

**WSU Tech Board of Trustees  
Board Minutes  
June 29, 2023**

	<p>WSU Tech Board of Trustees met face-to-face at 3:02 PM., on June 29, 2023. The meeting was held at NCAT</p> <p><b>Present:</b> Bryan Frye, Matt Hesse, Hans Kabat, Pete Meitzner, Derrick Nielsen, Kristin Robert, Doug Stark, Greg Stroud</p> <p><b>Virtual:</b> Meredith Olson</p> <p><b>Absent:</b> Patty Koehler, Jay Hohl, John O'Leary, Maggie Topping,</p>
<b>Public Communications</b>	<p>All proper notifications have been sent out and we have no speakers signed up to speak under Public Communications</p>
<b>Make A Difference Student Award – Justin Pfeifer</b>	<p>Jayce Rieth, welding student He is working welding jobs part-time to pay for school. He is one of the students from the Project MFG Competition. Long term goal is to be financially stable and find the perfect job.</p>
<b>Consent agenda</b>	<p>a. <b>BOT Meeting Minutes</b> Recommendation action: Approval of the WSU Tech Meeting Minutes on April 20, 2023 were provided to the Board electronically.</p> <p>b. <b>Board review &amp; ratification of employment offers -January/February</b></p> <p><b>Victoria Philo, Faculty Robotics</b> <u>Education/Credentials:</u> BS, Electrical Engineering, Michigan Technological University</p> <p><b>LaQunda Atkinson, Business Partner</b> <u>Education/Credentials:</u> AA, Administrative Office Technology, WSU Tech</p> <p><b>Bradley Parker, Instructional Designer</b> <u>Education/Credentials:</u> Master's, Education, Fort Hays State University</p> <p><b>Rory Johns, Industry Trainer</b> <u>Education/Credentials:</u> Assembly Mechanic, 7yrs, Spirit AeroSystems</p> <p><b>Rosemarie Corby, ITAS Coordinator</b> <u>Education/Credentials:</u> BGS, Criminal Justice, Wichita State University</p> <p><b>Matthew Lewis, Assistant Dean, Information Technologies</b> <u>Education/Credentials:</u> MA, Education, Wichita State University</p> <p><b>Kenzie Fowler, Academic Advisor</b> <u>Education/Credentials:</u> AAS, Technical Studies, WSU Tech</p> <p><b>Constantine Gartelos, Academic Advisor</b> <u>Education/Credentials:</u> BA, Psychology, Oklahoma State University</p> <p><b>Janine Andrews, Industry Engagement Lead</b> <u>Education/Credentials:</u> BAS, Organizational Leadership and Learning, Wichita State University</p> <p><b>Thalia Sanchez, Admissions Counselor</b> <u>Education/Credentials:</u> AA, Sociology, Butler County Community College</p> <p><b>Joshua Vire, Industry Trainer</b> <u>Education/Credentials:</u> AS Aviation Technology, Emby Riddle University</p> <p><b>Kim Mastellar, Faculty, Composites Fab</b> <u>Education/Credentials:</u> Composite Mechanic, 5 yrs, Spirit &amp; Textron</p>

	<p><b>Jacob Buck, Instructional Technologist</b>  <u>Education/Credentials:</u>  MA, Media Arts, Wichita State University</p> <p><b>Anthony George, Project Manager SMART Manf.</b>  <u>Education/Credentials:</u>  BS, Computer Programming, Southwestern College</p> <p><b>Sam Nava, Asst. Director, Community Resource Navigator</b>  <u>Education/Credentials:</u>  BS, Health Services Mgmt &amp; Comm Dev, Wichita State University</p> <p><b>Alex Chlentos, Sous Chef</b>  <u>Education/Credentials:</u>  Restaurant Experience, 2yrs</p> <p><b>Kerry Haley, PN Faculty</b>  <u>Education/Credentials:</u>  AAS, Nursing, Butler Community College  BA, Psychology, Wichita State University</p> <p><b>Melissa Jimenez, PN Faculty</b>  <u>Education/Credentials:</u>  BS, Nursing, Baker University School of Nursing</p> <p><b>Jonathan Adams, Industry Trainer</b>  <u>Education/Credentials:</u>  Sheet Metal Mechanic, 9 yrs, Atlas Aerospace</p> <p><b>Rebecca Brownlee, Business Office Rep</b>  <u>Education/Credentials:</u>  AAS, Criminal Justice, Dodge City Community College</p> <p><b>Matthew Lucas, Business Partner</b>  <u>Education/Credentials:</u>  MBA, Leadership, Tabor College</p> <p><b>Kristy Duggan, Instructional Designer</b>  <u>Education/Credentials:</u>  MS, Instructional Design &amp; Technology, Emporia State University</p> <p><b>Evelyn Garcia, Community Navigator</b>  <u>Education/Credentials:</u>  BA, English, Kansas State University</p> <p>The consent agenda item(s) were considered and discussed and thereupon on the motion of Board member Bryan Frye seconded by Kristin Robert, the consent agenda is approved.</p> <p>Motion carried: 9-0 with Patty Koehler, Jay Hohl, John O’Leary, and Maggie Topping noted absent.</p>
<b>Executive Session</b>	<p><b>Motion for Executive Session – 3:30 PM (Pete Meitzner/Doug Stark)</b>  I move that this Governing Board recess into executive session for 15 minutes to consider personnel matters of non-elected personnel and that the meeting will reconvene to open session no sooner than 3:45 p.m</p>
<b>Reconvened</b>	<p>The meeting reconvened at approximately 3:45 PM into an open session.</p> <p>No action was taken in the executive session.</p>

