

Manhattan Area Technical College
Board of Directors Meeting Agenda
August 25, 2026/MATC Advanced Technology Center/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-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)
Open(Pottawatomie)
Leslie Goodwin (Geary)

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

Administration/Staff

James Genandt, President/CEO
Josh Gfeller, Vice President of Operations
Emily Trent, Chief Financial Officer
Kerri Bellamy, Dean, Advanced Technologies
Peter Vopata, Coordinator, Human Resources

Pam Imperato, Special Advisor to President
Chris Boxberger, Vice President, Education & Engagement
Neil Ross, Dean, Institutional Effectiveness, CSSO
Easlyn Koch, Director, Nursing Ed & Health
Brian Koch, Faculty, Chair, Faculty Senate

Agenda (*items require Board action)

1. Call to Order
 - a. Introductions (if necessary)
 - i. Faculty
 - 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. Election
 - i. Elect Officers - Board member updates **(Attachment 4 & Attachment 5)** *
 - b. Finance
 - i. Landmark Bank Contract Extension **(Attachment 6)** *
 - ii. Faculty Negotiated Agreement **(Attachment 7)** *
 - iii. FY27 Interim Budget **(Attachment 8)**
 - c. Operations
 - i. Facilities update – Concrete, Elevator
 - ii. Telehandler – Sole Source **(Attachment 9)** *
 - d. Academics
 - i. Update on McMahon Visit
 - ii. In-service Updates
 - e. Student Services
 - i. Welcome Week Update
 - f. Policies

- i. 5.1.5 Nursing Program CNA Waiver (**Attachment 10** (previous), **Attachment 11** (revised))
 - ii. 5.1.6 Nursing Transfer of Credit (**Attachment 12** (previous), **Attachment 13** (revised))
 - iii. 5.1.8 Nursing Student Reinstatement (**Attachment 14** (previous), **Attachment 15** revised)
 - g. Resource Development
 - i. Reingold Update
 - ii. AFIT Update
 - iii. Briggs Update
 - h. Governance Monitoring Reports (as required)
 - i. None
 - i. President's Report
 - i. Monthly update report (**Attachment 16 & Attachment 17**)
 - ii. Department of Education Letter (**Attachment 18**)
 - iii. Strategic Directions Update (**Attachment 19**)
- 4. Executive Session (15 Min)
 - a. None
- 5. Events/Meetings Calendar
 - a. September 15 - ELT Apartment Ribbon Cutting @ 2:00pm
 - b. September 22 - September Board of Directors Meeting
 - c. September 23 – All PAC Meeting & Dinner
 - d. October 27 - October Board of Directors Meeting in Wamego
 - e. December 8 – Nov/Dec Combined Board of Directors Meeting
- 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) <i>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.</i> b) <i>July – September</i> c) <i>October - December January – March</i> d) <i>April – June</i>
Ongoing	5. INFORMATION AND ADVICE a) <i>With respect to providing information and counsel to the board, the President shall not permit the board to be uninformed.</i>
October	6. ASSET PROTECTION a) <i>Assets shall not be unprotected, inadequately maintained, or unnecessarily risked.</i>
October	7. COMPENSATION/BENEFITS a) <i>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.</i> b) <i>Annual Budget presented for approval if not done earlier (pending final state approval of appropriations and negotiations)</i>
January & August	8. STRATEGIC PLAN (General Executive Constraint & Board Governance Process) a) <i>Annual presentation of Strategic Plan...the President shall not operate the college without a Strategic Plan.</i> b) <i>Monitoring progress of Strategic Plan.</i>
February & October	9. ACHIEVMENT OF ENDS a) <i>Vision & Mission</i> b) <i>Essential Skills</i> c) <i>Work Preparedness</i> d) <i>Workforce Development</i> e) <i>Leadership</i>

**Manhattan Area Technical College
Board of Directors Meeting Minutes
June 30, 2026/MATC Advanced Technology Center/5:30pm (zoom/live stream)**

Attendance:

Board of Directors

~~Tim Flanary, Chair (Pottawatomie)~~

~~Brett Ballou (Riley)~~

Julie Crimmins (Clay) (Zoom)

~~Dan Strom (Pottawatomie)~~

Leslie Goodwin (Geary) (Zoom)

David Urban, Vice Chair (Riley)

John Armbrust (Riley)

Heather Peterson (Pottawatomie)

Stephanie Pierce (Riley)

Administration/Staff

James Genandt, President/CEO

Josh Gfeller, Vice President of Operations

Emily Trent, Chief Financial Officer

~~Kerri Bellamy, Dean, Advanced Technologies~~

Peter Vopata, Coordinator, Human Resources

~~Suzy Baker, Senior Executive Officer, Board Clerk~~

Pam Imperato, Special Advisor to President/Board Clerk

Chris Boxberger, Vice President, Education & Engagement

Neil Ross, Dean, Institutional Effectiveness, CSSO

Easlyn Koch, Director, Nursing Ed & Health

Brian Koch, Faculty, Chair, Faculty Senate

*(*items require Board action)*

1. *Call to Order*

a. *Introductions*

- *Easlyn Koch was introduced as the new Director of Nursing Education and Engagement.*

b. *Agenda revisions (additions/removal requested) **

- *Partnership/Outreach Report removal from agenda. A full update on summer partnerships and outreach will be provided in August.*
- *Section D: Student Services: Consideration of advancing a Marketing/Rebranding proposal to implement with Board approval and to request financial support from the MATC Foundation and/or to use reserve funds, if necessary, with the necessary repayment/investment plan if reserve funds are used.*
- *Section F: Resource Development: Consideration of the Foundation to support the purchase of \$10,391 for an Alumni database.*
- *President's Report ii: Consideration of approval and requesting the MATC Foundation to support the associated fee for Advocacy with KACCT: 5,600 , and the College to pay the remainder of the invoiced dues.*

Motion: *Approval of agenda changes with revisions. Moved by Stephanie Pierce, seconded by John Armbrust.*

2. Consent Agenda*

- a. Previous board minutes *
- b. Previous month check register and related financial information *
- c. Organizational update *
 - Two new faculty have been hired, and full cohorts are confirmed for the fall LPN and RN programs.
 - Existing Employee Organizational changes effective 2026-07-01: Neil Ross will serve as Assistant VP for Institutional Effectiveness; Laura Weiss-Cook will be Dean of Student Services; Rachel Ohmes is now Director of Learning Innovations; Andrew Caponera is Director of Learning Technologies
 - New Personnel: Two Business Office hires will be introduced to the Board in August.
 - Ongoing Recruitment is underway for new ADN and CNA positions. A replacement for the Senior Executive Officer will move forward, a new Biology instructor and a new Records and Reporting employee have been hired.
- d. Partnerships/Outreach Update: Removed from agenda this month.

Motion to approve the Consent agenda was made by Stephanie Pierce and seconded by Leslie Goodwin .

3. General Agenda (*items that may require Board action)

- a. Finance
 - i. Quarterly dashboard
 - Discussion related to the funding shortfall in Excel in CTE payments due to state legislative allocation changes. These state-originated payments are prorated from the prior year. In this year's legislative session, only 86% were funded from the prior year amounts. In addition, legislative changes now exclude reimbursement for freshmen and sophomores, affecting ~200 students. Regents may seek partial recovery, but the impact is presently uncertain.
 - Staffing-level adjustments have also played into changes in budget in the personnel category. to include the assumption of salary for Childcare Accelerator positions by the Greater Manhattan Community Foundation.
 - Trend lines are noted as typical for outlays and revenue, and reserves remain strong. A decent carryover is expected in the next fiscal year.
 - Miscellaneous income is currently high due to receipt categorization reorganization earlier in the fiscal year and receipt of a national Cintas class action settlement. This line will be adjusted in the next report to reflect these factors.
 - It was noted that 80% of budget is comprised of personnel, which provides limited funds for other purposes.
 - ii. Consideration of interim budget FY27 *

- *Proposed Budget and Negotiations:* An interim budget was put forward to the Board and approved. This interim budget will be in-force and permit the institution to pay necessary expenses until negotiations with faculty conclude in August. The proposed budget reflects a tentative agreement with faculty negotiators, which includes salary increases for the coming fiscal year 26/27, after two years of one-time stipends.
- *The budget accounts for lower Excel in CTE income, higher interest income, and increased costs for facilities, technology, and loan payments.*
- *Tuition rates were raised for the coming academic year, and enrollment is forecasted to grow to near 10,000 credit hours given the present enrollment forecast and rollout of the new electrician and computer support programs.*
- *The final budget will be considered for approval by the Board in August after faculty ratification.*

Motion to approve interim budget was made by Stephanie Piece and seconded by John Armbrust.

b. Operations

i. Facilities update

- *Building Maintenance:* Minor storm impact at the main building's west end was mitigated by staff. Sandbags are being used as a preventative measure, and worn window seals in the TLC are being evaluated for repair.
- *Program Spaces:* New furniture was installed for the computer support program, and a mock apartment was generously built by Schultz and is located within the Construction lab to facilitate learner student instruction. In addition, constructing this mock apartment, Shultz Construction also donated materials/labor. A future ribbon-cutting planned.
- *OSHA:* A state OSHA- walkthrough resulted in the Spring resulted in minimal findings, all of which have been corrected.
- *Wamego Center:* The Wamego Center will serve as an emergency backup weather site for the Fourth of July by the Wamego Fire Department.
- *ADA Elevator Failure:* The ADA elevator in the Commons is non-functional due to obsolete parts. Options under review include repair (unlikely), replacement with a larger unit, or a ramp redesign. The goal is to resolve this issue and find a long-term solution to ensure wheelchair access via the Common versus other existing accessible routes.

c. Academics

i. Faculty Report

- Brian Koch, Instructor, indicated that ongoing discussions are underway to explore the development and scaling of Cengage Unlimited products for use regionally in instruction of GED and Adult Education learners. Further updates will be provided.

d. Student Services

i. Lumina Foundation Award project update: Marketing/rebranding proposal presented.

- Feedback from national higher education consultants Strategy Forward and CollegeAPP, provided through Manhattan Tech's Lumina Foundation award, led the College to explore a rebranding initiative. The goal is to expand enrollment and outreach territory, strengthen community recognition, and better position Manhattan Tech as a provider of certificates, degrees, and workforce development opportunities.
- Project Kick-off: The college is undertaking a major rebranding project to evolve its image beyond a very regional imprint and historical reputation as a "vo-tech." An RFP was created. The national firm Reingold was selected from eight proposals.
- Goals and Scope: The project aims to build stronger brand equity and community identity. The initial research phase will determine the full scope of activities undertaken and deemed necessary based on this research. The project will also develop a sub-brand for Workforce Solutions.
- Process and Timeline: Reingold would conduct on-campus research with stakeholders to guide brand development. An internal launch and training will precede a public launch targeted presently for Fall 2027.
- The potential role of Foundation funding was discussed but remains undecided.
- The Board will have the opportunity to review initial findings of Reingold with ongoing project progress communicated to them.
- The Board requests that the contract be reviewed for an exit clause and possible adjustment if Reingold's initial research shows that a full rebranding scope is not necessary and to ensure funds are not fully spent if the project is less expansive than initially scoped.
- Funding and Approval: A motion was approved to enter contract negotiations with Reingold. The board authorized the use of reserve funds with a repayment plan, if necessary, although it is hoped that carryover funds and conservative tuition estimates will cover the cost. The Board will review Reingold preliminary research findings.

Motion made to enter into contract negotiations with Reingold and to use reserves funds, if necessary, with necessary repayment/investment plan if reserve funds are used. Motion made by John Armbrust and seconded by Stephanie Pierce.

e. Policies

- i. 4.2.7 Grading Scale
 - ii. 4.2.9 Grading Scale 2 up for deletion
 - iii. 5.1.3 Credit for Prior Learning
 - iv. 7.4.4 Paid Holidays
 - v. 7.4.5 PTO Leave
 - vi. 7.4.7 Employee/Dependent Educational Assistance Program
 - vii. 7.5.2 Timekeeping
 - viii. 7.6.0 Employee Handbook
- Academic policy changes were explained by Chris Boxberger and personnel-related policies by Peter Vopata. Changes reflected updates, and clarification of existing policies. A duplicate nursing policy (4.2.9) was deleted. Movement to consolidate leave time into a single category for the employee to aid in recordkeeping resulted in changes to several policies to ensure alignment. HR policy changes included consolidating employee leave into a single balance, accrual rates language to reflect this change and to provide accompanying procedures. Policies also were changed to address the change to half-day Fridays to ensure appropriate recordkeeping for full and part-time employees.

f. Resource Development

- i. Report on Foundation Meeting:
 - A Foundation meeting was held this Spring. The group is renewing its focus and will be priority setting in future meetings.
- ii. Alabase proposal:
 - The college presently does not have any Alumni-focused data base system, specific to alumni engagement. While college presently uses Jenzabar database as its records management platform its alumni module within the database does not meet Manhattan Tech's intended outreach intent given the nature of our institution. It also does not provide necessary turn-key usability to effectively load, manage and mine data to enhance connectedness of alumni with the institution.
 - A proposal was presented to the Board for the purchase of Alabase (startup cost of \$11,000 plus an annual fee) for use to build our alumni database and giving platform. Alabase's primary strength is enhancing alumni engagement through professional networking, supporting and expanded outreach among alumni and fostering a sense of connection to the college. This is in addition to its ability to conduct giving campaigns of various scopes and focus, particularly to target giving to a desired category (e.g. program). Funding would be requested from the MATC Foundation.

- iii. Overview of McAlister & Quinn resource development option
- The college is considering hiring McAllister and Quinn, a D.C.-based firm, on a two-year contract to assist with major grant projects, such as securing funding from public and private sources and to help build awareness of our institution with legislators. A primary focus would be to seek guidance and professional support in the development of grant and other funding proposals to expand life and health sciences facilities. The firm is tentatively going to present to the Board at its August meeting.
- iv. Recognition of Harry Watts contribution to resource development and for his continued contributions as a Foundation Board Member.
- g. Governance Monitoring Reports
 - i. Treatment of People
- The submitted Treatment of People monitoring report was presented by the President.

Motion made to approve the “Treatment of People” monitoring report by Heather Peterson. Seconded by John Ambrust.

- h. President’s Report
 - i. Monthly update report
- Discussion included:
 - High School Pilot: A pilot program with USD 383 will start in the fall, bringing high school seniors to the college for full-day study. This is expected to increase enrollment and revenue. Doing so may require adding double sections for some programs next year and maximizing available facility size to increase enrollment.
 - Community Engagement: The college continues strong partnerships with local banks. It is engaging in discussion with continues to expanded community outreach through events with the Chamber of Commerce and Flint Hills Home Builders.
- ii. Government Relations Update
- Kansas Association of Community Colleges (KACC): The institution is joining the KACC. An invoice for dues (~\$11,300) was received, with a plan to pay upfront and seek foundation reimbursement for the advocacy portion. This membership will support efforts to advance a performance-based funding pilot in the next legislative session.
- Consideration of approval and requesting the MATC Foundation to support the associated fee for Advocacy with KACCT: \$5,600 and the college to pay the reminder of the invoiced dues: \$5,796.
- iii. Strategic Directions Ad Hoc Task Force Implementation

- *Discussion of Strategic Directions approach in providing responsiveness for the College.*
- *An internal focus by the Alliance for Innovation and Transformation (AFIT) staff team will occur and be further informed by attendance at the upcoming Institute. The identified focus areas will guide major institutional initiatives and support the College's Strategic Directions.*
- *These focus areas are:*
 - *Increasing operational capacity through automation (AI), improving data utilization for student interventions, and using a "staff-on-demand" model to enable growth and, .*
 - *Modernizing instruction with AI/VR/AR, deepening employer engagement, and expanding non-credit professional learning offerings.*
- *Board Involvement: John Armbrust and Stephanie Pierce were identified as Board representatives to work with Manhattan Tech VPs on strategic themes related to Strategic Direction.*

iv. Yearly evaluation - President

Motion made to move into Executive Session for 12 minutes to discuss Personnel Matter of non-elected personnel by John Arubrust and Stephanie Pierce.

Motion made to return to Regular Session by John Armbrust. Second by Stephanie Pierce.

- *Thanks was extended to Heather Peterson and Dan Strom for their years of service on the Board.*

4. *Adjournment: A motion to adjourn was made at 7:25 by Leslie Goodwin. Seconded by Heather Peterson.*

Next Board Meeting: Tuesday, August 25, 2026

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



August 25, 2026

Category	Costs	%
Payroll, Withholdings and Benefits (200, 230, 590)	\$ 198,213.60	39.78%
Facilities (510)	\$ 41,662.85	8.36%
Student Payments (110)	\$ 31,906.00	6.40%
Program Expenditures	\$ 56,449.18	11.33%
ALC Operating Costs (excludes salary/benefits) (900, 930, 931)	\$ -	0.00%
Wamego (excluding salary/benefits)	\$ 2,487.70	0.50%
Other Operating costs	\$ 167,565.82	33.63%
Total June Expenditures	\$ 498,285.15	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	Category	Funding
IRS	PR 6.15.26 Payroll deductions	\$ 36,057.00	Payroll	
IRS	PR 6.30.26 Payroll deductions	\$ 40,807.64	Payroll	
KS Dept of Revenue	PR 6.15.26 Payroll deductions	\$ 7,921.71	Payroll	
KS Dept of Revenue	PR 6.30.26 Payroll deductions	\$ 8,926.92	Payroll	
BCBS	June Health Insurance Premium	\$ 62,798.85	Payroll	
KPERS	PR 6.15.26 Payroll deductions	\$ 9,065.77	Payroll	
KPERS	PR 6.30.26 Payroll deductions	\$ 9,816.86	Payroll	
Evergy	Evergy- June 2026	\$ 7,177.39	Facilities	
KS State Bank	ATC June P&I Payment	\$ 90,738.66	Facilities	Donations
Purple Wave, Inc	Dump Trailer	\$ 7,150.00	Facilities	
Cengage Learning	Cengage Unlimited Subscription	\$ 50,000.00	Operating	
CB Announcements/Balfour	Spring 2026 Caps Gowns	\$ 6,932.90	Operating	
iHeartMedia Entertainment Inc	Spring TikTok Ads	\$ 7,000.00	Operating	Perkins
Twelve21 Media	Marketing	\$ 10,000.00	Operating	Perkins
ATI- Assessment Technoloy LLC	ADN ATI Live Review	\$ 9,135.00	Program	
ATI- Assessment Technoloy LLC	PN ATI Live Review	\$ 12,615.00	Program	
Instructure Inc	Canvas Cloud Subscription	\$ 5,735.00	Operating	
Total April Expenditures Exceeding Threshold		\$ 381,878.70		



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

August 25, 2026

Category	Costs	%
Payroll, Withholdings and Benefits (200, 230, 590)	\$ 204,507.33	35.22%
Facilities (510)	\$ 52,023.69	8.96%
Student Payments (110)	\$ 4,308.00	0.74%
Program Expenditures	\$ 144,611.94	24.90%
ALC Operating Costs (excludes salary/benefits) (900, 930, 931)	\$ 1,122.64	0.19%
Wamego (excluding salary/benefits)	\$ 1,565.91	0.27%
Other Operating costs	\$ 172,557.72	29.72%
Total July Expenditures	\$ 580,697.23	100%

