

Manhattan Area Technical College
Board of Directors Meeting Agenda
October 29, 2024/MATC Wamego Center (614 US 24)/5:30pm (zoom/live stream)

Mission: Manhattan Area Technical College provides high quality technical, general, and adult education to prepare individuals to pursue technologically advanced careers and lead productive lives in a dynamic and diverse global environment.

Vision: As a leader in technical education, Manhattan Area Technical College will enhance student-centered learning and service to business, industry, and community members.

Values: Providing HIRE Education - Helping Ignite & Revolutionize Education

HELPING IGNITE the ambition and passion:

- in our students through self-advocacy
- in our faculty and staff by providing student centered support
- of our community by supporting regional workforce needs.

REVOLUTIONIZE EDUCATION through:

- active learning with hands-on instruction from day one
- faculty delivering cutting-edge industry driven expertise
- inspiring innovative lifelong learning.

Objectives:

- Offering associate of applied science degrees and technical certificates upon completion of programs and courses in technical fields to meet student, employer, and community needs.
- Complementing technical instruction with general education courses emphasizing written and verbal communication, quantitative literacy, and critical thinking/problem solving.
- Creating opportunities for secondary students in technical and general education through partnerships.
- Providing student-centered services to include counseling, financial aid, skill enhancement and assessment, employability preparation, and student-led organizations.
- Assessing student performance and outcomes to enhance learning.
- Allocating resources to ensure a safe, accessible, and student-friendly learning environment.
- Maintaining integrity through interaction with Business and Industry Leadership Teams (BILT), our Board of Directors, and ensure compliance with approving agencies.
- Serving as a valued community leader and partner in the educational, economic, and workforce development of our service area.

Board of Directors Statement of Ownership: The Board of Directors for Manhattan Area Technical College has identified its moral ownership, to which it has a fiduciary or trusteeship responsibility, as the general public of the college's service areas.

VISION AND MISSION: The Vision and Mission of the Manhattan Area Technical College Board of Directors is to ensure that MATC strives to be a leader in postsecondary technical education in Kansas to prepare people for productive and enriched lives.

Attendance:
Board of Directors

Tim Flanary, Chair (Pottawatomie)
Brett Ballou (Riley)
Julie Crimmins (Clay)
Dan Strom (Pottawatomie)
Leslie Goodwin (Geary)

David Urban, Vice Chair (Riley)
John Armbrust (Riley)
Heather Peterson (Pottawatomie)
Stephanie Pierce (Riley)

Administration/Staff

James Genandt, President/CEO
Josh Gfeller, VP of Operations
Chris Boxberger, Academic Partnerships/Outreach
Kim Davis, Nursing Ed & Health
Peter Vopata, HR Coordinator
Chelsea Weese, Chemistry Instructor

Pam Imperato, Special Advisor to President
Cara Prichard, Chief Financial Officer
Kerri Bellamy, Advanced Technologies
Neil Ross, Student Services
Brian Koch, Math Instructor, Chair Faculty Senate
Suzy Baker, Executive Operations Coordinator, Board Clerk

Agenda (*items require Board action)

1. Call to Order
 - a. Introductions (if necessary)
 - b. Agenda revisions (if necessary)*
2. Consent Agenda*
 - a. Previous board minutes (**Attachment 1**)
 - b. Previous month check register and related financial information (**Attachment 2**)
 - c. Organizational update (**Attachment 3**)
3. General Agenda (*items that may require Board action)
 - a. Faculty Senate
 - b. Operations
 - i. Facilities update
 - ii. Other?
 - c. Finance
 - i. BHE expenditure report (**Attachment 4**)
 - ii. FY24 Actuals (see Governance Monitoring Report on Financial Condition below)(**Attachment 5**)
 - d. Academics
 - i. PAC/BILT Dinner Review
 - ii. Presentation by Chelsea Weese, Science Faculty Member
 - iii. Adult Education Update, Chris Boxberger
 - e. Partnerships/Outreach
 - f. Resource Development
 - i. Fundraising
 - g. Governance Monitoring Reports (as required)
 - i. Budgeting/Financial Planning/Forecasting* (**Attachment 6**)
 - ii. Financial Condition* (**Attachment 7**)
 - iii. Compensation/Benefits* (**Attachment 8**)

- iv. Achievement of Ends*
 - 1. This report will be provided at a later date as we are having a new economic impact analysis done (with other technical colleges) to have for the next legislative session.
- h. President's Report (**Attachment 9**)
 - i. Other
- 4. Board Process Review
- 5. Events/Meetings Calendar
 - a. Nov/Dec Board Meeting (Dec 3, 5:30p)
- 6. Adjournment

