

**Sedgwick County Technical Education and Training Authority
The Governing Board of Wichita Area Technical College
Board Minutes
Thursday, June 16, 2011**

	<p>Sedgwick County Technical Education and Training Authority Governing Board of Wichita Area Technical College, Sedgwick County, Kansas, met in regular session at NCAT Campus Aviation Training Building #300, Conference Room S210, 4004 North Webb Rd., Wichita Kansas, at 3:06 pm, on June 16, 2011.</p> <p>Present: Jim Walters, John Dieker, Brad Gorsuch, Kim Shank, Sharon Fearey, Rich Jiwanlal, Matt Leary and Dave Unruh (participating on conference call)</p> <p>Absent: Jeff Turner, Lyndon Wells and Cindy Hoover</p>
<p>Public Communications</p>	<p>Don Peterson, Withers, Gough, Pike, Pfaff & Peterson, LLC Attorney at Law</p> <p>The Attorney represents Crissie Moffet and Joyce Young addressed the Board regarding discontinue of the Voluntary Early Retirement and the rights of the employees.</p>
<p>Committee Reports Continued</p>	<p>Finance Committee – Doug Brantner Exceptional growth in summer hours has brought total credits for FY2011 to within 2% of budget \$0.6M of cash was used during the month vs. a budget of \$0.9M The added receipts from summer hours added about \$150K in excess of budget. The county reimbursement of NIAR operating expenses was received May 2nd. Increased tuition from summer hours and the corresponding fees and book sales drove revenues about \$200K in excess of plan. Expenses remain on target. Reviewed the Balance Sheet, Income Sheet and Cash Flow. We anticipate we will end the year with \$2.4 million.</p> <p>Grove Lease Change – Doug Brantner We are developing a new lab for sealer application for Hawker Beechcraft and will be using our old welding lab in "D" Building. The lease is a 5 year term with a 1 year out. We will be responsible for utilities. This will cost WATC \$470/month.</p> <p>The Grove lease was considered and discussed and thereupon on motion of Board member Jim Walters, seconded by Board Member John Dieker, the lease was approved.</p> <p>Motion carried: 8-0 approved with Jeff Turner, Lyndon Wells and Cindy Hoover noted absent.</p> <p>Voluntary Early Retirement Continued Discussion – Dr. Tony Kinkel</p> <p>Chair Jim Walters continued the discussion from last month on the Personnel and Compensation Committee's recommendation to discontinue the Voluntary Early Retirement Policy. Consideration was given to ensuring eligible employees due process in order to make a decision about accepting the Voluntary Early Retirement Program which included a requirement to pay the taxes up front and a requirement to retire on or before June 30, 2012.</p> <p>After considerable discussion, Chair Walters offered the following motion: "After a thorough review of the Wichita Area Technical College (WATC) Voluntary Early Retirement (VER) policy and based on the</p>

recommendation of the Personnel and Compensation Committee and advice of counsel, I move that the Sedgwick County Technical Education and Training Authority Board (SCTETA) :

- 1.) Discontinue the Voluntary Early Retirement program for the Wichita Area Technical College effective 5 pm, July 15, 2011, for those employees not currently vested (when an eligible employee signs their lock-in form).
- 2.) Clarify that the term "employee" in the WATC Voluntary Early Retirement policy means employees currently on payroll.
- 3.) Authorize college administration to collect taxes on the present value of the VER income stream immediately when the benefit becomes vested which is in compliance with Federal tax code. All employees vesting prior to April 20, 2011, (when legal notification was received from the college's attorney) which includes three current employees, will be "grandfathered in" and have taxes collected as the income is received.
- 4.) Authorize college administration to allow any VER eligible employee to apply all or a portion of their net (after taxes) accrued vacation balance to offset taxes due if they choose to sign up for the VER program."

Motion carried: 8-0 with Jeff Turner, Lyndon Wells and Cindy Hoover noted absent.

Curriculum Committee

Customized Training Report – Sheree Utash

As of May 31, 2011, we delivered \$901,347. We should make our \$1 million goal.

St. Louis Aerospace Institute update – Sheree Utash

They are requesting four different programs.

We will have a licensing agreement.

The programs will cost anywhere from \$80,000 - \$100,000 which is not included in the budget.

We anticipate to bring the final agreement to the board for approval in July.

Enrollment Report – Sheree Utash

We are up 19% compared to last year's summer session. For the whole year, college missed its projections by 2%.

The Board will receive final report next month.

Vice President's Reports

Administration & Finance Department – Doug Brantner

The college lost food service at the Southside Campus.

Touch-N-Go Café will begin fixing food for Southside. We have a cooler that Wichita Vending supplied to keep the food cold.

The college will hire a driver to pick up the food and mail.

It was suggested by the board that the driver take food handling course.

Student Services & Workforce Development – Jim Fly

Jim introduced himself and gave a brief background of his career.

Jim has been concentrating on getting acquainted with employees and

	<p>clients. He will be reorganizing in his department. Workforce development focus will be effective needs, price revolving needs for clients and quality of training. The college is trying to stay ahead of the curve.</p> <p><u>Academics</u> – Sheree Utash Will be reorganizing in the Academic Department. We had a very positive response to Goodwill. Spirit is working with us to help hire a faculty person for the Electromechanical. The college is finalizing the information needed for review for the potential expenditure of NCAT dollars for next year. The college received \$619,000 in grants recently. The KSBN presented a review at their annual meeting from their recent site visit to us and officially re-approved us for 5 years. The college had a major LPN curriculum change request to make in Gerontology and Role development hybrids which was also approved. The accreditation approval from the National League for Nursing Accrediting Committee is still pending, but the results of our phone conference last Friday morning with a sub-committee resulted in recommendation to the Board to approve the accreditation with a follow up report due in 18 months for 8 years. The final action on this will be decided by the Board at the end of this month</p>
<p>President's Report</p>	<p><u>Strategic Direction</u> – Dr. Tony Kinkel <i>(PowerPoint Presentation)</i> Dr. Tony Kinkel reviewed a powerpoint presentation to illustrate the strategic direction the college is taking to meet the challenges of the future:</p> <p>Differentiation from Proprietary Schools % of quality and advertising and that the college is a KBOR school</p> <p>Visibility - New signage on Turnpike. We are still working on additional signs on 254, K96 and K15</p> <p>Fiscal Stability - Real-time enrollment projections for budget purposes - Discontinue legacy benefits - \$250,000 put in reserve for debt payment - Additional customized training revenue i.e. Hawker-Beechcraft work not budgeted - Legislative language change for NCAT dollars “training and equipment”</p> <p>Reprioritization - WATC Organizational Chart for Dr. Kinkel’s direct reports - Eliminated the positions of VP of Institutional Effectiveness, Associate VP for Academic Affairs and Foundation Director. Re-invested in Vice President of Workforce Development and Student Services and Director of Recruiting and Marketing.</p> <p>Transparency - Reviewed the creation of the Leadership Council</p> <p>Partnerships - With K12, Hawker Beechcraft, Westar Energy, Workforce Alliance, partners with a community college to develop School of Nursing, Goodwill on ABE, Urban League on Culinary Arts and customer service training, Air Force on A&P for retirees and several partners on several grants.</p> <p>Prevention and Efficiencies - We are moving from contracts to Letters of Appointment - Creating new employee academy - Working on vacation time carry-forward - Conform to the Cleary Act - Testing automated system of purchase request - Moving from Sheriff’s deputies to internal security force - Electronic system to process adjunct faculty teaching assignments.</p> <p>The county legal department will no longer be representing WATC.</p>