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

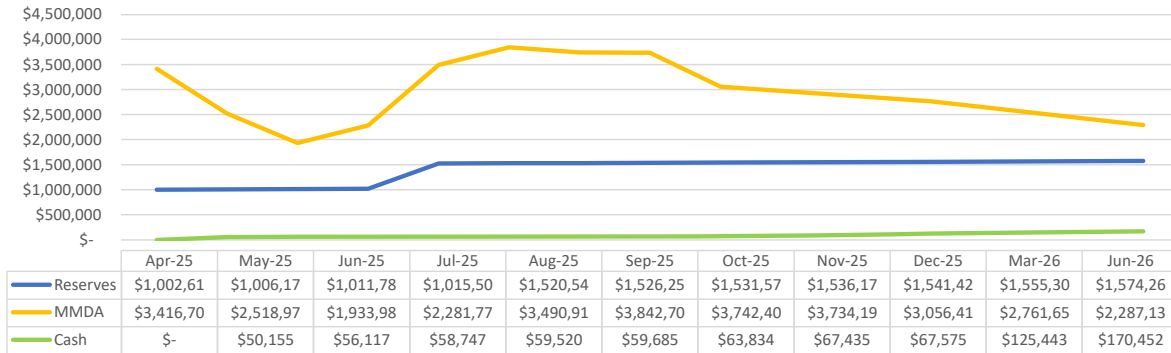
Threshold Expenditures > \$5,000				
Vendor Name	Item(s) Purchased	Cost	Category	Funding
IRS	PR 7.15.26 Payroll deductions	\$ 41,356.75	Payroll	
IRS	PR 7.30.26 Payroll deductions	\$ 40,148.18	Payroll	
KS Dept of Revenue	PR 7.15.26 Payroll deductions	\$ 9,051.00	Payroll	
KS Dept of Revenue	PR 7.30.26 Payroll deductions	\$ 8,667.11	Payroll	
BCBS	July Health Insurance Premium	\$ 62,798.85	Payroll	
KPERS	PR 7.15.26 Payroll deductions	\$ 10,888.90	Payroll	
KPERS	PR 7.30.26 Payroll deductions	\$ 10,549.65	Payroll	
Evergy	Evergy- July 2026	\$ 8,649.82	Facilities	
KS State Bank	ATC July P&I Payment	\$ 89,023.70	Facilities	Donations
Charlson & Wilson Insurance Agency Inc.	Workers Comp Policy Renewal	\$ 8,878.00	Operating	
Marta's & Son, Inc.	Main Campus Cleaning - June	\$ 6,977.00	Facilities	
Lenovo Purchasing	Computers for TLC Rotation	\$ 15,635.00	Facilities	Capital Outlay
Kansas Association of Community Colleges Tr	KACC Annual Membership	\$ 11,936.00	Operating	5600.00 Foundation
Successories, Inc.	Manhattan Tech Store Stock	\$ 5,257.08	Operating	
Alliance Property Management, Inc	President Housing Per Contract	\$ 18,000.00	Operating	
Transfr Inc.	Annual Renewal	\$ 11,666.66	Operating	Patterson
MAC Tools	Auto Tech Student Tools	\$ 78,979.32	Program	
Technolutions, Inc	Slate Admn Software License	\$ 15,000.00	Program	
Higher Learning Commission	HLC Annual Dues	\$ 6,560.05	Program	
Twelve21 Media	Video Production Retainer	\$ 10,000.00	Program	Perkins
Pocket Nurse	Nursing Program Supplies	\$ 9,338.31	Program	Nursign Grant
Total April Expenditures Exceeding Threshold		\$ 479,361.38		

FY26 Cash Flow Budget

FY 26 Q4 Actuals

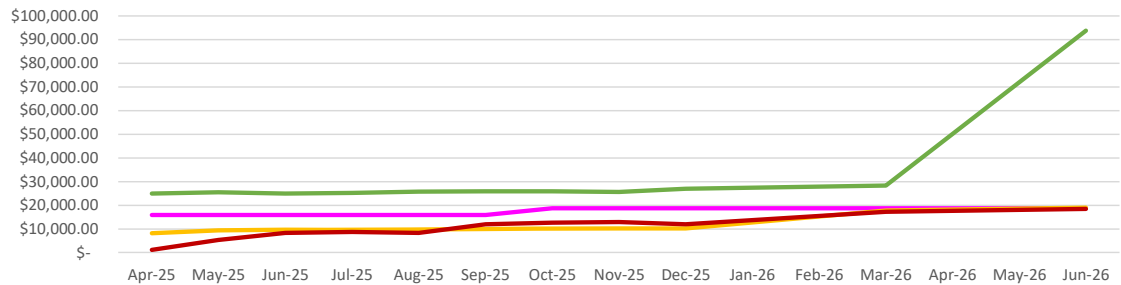
	6/30/2026 actuals	6/30/2026 budget		6/30/2025 actuals
Cash Flows from Operations				
Student tuition	\$ 2,146,277	\$ 2,103,115	102%	\$ 2,079,032.00
Credit Hour/Lab Fee	\$ 1,421,228	\$ 1,564,993	91%	\$ 1,383,066.00
Federal grants and contracts	\$ 206,174	\$ 291,648	71%	\$ 284,657.00
Perkins	\$ 14,421	\$ 98,136	15%	\$ 111,950.00
Adult Ed. (AEFLA)	\$ 191,753	\$ 193,512	99%	\$ 172,707.00
State Appropriations	\$ 5,705,426	\$ 5,870,200	97%	\$ 6,062,376.00
Tiered	\$ 1,819,187	\$ 1,819,187	100%	\$ 1,863,454
Nontiered	\$ 798,568	\$ 798,568	100%	\$ 750,543
Base Operating Grant	\$ 1,000,000	\$ 1,000,000	100%	\$ 1,500,000
Cyber Security	\$ -	\$ -		\$ 250,000
Apprenticeship	\$ 146,628	\$ 146,628	100%	\$ 152,480
Capital Outlay	\$ 393,036	\$ 406,853	97%	\$ 376,045
Campus Restoration Act	\$ 92,350	\$ 92,350	100%	\$ -
Patterson Grant	\$ 334,288	\$ 529,690	63%	\$ -
Nursing Grant	\$ 119,260	\$ 119,260	100%	\$ 89,579
Student Success Initiative Funds	\$ 107,664	\$ 107,664	100%	\$ 186,601
Excel in CTE	\$ 894,445	\$ 850,000	105%	\$ 893,674
Building Hire Education Fund	\$ 200,000	\$ 470,334	43%	\$ 1,017,116.00
Nursing Funds from Via Christi	\$ 6,658	\$ 228,100	3%	\$ 56,741.74
Auxiliary Sales and Services	\$ 44,334	\$ 49,189	90%	\$ 37,496.00
Interest Income	\$ 169,379	\$ 125,000	136%	\$ 214,255.00
Misc. Income	\$ 63,350	\$ 65,595	97%	\$ 59,048.00
Remaining Operational Contingency from FY25	\$ 400,479	\$ 400,479	100%	\$ -
Total Cash Flows from Operations	\$ 10,356,647	\$ 11,168,653	93%	\$ 11,137,046
Cash Outflows from Operations				
Salaries & Benefits	\$ 5,291,764	\$ 5,663,598	93%	\$ 5,518,739.00
Contractual Expenditures	\$ 1,514,091	\$ 1,581,292	96%	\$ 1,694,260.00
Facilities/Technology Contractual	\$ 514,844	\$ 485,010	106%	\$ 635,495.00
Outside Partnerships/Consulting	\$ 608,082	\$ 646,000	94%	\$ 680,178.00
Institutional Effectiveness/Compliance	\$ 391,166	\$ 450,282	87%	\$ 378,587.00
Non Contractual Expenditures	\$ 804,589	\$ 1,142,732	70%	\$ 732,209.00
Professional Development/Travel	\$ 149,030	\$ 101,525	147%	\$ 102,167.00
Program Course Expense	\$ 436,417	\$ 817,292	53%	\$ 436,935.00
Administrative & Departmental	\$ 219,142	\$ 223,915	98%	\$ 193,107.00
Capital Outlay	\$ 997,844	\$ 1,466,698	68%	\$ 1,705,896.00
Facilities/Equipment	\$ 793,164	\$ 1,262,977	63%	\$ 943,959
Lease/Loan Payments	\$ 87,822	\$ 203,721	43%	\$ 140,291.00
Wamego Loan	\$ 100,969			
Advanced Tech Center	\$ 15,888			\$ 621,646.00
Interest Expense	\$ 963,681	\$ 931,253	103%	\$ 947,502.00
Operational Liabilities	\$ -	\$ 1,000	0%	\$ -
Reserves	\$ -	\$ -	-	\$ 500,000
Total Cash Outflows from Operations	\$ 9,571,971	\$ 10,786,573	89%	\$ 11,098,606
OPERATING INCOME (LOSS)	\$ 784,676	\$ 382,080		\$ 38,440

Reserves & Cash on Hand

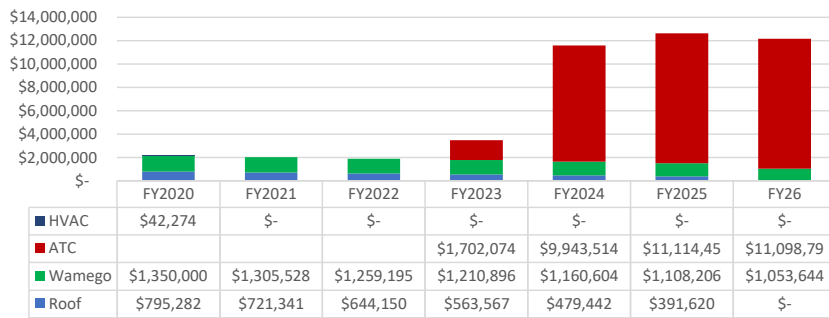


Days Cash on Hand (Reserves only): 52

Foundation Funds (Unrestricted)



Total Debt





MEMORADUM TO: The Board of Directors
FROM: Jim Genandt, President
 Human Resources
DATE: August 25, 2026
SUBJECT: Consent Agenda: Organizational Update

New Hire/Rehires					
Employee Name	Position Title	DOH	Department	Funding Source	Status
Sara Brown	ADN Faculty	7/27/2026	Nursing & Health Education	Operating	New Hire
Jill Sherman	Events & Engagement Coordinator	8/3/2026	Education & Engagement	Operating	New Hire
Audra Rankin	ADN Faculty	8/3/2026	Nursing & Health Education	Operating	New Hire
Kadarrious Dumas	IT Support Specialist	8/10/2026	Operations / IT	Operating	New Hire
Promotions/Title Changes					
Employee Name	Position Title	DOC	Department	Funding Source	Status
Beth Dugan	RTC Proctor	7/15/2026	Regional Testing Center	Operating	Internal Hire
Separations/Retirements					
Employee Name	Position Title	DOS	Department	Funding Source	Status
New/Advertised Positions					
Position Title			Department	Funding Source	Status
Full-Time Allied Health (CNA/CMA) Instructor			Nursing & Health Education	Operating	Open
Nursing Education Program Coordinator			Nursing & Health Education	Operating	Open

Dr. Cheryl D. Grice

Executive Leader | Strategic Partnerships | Community Engagement | Workforce Development | Higher Education Administration

Manhattan, Kansas

785-341-8260 | cdrgrice@gmail.com

PROFILE

Strategic higher education executive with more than 30 years of progressive leadership advancing institutional priorities through executive collaboration, strategic partnerships, workforce development, and community engagement. Recognized for building high-impact relationships across higher education, government, business, military, nonprofit, and civic sectors to strengthen student success, economic development, and institutional visibility.

A trusted advisor to executive leadership with expertise leading transformational initiatives, cultivating public-private partnerships, securing external funding, and aligning community engagement with university strategic plans. Demonstrated success advancing organizational effectiveness, inclusive excellence, workforce initiatives, and stakeholder engagement while representing Kansas State University at the local, state, and national levels.

EXPERTISE

Strategic Leadership • Executive Administration • External Relations • Community Engagement
Workforce Development • Organizational Strategy • Public Affairs • Higher Education
Administration • Executive Communications • Board Governance • Military & Veteran
Initiatives • Strategic Partnerships • Change Leadership • Diversity, Equity & Inclusion • Talent
& Workforce Strategy

PROFESSIONAL EXPERIENCE

Kansas State University | Manhattan, Kansas

Director of Community Engagement

Office of the President | External Engagement | Engaged Scholarship | 2022–Present

Provide executive leadership for university-wide community engagement strategies supporting Kansas State University's Next-Gen Land-Grant strategic vision.

Highlights

- Lead institution-wide engagement initiatives aligning university priorities with statewide educational, economic, and workforce needs.

- Build and sustain executive partnerships with municipalities, state agencies, school districts, nonprofit organizations, military installations, business leaders, and community stakeholders.
- Advance institutional initiatives supporting student success, workforce development, engaged scholarship, and economic vitality.
- Develop systems to measure engagement outcomes and demonstrate institutional impact across Kansas communities.
- Represent the university through regional and statewide leadership organizations while strengthening K-State's public profile and strategic influence.
- Champion initiatives advancing inclusive excellence, community well-being, and civic engagement.

Director of Strategic Relations

Division of Communications & Marketing | 2017–2022

Served as the university's principal liaison connecting campus leadership with community, governmental, nonprofit, and business partners.

Selected Accomplishments

- Directed strategic engagement efforts supporting university recruitment, retention, outreach, and public relations.
- Managed the **\$120,000 CATS3D (Cats Don't Drink and Drive)** grant through the Kansas Department of Transportation.
- Led university participation in major institutional initiatives including:
 - KSUnite
 - Wildcat Dialogues
 - JED Campus Mental Health Initiative
 - Legislative Day
 - HEED Award initiatives
 - President's Commission on Diversity
- Expanded university partnerships with Fort Riley, local governments, chamber of commerce, and regional employers.
- Increased visibility of Kansas State University through collaborative community engagement initiatives.

Senior Strategic Partner

Human Capital Services | 2014–2017

Provided strategic human capital leadership supporting workforce planning, recruitment, organizational development, diversity initiatives, and employee engagement across the university.

Employment Services Manager

Human Resources | 2004–2014

Directed university employment services, talent acquisition, recruitment strategy, policy implementation, and workforce initiatives supporting a diverse and inclusive workforce.

Earlier Career

Kansas State University

- HR Professional I–III
- Administrative Specialist
- Office Assistant III

Additional Leadership Experience

- Financial Aid Director – Southern Technical College
- Employee Relations Assistant
- Unemployment Interviewer
- Arkansas Department of Education

STRATEGIC INITIATIVES

Executive leadership and collaboration supporting:

- Carnegie Community Engagement Re-classification
- Community Business Initiative
- KDOT Drive to Zero
- Military Community Partnerships
- Workforce Development
- Student Success Initiatives
- Economic Development Partnerships
- JED Campus Initiative
- Legislative Day – K-State employee hosted
- KSUnite
- Wildcat Dialogues
- HEED Award
- President's Commission on Diversity

SELECTED LEADERSHIP ACCOMPLISHMENTS

- Developed strategic partnerships connecting Kansas State University with business, education, incoming and transitioning military staff and spouses, government, and nonprofit sectors.
- Established the Graduate School and Manhattan Chamber Established Business Leaders Mentorship Program.
- Advanced workforce initiatives including Dual Career and military spouse employment strategies.
- Led regional implementation of the Kansas Employment Exploration Program (K.E.E.P.).
- Collaborated on the Make My Move workforce recruitment initiative.
- Expanded internship and employer engagement opportunities.
- Facilitated CliftonStrengths programming for transitioning service members through Heroes MAKE America.
- Directed community engagement initiatives strengthening university visibility.
- Secured and administered externally funded grants supporting student and public safety and community engagement.

BOARD LEADERSHIP & GOVERNANCE

Current and recent service includes:

- Armed Forces Community Foundation
- Military Relations Committee
- America250 Manhattan, Kansas committee
- Childcare Business Initiative board
- Friends of McCain Auditorium - BOD
- HirePaths - BOD
- Flint Hills Regional Council
- Manhattan Area Chamber of Commerce – BOD –(past)
- MATC – Business Advisory Committee (past)
- Konza United Way – BOD (past)
- Flint Hills Breadbasket (past)
- Greater Manhattan Community Foundation
- Little Apple Pilot Club
- Fairy Godmother Philanthropy Fund (Founding Member)
- Leadership Manhattan Alumni
- Coffman Leadership Institute Alumni
- P.E.O.
- Alpha Kappa Alpha Sorority, Inc.

EDUCATION

Doctor of Education (Ed.D.)

Educational Leadership & Administration

Kansas State University

Master of Science

Adult, Occupational & Continuing Education

Kansas State University

Bachelor of Science

Business Administration (Human Resources)

Upper Iowa University

CERTIFICATIONS

- Lean Six Sigma Yellow Belt
- Intercultural Development Inventory (IDI) – Qualified Administrator
- Leading a Diverse Workforce Certificate

HONORS & RECOGNITION

- Greater Manhattan Community Foundation Catalyst Award
- Manhattan Chamber of Commerce C. Clyde Jones Volunteer of the Year
- Martin Luther King, Jr. Award
- Greater Manhattan Community Foundation Volunteer of the Year
- K-State Be the Change Award
- Business & Professional Women's Young Careerist Award
- Kansas State University President's Scholarship

SELECTED PRESENTATIONS

- Diversity Awareness in Higher Education
- Veteran Hiring & Workforce Development
- Diversity Awareness in the Workplace
- Transitioning Soldiers and Veterans
- CliftonStrengths for Military Transition
- Interviewing and Hiring a Diverse Workforce
- Employment Search, Résumé Writing & Interview Strategies



Board Member Application Manhattan Area Technical College

Date: July 22, 2026

Information:

Candidate Name: Cheryl D. Grice
First M. Last

Mailing Address: 2208 Alta Drive
Street
Manhattan KS 66502
City State Zip

Home Phone: 7853418260 Email: cdgrice@gmail.com

Cell Phone: 7853418260

Current Employer: Kansas State University

Current Position: Director of Community Engagement

Work Phone: 7855327043

Relevant Experience/Employment (You may also attach a resume.)

Leadership, Workforce

Development, HR,

Administration –

Higher Ed.

See attached resume

- Please circle or highlight area(s) of expertise/contribution you feel you can make to further the mission of MATC:

Fundraising/Development	Industry	Policy Development	
Leadership	Community	Education/Instruction	
Management	Program Development	Grant Writing	
Legal	Strategic Planning	Other:	
Medical	Technology	Other:	
Finance/Accounting	Political Office		

- Please list boards and committees that you serve on or have served on.

Organization	Role/Title	Dates of Service
See attached resume		

3. Why are you interested in serving as a Board member for MATC/how would MATC benefit?

I am interested in serving on the Manhattan Area Technical College Board because I believe technical education is one of the most effective ways to strengthen our workforce, support economic development, and create opportunities for individuals to achieve meaningful careers. As a higher education administrator at Kansas State University with experience in human resources, workforce development, organizational leadership, and community engagement, I understand the importance of aligning educational programs with the evolving needs of employers and our region.

My professional experience has allowed me to work collaboratively with faculty, administrators, staff, community partners, and business leaders to develop strategic initiatives, improve organizational effectiveness, and foster inclusive, student-centered environments. I would bring a thoughtful, collaborative leadership style, a strong commitment to ethical governance, and the ability to evaluate policies and decisions through both a strategic and operational lens.

MATC would benefit from my experience in workforce development, talent management, strategic planning, and public service. I am committed to ensuring that the college continues to provide high-quality, affordable technical education while remaining responsive to industry needs and accountable to students, stakeholders, and the community. I would be honored to contribute to the Board's mission of supporting student success and advancing the long-term vision of Manhattan Area Technical College.

4. Please provide a brief explanation of how you believe policy governance works at a public college.

Policy governance at a public college is founded on the principle that the Board of Directors establishes the institution's mission, vision, strategic priorities, and governing policies while providing oversight and accountability. The Board focuses on long-term planning, fiscal stewardship, institutional performance, and ensuring compliance with applicable laws and regulations. It provides support to the president, who is responsible for implementing Board policies and managing the day-to-day operations of the college.

An effective governing board respects the distinction between governance and administration. Rather than directing daily operational decisions, Board members ask strategic questions, review measurable outcomes, evaluate institutional performance, and ensure that resources are aligned with the college's mission and the needs of students and the community. Strong policy governance also depends on transparency, collaboration, ethical decision-making, and a commitment to serving the public interest while positioning the institution for future success.

N/A

b. Is there a day and or evening through the week that will not work for you?

Date: 7/27/2026

Board of Directors Clerk
Suzy Baker
785-320-4415 (office) 785-410-9512 (cell)
suzybaker@manhattantech.edu

LANDMARK NATIONAL BANK

Banking Services Proposal

Manhattan Area Technical College

August 2026

Submitted By:

Landmark National Bank

David Urban, SVP, Commercial Banking Officer

785.564.4507 | Durban@banklandmark.com

Dante Javaheri , Treasury Management Officer

913.563.5678 | Treasurymanagement@banklandmark.com

TABLE OF CONTENTS

About Landmark	3
Scope of Services	7
Community Investment	11
Pro Forma	16
Affidavit	18
Exhibit A – Application to Act as Depository	20
Exhibit B – Required Services	21
Call Report	23
Treasury Management Service Agreement	92

WE ARE LANDMARK

Landmark National Bank is a community bank that has proudly served customers across Kansas for over 150 years. Landmark's roots trace back to Manhattan, Kansas in 1885, meaning Manhattan Area Technical College is a neighbor in the very community where our bank was founded, and where our corporate headquarters remain today.

Landmark National Bank is a wholly owned subsidiary of Landmark Bancorp, Inc., a bank holding company that is also headquartered in Manhattan, Kansas. The company is listed on the NASDAQ Global Market (ticker symbol "LARK").

Landmark National Bank is a federally chartered bank examined by the Office of the Comptroller of the Currency (OCC).