	Schedule of President's Monitoring Reports
Monthly Through BOD Meetings Written Report in December	1. GENERAL EXECUTIVE CONSTRAINT a) The President shall not cause or allow any practice, activity, decision or organizational circumstance which is illegal, imprudent, or unethical
June	2. TREATMENT OF PEOPLE a) With respect to treatment of students, staff, volunteers and the community, dealings shall not be inhumane, unfair, or undignified.
October	3. BUDGETING/FINANCIAL PLANNING/FORECASTING a) Budgeting shall not deviate significantly from board priorities, or risk fiscal jeopardy.
Quarterly (Reports to Include Both MATC Operating Financials as Well as MATC Foundation Impact)	4. FINANCIAL CONDITION a) With respect to the actual, ongoing condition of the organization's financial health, the President shall not cause or allow the development of fiscal jeopardy or a significant deviation of actual expenditures from board priorities established in policies. b) July – September c) October - December January – March d) April – June
Ongoing	5. INFORMATION AND ADVICE a) With respect to providing information and counsel to the board, the President shall not permit the board to be uninformed.
October	6. ASSET PROTECTION a) Assets shall not be unprotected, inadequately maintained, or unnecessarily risked.

October	<p>7. COMPENSATION/BENEFITS</p> <ul style="list-style-type: none"> a) With respect to employment, compensation, and benefits to employees, consultants, contract workers, and volunteers, the President shall not cause or allow fiscal integrity or public image to be jeopardized. b) Annual Budget presented for approval if not done earlier (pending final state approval of appropriations and negotiations)
January & August	<p>8. STRATEGIC PLAN (General Executive Constraint & Board Governance Process)</p> <ul style="list-style-type: none"> a) Annual presentation of Strategic Plan...the President shall not operate the college without a Strategic Plan. b) Monitoring progress of Strategic Plan.
February & October	<p>9. ACHIEVMENT OF ENDS</p> <ul style="list-style-type: none"> a) Vision & Mission b) Essential Skills c) Work Preparedness d) Workforce Development e) Leadership

Board of Directors Agenda/Minutes

September 24, 2024

5:30p (zoom/live stream)



Attendance:

Board of Directors

Tim Flanary, Chair (Pottawatomie)

John Armbrust (Riley)

Heather Peterson (Pottawatomie)

Leslie Goodwin (Geary)

David Urban, Vice Chair (Riley)

Julie Crimmins (Clay)

Stephanie Pierce (Riley)

Administration/Staff

James Genandt, President/CEO

Josh Gfeller, VP of Operations

Chris Boxberger, Academic Partnerships/Outreach

Neil Ross, Student Services

Suzy Baker, Executive Operations Coordinator, Board Clerk

Addl: Kim Withroder, Lisa Isaacson, David Umazor, Rachel Ohmes

Pam Imperato, Special Advisor to President

Cara Prichard, Chief Financial Officer

Kim Davis, Nursing Ed & Health

Brian Koch, Math Instructor, Chair Faculty Senate

Agenda: (*Items requiring Board action)

1. Call to Order- **Meeting called to order by Tim- 5:30p**

- Adjustments to agenda (made 9.23)
 - Added 2 year academic calendar attachment
 - Edits to the order of General Agenda
 - Removed attachment from Retreat Agenda (revised attachment will be distributed)
 - Added agenda items:
 - Executive Session
 - New & Revised Academic Programs & Board Reviews (3 attachments)
 - Added Marketing report

2. Board of Directors Announcements

- Vice Chair position: **David Urban with majority vote (vote was made electronically prior to mtg)**
- Leslie Goodwin introduction: **6 votes to appoint Leslie as Geary County seat (vote was made electronically prior to mtg)**
- Introduction of new faculty and staff: **Lisa Isaacson, David Umazor**

3. Consent Agenda (*Items requiring Board action)

- Approval of previous month minutes (Aug 2024)* (Attachment 1)
- Approval of previous month check register with threshold expenditures (Aug 2024)* (Attachment 2)
 - **Approval of Aug minutes + Aug check register- Tim 1st, John 2nd. 7 yes , 0 no - motion carried.**
- Organizational Update (Attachment 3)

