

Sedgwick County Technical Education and Training Authority
The Governing Board of Wichita Area Technical College
Board Minutes
Thursday, August 22, 2013

	<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 3:10 pm, on August 22, 2013.</p> <p>Present: Jim Walters, Lyndy Wells, Patty Koehler, Kim Shank, Dave Unruh, Pete Meitzner, John O'Leary</p> <p>Absent: Jeff Turner, John Dieker, Cindy Hoover, and Matt Leary</p>
Public Communication	N/A
Introduction of New Board Members	<p><u>Introduction of new Board Members:</u></p> <p>Patty Koehler is the President and CEO of J R Custom Metal Products, Inc. She has held various positions within the family owned business and served as General Manager for 10 years prior to becoming President and CEO in 1995.</p> <p>John O'Leary is the VP of Engineering at Airbus and has been with the company since its inception in Wichita, KS 11 years ago. He's been in his current position since August 2010.</p>
Monthly Financial	<p><u>Year End Financial Statements</u> - Chris Martin <i>(powerpoint presentation)</i></p> <p>FY13 Budgeted Revenue: \$22.4M and FY13 Revenue was \$23.9M FY13 Budgeted Expenses: \$22.2M and FY13 Expenses was \$21.4M The college did a 5 year cash projection plan and in 2011 we had \$2,147,228 and by 2015 the college projected to have \$5 Million, but we ended the FY2013 with \$5,027,944.</p> <p>Preliminary June Results: Total Revenues in June were better than monthly projection by \$857,000 driven by booking of SB155 Revenue for FY13. Total Expenses in June were better than projected by \$350,000. Net income for the month \$652,000. Cash inflows for the month were better than forecast by \$205,000 due to the full SB155 funding for FY2013. The college made a \$1 million debt payment to Cowley College.</p> <p>July Results: Total Revenues for July \$1.3 million. This is less than plan by \$60,000. The revenue miss is driven by student fee and testing income and the timing of Employer Services billings. Total expenses in July were better than projected by \$26,000 coming in at \$1.7 million. Net loss for the month. Cash outflows for the month were larger than plan due to grant expenses and the timing of the grant draw-down for reimbursement. July 2013 ending cash balance \$3.4 million.</p>
Performance Agreement with Kansas Board of Regents	<p>Performance Agreement with Kansas Board of Regents – Sheree Utash</p> <p>WATC has the following 6 indicators</p> <ol style="list-style-type: none"> 1. Number of certificates/degrees award 2. Performance of students on institutional quality measures-Noel Levitz 3. Third party technical credentials 4. Increase the number of traditional students (19 and under) enroll at WATC 5. Increase the number of Hispanic/Latino students enrolled in post-secondary education 6. Increase the number of students transitioning from GED <p>At this time if the college misses an indicator there are no funds attached</p>

	<p>the college just needs to answer/acknowledge that we did not meet the indicator.</p> <p>The above Performance Agreement with KBOR was considered and discussed and thereupon on motion of Board Member Lyndy Wells seconded by Board Member Pete Meitzner, the Performance agreement was approved to send to KBOR.</p> <p>Motion carried: 7-0 approved with Jeff Turner, John Dieker, Cindy Hoover, and Matt Leary noted absent.</p>
Safety Procedure	<p>Safety Procedures – Colin Gallagher (<i>Showed video of St Louis Community College</i>) Reviewed and discussed the WATC Emergency Situations. The “Code” sheet will help give the Leadership Team guidelines No legal reviewed the “Code” sheet.</p>
Grove Remodel	<p>Grove Remodel update – Chris Martin (<i>powerpoint presentation</i>) The remodel of Grove Campus came in under budget and completed for Fall 2013. Several areas needed new lighting.</p>
Chinese Delegation Visit	<p>Chinese Delegation update – Joe Ontjes Draft MOU between WATC and Yunnan Shengyi Capital Co, LTD(YSCC) YSCC will refer and finance an initial group of five students for full-time study in the Aviation Maintenance program at NCAT. These students will arrive in late December, 2013 to begin studies early January, 2014.</p> <p>Cessna signed agreements with another Chinese Delegation. They would like to verify YSCC is associated with the group Cessna backed.</p>
2013 Report Card	<p>2013 Report Card update – Dr. Kinkel Dr. Kinkel reviewed the areas that need improvement, but overall satisfied with the report card. -Increase the dollars generated from business and industry customized training. -Increase the % of employees that agree that conflicts are managed in ways that result in positive solutions. -increase in overall student satisfaction. -The service from the IT helpdesk. -Increase the number of Hispanic/Latino students enrolled in post-secondary education. -Increase the number of Technical Certificate graduates in Aviation/Aerospace specific programs.</p>
2013 Employee Survey	<p>2013 Employee Survey – Dr. Kinkel 201 employees responded to at least some of the questions on the survey; 169 completed the survey. The response rate was 56.1%. Overall agreement and satisfaction ratings were positive for most of the items. 92% of employees indicated they were satisfied with their employment at WATC. 84% of employees feel WATC has a good reputation in the community, 71% would recommend employment at WATC; and 90% would recommend WATC as an educational option. All increases from last year. The highest rating for an individual item was My work meets the expectations of my supervisor, with all respondents agreeing. All items related to Satisfaction with employment increased.</p>
Vice Presidents/Executive Director Reports	<p>Academics – Sheree Utash HLC Update The college is on target even though we have a tight deadline. Final first draft will be October 1st. Cessna has agreed to host a dinner with the HLC and board members.</p> <p>NAC Grant update Jennifer McNelly will be at the September Board meeting to give an update on the NAC Grant.</p>