**Reports of Officers**

**Vice President of Finance & Administration**

Marlo will send out the May Financials

FY24 Budget - Johnna

Reviewed the Budget development cycle and the proposal highlights

Net income \$2.3M

Reviewed credit hours. We are up, however not where we set the number for our budget

Sources of funds -\$5.4M

The increase in sources of funds is driven primarily in 3 areas

- PSA
- Excel/CTE
- Other revenues

Other revenues grow \$3.0M

- State appropriations \$1.3M
- Auxiliary income \$1.6M (bookstore and events)

Postsecondary Aid increased \$1M

- Tiered funding 9.5M increase
- Non-tiered funding \$5.4M (flat to FY23)

Excel in CTE - discounted 10% for conservative due to reduction realized in FY23

Uses of funds \$7.2M

- salaries/wages
- equipment/software
- professional services

Reviewed and discussed Salaries & Wages

- 7 Faculty, 6 Student Success and Support Services, 5 Academic Administrative, 5 Staff/Operations, 1 Foundation

Reviewed the Equipment and Depreciation

- Increased State Appropriations funding to support equipment and capital.
- Increases in capitalized items continue to impact depreciation growth.

Reviewed and discussed Professional Services

- Auxiliary functions for bookstore and events (offset by revenue)

Reviewed net income proposal overview

- Net income \$2.3M

The board asked if there a net income we shoot for.

The college must have a balanced budget. The college invests differently.

This next year we are comfortable with a lower net income.

The majority is compensation/benefits. Hiring people and the college had grant roll-offs

The board asked if we have a reserve policy. It was explained that 80% of net income can be reinvested. These numbers are set by the college/leadership team. The college has 6 months of reserves

Reviewed and discussed the FY24 Budget proposal highlights

- The net income for FY24 Budget is \$2.3M

The budget was considered and discussed and thereupon on the motion of Board member Doug Frye seconded by Derrick Nielsen, the consent agenda is approved.

Motion carried: 9-0 with Patty Koehler, Jay Hohl, John O'Leary, and Maggie Topping noted absent.

	<p>Sheree Utash announced that Johnna Hart is stepping down and moving into a role working with Sheree. Teresa Seymour will be taking over for her.</p> <p><b>Vice President of Student Success – Justin Pfeifer</b>  End of Fiscal Year Enrollment Report - Justin  AY23 Credit Hours up 7.7%  AY23 Headcount up 8.1%  Reviewed the AY compared charts for credit hours and headcount  Wichita and KS promise has helped the Aviation/Sheet metal  Fall 2023 comparison overall credit hours are up 19.7%  Fall 2023 comparison overall headcount up 25.9%  Reviewed Strengths/Challenges  -Prehealth is up  -Aviation Maintenance is down  -IT is down based on course code/classified differences. We took out cloud. IT is still the fastest growing program</p>
<b>President's Report</b>	<p><b>President's report:</b>  Board member update:  John O'Leary is stepping down. He has been on the board for over 10 yrs.  Patty Koehler agreed to stay on until December and her successor will take over  Matt Hesse and Doug Stark agreed to another 3 yr. term  Maggie Topping will chair for another yr.</p> <p>Bio Med Center update  \$205M to build bio center  On July 11<sup>th</sup> they will announcement where the building is going to be built  Breaking ground next quarter  This is the biggest project in Downtown Wichita</p> <p>Paris Airshow update  First time she went to the airshow  Sheree met with 15 companies by herself  Kansas was the only state that had government officials  Wichita, KS was talk of the town  Senator Moran had 500 people at his event on Sunday</p> <p>Commencement review  Played the video  This was the largest graduation class  Maggie attended on behalf of the Board  Pete Najera was our speaker</p> <p>We Tabled the following agenda items  -FY23 Performance Goals  -KBOR Performance Report  -ALOFT Grant  -HSI update</p>
<b>Adjournment</b>	At approximately 4:05 p.m., the meeting adjourned

**Approved:**

Signature

Dated