4. General Agenda (*Items requiring Board action)

- BHE Expenditure report (Attachment 4)- **Josh**
- FY24 Actuals Memo (Attachment 5)- **Cara**
- 2 year Rolling Academic Calendar (Attachment 6)- **Jim, Brian**
- Policy updates:
 - Faculty Senate (Attachment 7)
 - **Brian-** went over the updates to the policy. The policy had not been updated for 4 years. Chair & vice Chair are typically 1 trade faculty and 1 gen ed faculty.
 - **Faculty Senate updates: Brian-** Math pathways- state would like to get rid of intermediate algebra, discussed math requirements & funding.
 - **Marketing Update: Rachel-** Presentation on Marketing & social media. **Suzy will send attachment to the Board. **Chris/Jim-** Purpose of this marketing plan is to reinforce enrollments, staff & faculty involvement, engaging students, making community aware.
Tim made motion to approve Faculty Senate policy. David 1st, Heather 2nd. 7 yes, 0 no - motion carried.
 - Policy 5.1.1 Admissions (Attachment 8)
 - **Neil-** Admissions policy was outdated & needed to be updated. It will need to be edited- Suzy will send the revised document to the board.
Tim made motion to approve Policy 5.1.1. John 1st, Stephanie 2nd. 7 yes, 0 no - motion carried.
- Trailer purchase & Patterson Grant Update
 - **Pam-** thanked the board for the approval of the trailer and updated the board on the submission of the Patterson Grant. Pam explained the plans for the grant if we are awarded, we can inspire the rural communities. End of Nov/early Dec will be the announcement as to if we are funded with the grant. Pam explained we will travel to NC in Nov to pick up the trailer that was purchased. Trailer will be used for marketing, partnering with businesses & grow outside relationships. **Heather-** asked if we have the software or if that will need to be purchased. **Pam-** mentioned the grant will have us partnering with a company. If we do not get the grant we will add these as needed unless our classrooms already have a virtual component. **Jim-** added that Perkins Funds may allow us to use funds if Patterson Grant does not fund this. **Tim-** asked about teachers and if those are our teachers or community teachers. **Pam-** explained that they are the local teachers we will be working with as they are the influencers.
- Building Projects: Front entry project update-
 - **Josh-** explained to new board members that we were having issues with flooding in the front, explained our main entrance project & updates with ADA issues. Repair is now complete except for the signage. Project is still under budget. Furniture will be purchased or made by our departments. **Heather-** suggested partnering with Kstate for design. **Tim-** suggested Manco. **Tim-** asked if there will be a roof or pergola. **Josh-** not at this time but possible future suggestion. Possibly use our construction science department for a build. Will have outdoor wifi & electricity.
 - **Tim-** asked about finishing touches to the new building. **Josh-** mentioned we have some little things to work through but nothing big at this time.
- PAC Dinner & Meeting Oct 3, 5:30-6:30p, location tbd-
 - **Jim-** invited the Board to the PAC dinner & presentation, explained what we will be doing that evening. Suzy will send meeting invite to the Board.
- Discuss Nov & Dec Board meeting dates (normal dates fall during holiday weeks)-
 - **Jim-** proposed Nov/Dec mtg to be combined. Dec 3 or 10- Suzy will send a vote to board.
- New & revised Academic Programs & Board Reviews*
 - Early Childhood Education (Attachment 9)

- Plumbing (Attachment 10)
- Industrial Maintenance Technology (Attachment 11)
- **Chris-** presented documents. **Jim-** explained we may get some co enrollments for ECE. Program will go Fall 2025, location to be determined.

Tim motion to accept. Stephanie 1st, John 2nd. 7 yes, 0 no - motion carried.

- Initial Enrollment Observation-
 - **Neil-** This is a snapshot of our initial enrollments. 873/855 HC--85,-827 credit hours. Down 85 students, we will have additional student enrollments after the 20th day. Down a little in undergraduate & high school. Increase with Ft Riley, JC and 5 new programs. We are low because a few programs are not active right now. **Jim-** reported that some community colleges are offering gen eds at \$22 per credit hour. State may give 5 free gen eds to students. This year will be flat or down a bit but with 5 new programs, Ft Riley and JC we will increase. GED & ESL populations 172 students enrolled- regardless of being down in enrollments 78 GED, 94 ESL- this is a huge benefit for our community and may result in those students becoming full MATC students.

5. President's Report

- Update (Attachment 12)- **Jim-** presented his attachment.

6. Executive Session- Jim, Josh, Chris, Julie, John, Heather, Tim, David, Leslie, Stephanie, Suzy
Tim- called us into Exec Session 7:02. John 1st Heather 2nd. Personnel issues discussed. **Tim-** called us back into general session at 7:12. Heather 1st, David 2nd.

