

**SALINA AREA TECHNICAL COLLEGE
BOARD OF TRUSTEES SPECIAL MEETING MINUTES
FRIDAY, AUGUST 9, 2013**

- Call to Order The Board of Trustees of Salina Area Technical College met Friday, August 9, 2013, at 1:00 p.m. at Salina Area Technical College, 2562 Centennial Road, with the following members present: Thomas Mertz, Robert Miller, LuAnn Puvogel, Todd Smith, Chris Baker
- Absent: Natalie Fischer, Tom Pestinger
- Others present, see below.
- Approval of Agenda Motion by LuAnn Puvogel, second by Bob Miller to approve the agenda as amended. Motion carried: 5-0.
- Action Agenda
- A. Appoint a Clerk Motion by Todd Smith, second by Chris Baker to appoint Greg Goode as Board Clerk for this meeting. Motion carried 5-0.
- B. Appoint New Board Members Motion by Bob Miller, second by Chris Baker to appoint Brad Strathe and Frieda Mai-Weis to the Board of Trustees. Motion carried 5-0.
- Informational Items
- A. Board/President Work Session The FY13-FY15 Strategic Plan has strategic priorities for this period and included in it are annual objectives. The Board and President recommend the following annual objectives FY14. The new objectives are in red; carryover from FY13 in black:
1. Expand Broad Community Outreach/Partnerships
 2. Progress toward HLC accreditation.
 3. **Develop assessment of general education.**
 4. Improve the efficiency and effectiveness of administrative services.
 5. Operate in a balanced budget.
 6. **Organize and prioritize** the Facility Plan.
 7. **Continue emphasis** of graduate professionalism/soft skills training.
 8. **Incorporate third party test scores as a component of resource and program planning.**
 9. Grow enrollment 5% by fall of 2014.

The following measures were recommended for FY1, new in red:

1. Graduate and Job Placement Report - feedback from 40 employers by August 2013.
2. HLC “identified priorities” 90% complete by May 31, 2014.
3. General Education assessment plan completed by May 2014.
4. Strengthen linkages between budgeting, assessment, operations, and planning by November 30, 2013.
5. Monthly report showing YTD spending at or below budget and revenue at or above budget.
6. Renegotiate lease with USD 305 to expand campus by December 31, 2013.
7. Use the graduate and job placement report for this measure.
8. Create a report card of student learning to include graduation, program completion, job placement, and third party credentialing scores by October 31, 2013.
9. Expand and/or add a new program by March 2014.
10. Enrollment Report: 5% growth in IPEDS and KBOR Census reports.

The annual objectives were entered into the X-Matrix planning spreadsheet. New Board member Brad Strathe took the group through a process management (X-Matrix) prioritization process to prioritize the objectives according to the FY13-FY15 Strategic Priorities.

The measures were entered into the X-Matrix planning spreadsheet. Brad Strathe helped the group evaluate the first measure according to the new objectives. The remaining will be prioritized at the August 26, 2013 Board meeting. This information will be shared with college employees for additional input.

B. Open Meetings Handout

Given the new Board members and as a general refresher, Board Chair Tom Mertz provided a handout for the Board on Kansas Open Meetings Act. The Board reviewed and discussed the FAQ on Kansas public meetings. Handouts will be provided to Board members on August 26 who missed this meeting

No action taken as a result of Executive Session.

Adjourn

The meeting was adjourned at 2:51 p.m.

Attest:
Greg Goode, Clerk of the Board for this special meeting

No other attendees.