

July 3, 2024

Ritu Raju, PhD

President and CEO

Burlington Center

496 McCanna Pkwy. Burlington, WI 53105-3623

Elkhorn Campus

400 County Road H Elkhorn, WI 53121-2046

HERO (Health And Emergency Response Occupations) Center

380 McCanna Pkwy. Burlington, WI 53105-3622

Horizon Center For Transportation Technology

4940 - 88th Avenue Kenosha, WI 53144-7467

Inspire Center

3520 - 30th Avenue Kenosha, WI 53144-1690

Kenosha Campus

3520 - 30th Avenue Kenosha, WI 53144-1690

Lakeview Advanced Technology Center

9449 - 88th Avenue (Highway H) Pleasant Prairie, WI 53158-2216

Racine Campus

1001 South Main Street Racine, WI 53403-1582

SC Johnson iMET (Integrated Manufacturing & Engineering Technology) Center

Renaissance Business Park 2320 Renaissance Blvd. Sturtevant, WI 53177-1763

WGTD HD

Your Gateway to Public Radio wgtd.org 262.564.3800

gtc.edu 800.247.7122

NOTICE OF MEETING GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Organizational Meeting In-Person and Virtual

Monday, July 8, 2024 – 8:00 a.m.
SC Johnson iMET Center, Kopper Auditorium
2320 Renaissance Blvd., Sturtevant, WI 53177
Join Zoom Meeting https://gtc.zoom.us/j/82268852300
Or by calling 1-312-626-6799 Meeting ID: 822 6885 2300

Board Retreat

No Public Virtual or In-Person Option

Monday, July 8, 2024 – Immediately following Organizational Meeting SC Johnson iMET Center, 2nd Floor, Room 236

AGENDA FOR THE ORGANIZATIONAL MEETING

- I. Call to Order
 - A. Open Meeting Compliance
- II. Roll Call
- III. Announcements
- IV. Oath of Office
- V. Citizen Comments
- VI. Election of Officers
- VII. Oath of Ethics
- VIII. Review Trustees Self-Evaluation
 - IX. Action Agenda
 - A. ROLL CALL Resolution No. B-2024 B.1 approval of Preliminary Concept for the Racine Campus Welding Lab Remodel
 - X. Appointment of Board Representatives
 - XI. Establish Dates, Times and Locations for the 2024-2025 Board Meetings
- XII. Next Meeting Date and Adjourn

AGENDA FOR THE RETREAT MEETING

Immediately following the Organizational Meeting, the Gateway Technical College District Board will meet for their annual retreat, which <u>does not have a public virtual or in-person option</u>. The agenda for the retreat will include the Board's goals and future strategic directions for the college. No action will be taken.

Ritu Raju. Ph.D.

President and Chief Executive Officer

To request disability accommodations, contact the Director of Compliance at <u>262-564-3062</u>/Wisconsin Relay 711, or compliance@gtc.edu, at least three days in advance.

To view Gateway's Notice Under the Americans with Disabilities Act, visit atc.edu/eeo.

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Organizational Meeting

Monday, July 8, 2028 – 8:00 a.m. In-Person and Virtual Meeting SC Johnson iMET Center, Kopper Auditorium 2320 Renaissance Blvd., Sturtevant, WI 53177

Join virtual Meeting https://gtc.zoom.us/j/82268852300 Or by calling 1-312-626-6799, Meeting ID: 822 6885 2300

	A. Open Meeting Complian	ice
II.	ROLL CALL	
	Ram Bhatia	
	Benjamin DeSmidt	
	William Duncan	
	Preston Gardner	
	Zaida Lange-Irisson	
	Andrea Nunez	
	Nicole Oberlin	
	Scott Pierce	
	Jason Tadlock	
	Rebecca Matoska-Mentink	

CALL TO ORDER

Our Positive Core – Gateway Technical College District Board

Our shared strengths as a Board that we draw upon to do our work:

- Belief in the value of Gateway Technical College
- Commitment to our community
- Common sense of mission
- Mutual respect
- Sense of humor
- Open-mindedness & willingness to question

III. Announcements

IV. Oath of Office

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD ORGANIZATIONAL MEETING

Roll Call	
Action	Χ
Information	
Discussion	

OATH OF OFFICE

Summary of Item:

The following board appointees are required to take the Oath of Office:

- Preston Gardner
- Nicole Oberlin
- Scott Pierce
- Jason Tadlock

____, swear that I will support the Constitution of the United States and the Constitution of the State of Wisconsin, and will faithfully and impartially discharge the duties of the office of Technical College District Board Member for Gateway Technical College to the best of my ability."