Landmark National Bank holds a 5-Star rating from BauerFinancial, the industry's leading bank rating firm. Our rating signifies top-tier financial strength and stability — indicating strong capital, earnings, and risk management.

Landmark National Bank's financial strength and stability are well-documented through our latest 10-K filing, annual report, and quarterly earnings reports, all of which are publicly available at investor.banklandmark.com.

QUALIFICATIONS & EXPERIENCE

Landmark has a proven track record of responsibly managing public funds for both educational institutions and municipalities, including fifteen county and city entities. As of 3/31/2026, the bank had pledged more than \$214 million of bank assets to secure public fund deposit account balances in excess of FDIC insurance limits.

Your relationship will be led by a local Manhattan team headquartered just minutes from the MATC campus, ensuring a high level of responsiveness to your needs. In addition, our Treasury Management team and Deposit Operations team have more than a decade of experience delivering exceptional banking services.

At Landmark National Bank, our commitment to Manhattan Area Technical College begins with understanding the College's banking goals and priorities. We recognize that while finances can be complex, banking should remain simple and accessible. That's why our services are designed to align with the way your organization operates. As a champion for your mission, we aim to support institutional growth and financial stability, delivering solutions that strengthen operations and benefit the broader community. Our approach prioritizes relationships over products, ensuring consistent, long-term support through every milestone.

Management Changes

Landmark has experienced a small number of strategic leadership transitions over the past five years, all undertaken to support long-term continuity, growth, and strong stewardship of the organization.

Landmark is led by President and Chief Executive Officer Abby Wendel, who joined the organization in April 2024 following the retirement of former CEO Michael Scheopner. This transition marked a planned and orderly leadership succession.

Oversight of Landmark's branch network and retail delivery is led by Alayna Chipman, who joined Landmark in 2022 as a Commercial Banker and was promoted to Director of Retail in September 2025.

Treasury Services are overseen by Karin Andrade, who accepted the newly created role of Director of Treasury Management in December 2024, established to support continued growth and enhanced focus on treasury solutions for commercial and municipal clients.

OUR MANHATTAN LOCATIONS

We're in your neighborhood.

Manhattan is home for Landmark National Bank. Our corporate headquarters and full-service Main bank are located at 701 Poyntz Avenue, on the corner of Poyntz and South Juliette in the heart of downtown Manhattan. Our West branch at 3005 Anderson Avenue, just off Seth Child Road and minutes from the Kansas State University campus, is the closest full-service location to the MATC campus on Dickens Avenue. Either location can accept deposits for that day's banking business through the closing time shown below.

Main Bank & Headquarters

701 Poyntz Avenue
Manhattan, KS 66502

Lobby Hours:

9am–4pm, Monday–Friday

Drive-Thru Hours:

8am–6pm, Monday–Friday

8:30am–Noon, Saturday

West Branch (nearest campus)

3005 Anderson Avenue
Manhattan, KS 66503

Lobby Hours:

9am–4pm, Monday–Friday

Drive-Thru Hours:

8am–6pm, Monday–Friday

.

Landmark operates 29 locations across 23 Kansas communities, with additional nearby full-service branches in Wamego (530 Lincoln Avenue) and Junction City (208 S Washington Street), serving the broader MATC service area.

OUR TEAM

Your Local Team

David Urban

SVP, Commercial Banking Officer

785.564.4507
durban@banklandmark.com

Manhattan Branch Team

Retail Banking & Deposit Services

701 Poyntz Avenue
(785) 565-2000

Treasury Management Team

Dante Javaheri

Treasury Management Officer

913.563.5678
djavaheri@banklandmark.com

**Treasury Management
Support Specialist**

Treasury Management

833.894.3330

treasurymanagement@banklandmark.com

Note: insert team headshots and confirm your named Manhattan relationship manager before submission.

SCOPE OF SERVICES

Recommended Account Structure

General Operating Account

Public Fund Checking

Payroll Account

Public Fund Checking

Restricted / Grant & Foundation Funds (as needed)

Public Fund Checking — segregate Title IV, Perkins, DHS/NBAF training, and Foundation pass-through balances

Public Fund Checking Features: Maximize interest income potential. A Money Market or automated sweep can be layered on the operating account to optimize earnings on idle balances. Banking service charges are billed via monthly account analysis (see Fee Schedule and Pro Forma).

Additional Services

1. Business Online

Landmark's secure online financial management system lets you manage the College with multiple users, each with a unique login and permission set. With Business Online you can:

- View accounts online, including balances and transaction history
- Transfer funds between accounts and initiate stop payments
- Submit bill payments online
- Approve or reject funds transfers, ACH, wire transfers, and positive pay exceptions
- Access check and deposit images for 18 months
- Receive alerts for pending approvals

2. Positive Pay

Landmark offers ACH Debit and Credit Positive Pay, plus Standard and Reverse Positive Pay with Payee Match.

- Files are uploaded through the online interface by 6:00pm CST as often as needed.
- Payee Match validates the payee name on the issued-check file against the presented item.
- Exception items trigger text/email alerts at ~7:00am CST with a 12:00pm reminder before the 1:00pm decision deadline.
- Reverse Positive Pay is recommended for low-activity accounts; stale-dated checks default to 180 days (customizable).

SCOPE OF SERVICES

Additional Services (continued)

3. Check Processing

Landmark will cash checks drawn on MATC accounts with no fee. Presenters must show an official state photo ID or valid passport (no copies or digital images).

- Through Positive Pay, users can reject stale-dated checks (180-day default, customizable).
- Checks returned NSF are re-presented once before the return is processed (see Fee Schedule).

4. ACH Processing

ACH processing is available via NACHA file upload and a user-entry interface — ideal for payroll, vendor payables, and student refunds.

- File transmission deadline is 4:30pm CST one business day prior to the effective date.
- Originators are enrolled in FedReporter; returned/rejected items generate same-day email notification with a link to return detail.
- ACH Positive Pay removes the need to dispute unauthorized debits and enables debit blocks.

5. Wire Services

- Domestic and international wire deadline is 3:00pm CST on business days.
- Users can set up one-time or recurring wires online by user right. Dual control is strongly recommended — one user initiates, a second reviews and releases.

6. Reporting

- Reporting includes previous-day totals, available balance, float, holds, pending transactions, memo ledger, and total funds available.
- Reports are generally available by ~6:00am CST and download in CSV, PDF, and QBO; daily BAI2 file delivery can be configured for automation.
- Transaction history exports by previous day, current day, specific date, or date range, filtered by type. There is no additional charge for transaction reporting.
- ACH and wire deposits post in real time; check deposits are typically available the following business day, with notification of any holds.

ADDITIONAL INFORMATION

Daylight Overdrafts — Your Relationship Manager will ensure operations proceed without interruption. Funds must be available in the account to send an international wire.

Disaster & Back-up Plans — Landmark maintains a 24-hour Recovery Point Objective with failover testing conducted bi-annually. Plans are tested at least annually for both Landmark and our third-party core provider; SOC 1 reports are reviewed annually.

Statements — Available for 18 months in online banking. Standard statements close end of month and are available on or before the second business day; analysis service fees process on the 15th (or nearest business day).

Record Retention — Online history is available for 18 months; additional records may be requested. We retain bank records from account inception.

Liquidity Automation — A Zero Balance Account (ZBA) can sweep restricted or payroll balances to the operating account automatically, removing the need for manual transfers.

Interest Rates — Reviewed on an annual basis.

Analysis Fees — Reviewed annually with 30-day notice of any change. Fees will not change during the first year of the contract period.

Collateralization — Public funds in excess of FDIC limits are secured under the Kansas HB 2152 Collateral Pooling framework enacted in 2025; a separate security agreement is no longer required.

Full-Service Support — All service needs including deposits, coin counting, and cash ordering are supported at our Manhattan locations.

Public Filings — Landmark's most recent 10-K is available at investor.banklandmark.com and via the SEC EDGAR system.

COMMUNITY INVESTMENT, ACCESS & RESPONSIBILITY

Landmark National Bank is committed to serving the needs of our communities by expanding access to banking, supporting economic development, and upholding strong ethical and governance standards. We offer low-cost checking and savings accounts designed to serve unbanked and underbanked individuals. Landmark does not engage in payday lending, directly or indirectly. We actively support financial education, routinely providing presentations and resources to local schools, senior centers, nonprofit organizations, and community groups — including the students and institutions of our home community in Manhattan.

To support economic development, we offer a variety of small business lending options, including Small Business Administration (SBA) loans, which assist entrepreneurs with viable business plans who may have limited access to capital or collateral. While we do not maintain loan programs exclusively designated for Minority/Women Business Enterprises, all lending decisions are made on an equitable, relationship-based basis, and diverse business owners are supported through SBA and conventional lending programs.

Landmark participates in several affordable home loan programs, including Home Possible®, HomeReady®, and the Homeownership Set-aside Program (HSP), providing down payment and/or closing cost assistance to qualified low- to moderate-income and first-time homebuyers. We provide loan modification options in accordance with the guidelines of our servicing partners, including Fannie Mae and Freddie Mac.

Landmark maintains a comprehensive Code of Business Conduct and Ethics, which all associates review and acknowledge annually. The policy addresses conflicts of interest, confidentiality, ethical conduct, and reporting responsibilities. Associates may confidentially report concerns through our EthicsPoint reporting system, which provides protections against retaliation and ensures concerns are appropriately investigated.

Transaction Fees	
ATM/Debit Card Replacement	\$5.00
Foreign ATM Fee	\$3.00
Collection Fee	\$15.00
Collection Item – Foreign	\$25.00
Currency & Coin Order	\$0.20 strap / \$0.10 roll
Fax Fee	\$3.00/pg
Foreign Currency Order	\$25.00
Garnishment/Levy	\$50.00
Item Reject Fee	\$5.00/item
Multiple Mailing Fee	\$5.00/mo
Bad Address Fee	\$5.00/mo
Returned Deposited Items	\$6.00
Safe Deposit Box Drill Fee	\$150.00 min
Stop Payment	\$33.00
Stop Payment – Online	\$15.00

Negotiable Instruments	
Cashier's Check	\$6.00

Account Fees	
Closure Fee (open < 90 days)	\$25.00
Closure for charge off	\$33.00
Reconciliation / Research	\$30.00/hr
Statement Printout	\$5.00
Dormant Account	\$5.00/mo
Inactivity Fee (bal < \$1,000, no activity 3 cycles)	\$5.00/mo

Insufficient Funds	
Continuous Negative Balance Fee, every 5 days	\$33.00
Insufficient Funds, 1st Item	\$19.00
2nd and 3rd Item	\$29.00
4 items and above	\$37.00
Overdraft Sweep Fee	\$10.00

*A fee may be charged, when permitted by law, for each transaction presented for payment when your ledger balance is less than the amount needed to pay the item. Items returned unpaid may be re-presented multiple times, which could result in multiple fees. The NSF fee is based on the total number of NSF items paid or returned in the most recent 12 months. The continuous negative balance fee applies beginning on the 5th consecutive business day overdrawn.

Fee schedule reflects Landmark's standard published rates; municipal/public-funds analysis pricing is detailed in the Pro Forma.

PRO FORMA — ILLUSTRATIVE ACCOUNT ANALYSIS

Representative monthly analysis based on assumed volumes. Final pricing will be confirmed upon review of MATC's current account analysis statements.

Service	Vol.	Unit	Charge
Account Services			
Account Maintenance	7	\$20.00	\$140
Depository Services			
Check Deposits	1	\$0.10	\$0.10
Debits / Credits	100	\$0.20	\$20.00
Online Services			
Enhanced Treasury Online Banking	1	\$30.00	\$30.00
ACH Services			
ACH Module	1	\$30.00	\$30.00
ACH Files Originated	1	\$6.00	\$6.00
ACH Records Originated	10	\$0.10	\$1.00
Wire Services			
Incoming Domestic Wires	0	\$15.00	\$0
Fraud Prevention Services			
ACH & Check Positive Pay Module	1	\$60.00	\$60.00
Positive Pay File Transmission	4	\$2.00	\$8.00
Positive Pay Per Item	4	\$0.10	\$0.40
Cash Management Services			
Automated Sweep	1	\$100.00	\$100.00
Estimated Total Monthly Charges			\$395.50

Note: An earnings credit allowance, applied against the average collected balance, will typically offset a portion or all of these charges.

**MANHATTAN AREA TECHNICAL COLLEGE — BANKING SERVICES
RFP**

AFFIDAVIT

I, **Dante Javaheri** of the City of Prairie Village, County of Johnson, State of Kansas, being duly sworn on her or his oath, deposes and says:

1. That I am the **Treasury Management Officer** of **Landmark National Bank** and have been authorized by said firm to make this affidavit on its behalf;
2. No officer, agent, or employee of Manhattan Area Technical College is financially interested, directly or indirectly, in what the firm is offering to sell to the College pursuant to this Request for Proposals;

or

The following officer(s), agent(s), or employee(s) of the College would be financially interested in or receive a benefit from the profit or payments of any contract, job, work, or service provided to the College (list all such persons on a separate sheet);

(Affiant shall line through the statement which does not apply; failure to line through one statement shall disqualify the proposal.)

3. If the firm were awarded any contract, job, work, or service for Manhattan Area Technical College, no officer, agent, or employee of the College would be financially interested in or receive any benefit from the profit or payments of such;

or

The following officer(s), agent(s), or employee(s) of the College would be financially interested in or receive a benefit from the profit or payments of any contract, job, work, or service provided to the College (list all such persons on a separate sheet);

(Affiant shall line through the statement which does not apply; failure to line through one statement shall disqualify the proposal.)

Signature of Affiant

Notary Public

Subscribed and sworn before me this ____ day of _____, 2026.

**MANHATTAN AREA TECHNICAL COLLEGE — BANKING SERVICES
RFP**

EXHIBIT A: APPLICATION TO ACT AS DEPOSITORY

Request for Proposal for Banking Services

BANK NAME: Landmark National Bank **DATE:** _____

To:

Request for Proposal – Banking Services
Attn: [College Contact / Business Office]
Manhattan Area Technical College
3136 Dickens Avenue, Manhattan, KS 66503

The undersigned certifies that the bank submitting this proposal is an institution eligible to be a depository of public funds pursuant to K.S.A. 9-1401, et seq., as amended. Please answer the following:

Does the Bank have a main office or a branch office in Manhattan, Kansas?

☒ Yes ☐ No

Nearest locations: Main Bank & HQ, 701 Poyntz Avenue (downtown); West Branch, 3005 Anderson Avenue (nearest the MATC campus).

The undersigned hereby proposes, if selected by Manhattan Area Technical College, to furnish the services at the prices and terms stated, subject to all instructions hereto. By submitting this signed proposal, the bank officially agrees to provide the services requested. This agreement covers all terms, conditions, and specifications of this proposal. The prices shall remain fixed for the term of the contract.

Proposing Bank: Landmark National Bank

By: Dante Javaheri

Title: Treasury Management Officer

Authorized Signature

**MANHATTAN AREA TECHNICAL COLLEGE — BANKING SERVICES
RFP**

EXHIBIT B: REQUIRED SERVICES

Financial Information	Landmark Bancorp, Inc.
As of Qtr. End Date	December 31, 2025
FDIC Insurance Coverage	Yes
CRA Rating	Satisfactory
Total Assets	\$1,606,642,000
Total Equity	\$160,631,000
Ratio – Equity ÷ Assets	10.0%
Net Profit (Year End)	\$18,775,000
Profit as % of Equity	11.69%
Total Deposits	\$1,388,854,000
Time Deposits \$250k or more	\$61,798,000
Total Loans (Gross)	\$1,111,723,000
Total Loans 90+ Days Past Due	\$9,994,000
Loan Loss Reserve as % of Loans	1.12%
Total Troubled Debt	\$9,994,000 (0.90%)
Allowance – Non-Real Estate Loans	\$4,666,000
DBE Financial Institution	Yes

Capital Ratios (three most recent years)

	2025	2024	2023
Tier 1 Capital	12.92%	12.43%	12.74%
Tier 2 Capital	1.04%	1.10%	0.96%
Risk-Based Capital	13.96%	13.53%	13.70%

Interest Calculation

The financial institution will pay the College interest on the daily collected balance at a variable rate tied to the Kansas Pooled Money Invest Board (PMIB), currently at 3.63%, re-pricing monthly on the 10th. A one-year history of the index is available on request.

Enclose a copy of the most recent audited financial statements (see Appendices).

APPENDICES

The following supporting documents are attached to this proposal:

Call Report — FFIEC 041, Landmark National Bank (12/31/2025)

Treasury Management Service Agreement

Landmark Bancorp, Inc. — Most Recent Audited Financial
Statements / 10-K

Connections change everything.

LANDMARK NATIONAL BANK

[BankLandmark.com](https://www.BankLandmark.com)

Contact

Landmark National Bank
701 Poyntz Avenue, Manhattan, KS 66502
(785) 565-2000
Treasury Management: 913.563.5678
treasurymanagement@banklandmark.com

Connections change everything.

Faculty Contract for 2026-2027

Negotiated between

Manhattan Area Technical College New Faculty Association

Team Members:

Alex Anderson

Chelsea Weese

Jeff Pishny

Manhattan Area Technical College Board of Directors

Team Members:

Kerri Bellamy

James Genandt

Josh Gfeller

Reporter(s): Peter Vopata

Table of Contents

PREAMBLE	3
Article I. Definitions	4
Article II. Length of Contract and College Calendar	5
Article III. Notice of Resignation	6
Article IV. Professional Day	7
Article V. Faculty Workload.....	7
Article VI. Salary Schedule.....	10
Article VII. Fringe Benefits	13
Article VIII. Retirement.....	14
Article IX. Supplementary Committee Assignment Compensation	16
Article X. Extended Hours Compensation.....	17
Article XI. Travel Reimbursement.....	17
Article XII. Educational Advancement	18
Article XIII. Leaves	18
Article XIV. Faculty Member Assignment and Transfer	21
Article XV. Reduction in Personnel.....	22
Article XVI. Faculty Evaluation Procedures.....	23
Article XVII. Faculty Senate.....	26
Article XVIII. Grievance Procedure	26
Article XIX. Intellectual Property.....	28
Article XX. Association Privileges.....	29
Article XXI. Right of Representation.....	30

PREAMBLE

Agreement made and to be effective as of August 1, 2026 by and between the Manhattan Area Technical College, hereinafter referred to as the "College," and Manhattan Area Technical College New Faculty Association, hereinafter referred to as the "Association," for the 2026-2027 Academic Year.

WHEREAS, the Legislature of the State of Kansas has established a procedure for teachers employed within a college of the State of Kansas to organize and to select a representative for the purpose of professional negotiation, and the majority of the faculty, excluding administrators, professional and classified staff, within the College has designated the Association as its representative for professional, negotiation; and

WHEREAS, the Board recognizes the Association as the exclusive representative of all those employed by the Board in an instructional capacity, employed under a full-time contract, but shall not include any administrative, support, or other non-bargaining employees; and

WHEREAS, the Board and Association recognize and declare that providing a quality education for the students of Manhattan Area Technical College is their mutual desire and that the character of such education depends predominantly upon the quality and morale of the faculty; and

WHEREAS, it shall be the mutual aim of the parties of this agreement to maintain and improve the quality of the instructional program and morale of the teaching staff; and

WHEREAS, representatives of the Board have met with representatives of the Association and have negotiated in good faith the terms and conditions of professional service for the academic year of 2026-2027, the parties agree as follows:

MANAGEMENT RIGHTS

It is understood and agreed by the parties that MATC Administration shall operate the College according to Kansas statute and case law, in a manner consistent with the institutional mission, goals, and negotiated agreement.

MAINTENANCE OF STANDARDS

As included in Board policies and procedures, all terms and conditions of employment applicable on the signing date of this Agreement shall be maintained at not less than the standards in effect prior to signing. This Agreement shall not be interpreted or applied to deprive employees of professional advantages previously enjoyed unless expressly stated in this Agreement.