7. Adjournment

Meetings & Upcoming Events:

- October 14-15, 2024: HLC Visit
- October 17, 2024: Party on the Plaza
- October 29, 2024: Monthly board meeting (location: Wamego campus)
- November Board Meeting: Regular date falls on Nov 26 (Thanksgiving week)
- December Board Meeting: Regular date falls on Dec 31 (New Years Eve)

[Link to Retreat Agenda here](#)



To: MATC Board of Directors
 From: Administration
 Re: September Expenditures

October 29, 2024

Category	Costs	%
Payroll, Withholdings and Benefits (200, 230, 590)	\$ 422,510.48	28.30%
Facilities (510)	\$ 370,885.85	24.84%
Student Payments (110)	\$ 383,212.08	25.67%
Program Expenditures	\$ 281,698.41	18.87%
ALC Operating Costs (excludes salary/benefits) (900, 930, 931)	\$ 5,369.99	0.36%
Wamego (excluding salary/benefits)	\$ 2,297.10	0.15%
Other Operating costs	\$ 27,123.30	1.82%
Total September Expenditures	\$ 1,493,097.21	100%

***Expenditures occurring outside state appropriated funding, tuition/fees income, etc. as allocated for operations are noted

Threshold Expenditures > \$5,000				
Vendor Name	Item(s) Purchased	Cost	Department	Funding
IRS	PR 9.13.24 Payroll deductions	\$ 37,327.43	Institutional	
IRS	PR 9.30.24 Payroll deductions	\$ 38,377.00	Institutional	
KS Dept of Revenue	PR 9.13.24 Payroll deductions	\$ 7,965.17	Institutional	
KS Dept of Revenue	PR 9.30.24 Payroll deductions	\$ 8,094.52	Institutional	
BCBS	Health Insurance Premium	\$ 61,092.07	Institutional	
KPERS	PR 9.13.24 Payroll deductions	\$ 8,931.01	Institutional	
KPERS	PR 9.30.24 Payroll deductions	\$ 9,052.44	Institutional	
Evergy	Evergy- September 2024	\$ 13,106.12	Institutional	
Burlington English	Burlington English Seats	\$ 5,280.00	ALC	ALC
BHS Construction	Front Entrance Pay App #2	\$ 163,855.91	Institutional	Capital Outlay
BHS Construction	BHE ATC Pay App #22	\$ 171,148.52	Institutional	
BHS Construction	Electrical for future monument sign	\$ 6,624.00	Institutional	
Watts Consulting	Harry Watts August Contract Hours	\$ 5,000.00	Institutional	
City of Manhattan	City of Manhattan Utilities- ATC July-September	\$ 6,553.25	Institutional	
Eagle Technologies	Eagle Tech Dell Renewal	\$ 7,379.05	Institutional	
Kenton Brothers	Kenton Brothers Licensure and Cards	\$ 18,875.63	Institutional	
Simple Syllabus	Simple Syllabus FY2	\$ 5,098.00	Institutional	
Anixter Inc	EPD Poles	\$ 10,974.70	EPD	
ATI - Assessment Technologies	ATI Comprehensive Review	\$ 11,025.00	Institutional	
Wolters Kluwer	ADN & PN Book Bundles	\$ 46,156.64	Nursing	
Tooling University	Tooling U 280 day subscriptions	\$ 5,875.00	Welding	
Mohawk Lifts	Tire Changer	\$ 23,157.90	Auto Tech	Perkins
Archetype Innovations	ADN EHR Go	\$ 6,728.00	Nursing	Nursing Grant
DiaMedical	Nursing Equipment	\$ 8,010.90	Nursing	Nursing Grant
Trenchant Cyber	Cyber Security Curriculum	\$ 20,000.00	Cyber	Cyber Security Grant
Learning Lab 360	VR Trailer	\$ 37,500.00	Institutional	Cyber Security & Student Success
Instructure, Inc.	Canvas Catalog Pilot	\$ 6,550.00	Institutional	Apprenticeship
Matheson Tri-Gas Inc	Student Tool Kits	\$ 5,999.70	Welding	
Grainger Supply	Student Tool Kits	\$ 41,972.55	HVAC	
Total September Expenditures Exceeding Threshold		\$ 797,710.51		



MEMORADUM TO: The Board of Directors
FROM: Jim Genandt, President
 Human Resources
DATE: October 29, 2024
SUBJECT: Consent Agenda: Organizational Update

