Sedgwick County Technical Education and Training Authority  
The Governing Board of Wichita Area Technical College  
Board Minutes  
Thursday, November 21, 2013

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 November 21, 2013.

Present: Jim Walters, Lyndy Wells, John O’Leary, Dave Unruh, Pete Meitzner and Matt Leary

Absent: Jeff Turner, John Dieker, Kim Shank, Patty Koehler, and Cindy Hoover

Public Communication  
N/A

Audit Update  
Audit update – BKD  
BKD reviewed and discussed with the Board the results of the audit. The college is moving aggressively to address the A-133 Finding in Financial Aid regarding verifications of student aid. The college contacted BKD for management recommendations and is working to implement those recommendations. As an example, the college will no longer require physical tax returns.

Monthly Financial  
October Financial Statements - Chris Martin  
For the month ended October 21st, total revenues for the college were $2,040,028. This is slightly less than planned Revenue of $2.1 million. Expenses continue to trend better than plan; additional expenses from September hit in October due to timing issues. Cash outflows for the month were less than plan, coming in at $1.5 million. This was driven primarily by the timing of payments for variable costs such as professional services and less than plan bookstore purchases.

The Employer and Advancement Services Division continue to cover their expenses. The net revenues are $52,183.

NAC Grant  
NAC Grant update – Sheree Utash  
The first year is complete and we are on the second year. Year two goals are as follows:
- The National Industry Council met on October 18th, 2013
- Regional Partnership Council meets on January 30, 2014
- Full Program Deployment by September 30, 2014
- Student enrollment projections:
  - Anticipate 290 students for year two.
  - Actual 86 students for year one.

Two weeks ago, WATC worked with Cessna Aircraft and held 32 interviews which they hired 22 people that day.

HLC  
HLC Update – Sheree Utash  
The college will have the HLC team names next month. There will be a total of five people for 2 ½ days visiting the college. The college hired 2 outside reviewers and held a mock interview on November 18th. The finalized document will be sent out by December 16th. The college will keep the board apprised on the site visit for Pratt Community College.

Chinese Partnership  
Chinese Partnership with NCAT  
The Board Chairman, the President, and WATC/NCAT Representatives met with the Mayor, Pete Meitzner, Karyn Page and Dale Goler to discuss the Chinese partnership. WATC is ahead of the competition and will keep the board apprised of the ongoing communication between the groups.

President’s Report  
KBOR accepted WATC’s proposed Performance Agreement. Dr. Kinkel shared the new employee HR welcome video to the Board. Dr. Kinkel reviewed the WATC Way powerpoint. 

Merit Pay - All eligible employees will receive a merit increase if the following four criteria are met:
- College gets re-accredited
- College increases the total number of credits
- College achieves a placement rate of 88% or higher
- 80% of Employers satisfied with WATC Graduates

Shared the All African-American Men with Success Data. Success being
defined as completing at Least 60% of Credit Hours attempted.

Reviewed the email sent to the board regarding the new lobbyist Riley
Scott. The Board reiterated its support for a lobbyist and reminded the
audience that the 2014 Budget contains the funds for lobbying. Riley will
start January 1st 2014 at $5,000/month with no guarantee the contract will
be renewed at the end of June. The President will electronically send out
the proposed contact in December for approval.

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<th>Vice Presidents/Executive Director Reports</th>
<th>Due to time constraints the Vice Presidents withheld their reports.</th>
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<td>Consent Agenda</td>
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### A. Review and Ratification of Employment Offers: February 2013

**Faculty:**

**Shonda Younger- CNA Faculty**

Shonda joins WATC with 11 years’ experience as a Director of Nursing
and RN. Her previous experience also includes Instructor with Dodge City
Community College. Shonda received her BSN from Pittsburg State
University.

Start date 11/4/13 - new position approved by Leadership Council through
2013 budget initiative process.

**Staff:**

**Snow Havlik-Financial Aid/Veterans Services Specialist**

Snow joins WATC with 3 years’ experience as a Financial Aid Quality
Control Specialist with DJA in Wichita.

Start date 11/14/13 – Replacement of staff

**Cheryl Gallardo-Technical Training Specialist**

Cheryl joins WATC with 15 years at Friends University. Her experience
includes Adjunct Faculty Coordinator and Senior Administrative
Assistant for the Edmund Stanley Library. Cheryl received her Master of
Science from Friends University.

Start date 10/23/13 – New embedded trainer position for Cessna.

### B. BOT Meeting Minutes

Recommendation action:

Approval of the SCTETA Meeting Minutes for October 24, 2013 were
provided to the Board electronically

The above consent agenda item(s) were considered and discussed and
thereupon on motion of Board Member Dave Unruh seconded by Board
Member Pete Meitner, the consent agenda item(s) were approved.

Motion carried: 6-0 with Jeff Turner, John Dieker, Kim Shank, Patty
Koehler and Cindy Hoover noted absent.

#### Adjournment

At approximately 5:20 p.m., the meeting adjourned.

[Signature]

[Date] 1/23/14

**Approved:**