MANHATTAN AREA TECHNICAL COLLEGE
Faculty Contract for 2026-2027

This agreement is between Manhattan Area Technical College (hereinafter referred to as the "College") and the Manhattan Area Technical College New Faculty Association (hereinafter referred to as the "Association") as the representative of the Professional Employees as defined by K.S.A. 72-2218 (previously K.S.A. 72-5413) and hereinafter referred to as "Faculty"

Article I. Definitions

- A. The Association: Manhattan Area Technical College New Faculty Association.
- B. The Board: The Board of Directors of Manhattan Area Technical College.
- C. President: The President of Manhattan Area Technical College.
- D. The College: Manhattan Area Technical College, Manhattan, Kansas.
- E. Instructor or Faculty Member: Manhattan Area Technical College faculty employed under the requirements of K.S.A. 72-2218 (previously K.S.A. 72-5413) (c) defining "professional employee."
- F. Full-time faculty: Those individuals with a classroom teaching load of 30 credit hours or the equivalent in one academic year.
- G. Administrator or Administration: All individuals so designated by President as employed in an administrative capacity.
- H. CAO: Chief Academic Officer
- I. Grievance: A grievance is a complaint involving a work situation - a complaint that there has been a deviation, violation, misinterpretation, or misapplication of any provision of the Agreement.
- J. Whenever the singular is used in the Agreement, it is to include the plural as appropriate.
- K. Bargaining Unit: Faculty teaching half-time or more and employed for an academic year rather than semester-by-semester basis.
- L. Day: Unless otherwise designated, it is to be understood to mean a calendar day.
- M. Academic year: A consecutive Fall and Spring Semester comprise one academic year.
- N. Rolling 2-year Calendar: Planning tool that always includes the current academic year and the following academic year. As each new academic year begins, the calendar is updated to add the next future year, maintaining a continuous two-year outlook.
- O. A published program is defined as the courses required for a student to receive a certificate or an AAS degree.

- P. Longevity: Those individuals who have reached the bottom step of their assigned column of the salary schedule.

Article II. Length of Contract and College Calendar

- A. The academic contract for 9-month MATC faculty members, exclusive of supplemental, summer, or extended time contracts shall consist of 183 working days. This includes a standardized semester (15 weeks instruction and 1 week of finals) per accreditation and Federal compliance including two half days of commencement, and two college-wide event days within a regular semester schedule (i.e., Fall Homecoming/Car Show and Spring Open House), five professional development days, seven paid holidays, and a maximum of 12 preparation/office days. *(Clarification: The format concludes, per the faculty-student calendar, that there are 158 student days, 7 holidays, 17 faculty development/prep days, and 1 total commencement day (1/2 graduation day x 2) which equals 183 total days excluding weekends).*
- i. All Faculty members have the opportunity to schedule one additional professional development day per semester at their discretion, provided:
 - a. Their students have access to either online, or other educational modalities that allow student learning to continue while the faculty member is engaged in their professional development pursuit(s) (meaning, these days will be deemed as, and considered equivalent to, Instructional Days).
 - b. Faculty must notify and provide an agenda or list of activities to their supervisor of their intent to utilize one of their supplemental professional development days, at least one week in advance.
 - ii. Contracts of different duration may be developed and implemented with the concurrence of the faculty member and administration. Such contracts may change the calculation of working days per the agreement of both parties. The contractual change will relate to a clearly stated need/opportunity identified by the college to a specific academic program and/or instructional support service. Alternate compensation schedules will be developed for review by the Faculty Association and the Board of Directors during 2026-2027.
- B. The 7 designated holidays are Labor Day, Thanksgiving Day, the Friday after Thanksgiving Day, Christmas Day, New Year's Day, Martin Luther King Day, and Memorial Day.
- C. The Academic Calendar, a rolling 2-year calendar, shall be mutually developed and agreed upon by an ad-hoc committee consisting of 2 to 3 representatives from the Faculty Senate and 2 to 3 representatives from the College Administration. Once a mutually agreed upon calendar is developed, the ad-hoc committee will present it to the President for approval. A target date for completing the following academic yearly calendar is November 1. Any changes to the Academic Calendar after Board approval will be determined by the Faculty Senate ad-hoc committee and administration respectively, and re-presented to the Board for approval.

- D. The calendar will include class days, final exams, holidays, and in-service days with each day and duty specified by date. The calendar will also include any days that may require campus wide participation of students, staff and faculty, or for instructors to adjust teaching days. The Administration shall provide a copy of the Academic Calendar, as adopted by the President, to all employees at least two weeks prior to the beginning of the fall semester.

Article III. Notice of Resignation

In accordance with K.S.A. 72-2251, it shall be deemed that a faculty member will continue employment for the succeeding academic year unless written notice is provided by the faculty member on or before the 14th calendar day following the third Friday in May that they have no intention of continuing their contract into the proceeding academic year.

In the event a faculty member has determined to not continue employment for the succeeding year, the college encourages faculty members to make notifications as early as possible. An early resignation incentive is provided as follows:

- A. If the letter of resignation is received by Administration between January 2 and March 1, the college will pay an early resignation notice incentive of \$1,500.
- B. If the letter of resignation is received by Administration between March 2 and April 1, the college will pay early resignation incentive of \$1,000.

In the event a faculty member resigns or leaves prior to the current contract expiration date, no faculty member forfeits any and all accrued personal and sick leave, in addition to being assessed liquidated damages as follows:

- A. If the letter of resignation is received by Administration after 14 calendar days following the third Friday in May through June 15, the faculty member pays liquidated damages in the amount of \$1,000.
- B. If the letter of resignation is received by Administration after June 15 to July 31, the faculty member pays liquidated damages in the amount of \$2,000.
- C. If the letter of resignation is received by Administration, or if the faculty member fails to honor the terms of the contract, on or after August 1, the faculty member pays liquidated damages in the amount \$2,000 plus \$100 per month for each month thereafter for remainder of contract.
- D. In no instance shall the amount of liquidated damages exceed \$3,000. In the event the College owes the faculty member additional salary amounts after the faculty member resigns or fails to honor the contract, the College may deduct the amount of liquidated damages from the final paycheck(s).

Liquidating damages may be waived at the discretion of the President of the College or designee. Each

instance will be reviewed on its own merit when a waiver is requested. This will allow the president (or designee) to consider the circumstances affecting the faculty member.

Faculty members leaving the college who are not assessed liquidated damages will be paid \$15.00 for each day (7 hours) to a maximum of ninety (90) days (maximum reimbursement of \$1,350) of unused sick leave. Payment is made with the faculty member's last check and is subject to all applicable deductions.

Article IV. Professional Day

The Board and Association recognize that faculty members' responsibility to their students and to their profession generally entails the performance of duties and the expenditure of time beyond the assigned schedule. These duties include, but are not limited to, lesson planning, student assessment, staff meetings, professional development sessions, curriculum development meetings, recruitment, student conferences, student advising, business and industry interaction, College committee involvement, and program-related activities.

In accordance with the 183-day contract, the professional workweek, Monday through Friday, for MATC faculty members is a minimum of 35 hours per week. Faculty may refer to Policy 7.3.4 for requests concerning Remote Employment. Any variations in the standard professional workweek should be worked out to a mutual agreement with the immediate supervisor. If a mutual agreement cannot be met, either side may request a hearing with the next supervisory level.

Faculty member attendance is not required whenever on-campus classes have been cancelled due to inclement weather. Online and blended courses will continue virtual learning as scheduled. If possible, every attempt will be made by the instructor to conduct a virtual activity through the LMS.

Article V. Faculty Workload

- A. **Teaching Faculty Load.** The standard workload for teaching faculty is a total of thirty (30) credit hours for the fall and spring semesters of one academic year. If a faculty member does not meet the standard contractual workload, the faculty will work collaboratively with the Chief Academic Officer (CAO) to develop a plan to fulfill the remaining load through student recruitment, faculty development, and or/course and curriculum development. This plan will include clearly defined activities, goals, and regular check-ins to document and support ongoing efforts. All faculty workload assignments, including these responsibilities, are established in consultation with the CAO.
- B. **Faculty Work Week.** The standard workweek for faculty is established as a minimum of thirty-five (35) hours per week consistent with Article IV of this Agreement.
- C. **Maximum Teaching Load.** No faculty member may teach more than twenty-two (22) credit hours per semester of the academic year, unless an exception is made by the Chief Academic Officer.
- D. **Overload.**
 - 1. Teaching beyond the standard teaching load of thirty (30) credit hours for the fall and spring semesters of one academic year is considered overload.

2. Full-time faculty (as defined in Article I. F.) with appropriate credentials will be offered the first opportunity for overload teaching within their contractual discipline area, up to twelve (12) credit hours, before adjunct faculty employment are contracted. If a course is not accepted by a full-time faculty member within the contractual discipline, other full-time faculty members in good standing who meet the exact or highest qualifications outlined by the Higher Learning Commission (HLC) and other applicable accreditation guidelines may be offered the course before contracting adjunct faculty. In cases where multiple full-time faculty members within the same contractual discipline are eligible and express interest in overload teaching, overload will be assigned based on seniority, determined by the length of continuous service as full-time faculty member at the institution. The faculty member with the longest continuous service will be given priority for the overload assignment, provided they meet all necessary qualifications and the course fits within their course schedule. No overload payment will be approved until the first 30 hours have been met.
 3. No faculty member is required to accept overload teaching beyond the published program.
 4. Compensation for each hour of overload for teaching faculty members:
 - a. Hired prior to July 1, 2013, will be paid at 1/30th of the 2012-2013 base salary as established on the 2012-2013 contract for the first 6 credit hours. Compensation for each hour of overload beyond 6 credit hours will be paid \$900 per credit hour. Compensation for teaching faculty members hired July 1, 2013, or after will be paid at a rate of \$900 per credit hour.
 - b. Overload compensation for the academic year (fall and spring term) will be paid out starting the first pay period of February through the last pay period of May. Overload for the fall and spring terms will be determined after the finalization of enrollments during the spring semester. The documentation of enrollment provides the basis for the calculation of and timing of the payment for overload. If for any reason, overload compensation was approved and the total credit hours for the full year do not require overload pay (i.e. load does not exceed thirty (30) credit hours), it will be repaid by payroll deduction from employee's salary.
- E. Summer Teaching Contracts. Full-time faculty (as defined in Article I.F) with appropriate credentials may opt for summer teaching contract(s) before adjunct faculty are hired. Full-time faculty will be compensated at the rate of \$725 per credit hour for summer course if the course:
1. Has a minimum enrollment of eight (8) students by the first Friday of the Summer semester, or
 2. Is part of a set of summer courses taught by the same instructor, where the average enrollments of at least two courses with the same credit hour allotment is eight(8) or higher. If more than two courses are taught, the average will be calculated using the instructor's highest-enrolled courses.

Courses with fewer than eight (8) students that do not meet the averaging requirement will be compensated at the adjunct rate. Faculty must notify the Chief Academic Officer (CAO) of their intent to teach summer courses by April 1 prior to the summer session. The College reserves the right to cancel any with insufficient enrollment. Faculty unable to fulfill their summer teaching commitment due to unforeseen emergency, such as serious illness, will not face penalties.

- F. Independent Study. Independent study courses are directed independent study by arrangement. Compensation shall be granted for teaching independent study classes as follows:
1. Shall be taught under a separate contract when mutually agreeable between the professional employee and administration.
 2. Additional payment for independent study will be made only if the professional employee is teaching a full load.
 3. Compensation will be paid at 0.30% of Column I, Step 0 of the salary schedule per credit hour.

Article VI. Salary Schedule

A. The following salary schedule is effective for the approved negotiated agreement:

Step	ND	ND+15 CRH	ND+30 CRH	ND+45 CRH	AA/AAS or 62 CRH	80 CRH	95 CRH	BS	BS+15 CRH	BS+30 CRH or MS	BS+45 CRH or MS+15	BS+60 CRH or MS+30	PHD/ED or 2nd MS
0	\$37,390	\$37,975	\$38,559	\$39,145	\$39,730	\$40,899	\$42,070	\$43,240	\$44,410	\$45,580	\$46,752	\$47,921	\$49,092
1	\$38,246	\$38,832	\$39,417	\$40,002	\$40,587	\$41,757	\$42,927	\$44,332	\$45,502	\$46,672	\$47,842	\$49,012	\$50,182
2	\$39,105	\$39,691	\$40,276	\$40,861	\$41,447	\$42,617	\$43,787	\$45,425	\$46,596	\$47,765	\$48,936	\$50,106	\$51,276
3	\$39,964	\$40,549	\$41,135	\$41,719	\$42,304	\$43,475	\$44,645	\$46,517	\$47,687	\$48,858	\$50,027	\$51,198	\$52,367
4	\$40,821	\$41,406	\$41,992	\$42,576	\$43,161	\$44,332	\$45,502	\$47,608	\$48,779	\$49,949	\$51,119	\$52,289	\$53,460
5	\$41,680	\$42,265	\$42,851	\$43,436	\$44,020	\$45,191	\$46,360	\$48,701	\$49,871	\$51,041	\$52,213	\$53,382	\$54,553
6	\$42,539	\$43,124	\$43,708	\$44,294	\$44,879	\$46,049	\$47,219	\$49,794	\$50,963	\$52,134	\$53,304	\$54,474	\$55,644
7	\$43,396	\$43,980	\$44,565	\$45,151	\$45,736	\$46,905	\$48,077	\$50,884	\$52,056	\$53,225	\$54,396	\$55,566	\$56,736
8	\$44,254	\$44,839	\$45,425	\$46,010	\$46,596	\$47,765	\$48,936	\$51,978	\$53,148	\$54,319	\$55,488	\$56,659	\$57,828
9	\$45,113	\$45,698	\$46,283	\$46,868	\$47,454	\$48,623	\$49,794	\$53,070	\$54,241	\$55,411	\$56,581	\$57,751	\$58,922
10	\$45,970	\$46,555	\$47,140	\$47,725	\$48,310	\$49,480	\$50,651	\$54,161	\$55,331	\$56,501	\$57,671	\$58,842	\$60,013
11	\$46,829	\$47,415	\$48,000	\$48,585	\$49,169	\$50,340	\$51,510	\$55,255	\$56,424	\$57,595	\$58,765	\$59,935	\$61,105
12	\$47,687	\$48,273	\$48,858	\$49,442	\$50,027	\$51,198	\$52,367	\$56,347	\$57,518	\$58,687	\$59,858	\$61,028	\$62,198
13	\$48,544	\$49,130	\$49,714	\$50,299	\$50,884	\$52,056	\$53,225	\$57,438	\$58,608	\$59,778	\$60,948	\$62,119	\$63,288
14	\$49,404	\$49,988	\$50,574	\$51,159	\$51,744	\$52,915	\$54,084	\$58,531	\$59,702	\$60,872	\$62,042	\$63,212	\$64,383
15	\$50,262	\$50,846	\$51,432	\$52,017	\$52,602	\$53,772	\$54,942	\$59,623	\$60,793	\$61,963	\$63,134	\$64,304	\$65,475
16	\$51,119	\$51,703	\$52,289	\$52,875	\$53,460	\$54,629	\$55,800	\$60,715	\$61,884	\$63,055	\$64,225	\$65,395	\$66,565
17	\$51,978	\$52,562	\$53,148	\$53,733	\$54,318	\$55,488	\$56,658	\$61,807	\$62,977	\$64,148	\$65,318	\$66,488	\$67,658
18	\$52,836	\$53,421	\$54,006	\$54,591	\$55,176	\$56,346	\$57,516	\$62,900	\$64,070	\$65,240	\$66,410	\$67,580	\$68,751
19	\$53,694	\$54,279	\$54,864	\$55,449	\$56,034	\$57,205	\$58,375	\$63,992	\$65,162	\$66,332	\$67,502	\$68,673	\$69,843
20	\$54,552	\$55,137	\$55,722	\$56,307	\$56,892	\$58,063	\$59,233	\$65,084	\$66,254	\$67,424	\$68,594	\$69,765	\$70,935
21	\$55,410	\$55,995	\$56,580	\$57,166	\$57,751	\$58,921	\$60,091	\$66,176	\$67,346	\$68,516	\$69,686	\$70,857	\$72,027
22	\$56,268	\$56,853	\$57,438	\$58,024	\$58,609	\$59,779	\$60,949	\$67,268	\$68,438	\$69,609	\$70,779	\$71,949	\$73,119
23	\$57,127	\$57,711	\$58,297	\$58,882	\$59,467	\$60,637	\$61,807	\$68,360	\$69,530	\$70,701	\$71,871	\$73,041	\$74,212
24	\$57,985	\$58,569	\$59,155	\$59,740	\$60,325	\$61,495	\$62,665	\$69,453	\$70,623	\$71,793	\$72,963	\$74,133	\$75,304
25	\$58,843	\$59,427	\$60,013	\$60,598	\$61,183	\$62,354	\$63,523	\$70,545	\$71,715	\$72,885	\$74,055	\$75,226	\$76,396
26	\$59,701	\$60,286	\$60,871	\$61,456	\$62,041	\$63,212	\$64,381	\$71,637	\$72,807	\$73,977	\$75,147	\$76,318	\$77,488
27	\$60,559	\$61,144	\$61,729	\$62,315	\$62,899	\$64,070	\$65,240	\$72,729	\$73,899	\$75,070	\$76,239	\$77,410	\$78,580
28	\$61,417	\$62,002	\$62,587	\$63,173	\$63,758	\$64,928	\$66,098	\$73,821	\$74,991	\$76,162	\$77,332	\$78,502	\$79,673
29	\$62,275	\$62,860	\$63,445	\$64,031	\$64,616	\$65,786	\$66,956	\$74,914	\$76,083	\$77,254	\$78,424	\$79,594	\$80,765
30	\$63,134	\$63,718	\$64,303	\$64,889	\$65,474	\$66,644	\$67,814	\$76,006	\$77,176	\$78,346	\$79,516	\$80,687	\$81,857

B. Definition and Placement.

1. Each new faculty member is placed on the schedule as determined by the administration according to his/her documented education level.
2. The College emphasizes that the salary schedule is a minimum schedule.
3. Faculty members must furnish official evidence or transcript of credit completed by September 3 of the current academic year to qualify for a classification change.
4. Only one Bachelor's or Master's salary differential is paid to a faculty member with two or more Bachelor's or Master's degrees.

5. Faculty members with ninety (90) days' or more classroom teaching experience is granted one full year of credit on the salary schedule. Every year of teaching experience is credited one step. Faculty members with related industry experience are granted one step for every two years of industry experience. Maximum numbers of steps granted is 10.
6. Faculty members who qualify will advance horizontally on the salary schedule for the current approved academic year. To qualify for horizontal movement on the salary schedule beyond the Bachelor's degree, the additional hours may be graduate hours or undergraduate hours that support the discipline taught and must be completed subsequent to the completion of the initial Bachelor's degree.
7. When the current approved agreement has a vertical step increase, it will apply to longevity in an equal amount.
8. Eligible faculty will receive one step advancement to the salary schedule, and a 2% COLA increase will be applied to the salary schedule.
If a credit hour total of 4,250 credit hours or more is reached by November 1st, a \$1,000 stipend will be given to all full-time faculty. If a credit hour total of at least 4,750 credit hours is reached, a \$1,500 stipend will be given to all full-time faculty.
9. Compensation is paid over the 12-month contract period of August 1st through July 31st.

C. Equivalency Credit.

1. The equivalency credit program is used to facilitate horizontal movement on the salary schedule of the College. An equivalency credit may be earned in place of college credit. Equivalency credit is based on education and/or training which directly enhances the employee's ability to improve in his/her profession.
2. The same activity cannot be used for both college credit and equivalency credit.
3. In general, 25 clock hours will be equivalent to 1 equivalency credit (EC). For purposes of horizontal movement on the salary schedule, 1 equivalency credit is equal to 1 credit hour.
4. Continuing Education Units (CEUs) are generally based on 10 clock hours equaling 1 CEU; therefore, 2.5 CEUs are required to obtain 1 equivalency credit (EC).
5. Only half of the credit hours required for horizontal movement may be equivalency credit.
6. To obtain equivalency credit:
 - a. The activity must be appropriate to the discipline/job;
 - b. The activity must be conducted on personal time;
 - c. The activity or person is not being paid a salary or stipend by another entity, i.e. grant;

- d. The employee must make application to their supervisor for pre-approval;
 - e. The employee must complete a report and self-assess the activity regarding the value of the experience to one's job;
 - f. The documentation for final approval for movement on the salary schedule for the next academic year must be presented to supervisor by July 1;
 - g. The final approval for equivalency credit will be determined by the supervisor by July 31;
 - h. All documentation must be submitted to the Human Resources office by September 3.
7. The following activities may qualify for EC; time and effort must be included in the reporting documentation. Equivalency credit points identified are the maximum points allowed per activity.
- a. Professional reading - maximum of 1 EC
 - i. Teaching faculty: Complete a substantive report on how the material will influence instruction;
 - ii. Faculty and staff: Complete a substantive report on how the reading will influence job performance.
 - b. Attendance at conferences or workshops - clock hour equivalence
 - i. Conferences/workshops must include experiential learning as opposed to passive learning;
 - ii. Registration is paid for by the employee;
 - iii. If attendance is on a scheduled contract/work day, employee must apply personal or vacation leave;
 - c. Presenting at a conference - clock hour equivalence
 - i. Preparation for presentation may also qualify for clock hour equivalence;
 - ii. Actual presentation;
 - iii. Registration is paid for by the employee;
 - iv. If attendance is on a scheduled contract/work day, employee must apply for personal or vacation leave;
 - d. Professional coursework required for licensure/certification - clock hour equivalence and/or proof of CEU
 - i. Registration is paid for by the employee;
 - ii. If attendance is on a scheduled contract/work day, employee must apply for personal or vacation leave;
 - e. Ed2Go - clock hour equivalence
 - f. Writing, reviewing, and/or editing texts - maximum of 1 EC
 - i. Completed for a publisher or outside entity
 - g. Publishing in a refereed or trade journal - maximum of 1 EC
 - h. Internships (unpaid) - clock hour equivalence
8. Equivalency credits may be used for any degree level of the pay scale. Unused equivalency credits may be carried over one time.
- D. Longevity Increment. Longevity will be funded for the current academic year for those at the bottom of their salary column at \$900 per year earned. Longevity increment(s) earned in prior years will be retained by the individual. Faculty base pay calculations include

Longevity. Any COLA approved is applied to the Faculty's overall base (Example: \$55,247 + \$900 = \$56,147 x 2% COLA = \$57,270).