٧. CITIZEN COMMENTS

A. The Gateway Technical College District Board has established a limit of thirty minutes for citizen comments. Individuals will be limited to three to five minutes for their comments depending on the number of individuals who wish to address the Board. Citizens wishing to address the Board are to sign up prior to the meeting on the forms provided at the entrance to the meeting room.

Election of Officers VI.

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD ORGANIZATIONAL MEETING

Roll Call	
Action	X
Information	
Discussion	

ELECTION OF OFFICERS

Summary of Item:

The District Board shall hold its annual organizational meeting on the second Monday in July at which it shall elect from among its members a Chairperson, Vice-Chairperson, Secretary and Treasurer. No person may serve as Chairperson for more than two (2) successive annual terms. (Source: Wisconsin Statutes, Section 38.08[3])

<u>Procedure</u>

The Board Chair's designee shall conduct the election by soliciting nominations from the membership.

In order for a name to be placed in nomination for the above-named offices, a motion and a second are required. The Board Chair's designee will call for the closing of the nominations and the distribution of ballots. The ballots will be tallied by the Board Chair's designee, and the results announced to the full Board.

At the conclusion of the elections, the newly elected officers will assume their duties.

Staff Designee: Liz Allen

ELECTION OF OFFICERS

Nominations are now in order for the office of:			
Chairperson			
Nominations are now in order for the office of:			
Vice Chairperson			
Nominations are now in order for the office of:			
Secretary			
Nominations are now in order for the office of:			
Treasurer			

VII. Code of Ethics

CODE OF ETHICS

Each member of the Board is an appointed representative of the citizens of the entire District and therefore embraces the public's trust. The Board members' obligations, as a group, are both legal and ethical. Each member promises to carry out his/her duties with the very highest ethical conduct, and to carry out the Board's requirements under the applicable education code provisions of the State of Wisconsin and such other local, state, and federal laws as apply.

- 1. Board members must maintain unconflicted loyalty to the interests of the ownership. This accountability supersedes any conflicting loyalty such as that to advocacy or interest groups and membership on other boards or staffs. This accountability supersedes the personal interest of any Board member acting as an individual consumer of College services.
- 2. Board members must assure that all actions and decisions are done to better serve the community since this is the primary reason for the College's existence.
- 3. Board members must help create and sustain an atmosphere in which controversial issues or different philosophical stances can be presented fairly and in which the dignity of each individual is maintained.
- 4. Board members must avoid any conflict of interest with respect to their fiduciary responsibility.
 - a. Board members must maintain confidentiality of privileged information, including topics discussed in legally permitted closed sessions, and refuse to use their position on the Board or any confidential information in any way for personal gain.
 - b. Board members must not use their positions to obtain employment by the College for themselves, family members, friends or associates. Should a board member apply for employment with the college, he or she must first resign from the Board.
 - c. Board members must not vote on any matter before the Board which does or could result in financial gain for themselves, family members, friends, or associates, except as permitted in WI Statute Section 946.13 or as otherwise permitted by law.
 - d. When the Board is to decide upon an issue about which a member has an unavoidable conflict of interest, that member shall absent him/herself without comment not only from the vote but also from the deliberation.
- 5. Board members recognize that each Trustee is only one member of the Board, and that all Board actions are taken as a whole in such a manner that the best interests of the entire College community are advanced.
 - a. Board members' interaction with the President or with staff must recognize the lack of authority in any individual Board member or group of Board members except as noted in Board policies.
 - b. Board members' interaction with the public, press, or other entities must recognize the same limitation and the similar inability of any Board member or Board members to speak for the Board beyond simply reporting Board decisions. The Board Chairperson is the official media spokesperson for the Board.
 - c. Board members will express no judgments of the President's or staff's performance except as that performance is assessed in accordance with explicit Board policies.
 - d. Although all members are obligated to register differences of opinion on Board issues at the board level as passionately as desired, individual members may not direct their differences of opinion to staff in a manner which would create dissension or polarization in the organization or undermine a decision of the Board majority.
- 6. Board members will sign an annual statement affirming this code of ethics and submit an annual economic interest statement to the State of Wisconsin as required by statute.

