

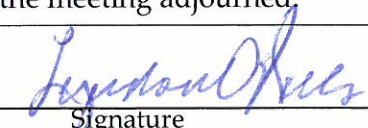
Sedgwick County Technical Education and Training Authority
The Governing Board of Wichita Area Technical College
Board Minutes
Thursday, December 20, 2012

	<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 3:05 pm, on December 20, 2012.</p> <p>Present: Jeff Turner, Brad Gorsuch, Lyndy Wells, Dave Unruh, Cindy Hoover (3:20 pm), Pete Meitzner and Matt Leary</p> <p>Absent: Jim Walters, John Dieker, Rich Jiwanlal, Kim Shank</p>
Public Communication	N/A
FY12 Fiscal Audit Presentation and Review	<p><u>FY12 Fiscal Audit Presentation and Review – BKD</u> Mark Hoffman and Bill Pickert from BKD Reviewed and discussed the Draft Audit report.</p> <p>BKD completed the testing on the Financial Aid audit and concluded the \$140,000 for the financial aid overpayment was not material to the college financials and no adjustments were necessary. Reviewed and discussed the management letter and internal controls The college is waiting on the response from the federal government on final obligation. The college has money in the reserves for this obligation The audit will be official on January 7th.</p> <p>The above Audit was considered and discussed and thereupon on motion of Board Member Matt Leary, seconded by Board Member Lyndy Wells, the draft audit was approved.</p> <p>Motion carried: 7-0 Jim Walters, John Dieker, Rich Jiwanlal and Kim Shank noted absent.</p>
Financial Report	<p><u>November Financial Report – Steve Field</u> <i>November Highlights</i> Net revenues in November were lower then projections by \$200,000, but college still positive year to date. Student tuition and fees lower than projected due to student account adjustments in November. Customized training revenues lower than projected due to slowing of initiatives. Expenses only slightly higher than projected due to short close out period for October. Net cash inflows are higher than projected by \$400,000. The college debt will not change until March 2013.</p> <p>The above financials were considered and discussed and thereupon on motion of Board Member Lyndy Wells, seconded by Board Member John Dieker, the Financial statements were approved.</p>
Foundation	<p><u>WATC Foundation update – Randy Roebuck</u> We have new Foundation Board members President, Diana Hilburn Vice President, Commissioner Tim Norton Treasurer, Ron Holt The WATC employees continue to support the foundation from 3% giving to 21%. Employee payroll deductions have increased. The foundation is looking into an independent contractor for 2013 to increase the general scholarship funds. Boeing made several donations.</p>
Director of Educational Partnership	<p><u>Introduction of Director of Educational Partnership</u> Annie Amstutz is the new Director of Educational Partnership. Annie coordinates with all the High Schools and students.</p>

