

Board of Directors Packet

Manhattan Area Technical College

February 28, 2023

Zoom/Live Stream 5:30 pm



Board of Directors:

Ballou, Brett (Riley) Chair

Urban, David (Riley)

Armbrust, John (Riley)

Flanary, Tim (Pottawatomie) Vice-Chair

Allen, Will (Geary)

Noah, Julie (Clay)

Peterson, Heather (Pottawatomie)

Matson, Mike (Riley)

Administration/Staff:

Genandt, James (President/CEO)

Biesenthal, Hannah (Board Clerk)

Phillips, Sarah

Davis, Kimberly

Gfeller, Josh

Ross, Neil

Roberts, Nathan

Boxberger, Chris

Watts, Harry

Bellamy, Kerri

Faculty Senate

Agenda

1. Call to Order

2. Consent Agenda (Routine items requiring BOD action) *

- Approval of January 2023 Meeting Minutes (Attachment 1) *
- Approval of January 2023 Check Register w/Threshold Expenditures (Attachment 2) *
- Organizational Update (Attachment 3) *
- President's Report (Attachment 4)*

3. General Agenda (Items possibly requiring BOD Action)

- Audit Results* **Jim, Kerri**
- Enrollment Update **Neil**
- Preliminary VA Audit **Neil**
- Career Fair **Chris**

4. Discussion of Ends (Demonstration, Testimonial, or Report of Results related to Board Mission)

- Facilities/Projects Updates **Josh, Sarah**
- Faculty Senate Update **Faculty Senate**

5. Executive Session: Negotiations

6. Executive Session: Real Property

7. Executive Session: Non-Elected Personnel

Meetings and Upcoming Events

Next Board Meeting: March 28, 2023

Fall Enrollment Open: March 3rd

Business After Hours: March 8th 5:30-7pm, MATC Campus

Spring Break: March 13-17th / Campus Closed: March 17th

Classes Resume: March 20th

Career Fair: March 21st- Healthcare; March 22nd- Construction, HVAC, Welding, EPD; March 23rd-
Automotive Tech, Industrial Engineering Tech, Networking Tech, Business

* Requires BOD Action

Board of Directors Minutes

Manhattan Area Technical College

January 31, 2023 5:30pm



1. The Board of Directors of the Manhattan Area Technical College met January 31, 2023 at 5:30 p.m., with live streaming for employees.
 - Members present: Brett Ballou, Tim Flanary, David Urban, Heather Peterson, Julie Noah, John Armbrust, Will Allen.
 - Administration Present: Jim Genandt, President/CEO; Sarah Phillips, Vice-President; Nathan Roberts, Dean of Academic Affairs; Neil Ross, Dean of Student Services; Kim Davis, Dean of Nursing & Health Programs; Kerri Bellamy, Director of Finance; Chris Boxberger, Dean of Academic Partnerships and Outreach; Hannah Biesenthal, Executive Assistant/Board Clerk.
 - Zoom: Kim Davis, Mike Matson, Harry Watts, Brian Koch.
 - Guests: Rodney Stanfield.
 - Meeting was live streamed.
2. **Call to Order**
 - Brett Ballou called the meeting to order at 5:37p.m.
3. **Consent Agenda**
 - Tim Flanary motioned to approve the consent agenda with minor changes. Will Allen seconded. Motion carried 8 yeas and 0 nays. Motion passed.
4. **General Agenda**
 - President Genandt reviewed the Achievement of Ends monitoring reports from November 2022 meeting and the Strategic Plan monitoring report. David Urban motioned to approve the Achievement of Ends monitoring report. Tim Flanary seconded. Motion carried 8 yeas and 0 nays. Motion passed. No action was taken on the Strategic Plan.
 - Chris Boxberger informed the board of the Career Fair planned for March 21-21, 2023.
 - Nathan Roberts informed the board of the Academic Calendar for the 2023-2024 and 2024-2025 academic years. Tim Flanary motioned to approve the Academic Calendar for 2023-2024 and 2024-2025. John Armbrust seconded. Motion carried 8 yeas and 0 nays. Motion passed.
 - Chris Boxberger discussed the revised college values with the board. Mike Matson motioned to approve the Revised College Values and Objectives. Will Allen seconded. Motion carried 8 yeas and 0 nays. Motion passed.

