



**President’s Leadership Team Report to the
Board of Directors
January 26, 2012**

Overview of Report

During the 2011-12 academic year, the President’s Leadership Report will be organized primarily by the three Strategic Focus Areas contained in the 2010-2016 Strategic Plan: Pathways, Engagement, and Organizational Capacity.

Pathways: (KPI’s include enrollment, matriculation, businesses served, completion, licensure rates, and employment.)

Admissions

- **Spring 2011** preliminary enrollment as January 9, 2012, is as follows (final enrollment numbers will be available in April).

Spring Headcount: 3,614 (4,786 final spring 2011)
Spring FTE: 2,384 (2,621 final spring 2011)

- **Year-to-Date Comparisons**

	2011	2012
Spring Headcount	3,683	3,614
Spring FTE	2,435	2,384

Recruitment Activities of New and Returning Students

- The Advising Center is continuing with enrollment of new students for the spring 2012 term. The center began holding smaller orientation/advising groups at the Covington Campus. Students interested in the programs housed at Covington will be better oriented at the campus of their chosen program. We will use this opportunity as a pilot program, with hopes of implementing orientation/advising programs at Boone Campus in the near future. A total of 1,346 students are currently assigned to the advising center.
- The Advising Center welcomed **Jennifer Jones** as a part-time advisor for Nurse Pending Students served by the Advising Center. The center will also begin working closely with **Amy VanHorn** and **Robin Frederick**, Health Professions Opportunity

Grant (HPOG) staff members, who will begin advising Allied Health students that have developmental class requirements and are potential HPOG program students.

- The Early College Scholars Program (dual credit) is offering a Spanish 202 class at Simon Kenton High School and a psychology class at Scott High School for the spring semester.
- There are multiple high school students from around Northern Kentucky enrolled as Early College Scholars who are taking advantage of the discounted tuition (50%) and opportunity to get a jump start on their postsecondary career. The home school population is very interested in sending students to Gateway for college level classes in the sciences.
- The Workforce Solutions team, manufacturing faculty, and student affairs representatives, under the direction of **Dr. Yvonne Meichtry**, provided three workshops for Science, Technology, Engineering, and Mathematics (STEM) students from Kenton County Schools in October and November. Plans are underway to double the workshops in the spring semester to serve approximately 200 high school students.
- After researching and visiting other dual credit programs in the area, a proposed new dual enrollment program called "The Gateway Institute" is being developed. The Gateway Institute will offer area high school juniors and seniors the opportunity to gain college credit and experience on a college campus while finishing their high school career. Students will have the opportunity to earn up to 24 college credit hours (maximum of six per each fall and spring semester) at a discount of half tuition, if enrolled in the Gateway Institute. The proposed Institute will start fall 2012.
- The Personal Trainer certificate began its first co-hort with 15 students. The Phlebotomy classes being offered this spring semester are at capacity.
- The Nursing Department has admitted 48 new students for the Associate Degree Nursing program for the fall 2012 semester.

Activities in Support of Non-Traditional Pathways to Gateway

- To date, the Kenton County Adult Education program has enrolled 500 students and continues to offer new student orientation weekly. The Adult Education program works with other partners in the college and community to offer basic education and college transitional services. The minimum enrollment goal set for the program this year is 843 students and will most likely exceed this goal by June 30.
- The Workforce Solutions Division, under the leadership of **Christi Dover**, started a new banking consortium with nine class members from four banks (PNC, First Security, Heritage, and Central Banks) taking the Financial Perspectives Certificate program.