Acknowledgement Form – Code of Ethics Policy 1.13

	al College Board Governance Policy 1.13 under t I have read and agree to abide by the terms of
the Code.	
Signature	
Name	
Date	

VIII. Review Trustees Self-Evaluation

- IX. Action Agenda:
 - A. ROLL CALL Resolution No. B-2024 B.1 approval of the Preliminary Concept for the Racine Campus Welding Lab Remodel

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Summary of Item:

Ends Statements and/or

Executive Limitations: Section

Attachments:

Staff Liaison:

ROLL CALL

Jesse Adams _____

Ram Bhatia _____

Benjamin DeSmidt _____

Zaida Hernandez-Irisson _____

Pamela Zenner-Richards _____

Rebecca Matoska-Mentink _____

William Duncan _____

Scott Pierce _____

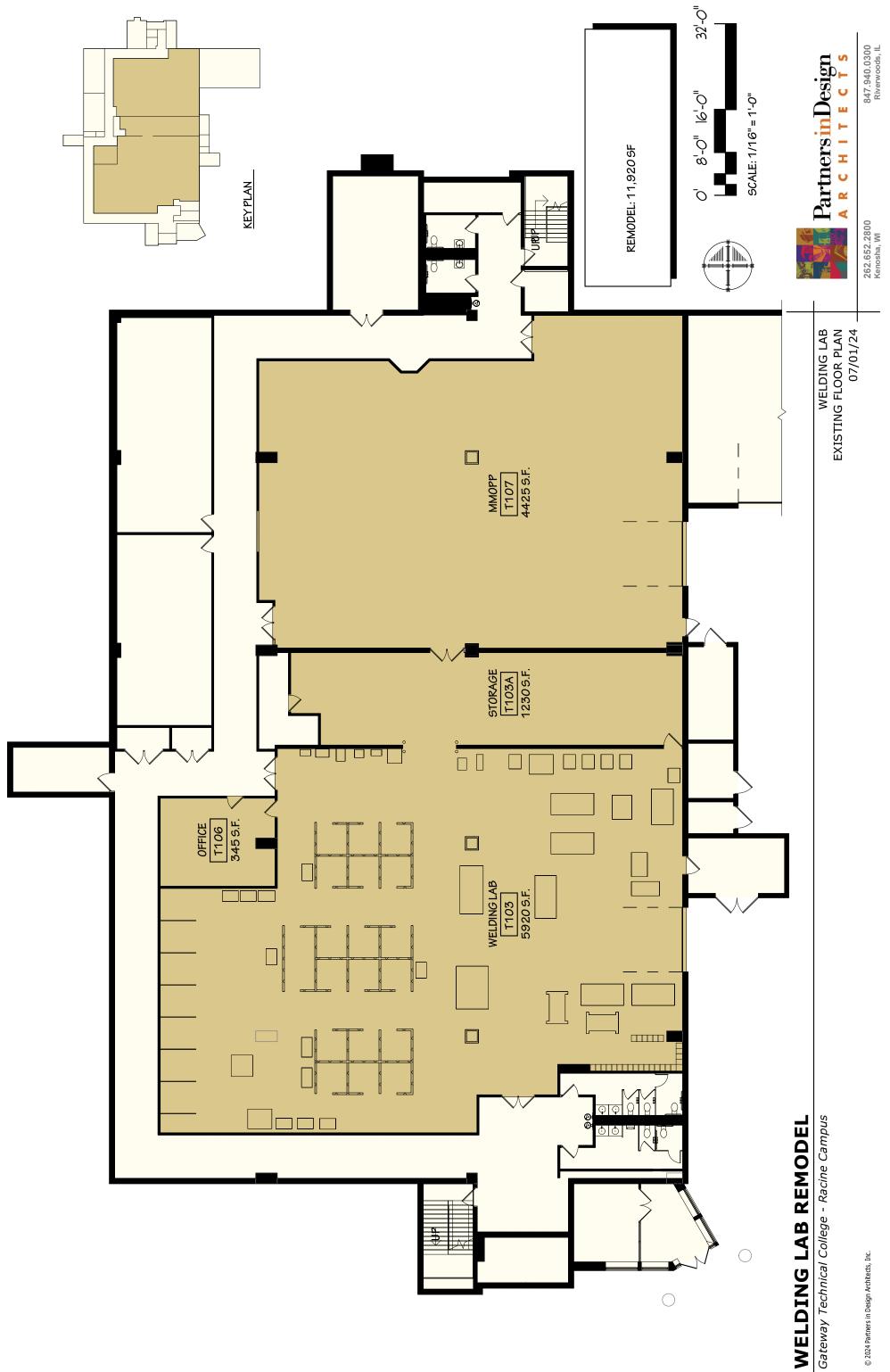
Jason Tadlock _____

		Roll Call Action Information Discussion	_X
APPROVAL	SOLUTION NUMBER B-2024 B.1 . OF PRELIMINARY CONCEPT FO CAMPUS WELDING LAB REMO		
of Item:	The administration is recommending approx Technical College District Board of Resolution for the Preliminary Concept of the Racine Concept of the Racine Concept project.	on Number B-	2024 B.1
nts:	Welding Project Concept Preliminary Concept Plan Preliminary Budget		
ements and/o Limitations:	Or Section 3 - Executive Limitation, Financial C Section 4 – Ends, College Ends Policy 4.1	Condition Polic	y 3.5
on:	Sharon Johnson		
LL			
 smidt			
n			
dez-Irisson			

Resolution B-2024B.1.docx or .pdf 07/02/2024

Welding Project Concept

Gateway Technical College was approached by the US Navy to offer workforce training supporting Southeast Wisconsin employers that manufacture components for the Navy's submarine expansion program. The Navy's initiative is in partnership with the Blue Forge Alliance, an industry trade group that includes local employers. The 16-week training programs