SALINA AREA TECHNICAL COLLEGE BOARD OF TRUSTEES
REGULAR MEETING AGENDA
March 25, 2013, 5:00 p.m.
Salina Area Technical College
2562 Centennial Road
Building A, Room 131

I. Call to Order
   Speaker: Bob Miller

II. Approval of Agenda
    Speaker: Bob Miller

III. Consent Agenda
     A. Minutes of Meeting
     B. Personnel Report
     Speaker: Bob Miller

IV. Public Comment
    Speaker: Bob Miller

V. Action Agenda
   Speaker: Greg Goode
   A. Financial Report
   B. Approval of AAS Degree in Env Tech
   C. Approval of Tuition and Fees FY14
   D. Approval of Welding Machines
   E. Approval of Welding Remodel

VI. Informational Items
    Speaker: Greg Goode
    A. Monitoring Reports
    B. President’s Monthly Report
    C. Graduation
    D. Car Show
    E. HLC Biennial Visit

VII. Executive Session
     Speaker: Bob Miller

XIII. Approval of any action deemed necessary as a result of Executive Session
     Speaker: Bob Miller

IX. Adjourn

Appendix A: Monitoring Report Summary
Appendix B: Learning Resources Usage
Appendix C: KATC testimony for SB22
Appendix D: AAS in Environmental Technology
Appendix E: KATC testimony on proposed budget cut
Handout at meeting: KATC Annual Legislative Report
II. Approval of Agenda
   It is recommended that you approve the agenda of the March 25, 2013 meeting.

III. Consent Agenda
   It is recommended that you approve the consent agenda.

   A. Minutes of Meeting [February Board meeting cancelled due to snow.]

   SALINA AREA TECHNICAL COLLEGE
   BOARD OF TRUSTEES MEETING MINUTES
   Monday, January 28, 2013

Call to Order
   The Board of Trustees of Salina Area Technical College met Monday, January 28, 2013, at 5:00 p.m. at Salina Area Technical College, 2562 Centennial Road, with the following members present: Chris Baker, Carol Brandert, Thomas Mertz, Tom Pestinger, Katie Platten, LuAnn Puvogel.

   Absent: Mike Haug, Robert Miller, Todd Smith

   Others present, see below.

Approval of Agenda
   Motion by Katie Platten, second by Tom Pestinger to approve the agenda as presented. Motion carried: 6-0.

Approval of Consent Agenda
   Motion by Chris Baker, second by Katie Platten to approve the consent agenda. Motion carried: 6-0.

   A. Minutes of Meeting
      Minutes of December 17, 2012 Board meeting.

   B. Personnel Report

      New Hires:
      • Mike Parker, Diesel Technology Instructor
      • Steven Helzer, Auto Technology Instructor. Steven has been substituting for Michael Cosner since September.
      • Paula Peterson, .5 English instructor

      Resignations:
      • Derek Roberts, Diesel Technology Instructor
      • Pedro Leite, Vice President of Instruction

Public Comment
   There was no public comment.
Action Agenda

A. December Financial Report
Motion by Katie Platten, second by Carol Brandert to approve the December Financial Report. Motion carried: 6-0.

B. Welding Booth Purchase
Motion by Tom Pestinger, second by Chris Baker to approve the purchase of welding booths from Clean Air America for $220,270. Motion carried: 6-0.

C. Negotiated Agreement Amendment
Motion by Katie Platten, second by LuAnn Puvogel to approve the amendment to the 2012-2013 negotiated agreement. Motion carried: 6-0.

Informational Items

A. Monitoring Reports
President Greg Goode presented the following monitoring reports:

HLC Activities: Last month we had 8 of 26 items completed. This month, 10 of 26 completed or 38.5%. Completed activities since last month: Selected an online learning platform for Fall 2013, Google Apps. Hired one general education English instructor.

Welding Expansion: We have raised $309,500; $200,000 from the Department of Commerce, $1,000 from K-Tron, $25,000 from Great Plains Manufacturing, $5,000 from Philips Lighting, $10,000 from Solomon Corporation, $15,000 from KASA Controls, $5,000 from Bergkamp, $1,000 from Vortex, $2,000 from Twin Oaks, $40,000 from PKM Steel, $2,000 from Caterpillar – Wamego, $3,000 from Grain Belt Supply, $1,500 from Exline. Thank you to all companies who have contributed.

Financial Update: As of December 31, 2012 we have spent $1,666,837.

Facility Master Plan: Andrew has met with Jones Gillam to discuss a facility master plan for the college. They will send the college a quote on the cost of developing the plan. We are about 10% complete in the process.

Student Professionalism/soft skills assessment: All programs have student professionalism/soft skills integrated into their curricular assessment process. Four programs have collected data thus far: Auto Collision Repair, CAD, Welding, and Business Administrative Technology. Auto Collision Repair, in Appendix B, was presented as an example.

B. President’s Monthly Report
President Greg Goode reported on the following items:

Technology: This month we have had presentations on iPad usage on campus as well as using Google Apps online.