- Toyota Motor Manufacturing will have 150 employees take 10 Achieve Global modules in the next two months. The Achieve Global modules focus on supervisory skills training including *Resolving Conflicts* and *Facilitating for Results*.
- On December 14, **Craig Beesten** hosted a college enrollment workshop for veterans. Emily Stilkey from Veterans' Affairs provided information about the GI Bill, **Dee Wright** provided information about Gateway's manufacturing majors, and **Linda Cornell** provided information about Gateway's admission process.
- **Phil Accardi** and **Dr. Angie Taylor** completed the DACUM and ACT Job Profile for the position of Personal Care Attendant at Tri-Health and provided an exit report to the senior Human Resources officers. They are interested in hiring our certified nurse aide students who may apply to receive reciprocity for their Ohio license once they acquire a Kentucky license. Secondly, they expressed interest in a second job profile for the position of Nurse Assistant. Through these contacts, Gateway has acquired a seat at the Greater Cincinnati Health Care Collaborative, which is comprised of health care professionals from hospitals and health care agencies in the greater Cincinnati area.
- The Workforce Solutions team, under the direction of **Barry Wilhite**, served Emerson Power Transmission Company with a certificate in Exploratory Machining, and 14 employees successfully completed the certificate program. Another five employees began the certificate program on January 10. In the fall, ZF Steering Systems, LLC had 24 employees successfully complete the Machinist Bootcamp, which consists of customized training in blueprint reading, statistical process control, geometric dimensioning and tolerancing, and manual programming. Another 22 employees will begin the training February 13.
- **Brenda Campbell**, external manager for continuing education, hosted 37 employees from Feldkamp on January 4 for training in HVAC and Plumbing.
- **Ressie Hall**, manager of business operations for the Workforce Solutions Division, reported that the staff is serving 20 local companies with awarded KY WINS funding totaling \$1,102,332.

Transition of Students to Senior Colleges and Universities

- **Mike Rosenberg**, director of Transfer Services, reported that he continues to improve partnerships with University of Kentucky, University of Cincinnati, University of Cincinnati-Clermont, Northern Kentucky University, Tiffin University, Kentucky Wesleyan College, Indiana Wesleyan College, and Morehead State University. He is also working with Gateway Marketing and Public Relations staff to develop new publicity for AA/AS majors. Mr. Rosenberg reported that the KACRAO College Transfer Fair will be held Monday, April 2.
- The Counseling Department is collaborating with other departments on the planning committee for the February college-wide symposium that will have an emphasis on

safety training for faculty and staff.

- A transfer agreement for general education courses has been renewed with Thomas More College.
- Staff from the Marketing and Public Relations Department has been collaborating with other college departments to promote or support the following initiatives via print and electronic communications, e.g., the web and social media: CashCourse financial education for students; tuition assistance programs such as HPOG; spring job fair for students; speech team marketing for student recruiting; TANK bus availability; Workforce Solutions classes; Work and Learn; eLearning; SAP financial aid appeal process; and Urban Campus advocacy. In addition, seven program marketing brochures have been completed, including a new prototype rack card for AA/AS degrees that is more sales-oriented and has a longer shelf life than existing brochures. They plan to adopt this format for all program brochures over time, pending faculty agreement. Since the last Board meeting, the department has completed 41 different communications projects.

Engagement (KPIs include student engagement survey, retention and persistence, developmental education success, partnership development, and student learning outcomes.):

- The **Career & Transfer Center** through the College Central Network has had 74 new companies register and 228 new jobs listed (there were 76 companies registered and 136 jobs at this time period last year). Since July 1, 2011, we have had 102 students register (there were 27 students registered at this time period last year).
- **Financial Aid SAP Process** – There were 609 applications, and 266 were reviewed by committee as the other students fell off the list due to making academic progress, thus not needing to appeal their aid. Financial Aid has notified all approved and denied students of their financial aid status. Meetings will be held with any denied students if they have questions on their appeal decision. There is also a list on The Point (internal secure site) for all faculty and staff to see who was approved and denied any financial aid appeal.
- The **Center for Innovation** has hosted five meetings in 2011, and students have been invited to participate in the Northern Kentucky Community Action Commission's Rekindle Micro-Enterprise Training Class. There were five Gateway students in the fall class, and it is expected that the number will double in the spring semester. Information Technology faculty members **Ron Haysbert** and **Bill Jing** attended the Ice House Entrepreneurship Conference sponsored by the Kauffman Foundation in December. They have submitted a business plan for the second student-run business to begin during the spring semester, which will provide computer repair services for Gateway students.