- Nathan Roberts informed the board of verbiage changes to Policy 4.3.2.- Academic Honesty and Misconduct. Tim Flanary motioned to approve the changes to Policy 4.3.2. David Urban seconded. Motion carried 8 yeas and 0 nays. Motion passed.
- Josh Gfeller gave updates on the building 3 in Wamego. The final walk through is taking place January 27th and the next step is to outfit the buildings.
- Brian Koch and Rodney Stanfield gave updates from the Faculty Senate on students' progress. Eight nursing students took the NCLEX test for their program, and six passed on their first try. More people are seeing the commercials for MATC on KSNT, which is causing more talk about the college. Students are becoming more comfortable with asking for help from their instructors.

5. **Executive Session:** Student Issue

- Tim Flanary moved to go into executive session to discuss matters relating to student information to protect the interest of the business to be discussed, at 6:48p.m. John Armbrust seconded. Motion carried 7 yeas and 0 nays. Motion passed to go into executive session. Tim Flanary motioned to go to into open session at 6:58p.m. Motion carried 7 yeas and 0 nays. Motion passed to go into open session.

6. **Executive Session:** Real Property

- Tim Flanary moved to go into executive session to discuss confidential data relating to real property to protect the interest of the business, at 6:55p.m. John Armbrust seconded. Motion carried 7 yeas and 0 nays. Motion passed to go into executive session. Tim Motioned to go into open session at 7:07p.m. David Urban seconded. Motion carried 7 yeas and 0 nays. Motion passed to go into open session. Tim Flanary motioned to go back into executive session to further discussion about real property. Will Allen seconded. Motion carried 7 yeas and 0 nays. Motion passed to go back into executive session. Tim Flanary motioned to go into open session. David Urban seconded. Motion carried 7 yeas and 0 nays. Motion passed to go into open session. No action was taken.

7. **Adjournment:** Brett Ballou adjourned the meeting at 7:17pm.

To: MATC Board of Directors
 From: Administration
 Re: January 2023 Expenditures



February 28, 2023

Category	Costs	%
Payroll, Withholdings and Benefits (200, 230, 590)	\$ 311,346.80	62.52%
Facilities (510)	\$ 17,485.57	3.51%
Student Payments (110)	\$ 300.00	0.06%
Program Expenditures	\$ 123,023.23	24.70%
ALC Operating Costs (excludes salary/benefits) (900, 930, 931)	\$ 2,760.39	0.55%
Wamego (excluding salary/benefits)	\$ 2,158.52	0.43%
Building HIRE Ed		0.00%
Other Operating costs	\$ 40,933.43	8.22%
Total January Expenditures	\$ 498,007.94	100%

Threshold Expenditures > \$5,000				
Vendor Name	Item(s) Purchased	Cost	Department	Funding
Advance Auto Parts	ADAS calibration equipment	\$ 19,798.99	Auto Tech	Perkins
Charlson & Wilson Insurance	Cyber insurance renewal	\$ 6,660.00	All School	Credit Hour Fees
ConvergeOne, Inc	microsoft 2023 renewal	\$ 8,753.26	All School	Credit Hour Fees
MAC Tools	Auto Tech Tool Kits	\$ 73,666.33	Auto Tech	Course Fee
UMB Visa Card Services	LED Microscopes	\$ 5,274.00	MLT	Perkins
IRS	PR 1.13.2023 Payroll deductions	\$ 32,706.65	All School	payroll ded/gen fund
IRS	PR 1.31.2023 Payroll deductions	\$ 36,175.15	All School	payroll ded/gen fund
KS Dept of Revenue	PR 1.13.2023 Payroll deductions	\$ 6,725.18	All School	payroll deduction
KS Dept of Revenue	PR 1.31.2023 Payroll deductions	\$ 7,004.14	All School	payroll deduction
KPERS	PR 1.13.2023 Payroll deductions	\$ 9,278.38	All School	payroll deduction
KPERS	PR 1.31.2023 Payroll deductions	\$ 8,497.86	All School	payroll deduction
Total January Expenditures Exceeding Threshold		\$ 214,539.94		