Statewide and community activities in January:
System Council of Presidents and KATC meetings both on January 16
KBOR meeting on January 17 in Topeka.
Met with Department of Commerce about a large grant to upgrade
Electronics program.
USD 305 legislative forum January 19
Technical Education Authority, January 23.
Kansas Workforce Summit, January 23 and 24
Process Management Committee, January 25 to discuss state processes.

News from KATC (Kansas Association of Technical Colleges) and KBOR meetings on January 16 and 17:
**Financial:** The governor’s budget proposes a freeze to higher ed for the next two years. SB155: It appears our high school student reimbursement (the governor’s secondary CTE initiative) will be delayed until April. In FY14, this $8 million budget will be totally used up by Fall 2013. As this budget has not been increased either, looks like we will get a per FTE decline in funding for secondary students attending SATC.

**Hiring CNAs:** Colleges have been working on easing rules (not legislation) for hiring a CNA instructor. The new rules should be in effect in May.

**Financial aid:** Salina Tech will host a workshop with presentations by colleges who have had recent financial aid audits – WATC, FHTC, SATC, maybe Cloud County CC - Thursday, February 28.

**Geographic Jurisdiction:** All colleges in Kansas now need permission to train outside their service areas for credit classes. Different processes are set up that will provide “blanket” approval for special programs that train statewide (like non-potable water). This does not apply to non-credit or distance learning.

**State Performance Agreements:** All colleges will be switching over to the new state performance agreement process in 2014.

---

**Executive Session**

Motion by Carol Brandert, second by Katie Platten that the Board go into Executive Session for 17 minutes, to discuss non elected personnel matters in order to protect the privacy of the individual(s) to be discussed, and reconvene into open session at 6:00 p.m. Motion carried: 6-0.

**Bob Miller arrived 5:51 pm**

Thomas Mertz declared the board to be in open session at 6:00 p.m.

Motion by Bob Miller, second by Chris Baker that the Board go into Executive Session for 5 minutes, to discuss non elected personnel matters in order to protect the privacy of the individual(s) to be discussed, and reconvene into open session at 6:05 p.m. Motion carried: 7-0.

Thomas Mertz declared the Board to be in open session at 6:05 p.m.

**Approval of any Action from Executive Session**

There was no action taken as a result of the Executive Session.

**Adjournment**

The meeting was adjourned at 6:05 p.m.
Attest:
Becky Miller, Clerk of the Board

Greg Goode, Salina Tech President
Lara Duran, Outreach Coordinator
Trish Hayden, Learning Resources Specialist
Pedro Leite, Vice President of Instruction
Laura Robertson, Director of Grants and Planning
Clinton Walker, Registrar/Director of Institutional Research

B. Personnel

New Hires:
• Shawn Westmoreland, Ph.D., math instructor for FY14. Shawn has a Ph.D. in mathematics and a master’s degree in physics. He currently teaches for KSU – Manhattan.

Resignation:
• Janet Layton, Director of Continuing Education, is “re-resigning” April 5, 2013. Thanks to Janet for coming out of retirement to help us the past 2.5 years.
• Jeni Peterson, Dental Assistant Instructor, May 10, 2013.

IV. Public Comment

The Board invites open comments for students, faculty, staff or members of the community. The Chair reserves the right to limit comment time.

V. Action Agenda

A. Financial Report

It is recommended the Board approve the January and February financial report.

<table>
<thead>
<tr>
<th>Income</th>
<th>*Year Budget</th>
<th>YTD</th>
<th>% Expensed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition and Fees</td>
<td>1,350,260</td>
<td>1,173,583</td>
<td>87%</td>
</tr>
<tr>
<td>Post-Secondary Aid</td>
<td>2,010,264</td>
<td>2,010,264</td>
<td>100%</td>
</tr>
<tr>
<td>Other Income</td>
<td>65,000</td>
<td>(93,147)</td>
<td>-143%</td>
</tr>
<tr>
<td>Total Income</td>
<td>3,425,524</td>
<td>3,090,700</td>
<td>90%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Expense</th>
<th>*Year Budget</th>
<th>YTD</th>
<th>% Expensed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Instructional</td>
<td>1,771,353</td>
<td>1,012,748</td>
<td>57%</td>
</tr>
<tr>
<td>Student Services</td>
<td>340,482</td>
<td>214,390</td>
<td>63%</td>
</tr>
<tr>
<td>Administration</td>
<td>683,231</td>
<td>372,739</td>
<td>55%</td>
</tr>
<tr>
<td>Maintenance</td>
<td>615,758</td>
<td>311,393</td>
<td>51%</td>
</tr>
</tbody>
</table>
We recently received post secondary aid disbursement making net income high this month. It will be spent down by June (salaries, spring equipment purchases).