will provide students with a no-cost certificate in welding, CNC operation, electronic assembly or quality inspection. There are space and equipment capacity constraints to expand the number of students in the welding pathways. Therefore, the US Navy is willing to commit to fund the building construction and equipment necessary to double the welding booth capacity at the Racine Campus. The total US Navy investment is expected to be \$5.2million.



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July 8, 2024 17



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RACINE CAMPUS WELDING REMODEL					
TCS 5.04(4)(h)	5.04(4)(h) Description Budget				
1	General Construction		\$	23,000.00	
2	Heating, ventilation and AC		\$	1,515,000.00	
3	Electrical		\$	588,000.00	
4	Plumbing		\$	213,000.00	
5	Other contracts:				
	Demolition		\$	45,500.00	
	Earthwork & Site utilities		\$	-	
	Concrete		\$ \$ \$ \$ \$ \$	14,300.00	
	Asphalt Paving		\$	-	
	Lanscaping (Allowance)		\$	-	
	Masonry		\$	19,000.00	
	Metals		\$	-	
	Woods & Plastic		\$	20,000.00	
	Doors & Windows		\$	66,900.00	
	Finishes		\$	158,500.00	
	Roofing Work		\$	-	
	Sealants / Firestopping		\$	5,800.00	
	Fire Protection		\$ \$ \$ \$	-	
6	Equipment		\$	10,000.00	
7	Miscellaneous cost		\$ \$ \$	-	
	Supervision		\$	105,300.00	
	Contingency		\$	125,000.00	
	General Liability Insurance		\$	7,700.00	
	General Contractor Fees		\$	60,600.00	
	Performance Bond		\$	20,000.00	
8	Fees & Permits		\$	33,000.00	
	TOTA	L CONSTRUCTION:	\$	3,030,600.00	
	Asbestos Abatement & Security M	lodifications			
	-	NER ALLOWANCE:	\$	-	
	Architectural & Engineering		\$	212,000.00	
	Reimbursable		\$	13,000.00	
	Commissioning & Arc Flash/Fault	Current	Ψ	25,555.55	
	commissioning & Are Hashy Fault	TOTAL A&E FEES:	\$	225,000.00	
	T01	AL PROJECT COST:	\$	3,255,600.00	

