

**WSU Tech Board of Trustees
Board Minutes
December 14, 2023**

	<p>WSU Tech Board of Trustees met face-to-face at 3:04 PM., on December 14, 2023. The meeting was held at NCAT with a virtual option.</p> <p>Present: Maggie Topping, Pete Meitzner, Doug Stark, Andrew Nichols, Greg Stroud, Bryan Frye, Alicia Thompson, and Matt Hesse</p> <p>Virtual: Meredith Olsen, Hans Kabat, Jay Hohl, Derrick Nielsen, Kristin Robert and Rick Muma</p> <p>Absent:</p>
Public Communications	All proper notifications have been sent out and we have no speakers signed up to speak under Public Communications
Make A Difference Student Award – Justin Pfeifer	Israel Torres, Senior at North High School and intern at Textron. He attends High School in the afternoon and WSU Tech in the evenings. He will not be able to attend commencement due to both will be on same day.
Consent agenda	<p>a. BOT Meeting Minutes Recommendation action: Approval of the WSU Tech Meeting Minutes on October 19, 2023 were provided to the Board electronically.</p> <p>The board minutes were considered and discussed and thereupon on the motion of Board member Doug Stark seconded by Bryan Frye, the board minutes were approved. Motion carried: 13-0</p> <p>b. <u>Board review & ratification of employment offers -</u></p> <p>Thalia Sanchez, Academic Advisor <u>Education/Credentials:</u> AA in Sociology, Butler County Community College</p> <p>Sarah Myose, Assistant Creative Director <u>Education/Credentials:</u> Honors Baccalaureate in Studio Art & Sociology, Wichita State University</p> <p>Ashton Pacholski, Admissions Counselor <u>Education/Credentials:</u> BA in Education, English, Wichita State University</p> <p>Derek Shore, Grants Specialist <u>Education/Credentials:</u> BA in Human Services/Sociology, Friends University</p> <p>Bailee Tullos, Admissions Counselor <u>Education/Credentials:</u> Current Student, Wichita State University</p> <p>Jeffery Hattendorf, IT System Administrator III <u>Education/Credentials:</u> 19 years IT experience</p> <p>Bradley Crouch, Full-Time Security Officer <u>Education/Credentials:</u> AA in General Studies, Butler County Community College 22 years with Wichita Police Department</p> <p>Luis Sandoval-Reyes, Faculty, Manufacturing Technology (9mo) <u>Education/Credentials:</u> Associates in Engineering Design Technology, Wichita 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 Greg Stroud, the Employment offers were approved.</p> <p>Motion carried: 13-0</p>
WSU updates	<p>WSU Update – Dr. Rick Muma</p> <p>KBOR met this week. Discussed the Wichita BioMed</p> <p>The city transferred two parcels of land. KBOR approved and both institutions approved. On track for April/May timeframe mid-Fall 2026 depending on progress</p> <p>WSU Assoc of Science new program in January.</p> <p>Submitted Hospitality degree</p> <p>The college is searching for a replacement for Elizabeth King</p> <p>No questions</p>
Reports of Officers	<p>Vice President of Finance & Administration – Marlo Dolezal</p> <p>November Financials</p> <p>Reviewed the Source and use of funds</p> <p>The college is pacing \$1.1M above budget for tuition and fees</p> <p>Excel in CTE is pacing just a little under \$1M</p> <p>Postsecondary Aid is pacing right at budget</p> <p>Contributions are up \$1.2M due to the Gene Haas donation</p> <p>Total Revenue is up \$5M</p> <p>Reviewed the Expenses</p> <p>Payroll is under budget just a little</p> <p>Reviewed expenses (professional services, equipment, and software)</p> <p>Net income is at \$53.8M</p> <p>The November Financials were considered and discussed and thereupon on the motion of Board member Greg Stroud seconded by Doug Stark, the Financials were approved.</p> <p>Motion carried: 13-0</p> <p>Vice President of Student Success – Dr. Justin Pfeifer</p> <p>Spring 2024 comparison</p> <p>The overall up 25% credit hours</p> <p>The overall up 23% for headcount</p> <p>We still expect 10K credit hours from High School</p> <p>Reviewed Strengths/Challenges</p> <p>We have too many strengths to review</p> <p>The following are the challenges</p> <ul style="list-style-type: none"> • Machining - down 688 • Design -down 262 • PDV - down 220 <p>Reviewed and discussed the trends chart</p> <p>Board members asked the following questions:</p> <p>Is the nursing up? <i>It was explained that we added a 2nd cohort and there is a pipeline</i></p> <p>Did we anticipate this type of increase?</p> <ul style="list-style-type: none"> • <i>We worked on our strategic enrollment/retention/completion</i> • <i>The new ADN program all plays into it along with the FRC with 259 will help.</i> • <i>Students are starting earlier. Students are coming directly from the High Schools Excel/CTE. The key for growth is to continue to build and</i>

