

Sedgwick County Technical Education and Training Authority
The Governing Board of Wichita Area Technical College
Board Minutes
Thursday, October 18, 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 October 18, 2012.</p> <p>Present: Jim Walters, Jeff Turner, John Dieker, Brad Gorsuch, Dave Unruh, Rich Jiwanlal, Pete Meitzner (3:10 pm) and Lyndon Wells (3:20 pm)</p> <p>Absent: Cindy Hoover, Kim Shank and Matt Leary</p>
Public Communication	N/A
Committee Report	<p><u>Financial Report – Steve Field</u> <i>September Highlights</i> Net income exceeds projection through first quarter Revenues slightly ahead of projection Operational revenues slightly ahead of projection due to increased enrollment, offset by lower customized training billings in September. External funding sources slightly ahead of projection due to timing of grant receipts. Expenses are slightly higher than projection due to front-loading of purchases. Payroll costs are below projection due to unfilled positions. Net cash inflows are lower than projected due to timing of financial aid receipts and buildup of bookstore inventory. Reviewed and discussed the Balance Sheet, Income and Cash flow statements.</p>
Financial Aid Audit	<p><u>Financial Aid Audit – Lacey Ledwich</u> June 2012, the Department of Education completed an on-site program review of the Financial Aid Activities at WATC. Most findings have been addressed and all other will be completed by November 10, 2012. Only one finding has financial implications. WATC did not make adjustments to the cost of attendance for students that are enrolled less than full time. WATC. The Financial Aid Department must review the last two years of the student records to see if the college over-awarded. We have reviewed 90% of the student records and we estimate the current financial liability to the college is \$117,611. WATC hired Sara Roland, Assistant Financial Aid Director to keep the department in compliance.</p>
Policies and Procedures	<p><u>Policies and Procedures – Paula Pitts</u> All policies are on the intranet and WATC website. All SCTETA Board agendas and meeting minutes are on the WATC website. The college is also working on putting all Joint Finance and Facilities agenda and minutes on the website.</p>
Fall 2012 Enrollment	<p><u>Fall 2012 Enrollments – Dr. Kinkel</u> WATC increased 25% enrollment and had a total of 540 new students The college has 307 High School students' vs. last fall a total of 26 high school students. Hybrid and Web-Based courses continue to increase. WATC needs to do a better job in student recruitment to Latinos. The college has started radio and TV ads on Spanish speaking stations. WATC will re-establish membership with Hispanic Chamber of Commerce. April 5, 2013, conference for Kansas Hispanic Education and Development Foundation will be held at NCAT.</p>
Employee Satisfaction Results	<p><u>Employee Satisfaction Results – Dr. Scott Lucas</u> 84.8% overall employees satisfied with their employment at WATC. 66% likelihood to recommend WATC as a place of employment. 85.9% Likelihood to recommend WATC as an educational option. 195 Employees responded and filled out survey.</p>

Dashboard Indicators	<p><u>Dashboard Indicators</u> Dr. Lucas reviewed and discussed the 2012 Strategic Plan along with the changes from 2011. Decreased from 165 to 34 indicators of success. Eliminated the Outcome level of redundancy. Removed quarterly reporting system. Tied indicators into other planning elements (KBOR Performance Agreements, KBOR Foresight 2020 Goals and Annual Satisfaction Surveys). Year two of Five Year strategic plan.</p>
Grants Overview	<p><u>Grants Overview – Denise Pfeifer</u> Denise Pfeifer reviewed WATC 2012 Active Grants. WATC is one of nine colleges to receive the Accelerating Opportunity for Kansas (AOK) grant. Recently was awarded the 14,914,452 National Aviation Consortium Grant with 4 College Co-Grantees. The board wants a monthly update on the NCA Grant. WATC will continue to focus on state level grants.</p>
HLC Update	<p><u>HLC Update – Sheree Utash</u> The college held an inservice dedicated just to HLC. The first draft of chapters 1 and 2 are complete. We continue to stay on schedule. HLC visit is scheduled for February 24th – 26th, 2014</p>
Vice President’s Report	<p><u>Student Services & Marketing Department– Joe Ontjes</u> Reviewed the restructuring of Student Services Marketing department is concentrating on recruiting in the small towns which we have had great success. The college placed a 4-full page ad in the Wichita Eagle</p> <p><u>Academics - Sheree Utash</u> The college continues to spend the NCAT funds The partnership with Goodwill continues to grow. Gale Goetz was hired as a joint Director and splits her time between Goodwill and NCAT</p> <p><u>Finance & Facilities – Steve Field</u> Audit is nearly complete and draft statements will be reviewed in the November Finance meeting.</p> <p><u>Executive Director, Employer & Career Services – Jim Fly</u> In the first quarter of FY2013, the billing for worker training and testing increased by 65% versus last year and 10% above this year’s target. First quarter reserves after direct expenses improved to about 9% of billings.</p> <p>Board members advised that pricing of training and testing should be based on market rates.</p> <p>Board members advised that the training programs continue to focus on the “Four Pillars”(Aviation, Manufacturing, Healthcare and Information Technology). They agreed it was time to review the four pillars and have a strategic planning meeting. In light of major growth in both for –credit and non-credit functions, as well as to review methods for responding to certain reductions in government financial support.</p> <p>The need for two dedicated classrooms was discussed to accommodate full-day and multi-day seminar-style training programs which can no longer be regularly scheduled on any of the campuses due to the rapid rate of enrollment growth. The Board members advised that such off campus offices can be leased on a short term lease up to 12-months. The board wants to discuss a more permanent solution.</p>
President’s Report	<p><u>President’s report – Dr. Tony Kinkel</u> (powerpoint presentation) Reviewed and discussed the By-laws and showed the Board members where to find them on the WATC website.</p>
Consent Agenda	<p><u>A. BOT Meeting Minutes</u> Recommendation action:</p>

