

**Sedgwick County Technical Education and Training Authority
The Governing Board of Wichita Area Technical College
Board Minutes
Thursday, November 21, 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 3:00 pm, on November 21, 2013.</p> <p>Present: Jim Walters, Lyndy Wells, John O'Leary, Dave Unruh, Pete Meitzner and Matt Leary</p> <p>Absent: Jeff Turner, John Dieker, Kim Shank, Patty Koehler, and Cindy Hoover</p>
Public Communication	N/A
Audit Update	<p>Audit update – BKD BKD reviewed and discussed with the Board the results of the audit. The college is moving aggressively to address the A-133 Finding in Financial Aid regarding verifications of student aid. The college contacted BKD for management recommendations and is working to implement those recommendations. As an example, the college will no longer require physical tax returns</p>
Monthly Financial	<p>October Financial Statements - Chris Martin For the month ended October 21st, total revenues for the college were \$2,040,028. This is slightly less than planned Revenue of \$2.1 million. Expenses continue to trend better than plan; additional expenses from September hit in October due to timing issues. Cash outflows for the month were less than plan, coming in at \$1.5 million. This was driven primarily by the timing of payments for variable costs such as professional services and less than plan bookstore purchases.</p> <p>The Employer and Advancement Services Division continue to cover their expenses. The net revenues are \$52,183.</p>
NAC Grant	<p>NAC Grant update – Sheree Utash The first year is complete and we are on the second year. Year two goals are as follows:</p> <ul style="list-style-type: none"> - The National Industry Council met on October 18th, 2013 - Regional Partnership Council meets on January 30, 2014 - Full Program Deployment by September 30, 2014 - Student enrollment projections: Anticipate 290 students for year two. Actual 86 students for year one. <p>Two weeks ago, WATC worked with Cessna Aircraft and held 32 interviews which they hired 22 people that day.</p>
HLC	<p>HLC Update – Sheree Utash The college will have the HLC team names next month. There will be a total of five people for 2 ½ days visiting the college. The college hired 2 outside reviewers and held a mock interview on November 18th. The finalized document will be sent out by December 16th. The college will keep the board apprised on the site visit for Pratt Community College.</p>
Chinese Partnership	<p>Chinese Partnership with NCAT The Board Chairman, the President, and WATC/NCAT Representatives met with the Mayor, Pete Meitzner, Karyn Page and Dale Goter to discuss the Chinese partnership. WATC is ahead of the competition and will keep the board apprised of the ongoing communication between the groups.</p>
President's Report	<p>KBOR accepted WATC's proposed Performance Agreement. Dr. Kinkel shared the new employee HR welcome video to the Board. Dr. Kinkel reviewed the WATC Way powerpoint. Merit Pay - All eligible employees will receive a merit increase if the following four criteria are met: -College gets re-accredited</p>

	<p>-College increases the total number of credits -College achieves a placement rate of 88% or higher -80% of Employers satisfied with WATC Graduates Shared the All African-American Men with Success Data. Success being defined as completing at Least 60% of Credit Hours attempted. Reviewed the email sent to the board regarding the new lobbyist Riley Scott. The Board reiterated its support for a lobbyist and reminded the audience that the 2014 Budget contains the funds for lobbying. Riley will start January 1st 2014 at \$5,000/month with no guarantee the contract will be renewed at the end of June. The President will electronically send out the proposed contract in December for approval.</p>
Vice Presidents/Executive Director Reports	Due to time constraints the Vice Presidents withheld their reports.
Consent Agenda	<p>A. Review and Ratification of Employment Offers: February 2013 <u>Faculty:</u> Shonda Younger- CNA Faculty Shonda joins WATC with 11 years' experience as a Director of Nursing and RN. Her previous experience also includes Instructor with Dodge City Community College. Shonda received her BSN from Pittsburg State University.</p> <p>Start date 11/4/13 - new position approved by Leadership Council through 2013 budget initiative process.</p> <p><u>Staff:</u> Snow Havlik-Financial Aid/Veterans Services Specialist Snow joins WATC with 3 years' experience as a Financial Aid Quality Control Specialist with DJA in Wichita.</p> <p>Start date 11/14/13 – Replacement of staff</p> <p>Cheryl Gallardo-Technical Training Specialist Cheryl joins WATC with 15 years at Friends University. Her experience includes Adjunct Faculty Coordinator and Senior Administrative Assistant for the Edmund Stanley Library. Cheryl received her Master of Science from Friends University.</p> <p>Start date 10/23/13 – New embedded trainer position for Cessna.</p> <p>B. BOT Meeting Minutes Recommendation action: Approval of the SCTETA Meeting Minutes for October 24, 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 Pete Meitzner, the consent agenda item(s) were approved.</p> <p>Motion carried: 6-0 with Jeff Turner, John Dieker, Kim Shank, Patty Koehler and Cindy Hoover noted absent.</p>
Adjournment	At approximately 5:20 p.m., the meeting adjourned.

Approved:



 Signature _____ Dated 1/23/14