students in furthering their education.

COMMUNITY AND GOVERNMENT RELATIONS

The marketing department was heavily involved in supporting the May graduation: media coverage, contracting for location and services, invitations and programs, photography, video and congratulatory messages via web/message boards/social media.

Completion on production of two program videos: Culinary Arts and Electrical Engineering. Both of these will be used on Gateway Connection community access cable, YouTube channel and the web.

Our media relations efforts led to successful coverage of Senator Baldwin's visit to iMET and the Horizon Centers at Gateway on May 26th.

We received delivery of the new 2014 catalog and student handbooks, then they were distributed to the all campuses.

Our marketing specialist--multicultural outreach Lidia Hernandez, has been making excellent contacts with Hispanic community leaders and high school district administrators responsible for multicultural populations. These contacts are resulting in the creation of school assemblies, community group presentations, and manned table displays at businesses or events previously not reached.

We are continuing our plans for a sustainability summer camp running this summer from July 22nd through 25th. This camp will include 6th, 7th and 8th grades, with a limit of 20 students total for the camp. There will be many scheduled activities throughout the day with the schedule for the four days from 8:30a.m. until 3:00p.m. Watch for more updates of the schedule in the next president's report.

Mark your calendars for the upcoming Energy Systems Training Labs ribbon-cutting ceremony taking place on July 18, 2013. The program is scheduled to begin at 11:30 a.m. with tours available prior to the start of the program.

The Foundation has received \$967,872 in support from individuals, corporations, foundations, and civic organizations. Foundation staff participated in numerous community events throughout the Racine, Walworth and Kenosha Counties

The 19th annual Golf Outing was held on Thursday, May 23 at the Kenosha Country Club. Nearly 130 golfers braved the winds in support of the Foundation and the College. Major sponsors included Trane Corporation, Bubrick's Complete Office, Partners in Design, Snap-On, Kenosha Area Tourism and Visitor's Bureau, Johnson Bank, Wells Fargo and Bane Nelson Construction. The Foundation is grateful for the generosity of our donors and golfers and dedication of our volunteers.

HUMAN RESOURCES & FACILITIES

Jacqueline Morris reports:

We are currently recruiting for 18 positions {Administrative (2), Faculty (6), Non-Faculty Professional (1) Technical (6), and Clerical (3)}.

We will be posting 1 additional position as soon as it is approved.

The GTEA employment contracts were mailed and contracts are being returned.

Certification: We are preparing for an in-service for our Fire and EMS instructors to educate them on the certification process.

On May 30th, Selina Hochertz and I attended the WTCS Recruiter's meeting.

Many HR Staff helped at the 2013 Graduation.

John Frost reports:

Following knee surgery, I have been keeping up with emails and correspondence/questions.

Rollout of the 2nd version of the Web Time Entry software for the test group continues. The push continues for Electronic Signatures. The process is in the hands of the IS Department.

The next Leadership Training is scheduled for June 13, 2013.

Bill Whyte reported the following:

I attended the 2013 Leadership Kenosha graduation where Bane Thomey, Madeline Carrera, and Julie Teeter represented Gateway. I have been elected vice-chairperson of the organization.

The Facility Directors, Campus Deans, and I have been developing the three year Facility Planning Guide which is due to the State office on August 1. We are attempting to realign facility priorities as a result of the failed referendum and while not all plans can be accommodated, we will move forward.

The 2013 negotiations is completed and contracts have been ratified by all three unions; AFSCME, GESP, and GTEA. All the settlements are within the 2.07 CPI guideline as required by ACT 10.

Debbie Miller reported the following:

BENEFITS:

- o We continue to prepare for the impact of the Health Care Reform Pay or Play Rules for Employers which affect us January 2014. I am leading a sub-committee of Benefits Management personnel from the 16 colleges to address and review the compliance issues arising out of the Health Care Reform requirements.
- o We attended a legal briefing presented by the Benefits Attorney from Quarles & Brady on Health Care Reform. While the briefing was informative, there remain critical open questions, such as counting adjunct work hours.
- o The benefits staff met with M3, WCA Group Health Trust, Delta Dental and The Standard regarding the new Plan year and continuing process issues.

WELLNESS:

- o The Wellness Committee is preparing for 2014 Wellness activities.
- o The sub-committee members are preparing to address the WELCOA Well Workplace benchmarks and 2013-2014 interventions.

COMPLIANCE:

- o We are still awaiting a response from the Equal Rights Department regarding the terminated employee alleging disability discrimination.

- o Dennis Sherwood & I conducted six training sessions on Workplace Violence and Title IX.

OTHER:

- o During John Frost's absence, I am working with management relative to two personnel performance issues.
- o I am leading a sub-committee working on the new performance appraisal document/process which will be implemented this summer.
- o I am working on a 360 Degree feedback process for the direct reports of Zina Haywood.