MEMORADUM TO: The Board of Directors
FROM: Jim Genandt, President
 Human Resources
DATE: February 28, 2023
SUBJECT: Consent Agenda: Organizational Update

New Hire/Rehires/New Positions					
Employee Name	Position Title	DOH	Department	Funding Source	Status
Promotions/Title Changes					
Employee Name	Position Title	DOC	Department	Funding Source	Status
Separations/Retirements					
Employee Name	Position Title	DOS	Department	Funding Source	Status
Advertised Positions					
Position Title			Department	Funding Source	Status
Adjunct Opportunities for Consideration			All Departments	Operating	Open
Associate Degree Nursing Adjunct Clinical Instructor			Faculty	Operating	Open
Full-Time Welding Technology Instructor			Faculty	Operating	Open
Part-Time Allied Health Instructor			Continuing Education	Operating	Open
Full-Time Practical Nursing Instructor			Faculty	Operating	Open

President's Report: February 2023

Owner Expectations:

- Feb 1: I met with the Principal of Flint Hills Christian School to discuss more collaboration on early college options for his students, and orientation for his faculty and staff, and parents.
- Feb 1: I participated in the concurrent task force meeting with representatives of K-12, KBOR, and the two-year colleges.
- Feb. 6: I testified to the Senate Education Committee against changing the Technical Education Authority (TEA). I also met with 4 legislators about tech ed funding.
- Feb. 7: I presented with Dan Whisler of TRANE at the State CTE conference in Manhattan.
- Feb. 8: I was on KMAN for In-Focus
- Feb. 8 &9: I was on a conference call with St. Sen. Baumgardner, and representatives of KBOR and the community colleges concerning the TEA.
- Feb. 9 & Feb. 23: I led a meeting of the tech college presidents.
- Feb. 14: I worked with the tech college lobbyist and the community lobbyist on possible areas of collaboration for funding to the legislature and KBOR. I also testified for the tech colleges to the House Higher Education Budget Committee.
- Feb. 15: I attended KBOR meetings for the tech colleges.
- Feb. 16: I testified to the Senate Ways and Means committee for the technical colleges.
- Feb. 18: I attended the Legislative Forum sponsored by the Manhattan Chamber.
- Feb. 23: I participated in a conference call meeting with the TEA.

Employer Needs & Response:

- Feb. 7: I presented to the BAC of the Manhattan Chamber about the Advanced Technology Facility and the Building HIRE Education Project.
- Feb. 9: Kim Davis and I met with representatives of the Manhattan Chamber and of Meadowlark, Via Christi, Surgical Center, and Stormont Vail, and how we can collaborate on marketing to recruit students/workers, etc.
- Feb. 17: I attended a planning session with the Flint Hills Regional Council in Council Grove.
- Feb. 17: Harry, Chris, Suzanne, and I attended the annual meeting of the Manhattan Chamber of Commerce.
- Feb. 20: MATC hosted a planning meeting for the Flint Hills Regional Council on Technology, and on Feb. 21 we hosted their planning meeting on workforce at our Wamego Center.
- Feb. 21: I attended the Board Meeting of the Manhattan Chamber of Commerce.

Resource Development:

- Feb. 3 & 7: I visited with Carl and Mary Ice concerning support for our ATC project.
- Feb. 14: I was on KTMJ live to talk about MATC and the ATC and Building HIRE Education project.
- Feb. 9: I worked with Chamber staff concerning the MATC presentation to the City of Manhattan for support for the ATC project (that presentation is on March 7). (I am also scheduled to present to the Pottawatomie County Commission on March 13.)