

### **GATEWAY AS A LEADER**



#### **Student Life**

The Star Ambassador awards occurred on Thursday, February 13, at the Madrigano Auditorium in Kenosha. There were 24 students endorsed by faculty/staff this year. The eventful evening was filled with good food, friends, family, and classical music by Tremper Golden Strings. Winners for Campus Star Ambassadors are Aaron Cole - Elkhorn, Joshua Paul -Kenosha, and Jacquita Hughes -District/Racine. Hughes will be attending the State Ambassador awards in April. Hughes said, "My calendar is already booking up since winning District Ambassador!"

### **ACADEMIC AND CAMPUS AFFAIRS**

#### **Academic Operations**

A team visited WCTC on February 14 to discuss and learn more about how they are implementing Infosilem room scheduling software. It was very informative and encouraging. Pierre Guay, Director of Sales with Infosilem, will be here for an on-site visit, presentation, and demo of their software on April 23. Also planned is a visit to Western Technical College in March to discuss their experience and usage of Infosilem software. A remote demo has been scheduled with Ad Astra; a classroom scheduling software previously looked at by Gateway on April 2 to view their product and review of their changes and improvements.

#### **Business and Information Technology**

*Business Professionals of America – Kenosha, Results for State Leadership Conference:* Congratulations to the five members who attended the State Leadership

Conference in Green Bay on February 20 - 22. It was a great experience. The results follow:

- Mark Short was elected as President of the Wisconsin BPA Association. He has served this year as the state vice president. Mark placed second in College Payroll Accounting and qualified to compete at the National Leadership Conference the end of April. Mark also took honorable mention in Financial Math Analysis, Prepared Speech, and Advanced Interview Skills. Mark competed in an open event on Insurance Concepts and placed first.
- Michelle Saucedo was the recipient of the Mike Tokheim Scholarship in the amount of \$200. She was also recognized as an outstanding chapter member for all her contributions to our local chapter this year. Michelle placed second in Fundamental Spreadsheet Apps and fifth in Advanced College Accounting. She will move on to the National Leadership Conference and compete in both events. Additionally Michelle received honorable mention in Interview Skills placed third in a team event, Financial Analyst with Mark Short.
- Caesar Garcia placed first in Interview Skills and PC Servicing and Troubleshooting. He placed second in both Computer Security and Computer Network Technology. Caesar qualifies to compete nationally in all four events but is limited to competing in three at the conference. Way to go Caesar!
- Our chapter also won a BPA Cares Award in Marketing and Public Relations. Thank you Mark for keeping our web page updated so we could compete for the award. Mark, Michelle and Caesar also won Statesman Torch Awards. You can check out BPA.org to see what all is involved in Torch Awards.

### **General Studies**

Gateway's chapter of Phi Theta Kappa, the national honor society for two-year colleges, will induct at least eleven students in its April induction ceremony (new members are still trickling in). This represents over twice the number inducted at the ceremony two years ago. Club organizers, communications instructors Colleen Connolly, Kyle Kendall, and Jessica Gleason, have been actively recruiting members and rebuilding the club to provide recognition and personal development opportunities to Gateway students.

### **Health Careers**

The Medical Assistant program was reviewed by a re-accreditation team from MAERB/CAAHEP on March 3-5. The visit went very well and we fully expect a reaffirmation of our accreditation for the maximum period. Congratulations to program director Bob Formanek and instructors Lori Andreucci and Mike Randolph for operating an exemplar MA program for our students.

Dean Mike O'Donnell has been honored by his community college alma mater with their Alumni Humanitarian Award. The County College of Morris, NJ, will recognize Mike at its 2014 Scholarship Gala to be held the evening of April 25 at the Hyatt Morristown Headquarters Plaza. Mike has also been re-appointed as an Ambassador of the National League for Nursing for a two year term.