	<p>The college has over 900 credit hour increase with the Pratt Nursing Goodwill and WATC will be hosting the last week's 2nd Promising Practice Learning Lab event for 2013.</p> <p><u>Marketing & Student Services – Joe Ontjes</u> A budget of \$31,000 was allocated to market the initiative. Ads ran 4/15 through 5/19. The college used TV campaigns, Outdoor, Facebook for students currently enrolled at other colleges and a phone-a-thon. Report on Free Book Initiative – Summer 2013. There were 530 Students took advantage of the free book initiative. Un-returned rental charge was \$5,150. GenEd courses with free books did not experience growth and additional issues were uncovered. Tweaks could enhance a second iteration of this initiative, but scholarships or other efforts should be evaluated as alternatives. Initial summer growth did not hold due to drops which is common for summer.</p> <p><u>Advancement & Employer Services – Jim Fly</u> WATC Training 11,209 workers which is equivalent to 3,152 credit hours. Net profit of Training Services is \$80,743. Shared the article regarding KEVA Partnership with Exploration Place which is supported by Dondlinger Construction and Williams ACE Hardware. It is \$75 per person and approximately 4 hour course. This course will make a small net profit and provide great personal contacts for future training sales to new client company and will give WATC great visibility.</p> <p><u>Technology & Institutional Effectiveness – Randy Roebuck</u> WATC implemented a mobile app last week. This allows students to retrieve schedules on the phone.</p>
President's Report	<p>Jeff Turner and Dr. Kinkel met with Senator Wagle and Senator O'Donnell on NCAT Funding. SATTB Board in the process of approving 2014 NCAT Budget. On-Time registration maybe implemented for Spring, 2014. Mandatory placement testing for nursing students. Enrollment Flat – full enrollment report will be presented at the September board meeting. Most competitors are down on enrollment.</p>
Consent Agenda	<p>A. Review and Ratification of Employment Offers: February 2013</p> <p><u>Faculty:</u></p> <p><u>Jolene Herndon - FT Faculty, CNA</u> Jolene joins WATC with experience with Avita Assisted Living and Memory Unit for two years, and previously held positions as an RN Charge nurse and an LPN. Jolene received her Nursing degree from Excelsior College.</p> <p>Start date 7/15/13 - new position approved by Leadership Council through budget initiative.</p> <p><u>Michael Cosner – FT Faculty, Automotive Technology</u> Michael was an instructor with Sioux Falls CTE Academy in South Dakota, Salina Area Technical College, and Lincoln College of Technology in Indianapolis prior to joining WATC. Michael is ASE master certified and General Motors World Class technician. He worked for GM dealers for 18 years before moving into the educational field.</p> <p>Start date 8/5/13 – replacement of staff due to separation.</p> <p><u>Paul Von Itter – FT Faculty, CATIA Design Technology</u> Paul has been an Adjunct with WATC since November 2011. Prior to WATC Paul spent 17 years with Saturn of Wichita as an Automotive Technician and 10 years ASE Master Certified. Paul completed the Mechanical Engineering Design program with WATC in 2012.</p>

Start date 8/5/13 – replacement of staff due to separation.

James Cross – FT Faculty, Aerospace Technology

Jim was Adjunct faculty transitioning to a full-time position in July. Jim's experience includes 7 years with Cessna Aircraft where he received the Leading Edge award in Production, HR and Training. Jim received his B.A. in Social Science from Tabor College.

Start date 7/22/13 – replacement of staff due to retirement.

Linda Gimler – FT Faculty, LPN

Linda has been an adjunct since July 2012. Prior to WATC she worked at Kansas Masonic Home and Interim Health Care as an RN. She received a MSN from WSU.

Start date 8/29/13 – replacement due to promotion of staff to Director.