New Hire/Rehires					
Employee Name	Position Title	DOH	Department	Funding Source	Status
Mashawnda Dotson	Custodial Specialist	10/8/2024	Maintenace & Facilities	Operating	New Hire
Alan Keithley	Groundskeeper	10/16/2024	Maintenace & Facilities	Operating	New Hire
Promotions/Title Changes					
Employee Name	Position Title	DOC	Department	Funding Source	Status
Rose chapman	Academic Support Coordinator	11/18/2024	Academic Staff	Operating	Internal Hire/Position Change
Separations/Retirements					
Employee Name	Position Title	DOS	Department	Funding Source	Status
New/Advertised Positions					
Position Title			Department	Funding Source	Status
Adjunct Faculty & Clinical Instructors			Academics & Nursing	Operating	Open
Concurrent Instructors			Academic Partnerships & Outreach	Operating	Open
Full-Time Associate Degree Nursing Instructor			Nursing Faculty	Operating	Open
Full-Time Admissions Coordinator			Student Services	Operating	Open
Full-Time Plumbing Instructor			CEM Faculty	Operating	Open
Full-Time Electrical Instructor			CEM Faculty	Operating	Open
Full-Time HVAC Instructor			CEM Faculty	Operating	Open

To: MATC Board of Directors
From: Administration
Re: September BHE 2024 Expenditures

Category	Funds	Expended	Remaining
BHE Loan (70% of Appraisal)	\$11,130,000.00	\$11,130,000.00	\$-
ARPA	\$1,843,594.00	\$1,843,594.00	\$-
Capital Outlay		\$-	

Estimated Proj. Amount	\$16,300,000.00
<i>Appraisal</i>	\$15,900,000.00
Total Project Budget	\$15,540,085.00
Loan Amount	\$11,130,000.00
<i>Closing Costs</i>	\$111,704.00
Total Amount of Contingency Approved	\$773,453.00
Total Amount of Contingency Remaining	\$---
Total Amount of Allowances Approved	\$741,318.00
Total Amount of Allowances Remaining	\$---

Total Project	\$15,540,085.00
Remaining	\$2,201,770.49

Expenditures

Total as of August 31st, 2024 \$13,666,654.34

Vendor	Invoice	Invoice Date	Pay Amount	Funding
BHS Construction	BHS Pay App #22	9/19/2024	\$171,148.52	Gen Fund
BBN Architects	August Invoice	9/26/2024	\$15,685.89	Donations
Kansas State Bank	August Interest Payment	9/15/2024	\$74,118.74	Donations

Total September Expenditures \$260,953.15
 TOTAL EXPENDITURES AS OF September 30, 2024 \$13,927,607.49