## **Service**

*Criminal Justice Associate Degree:* New courses in the CJ program are: Forensics/Cyber Crimes as well as Terrorism-Homeland security. The Spanish for Law Enforcement Class has been well attended. Per a new requirement from the state of Wisconsin, physical fitness standards will be required for entry level law enforcement officers. Instructor Michelle Barnes has been working with students and has implemented a voluntary Boot Camp style of physical fitness program for Gateway students. Instructors Steve Spingola and Raul Terriquez attended a Criminal Justice student competition in Illinois which consisted of a quad state area to include Wisconsin students. Competitions included academics, firearms, crime-scene investigations and physical fitness. Trophies were given to top contenders. Many ideas were gained for the possibility for Gateway students to participate in a similar event. Students in the Elkhorn Chi Omega Phi Criminal Justice student club assist students whose parents are incarcerated at the Walworth county jail with their homework. Students meet at the jail on Tuesday/ Thursday evenings and work with those that are visiting their family member.

*Emergency Medical Services Program Technology:*

- Implemented Life Size Video conferencing pilot for summer EMT courses – broadcasting to 3 campus sites simultaneously
- Joined Vanguard meetings and as a result generated much interest in use of that technology to extend into the high schools. Prepared for and implemented broadcasting EMT class originating from HERO Center / BHS to Elkhorn HS and Delavan-Darien HS. Other high school have expressed interest in this type of delivery.

*Early Childhood Associate Degree program:* Students in 307-198 ECE: Admin an ECE Program create a Start-Up Small Business Plan as a required course competency. Collaboration was established with the Wisconsin Women's Business Initiative Corporation to work with the students on the business plan process. Throughout their coursework students will work in teams to create a small business plan. During an end of semester simulation the students will present their plans and business concept to representatives of WWBIC.

*Human Services/ AODA Program:* The program introduced three new one credit courses Mindfulness, Informed Consent and Trauma, as electives and to practitioners seeking continuing education courses.

## **Elkhorn Campus**

Congratulations to our champion team of spellers, Manoj Babu and Brenda Putze. The team took top honors at this year's Walworth County Literacy Council Spelling Bee held March 6 at Sperino's in Elkhorn.

## **COMMUNITY AND GOVERNMENT RELATIONS**

On Saturday, March 1<sup>st</sup>, the college co-hosted a TedX Manhattan event discussing changing the way we eat. This event was attended by over 100 individuals that stayed for the day and heard from many experts across the country, had networking opportunities and talked to the many vendors that were on display. The Gateway Urban

Farm had a booth at this event. We are in the process of planning for the second annual High School environmental summit. This event will be open to the high schools in the tri-county area and will showcase green careers and the best practices that are taking place in the schools.

Rudy the Red Hawk has made his journey to the Racine Zoo and we are meeting with the zoo staff to discuss the next steps with his area, marketing and an upcoming event.

We have begun planning for the Boys and Girls club summer camp program. This year we will be doing two summer camps – solar power and powering the planet. This should be another great year with the Snap-on and the Boys and Girls club. We are also working on a summer camp initiative at Gateway that will be open to middle school students in the tri county area.

The marketing department conducted a fruitful brainstorming session concerning Gateway's new recruitment and branding theme with the Executive Leadership Team. The concept design is beginning and we will plan to involve additional college staff to discuss its incorporation and roll out. The staff is working on the Summer guest student promotion for roll-out later this month and the catalog and new Viewbook are both in the early stages of development.

More than 70 Gateway employees and retirees participated in the "Planning Life's Transitions" seminars co-hosted by the Foundation and the Wellness Initiative featured local professionals speaking on health care in retirement, funding your retirement, and wills & trusts. The High School Student Scholarship application is open until March 16, 2014. \$416,640 has been raised as of March 4, 2014

The Center for Sustainable Living has hosted Union Grove High school with a campus tour and sustainable activities. We are currently working on the development of three area specific programs for the middle and high schools. The CSL will also play host to activities during Earth Day.