John Ruder – FT Faculty, Allied Health (Maize High School)

John has been an Adjunct Instructor with WATC since Sept 2009. John has been with Wesley Medical Center for the past 7 years as an RN for Level 1 Trauma Center and Surgical Intensive Care. John received his BSN from Newman University.

Start date 8/7/13 – new position approved by Leadership Council through budget initiative.

Logan Threet - FT Director, Surgical Technology

Logan received his certification as a Surgical Technologist in 2001 from WATC. Prior to WATC, Logan worked in a large hospital setting for 12 years, specializing in pediatrics, orthopedics, and orthopedic trauma. He has also been a Clinical Advisor for the WATC Surgical Technology Program. Logan was recognized as a star employee at Wesley Medical Center in June 2013.

Start date 8/5/13 – replacement of staff due to separation.

Andrea Clark – FT Director Short Term Health Programs

Andrea was an Allied Health Instructor at Hutchinson Community College. Her background also includes RN Case Manager and Dementia Unit Coordinator. Andrea received her Bachelor of Nursing from Tabor College.

Start date 7/15/13 – replacement of staff due to separation (employee changing status to Adjunct faculty).

Staff:

Derek Espinoza - PT Security

Derek joins WATC with seven years as a patrolman with the Wichita Police Department. Prior to the City of Wichita he also performed security for Cricket Communications, West Wichita Warren Theatre, and Telephone Employees Credit Union. Derek received his BS in Criminal Justice/Security Management from Southwestern College in Winfield, KS.

Start date 7/15/13 - new part-time position approved by Leadership Council through budget initiative.

Lisa Myers – FT Research Analyst

Lisa joined WATC on July 22nd. Prior to joining WATC, she worked for Friends University as a Research Analyst. Lisa received her Bachelor's at Friends University.

Start date 7/22/13 – new position approved by Leadership Council

through budget initiative.

Tim West – PT Security

Tim joins WATC with experience as a security supervisor as well as a Police Officer/Investigator with Wichita Police Department and a Police Officer with Hoisington Police Department. Tim has a degree in Paralegal studies from Newman University.

Start date of 7/22/13 - new position approved by Leadership Council through budget initiative.

Brooke Phillips- FT Specialist, Financial Aid

Brooke joins WATC with experience as a Financial Aid Officer with Wright Career College and a Financial Service Representative with National American University.

Start date 7/29/13 – replacement of staff due to separation.

Steven Enriquez – FT Assistant Director, Financial Aid

Steven will join WATC with experience from Hutchinson Community College as a Financial Aid Advisor, VA Certifying School Official, and Student Financial Aid Technician. He also performed work with the Greater Wichita YMCA as a Metro Accountant. Steven received his MED from Wichita State University.

Start date 8/13/13 – replacement of staff due to separation.

Vaine Lutz - FT Specialist, Financial Aid

Vaine will join WATC with experience as a Senior Administrative Assistant from WSU, Office of Financial Aid. She received her BBA in Marketing from Wichita State University.

Start date 8/19/13 – replacement of staff due to separation.

Gidget Watson – Industry Advocate , NAC grant

Gidget's experience includes: teacher with Wichita Collegiate School, Assistant Director, Office of the VP for Research, Argonne National Laboratory with The University of Chicago, and Health Physicist/General Engineer with the US Nuclear Regulatory Commission. Gidget received her BS in Engineering from Rutgers,

Start date 8/26/13 – new position as written in NAC grant.

Brandi Stevenson – Industry Advocate, NAC grant

Brandi joins WATC with experience as a senior member of the Wichita Workforce Center Business Services Team; supporting the Aviation/Advanced Manufacturing Industry in South Central KS. Brandi received her BBA in Human Resources Management from Friends University and also received ACT National Career Readiness Platinum Certificate.

Start date 8/26/13 – new position as written in NAC grant.

B. BOT Meeting Minutes

Recommendation action:

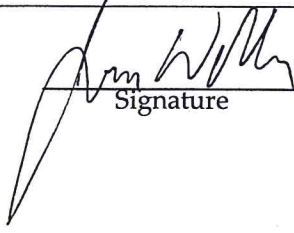
Approval of the SCTETA Meeting Minutes for June 26, 2013 were provided to the Board electronically

The above consent agenda item(s) were considered and discussed and thereupon on motion of Board Member Kim Shank seconded by Board Member Cindy Hoover, the consent agenda item(s) were approved.

Motion carried: 7-0 approved with Jeff Turner, John Dieker, Cindy

	Hoover, and Matt Leary noted absent.
Adjournment	At approximately 5:25 p.m., the meeting adjourned.

Approved:



Signature

30 AUG - B

Dated