<table>
<thead>
<tr>
<th>Income</th>
<th>February 28, 2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition and Fees</td>
<td>1,350,260</td>
</tr>
<tr>
<td>Post-Secondary Aid</td>
<td>2,010,264</td>
</tr>
<tr>
<td>Other Income</td>
<td>65,000</td>
</tr>
<tr>
<td><strong>Total Income</strong></td>
<td><strong>3,425,524</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Expense</th>
<th>February 28, 2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Instructional</td>
<td>1,771,353</td>
</tr>
<tr>
<td>Student Services</td>
<td>340,482</td>
</tr>
<tr>
<td>Administration</td>
<td>683,231</td>
</tr>
<tr>
<td>Maintenance</td>
<td>615,758</td>
</tr>
<tr>
<td><strong>Total Expense</strong></td>
<td><strong>3,410,824</strong></td>
</tr>
</tbody>
</table>

**Net Income** | **14,700** | **957,802** |

**B. Approval of AAS Degree in Environmental Technology**
It is recommended the Board approve an AAS degree in Environmental Technology.

Salina Tech currently offers a certificate in Environmental Technology. However, this is the only program we offer that was never approved for an AAS degree; originally the AAS was not sought because the certificate did not have depth (only 16 credits). The strategy of the TRAC 7 grant was to grow and expand this curriculum into a more robust certificate and add the AAS degree (appendix D).

The first step in the process is Board approval of this new degree program. Then we will seek KBOR approval. George Brown, Environmental Technology instructor, will be here to answer any questions.

**C. Approval of Tuition and Fees for FY14**
It is recommended the Board approve the following tuition and fees for FY14.
## Tuition and Institutional Fees – Full Time Programs

<table>
<thead>
<tr>
<th></th>
<th>2012-2013</th>
<th>2013-2014</th>
<th>Increase</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition</td>
<td>$93 Credit Hour</td>
<td>$100 Credit Hour</td>
<td>$7/7.53%</td>
</tr>
<tr>
<td>Medical/Dental Assistant</td>
<td>$110 Credit Hour</td>
<td>$118 Credit Hour</td>
<td>$8/7.27%</td>
</tr>
<tr>
<td>Institutional Fee</td>
<td>$12 Credit Hour</td>
<td>$15 Credit Hour</td>
<td>$3/25%</td>
</tr>
</tbody>
</table>

## Full-Time Program Supply Fees

<table>
<thead>
<tr>
<th></th>
<th>2012-2013</th>
<th>2013-2014</th>
<th>Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Auto Collision</td>
<td>$495</td>
<td>$495</td>
<td>No Change</td>
</tr>
<tr>
<td>Automotive Technology</td>
<td>$470</td>
<td>$470</td>
<td>No Change</td>
</tr>
<tr>
<td>Business Technology</td>
<td>$255</td>
<td>$265</td>
<td>$10      Increase</td>
</tr>
<tr>
<td>Commercial Art</td>
<td>$360</td>
<td>$422</td>
<td>$62      Increase</td>
</tr>
<tr>
<td>CAD</td>
<td>$200</td>
<td>$200</td>
<td>No Change</td>
</tr>
<tr>
<td>Construction</td>
<td>$415</td>
<td>$415</td>
<td>No Change</td>
</tr>
<tr>
<td>Dental Assistant</td>
<td>$360</td>
<td>$360</td>
<td>No Change</td>
</tr>
<tr>
<td>Diesel Technology</td>
<td>$360</td>
<td>$375</td>
<td>$15      Increase</td>
</tr>
<tr>
<td>Electrical Technology 1</td>
<td>$1,400</td>
<td>$1,400</td>
<td>No Change</td>
</tr>
<tr>
<td>Electrical Technology 2</td>
<td>$685</td>
<td>$685</td>
<td>No Change</td>
</tr>
<tr>
<td>Electronic Engineering</td>
<td>$425</td>
<td>$425</td>
<td>No Change</td>
</tr>
<tr>
<td>HVAC</td>
<td>$480</td>
<td>$528</td>
<td>$48      Increase</td>
</tr>
<tr>
<td>Machine Tool</td>
<td>$387</td>
<td>$387</td>
<td>No Change</td>
</tr>
<tr>
<td>Medical Assistant</td>
<td>$550</td>
<td>$550</td>
<td>No Change</td>
</tr>
<tr>
<td>Welding</td>
<td>$435</td>
<td>$485</td>
<td>$50      Increase</td>
</tr>
</tbody>
</table>

## On Line Fees – Testing Fees for National Certification Exams or Certifications

<table>
<thead>
<tr>
<th></th>
<th>Testing Fees</th>
<th>Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Auto Collision</td>
<td>ICAR &amp; ASE</td>
<td>$65</td>
</tr>
<tr>
<td>Automotive Technology</td>
<td>E-Learning &amp; ASE</td>
<td>$45</td>
</tr>
<tr>
<td>Business Technology</td>
<td>Testing</td>
<td>$45 New</td>
</tr>
<tr>
<td>Dental Assistant</td>
<td>CDA Exam</td>
<td>$375</td>
</tr>
<tr>
<td>Diesel Technology</td>
<td>E-Learning &amp; ASE</td>
<td>$45</td>
</tr>
<tr>
<td>Electrical Technology 2</td>
<td>Journeyman’s</td>
<td>$100</td>
</tr>
<tr>
<td>HVAC</td>
<td>ICE &amp; EPA</td>
<td>$55</td>
</tr>
<tr>
<td>Machine Tool Technology</td>
<td>NIMS Testing</td>
<td>$110</td>
</tr>
<tr>
<td>Medical Assistant</td>
<td>RMA Exam</td>
<td>$85</td>
</tr>
</tbody>
</table>