E. Hourly Wage for continuing education and contract training instruction.

1. Faculty members covered by this agreement employed as hourly continuing education contract training instructors are paid a minimum of \$20 per hour for each authorized instructional hour.
2. Faculty members covered by this agreement are paid a minimum of \$20 per hour for authorized in-service and/or curriculum work assigned beyond the regular professional day and length of contract- and not covered under the scope of Policy 4.1.1 New Course Development.
3. Faculty members are paid for actual hours of instruction plus additional negotiated time - if applicable.
4. A faculty member teaching a course for the first time is paid a minimum of 25 percent of assigned course clock/credit hours for preparation.
5. Faculty members must meet minimum credential requirements.

Article VII. Fringe Benefits

- A. Fringe Benefit Plan. The College shall provide for fringe benefits through a flexible benefit plan under and in compliance with the provisions of Section 125 of the Internal Revenue Code, related statutory provisions, and applicable regulations. Any administrative cost for individual offerings within the Section 125 plan will be the responsibility of the employee choosing that option. For each faculty member electing to participate in the group health insurance plan, the College shall also provide a contribution equal to the cost of a single option coverage, OR a contribution of the amount of a single option coverage toward a family option coverage, OR a contribution of twice the amount of a single option coverage when two faculty members covered by one health insurance contract are eligible for a contribution. Faculty members employed less than the required time as stipulated by the insurance provider are not eligible for coverage or membership in the group plan. The College will not pay the single option per month to the salary or other benefit in lieu of health insurance coverage.
- B. Salary Reduction and Elective Option. The College provides each faculty member with the opportunity to execute a salary reduction agreement. Contributions under the salary reduction agreement are designated by the faculty member for the purchase of a benefit or benefits from the following approved plans:
- ☐ Group term life insurance up to \$50,000
 - ☐ Group health insurance
 - ☐ Cancer and other dreaded diseases insurance
 - ☐ Dependent care
 - ☐ Medical reimbursement
 - ☐ 403(b) annuity plans
 - ☐ Such other lawful components or options as may be approved by the College from time to time

C. Section 125 Cafeteria Plan. Faculty members wishing to participate in the Section 125

cafeteria plan complete a "salary reduction agreement and benefit election form" approved by the College and submit it to the required office on or before the specified deadline designated by the College at the start of each academic year. The salary reduction agreement and benefit election form are provided by the College, but it is solely the faculty member's responsibility to complete the form and submit it to the office designated by the College on or before the prescribed date. Each faculty member agrees to hold the College harmless from any failure on his or her part to submit the necessary form in a timely fashion. Once made, a salary reduction agreement and benefit election is irrevocable (except as specifically permitted by the Internal Revenue Code and regulations) for that particular contract year.

- D. Administration. It is agreed that the faculty member complies with all applicable directives of the Internal Revenue Service or other federal or state regulations, as amended, in administering and maintaining the Section 125 cafeteria plan. The College reserves the right to draft and implement all necessary documentation in regard to the Section 125 cafeteria plan in compliance with applicable rules and regulations of federal and state law and further reserves the right to modify or terminate the plan if it is found to be unlawful under any applicable law or regulation, or to modify or terminate this plan subsequent to the expiration of this agreement as and to the extent permitted by the Internal Revenue Code or the Plan.
- E. Withholding. The College withholds such amounts of a faculty member's compensation hereunder is necessary in the opinion of the College to comply with state and federal laws including social security and retirement.
- F. Selection of Carriers. The selection of the carrier or carriers for each of the offered benefits is made by the College.
- G. Tuition Reimbursement.
MATC Supports faculty continuing education.
[Refer to Policy 7.4.7 Employee and Dependent Education Assistance Program.](#)
- H. The College supports appropriate professional memberships. Where Institutional memberships are not available or do not provide the necessary value, the College will provide payment/reimbursement for individual memberships upon prior approval from the supervisor and within the appropriate budget.

Article VIII. Retirement

- A. Application: A faculty member desiring to retire must notify the President by April 1st. Failure to notify may result in the loss of benefits.
- B. Early Retirement Supplement. Full-time faculty members retiring or leaving the College at age fifty-five (55) and qualify for Kansas Public Employees Retirement System (KPERS) with a reduction in benefits are awarded a retirement supplement based on the schedule below.

5 - 9 years of service	\$1,000
10 - 14 years of service	\$2,000
15 - 19 years of service	\$3,000
20 - 24 years of service	\$4,000
25 or more years of service	\$5,000

C. Retirement. Faculty who qualify to retire from employment with the College may qualify for benefits under the terms and conditions set forth in compliance with KPERS as follows.

1. Eligibility: A faculty member is eligible for retirement if said faculty member:

- a) Is currently a full-time faculty member.
- b) Has reached at least sixty (60) years of age and qualifies for KPERS without a reduction in benefits.

2. Benefits: A qualified faculty member electing to retire receives the following benefits:

a) The college will pay the individual health insurance premium monthly for a max of five (5) years until retiree is eligible for full social security medical benefits:

- i. The retiree must be actively enrolled in the health insurance benefit program at the time of retirement to receive this benefit.
- ii. Termination of Benefits: The option to maintain single coverage health insurance is automatically terminated at the time a faculty member reaches age sixty-five (65).

b) Retirement benefit deposited into a qualified college's provider retirement plan (such as a 403(b) plan) in the faculty member's name. Once the benefit is deposited, the faculty member is considered fully vested. The benefit is a one-time payment and is calculated using the present value of annuity method. The factors used in the calculation are as follows:

- ten (10) percent of the faculty member's last completed annual contracted base salary, to include any earned longevity, minus any supplemental pay (last annual contract salary does not include summer school, overload assignments, or other hourly salary payments).
- number of full years until member reaches age sixty-five (65)
- discount rate is four percent.

1. Example: Member is age 61 ½ and retires effective September 1. Last annual contracted salary was \$50,000. Present value of a \$5,000 annuity for three years at four (4) percent discount rate= \$14,400. Payment: Retirement benefit will be deposited into a qualified college's provider retirement plan in the member's name no later than thirty days after the KPERS retirement date.

D. Payment for Unused Sick Leave. Faculty members who retire are paid \$15.00 for

each day (7 hours) to a maximum of ninety (90) days (maximum reimbursement of \$1,350) of unused sick leave. Payment is made with the faculty member's last check and is subject to all applicable deductions.

E. Contribution Plan

1. Eligibility: All faculty covered under this agreement will be eligible unless they have elected to remain with the Early Retirement as identified in B and have met all the eligibility requirements.

2. Benefits: For each qualifying faculty member, the college will match an employee contribution up to \$1,000 annually in an MATC qualified pre-tax retirement plan.

Effective July 1, 2025: the college will match an employee contribution up to \$1,250 annually upon completion of five (5) years of service in accordance with the retirement plan. The college will match an employee contribution up to \$1,500 annually upon completion of ten (10) years of service in accordance with the plan. Increased match amounts are not retroactive and apply only to contributions made on or after the effective date.

3. Vesting: The vesting schedule will be a five-year schedule as follows, which includes years currently employed full-time. Faculty members currently employed will be given prior service credit.

a. Completed Years of Service	1	20%
b. Completed Years of Service	2	40%
c. Completed Years of Service	3	60%
d. Completed Years of Service	4	80%
e. Completed Years of Service	5	100%

4. MATC matching dollars will be deposited into an account established for the approved program. Each employee will select one of the investment options available in the approved program.

Article IX. Supplementary Committee Assignment Compensation

A. Supplementary committee assignment compensation is three (3) percent of column 1 step 0 of the salary schedule for the following positions:

- MATC Faculty Senate Chair
- MATC Lead Instructors
- MATC Professional Development Chair
- MATC Curriculum Committee Chair
- MATC Assessment Committee Chair

B. College- wide student organization compensation is three (3) percent of column 1 step 0 of the salary schedule for the following organizations, and if there is more than one

officially designated sponsor, the compensation will be divided equally among those identified sponsors. If more than two sponsors, then the minimum compensation will be no less than \$500 each.

- SkillsUSA
- Phi Theta Kappa (PTK) / National Technical Honor Society (NTHS)
- Student Voice Council

Article X. Extended Hours Compensation

1. Extended Hours:

In the event that a faculty member is required or voluntarily agrees to work beyond the stipulated contract period of 183 days, the faculty member shall be eligible for compensation for the additional hours worked.

2. Calculation of Extended Hours Compensation:

Extended hours compensation shall be calculated based on the faculty member's current contracted base hourly rate. Base rate is their current base pay, plus longevity if applicable, as noted in the faculty member's most current contract.

3. Authorization for Extended Hours:

Extended hours worked beyond the stated contract period must be authorized in advanced by the appropriate dean and/or Chief Academic Officer. Faculty members must obtain written approval, including estimated hours, along with the corresponding tasks and responsibilities to be performed during these hours before commencing work.

4. Recording and Reporting of Extended Hours:

Faculty members shall accurately record and report all extended hours worked. Reporting shall be in accordance with the institution's established extended hours procedures.

5. Payment of Extended Hours Compensation:

Payment for extended hours worked shall be processed in the regular payroll cycle. Extended hours compensation will be subject to applicable deductions including taxes and other statutory withholdings.

6. Review and Amendment:

This extended hours compensation arrangement is subject to review and may be amended by mutual agreement between the faculty member and the institution. Any changes to this arrangement shall be documented in writing.

Article XI. Travel Reimbursement

For mileage and meal expense reimbursement, faculty members will be reimbursed in accordance with the State of Kansas Department of Administration policies. Refer to <https://admin.ks.gov/offices/accounts-reports/state-employees/state-employees-travel-center> for applicable rates. Unless otherwise required by an external funding source, receipts will not be required. Refer to Policy 6.2.4 for more information.

Regarding two-way mileage reimbursement for travel for instruction, refer to Policy 6.2.4.

Article XII. Educational Advancement

There are no restrictions on the number of college hours taken by faculty members during the contract year. Any time that college enrollment interferes with the faculty member's work assignment, the faculty member is required to withdraw from the course or courses. All college hours used for salary advancement are subject to Article VI of this agreement.

Article XIII. Leaves

A. Sick Leave.

1. Each full-time faculty member is entitled to seven hours of sick leave for each twenty days of contracted time and seven hours of sick leave for any fraction thereof for personal illness or injury each year.
 - a) A faculty member employed less than full-time shall be entitled to an equivalent amount of sick leave pro-rated on the percent of contracted time.
 - b) Hours of such leave not used may accumulate to six-hundred-thirty (630) hours.
2. Maternity Leave: Disabilities caused by or contributed to pregnancy, miscarriage, abortion, childbirth and recovery from, are, for all job-related purposes, temporary disabilities and will be treated as such under the College faculty member sick leave plan.

B. Other Leave Chargeable to Sick Leave.

1. Absences chargeable to accumulated sick leave (other than for personal illness or injury) may be for the following reasons and are subject to the limitations listed:
 - a) Illness or injury of faculty member's family.
 - b) Established holidays of recognized religious denominations or sects.
 - c) Bereavement leave.
 - d) Adoptive leave.
 - e) Mental health and/or recovery days
2. The President or his/her designee may at his/her discretion grant extra leave without loss of pay if the circumstances so warrant. If such leave is granted, it may be charged against either sick leave or personal leave at his/her discretion.

- C. Personal Leave. Each full-time faculty member is granted fourteen (14) hours per year for personal business. Faculty members less than full time shall be entitled to an equivalent amount of personal leave pro-rated on the percent of contracted time. A full-time faculty member who completed the previous year with an accumulated sick leave of six-hundred- thirty (630) hours will be awarded an additional seven (7) hours of personal leave. Days of such leave not used may accumulate to thirty-five (35) hours. Said leave is subject to the following limitations:

1. Personal leave must be requested four (4) business days prior to the date to be taken;

administrative response will occur within two (2) business days of submission.

2. If a Faculty member exhausts all personal leave, upon approval of the President, based on supervisor's approval a faculty member may convert up to 35 sick leave hours per year into personal hours.
 3. Supervisor approval is required for faculty to utilize personal leave during finals week. The approval includes verification of instructional requirements, final grades, Assessment, and end of year responsibilities are completed.
 4. Faculty members who have unused personal leave hours over and above their maximum accumulation (35 hours) will be reimbursed \$20 per hour above the maximum accumulation. Payment for said personal days will be made in June.
 5. The President or his/her designee may at his/her discretion grant extra leave without loss of pay if the circumstances so warrant. If such leave is granted, it is charged to personal leave. The request for such leave is in writing prior to said leave.
- D. Part-time Leave of Absence. A faculty member who has been employed by the college for three (3) consecutive years may apply for a half-time assignment for family reasons or for academic study. This leave must be for a full academic year. Approval by the President is for a period of not more than two (2) years. Upon approval, the half-time assignment is for one-half pay.

Application for a half-time assignment is effective at the beginning of an academic year and is made on or before May 15 of the preceding academic year. The President may, upon request, extend the leave up to one year.

- E. Extended Leaves - Without Pay. Specific leaves may be granted for the following reasons:

1. Health Reasons. A faculty member whose personal illness extends beyond accumulated sick leave may be granted a leave of absence of up to one year without pay or increment. Request for such leave must be accompanied by a statement from a physician that such leave is necessary. Upon return, the faculty member is assigned to the same or a comparable position he/she held prior to such leave.
2. Family Leave. A faculty member is granted up to twelve (12) unpaid work weeks of leave during a twelve (12) month period for the following reasons:
 - a) Because of the birth of a child and the decision to provide care for that infant;
 - b) Because of placement of a child with the faculty member for adoption or foster care;
 - c) In order to care for the spouse, child, or parent of a faculty member who has a serious health condition;
 - d) Because of a serious health condition that makes the faculty member unable to

perform the essential function of his/her job.

Where spouses work for the College, they will be allowed twelve (12) weeks between them to take family leave to care for a child, spouse, or parent. Upon returning, the faculty member is assigned to the same or a comparable position to that he/she held prior to such leave. The President may upon request extend the leave up to one year.

3. Military Leave. Military leave or alternate service as designated by Selective Service is granted without pay to any faculty member who is inducted into active military service. Upon return from such leave, the faculty member is placed on the salary schedule at the level that he/she would have achieved had such leave not been taken. Military leave is up to eighteen (18) months at a time, and the faculty member must renew his/her leave each eighteen (18) month period thereafter for the duration of the military service.
 4. Personal Leave of Absence Without Pay. Extended leave of absence is for a maximum of one year. Application for leave must be a minimum of six (6) months before the requested beginning date. Qualification requires a minimum of six (6) years' employment by the college.
- F. Leave Without Pay. A faculty member who is not on sick leave or personal business leave and is not at work and who desires a leave of absence requests a leave of absence for a specific period of time. Such request is directed to the President or his/her designee in writing. Such leaves of absence may be granted for a specific period, and it is the obligation of the faculty member to return to work or to request the leave to be extended at the expiration of said leave of absence. Any faculty member who fails to return at the expiration of a leave of absence may be terminated with ten (10) days written notice. Leave without pay is granted only under extreme situations when such leave is not covered by the conditions of this article.
- G. General Provisions.
1. Extended leave is defined as 6 to 12 months; short-term leave is defined as less than six (6) months.
 2. Accrued sick leave is not payable to a faculty member at termination under any circumstances except as described by Article XIII, Section C.
 3. Any faculty member who is absent for any period of time because of accident or injury, irrespective of whether such injury was suffered within or outside the scope of employment, or for a period of more than five (5) working days to illness, may be required to submit a written statement from a physician stating he/she is physically able to return to duty. When requested, this statement is to be presented in person before the faculty member returns to duty in order that the present state of convalescence can be discussed.
 4. The President may postpone the return of duty if he/she should conclude that the

faculty member is physically unable to perform his/her duties or if the faculty member's condition is such that there would be a hazard of further injury.

5. The College may require a physical examination by a physician (a physician is a person licensed to practice medicine in the state of Kansas) if such is deemed necessary to make a proper conclusion as to the faculty member's fitness to return to duty. The faculty member may designate the physician and pay all costs or accepts a College-designated physician. If the faculty member accepts a College-designated physician, the cost of the physical will be paid by the College.
 6. In the event that a faculty member is absent for a short (less than 6 months) or extended period (6 – 12 months) of time that results in lack of completion of instructional responsibilities as outlined by course/program objectives and competencies, the VPSS (CAO) in coordination with the faculty member's direct supervisor and, if capable the faculty member, will make appropriate arrangements to meet instructional responsibilities till the full-time faculty returns. A Faculty member using this stipulation is expected to maintain contact with the HR department for guidance on FMLA and/or other relevant federal/state regulations.
 7. If the faculty member suffers a catastrophic event that requires an absence of a period twelve months or longer, the College may hire a full-time replacement for that period of time. Three (3) months prior to the conclusion of the period of time, matters will be reviewed by the VPSS (CAO) and faculty member's direct supervisor to determine appropriate actions to ensure instructional responsibilities are being met going forward.
- H. Faculty are covered by the college Catastrophic Leave Policy 7.8.3.
- I. Jury Duty. Faculty members receiving notice to serve jury duty must provide documentation of the notice. Faculty members who serve jury duty receive their full salary during the period of such service.
- J. Legal Leave. Faculty members receiving a subpoena to testify in an MATC-related court case must provide documentation of the subpoena. Faculty members receive their full salary during the absence due to the subpoena.

Article XIV. Faculty Member Assignment and Transfer

- A. Faculty Member Assignment. Faculty members are assigned by the President. To ensure that students are taught by faculty members within their areas of specialization, faculty members are not to be assigned, except in emergency situations, to teach courses outside their areas of specialization.
- B. Faculty Member Transfer. An administratively-initiated transfer or reassignment may be made only in case of an emergency or to prevent undue disruption of the instructional program.

- C. Faculty Member Notification. Faculty members are notified in writing of any changes in their assignments as soon as the assignment is made. No changes are made unless deemed necessary by the President or requested by the faculty member.

Article XV. Reduction in Personnel

- A. Conditions. When decline in enrollment, reduction of program, or any other reason requires reduction in faculty, the administration attempts to accomplish same by attrition. In the event necessary reduction in faculty cannot be adequately accomplished by attrition, the administration bases its decision as to resulting contract renewals on the relative skill, ability, competence, and qualifications of available faculty to do the available work. If choice must be made between two or more faculty members of equal skill, ability, competence, and qualifications to do the available work, contract renewals are given to the faculty member with the greater full-time continuous length of service at MATC.
- B. Preferred Eligibility. Faculty members affected by faculty reductions are placed on a preferential hiring list for a period of two (2) years. If there are two (2) or more faculty members on the list determined to be equally qualified for an available vacancy, preference is given to the faculty member with the longest continuous service in the College.

Faculty members wishing reinstatement under the policy notifies the College in writing of their interest and availability every six (6) months after the termination date of their contract and of any change in their telephone number, address, and qualifications.

- C. Recall. Individuals who are included in a faculty reduction are offered recall in reverse order of faculty reduction to vacant positions which they are qualified to fill. The area of instruction at the time of the reduction is used to determine their eligibility for recall.

Recall is initiated immediately upon the existence of a vacancy at the College. No new appointments are made by the President while there are recall-eligible individuals available.

No recall-eligible faculty member will lose his/her recall rights if he/she secures other employment during the two (2) year recall period.

Any faculty member reduced from faculty is accorded recall rights unless he/she waives recall rights in writing, fails to accept recall to a position for which he/she is qualified, fails to respond within the ten (10) days to a recall notice sent to the latest address which he/she has furnished to the College, or fails to report for duty in the accepted position.