- A new course, ENG 231, The Social Psychology of Harry Potter, is being offered for the first time and is being team taught by **Dr. Susan Santos** and **Melissa Fry**. John Granger, author of such books as *“Looking for God in Harry Potter”* and *“Harry Potter’s Bookshelf”* along with Micah Tanenbaum, co-web master for MuggleNet, are donating time as guest speakers. The course is already garnering national attention and is being mentioned on several websites and blogs.
- **Cindy Sproehle**, Assessment Center director, reported that the Assessment Center administered the LSAT (Law School Admissions Test) on December 3 to 45 law school applicants. The Assessment Center staff has partnered with Prometric to provide new, required professional testing for all licensed tax preparers, many of whom are employed by IRS and local agencies. The contract process was very complicated, but will allow more visibility and service to this specialized population. The Assessment Center staff has also signed a contract with CCHI – Certification Commission for Healthcare Interpreters to provide assessments for their interpreters and a contract with RASBQ to provide the assessment for the ISO 50001 Auditor National Exam. Lastly, the Assessment Center staff is now serving 15 companies with pre-hire assessments.
- The Workforce Solutions Division hosted the Gateway Manufacturing Consortium meeting on December 2 with 26 employers in attendance.
- For several months, Gateway has participated in the planning phase of Accelerating Opportunity (AO) with our partners KCTCS, KYAE, OET and the WIB. Our local Leadership Team consists of: **Dr. Angie Taylor, Dr. Patricia Goodman, Ingrid Washington, Teri VonHandorf, Marinell Brown, Dr. Ross Santell, Peg Russell, Andre Washington**, Barb Stewart with the WIB, and Jennifer Miller with the OET. Three career pathways were chosen: Auto Technology, Allied Health, and Manufacturing.
- The three-year Accelerating Opportunity Grant begins implementation on January 9 with the Brakes and Steering Class. **Kathy Jones** and **Adam Lybrook** will team teach students who need basic skills instruction and are motivated to enroll in college courses. Within 15 weeks, the students will earn one certificate in brakes and one in steering. The program will add Nursing Assistant in the summer, as well as Circuits I (prerequisite to Mechatronics A). In the fall, Nursing Assistant will continue, brakes and steering will be repeated, and Mechatronics A will be added to the slate. The goal is for low-skilled students to receive the supplemental instruction they need to be successful in college, so that they can achieve a credential leading to a high-demand, high-wage job.

Organizational Capacity: (KPIs include acquisition and use of resources, employee and organizational development, quality assurance, and sustainability management.)

- The Diesel Program underwent an intensive program review as part of the college’s Academic Program Review process. A team comprised of faculty, staff, advisory

committee members, and a Boone ATC faculty member reviewed curriculum, surveyed graduates, employers, and conducted a variety of interviews. Findings and recommendations were provided to the Office of the Provost. The college will work with the Boone ATC to provide adequate teaching space for the diesel courses which currently are being offered at the Covington Campus. Based on employer input, the college will also reinstate the Medium and Large Vehicle Technician diploma instead of providing only short-term certificates.

- Academic Affairs is undergoing a revision of some existing divisions and the creation of a new division. The new division will be the Protective and Personal Services Division and will include the following programs: Criminal Justice, Fire Science/Rescue Technology, Cosmetology, Early Childhood Education, and Education. Currently, Criminal Justice and Cosmetology are under the Business and Information Technology Division, while the Fire Science program is under Manufacturing and Trades, and the two education programs are under general education. The Criminal Justice and Education programs have experienced tremendous growth resulting in a need to restructure divisions and supervisory responsibilities within Academic Affairs.
- The college's on-going security camera upgrade and expansion project made significant progress over the holiday break as 35 new cameras were installed at the Edgewood Campus, with an additional 36 cameras at the Boone CAM building. These, along with the 14 cameras at the Boone CAT building and the 38 cameras at the Urban Center, bring our expansion to a total of 123 new cameras being installed this year. The cameras cover all entrances, exits, hallways, stairwells, parking lots, and other public areas. The total investment exceeds \$200,000. The cameras were instrumental in the arrest of the robber at the Boone bookstore and also the person stealing metal from the welding area. The college will further look at placing cameras in various offices where incidents might occur. An estimate is also being developed to convert the existing system at the Covington Campus (Amsterdam Road) to the new web-based technology.
- The new security contract with Securitas is working very well. Additional security has been provided at the Bookstore during rush periods and at campuses where the student financial aid appeal discussions are occurring. College administrators will meet with national consultants from Securitas later this month to discuss a proposal to do a complete audit of our crisis management plans, along with some safety drills.
- The Information Technology staff has identified a product which will allow us to install a security alert process at every instructor's station in every classroom. The software has been purchased and is being installed. A February 1 completion date is anticipated and training will be conducted at the February college wide symposium.
- The Information Technology Department personnel have worked with Cincinnati Bell Technology Solutions (CBTS) to replace the switch gear at all campuses, thus updating this equipment to the latest technology. This was done as a result of KCTCS contract with CBTS. As a result of aggressive negotiation, the college will be

reimbursed \$55,366 for investments the college had previously made in this equipment.

