

**Sedgwick County Technical Education and Training Authority  
The Governing Board of Wichita Area Technical College  
Board Minutes  
Thursday, October 23, 2014**

	<p>Sedgwick County Technical Education and Training Authority Governing Board of Wichita Area Technical College, Sedgwick County, Kansas, met in regular session at <b>NCAT Campus Aviation Training Building #300, Conference Room S210</b>, 4004 North Webb Rd., Wichita Kansas, at <b>3:00 pm</b>, on <b>October 23, 2014</b>.</p> <p><b>Present:</b> Jeff Turner, John Dieker, Dave Unruh, Lyndon Wells, Patty Koehler and Kim Shank (called in)</p> <p><b>Absent:</b> Jim Walters, John O'Leary, Cindy Hoover, Pete Meitzner, and Matt Leary</p>
<b>Public Communication</b>	N/A
<b>Monthly Financial</b>	<p><b><u>September Financial Statements</u></b> - Doug Brantner Total revenues for September were on plan for the month. Year to date revenue lagged plan slightly with some weakness in the bookstore and lower tuition from traditional students. This was offset by increased fees and customized training. The net income for the month was \$341,000 leaving the college with a three month loss of \$159,000 which is \$39,000 ahead of budget. Cash flow increased by \$420,000 as cash from new semester revenues began to come in. This increase in case was \$775,000 behind forecast for the month with a substantial Federal Aid payment being received in early October instead of September.</p> <p><b><u>Employer and Advancement Services Division</u></b> – Kenneth Young Reviewed and discussed the financials for the EAS division. Program totals are \$40,667 with the MAMTC Grant brings the total up to \$77,265.</p> <p>The Division is working with the administrator of Park City to develop training for small communities.</p> <p>The college is receiving much interest regarding the proposed Gun Smithing program which will begin August 2015. The college is anticipating this program to be a success.</p> <p>The above Financials were considered and discussed and thereupon on motion from the Finance Committee, Board Member Dave Unruh seconded by Board Member Lyndon Wells, the financials were approved.</p> <p>Motion carried: 6-0 with Jim Walters, John O'Leary, Cindy Hoover, Kim Shank and Matt Leary noted absent</p> <p><b><u>Miscellaneous</u></b> Reviewed the Five-Year Analysis of HLC Composite Finance Index Scores from FY2009 – FY2013. The college has made dramatic improvement since 2010.</p> <p>The Leadership Team will be presenting the 5 Year Plan for the NCAT facility's equipment, maintenance and new technology needs. The Plan will be presented to the Board next month.</p> <p>The board is also requesting a one page NCAT equipment replacement sheet.</p>
<b>Policy</b>	<p><b><u>2-72 Community Service Incentive Program</u></b> – Dr. Kinkel/ WATC has joined with 100 top business, non-profit and public-sector leaders, known as Wichita Metro Chamber of Commerce's Leadership Council in pledging support to get involved in the education of our</p>

	<p>children. With this in mind, the WATC K-12 Student Success Volunteer Program was developed to encourage WATC employees to participate in approved activities related to children's academic success.</p> <p>The policy allows full-time employees are allowed to use up to 8 hours of volunteer services leave time to participate.</p> <p>The board discussed and decided to remove the statement that employees must provide written evidence.</p> <p><b><u>4-24 Cash Reserves Policy</u></b>  WATC is prohibited by law from levying taxes or borrowing. This is a statutory provision that impacts all two year technical schools in Kansas. To insure that sufficient funds are available when appropriate needs arise the college will designate cash on the balance sheet as specifically reserved from the account General Cash for Operations.</p> <p>The above policies were considered and discussed and thereupon on motion from the Finance Committee, Board Member John Dieker seconded by Board Member Dave Unruh, the policies were approved.</p> <p>Motion carried: 6-0 with Jim Walters, John O'Leary, Cindy Hoover, Kim Shank and Matt Leary noted absent.</p>
<b>Board Meeting Days</b>	<p><b><u>Board Meeting Day/Time Change</u></b> – Paula Pitts/Dr. Kinkel  Due to scheduling challenges, the Board changed to meeting times to the 3<sup>rd</sup> Monday of the month at 12:00 pm with lunch being served.</p> <p>The order of the agenda will be rearranged with the consent agenda items first. Vice Chair Turner also requested that an attendance record be in the packet for every meeting.</p> <p>Paula Pitts will send out the roll call matrix to all board members.</p>
<b>President's Report</b>	<p>The new Vice President of Finance and Administration is Greg Unruh. Mr. Unruh accepted the position and will start December 1<sup>st</sup>.</p> <p>The college was award a \$36,000 Grant from the Kansas Department of Commerce. The college anticipates to enroll 25 students and receive \$20,000-\$25,000. The night program the college started has 661 credit hours in the carpentry program. The grant should help bring in Adults to the carpentry program. Kansas is ranked #4 in the need of skilled carpentry people.</p> <p>Dr. Kinkel reviewed the supply and demand curves for WATC programs and the Employer Satisfaction Rates.</p> <p>Faculty member Jim Hall reviewed and discussed soft skills in Aviation Manufacturing. Which targeted skill development such as dependable, team player, industry knowledge, writing skills, organized, integrity, social, innovative, problem solver, detail-oriented and punctual.</p> <p>The courses with soft skill components are aerostructures, quality control concepts, assembly mechanic, systems &amp; components, Aircraft familiarization, blue printing, manufacturing, math fundamentals and precision instruments.</p> <p>The Program Wide Approach includes ITL, Classroom learning, hands on training, balanced class load, industry experienced instructors and inclusive course outcomes.</p> <p>Riley Scott attended the meeting to discuss the 2015 Legislative Agenda. The Governor race is too close to call. The support for SB155 seems to be there from both sides.</p>