The name of such person is removed from the list and such faculty member has no further recall rights.

Any person who is recalled regains all employment benefits to which he/she was entitled at the time of the faculty reduction. However, no benefits may be accrued during the period of unemployment and the person is subject to all changes in employment conditions which have been made in the interim.

- D. Limitation to Non-Probationary Faculty Members. This Reduction of Personnel agreement applies only to those faculty members who have at any time completed three (3) consecutive years of employment in the College, as defined by K.S.A. 72-2260 (previously K.S.A 72-5445)

Article XVI. Faculty Evaluation Procedures

- A. Purpose. The purpose of the faculty evaluation is to improve the educational experience at MATC.

- B. Standards of Performance. Faculty members agree to maintain standards of teaching at the collegiate level and are expected to perform in accordance with the following Standards:

Faculty will establish and maintain accurate, current, and complete documentation of student progress in their course(s) through appropriate use of College-adopted instructional software and digital systems, including the learning management system (LMS). Documentation shall include grades, student skills and competencies, assignment completion, attendance-related academic indicators when required, and other instructional data entered on a regular and consistent basis throughout the course term. This documentation reinforces the integrity of the faculty member, the program, and the College; supports timely student intervention and advancement; and provides data for program assessment, accreditation, and institutional improvement. This also reinforces the following evaluation standards: 1, 2, 4, 6, and 8. The following requirements apply:

- Documentation will be stored in Canvas on an ongoing basis throughout the semester.
- Assignment grades will be updated within a week of the due date, and major projects will be updated within three weeks of the due date.
- If a faculty member anticipates missing a deadline, they must communicate with their assigned supervisor and notify students in advance of the missed deadline.

Standard 1: Content Competence

A faculty member maintains a high level of subject matter knowledge and ensures that course content is current, accurate, representative, and appropriate to the position of the course within the student's program of studies.

Standard 2: Pedagogical Competence

A pedagogically competent faculty member communicates the objectives of the course to students, is aware of alternative instructional methods of strategies, and selects methods of instruction that, according to research evidence (including personal or self-reflective research), are effective in helping students to achieve the course objectives.

Standard 3: Dealing with Sensitive Topics

Topics that students are likely to find sensitive or discomforting are dealt with in an open, honest, and positive way.

Standard 4: Student Development

The overriding responsibility of the faculty member is to contribute to the intellectual development of the student, at least in the context of the faculty member's own area of expertise, and to avoid actions such as exploitation and discrimination that detract from student development.

Standard 5: Dual Relationships with Students

To avoid conflict of interest, a faculty member does not enter into dual-role relationships with students that are likely to detract from student development or lead to actual or perceived favoritism on the part of the faculty member.

Standard 6: Confidentiality

Student grades, attendance records, and private communications are treated as confidential material, and are released only with student consent, or for legitimate academic purposes, or if there are reasonable grounds for believing that releasing such information is beneficial to the student or prevents harm to others. This will include compliance with FERPA, Gramm-Leach-Bliley Act, and HIPPA federal regulations.

Standard 7: Respect for Colleagues

A faculty member respects the dignity of her or his colleagues and works cooperatively with colleagues in the interest of fostering student development.

Standard 8: Valid Assessment of Students

Given the importance of assessment of student performance in college teaching and in students' lives and careers, faculty members are responsible for taking adequate steps to ensure that assessment of students is valid, open, fair, and congruent with course objectives.

Standard 9: Respect for Institution

In the interests of student development, a faculty member is aware of and respects the educational goals, policies, and standards of the institution in which he or she teaches.

Standard 10: Institutional Contribution

Reflecting the critical importance of the faculty in the College's operation, the faculty member is a contributor to that operation through committee and task force membership and other responsibilities that are beyond the direct delivery of instruction to students.

Standard 11: Academic Freedom

College faculty members are citizens, members of a learned profession, and officers of an educational institution. When they speak or write as citizens, they should be free from institutional censorship or discipline, but their special position in the community imposes special obligations. As persons of learning and as educational officers, they should remember that the public may judge their profession and their institution by their utterances. Hence, they should at all times be accurate, should exercise appropriate restraint, should show respect for the opinions of others, and should make every effort to indicate that they are not institutional spokespeople.

Standard 12: Instructional Technology and Data Stewardship

Faculty members are expected to appropriately use College-adopted instructional software, learning management systems, publisher platforms, and related digital tools required for course delivery, student assessment, learning outcome measurement, credential tracking, program reviews and work-based learning or employer engagement documentation. Appropriate use includes maintaining required course content, ensuring gradebook accuracy, supporting assignment tracking and feedback, and utilizing system tools that facilitate student engagement and progress monitoring.

C. Procedure.

1. Course evaluations: The approved evaluation tool is a valid and reliable standardized evaluation of instructor teaching effectiveness.
 - a. The evaluation tool will be implemented through the VPSS (CAO) office.
 - b. Each class regularly taught by an instructor will be surveyed at least once every three years with the evaluation schedule maintained by the VPSS (CAO).
 - c. Each faculty member is to have at least one course evaluated each semester.
 - d. Evaluations should be administered to students upon completion of at least 50% of the class but less than 75% of the class. The evaluations will be conducted either by a proctor or will be conducted in an on-line format. In either case, the instructor will not be present during the time of the evaluation to allow the students to respond freely to the instrument.
 - e. Results of the evaluations will be made available to the faculty member, their direct supervisor, and/or VPSS (CAO) at the conclusion of the semester and will be discussed at the time of evaluation if possible.
2. Teaching Observations
 - a. Observations of teaching may take place at any time during the Fall or Spring Semester (see Section D-Frequency of Evaluation for specific dates for faculty in their first three years of employment).
 - b. The observer and faculty member jointly establish the faculty member's evaluation calendar within the first 30 days of each semester with the faculty member submitting three possible observation dates/times. The observation dates may be changed due to unforeseen circumstances. (*Per faculty resource guide: Faculty being evaluated are expected to submit three possible observation dates/times to their assigned observer. Prior to those three dates, lesson plans are also to be submitted to the observer.*) The observer and faculty member will also have the option to jointly identify one or more faculty peer(s) and/or industry partner(s) to participate in the observation process. The role of the faculty peer(s) and/or industry partner(s) is to provide their insight and perspective to the observer. Faculty peer(s) and/or industry partner(s) will evaluate faculty using the same criteria and standards used by the observer.
 - c. Observations will be conducted by the direct supervisor, VPSS (CAO), or President and in co-operation with one or more faculty peer(s) and/or industry partners if applicable.
 - d. The observer prepares a written report of the observation and provides a copy of

the report to the instructor no later than ten (10) working days after the visit. If the instructor desires a meeting, a conference will be scheduled within ten (10) working days of receiving the report to discuss the observation report. The instructor can provide written comments that can be included as part of the completed signed observation report. The faculty member and observer sign the evaluation as acknowledgement of the evidence of completion of the evaluation process.

- e. Persons in the faculty member's direct chain of command have access to evaluation results and may be involved in the evaluation process.
- f. The faculty evaluation documents, including any faculty member's written response, bearing original signatures become part of the faculty member's personnel file maintained by the Human Resources Department.
- g. The faculty member's personnel file remains in the Human Resources Department.

D. Frequency of Evaluation.

- 1. During the first 2 consecutive years of employment, the faculty member will be evaluated at least once each semester (prior to the end of the first full week of November for the fall and the end of the third full week in April for the spring).
- 2. In Year 3, faculty will be evaluated once prior to the middle of February.
- 3. After Year 3, faculty will be evaluated at least once per year every three years.
- 4. Any faculty member who is on probationary status will be evaluated at least once each semester.

E. Rights and Limitations.

- 1. Nothing in this article is to be construed as precluding evaluation of faculty members as deemed appropriate by the administration of the College.
- 2. Each faculty member may release a copy of his/her evaluation to persons of his or her choosing by written directive. The Human Resources Administrator may require the written request to be notarized.
- 3. A faculty member has the right to review his/her evaluation and personnel file upon request.
- 4. The content in the evaluation is subject to the grievance procedure under Article XVIII of this agreement.

Article XVII. Faculty Senate

The Faculty Senate is recognized as the faculty voice in College governance. Bylaws of the Faculty Senate includes the nature and intent of responsibilities as designated with this Agreement.

Article XVIII. Grievance Procedure

- A. Definition. A grievance means only a complaint that there has been an alleged violation, misinterpretation, or misapplication of any of the specific provisions of this agreement.
- B. General Provision.

1. Every faculty member covered by this Agreement has the right to present grievances in accordance with these procedures.
2. Failure of a faculty member (or, in the event of an appeal to arbitration, the Association) to act on any grievance within the prescribed time limits acts as a bar to any further appeal and an administrator's failure to give a decision within the time limits permits the grievant to proceed to the next step. The time limits, however, may be extended by mutual agreement.
3. It is agreed that any investigation or other handling or processing of any grievance by a grieving faculty member is conducted so as to result in no interference with or interruption whatsoever of the instructional program and related work activities of the grieving faculty member of the teaching staff.
4. The fact that a grievance is raised by a faculty member, regardless of its ultimate disposition, is not recorded in his/her personnel file or in any file or record utilized in the promotion process, nor is such fact used in any recommendations for job placement, nor is a faculty member placed in jeopardy or be subject to reprisal for having followed this grievance procedure.
5. Conferences held under this grievance procedure are scheduled at a time and place that afford a fair and reasonable opportunity for all persons entitled to be present to attend, including witnesses. The Association has the right to be present at each stage of the grievance procedure. Every effort is made to hold such conference at a mutually agreeable time.
6. No matter is entertained as a grievance hereunder unless it is raised with the party within twenty (20) days after the occurrence of the event giving rise to the alleged grievance.
7. If the Association or a faculty member files any claim or complaint in any form other than under the grievance procedure of this agreement, the College is not required to process the same claim or set of facts through the grievance procedure.

C. Procedure:

1. First Step. An attempt is made to resolve any grievance in informal verbal discussion between complainant and his/her supervisor.
2. Second Step. If the grievance cannot be resolved informally, the aggrieved faculty member files the grievance in writing and, at a mutually agreeable time, discusses the matter with the supervisor. The grievance notes the specific clause or clauses of the grievance and states the remedy requested. The filing of the formal written grievance at the second step must be written within twenty (20) days from the date of occurrence of the event giving rise to the grievance. The supervisor will make a decision on the grievance and communicates it in writing to the faculty member within ten (10) days after the receipt of the grievance.

3. Third Step. In the event a grievance has not been satisfactorily resolved at the second step, the aggrieved faculty member files, within five (5) days of the supervisor's written decision at the second step, a copy of the grievance with the President. Within ten (10) days after such written grievance is filed, the aggrieved and the President or his/her designee meet to resolve the grievance. The President or his/her designee files an answer within ten (10) days of the third step grievance meeting and communicates it in writing to the faculty member and the supervisor.
4. Fourth Step. In the event a grievance has not been satisfactorily resolved at the third step, the aggrieved faculty member files within five (5) days of the President's written decision at the third step, a copy of the grievance with the Board of Directors. The Chair of the Board will appoint a three-member ad hoc subcommittee to investigate and evaluate the written grievance. The Board will file a written answer to the faculty member, supervisor, and president within thirty-five (35) days of the subcommittee meeting and after the Board of Directors on the whole have heard, discussed, and voted on the suggested response, speaking as one voice.
5. Fifth Step. If the grievance is not resolved satisfactorily at Step 4, there is available a fifth step of binding arbitration. The Association may submit, in writing, a request on behalf of the Association and the aggrieved faculty member to the President within thirty (30) days from receipt of the Step 4 answer to enter into such arbitration. The arbitration proceeding is conducted by the Arbitrator to be selected by the two parties within seven (7) days; the American Arbitration Association is requested to provide a panel of seven (7) arbitrators. Each of the two parties alternately strikes one name at a time from the panel until only one remains. The remaining name is the Arbitrator. The decision of the Arbitrator is submitted to the Board and the President and is final and binding upon the parties in interest.

Expense for the Arbitrator's service is borne equally by the College and the Association. The Arbitrator, in his/her opinion, does not amend, modify, nullify, ignore, or add to the provisions of this Agreement. His/her authority is strictly limited to deciding only the issue or issues presented to him/her in writing by the College and the Association and his/her decision must be based solely and only upon his/her interpretation of the meaning or application of the expressed relevant language of the Agreement.

- D. Procedures for Certain Grievances Which Are Not Under the Jurisdiction of the President. Any grievance based upon the action of authority higher than the supervisor is initiated directly with the President. The general procedures relating to the appropriate step applies to the presentation and adjustment of the grievance, including the right of appeal.

Article XIX. Intellectual Property

The College supports and encourages creativity. It is hoped that the intellectual property created by faculty members is shared with other College faculty members for the benefit of students.

The property right of faculty member-generated materials created for classrooms belongs solely to the faculty members having produced said materials only if said materials are generated outside College time, without any financial assistance, or other College resources. If faculty member-generated materials are produced on College time, and/or with financial assistance, and/or with College resources, co-ownership results. (A waiver may be applicable in special circumstances.)

Refer to Policy 9.1.7 for additional information.

Article XX. Association Privileges

A. Payroll Deductions- The College provides payroll deductions subject to space available on deduction statements.

B. Dues Deduction- The College agrees to deduct membership dues pro rata from each paycheck of any of its faculty members who are members of the Association providing that the following items and conditions have been complied with:

1. Option A: Semimonthly payroll deduction authorization starting with the September 1st pay period.

Option B: An annual installment payable by September 15.

For new members choosing Option A, the payroll deductions for the month of membership shall be equal to one month's prorated annual dues amount.

New members choosing Option B shall pay a prorated amount of the annual dues from the beginning of the month of membership to the next annual installment due date.

2. The authorization may be canceled at any time by giving the College a written notice at least twenty (20) days prior to the cancellation date.
3. No deduction is made from any faculty member's salary without written permission.
4. It is understood that the Association assumes full responsibility for any error that may be made in authorizing membership dues deduction, and the Association agrees to reimburse any faculty member for any money found to be wrongfully or illegally withheld pursuant to this provision.

C. Association Meetings. Faculty Association may have meetings on the MATC campus as long as it does not interfere with scheduled student class time. The College allows up to ten (10) Professional Development days (not sick or personal leave) for Faculty Association members to attend meeting away from MATC with no one member being allowed to use more than five (5) days, which are treated as professional development, with no reduction of student learning experience. College funds are not used to reimburse for expenses.

Article XXI. Right of Representation

Faculty are entitled to have present a representative of the employee's choice during any meeting which is related to performance or which might reasonably be expected to lead to disciplinary action. When a request for such representation is made, no action shall be taken with respect to the employee, until such representative is present. Further, in the event of such a meeting, the employee shall be advised of the meeting and the right to representation, in writing, under the provision of this Agreement, prior to the meeting.



This agreement was ratified by the Faculty Association on August 6th, 2026, and approved by the Board of Directors on August 25, 2026.

Manhattan Area Technical College
New Faculty Association

Manhattan Area Technical College
Board of Directors

Alex Anderson, MNFA Member

Tim Flanary, Board Chair

Chelsea Weese, MNFA Member

Date

Jeff Pishny, MNFA Member

Date



FY27 Cash Flow Budget

	6/30/2027 <i>budget</i>	6/30/2026 <i>actuals</i>	6/30/2026 <i>budget</i>
Cash Flows from Operations			
Student tuition	\$ 2,725,283		\$ 2,103,115
Credit Hour/Lab Fee	\$ 1,693,000		\$ 1,564,993
Federal grants and contracts			
Perkins	\$ 89,021		\$ 98,136
Adult Ed. (AEFLA)	\$ 185,073		\$ 193,512
State Appropriations			
Tiered	\$ 1,836,612		\$ 1,836,612
Nontiered	\$ 792,856		\$ 792,856
Base Operating Grant	\$ 1,000,000		\$ 1,000,000
Cyber Security	\$ -		\$ -
Apprenticeship	\$ 131,321		\$ 146,628
Capital Outlay	\$ 449,003		\$ 406,853
Campus Restoration Act	\$ 100,000		\$ 92,350
Patterson Grant	\$ 363,894		\$ 529,690
Nursing Grant*	\$ 79,110		\$ 119,260
Student Success Initiative Funds	\$ 22,959		\$ 107,664
Excel in CTE	\$ 800,000		\$ 850,000
<i>Based on prior year</i>			
Building Hire Education Fund	\$ 275,000		\$ 470,334
Nursing Funds from Via Christi	\$ 125,000		\$ 228,100
Auxiliary Sales and Services	\$ 51,941		\$ 49,189
<i>RTC, Swag, etc.</i>			
Interest Income	\$ 130,000		\$ 125,000
Misc. Income	\$ 65,595		\$ 65,595
Remaining Operational Contingency from FY26	\$ 400,479		\$ 400,479
Income carry over from FY27			
TOTAL Cash Flows from Operations	\$ 11,316,147	\$ -	\$ 11,180,366
Cash Outflows from Operations			
Salaries	\$ 4,686,203		\$ 4,499,522
Benefits	\$ 1,394,578		\$ 1,164,076
Contractual Expenditures			
Facilities/Technology Contractual Services	\$ 635,625		\$ 485,010
Outside Partnerships/Consulting	\$ 653,000		\$ 646,000
Institutional Effectiveness/Compliance	\$ 397,648		\$ 450,282
<i>(Audit, HLC Accred., Legal, HR, Insurance, Merchant Services)</i>			
Non Contractual Expenditures			
Professional Development/Travel	\$ 124,900		\$ 101,525
Program Course Expense	\$ 658,238		\$ 817,292
Administrative & Departmental Supplies/Marketing/Events	\$ 211,401		\$ 223,915
Capital Outlay			
Facilities/Equipment	\$ 1,068,895		\$ 1,262,977
Lease/Loan Principal Payments	\$ 294,867		\$ 203,721
Interest Expense	\$ 927,391		\$ 931,253
Operational Liabilities	\$ 1,000		
<i>Unclaimed Checks</i>			\$ 1,000
Reserves			\$ -
Total Cash Outflows from Operations	\$ 11,053,746	\$ -	\$ 10,786,573
OPERATING INCOME (LOSS)	\$ 262,401	\$ -	\$ 393,793

SOLE SOURCE PURCHASING JUSTIFICATION FORM

Date:	August 11, 2026
Requestor Name & Title:	Dean of Advanced Technology
Vendor / Dealer:	Foley Rental / Foley Equipment (Wichita, KS)
Item / Equipment Description:	2019 Caterpillar TH255C Telehandler (S/N: 0JK204396 847.2 Hrs)
Total Purchase Amount & Source:	\$71,246.00 — \$44,510.00 funded by the State Perkins Grant (FY2026); remaining \$26,736.00 funded from the state capital outlay allocation.

I. JUSTIFICATION FOR SOLE SOURCE PROCUREMENT

Policy 6.2.5 Requirement: Written documentation establishing why no other source of goods or services could be obtained and why standard competitive bidding is not feasible.

1. Unique Equipment Condition & Bundled Value:

This procurement involves a specific 2019 Caterpillar TH255C Telehandler (Serial #0JK204396) from Foley Rental with exceptionally low machine hours (847.2 hrs). Unlike standard open market used equipment sales, this machine is being acquired as a proprietary bundled package that includes:

- A 36-Month / 1,000-Hour Extended Powertrain & Hydraulic Warranty included at no additional charge.
- Pre-delivery PM3 / 1,000-hour comprehensive service and full inspection by certified Cat technicians prior to delivery.
- A 5-Year Customer Support Agreement (CSA: FM260708-018) providing annual on-site service once per year for 5 years included at \$0 extra cost.

Finding an equivalent low-hour machine with a 3-year warranty and a 5-year maintenance agreement included within this price point through general bidding is not possible.

2. Grant Compliance & Budget Optimization:

Funding for this equipment includes \$44,510.00 approved under state Perkins grant funds earlier this year, with the remaining \$26,736.00 to be funded from the state capital outlay allocation. Securing this low-hour machine with fully covered preventative maintenance and powertrain/hydraulic warranty protection safeguards Perkins funds, limits exposure to unforeseen maintenance liabilities, and maximizes long-term educational utility for college operations.

II. PRICE REASONABLENESS DOCUMENTATION

Policy 6.2.5 Requirement: Documentation supporting price reasonableness must be attached.

- **Fair Market Value & Value-Add Analysis:** Market analysis for 2019 Caterpillar TH255C models shows national retail prices ranging from \$68,000 to \$85,000+ for machines with 1,500–3,000 hours. At

\$71,246.00 for an ultra-low-hour unit (847.2 hrs), combined with an included 3-year warranty and 5-year annual maintenance contract (valued at \$8,000+ separately), the purchase price represents exceptional fair market value and cost savings for the institution.