## Additional Student Required Items To Be Purchased Through The College

<table>
<thead>
<tr>
<th></th>
<th>Item</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Automotive Technology</td>
<td>Laptop + Software</td>
<td>$550</td>
</tr>
<tr>
<td>Business Technology</td>
<td>Laptop + Software</td>
<td>$1630 New</td>
</tr>
<tr>
<td>Construction Technology</td>
<td>Hand Tools</td>
<td>$300 New</td>
</tr>
<tr>
<td>Diesel Technology</td>
<td>Skills USA</td>
<td>$15</td>
</tr>
<tr>
<td>Diesel Technology</td>
<td>Laptop + Software</td>
<td>$700 New</td>
</tr>
<tr>
<td>Electrical Technology</td>
<td>Hand Tools</td>
<td>$700</td>
</tr>
<tr>
<td>Electronic Engineering</td>
<td>Hand Tools</td>
<td>$550 New</td>
</tr>
<tr>
<td>Electronic Engineering</td>
<td>Software</td>
<td>$160</td>
</tr>
<tr>
<td>Medical Assistant</td>
<td>Equipment</td>
<td>$82 New</td>
</tr>
<tr>
<td>Welding</td>
<td>Hand Tools</td>
<td>$220 New</td>
</tr>
</tbody>
</table>

- 2012 IPEDS Data Feedback Report at [http://nces.ed.gov/ipeds/datacenter/InstitutionByName.aspx](http://nces.ed.gov/ipeds/datacenter/InstitutionByName.aspx) has Salina Tech’s average tuition and required fees at $3,829. Other KS technical colleges:
  - Tech College #1: $4,120
  - Tech College #2: $4,215
  - Tech College #3: $4,441
  - Tech College #4: $5,895 (this college has some very high cost programs)
Tech College #5: No data. They charged $125 per credit hour in FY12.

- FYI: To increase secondary enrollment, it is the college’s intent to waive all fees/costs in FY14 for secondary students; their education will be free as long as certain conditions are met: 95% attendance per class, 2.0 GPA per class, meeting instructor professionalism standards. We are creating a “center of excellence” concept. This decision is driven by Senate Bill 155, which funds secondary students much better than post secondary. The $29,000 in lost fees/costs should be recovered by approximately 6-8 new secondary students.

In FY12 the college received $187,672 in secondary “tuition” reimbursement from 79 USD students under the old model. This year, due to SB155, we will receive $286,459 in secondary reimbursement for 80 USD students. So, you can see the logic that Andrew is following.

D. Approval of Welding Machines

It is recommended the Board approve the purchase of 38 Miller Welding machines from Lampton Welding Supply for $210,723.94.

The college currently owns 8 Miller welders, this will expand to 46 stations in the new facility.

Bid accepted: Lampton Welding Supply $210,723.94 (Lowest complete bid plus extras)

Bids not accepted:
Matheson: $212,269.10 (too high)
Airgas: $206,302.88 (not complete bid)

FYI – we are still working within the estimated costs of this project: $300,000 raised from commerce and local business; $500,000 approved by SATC Board in July 2012.

E. Approval of Welding Remodel

It is recommended the Board approve up to $300,000 for the bid to remodel for the Welding expansion.

The bids are being opened March 27 and work needs to commence before the next Board meeting April 22. The bid is primarily for electrical and other miscellaneous work. The Board has two options:

A) If you want to know the precise amount of the bid and who the contract is awarded to, Bob can call a special meeting or phone conference call this week to address this one item.
B) If you are comfortable, make the motion above and we will report to you the bidder and the amount next month.
VI. Informational Items

A. Monitoring Reports – Appendix A

Four monitoring reports are presented this month: HLC Activities, Financial, facility master plan, and student professionalism/soft skills assessment.

**HLC Activities:** In January we had 10 of 26 items completed. In February, 12 of 26 completed or 46%. No change in March. Completed activities in February:

- Every faculty member has an educational plan on file. Laura Robertson, who will be training to be our HLC liaison, is tracking progress. Of our 22 faculty, 10 have a bachelor’s degree or higher, seven have educational plans on file. Five hired before the fall of 2013 do not plan on pursuing a bachelor’s degree.
- Expand fall usage of learning resources by 5% in FY13. Learning resources usage grew 44%. Trish Hayden, Learning Resources Specialist, tracks this data to assess usage. See appendix B.

**Financial Update:** as of January 31, 2013 we have spent $1,911,270. As of February 28, 2013, we have spent 2,165,134. **In addition, Harold Mayes, CPA will present the FY12 financial audit to the board.**

**Facility Master Plan:** Before submitting a proposal, Charles Renz from Jones & Gilliam have met with Andrew three times to discuss expectations of the facilities plan. They have surveyed the buildings and taken pictures. He asked USD for structural reviews and any other information that may assist in the proposal. We estimate 50% of the work is completed.