	<p>Some legislators are still seeking to reduce the number of colleges. There is no assurance that they will not pursue the issue again.</p> <p>There will be a more conservative County Board. Commissioner Unruh's term ends in June 2015. However, Commissioner Unruh will be stepping down since Greg Unruh accepted the VP of Finance and Administration position with the college. He will speak with the County Manager to get him replaced as soon as possible.</p> <p>The Board of Regents is considering moving to performance based funding for some of its allocation decisions.</p> <p>The Chamber created the Business and Education Alliance to focus more emphasis on the needs of education.</p>
<p><b>Consent Agenda</b></p>	<p><b>A. Review and Ratification of Employment Offers:</b>  <u><b>Review and ratification of employment offers: February &amp; March 2014</b></u>  <b>Faculty:</b>  <u><b>Zahra Pourmirza - CNA</b></u>  Zahra came to WATC with 10 years at Via Christi as a Director of Nursing. She is a certified Geriatric Nurse. She has also taught for the CNA program at Allied Health Career Training. Zahra received her RNC/CNA-CMA Instructor certification from National Oil College.  Start date 09/29/14 – Replacement of Faculty</p> <p><u><b>Aaron Daney – Machining Technology</b></u>  Aaron came to WATC from Spirit Aerosystems as a Quality Inspector. He has also with the Kansas Army National Guard, and has been a Tool and Die Inspector with Cessna. Aaron has been an adjunct with WATC since July 2014. Aaron received his Bachelor in Organizational Management and Leadership from Friends University.  Start date 10/12/14 – Replacement of Faculty</p> <p><u><b>James Lawhead -</b></u>  James has been with WATC as an adjunct faculty in Automotive Service since August of 2012. James received his Associate in Arts Degree from Northeastern Oklahoma A&amp;M College. James is ASE certified as a Master Automobile Technician.  Start date 09/28/14 – Replacement of Faculty</p> <p><b>Staff:</b>  <u><b>Elizabeth Ferrell – Admissions Counselor</b></u>  Elizabeth comes to WATC with from 6 years' experience in customer service roles. Elizabeth is working towards her Bachelor's Degree in Psychology at WSU and she has also studied over eight years of Spanish.  Start date 10/20/14 – Replacement of Staff</p> <p><u><b>Molly Stahl – High School Admissions Specialist</b></u>  Molly comes to WATC from Keller Williams Signature Partners. Her past experience includes many support roles at other education institutions. Molly received her MA in Communication Studies from WSU.  Start date 10/20/14 – Replacement of Staff</p> <p><u><b>Caleb Fouse – High School Admissions Specialist</b></u>  Caleb comes to WATC with experience that includes being an Assistant Basketball Coach, Director of Youth Ministries, and Sales Associate. Caleb is also involved in many volunteer activities. Caleb is working towards his BBA in Business Management and expects to graduate in December 2014.  Start date 10/20/14 – New Position</p>

**Willie Daniels – Industry Trainer at Textron**

Willie has been with WATC as a part-time industry trainer since November 2009 and will be transitioning into a full-time position with Textron. Prior to WATC, Willie was with the Kansas Air National Guard as an Aircraft Structural Repair Tech, and Illinois Air National Guard as an Airframe Repairman. He received his education at Air University, Community College of the Air Force.

Start date TBD – New Position

**B. BOT Meeting Minutes**

Recommendation action:

Approval of the SCTETA Meeting Minutes for September 25, 2014, provided to the Board electronically.

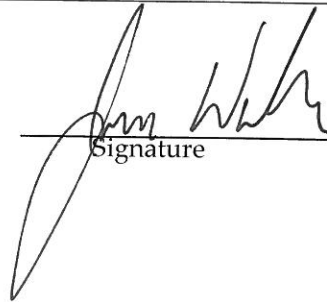
The above consent agenda item(s) were considered and discussed and thereupon on motion of Board Member Dave Unruh seconded by Board Member Patty Koehler, the consent agenda item(s) were approved.

Motion carried: 6-0 with Jim Walters, John O’Leary, Cindy Hoover, Kim Shank and Matt Leary noted absent.

**Adjournment**

At approximately 5:05 p.m., the meeting adjourned.

**Approved:**



Signature

Dated