	<p><i>collaborate with WSU, build out the market, and continue to build new programs.</i></p> <ul style="list-style-type: none"> • <i>The college added space at South which is still in the works. NCAT is at capacity.</i> <p>Vice President of People & Culture – Amber Neises People and Culture Dashboard Presentation This report presents an analysis of the demographics of currently employed individuals. It provides a breakdown of demographics based on employee class, gender, age, race/ethnicity, campus location, and service year.</p> <p>Data visualization: Clear and Concise Decision support: - Help in making informed decisions related to hiring, workforce planning Monitoring key metrics: Turnover, recruitment effectiveness, diversity Compliance and reporting</p> <p>Reviewed the active employee demographics page Total 311 Full-Time Employees The college is not heavy on the employees who will be retiring Tracking turnover Reviewed the historical employee data</p> <p>Board members asked the following questions: Who has access to this dashboard? <ul style="list-style-type: none"> • <i>Only the People and Culture Team</i> Benchmarks on money? <ul style="list-style-type: none"> • <i>Working on things with efficiency rating and cost for students hoping to bring that February board meeting</i> Reviewed the turnover chart which gives a historical analysis of employee turnover categorized by voluntary, involuntary, and overall turnover percentage.</p>
<p>President's Report</p>	<p>President's Report – Dr. Sheree Utash</p> <p>Mental Health Initiatives Several meetings on Mental Health Insurance Served on a panel. There have to be jobs in mental health that have bachelor or Master's degrees. We are ready to take to KBOR, but again there needs to be jobs tied to this. We have been working and researching how other states are handling this. All Tech Presidents are interested</p> <p>New Strategic Plan Process A reminder that the college extended the Strategic plan for another year The leadership team met with Misty Bruckner and Kate Young. They are with WSU, PPMC. The college is in the process of starting a new strategic plan. Misty and her team will be working with the board in the spring either the February or April board. Final approval of the new Strategic Plan will be in June or August More to come on this project.</p> <p>Higher Learning Commission (HLC) We had the first meeting with the reviewer. The formal visit is set for February 26th and 27th Reviewed the HLC Assurance argument progress charts. Paula Pitts sent calendar invites to Board and Rick Muma The college is hoping for 10-year accreditation.</p> <p>RFQ Proposal for NCAT Expansion (<i>approval required</i>) -ICT airport authority - their RFP is out</p>

	<p>-7 acres to the south Hangar 18-21SQFt 44-51K sq ft training building</p> <p>The steering committee will review. Following are the members of the committee:</p> <ul style="list-style-type: none"> • WSU Tech – Marlo Dolezal, Scott Lucas, Jim Hall and Kirk Peterson • WAA – John Oswald • County Representative – Pete Meitzner • City Representative – Becky Tuttle • WSU Tech Advisory Board Representative – Maggie Topping • Foundation Board Representative – John Schwendeman • Community Member Representative – Sheree sent a request to GWP, pending a response <p>Reviewed the timeline if approved we will send out on Monday. Deadline is Jan 18, 2024. Reviewed the building picture Sheree will send the concept building out to the Board.</p> <p>Motion to approve RFQ Proposal for NCAT Expansion was considered and discussed and thereupon on the motion of Board member Derrick Nielsen seconded by Pete Meitzner, the RFQ Proposal for NCAT Expansion was approved.</p> <p>Motion carried: 13-0</p> <p>Bryan Frye’s term on the board is up but will move to our Foundation board. He will be a liaison between both boards. Sheree is continuing to work with the city on Bryan’s replacement.</p> <p>Ended the meeting by showing the holiday video.</p>
Adjournment	At approximately 4:26 p.m., the meeting adjourned

Approved:

Signature

Dated