## **ENROLLMENT**

Spring enrollments are currently at a decrease of -8.0%. Current year enrollment, including the summer, fall and spring registration is down -5.7 up from -6.2% in February. Summer 2014 enrollments are up 0.2% which begins are 2014-2015 academic year.

## **FINANCE AND ADMINISTRATION**

FY15 Budget Process Update - Budget officers are continuing to work collaboratively on their respective budgets incorporating both administrative and budget council recommendations. As in previous years, strategies are being discussed to evaluate additional cost saving measures and revenue generating ideas. Tuition, as set by the state, will reflect an increase of 3%. Administration is monitoring the effect of

performance based funding on state aid. Staff will continue to monitor and evaluate the effects of the Governor's "buy down" of the tax levy.

Assistant Controller Position - Business Office leadership is reviewing applicants for the Assistant Controller position. Staff is working with HR to schedule the first round of interviews by the end of March.

Moody's Investment Services Rating Process Update - Bane Thomey met with John Mehan (Baird) to discuss Moody's recent changes relating to the their rating process. Discussions revolved around speculation of how Gateway's rating would be reflected using Moody's new calculated formula. Moody's will not be releasing the revised scorecard until Gateway issues new debt; which is not expected to be issued until 2nd quarter as it relates to the FY15 budget.

Wisconsin Technical College System Business Officers Meeting (BOM) Update March 2014 - Bane Thomey attended the WTCS BOM meeting held at Fox Valley Technical College, Appleton campus. The meeting was a two day joint session for Business Officers in collaboration with the WTCS Facilities group. John Thielen & Larry Paruszkiewicz participated on behalf of the facilities breakout sessions and together the groups toured the various remodeling and referendum projects well under way. Highlights of the Business Officer meeting discussions included financial and legislative updates from Jim Zylstra of the state office; clarification on aidable funds and UFFAS reporting within the Financial Accounting Manual (FAM); on behalf of our insurance provider, Districts Mutual Insurance (DMI), Steve Stoegger-Moore shared new initiatives, updates relating to insurance and risk management issues and common concerns throughout the WTCS; the CFO's shared best practices as they relate to the business office and financial processes; and round table discussions concluded the session. The group nominated Bane Thomey to serve as Secretary for the 2014-2015 year, transitioning to Vice President for 2015-2016 and President for 2016-2017.

NetDiligence Cyber Risk Assessment - In cooperation with Districts Mutual Insurance and NetDiligence, Gateway Technical College, along with the other Wisconsin Technical Colleges, are participating in a planned "Health Check CyberRisk Assessment." The purpose of the "Health Check" is two-fold:

- Provide each College with a Summary Report that outlines findings from a technical review. Based on this report's recommendation, the College can develop a strategy for addressing any network security matters; and,
- Provide DMI with a trend report of the combined key findings that will be valuable in assessing the exposures for a planned DMI CyberRisk coverage form.

This assessment is being performed at no cost to the college and in a cooperative effort among staff from the divisions of Information Technology, Information Systems, Controller, Bursar and Risk Management. An upcoming conference call among NetDiligence associates and Gateway staff will be a collaborative discussion / interview regarding security/privacy policies and practices and identification of key factors that are important for Gateway Technical College's risk management due diligence efforts in the cyber area. A college posture summary report outlining the findings from the technical

interview will be prepared by NetDiligence and will highlight reasonable practices and provide recommendations to strengthen identified concerns.

Time Card Training - Business Office staff participated in a half-day training session for accessing the online employee time entry application. Staff learned how to record and manage their time sheet entries online via time sheet entry or clock in/clock out methods. Staff also learned how to request vacation or sick leave online.

## **INSTITUTIONAL EFFECTIVENESS**

Employee Learning, in conjunction with Human Resources, has completed a two-year supervisory leadership training series with all Gateway supervisors. Participating in a combination of formal leadership modules and locally developed workshops, supervisors refreshed their leadership skills and knowledge of the Employee Handbook and other key processes. Both participant evaluations and external climate data indicate the program was very beneficial to our supervisors. Our next step is to sustain an on-going agenda of monthly training and create a program for all new supervisors.