**Student Professionalism/Soft Skills Assessment:** All programs have student professionalism/soft skills integrated into their curricular assessment process. Programs submitting data thus far: Auto Collision Repair, CAD, Welding, and Business Administrative Technology. February data collected from: Machine Tool and Dental Assistant. No March data submitted. Trish estimates most of the remaining programs will be submitting data in May.

**Welding Expansion FYI:** El Dorado National pledged $1,000. Total raised: $311,500 (Grain Belt Supply sent a check for $3,000 instead of $2,000).

B. President’s Monthly Report

**Acronyms:** Community College (CC), Technical College (TC), Kansas Board of Regents (KBOR), Technical Education Authority (TEA), Kansas Association of Technical Colleges (KATC), Higher Learning Commission (HLC), KBOR Process Management Committee (PMC), System Council of Presidents (SCOP).

**Technology:** The College is making strides to use enhanced technology as a teaching tool in the classroom as well as selecting a learning management system for improved “management” of the learning process (grade book, web tools, online learning platform, integration with SonisWeb, document sharing, etc.) Faculty and staff who visited Goodland last month to evaluate IPAD usage met February 8 to discuss if and how they should be used by faculty as a teaching tool. Intent is to make it a program by program decision. Also discussed how Google Apps should be used and compared it to Microsoft 365 –
both products have cloud technology, allow document sharing, and website creation (among other things). Faculty are still evaluating different learning management systems for online delivery.

State-wide and community activities in February:
- On behalf of Salina Tech and the Kansas Association of Technical Colleges, presented to a joint meeting of the House and Senate Education Committee on January 29. According to KBOR staff our presentation was very well received by legislators. A handout will be available at Board meeting. My verbal comments included:
  - Relevancy: how the college uses advisory committees.
  - Partnerships: the CON/ELT/HVAC partnership with the city and the HCC partnership.
  - Business driven expansion - used Welding expansion as an example; also talked about getting many partners involved to do this.
  - SB155 – secondary integration: overviewed pathways project with USDs.
  - Funding SB155 and funding challenges in general.
- January 30 and February 7: I called a special meeting of KATC Board to discuss how we could improve our presentation given to the joint house/senate. Primary goal is to add more economic impact data to show the value of an educated population.
- January 31, TRAC 7 grant site visit by the federal government. Laura Robertson, Director of Grants and Planning coordinated. Very good ending comments from two federal visitors. TRAC 7 is a $19.5 million consortium grant with six institutions. SATC has $451,000 of the grant designed to improve the Environmental Tech program. Program grant coordinators from Washburn University were very pleased as well. We can be proud of George and Laura’s work on this very tricky federal grant.
- February 1, took a field trip with members of the house and senate education committee and members of the Kansas Department of Education Board of Directors to an agricultural elementary in Newton and a technical center in Oklahoma City. Spent some very worthwhile networking time with legislators and state board.
- February 5 – worth mentioning, received good news from Governor Brownback that he is amending the current FY13 budget by $3 M to add additional funds to SB 155 (secondary CTE initiative)! We were actually looking at a potential loss because the fund was depleted. Maybe worth $50,000 to SATC, give or take $10,000 (a guess).
- February 6, on behalf of KATC, testimony on SB22 in front of Senate Education Committee. This bill extends the Technical Education Authority until 2017. Otherwise, it sunsets June 30, 2014. $750,000 budget runs the TEA. (Appendix C.)
- February 8, on behalf of KATC, presentation to Senate Ways and Means Committee on higher ed budget for FY14.
- February 12, legislative dinner in Topeka. Four legislators and two members of the governor’s staff met with KATC presidents. We networked and lobbied for bills that are important to us, especially finances. A very good exchange of communication.
- System Council of Presidents (SCOP) and KBOR meeting on Feb 13 in Topeka. Presented to SCOP a strategy for community colleges and technical colleges to work together on joint legislative presentations in FY14.
- February 14, TRANE/NC3 meeting about HVAC partnership. Discussed creating a high end HVAC lab. Chad will attended the open house at Washburn Institute of Technology March 12.
- February 15, USD 305 community stakeholders meeting. The first meeting of community stakeholders to help USD 305 in developing future bond projects, like South High School.
- February 18, another “Student Success” meeting in Topeka. It’s been a few months since we have met. Provided KBOR with feedback on the new student success measurement process.
Fairly close to finishing this product. It uses multiple measures to evaluate how successful students are in all 32 public institutions.

- February 19, presentation in front of house budget committee on higher ed funding.