III. APPROVAL SIGNATURE TRACK

In accordance with Policy 6.2.5 (Sole Source Purchasing) and Policy 6.2.1 (Authorization to Purchase):

1. Requestor Approval:

Signature: Kerri Bellamy
Title: Dean of ATC

Date: 8-20-26

2. Executive Cabinet / VP Approval:

Signature: Josh Gfeller
Title: Vice President of Operations

Date: 8-24-2026

3. President Approval:

Signature: James Gammuto
Title: President

Date: 8-20-2026

Manhattan Area Technical College
Institutional Policy and Procedure Manual
Division of Nursing Policy and Procedure

Policy No. 5.1.5

Title: Nursing Program CNA Waiver Policy	
Originated by: Director of Nursing	Originated Date: 9/2010
All Faculty Approval Date: 9/28/21	
President/Board of Directors Approval Date: 9/28/21	
Revised by: Dean of Nursing & Health Programs/VPSS	Revised Date: 7/2021
Reviewed on: 9/2010; 11/2010, 7/2013, 9/2013, 8/2016; 7/2021	

Policy Statement:

Practical nursing applicants who have training as a medic/corpsman in the Armed Forces, EMT certification, or Certified Medical Assistant (CMA) may choose to take a CNA proficiency exam in lieu of obtaining a CNA certificate. The exam will have two sections: a didactic exam, and a skills test. Both sections must be completed with a passing score to receive the CNA waiver. The testing must be completed within the year preceding the application deadline.

(Note: this will only provide entrance to MATC Practical Nursing. This process does not qualify the applicant for CNA certification with the state of Kansas.)

Rationale:

Persons who have received EMT, medic/corpsman, or CMA training have many of the skills acquired in a CNA course. This process allows them to demonstrate those skills in lieu of a CNA certificate.

Procedure:

1. Potential PN applicant completes the Credit for Prior Learning (policy 5.1.3) Application for Credit by Examination process and provides proof of current certification for CMA (must be from the AAMA, the American Association of Medical Assistants; a comparable national certification will be considered), EMT certification, or training for medic/corpsman (DSST), pays all associate fees and provides all required documents to the MATC Registrar.
2. Approval to complete the CNA proficiency process will be made by the Chief Academic Officer (CAO) and the Dean of Nursing & Health Programs (DON).
3. Applicant will be notified of the decision by the Registrar's office.
4. If approved, the Director of Allied Health will conduct the CNA proficiency process.
5. The CNA proficiency process includes:
 - a. Applicant obtains Kansas CNA curriculum from Kansas Department of Aging and Disability. Click here for [Kansas CNA Curriculum](#).
 - b. Once enrolled, the candidate contacts the Director of Allied Health to schedule MATC CNA exam and skills testing.
 - c. If the applicant passes the CNA exam with a score of 85%, then they are scheduled for skills testing.
 - d. Skills testing must also be successfully completed for applicant to obtain CNA waiver.
 - e. The Director of Allied Health provides proficiency results to the Registrar via the completed Application for Credit Examination form and CNA Waiver Verification. CNA Waiver Verification is then provided to the DON.
 - f. After successful completion of the proficiency process, the applicant may begin the PN application.

**Manhattan Area Technical College
Institutional Policy and Procedure Manual
Division of Nursing Policy and Procedure**

Policy 5.1.5

Title: Nursing Program CNA Waiver Policy	
Originated by: Director of Nursing	Originated Date: 9/2010
All Faculty Approval Date: 9/28/21	
President/Board of Directors Approval Date: 9/28/21	
Revised by: Director of Nursing Education	Revised Date: 7/2021; 6/2026
Reviewed on: 9/2010; 11/2010, 7/2013, 9/2013, 8/2016; 7/2021; 6/2026	

Policy Statement:

Practical Nursing (PN) applicants with prior healthcare training as a military medic/corpsman, Emergency Medical Technician (EMT), or Certified Medical Assistant (CMA) may demonstrate competency through a CNA proficiency examination in lieu of obtaining a Kansas Certified Nurse Aide (CNA) certificate. The proficiency examination consists of a written examination and skills evaluation. Applicants must successfully complete both components to receive a CNA waiver for admission purposes.

The CNA proficiency examination must be completed within one year preceding the PN application deadline.

Note: Successful completion of the CNA proficiency examination provides eligibility for admission consideration to the Manhattan Area Technical College (MATC) PN Program only. It does not result in CNA certification or eligibility for CNA certification in the State of Kansas.

(Note: this will only provide entrance to MATC Practical Nursing. This process does not qualify the applicant for CNA certification with the state of Kansas.)

Rationale:

Individuals who have completed training as a military medic/corpsman, EMT, or CMA may possess knowledge and skills comparable to those obtained through a CNA course. The CNA proficiency examination provides an opportunity for applicants to demonstrate competency in lieu of obtaining a CNA certificate.

Procedure:

1. Prospective PN program applicants will complete the Credit for Prior Learning (Policy 5.1.3) Application for Credit by Examination process and provide

documentation of current CMA certification (AAMA or comparable nationally recognized certification), EMT certification, or military medic/corpsman training. The applicant must submit all required documentation and fees to the MATC Registrar.

2. Approval to participate in the CNA proficiency examination process will be determined by the Chief Academic Officer (CAO) and the Director of Nursing Education.
3. The Registrar's office will notify the applicant of the approval decision.
4. If approved, the Director of Allied Health or designee will coordinate the CNA proficiency examination process.
5. The CNA proficiency examination process includes
 - a. The applicant will obtain and review current Kansas CNA curriculum.
 - b. The applicant will contact the Director of Allied Health or designee to schedule the written examination and skills evaluation.
 - c. The applicant must achieve a minimum score of 85% on the written examination before progressing to the skills evaluation.
 - d. The applicant must successfully complete the skills evaluation to receive the CNA waiver.
 - e. The Director of Allied Health or designee will provide proficiency examination results to the Registrar through the completed Application by Credit Examination form and CNA Waiver Verification form.
 - f. Following successful completion of the CNA proficiency examination process, the applicant may proceed with the Practical Nursing (PN) application process.

**Manhattan Area Technical College
Institutional Policy and Procedure Manual
Division of Nursing Policy and Procedure**

Policy No. 5.1.6

Title: Nursing Transfer of Credit	
Originated by: Division of Nursing & Allied Health	Originated Date: 3/7/1999
All Faculty Approval Date: 10/08/21	
President/Board of Directors Approval Date: 10/26/2021	
Revised by: Dean of Nursing & Health Programs/CAO	Revised Date: 9/2021
Reviewed on: 8/2008; 2/2010; 5/2013; 4/2016; 9/2021	

Policy Statement:

Applicants who have credits from other advanced/accredited programs may receive transfer of credit into the Nursing Programs. This transfer requires the applicant to meet the conditions outlined in Undergraduate Course Credit Transfer Policy 5.1.2. The advanced standing student will complete the remaining courses in the program and all other requirements for graduation. Any credit over two years will be not be accepted and will require repeat of all content.

Rationale:

Applicants who have received nursing credits in the last two years may be able to receive partial credit towards the program. If students have received credits from a KSBN approved PN program utilizing the core curriculum, then full credit may be granted.

Procedure:

The applicant who requests transfer of credit must follow Policy 5.1.2. In addition, the following process also occurs:

1. Applicant will supply written course descriptions or syllabi for courses requesting transfer.
2. Applicant will provide a letter of recommendation from the Director of the previously attended nursing program.
3. The Chief Academic Officer and the Dean of Nursing and Health Programs will evaluate course descriptions and syllabi to determine if the course matches the student learning outcomes/content area.
4. Approved courses will receive the grade of "TR" (transfer) as outlined in Policy 5.1.2

**Manhattan Area Technical College
Institutional Policy and Procedure Manual
Division of Nursing Policy and Procedure**

Policy No. 5.1.6

Title: Nursing Transfer of Credit	
Originated by: Division of Nursing & Allied Health	Originated Date: 3/7/1999
All Faculty Approval Date: 10/08/21	
President/Board of Directors Approval Date: 10/26/2021	
Revised by: Director of Nursing Education & Chief Academic Officer (CAO)	Revised Date: 9/2021; 6/2026
Reviewed on: 8/2008; 2/2010; 5/2013; 4/2016; 9/2021; 6/2026	

Policy Statement:

Applicants with prior credits from other accredited nursing programs may be eligible to receive transfer credit into the Nursing Programs. Transfer credit will be granted in accordance with the conditions outlined in the Undergraduate Course Credit Transfer Policy 5.1.2. Advanced standing students must complete the remaining required courses and all graduation requirements of the Nursing Program. Nursing course credit earned more than two years prior to admission will not be accepted and the student will be required to repeat the nursing course(s).

Rationale:

Applicants who have successfully completed nursing coursework within the previous two years may be eligible to receive credit toward program requirements. Students transferring from a Kansas State Board of Nursing (KSBN)-approved practical nursing (PN) program may be eligible for advanced standing placement and full credit for completed equivalent coursework.

Procedure:

Applicants requesting transfer of nursing course credit must follow the requirements outlined in Undergraduate Course Credit Transfer Policy 5.1.2. In addition, the following process must be completed:

1. The applicant must provide written course descriptions and/or syllabi for all courses being considered for transfer credit.
2. The applicant must provide a letter of recommendation from the Director and/or Dean of the previously attended nursing program.
3. The Chief Academic Officer (CAO) and Director of Nursing Education will review course descriptions and syllabi to determine course equivalency based on student learning outcomes and required content areas.
4. Approved transfer courses will receive a grade of "TR" (Transfer) in accordance with Undergraduate Course Credit Transfer Policy 5.1.2.

Manhattan Area Technical College
Institutional Policy and Procedure Manual
Division of Nursing Policy and Procedure

Policy No. 5.1.8

Title: Nursing Student Reinstatement	
Originated by: Director of Nursing	Originated Date: 9/2017
Revised by: Dean of Nursing Education & Health Programs	Revised Date: 2/2022
All Faculty Approval Date: 1/11/2022	
President/Board of Directors Approval Date: 8/30/2022	
Reviewed on: 10/2017; 7/2018; 2/2022	

Policy Statement:

A student who has academically been dismissed or who has withdrawn from the nursing program may apply for reinstatement. Students whose dismissal was caused by unsafe clinical practice, unprofessional behaviors, or violating Academic Dishonesty Policy & Code of Conduct will not be readmitted.

Rationale:

To allow students who qualify an additional attempt to meet program objectives and competencies.

Procedure:

1. A student may only be reinstated into Manhattan Area Technical College's Nursing program one time at the PN level and one time at the AND level.
2. A student's application for reinstatement may be reviewed by the Nursing Admissions & Progression Committee no more than two (2) times. If Reinstatement is not granted after the second application, the student becomes ineligible for Reinstatement.
3. If health concerns are a factor for the student leaving the College, then documentation for ability to continue in the program must be provided with Reinstatement paperwork.
4. Students must adhere to nursing curriculum and program policies and procedures in effect at the time of reinstatement.
5. Meet acceptable criteria for placement at clinical agencies for clinical experiences.
6. Reinstatement into the Manhattan Tech Nursing program will be dependent on the clinical space available to accommodate additional students.
7. A student repeating a clinical nursing course must repeat both the theory and clinical components of the course.
8. No more than two calendar years can elapse between withdraw and Reinstatement.
9. As per college policy, students must meet graduation requirements.

The Admission Committee must approve any exceptions to the above policies.

Steps for Reinstatement

A student who has been academically dismissed or who has withdrawn from the Nursing program and would like to seek reinstatement must submit items listed below online according to the following schedule:

- Reinstatement for the next semester
 - E.g. a student is dismissed from the fall semester and would like to be reinstated for the spring semester
 - 10 business days from the last day of the semester in which the student was dismissed

- Reinstatement for a future semester
 - E.g. a student is dismissed from the spring semester and plans to sit out the summer semester and return for the fall semester
 - Associate Degree of Nursing
 - Spring Semester (January) – September 1st
 - Fall Semester (July) – February 1st
 - Practical Nursing
 - Fall Semester – March 1st

The following items will be required:

1. A completed Reinstatement Application Form requesting reinstatement into (semester, year). Within the application the applicant will be asked to develop an action plan for success consisting of:
 - a. Description of the reason(s) leaving the program
 - b. Analysis of factors that led to this outcome
 - c. Goals to be accomplished during your remaining time at Manhattan Tech's Nursing program
 - d. Plan of action to meet your goal(s); be specific.
2. The Nursing Admissions & Progression Committee (NAPC) will review the student request, determine the reinstatement status, and notify the student of their status.
3. The decision may include reinstatement (dependent of space availability), a directive to complete remedial coursework and reinstatement, or denial of reinstatement.
4. If openings occur after this notification, students will be contacted immediately, and be required to pay the necessary seat deposit.
5. It is not uncommon for students to be notified just prior to the start of a semester due to sudden unexpected openings.
6. Available seat openings do not guarantee reinstatement.
7. Consideration of extenuating and unusual student circumstances is at the discretion of the NAPC. The committee decision will be based on the review of the following documentation:
 - Student's Reinstatement application
 - Student's clinical evaluations for all courses completed and attempted
 - Student's updated transcripts and prior academic performance (GPA, exams)
 - Student's compliance with current health requirements
 - Test scores
 - Other pertinent data
8. Reinstated students may be subject to repeating nursing and/or other selected general education courses, successfully pass competency exams in theory and/or clinical skills, subject to meeting the requirements of an academic progression plan, or any other factors as determined by the NAPC. The committee will make the determination of these possible requirements on an individual basis.
9. Students cannot bypass the NAPC and go directly to any member of the Department of Nursing, College Administration, or the Board of Directors to request reinstatement.
10. Any grievance of the NAPC's decision must be filed in writing following the Grievance Procedure published in the college catalog.

Absences

1. If a student is reinstated under the NAPC, pays a seat deposit and is registered, and then fails to attend class, the student forfeits their seat deposit for that semester.
2. This absence will be considered an attempt.

Withdrawals

1. If a student leaves for medical reasons, they must provide a letter from their medical provider upon exiting the program stating that they are unable to continue in the program until medically cleared to return. For refund information refer to the medical refund policy located within the college handbook.
2. The student upon seeking reinstatement must then complete the reinstatement application and provide medical clearance prior to the start of the semester for reinstatement.
3. A medical withdrawal, per college policy, does not count as a failed attempt and the student will be allowed to re-apply when medically cleared.
4. If a student withdraws from the nursing program, the student must notify the instructor immediately. If the student does not attend per the attendance policy this is considered a failure of the course.
5. If a student withdraws from the course, the student forfeits their seat deposit for that semester and will only be allowed one reinstatement into the program.

Manhattan Area Technical College
Institutional Policy and Procedure Manual
Division of Nursing Policy and Procedure

Policy 5.1.8

Title: Nursing Student Reinstatement	
Originated by: Director of Nursing	Originated Date: 9/1/2017
All Faculty Approval Date: 1/2022	
Revised by: Director of Nursing Education	Revised Date: 10/2017, 2/2022, 6/2026
Reviewed on: 7/2018; 6/2026	

Policy Statement:

Students who have been academically dismissed from or withdrawn from a Manhattan Area Technical College (MATC) Nursing Program may apply for reinstatement. Reinstatement is not guaranteed and is dependent upon meeting eligibility requirements, successful review by the Nursing Admissions & Progression Committee (NAPC), and available program capacity.

Students who leave the program due to unsafe clinical practice, unprofessional conduct, academic dishonesty, or violations of the College Code of Conduct are not eligible for reinstatement.

Rationale:

The reinstatement process provides eligible students an opportunity to return to the Nursing Program while maintaining program standards, clinical agency requirements, student competency expectations, and progression requirements.

Procedure:

1. A student may be reinstated into a MATC Nursing Program one time at the Practical Nursing (PN) level and one time at the Associate Degree Nursing (ADN) level.
2. A student's reinstatement application may be reviewed by the NPAC no more than two times. If reinstatement is denied following the second application, the student becomes ineligible for future reinstatement.
3. If health concerns contribute to student's withdrawal or dismissal, documentation verifying the student's ability to safely continue in the Nursing Program must be submitted with the reinstatement application.
4. Students approved for reinstatement must follow the nursing curriculum, policies, and procedures in effect at the time of reinstatement.
5. Students must meet clinical agency requirements and be eligible for placement in clinical experiences.
6. Reinstatement is dependent upon available clinical placement opportunities and program enrollment capacity.

7. Students repeating a clinical nursing course must repeat both the theory and clinical components of the course.
8. No more than two (2) calendar years may elapse between withdrawal/dismissal and reinstatement.
9. Students must continue to meet all College graduation requirements.
10. Exceptions to this policy must be reviewed and approved by the NAPC.

Reinstatement Application Process

Students who wish to seek reinstatement after academic dismissal or withdrawal must submit a completed reinstatement application and required documentation according to the following timelines:

- ***Reinstatement for the Following Available Semester/Cohort***
 - *Example:* A student dismissed during the fall semester requesting reinstatement for the next available spring cohort.
 - Application must be submitted within ten (10) business days following the final day of the semester in which dismissal occurred.
 - Reinstatement decisions will be based on available program space, clinical placement capacity, curriculum sequencing, the student's ability to successfully continue in the nursing program, and approval by the NAPC.
- ***Reinstatement for a Future Cohort***
 - *Example:* A student dismissed during the spring semester does not request reinstatement into the next available cohort and instead applies for a later admission cycle.
 - Students requesting reinstatement into a future cohort must submit a completed reinstatement application according to the deadlines below:
 - Associate Degree Nursing (AND)
 - Fall Cohort (August start): February 1st
 - Spring Cohort (January start): September 1st
 - Practical Nursing (PN)
 - Fall Cohort (August start): March 1st
 - Reinstatement decisions will be based on available program space, clinical placement capacity, curriculum sequencing, the student's expressed readiness to continue in the nursing program as outlined in the reinstatement application, and approval by the NAPC.

Reinstatement Review Process

The following items are required for consideration of reinstatement:

1. A completed Reinstatement Application Form requesting reinstatement for a specific semester and year. As part of the application, the student must develop an Action Plan for Success addressing:
 - a. Reason(s) for leaving the Nursing Program.

- b. Analysis of factors that contributed to the outcome.
 - c. Goals to be accomplished during the student's remaining time in the MATC Nursing Program.
 - d. Specific plan of action to achieve identified goals.
2. The NAPC will review the student's reinstatement request, determine reinstatement status, and notify the student of the decision.
3. Reinstatement decisions may include:
 - a. Approval for reinstatement based on available program space.
 - b. Approval for reinstatement with additional requirements, such as remedial coursework, competency validation, or an academic progression plan.
 - c. Denial of reinstatement.
4. If an opening becomes available after initial reinstatement decisions have been communicated, eligible students may be contacted and required to complete registration requirements, including payment of any required seat deposit.
5. Due to unexpected changes in enrollment, student may be notified of available openings close to the beginning of the semester/cohort start date.
6. Available program openings do not guarantee reinstatement.
7. Consideration of extenuating or unusual circumstances is at the discretion of the NAPC. The committee's decision will be based on a review of applicable documentation, including:
 - a. Reinstatement application and Action Plan for Success.
 - b. Clinical evaluations from all completed and attempted nursing courses.
 - c. Updated transcripts and academic performance, including GPA and examination performance.
 - d. Compliance with current health and program requirements.
 - e. Testing results.
 - f. Other pertinent information.
8. Students approved for reinstatement may be required to repeat nursing and/or selected general education coursework, successfully completed theory and/or clinical competency examinations, complete remediation activities, or meet requirements outlined in an academic progression plan. The NAPC will determine requirements on an individual basis.
9. Students may not bypass the NAPC by requesting reinstatement directly from Nursing Department personnel, College Administration, or the Board of Directors.
10. Students wishing to appeal a NAPC reinstatement decision must submit a written grievance according to the College Grievance Procedure published in the College Catalog.

Absences Following Reinstatement

1. If a student is approved for reinstatement by the NAPC, completes registration requirements, and then fails to attend class or clinical experiences, the student

- forfeits any required seat deposit for that semester/cohort.
2. Failure to attend following reinstatement will be considered a reinstatement attempt within the Nursing Program.

