

**Sedgwick County Technical Education and Training Authority
The Governing Board of Wichita Area Technical College
Board Minutes
Thursday, June 27, 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 June 27, 2013.</p> <p>Present: Jim Walters, Lyndy Wells, Dave Unruh, Cindy Hoover, Pete Meitzner, Kim Shank (3:11 pm) and John Dieker (3:25 pm)</p> <p>Absent: Jeff Turner, Brad Gorsuch, Matt Leary and Rich Jiwanlal</p>
Public Communication	N/A
Monthly Financial	<p><u>May Financial Statements - Chris Martin</u></p> <p>Total revenues in May were better than projected by \$61,000. Total expenses in April were better than projected by \$78,000 We continue to end the year up in revenue, supported with increased tuition and fee revenues. Expenses continue to be managed, which creates savings primarily in payroll, instructional supplies and equipment. Cash inflows for the month were better than forecasted by \$131,000 due primarily to student receipts and timing of grant funds. Projected Year Ending cash balance \$4.4 million</p>
Proposed 2014 Budget	<p><u>Proposed 2014 Budget – Dr Kinkel/Chris Martin</u> <i>(Board Action)</i></p> <p>The finance committee did not get a chance to review the budget prior to Board meeting. We have Strategic Objectives of the 2014 WATC Budget</p> <ul style="list-style-type: none"> - To be fiscally responsible - To invest in our greatest resource – our employees - To invest in research and development of new and existing programs - To invest in strategic growth rather than growth at all costs - To improve safety and security - <p>Reviewed the FY2014 Budget Summary in detail</p> <ul style="list-style-type: none"> - 2014 Total Revenue is 25,145,028 - 2014 Total Spend Rate is \$25,139,640 <p>The Board considered, discussed and approved the following amendments:</p> <ul style="list-style-type: none"> - Delete the proposed reduction of \$20,000 in the budget for lobbying services leaving it at the 2013 level. - Change the name of Deferred Maintenance Fund to Maintenance Reserves. <p>The above 2014 Budget, as amended, was considered and discussed. Board Member Lyndy Wells moved to approve the budget, seconded by Board Member Dave Unruh, the FY2014 Budget was unanimously approved as amended.</p> <p>Motion carried: 7-0 approved with Jeff Turner, Brad Gorsuch, Matt Leary and Rich Jiwanlal noted as absent.</p>
Proposed Facilities Use Policy	<p><u>Proposed Facilities Use Policy – Jim Fly</u> <i>(Board Action)</i></p> <p>Reviewed and discussed the Use of WATC Facilities Policy and thereupon on motion of Board Member Pete Metzner second by Board Member Kim Shank, the Facilities Use Policy was approved.</p> <p>Motion carried: 7-0 approved with Jeff Turner, Brad Gorsuch, Matt Leary and Rich Jiwanlal noted as absent.</p>
Exemption of the Conceal	<u>Exemption of the Conceal and Carry Law</u> – Colin Gallagher

and Carry Law	<p style="text-align: center;"><i>(Board Action)</i></p> <p>The college requested a letter and a resolution be sent to the State of Kansas Attorney General asking for a 4 year exemption to the new Conceal and Carry law. Under the exemption, current Board policy would stand--no student or employee will be allowed to carry.</p> <p>The above letter and resolution on the Exemption of the Conceal and Carry Law was considered and discussed and thereupon on motion of Board Member Dave Unruh seconded by Kim Shank, the letter to State of Kansas Attorney General was unanimously approved.</p> <p>Motion carried: 7-0 approved with Jeff Turner, Brad Gorsuch, Matt Leary and Rich Jiwanlal noted as absent.</p>
2014 NCAT Expenditures	<p><u>2014 NCAT Expenditures</u> Reviewed the NCAT funding which was reduced by the legislature to \$3,000,000. Budget total is \$2,897,444 1% Administrative Fee to WSU for Purchasing is \$30,000 Contingency Fund for Freight, Shipping and Handling is \$81,806.</p> <p>The above 2014 NCAT Expenditures was considered and discussed and thereupon on motion of Board Member Cindy Hoover seconded by Board Member Dave Unruh, the 2014 NCAT Expenditure list was approved and will be brought to the State Aviation Technical Training Board (SATTB).</p> <p>Motion carried: 7-0 approved with Jeff Turner, Brad Gorsuch, Matt Leary and Rich Jiwanlal noted as absent.</p>
Election of 2014 Officers	<p><u>Election of 2014 Officers – Cindy Hoover</u></p> <p>The Committee on Nominations recommended the following:</p> <p>Nominee for Chair – Jim Walters Nominee for Vice Chair – Jeff Turner Nominee for Treasurer – John Dieker</p> <p>The Board discussed and thereupon on motion of Board member Lyndy Wells, seconded by Board Member Cindy Hoover the new officers were elected.</p> <p>Motion carried: 7-0 approved with Jeff Turner, Brad Gorsuch, Matt Leary and Rich Jiwanlal noted as absent</p>
Vice Presidents/Executive Director Reports	<p><u>Academics – Sheree Utash</u> The college received a Delta Dentist grant in the amount of \$20,000. The college worked on the TAACT Grant and will find out in September/October if the college receives the grant. The Performance Agreements will be brought to the August Board meeting In the future, there needs to be a discussion about renaming the Grove Campus.</p> <p><u>Marketing & Student Services – Joe Ontjes</u> Reggie Jackson toured the NCAT Facilities The college is planning on using the outreach partnership with the NAC Grant to help recruit students. There will be more information regarding the Free Books at August Board meeting. The Home School students are able to utilize the SB155 and on July 25th, the college is planning an open house for the home schooled students and parents.</p> <p><u>Advancement & Employer Services – Jim Fly</u> Non-credit training: Boeing QTTP - 2 Full Time and 2 Part-Time on-site Trainers/Advisors with Masters - Assist Machinist Union members with training and career services</p>