State-wide and community activities in March:

- **February 27**, conference call with Jay Scott of the Kansas State Department of Education. Diane Debacker was sick but kept informed through email. Will update the Board during the meeting.
- February 28, SATC hosted a financial aid workshop for the state to discuss the devastating effects of federal financial aid program reviews; 27 from around the state attended.
- March 1, visited KMOM with Blane to support our Dental Assistant students and staff volunteer work. Kansas Mission of Mercy provides free dental care and our students received valuable experience assisting. This year’s location of KMOM was Wichita. Next year it’s Salina.
- Mondays in March: attended Rotary with SATC students as guests. Thanks to the Rotary for inviting our students.
- March 5, met with K-State Salina Dean/CEO Verna Fitzimmons. We meet periodically to discuss opportunities. No news to report from this meeting.
- March 6, Smokey Hill Education Center held a job shadow day. Approximately 50 students from surrounding high schools met at SATC in the morning, went out to job shadow and returned to SATC (you may have seen Lara’s picture in the paper on March 7 – they did some interview skills work too). A very successful day – much praise from students and staff who participated.
- March 11, testified on SB22, extension of the Technical Education Authority, in front of House Education Committee (testified on same in front of Senate on 2/6).
- March 12, Foundation Board of Directors meeting. Topics:
  - Outreach Fundraising in progress; met with Bennington State Bank; proposals to two different federal departments for grants to help low income.
  - KASA: $2,000 welding scholarship for FY14.
  - Met with Department of Commerce staff about EET grant. Summer grant date. In the process of getting organized to write the grant.
  - Met with Trane/NC3 about an HVAC lab and partnering on a grant. Instructor will visit the Washburn Trane/NC3 lab March 12.
  - Started monthly meetings with Andrew and Becky Miller to discuss fundraising strategies.
  - Participated in “Match Madness” on March 12 – community foundation fundraising activity at downtown Mokas.
  - Andrew – computer sale and sale of other items (juke box). Raised $4,000 thus far.
  - Foundation goals for X-Matrix planning.
  - **SATC’s first Alumni Newsletter** completed and sent out
- March 18, provided testimony on House Education Budget Sub Committee regarding effects of a 4% cut. (Appendix E.)

C. Graduation

Graduation is Saturday, May 11, 2:00 at the Stiefel Theater. Board members and administration sit on the stage.
D. Car show

Reminder the car show is April 6 from 9:00 – 4:00. Band, alumni reception, cars, vendors fun, free. Bring your family. Blane is doing his customarily superb work organizing it again this year.

E. HLC Biennial Visit

The HLC has a biennial visit scheduled at Salina Tech from October 14-16. Assuming they follow the same format, they may want to meet with the Board during the evening of Monday, October 14.

A biennial visit is intended to see if the college is staying on track. To prepare for a biennial visit, the college updates the previous self study. However, as all the HLC criterion have changed and the minimum expectations has been replaced by assured practices, they are recommending we rearticulate the previous 2011 self study into a new format. This means about half we can cut, paste and update and half start from scratch. I found this out two weeks ago. This needs to be completed by June 30.

On one hand, this creates a very challenging situation for a group of us to get this completed by June 30. On the other hand, it will help us better prepare for the 2015 initial accreditation visit.

XII. Executive Session

A. Personnel
I move that we go into Executive Session to discuss non elected personnel matters in order to protect the privacy of the individual(s) to be discussed and reconvene into open session at _____________.

XIII. Approval of any action deemed necessary as a result of Executive Session

IX. Adjourn
### Appendix A: Monitoring Report

<table>
<thead>
<tr>
<th></th>
<th>Sept</th>
<th>Oct</th>
<th>Nov</th>
<th>Dec</th>
<th>Jan</th>
<th>Feb</th>
<th>Mar</th>
<th>Apr</th>
<th>May</th>
<th>June</th>
</tr>
</thead>
<tbody>
<tr>
<td>50% of HLC priority activities</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>completed by May 31, 2013</td>
<td>Plan</td>
<td>15%</td>
<td>20%</td>
<td>25%</td>
<td>30%</td>
<td>35%</td>
<td>40%</td>
<td>45%</td>
<td>50%</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Actual</td>
<td>15%</td>
<td>27%</td>
<td>27%</td>
<td>31%</td>
<td>38.5%</td>
<td>46%</td>
<td>46%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Graduate and Job Placement Report</td>
<td></td>
<td>30</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>– 30 responses.</td>
<td>Plan</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Actual</td>
<td>28</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Raise $300,000 for welding expansion by January 2013</td>
<td>Plan</td>
<td>200,000</td>
<td>225,000</td>
<td>250,000</td>
<td>275,000</td>
<td>300,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Actual</td>
<td>200,000</td>
<td>231,000</td>
<td>241,000</td>
<td>264,000</td>
<td>309,500</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Student Survey will be equal to or above the national average</td>
<td>Plan</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Actual</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Facility Master Plan 100% Completed by May 30, 2013</td>
<td>Plan</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>10%</td>
</tr>
<tr>
<td></td>
<td>Actual</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>10%</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>50%</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>75%</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>100%</td>
</tr>
<tr>
<td>IPEDS Enrollment Report shows 5% increase in FY12. IPEDS headcount was 1085 in FY11.</td>
<td>Plan</td>
<td>1139</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Actual</td>
<td>1206</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>KBOR 20 day census report shows 5% increase in FY13. FY12 was 401.</td>
<td>Plan</td>
<td>421</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Actual</td>
<td>431</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Student professionalism and soft skills integrated into the curriculum by May 31, 2013.</td>
<td>Plan</td>
<td>4</td>
<td>6</td>
<td>8</td>
<td>11</td>
<td>14</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Actual</td>
<td>4</td>
<td>6</td>
<td>6</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Measure: Do not exceed 100% of operating budget spent.</td>
<td>Plan</td>
<td>$1,136,930</td>
<td>$1,421,154</td>
<td>$1,705,412</td>
<td>$1,989,636</td>
<td>$2,273,860</td>
<td>$2,558,118</td>
<td>$2,842,342</td>
<td>$3,126,566</td>
<td>$3,410,824</td>
</tr>
<tr>
<td></td>
<td>Actual</td>
<td>$1,500,364</td>
<td>$1,557,151</td>
<td>$1,666,837</td>
<td>$1,911,270</td>
<td>2,165,134</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Green – exceeds goal
Yellow – within 3%
Red – outside 3%
Appendix B