- The college has entered Phase C of the energy audit with Ameresco, a national leader in this field. The cost of the project will be \$52,838 with guaranteed annual utility savings of \$14,149. This project will be funded from utility cost savings and is being coordinated by the Commonwealth's Finance Cabinet.
- The college has been working with KCTCS, the Commonwealth's Finance Cabinet and Omni and Associates (architects) on the planned addition of a conferencing center to the Boone CAM building. The project is ready to be bid with an estimated fall 2013 completion date.
- On December 15, **Phil Accardi** completed an eight-week process mapping project with Kenton County Adult Education defining the customers and suppliers of the process, identifying the steps of the process, and focusing on areas for the process to improve. The continuous improvement process is available to other programs at Gateway.
- The Marketing and PR Department is collaborating with Knowledge Management to produce the Strategic Impact Report. The report has been designed by **Patrick Lamping**; **Margaret Thomson** contributed large portions of the text, along with **Jeremy Berberich** and **Dr. Patricia Goodman**. Margaret completed a 10-year pictorial history of the college. **Tess Burns** and **Patrick Lamping** collaborated with **Dr. Hughes** to produce his report and handouts for the KCTCS Board of Regents meeting. In collaboration with IT, Patrick developed a mechanism to feed updated college news and information to big-screen TVs on the Edgewood and Boone campuses (CAT building only).
- **Patrick Lamping** and **Tess Burns** trained other staff members in the use of PR tools, including Word templates and team sites on the Point. Patrick was cross-trained to operate the digital printer in the Print Center at Highland Heights. These cross-trainings enhance the college's capacity to produce marketing materials on demand. Margaret and Tess enhanced The Daily Brew with a section to track brochure production. This private section will improve the ability to monitor brochure production and reduce turnaround time. Tess also updated the About Us section of the web page, adding organizational charts and creating a 2012 page for Board meetings.
- Through the efforts of the Marketing and PR Department, Gateway is serving as the pilot college for a KCTCS Twitter initiative that is designed to increase student engagement. Six departments have been recruited to tweet on the feed that will appear on the website on the Student Life page.
- KCTCS has recently negotiated a purchase of land adjacent to the Edgewood Campus for further campus expansion for much needed parking. The college has been involved in facilitating this purchase consistent with the Board approved six-year

capital plan. Funds generated from the lease/sale of the Highland Heights building to NKU will be used to fund this acquisition.

- **Applicant Tracking System** update: The new HireTouch system went live and postings were active to the public on December 12, 2011. HR has encountered some minor issues during the final implementation; however, overall the transition to the new system has been very positive. Training has been scheduled for all leadership and search committees with active job postings. After the initial training is completed, a communication will be sent out via The Daily Brew to continue engaging employees on the updates and new job postings. This communication will continue to highlight the positive changes the new system will provide – interface with PeopleSoft, ability to for applicants to upload multiple documents, to include resume, cover letter, and transcripts. All features of this new system will provide a consistent method for communicating with the college about job opportunities and a seamless process for interested applicants to apply on line.

College Budget Update

- The college's unrestricted revenues are budgeted at \$18,195,075 for 2011-12, with an additional \$2,036,800 of reserves reflected as available resources. If spring enrollment meets budget, the college will meet its revenue budget. Fall tuition is \$206,081 under budget; however, indirect costs from federal grants will exceed budget by that amount and will cover this shortfall.
- State appropriations are budgeted at \$6,681,200. The college is not expecting a current year reduction; however, future budget cuts are being discussed as a precaution.
- State support remains a major concern for a developing college. The 2011-12 appropriation is \$293,100 less than the amount received in 2007-08, yet the college's enrollment has doubled since then as has the number of buildings and square footage that must be maintained. The college is closely working with KCTCS on this concern.
- Gift, grant, and contract funds remain a large percentage of the college's overall budget. A total of \$18,482,819 is budgeted for the current year; this represents 47% of the total budget. Tuition and charges are 28%, with state appropriations only being 17%. The remaining 8% is college reserves (5%) and other income (3%). The college has been very successful in obtaining grants, but is too grant-dependent. The unrestricted current funds budget is very dependent on the allocation of existing reserves.
- The college's unrestricted expense budget totals \$20,211,875, of which \$788,873 is the required budgeted reserve. Forty-five percent of the budgeted amount has been expended as of December 31, 2011. This is within our targeted range. The college is projected to stay within the budgeted amount with minor cost savings anticipated. The college will spend into the un-required reserve this year. This reserve has been

building over the past few years. The college has sufficient reserves to meet any known current year budget situation.