FY25 Cash Flow Budget
FY 25 Q1 Actuals presented with FY24 Actuals

		9/30/2024 <i>actuals</i>	6/30/2025 <i>budget</i>		6/30/2024 <i>actuals</i>
Cash Flows from Operations					
Student tuition	\$	537,500	\$ 2,150,000	25%	\$ 1,885,000
<i>Estimates based off prior year enrollment</i>					
Credit Hour/Lab Fee	\$	316,193	\$ 1,264,772	25%	\$ 1,265,922
<i>Est. 8,000 CRH</i>					
Federal grants and contracts					
Perkins	\$	-	\$ 103,950	0%	\$ 125,007
Adult Ed. (AEFLA)	\$	54,803	\$ 158,647	35%	\$ 167,736
State Appropriations					
Tiered	\$	931,727	\$ 1,863,454	50%	\$ 2,028,420
Nontiered	\$	375,272	\$ 750,543	50%	\$ 765,308
Base Operating Grant	\$	1,500,000	\$ 1,500,000	100%	\$ 1,500,000
Cyber Security	\$	250,000	\$ 250,000	100%	\$ 250,000
Apprenticeship	\$	152,480	\$ 152,480	100%	\$ 149,130
Capital Outlay	\$	376,045	\$ 376,045	100%	\$ 385,123
Nursing Grant	\$	89,579	\$ 89,879	100%	\$ 66,464
Student Success Initiative Funds	\$	186,601	\$ 186,601	100%	\$ -
Excel in CTE	\$	-	\$ 950,000	0%	\$ 942,541
<i>Based on prior year</i>					
	\$	164,304	\$ 1,094,578	15%	\$ 619,410
Building Hire Education Fund					
Auxiliary Sales and Services	\$	6,136	\$ 15,500	40%	\$ 17,893
<i>RTC, Swag, etc.</i>					
Interest Income	\$	46,823	\$ 100,000	47%	\$ 183,321
Misc. Income	\$	15,534	\$ 69,175	22%	\$ 58,955
TOTAL Cash Flows from Operations	\$	5,002,997	\$ 11,075,624	45%	\$ 10,410,230
Cash Outflows from Operations					
Salaries	\$	1,050,591	\$ 4,317,326	24%	\$ 4,042,820
Benefits	\$	254,369	\$ 1,110,886	23%	\$ 949,029
Contractual Expenditures					
Facilities/Technology Contractual Services	\$	189,399	\$ 745,780	25%	\$ 504,237
Outside Partnerships/Consulting	\$	16,793	\$ 560,000	3%	\$ 579,745
Institutional Effectiveness/Compliance	\$	50,514	\$ 320,067	16%	\$ 294,184
<i>(Audit, HLC Accred., Legal, HR, Insurance, Merchant Services)</i>					
Non Contractual Expenditures					
Professional Development/Travel	\$	9,770	\$ 79,529	12%	\$ 46,229
Program Course Expense	\$	148,791	\$ 639,073	23%	\$ 372,516
	\$	54,219	\$ 163,540	33%	\$ 204,913
Capital Outlay					
Facilities/Equipment	\$	386,571	\$ 863,140	45%	\$ 1,093,497
Lease/Loan Payments	\$	-	\$ 140,219	0%	\$ 157,193.00
BHE Loan Payment	\$	-	\$ 91,775	0%	\$ -
Advanced Tech Center	\$	171,148	\$ 558,822	31%	\$ 188,581.00
Interest Expense	\$	210,126	\$ 955,000	22%	\$ 491,640.00
Operational Liabilities				0%	
<i>Unclaimed Checks</i>	\$	-	\$ 1,000		\$ 1,168
Reserves	\$	-	\$ 500,000	0%	\$ 1,000,000
Total Cash Outflows from Operations	\$	2,542,291	\$ 11,046,157	23%	\$ 9,925,752
OPERATING INCOME (LOSS)	\$	2,460,705	\$ 29,467		\$ 484,478



INTERNAL MONITORING REPORT
BUDGETING/FINANCIAL PLANNING/FORECASTING
October 2024

I hereby present my monitoring report on your Executive Limitations policy “Budgeting/Financial Planning/Forecasting” according to the annual schedule of reports. I certify that the information contained in this report is true.

BROADEST POLICY PROVISION:

Budgeting shall not deviate significantly from Board ends priorities, or risk financial jeopardy.

Accordingly, the President shall not cause or allow budgeting which:

1. Contains too little information to enable accurate financial planning projections;

The Board receives quarterly financial updates and monthly expenditure reports detailing institutional bills and has access to all financial data used by the College.

2. Plans the expenditure in any fiscal year of more funds than are conservatively projected to be received in that period;

The MATC operating budget is compiled by adding Tiered and Non-tiered State Post-secondary aid, Perkins funds, and Capital Outlay funds identified by the Kansas Board of Regents. In addition, the institution applies for and receives various private, state, and federal grants annually. The remainder of the budget comes from projection of revenue obtained through student tuition and fees based on the prior year’s enrollment. These sources of revenue, combined with several other estimated sources, provide the basis for the annual budget. In order to provide for the welfare of the institution, the budget is developed by estimating revenues slightly lower than expected and expenses slightly higher than expected. For this fiscal year, the College also has a Base Operating Grant allocation from the state legislature through the Kansas Board of Regents. These are unrestricted funds and are used in support of the new facility project. We also have one-time funds for enhancing the cybersecurity of the institution and for external business engagement (including the possibility of apprenticeships).

3. Does not provide a prioritized menu of Capital Outlay Funds;

The use of the Capital Outlay funds is determined by several factors. For FY 25, the college received \$376,045 in capital outlay funds. These funds require a 100% match which has been accounted for in the budget. The use of the funds is determined by program and College needs as identified through internal self-study of the programs, the facilities, and the mission. MATC will continue to pursue funds from contributors to enhance programs on campus and to create additional instructional space for future growth.

4. Does not provide the annual operating funds for Board prerogatives, such as costs of fiscal audit, Board development, Board and committee meetings, and Board professional fees.

The MATC BOD projected total budget for 2024-2025 is

- Financial statement audit - \$22,750
- Legal fees - \$45,000
- Board development - \$500

The operating budget includes appropriations for the annual financial statement audit, legal and professional fees and miscellaneous Board related expenditures.