Learning Resources Usage Fall Semester

<table>
<thead>
<tr>
<th>Data in Graph:</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>*COMPASS Testing</td>
<td>310</td>
</tr>
<tr>
<td>Cover Letter</td>
<td>6</td>
</tr>
<tr>
<td>Library Time</td>
<td>220</td>
</tr>
<tr>
<td>Interview Workshop</td>
<td>16</td>
</tr>
<tr>
<td>PN Testing</td>
<td>395</td>
</tr>
<tr>
<td>NOCTI Testing</td>
<td>19</td>
</tr>
<tr>
<td>Resume Workshop</td>
<td>166</td>
</tr>
<tr>
<td>Tutoring</td>
<td>23</td>
</tr>
<tr>
<td>WorkKeys - Kansas Works</td>
<td>30</td>
</tr>
<tr>
<td>Soft Skills Workshop</td>
<td>60</td>
</tr>
<tr>
<td>ESL Class</td>
<td>0</td>
</tr>
<tr>
<td>Prometric Testing - ASE</td>
<td>0</td>
</tr>
<tr>
<td><strong>Grand Total</strong></td>
<td><strong>1,245</strong></td>
</tr>
</tbody>
</table>

This data is for learning resources usage in the **fall** only. It is a “spot check” so we can evaluate activity of lab usage.

*In 2010, students took their COMPASS test during fall semester. Since then our policy requires students take the COMPASS before arriving (they take it in the summer), this caused the dramatic drop in hours.
This letter is written in support of SB22, extension of the Technical Education Authority (TEA). The TEA has been an integral part of increasing the visibility and accountability of career and technical education in Kansas since 2006. To provide some idea of their impact, in 2007 Kansas ranked last in the percent of the population enrolled in CTE courses. Recently, Kansas climbed to 34th (see page 2), much due to their persistent efforts.

The TEA brings an expertise to technical education that KBOR relies on. Their membership is primarily people who work directly in or with technical education. Their membership are employed in many technical fields such as business owners, nursing, Aerospace, HVAC, Westar Energy, Western Kansas Manufacturer Association, Kansas Department of Labor, etc. Their leadership allows KBOR to focus on their many other roles in higher ed.

Initially there was a feeling among many that TEA caused an unnecessary duplication of effort, that they add a layer of meetings to attend, plus more oversight means more work for the colleges. But as they have matured, the results are evident that this body is responsible for helping reinvigorate technical education in Kansas as the attached chart indicates.

As such, the Kansas Association of Technical Colleges proudly supports SB22 to extend TEA and their many fine achievements, including:

- The TEA insures the technical college curriculums meet industry standards across the state. A student attending HVAC at Garden City has the same outcomes as a student attending Washburn Tech.
- The TEA has been instrumental in making certain students who leave technical programs have 3rd party industry credentials making graduates more marketable.
- The TEA has been a strong advocate for career and technical education. As the economy changes and as we need more students going into technical fields, the TEA acts as an “advisory” board to the colleges.
- TEA has been an advocate of the metrics process used to evaluate program quality. These will be in place soon, giving the state another tool to quantify success. This again is a very time consuming activity that KBOR would have found challenging to administrate.
Revised Program
To address the serious need of the water treatment industry, the College joined with six other community and technical colleges to write a grant that would allow Salina Area Technical College to deliver its Environmental Technology – Wastewater Treatment and Potable Water Treatment – program across the state to metropolitan areas and to small, remote, and rural communities whose water technicians are essentially placebound by the nature of their job responsibilities and limited resources, budget and time.

The revised program offers stackable certificates in both Wastewater Treatment and Potable Water. Stackable certificates will include four options/pathways: 1) Certificate A in Wastewater Treatment, 2) Certificate A in Potable Water Treatment, 3) Certificate A in Utility Management, and 4) Associate in Applied Science degree. The College will offer certification courses, although these will not be a part of the revised program.