- The Vice President for Administrative and Business Services has met with officials at KCTCS on two occasions to develop a template for the college's business plan. Work continues and will be a priority.

Foundation and Resource Development

Capital Campaign

- A gift of stock valued at over \$25,000 was received from Bank of Kentucky President Bob Zapp.
- Faculty member **Ronald Haysbert** has established the *Helen Bean Memorial Scholarship*, an annual scholarship intended for academically-qualified African American single mothers in honor of his late daughter.
- Year-end giving campaigns just concluded. Employees pledged over \$16,000 to the college with an additional \$2,575 coming in from community members desiring to support the Urban Campus.

Grants Received/Pending

- In November 2011, Gateway was awarded a four-year, \$4.9M H-1B Technical Skills Training Grant from the Department of Labor. This grant has the following primary objectives: develop comprehensive career pathways in information technology and instructional design (emerging technologies) fields; develop comprehensive solutions for the development and delivery of content through distance education technology; create a 'one-stop' center for emerging technology as part of the Urban Center; and, develop comprehensive bridge programs and support services to serve students throughout their entire pathway. **Dr. Patricia Goodman** serves as the Project Administrator for this grant. The following individuals have been hired as part of the launch of the grant: **Jenna Subler**, part-time Knowledge Analyst; **Clare Hartman**, Senior Administrative Assistant; and **Doug Penix**, Director of Learning Environments. Additional positions are in the process of being filled, including the positions of Project Manager and Experiential Learning Facilitator. TiER1 Performance Solutions in Covington is a primary partner on this grant project with regard to the development of a comprehensive process for distance education delivery and the development of curriculum for instructional design technologies.
- Gateway was selected as one of only six community colleges in the country to participate in the **Benefits Access for College Completion Initiative**. This is funded by several national foundations, such as the Ford Foundation, Lumina Foundation, and the Kresge Foundation. A team comprised of three Gateway members and two state partners will be traveling to Miami at the end of the month for the kickoff seminar. The initial planning phase award is \$50,000 and entails a Gap Analysis and submission of an implementation plan and budget. The implementation phase will include up to \$500,000.

- In December 2011, the adult education program was awarded GED testing fee scholarship funds by the Northern Kentucky Educational Council and the Covington Trinity Episcopal Church. These funds provide a \$45 scholarship to help cover the \$60 total cost of GED testing fees for 53 deserving students.
- The college will receive \$225,000 in foundation funding from the Partners for a Competitive Workforce for the creation of the Veterans' Transitions Service Center. **Dr. Angie Taylor** submitted a proposal and made formal presentations to the Haile Foundation, The Farmer Family Foundation and the Hatton Foundation as a part of the RFP process. The Center is designed to help veterans matriculate quickly to a college credential and obtain employment in the manufacturing industry cluster. Two employees will be hired to support the veterans through their career pathway development and successful completion of college credentials. The staff will work closely with the Northern Kentucky One Stop to match the veterans with employment opportunities that match their new college credentials.
- The college is submitting an application for the Federal Trio Program, Upward Bound. This program is designed to provide skills and motivation for high school students to transition successfully into college and graduate. Gateway will be partnering with several school districts to submit this application with additional guidance from the Northern Kentucky Cooperative for Educational Services. The due date is January 30, and the college will be notified late summer for a start date September 1.
- **Dr. Tony Clarke, Dr. Amber Decker and Dr. Angie Taylor** worked as a part of a community team to create an RFP for an Industry Partners grant to provide funding for a survey to learn more about the manufacturing industry and their hiring/training needs in the next ten years. The survey process will also include surveying educators and parents concerning their perceptions of manufacturing as a career pathway. The team consisted of representatives from Partners for a Competitive Workforce, the Northern Kentucky Workforce Investment Board, the Northern Kentucky Chamber, and Gateway. The team worked together under the leadership of **Mr. Rick Jordan**. The agency submitting the proposal was the Northern Kentucky Industrial Park. The grant was funded for \$75,000, and the work will now proceed under the direction of Janice Urbanik with Partners for a Competitive Workforce, and Ms. Barbara Stewart of the Northern Kentucky Workforce Investment Board.
- KCTCS and Kentucky Department of Adult Education received funding for the Accelerated Opportunities Grant. This three-year collaborative project will partner an adult education and technical faculty member to facilitate credential opportunities for low-skilled individuals. The intent is to offer instruction in technical programs with imbedded basic skills. The first group of students will begin work January 9, 2012, on a certificate in brakes and steering. Plans are underway to expand to other technical areas this summer and fall.