CEO's INTERPRETATION:

I report that none of the limitations listed above have been compromised or deviated from during my tenure. I therefore report compliance.

Signed  President/CEO
James Genandt

Date 10/23/2024



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<i>(Audit, HLC Accred., Legal, HR, Insurance, Merchant Services)</i>				
Non Contractual Expenditures				
Professional Development/Travel	\$ 9,770	\$ 79,529	12%	\$ 46,229
Program Course Expense	\$ 148,791	\$ 639,073	23%	\$ 372,516
	\$ 54,219	\$ 163,540	33%	\$ 204,913
Capital Outlay				
Facilities/Equipment	\$ 386,571	\$ 863,140	45%	\$ 1,093,497
Lease/Loan Payments	\$ -	\$ 140,219	0%	\$ 157,193.00
BHE Loan Payment	\$ -	\$ 91,775	0%	\$ -
Advanced Tech Center	\$ 171,148	\$ 558,822	31%	\$ 188,581.00
Interest Expense	\$ 210,126	\$ 955,000	22%	\$ 491,640.00
Operational Liabilities			0%	
<i>Unclaimed Checks</i>	\$ -	\$ 1,000		\$ 1,168
Reserves	\$ -	\$ 500,000	0%	\$ 1,000,000
Total Cash Outflows from Operations	\$ 2,542,291	\$ 11,046,157	23%	\$ 9,925,752
OPERATING INCOME (LOSS)	\$ 2,460,705	\$ 29,467		\$ 484,478



INTERNAL MONITORING REPORT
COMPENSATION/BENEFITS
PRESIDENT'S EVALUATION/PERFORMANCE
REPORT OCTOBER 21, 2024

I hereby present my monitoring report on your Executive Limitations policy "Compensation/ Benefits" according to the annual schedule of reports. I certify that the information contained in this report is true.

BROADEST POLICY PROVISION:

With respect to employment, compensation, and benefits to employees, consultants, contract workers, and volunteers, the president shall not cause or allow fiscal integrity or public image to be jeopardized. Accordingly, the President shall not:

Policy Provision #1:

Change his/her compensation and benefits.

CEO's INTERPRETATION:

I have not changed my own compensation or benefits. I report compliance.

Policy Provision #2:

Promise or imply permanent or guaranteed employment.

CEO's INTERPRETATION:

I have not promised or implied any permanent employment to any individual. I report compliance.

Policy Provision #3:

Establish compensation and benefits which:

a. Deviate significantly from the geographic area or market for the skills employed.

CEO's INTERPRETATION:

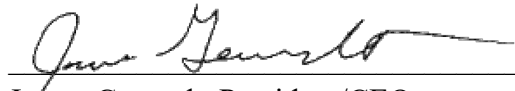
Salaries and benefits are appraised, maintained, and updated annually with Board review and approval of position salary grades and scheduling, and approved cost of living adjustments have been enacted sufficiently to maintain regional competitive market demand for hiring and personnel wages. Employer coverages of employee health insurance for eligible positions, and additional fringe benefits coverages including 403(b) retirement matching, tuition reimbursement. I report compliance.

b. Create obligations over a longer term than the revenues can be safely projected, in no event longer than one year, and in all events subject to losses of revenue.

CEO's INTERPRETATION:

I have not created obligations which cannot be sustained by our existing revenue streams. Contracts and wage notices are issued annually **and are subject to availability** of funds. I report compliance.

Signature:



James Genandt, President/CEO

Date: October 21, 2024

President's Report: October 2024

Institutional Performance

10-3: PAC/BILT dinner—This was our first time with this event but based on feedback I intend to have this each fall. It allows us to meet and visit with our employer representatives to our programs, to update them on college information, and to listen to them and their questions, ideas, etc. Many of our programs can then have their fall advisory meeting after the dinner. We are looking for productive interaction with employers so we can strengthen those relationships and their engagement with us.

10-23: We are continuing discussions with BHS on training and further engagement with the construction program.

Institutional Leadership

9-26, 10-4, 10-18: KTC Presidents—Zoom meetings were conducted with the primary discussion topics being on legislative funding requests with the Base Operating Grant as #1 priority, traditional funding streams #2, and the outcomes pilot as #3. We also discussed possible issues between affiliated and unaffiliated institutions and KBOR issues.