Program Outcomes
After completing this program, students will:
1. Apply critical thinking skills to specific water treatment plant processes following established procedures.
2. Understand how and why sample collection methods affect analytical laboratory results which ultimately affect treatment decisions and can impact the plant’s regulatory compliance.
3. Explain and practice safe chemical handling methods as well as safe work habits.
4. Understand the importance of process record keeping, how to complete and submit regulatory reporting forms.
5. Demonstrate a basic knowledge of the regulations that apply to the drinking water or waste water treatment plants.
6. Understand the very real impact of their actions and how their actions can directly affect the public health.

Pathway #1 Certificate A – Wastewater Treatment – 18 credits
- ENV 102 Safety (OSHA-10), 1 credit
- ENV 163 Water and Wastewater Math, 3 credits
- ENV 105 Wastewater Treatment Plant Operation and Maintenance I, 4 credits
- ENV 155 Collection Systems Operation and Maintenance I, 4 credits
- ENV 135 Management of Municipal Utilities, 3 credits
- ENV 120 Internship, 3 credits

Pathway #2 Certificate A – Potable Water Treatment – 17 credits
- ENV 102 Safety (OSHA-10), 1 credit
- ENV 163 Water and Wastewater Math, 3 credits
- ENV 135 Management of Municipal Utilities, 3 credits
- ENV 165 Potable Water Distribution Systems, 3 credits
- ENV 115 Potable Water Systems Operation and Maintenance I, 4 credits
- ENV 120 Internship, 3 credits

Pathway #3 Certificate A – Utility Management – 22 credits
- ENV 102 Safety (OSHA-10), 1 credit
- ENV 163 Water and Wastewater Math, 3 credits
- ENV 135 Management of Municipal Utilities, 3 credits
- ENV 165 Potable Water Distribution Systems, 3 credits
• ENV 105  Wastewater Treatment Plant Operation and Maintenance I, 4 credits
• ENV 115  Potable Water Systems Operation and Maintenance I, 4 credits
• ENV 155  Collection Systems Operation and Maintenance, 4 credits

Pathway #4 Associate in Applied Science Degree – 64 credits
• ENV 102  Safety (OSHA-10), 1 credit
• ENV 101  Water Treatment Chemistry, 3 credits
• ENV 103  Potable Water Sources, 3 credits
• ENV 105  Wastewater Treatment Plant Operation and Maintenance I, 4 credits
• ENV 108  Wastewater Treatment Plant Operation and Maintenance II, 4 credits
• ENV 109  Water Quality, 3 credits
• ENV 111  Water and Wastewater Disinfection, 3 credits
• ENV 115  Potable Water Systems Operation and Maintenance I, 4 credits
• ENV 117  Potable Water Systems Operation and Maintenance II, 4 credits
• ENV 120  Internship, 3 credits
• ENV 135  Management of Municipal Utilities, 3 credits
• ENV 155  Collection Systems Operation and Maintenance I, 4 credits
• ENV 157  Collection Systems Operation and Maintenance II, 4 credits
• ENV 163  Water and Wastewater Math, 3 credits
• ENV 165  Potable Water Distribution Systems, 3 credits
• GEN ED  General Education, 15 credits
TO: Chairman Cassidy and members of House Education Budget Committee

FROM: Greg Goode, President, Salina Area Technical College and Kansas Association of Technical Colleges

SUBJECT: Funding for Higher Education in FY14

DATE: March 18, 2013

This testimony will provide some insight on the challenges of funding cuts at Salina Tech. In FY10, state funding to technical colleges was cut approximately 10%. From FY11-FY13 the budget has essentially been frozen. We now operate at 10% less funding in 2013 than in 2007. Technical colleges like Salina Tech do not have local property taxing authority as a funding stream so any cut in state funding exacerbates an already precarious financial situation.

One of the biggest challenges colleges have is recruiting and retaining quality faculty due to zero or minimal salary increases. In the past two years, the following faculty members from Salina Tech quit to go back into industry: auto technology instructor, auto collision repair instructor, two electronics instructors, and an electrical instructor. Northwest Tech has lost an equal number of faculty members. It is heartbreaking.

Recruiting is equally a challenge, many qualified applicants decline when they find out they will have to take a dramatic pay cut to work in education. For two of our openings, we hired the only applicant.

Costs like utilities, technology, insurance, and fringe benefits have raised, some dramatically. We have colleges experiencing deficit budget years for the first time in their history due to State support not keeping up with enrollment growth. Colleges are facing monumental regulatory increases from our accrediting agencies, program accrediting agencies, financial aid, Perkins, US Department of Education, healthcare, etc. These require more of our limited staff’s time. Also, many colleges run certain programs at a loss. Further funding cuts would be crippling to these programs.

To be an economic development catalyst for the state is a mixture of interrelated factors – qualified faculty, excellent student support services, appropriate facilities, updated equipment and technology. Budget cuts to education are not new; during difficult times higher education has partnered with the state to help balance the budget. There has always been a light at the end of the tunnel. However to face continuing cuts, year after year, in good times, will have a crippling effect on higher education, job growth, and job creation. Please invest in Kansas education and see tangible cash return on that investment. Technical Education doesn’t cost; it pays