Appointment of Board Representatives Χ.

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD ORGANIZATIONAL MEETING

Roll Call	
Action	X
Information	
Discussion	

APPOINTMENT OF BOARD REPRESENTATIVES

Summary of Item: The Gateway Technical College Board

Chairperson appoints a Board of Director

member, committee members to the Wisconsin Technical College District Boards Association,

and the Gateway Technical College

Foundation Board.

2024-2025 Technical College Trustee Designations

Please type or print

College Name:
(DBA will show this information in our 2024-25 member directory.)
College Board Chair:
Vice Chair of the Board:
Secretary of the Board:
Treasurer of the Board:
(Please see the memo and Committee Descriptions attachments for more information.)
District Board assignments to the DBA:
DBA Board of Directors designee:
1) DBA Awards Committee:
2) DBA Bylaws Committee:
3) DBA External Partnerships Committee (up to 4):
4) DBA Internal Best Practices Committee (up to 4):
5) Gateway Foundation Board:

Thank you for your assistance! Please return this form, with a copy of your 2024-25 college board meeting schedule if possible, to Diane Handrick at dhandrick@districtboards.org

2023-2024 Technical College Trustee Designations

Please type or print

College Name:Gateway Technical College
(DBA will show this information in our 2023-24 member directory.)
College Board Chair:Rebecca Matoska-Mentink
Vice Chair of the Board:Jason Tadlock
Secretary of the Board:Benjamin DeSmidt
Treasurer of the Board: Zaida Lange-Irisson (previously Hernandez-Irisson)
(Please see the memo and Committee Descriptions attachments for more information.)
District Board assignments to the DBA:
DBA Board of Directors:William Duncan
DBA Awards Committee:Pamela Zenner-Richards
DBA Bylaws Committee:Ram Bhatia
DBA External Partnerships Committee (up to 4):
William Duncan, Zaida Lange-Irisson, Benjamin DeSmidt, Jesse Adams
DBA Internal Best Practices Committee (up to 4): _Scott Pierce, Rebecca Matoska-Mentink, Jason Tadlock
Gateway Foundation Board: _Zaida Lange-Irisson

Thank you for your assistance! Please return this form, with a copy of your 2023-24 college board meeting schedule if possible, to Diane Handrick at dhandrick@districtboards.org

DBA Committee Descriptions 2024

Board of Directors

Each district board is asked to designate one trustee to represent the college on the DBA Board of Directors. The DBA Board meets at the Association meetings (hybrid, virtual or in-person) and for one Annual Planning Meeting, usually held in late August in Madison. The DBA Board sets policy for the Association, has final approval of all bylaws, policy and procedures manual changes, determines the annual Association budget, approves compensation for staff, and is the governing and oversight board for the DBA Executive Director.

Board of Directors Delegate Commitment: It is important that we have full representation from all colleges at DBA board meetings. Board of Directors Delegates are asked to attend all Association Board meetings either in-person or virtually. If a delegate is unable to attend a meeting, they should contact DBA for more information.

DBA Standing Committees are listed here. These committees meet as needed.