Update on SACS Reaffirmation:

- The reaffirmation of accreditation process with the Southern Association of Colleges and Schools (SACS) Commission on Colleges continues. Gateway's Compliance

Certification (composed of 81 areas of compliance) is due to SACS March 15, 2012. The off-site review of the Compliance Certification will occur in May 2012, and the on-site review is scheduled for October 22 - 25, 2012. The final determination on the College's reaffirmation will be made by the Commission at their June 2013 meeting. Successful reaffirmation in 2013 will reaffirm the College through 2023.

Urban Campus Update

- EOP Architects and the Master Campus Planning Team met in December to review the preliminary space planning for the Urban Campus. The initial review by the college's steering team identified approximately 480,000 square feet of instructional and support space to be considered during the next phase of the planning process. The team will use the results of the preliminary space planning to determine the best opportunities for implementation in the Urban Campus area.
- KCTCS has funded a \$56,000 mechanical system upgrade project for the Urban Center. Work has begun to address this important matter.
- The position for Grant Coordinator for the Department of Justice Violence Against Women Grant is open and recruitment has begun. College staff members are working with the Women's Crisis Center of Northern Kentucky (WCCKY) to hire a full-time counselor. Once hired, this person will work at the Urban Center and provide direct services to students.
- Resource Development and External Affairs planned and executed three advocacy events. The first two were for business leaders who gathered November 30 at the Ascent, and December 1 at TiER 1 Performance Solutions to hear about the Urban Campus and give input. On December 7, a successful legislative advocacy luncheon was held at the Urban Center with many Board and Foundation members present. Legislators attending included Northern Kentucky Caucus Leader Joe Fischer, Dennis Keene, Tom Kerr, Adam Koenig, Sal Santoro, John Shickle, and Arnold Simpson, along with Kenton County Judge Executive Steve Arlinghaus, Commissioners Jon Draud and Beth Sewell, and Covington Commissioner Sherry Carran. A database has grown from the names of everyone who has attended these sessions. It will be useful during the legislative session as the college asks community leaders to send messages to Frankfort on behalf of the college.

Honors and Recognition of Employees, Students, and Partners:

- **New Horizon/NISOD Outstanding Employees for 2012:**
 - **Carissa Schutzman**, ssistant professor, Outstanding Faculty Member, Developmental English and Division Chair, Developmental Education and Orientation.
 - **Tess Burns**, manager of Web Services and Social Media, Outstanding Administrative Support Staff.

- **Mallis Graves**, Urban Center director, Outstanding Administrative Professional.
- **Paula Hall**, GCTC student, was awarded a \$500.00 education NAACP scholarship at the 11th Annual Freedom Fund Gala on November 5, 2011. Paula is enrolled in Gateway's Business Administration program.
- **Theresa Little**, associate dean of Students and Multicultural Affairs, received the NAACP's Education Partner Award for Enhancing Diversity in Education.
- **Norma Northern**, director of budget and accounting, has accepted the Chief Budget Officer position at Jefferson CTC. A mid-February hire date for a replacement is anticipated.
- **Monica Smith**, medical coding instructor, received certification as an ICD-10-CM/PCS trainer.
- **The Gateway Speech Team** participated in the "2011 BBQ Capitol of the World Speech Tournament" hosted by Owensboro Community and Technical College. The team finished 2nd overall in the small school division. The team also participated in the "2011 WRD Speech Tournament" hosted by Transylvania University. Individual honors went to **Micah Greenhill** and **Beth Survant**.
- **Dr. Laura Urban**, provost, is serving as a member of the steering committee for the Northern Kentucky Chamber's Regional Youth Leadership program. She was one of the facilitators for the session on Economic Development on January 10, 2012.
- **Dr. Angie Taylor**, **Dr. Tony Clarke**, and **Mr. Dee Wright** hosted the Workforce and Education Policy Group – Congressional Staff Workforce Network on December 9. There were 22 guests in attendance, and Dr. Clarke provided a presentation concerning Gateway's manufacturing business plan and the Apprenticeship Studies model. The meeting concluded with a tour of the Center for Advanced Manufacturing.
- The LEAD VI class participated in Government Day on November 18 learning more about local government and how Gateway partners with government officials. They also participated in Community Partnership Day on December 9. **Laura Cook Kroeger** invited a number of Community leaders to speak to the LEAD VI class members.

