

**Sedgwick County Technical Education and Training Authority
The Governing Board of Wichita Area Technical College
Board Minutes
Thursday, April 25, 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 3:06 pm, on April 25, 2013.</p> <p>Present: Jim Walters (phone, Jeff Turner, Brad Gorsuch, Cindy Hoover, Dave Unruh, Lyndy Wells, (3:10 pm), Pete Meitzner (3:20 pm), John Dieker (3:25 pm)</p> <p>Absent: Kim Shank, Matt Leary and Rich Jiwanlal</p>
Public Communication	N/A
Nominating Committee	<p>It was considered and discussed that the following board member will be on the Nominating Committee: Cindy Hoover, Dave Unruh and Brad Gorsuch</p>
New Facilities Policy	<p><u>New Facilities Policy – Jim Fly</u> The college has seen a dramatic increase in community use of NCAT facilities and needs to increase the rates to market rates. The County does not object to the policy. NIAR will not be affected. The Board considered and discussed the new Facilities Policy and it was decided to bring the policy back next month for further discussion.</p>
Grove Campus	<p><u>Grove Campus Proposal – Sheree Utash/Chris Martin</u> (powerpoint presentation) Initially, the college thought it might be possible to combine Grove with the potential of a new Southeast campus should the Board approve and the opportunity arise.. However, after a tour of both sites, the College determined that there is still a need for Grove campus due to the high cost of moving the HVAC and Automotive programs wither Souteast becomes available or not. The Board needs to make a decision about Grove campus at this meeting because USD259 schools end in May and WATC and USD259 need to make parents aware of the programs before school gets out. Reviewed the proforma sheets. Estimated revenue is \$445,427. Estimated upgrade cost is \$381,300 with a total \$64,048 net income. Long-term, these estimates are on the conservative side since there are nearly \$100,000 of one-time costs which will allow for a greater nte income in the future. The Board considered and discussed the Grove Campus Proposal and thereupon on motion of Board Member Cindy Hoover seconded by Board Member Dave Unruh, the Grove Campus Proposal was approved. Motion carried: 8-0 approved with Kim Shank, Matt Leary and Rich Jiwanlal noted as absent.</p>
HLC	<p><u>HLC Update</u> The college continues to be on track. 7 employees went to Chicago, IL this month for the HLC Conference. The college is the first to do report on the new Criterion. The college will be looking for external readers and is looking into holding a mock visit. So we are prepared, thorough and organized for the visit.</p>
NAC Grant	<p><u>NAC Grant update</u> – Sheree Utash Sheree Utash emailed talking points to Board members. Jennifer McNaly would like to return on June 27th and give a 30 minute presentation. The board discussed if any legislators need to be invited to hear the presentation. The Board was concerned that the college is giving away curriculum paid by the State of Kansas. It was discussed that the College did receive grant dollars from the Department of Commerce. The curriculum belongs to WATC and the college has rights in Kansas and Oklahoma.</p>

	The college is helping to create the standards.
Monthly Financial Report	<p><u>March Financial Statements – Chris Martin</u> Total Revenues in March were better than projected by \$222,000. Total Expenses in March were better than projected by \$351,000 Revenues continue to trend higher on increased student enrollment driving better than plan tuition, fees and bookstore revenues. Expenses lower than projected due to lower payroll costs and expense management in Customized Training. Cash inflows are lower than projected by \$990,000 due to timing of Financial Aid Receipts and SB155 payment. For the fiscal year end, projected ending cash balance is \$4.3 million.</p> <p>Special recognition for Vicky Timmons. Vicky manages the college setoff program. Vicky has collected approximately \$350,000 in uncollectable accounts.</p>
Vice Presidents/Executive Director Reports	<p><u>Student Services & Marketing Department– Joe Ontjes</u> Handed out articles about the college. WATC is on the cover of USD250 CTE news letter. Free books for GenEd, as of today we are up 14.3% enrollment trending higher. The growth is new students. The Wichita Eagle will be doing a story on WATC’s interest in Southeast.</p>
President’s Report	<p>Dr. Kinkel’s job is to grow enrollment, community is happy and the college has a balanced budget. He thanked his Leadership Team for always going above and beyond. Dr. Kinkel reviewed the “Draft” Academic Balance Sheets.</p>
Consent Agenda	<p>A. Review and Ratification of Employment Offers: February 2013 Recommendation action: Approval Faculty: None to report Staff: <u>Brody Latham – Marketing Coordinator, Recruiting and Marketing</u> Brody comes from Promo Depot, Inc where he worked as an Art Director since 2010. He also was a New Media Assistant with the Media Resources Center at Wichita State University. Brody graduated with a BA in Communication from Wichita State University. Start date will be 4/29/13 This is the position vacated by Emily Sylvester who moved to Greteman Group.</p> <p>B. BOT Meeting Minutes Recommendation action: Approval of the SCTETA Meeting Minutes for March 28, 2013 were provided to the Board electronically</p> <p>The above consent agenda item(s) were considered and discussed and thereupon on motion of Board Member Dave Unruh seconded by Board Member Lyndy Wells, the consent agenda item(s) were approved.</p> <p>Motion carried: 7-0 Approved with Kim Shank, Matt Leary, Rich Jiwanlal noted as absent and Jim Walters disconnected from the meeting at 4:00 pm</p>
Executive Session	<p>Cindy Hoover moved that this governing board recess into executive session for 30 minutes to consider consultation on personnel matters of non-elected personnel, and that the board return to this room from executive session no sooner than 5:15 pm. Lyndon Wells second the motion.</p>
Reconvened	<p>At approximately 5:20 p.m. the meeting reconvened. Jeff Turner noted that no formal action was taken in executive session.</p>
Adjournment	<p>At approximately 5:21 p.m., the meeting adjourned.</p>

Approved:

Jeydon Dees 6/27/13
Signature Dated