

Sedgwick County Technical Education and Training Authority
The Governing Board of Wichita Area Technical College
Board Minutes
Thursday, June 26, 2014

	<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 June 26, 2014.</p> <p>Present: John Dieker, Pete Meitzner, Dave Unruh, Lyndy Wells and Kim Shank (3:10 pm)</p> <p>Absent: Jim Walters, Jeff Turner, John O'Leary, Matt Leary, Cindy Hoover and Patty Koehler</p>
Public Communication	N/A
	<u>No Quorum. Meeting was informational only.</u>
President's Report	<p><u>Presented the 2015 NCAT Request to submit to WSU</u> - Sheree Utash Reviewed and discussed the 2015 NCAT Request. 93% is equipment 6% is Aviation Training 1% is Administrative Fee to WSU for Purchasing</p> <p>WSU owns the equipment and is accountable for funds. After the SCTETA Board approves the request the report will be sent directly to John Tomblin.</p> <p>The 2015 NCAT Request was considered and discussed and thereupon on a motion was made by Board Member Lyndy Wells, seconded by Board Member Dave Unruh, to email the full Board a recommendation to approve the request. To motion carried.</p> <p><u>2015 WATC Budget</u> – Dr. Kinkel Reviewed and discussed the 2015 Budget. Merit pay - the college met the 3 goals and in the budget is a 2.25% across the board. Next year, salary will also be based on individual performance evaluations. The college is estimating that the county will be reducing our funding by \$120,000. The college has cut back on security. This is a conservative budget with cushion.</p> <p>The 2015 Budget was considered and discussed and thereupon on motion of Board Member Kim Shank seconded by Board Member Lyndy Wells, the email vote will be sent to the SCTETA Board for approval.</p> <p><u>October Board Retreat</u> Will try to find a day in October for a strategic Board retreat.</p> <p><u>Miscellaneous information</u> There is a Homeschool function tonight. Leadership of Kansas will be at NCAT tomorrow. The college is allowing political candidates to video commercials and take pictures. The college is not charging them and they are not allowed to say WATC endorses them in anyway.</p>
Monthly Financials	<p><u>May Financial Statements</u> – Doug Brantner Reviewed May financial statements May ending cash balance is \$9.1 million Total revenues ended the month at \$2.7 million. This was due to a substantial SB 155 payment covering the growing activity in this program during spring. Traditional program tuition, fees and testing continue to fall behind budget.</p>

	<p>Expenses remain within plan primarily from an on-going reduction in payroll expense. Cash flow increased this month exceeding budget driven by the SB 155 payment. The debt payment to Cowley County Community College along with routine year end expenses on lower revenues will reduce the year end cash balance. Projected 2014 ending cash balance is \$6.4 million.</p>
<p>Contract Approvals</p>	<p>Approval of Contracts 4 year lease to own agreement on WATC server data backup—Randy Roebuck Approval of server backup equipment, software and licenses \$50,669 per year for 4 year lease-purchase agreement. Janitorial Service Contract with Ramco – Doug Brantner Approval of janitorial service contract. First year amount is \$379,140 3 years with option of 2 year renewal. Total purchase contract is \$1,137,420 or with options \$1,895,700 Cenage Learning – Doug Brantner Approval of Cenage Learning first year amount is \$310,000 for purchasing of books. Pearson Education – Doug Brantner Approval of Pearson Education first year amount is \$310,300 for purchasing of books. Westar Energy – Doug Brantner Approval of Westar Energy estimating 1 year \$569,300 for WATC electricity. Jeffrey Greenberg Southside Campus –Doug Brantner Approval of Jeffrey Greenberg, Southside Facility Lease. First year amount is \$580,800. Total purchase contract for 5 year lease is \$2,904,000.</p> <p>The above contracts were considered and discussed and thereupon on motion of Board Member Kim Shank seconded by Board Member Dave Unruh, the email vote will be sent to the SCTETA Board for approval of the contracts.</p>
<p>Program Enrollments</p>	<p>Review of Program Enrollments – Dr. Kinkel Reviewed program enrollment numbers. Aviation Program enrollment is down -17%. One recommendation is that the college market beyond Kansas. Manufacturing Programs are Flat. There are no high school numbers included. Business and Technology Programs growth is 23% Health Sciences Program growth is up 24% and is now the largest division on campus. Miscellaneous Programs growth is up 16.8%. This includes high school courses, non-degree, general education and pre-health.</p>
<p>Vice Presidents/Executive Director Reports</p>	<p>Vice President of Student Services Dr. Kinkel introduced and welcomed Justin Pfeifer as the new VP of Student Services.</p> <p>Vice President of Marketing, Recruiting and Advancement – Joe Ontjes The college will have an open house on July 16, 2014. It has been 2 years since the last open house which was a success.</p> <p>Executive Director for Advancement & Employer Services-Jim Fly Jim Fly will be retiring next week, but will be returning until we hire a replacement. Reviewed the financials for Employer and Advancement Services Division.</p> <p>On July 26, 2014 there will be a Job Fair for construction Careers. The Foundation update – Last year there were 52 Full Time employees contributing and as of today there are 63 employees. This is a 21% increase.</p>

	Executive Dir Technology & Institutional Effectiveness – Randy Roebuck N/A
Consent Agenda	<p>A. Review and Ratification of Employment Offers: <u>Review and ratification of employment offers: February & March 2014</u> Faculty: n/a Staff: <u>Patrice McAvoy- Academic and Admissions Specialist</u> Patrice Was with WSU as an Administrative Specialist for 8 years. She has also worked with Sedgwick County Appraiser’s Office and was Self-Employed as a Personal PC Consultant. Patrice received her Bachelor of Arts from Fort Hays State University. Start date 04/28/14 – New position due to restructuring</p> <p><u>Justin Parson- IT Systems Administrator</u> Justin was with Ribbit Computers for 8 years as an IT Systems Administrator and Store Manager during his employment there. Justin received his Associate of Science from Cowley County Community College. He is also an Apple Certified Support Professional OSX Certified and Apple Certified Technician. Start date 05/11/14 – Replacement of staff</p> <p>B. BOT Meeting Minutes Recommendation action: Approval of the SCTETA Meeting Minutes for April 24, 2014 JUN 26, 2014, 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 Dave Unruh, the consent agenda item(s) were approved.</p> <p>Motion carried:</p>
Adjournment	At approximately 4:50 p.m., the meeting adjourned.

Approved:



Signature

Dated