	<ul style="list-style-type: none"> - Function continues for 3 years after layoff - Boeing has asked for a proposal to change the program to “as needed” status for next 3 years <p>Private Security Officer Training Program</p> <ul style="list-style-type: none"> - Contract with the City of Wichita Police Department. - The City has approved Colin Gallagher as the WATC Taser instructor. - The City has asked us to add an 8 hour course to carry Tasers plus an annual 4 hour refresher course. <p>Training Program Financials</p> <ul style="list-style-type: none"> - Bottom line YTD to May 31st: Training income from all sources exceeded the total of salaries, benefits and expenses by \$60,000 - YTD, Aviation actual training demand was \$907,000 versus forecast of \$1.7 million. - YTD, we reduced Aviation training expenses by \$683,000 below forecast. - WATC has been renewed for the UD Dept of Commerce expense reimbursement for manufacturing training. <p>WATC Foundation:</p> <ul style="list-style-type: none"> - A check for \$250,000 has been received from Spirit - Part is for the endowment for future Faculty positions and scholarships <p>Foundation Board Member list</p> <ul style="list-style-type: none"> - Cassie Caster has been nominated by Spirit to be their Foundation Board representative. - Cassie leads training projects including the onsite training WATC provides. She is a long-time supporter of WATC - The Foundation Board will be acting on the nomination <p>Employee Contributions to the Foundation are increasing. Foundation Scholarship is becoming more essential.</p>
President’s Report	<p>Reviewed Chamber Scorecard 2013 Reviewed Power Point “What if WATC is a Business” The college is committed to getting the Board the Academic Balance Sheets for review. The USD 259 School Board made a decision on Southeast. The college has 3 years to consider looking at the site. At this time the college is concentrating on HLC accreditation.</p>
Consent Agenda	<p>A. Review and Ratification of Employment Offers: February 2013 Recommendation action: Approval</p> <p><u>Faculty:</u></p> <p><u>Jerry Berry – Electro Mechanical Faculty</u> Jerry has been with WATC as Adjunct Faculty since November 2012. Jerry 30 plus years of experience in Maintenance, CNC, and the Electro Mechanical field as well as previous WATC Adjunct experience. This is a new faculty position with start date will be 6/2/13.</p> <p><u>Roger Attebury – Welding Faculty</u> Roger has been with WATC as Adjunct Faculty since September 2012. Roger has 20 years’ experience in welding as a business owner. This is a new faculty position with start date will be 6/2/13.</p> <p><u>Derrick LeGrande – Machining Faculty</u> Derrick has been with WATC as Adjunct Faculty since August 2012. Derrick received his Associates in Machining Technology from WATC. He was also a 2010 Skills USA Competitor receiving 5th Place in the State of Kansas, Manual Lathes & Mills. This is a new faculty position with start date will be 6/2/13.</p> <p><u>Staff:</u></p>

Eric Robinson – Software Developer, Information Technology

Eric has been with WATC at a PT employee since July 2011. Eric has been a Data non-Commissioned Officer in Charge with the USMC Reserve since March 2009. His prior experience also included Base Operation Field Service engineer and a Communications Non-Commissioned Officer in Charge.

Eric has certifications in Xerox Laser Printer and Business Network Printer Hardware, Dell Desktop and Laptop Hardware, and Data and Tactical Networking.

This is a new full-time position with start date will be 5/20/13.

Kimberly Becker – Technical Training Specialist, Advancement Employer Services Division

Kim comes from Hawker Beechcraft where she was a Receptionist/Customer Support Assistant for 4 years. Prior to Beechcraft she has worked for Manpower in various receptionist/customer support roles, Kanas Humane Society as an Adoptions Counselor and for 9 years in various roles with the USPS.

This is a new position at Cessna with start date will be 5/20/13.

Debi Atkins-Mower – Academic Coordinator, Health & Natural Sciences

Debi joins WATC with seven years as a Case Management Coordinator/supervisor from Mental Health Association of South Central Kansas. Debi has been with Bank of America, Comcare of Sedgwick County as a Children’s Case Manager, and several positions in her nine years with United Methodist Youthville.

Debi is replacing Tina Slovak with start date will be 5/20/13.

Connie Horstman – Test Proctor

Connie received her CNA, Home Health Aid from WATC in May 2010. Connie has experience as a CNA and as Home Health Aide. Prior to her receiving her CNA, Connie was an Assistant Manager for Safeway.

Connie is replacing Andrea Lake with start date will be 5/27/13.

B. BOT Meeting Minutes

Recommendation action:

Approval of the SCTETA Meeting Minutes for April 25, 2013 were provided to the Board electronically

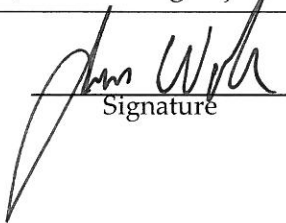
The above consent agenda item(s) were considered and discussed and thereupon on motion of Board Member Kim Shank seconded by Board Member Cindy Hoover, the consent agenda item(s) were approved.

Motion carried: 7-0 Approved with Jeff Turner, Brad Gorsuch, Matt Leary and Rich Jiwanlal noted as absent.

Adjournment

At approximately 5:25 p.m., the meeting adjourned.

Approved:


Signature

21 Nov 13
Dated