Noel Levitz	<p><u>Noel Levitz Student Survey – Dr. Kinkel</u> <i>(powerpoint presentation)</i> WATC students rated their student experience significantly higher than the Kansas and national averages for the first time. WATC had no decreases</p>
National Aviation Consortium	<p><u>National Aviation Consortium – Sheree Utash</u> Reviewed the one page project summary of the National Aviation Consortium The grant is for 4 years. Partners include lead colleges from Oklahoma, North Carolina, Washington and Indiana. The Manufacturing Institute, affiliate of the National Association of Manufacturers (NAM), will provide critical linkages to partners representing industry. The goal is to increase industry-recognized credentials. NCA will result in over 2500 participants earning certificates in aviation career pathways to meet today’s employment needs and building tomorrow’s pipeline The first meeting with all the colleges will be on January 9th. There will be a meeting on February 13th with all the partners.</p>
HLC Update	<p><u>HLC Update – Sheree Utash</u> The team continues to stay on target and meeting its deadlines. Sheree will keep the board posted</p>
My Degree	<p><u>My Degree – Brian Lee</u> Academic Coach Brian Lee demonstrated the MyDegree. The college purchased the module for the coaches and faculty to use when advising.</p>
Modifications to Pratt Nursing MOU	<p><u>Modifications to Pratt Nursing MOU – Dr. Kinkel</u> The president of Pratt Community College requested an amendment to the MOU. The changes are: WATC will enroll and teach twenty (20) credit hours and PCC will enroll and teach twelve (12) credit hours of the thirty-two (32) credit hour PN program for 2013-2014 academic year. WATC will be responsible for 100% of the costs of the 2013-2014 PN program delivered at the Pratt Campus WATC will assume employment of and pay 80% of salary and benefits for the Dean of Nursing. PCC will provide a college car or pay mileage at the standard college rate for the Dean’s travel between Pratt and Wichita. WATC will teach the 15 hours of general education courses for those students seeking the AAS degree. All other elements of the memorandum of Agreement and other understanding between the partner colleges remain unaffected. WATC will make approximately \$91,270 in tuition only The partnership helps WATC expand.</p> <p>The above Pratt MOU was considered and discussed and thereupon on motion of Board Member Matt Leary, seconded by Board Member Dave Unruh, the modifications to Pratt Nursing MOU were approved.</p> <p>Motion carried: 7-0 Jim Walters, John Dieker, Rich Jiwanlal and Kim Shank noted absent.</p>
Vice President’s Report	<p><u>Student Services & Marketing Department– Joe Ontjes</u> The college went to electronic book vouchers to help streamline students. The coaches are using the My Degree which allows them to concentrate on coaching and retaining students. The college hired one recruiter and one coach which both are bilingual The college is planning on attending the Starbird car show and the Women’s Fair.</p> <p><u>Academics - Sheree Utash</u> The college more than doubled in credit hours over the last couple of years. We received re-accreditation for Medical Assistant On Tuesday, Tulsa Technical College and Tulsa Community College were at the college visiting and looked at the labs.</p> <p><u>Executive Director, Employer & Career Services – Jim Fly</u> Jim Fly gave an update on workforce</p>

	<p>6,308 number of workers trained 43,482 number of clock hours of training 1,783 equivalent credit hours The top five training clients are Cessna, Boeing, Spirit, Bombardier and Beechcraft Fewer sales was made to Bombardier and Beechcraft than forecasted which affected the revenue line. New Information Technology offerings are in the works, with especially good potential at NetApp. To keep income up, the college will need to cut expenses and offer more full-day and multi day professional seminars.</p>
President's Report	<p><u>President's report – Dr. Tony Kinkel</u> Chris Martin, the new VP of Finance and Administration will start on January 2nd</p> <p>The board needs to review the 2-46 Reduction in Force Policy. This policy will be brought back to the board in February.</p> <p>Reviewed the Spring Enrollment which shows the college is up.</p> <p>The attached Review and Ratification of Employment was considered and discussed and thereupon on motion of Board Member Cindy Hoover, seconded by Board Member Dave Unruh, the review and ratification of employment offers for December 2012 was approved.</p> <p>Motion carried: 7-0 Jim Walters, John Dieker, Rich Jiwanlal and Kim Shank noted absent.</p> <p>The board will review and ratification of employment offers each month and it will be put on the consent agenda starting in February.</p>
Consent Agenda	<p><u>A. BOT Meeting Minutes</u> Recommendation action: Approval of the SCTETA meeting minutes for November 15, 2012, which was provided to the Board electronically</p> <p>The above consent agenda item(s) were considered and discussed and thereupon on motion of Board Member Cindy Hoover seconded by Board Member Lyndy Wells, the consent agenda item was approved.</p> <p>Motion carried: 7-0 Jim Walters, John Dieker, Rich Jiwanlal and Kim Shank noted absent.</p>
Adjournment	<p>At approximately 5:15 p.m., the meeting adjourned.</p>

Approved:


Signature

3/28/13
Dated