External Partnerships Committee

This committee meets (hybrid, virtual or in-person) and works to explore innovative partnerships, external challenges, and emerging opportunities for collaboration, while building understanding and strengthening relationships between trustees and local, state, and national leaders. In collaboration with the host college, the committee meets with strategic partners that include but are not limited to:

- K-12 leaders
- Employer-partners
- Chamber officials
- County board members
- Presidents Association
- Higher education leaders
- Association of Community College Trustees
- Community and Faith-Based Organizations
- Other stakeholders and partners

Led by two trustee co-chairs in concert with DBA staff, this committee also generates programming input for Association staff to develop for in-service sessions.

Each district board is asked to appoint one to four trustees to serve on the External Partnerships Committee.

Internal Best Practices Committee

This committee meets (hybrid—virtual or in-person) to share and discuss best practices internal to the technical college system on topics of interest to the members. Past topics appropriate for this committee include:

- Board and Association best practices around new member orientation;
- "Boardsmanship," or how to be effective at the board table, legal and ethical parameters, and other skillsets for trustees;
- Human resources and employee compensation best practices;
- Student services best practices (mental health, veterans services);
- Instructional services best practices (career pathways, credit for prior learning, Promise programs); and
- Other emerging trends and topics

Led by the co-chairs, the Internal Best Practices Committee also generates programming input, suggesting topics for Association staff to develop for in-service sessions.

Each district board is asked to appoint one to four members to serve as part of the Internal Best Practices Committee.

Bylaws, Policies and Procedures Committee

The Bylaws, Policies and Procedures Committee, as set forth in Article IX of the Bylaws, reviews the Association's Bylaws, Policies and Procedures Manual and recommends changes to the Board of Directors where appropriate.

The Committee has additional specific assignments:

- At the Board of Directors' request, develop a select list of major issues on which the Board of Directors may request member consideration.
- At the request of the Board of Directors, committee chair, or an individual member district board of the Association, review a proposed resolution or proposed change in the bylaws, policies or procedures for the purpose of recommending whether the proposed language will accomplish the desired effect, and/or whether the proposed change would require amendment of any other portion of the corporate bylaws, policies, or procedures.

Awards Committee

The Awards Committee has responsibility for promoting, identifying and rating:

- Board Member of the Year candidates
- Technical Education Champion (TECh) Award candidates
- Media Award candidates
- Distinguished Alumni of the Year candidates

This committee conducts their work via e-mail/virtual meetings, outside of the DBA meetings. Each district board is asked to select one trustee to serve on the committee who will review and rate nominations for the Association awards program on behalf of their college.

The Committee determines, selects the recipients of, and delivers the Association's annual awards via the following process:

Association staff announce the nomination period for each award. At the end of the nomination period, the Association provides the Awards Committee with a slate of nominees eligible for the award with corresponding nomination materials. The Awards Committee selects award recipients by rating colleges' nominees against a set rubric of criteria for each award. Association staff then tabulate the scores and announce the winner. Whenever possible, awards are presented at the next in-person meeting of the Association.

Awards Committee Commitment: The DBA requests ratings from each college for awards. Awards Committee members read nominations for each award (one award each quarter) and submit a rating for each nomination. Members have about two weeks to complete this activity. During the rating process, members read or view 8-10 nominations for an award and rate each award on 4 or 5 rating criteria. Members are allowed to split this responsibility with another board member.

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Establish Dates, Times and Locations for the 2024-2025 Board Meetings

XI.