## **STUDENT SUCCESS**

Student Life and the United Student Government brought C.L. Lindsay to all three campuses the first week in February. He is an attorney and expert in the field of student rights and academic freedom. He was nominated as “2013 Best Speaker” by *Campus Activities Magazine*. Lindsay spoke on topics related to social media networking pages, the impact of social media to one’s future, and highlighted the impression an employer could have from viewing a social networking page. The filmed presentation is available through the Marketing Department.

Student Life and the Multicultural Program teamed up for Black History week during February 10-14. The week included traditional and contemporary African dance & music, spoken word poetry, comedy, a taste of soul food, and a showing of the movie *The Help*. All students, faculty, and staff were welcomed to attend.

Six students attended the Legislative Seminar and WACTE conference February 16-18 in Madison. Students were able to meet with Legislators and their Representatives at the Capitol and tell “their story.” Student Mary Gonzalez mentioned, “This conference was life changing.” She was even able to meet one Legislator, Cory Mason, on the Assembly Floor. During the event on February 18, Gateway showcased TRiO, HPOP, and the Multicultural program in the Rotunda. The showcase had a steady flow of inquiries throughout the day.

## **Admissions**

The Admissions Office is wrapping up the petitioning process for the Health programs. This is the process to award clinical seats for the upcoming semester. Over 300 student petitions were received during this petition cycle. Students will have final decision notifications by March 18.

### **New Student Specialists**

The New Student Specialist team has begun to expand their outreach within the community. They are working with marketing and outside resources from each campus to achieve at least one outreach event each week. The goal is brand awareness and increase applications from employees working at local business and clients of community agencies.

### **Testing**

Gateway Testing Department is pleased to announce the addition of two new high-stakes exam providers; PSI and TD Testing. Both of these providers offer a variety of computer-based licensing and certification exams including construction, health care, insurance, real estate, and government employment exams. The Testing Department is pleased to be able to support our local community through the delivery of these exams.

### **Registrar**

The Registrar's Office has been working on moving the college's graduation application online. This project is in its final stages. Students will be able to apply for graduation online by mid-March.

### **Student Accounts**

The Student Accounts Office has been diligent in streamlining the college's collections processes. By doing so, the college has been able to collect, so far this calendar year, \$198,381.79 through the Tax Refund Interception Program (T.R.I.P.) compared to \$40,968.24 for the same time period last year.

## **HUMAN RESOURCES & FACILITIES**

### **WTCS Health Care Insurance Co-op**

The two year study by the HR Committee of the WTCS is coming to a conclusion. Five (5) schools have decided to join the co-op initially but at this time we are not because the estimated premiums for us were higher than our renewal rates. We could join in the future if it makes financial and operational sense.

### **Wellness**

The Wellness Committee partnered with the Gateway Foundation to deliver the "Life Transitions" workshop for employees and retirees with very positive feedback. One of our more successful initiatives, The Biggest Loser, just concluded. It was a competition between campuses for the highest percentage of weight loss during the contest with Racine walking away with the contest.

### **Affordable Care Act**

The US Treasury finally released regulations that will help establish our practices with our adjunct instructors to keep us from any penalties for employees working over thirty (30) hours per week.

**Staffing**

We are actively recruiting for three (3) faculty and three (3) other positions due to resignations and retirements. We worked with LID in a reorganization plan to more effectively deploy their computer techs.

**Facilities**

Demolition has begun on the Kenosha Learning Success Center project. We should see excavation as the ground begins to thaw. Asbestos abatement will be finished this week during the semester break. The new washrooms and new electrical service are nearing completion in Elkhorn. The Public Safety Training Center options are being vetted with some additional possibilities and some coming off the list as potential considerations.