New employees:

- **Monica Hanlon** – Campus Assistant – Admissions, Edgewood
- **John Ashcraft** – Custodian, Boone Campus

- **Lois Post** – Nursing Instructor – Medical/Surgical Nursing
- **Clare Hartman** – Senior Administrative Assistant, Knowledge Management (DOL Grant)
- **Doug Penix** – Director of Learning Environment (DOL Grant)
- **Jenna Subler** – Knowledge Analyst, Knowledge Management (DOL Grant)

Priorities for the President – Past Quarter – Activities were focused on the following:

- Worked with Dr. Angie Taylor and Dr. Tony Clarke to implement the Advanced Manufacturing Business Plan with emphasis on completing a marketing grant application which will provide funds to implement a comprehensive analysis of the region's manufacturing workforce needs.
- Worked with the institution's leadership team to implement the 2011-2012 annual plan with emphasis on establishing the Foundations of Excellence Steering Team and nine Dimension Teams.
- Continued to meet with key legislators, state, and local officials regarding commitments and support for the Urban Campus; specifically, meetings were conducted with Governor Beshear, Lt. Governor Abranson, Covington Mayor, Chuck Scheper; Kenton County Fiscal Court members; Northern Kentucky Legislative Caucus members; and Covington City Commissioners.
- Continued to meet with prospective donors with emphasis on the Urban Campus as part of the major gifts campaign; lead gift proposals have been prepared with cultivation activities occurring.
- Monitored the 2010-11 budget revenues and expenditures and completed hiring of several new positions related to several grants.
- Completed the employee performance mid-year review as part of the evaluation planning process. Reviewed updated salary compression study and established an ad hoc committee to develop new guidelines for the non-recurring merit bonus program for 2012-13.
- Participated and co-chaired the Transformation Team for Career Development for KCTCS.
- Completed purchase of additional land immediately adjacent to the Edgewood Campus as part of the campus development.

- Continued meeting with United Way, the Northern Kentucky One Stop, and community collaborative leaders in Grant County to explore the relocation of the Gateway Grant County Adult Education Program into new space in conjunction with the other partners. The goal is to create a new, more centralized and easily accessed partnership location among the partners to better serve the residents of the county.
- Continued meetings with Pendleton County community leaders concerning the community visioning process and the interest to have a greater Gateway presence in the community.
- Worked with Provost and regional superintendents on dual credit program concepts.

Priorities of the President – Next Quarter – Activities will be focused on the following:

- Completion of the Foundations of Excellence process and SACS Compliance Report submission.
- Continue program planning for the Urban Campus by working with the master campus planning team, the Community Advisory Committee, and the Covington Center City Action Plan taskforce with the goal of identifying the preferred framework for the implementation.
- Continue implementation of the Urban Campus Advocacy campaign focused on Northern Kentucky Legislative Caucus members and key legislative and executive branch leaders with information about the Urban Campus and college needs.
- Secure matching funds for the ~~anonymous~~ \$500,000 Farris challenge lead gift for the major gifts campaign for the Urban Campus and secure commitments toward the \$5.0 million target and secure one lead gift for the campaign.
- Participate in the selection/interviewing of the next NKU president as requested by NKU; begin relationship building with new president.
- Work with the new Faculty Council and the reorganized Staff Council to implement their respective bylaws.
- Monitor weekly the implementation of the Advanced Manufacturing Business Plan; develop institute concept with input from key industry leaders.
- Receive the final report from the Pendleton County leadership team and develop an implementation plan with the community.
- Continue to explore ways Gateway can partner with the community in areas of mutual interest in Grant and Pendleton Counties.

- Working with KCTCS and Mike Baker in developing a draft business plan for the college that can be used as a model for the colleges in KCTCS.
- Continue to work as the Co-Chair of the KCTCS Transformation Initiative Team on Dual Credit.
- Participate in the American Association of Community Colleges (AACC) annual meeting and Board or Directors meeting in Orlando in April.