PROPOSED SCHEDULE FY2024/25 Date / Location Start Time Thursday, August 22, 2024 – Elkhorn Campus, Room 112/114 8:00 AM Thursday, September 19, 2024 – Kenosha Campus, Madrigrano Board Room 3:00 PM Thursday, October 17, 2024 – Racine Campus, Quad Rooms 8:00 AM Thursday, November 21, 2024 - Elkhorn Campus, Room 112/114 8:00 AM Thursday, December 19, 2024 - Racine Campus, Quad Rooms 3:00 PM Thursday, January 16, 2025 – Kenosha Campus, Madrigrano Board Room 8:00 AM Thursday, February 20, 2025 – SC Johnson iMET Center, Kopper Auditorium 8:00 AM Thursday, March 20, 2025 - Horizon Center, Room 106 3:00 PM Thursday, April 17, 2025 - Elkhorn Campus, Room 112/114 8:00 AM Thursday, May 8, 2025 (7 p.m.) - Kenosha Campus, Madrigrano Board Room 7:00 PM Wednesday, May 15, 2025 – SC Johnson iMET Center, Kopper Auditorium 8:00 AM Wednesday, June 18, 2025 - Kenosha Campus, Madrigrano Board Room 3:00 PM Monday, July 7, 2025 Organizational Meeting – SC Johnson iMET Center, Kopper Auditorium 8 - 9 am 8:00 AM Retreat - iMET CR 236 9 - 3 pm 9:00 AM

ESTABLISH DATES, TIMES AND LOCATIONS FOR BOARD MEETINGS 2024-2025

DATE AND TIME	GATEWAY DISTRICT BOARD	DISTRICT BOARD	ACCT
		ASSOCIATION	
JULY 8, 2024 –	Organizational Meeting		
Monday	Virtual Meeting & In Person		
8:00 AM	iMET Center, Room 102		
AUGUST 22, 2024 –	Regular Meeting		Governance Leadership
Thursday	Walworth County & Virtual		August 7-9, 2024
8:00 AM	Elkhorn Campus, 112/114		Jackson, MS
SEPTEMBER 19, 2024 –	Regular Meeting		
Thursday	Kenosha County & Virtual		
3:00 PM	Madrigrano Center, Board Room		
OCTOBER 17, 2024 –	Regular Meeting		Leadership Congress
Thursday	Racine County & Virtual		Oct 23-26, 2024
8:00 AM	Racine Campus, R102/R104		Seattle, WA
NOVEMBER 21, 2024 –	Regular Meeting	Fall Meeting	
Thursday	Walworth County & Virtual	Nov 20-22, 2024	
8:00 AM	Elkhorn Campus, 112/114	FVTC – Appleton, WI	
DECEMBER 19, 2024 –	Regular Meeting		
Thursday	Racine County & Virtual		
3:00 PM	Racine Campus, R102/R104		
JANUARY 16, 2025 –	Regular Meeting		
Thursday	Kenosha County & Virtual		
8:00 AM	Madrigrano Center, Board Room		
FEBRUARY 20, 2025 –	Regular Meeting		National Legis. Summit
Thursday	Racine County & Virtual		February 9-12, 2025
8:00 AM	iMET Center, Room 102		Washington, DC
MARCH 20, 2025 –	Regular Meeting		Governance Leadership
Thursday	Kenosha County & Virtual		March 16-18, 2025
3:00 PM	Horizon Center, Room 106		Oahu, HI
APRIL 17, 2025 –	Regular Meeting	Spring Meeting	
Thursday	Walworth County & Virtual	April 2025	
8:00 AM	Elkhorn Campus, 112/114	TBD	
MAY 8, 2025 –	Public Hearing Budget Meeting		
Thursday	Kenosha County & Virtual		
7:00 PM	Madrigrano Center, Board Room		
MAY 15, 2025 –	Regular Meeting		
Wednesday	Racine County & Virtual		
8:00 AM	iMET Center, Room 102		
JUNE 18, 2025 –	Regular Meeting		
Wednesday	Kenosha County & Virtual		
3:00 PM	Madrigrano Center, Board Room	Company NA 1'	
JULY 7, 2025 –	Organizational Meeting	Summer Meeting	
Monday	Racine County & Virtual	July 2025	
8:00 AM	iMET Center, Room 102	TBD	<u> </u>

- XII. Next Meeting Date and Adjourn
 - A. Regular Board Meeting Thursday, August 22, 2024, 8:00 am Elkhorn Campus, Room 112/114 & Virtual
 - B. Adjourn Immediately following the Organizational Meeting, the Gateway Technical College District Board will meet for their annual retreat, which will not have a public virtual option. The agenda for the retreat will include the Board's goals and future strategic directions for the college. No action will be taken.