9-26, 10-17: TEA meeting via Zoom, and TEA committees for Budget/Finance and Program/Curriculum meetings—New programs, realignment revisions, or significant program changes have to go through the TEA process before final action by the Kansas Board of Regents. After those approvals we have to take the information through our accreditor, and then through the US Department of Education and the Veterans Administration for financial aid eligibility and approval. Just FYI!

10-3: K. Brighton Career Hunt project—a new pilot to be tried this spring in collaboration with K-State and other organizations to involve more 7th graders in career and postsecondary awareness. We have also tried to support her HirePaths project which has helped change perceptions of parents about postsecondary and career options for their children.

10-9: Childcare Accelerator Groundbreaking—MATC was recognized as a critical partner related to the education of childcare operators and workers, as well as for our part with the community business accelerator.

10-11: President Linton & Provost Perez and MATC Collaborations—At lunch with them on October 11 we discussed previous efforts to develop partnerships on co-enrollment, credentials options for students, reciprocal pathways for students, and collaboration for workforce and economic development in our area. We will have a follow-up meeting before the end of this semester.

10-11: FHTC/SATC/MATC collaboration discussion—The presidents of each institution are discussion areas of possible collaboration in sharing programs, investigating sharing items such as purchasing, etc., with the goal of more effective and efficient use of resources and promotion and results of workforce education in our service areas.

10-15, 10-21: NSF Engines & BioKS/10-15: K-State Olathe—These meetings are to keep developing workforce components for bioscience, biodefense, and biosecurity with K-State and other partners. We will be developing our workforce component for the first full grant proposal with the University for NSF Engines funding. We will be targeting critical environment tech, industrial maintenance tech, cybersecurity tech, and biotech programs. The proposal is due in February 2025.

10-16: AACC federal lobbyist updates in a zoom webinar with many dozen two-year colleges, with speculation about eliminating income tax levies on students receiving Pell grants, workforce funding at the federal level, and potential issues depending on the outcome of the November election.

10-16: I met with our auditors, Tim did at a different time, and Cara is providing them the data for the new audit project. We discussed funding levels, enrollment plans, and related topics, as we reviewed the continuing progress and improvement made over the past ten years with our accountability and stewardship of resources.

10-24/25: I attended the MHK Chamber Retreat in Overland Park with a main topic of economic development, and the role MATC can play with Chamber and community engagement.

External Relations

9-25: I participated in the Chamber Economic Development Committee and on 10-8 with the Growth Strategy Tactics Task Force related to the proposed economic development proposal. MHK Chamber, and 10-24/25: I attended the MHK Chamber Retreat in Overland Park with a main topic of economic development, and the role MATC can play with Chamber and community engagement.

10-1: Chris, Kerri, Beth and I participated in the State Workforce Innovation Conference, Salina sponsored by the Kansas Board of Regents.

10-8: I recorded KMAN In Focus program and on 10-18 I was a guest with Mike Matson's new community discussion program with KMAN (immediately followed by his next guest, John Armbrust, which also helped the College! Thank you, John!).

10-14: I met with HR reps from WTC to discuss possible student internships beginning fall 2025. These students could come from any program, but the target programs are industrial maintenance tech and cybersecurity tech.

10-15: Ingrams, a KC-based business journal, interview me and the President of WSU-Tech about the Kansas technical colleges impact, growth, and components for a future publication.

10-23: Harry and I met with Steel Pipe leadership to tour the ATC, highlight the conference room and their business designation, and discussion of future collaboration.

10-28: Pamela, Chris, Josh and I met with representatives of Dreamscape concerning collaborative options for AI, VR, AR, and related technologies for learning.

10-28: Harry and I met with Jake and Barb Wassenberg to tour the ATC and thank them for their support and how we can enhance the partnership with 5-Star.

10-29: I participated in the AFIT meeting for presidents (Alliance For Innovation and Transformation).

Budgetary/Fiscal Management (see financial information in this agenda and attachments)

10-22: Josh, Cara and I met to review budget components on capital outlay and projects, and discussion of the upcoming review of affected staff positions and plans to be in compliance with federal changes for overtime.

Relations with the Board

10-15: YOU all met with HLC! Seemed to go well!

10-21: Tim attended our initial Plaza Party!

Accreditation/Continuous Improvement

10-14/15: HLC Visit

10-22: HLC Additional Locations Visit

For both of these we will see a draft report which we can correct errors of titles, dates, etc. Revised drafts will process through the Higher Learning Commission structure with the eventual consideration by their Institutional Actions Committee in a few months. Stay tuned!