Withdrawals

1. Students withdrawing from the Nursing Program due to medical reasons must provide documentation from their healthcare provider indicating that they are unable to continue in the program until medically cleared to return. Refund considerations will follow the College Medical Withdrawal Refund Policy.
2. Students seeking reinstatement following a medical withdrawal must complete the reinstatement application process and provide documentation of medical clearance prior to returning to the Nursing Program.
3. A medical withdrawal, as defined by College policy, does not count as a failed program attempt. Students may seek reinstatement once medically cleared and must meet all reinstatement requirements.
4. Students withdrawing from the Nursing Program must notify the nursing faculty immediately. Failure to communicate the withdrawal and failure to meet attendance requirements may result in course failure according to the Nursing Program Attendance Policy.
5. Student who withdraw from the Nursing Program may be eligible to apply for reinstatement according to the Nursing Program Reinstatement Policy. Approval of reinstatement is not guaranteed and is subject to NAPC review and available program capacity.

President's Report: August 2026

President's Report: August 2026 (detailed attachments at the end of the report for certain items)

Institutional Performance

- Alliance for Innovation and Transformation (of Higher Education)—*AFIT*
 - **OpenExO** Transformation Moonshot & Community of Practice AI: (July 8-9, 13-15, 23, 28, August 13)
 - Prosperity Moonshot (w/McAlister & Quinn)(July 20): Board and Foundation presentation from McAlister & Quinn staff at the September board meeting.
 - Summer Institute: ExO CORE & EDGE projects: August 4-8
 - CORE: Improving flow and automation of business office unit operations, including AI
 - EDGE: Transforming the institution with a professional learning/workforce development centered component, with significant AI structure (CNMCC Ingenuity operation offers a model!)
 - CNMCC Quantum Computer Technician Bootcamp (a model for focused, rapid skills education)
- I gave an MATC update to the Intergovernmental Council (July 27) and it was well received. The info is included later in this report as I provided a similar update to our employees August 12. (Manhattan Tech 2025-26 Impact & What's Ahead)
- We have had meetings with staff of lightcast as MATC will participate in a new economic impact analysis with the company along with 18 of the 19 community colleges. MATC will also do a separate program gap analysis with lightcast reviewing our technical program occupational offerings as compared to high wage/high demand and/or critical need occupational needs in our WIOA region. That data will help us in several planning projects including but not limited to potential engagement with McAlister & Quinn for resource development proposals, and with our potential rebrand/marketing analysis with Reingold.
- WalletHub 2026 Ranking: #2 in the USA, #1 in Kansas
 - Last 5 years we have ranked #s 4, 2, 1, 2, 2
 - Chris and Perplexity AI offer this analysis:

Prompt: Run a comparison from the last five years comparing Manhattan Area Technical College's ranking to the other colleges in Kansas. Show any trends that college administration should find interesting or concerning.

Response: Manhattan Area Technical College has remained Kansas's strongest WalletHub performer, but its advantage over **Pratt Community College has narrowed sharply**. The clearest administrative concern is affordability: Manhattan Tech reached No. 1 nationally in 2024 despite a No. 469 rank in WalletHub's cost-and-financing component, meaning its exceptional education and career outcomes are carrying a material pricing/aid weakness.

Five-year Kansas comparison

WalletHub list year	Manhattan Area Tech	Pratt CC	Colby CC	Kansas competitive picture
2022	#4	#44	#42	MATC was the clear Kansas leader; Colby and Pratt were nationally competitive but well behind. wibw+1
2023	#2	#18	Kansas #5	MATC led Kansas; Pratt was second in-state. Kansas City Kansas CC and Hutchinson CC placed ahead of Colby in the state ordering. kansas+1
2024	#1	#3	T-#25	Kansas placed two colleges in the national Top 5. MATC reached its high point at No. 1. kansas+2
2025	#2	#3	#15	Kansas had three colleges in the national Top 20. colbycc+1
2026	#2	#5	#8	MATC remains Kansas's highest-ranked WalletHub institution, with Pratt still in the national Top 5. wallethub

Rank trend

College	2022	2023	2024	2025	2026	Five-year pattern
Manhattan Area Tech	#4	#2	#1	#2	#2	Sustained national Top-5 leader
Pratt CC	#44	#18	#3	#3	#5	Fast rise; now a direct national peer
Colby CC	#42	—	T-#25	#15	Listed	Improving, with a verified 2025 Top-20 finish

Important trends

- - **MATC has sustained—not merely reached—elite status.** Its ranking improved from No. 4 in 2022 to No. 2 in 2023, peaked at No. 1 in 2024, and has held No. 2 in the two subsequent available WalletHub lists. [wallethub](<https://wallethub.com/edu/e/best-worst-community-colleges/15076>)
- - **Pratt is the closest competitive threat.** MATC's gap over Pratt narrowed from 40 positions in 2022 (#4 versus #44), to 16 in 2023, to two in 2024, one in 2025, and three in the current list (#2 versus #5). Pratt is no longer simply a strong Kansas college; it is a durable national Top-5 competitor. [wallethub](<https://wallethub.com/edu/e/best-worst-community-colleges/15076>)
- - **Kansas has developed a three-college national tier.** In 2025, MATC, Pratt, and Colby were Nos. 2, 3, and 15 nationally, respectively. That depth is an opportunity for statewide messaging but increases direct competition for students, faculty, employer partners, and program reputation. [colbycc](<https://www.colbycc.edu/news-information/2025-26/wallethub-ranks-ccc-top-15.html>)
- - **Colby's trajectory merits attention.** Its verified national rank rose from No. 42 in 2022 to a tie at No. 25 in 2024 and No. 15 in 2025. Colby reports particular strength in graduation and retention, so MATC should monitor those measures as well as overall rank. [colbycc](<https://www.colbycc.edu/news-information/2022-23/study-ranks-ccc-among-the-best.html>)

Administration implications

- 1. ****Market MATC's durable leadership, not an uncontested lead.**** “No. 2 in the nation and Kansas's highest-ranked college” is accurate and strong. Avoid implying that there are no close statewide peers: Pratt is No. 5. [wallethub](<https://wallethub.com/edu/e/best-worst-community-colleges/15076>)
- 2. ****Benchmark Pratt program by program.**** Examine overlap in high-demand technical pathways, program capacity, tuition/net price, credential completion, placement, wages, and employer partnerships. The shrinking overall-rank gap suggests meaningful competitive convergence.
- 3. ****Treat affordability as the key exposure.**** In the 2024 analysis, MATC ranked No. 4 for education outcomes and No. 6 for career outcomes, but No. 469 for cost and financing. Strong outcomes currently offset this weakness; however, affordability could become a strategic liability if ranking methodology, aid availability, or competitors' pricing changes. [mentalfloss](<https://www.mentalfloss.com/culture/education/best-us-community-colleges>)
- 4. ****Use the WalletHub rank as a signal, not a scorecard.**** The list combines cost/financing, education outcomes, and career outcomes. Administration should track the underlying institutional measures—net price after aid, debt/default, retention, completion, job placement, and graduate earnings—rather than manage solely to a single ordinal ranking. [manhattantech](<https://manhattantech.edu/1-in-the-nation>)

Institutional Leadership

- BULLETIN!—Kerri represented MATC at a meeting at USD 383 concerning a visit by the U.S. Department of Education (the rest of us were at the AFIT Summer Institute). Little did we know the guest was Secretary of Education McMahon! Kerri represented us in a superb fashion and the Secretary was appreciative of our engagement with USD 383! Well done Kerri!!!
- I have been active with the Kansas Association of Community Colleges Presidents' group. We have Zoom meetings almost every week, and I participated July 16, 23, August 14, 21, and attended their retreat at Barton Community College in Great Bend August 2-3. In addition, Heather Morgan, the KACC CEO, and Sue Peterson, a part-time lobbyist/representative for the KACC, and I have had several meetings and discussions. The group developed a proposed pilot outcomes funding structure and has consensus among the KACC group and most of the Kansas Technical Colleges' institutions as well! So we anticipate State Senator Starnes and others supporting introduction of the proposal in the 2027 Kansas state legislative session. Attached you will find the KACC state legislative ask as well as the first KACC “newsletter” that mentions the addition of three technical colleges to their group (Flint Hills Tech joined at the August retreat.)
- August 13 I presented on our use of the base operating grant funds to the Technical Education Authority's Budget & Finance Committee. These are now annual requirements. I will share with the entire TEA group on this August 27.

President's Report: August 2026

- I also participated in a webinar for Presidents from the Higher Learning Commission leadership staff on July 22, as well as a federal policy update from the lobbyists of the American Association of Community Colleges July 15.

External Relations

- I participated in an Ad Astra BIO board meeting on July 14. The KC BioNexus group has received notification of EDA Hub funding for their bioscience/tech related efforts. I am connected with the group for workforce options as they may be needed through MATC.
- I attended the Chamber economic development committee meeting July 22, and the Chamber's Jobs, Tourism, and Business Growth policy meeting on August 11, and Chamber board meeting August 18. I attended a meeting with the Pott County Economic Development Corporation in Wamego August 21.
- I participated in Flint Hills Community Accelerator board meetings on July 31 and August 10 as a new director was selected (Rhianna Nelson).
- We have slightly increased our pledge to the Grow MHK campaign to support the Manhattan Chamber of Commerce (from \$1,000 per year for 5 years to \$2,500 per year for 5 years). Some information is included in my detailed attachment with this report.
- US Education Secretary McMahon also sent a dear college letter to all 4-year colleges and to all universities asking for those institutions to public post a response on their websites to address Trump administration issues and concerns. While two-year colleges do not HAVE to respond, we are drafting a response anyway. I have included the letter from Secretary McMahon in the attachment.

Budgetary/Fiscal Management (see financial information in the agenda packet)

Accreditation/Continuous Improvement (No current reporting requirements.)

- The U.S. Department of Education is changing regulations and practices to guide approved accreditation agencies. The changes are scheduled to be effective July 1, 2027 (our next accreditation review is projected for 2030). You will see in my updates to employees I covered some of the proposed changes (a lot of specific details are still to be determined). Compared to the majority of accredited higher education institutions in the nation the changes are areas where we often already collect information and analysis, or we have components in place or planning that we can adapt.



2025–26 Impact & What's Ahead

1

MANHATTAN **TECH**

Who We Are and Why it Matters

GRADUATION RATE

72%

A public, accredited technical college serving Manhattan, KS.

JOB PLACEMENT

98%

Graduates entering the workforce after completion.

REMAIN IN THE REGION

92%

Graduates remain in the region as employees, consumers, and taxpayers.

WHAT MAKES US DIFFERENT

- Public technical college and coordinated unit of the Kansas Board of Regents
- No local taxing authority; approximately \$9M annual college budget
- Appointed Board of Directors

Fall 2026
College Inservice

2

MANHATTAN **TECH**

Impact Reaches Far Beyond Traditional Enrollment

600+ third-party learners

Plus thousands served through workforce, adult education and testing.

WORKFORCE SOLUTIONS

48

Businesses receiving consultation & training.

TECH+

85

Individuals in professional learning courses.

ADULT EDUCATION

205

Learners; 37% identified as low-income.

TESTING CENTER

2,776

Learners seeking credentials, licenses and competency testing.

STANDOUT OUTCOMES

- 59 learners in GED; 23 completed (40%)
- 146 English Language Learning participants
- RTC serves learners from the region and beyond, including Kansas, Nebraska and Texas

Fall 2026
College Inservice

3

MANHATTAN **TECH**

Workforce Impact: Non-Healthcare Programs

\$8.644M cumulative earnings impact

Program	Students Enrolled	Credentials Earned	Reg. Avg. 1st-Yr Earnings	Cumulative Earnings Impact
Automotive Tech	37	36	\$40,000	\$1.480M
Construction Tech	18	42	\$42,000	\$0.756M
Plumbing Tech	18	52	\$40,000	\$0.720M
Welding	42	98	\$46,000	\$1.932M
HVAC Tech	39	44	\$42,000	\$1.638M
Industrial Maint. Tech	11	28	\$44,000	\$0.484M
Business Accounting	22	15	\$48,000	\$1.056M
Business Admin. Assistant	17	18	\$34,000	\$0.578M

Fall 2026
College Inservice

4

MANHATTAN **TECH**

Healthcare Impact: Credentials That Fill Critical Jobs

TOTAL CREDENTIALS

369

Manhattan Tech-prepared + Regional Testing
Center credentials.

CUMULATIVE EARNINGS IMPACT

\$14.05M

Across the healthcare credentials
represented here.

PREPARED SUCCESS

83%

125 passing / 150 attempting across the
programs.

Program	Passing / Attempting	Success	Cum. Impact
Registered Nurse (ADN)	19 / 20	95%	\$1.197M
Licensed Nurse (PN)	20 / 21	95%	\$1.060M
Medical Lab Tech (MLT)	8 / 9	89%	\$0.304M
CNA	78 / 100	78%	\$2.652M

Credential	Earned	Cum. Impact
CNA	72	\$2.448M
EMT	122	\$4.514M
Medical Coder	5	\$0.210M
Pharmacy Tech	36	\$1.260M
Certified Medical Coder	9	\$0.405M

Fall 2026
College Inservice

5

MANHATTAN **TECH**

The Mindset Behind the Numbers

“In the midst of chaos there is also opportunity.”
— Sun Tzu —

01 INNOVATE

Entrepreneurial & Innovative

Look for opportunity, experiment and adapt.

02 EXECUTE

Effective & Efficient

Use resources well and move ideas into
action.

03 MEASURE

ROI & Impact

Connect performance to workforce,
community and economic development.

We change people's lives.

Fall 2026
College Inservice

6

MANHATTAN **TECH**

What's Underway

LEARNER ACCESS & INNOVATION

- Lumina Foundation Rural Adult Learner Initiative
- Reingold Rebrand
- Patterson: Mobile Learning Lab / VR+
- AFIT ExO & Prosperity "moonshots"
- SLATE and Almaway projects

DATA, PERFORMANCE & SYSTEMS

- Outcomes / performance funding pilot project
- Canvas, Cengage and Jenzabar — faster access to valid data
- Regional Testing Center / TLC performance tools
- Organizational structure

PARTNERSHIPS & WORKFORCE

- Participation in KACC for government advocacy
- Lightcast EIS & GAP analysis
- Workforce-focused performance conversations
- Building stronger regional connections

Fall 2026
College Inservice

7

MANHATTAN **TECH**

More Ways to Reach Learners and Keep Them Moving

OUR FOOTPRINT

- Manhattan campus — Wreath & Dickens, across from CICO Park
- Wamego Center
- Welding Lab on Fort Riley; MOU for more

PATHWAYS

- MHK Pathway with K-State
- Flex Pathway with USDs
- Dual Credit / Concurrent courses

Fall 2026
College Inservice

8

From: KACC <kacctheather-gmail.com@shared1.ccsend.com>
Sent: Tuesday, August 18, 2026 12:09 PM
To: James Genandt
Subject: Summer Updates from your 19 Kansas Community Colleges

You don't often get email from kacctheather-gmail.com@shared1.ccsend.com. [Learn why this is important](#)



KANSAS ASSOCIATION OF COMMUNITY COLLEGES

As a new academic year begins, Kansas community colleges are opening doors, creating opportunities, and responding to the needs of the communities they serve. It is my pleasure to share a little Kansas Community College Association (KACC) news with you in this note.

This summer, KACC added three new members: Manhattan Technical College, Salina Technical College, and Flint Hills Technical College. We are excited to welcome them to the Association. Their independent, appointed board governance structures align well with the locally governed model that is foundational to Kansas community colleges. We do not plan to change the KACC name, but we do want you to know about our newest members and some of the great work they are doing.

Across our state, community and technical colleges are preparing students for careers that are essential to the Kansas economy. They are educating our nurses, first responders, teachers, truck drivers, welders, technicians, business professionals, and skilled tradespeople. They are helping students begin an affordable path toward a bachelor's degree, providing adults with opportunities to gain new skills, and working directly with employers to develop the workforce Kansas needs today and in the future.

What makes this work especially powerful is the close connection community and technical colleges have to the communities they serve. Because our colleges are locally governed and deeply rooted in their regions, they can listen to employers, schools, healthcare providers, economic development organizations, and community leaders—and respond. When a workforce shortage emerges, our colleges build programs and partnerships to address it. When students face barriers, our colleges find innovative ways to help them succeed. When Kansas communities need new opportunities for economic growth, our colleges are often at the table helping make those opportunities possible.

That responsiveness is strengthened by collaboration. Our 22 member colleges serve very different parts of Kansas, but we share a common commitment to providing accessible, affordable, high-quality education. By working together—and with our partners in business, government, education, and communities—we can accomplish far more for Kansas than any institution could accomplish alone.

The beginning of a school year is always an exciting reminder of why this work matters. Every student walking onto one of our campuses represents potential: a future employee, entrepreneur, healthcare professional, community leader, or graduate who will strengthen Kansas for years to come.

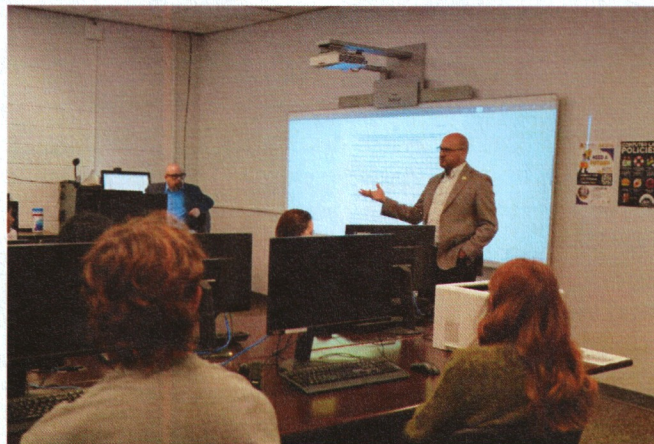
As we begin another year, I am incredibly proud of the work happening across our colleges and grateful to the trustees and board members, presidents, faculty, staff, employers, policymakers, and community partners who make it possible. Together, we are not simply educating students—we are developing talent, strengthening communities, and building the workforce that will drive Kansas forward.

Please reach out with any questions or concerns, or simply to catch up on the policy and finance discussions underway as we continue working to efficiently and effectively meet the needs of Kansas businesses and our students.

Heather Morgan
Executive Director
Kansas Association of Community Colleges

785-221-2828
hmorgan@kacct.org

Highlights from around the state!



DC3 Service Learning Class Turns Ideas Into Legislation

Kansas Rep. Jason Goetz brought the legislative process into focus for students at Dodge City Community College, offering a real-world look at how ideas become law and reinforcing lessons already taking shape in the classroom.

Kansas Community & Technical Colleges

FY 2027 SUPPLEMENTAL + FY 2028 BUDGET PRIORITIES

THE REQUEST

Include every priority in the unified request to the Governor and Legislature. This package maintains proven workforce investments, fully funds state commitments, and responds to enrollment and employer demand.

FY 2027

SUPPLEMENTAL

Excel in CTE (SB 155)

FY 27 APPROPRIATION
\$36,550,000

FY 27 SUPPLEMENTAL
REQUEST TBD

Reimburse eligible Promise Act courses already delivered to eligible juniors and seniors; move non-Promise and otherwise ineligible courses into the FY 2028 cost model. Final amount follows August 2026 data.

FY 2028 FUNDING PRIORITIES

1 Tiered & Non-Tiered Cost Model

Fully fund courses already delivered using the three-year rolling average. Final need is expected in January 2027.

FY 27 APPROPRIATION
T \$91.9 + NT \$71.7 = \$163,704,046

FY 28 REQUEST
TBD

2 Excel in CTE (SB 155)

Fully fund eligible high school enrollment. Final need will depend on FY 2027 program changes and enrollment patterns.

FY 27 APPROPRIATION
\$36,550,000

FY 28 REQUEST
TBD

3 Capital Outlay

Maintain flat recurring funding allocated by prior-year career and technical education FTE. Not new spending.

FY 27 APPROPRIATION
\$12,419,311

FY 28 REQUEST
\$12,419,311

4 Business, Industry & Apprenticeship

Maintain flat recurring funding; support the performance-based pilot with a portion of the funds and distribute the balance by technical education FTE.

FY 27 APPROPRIATION
\$14,300,000

FY 28 REQUEST
\$14,300,000

5 Technical College Operating Grant

Maintain flat recurring support for technical colleges without local taxing authority. Not new spending.

FY 27 APPROPRIATION
\$7,000,000

FY 28 REQUEST
\$7,000,000

6 Kansas Promise Scholarship Act

Maintain scholarships for high-demand, high-wage and critical-need programs tied to Kansas service after graduation.

FY 27 APPROPRIATION
\$10,000,000

FY 28 REQUEST
\$10,000,000

THE CASE FOR INVESTMENT

Kansas community and technical colleges are the state's primary workforce development engine serving over 100,000 students while delivering affordable, responsive education for high-demand fields.

BOARD ACTION REQUESTED

Recommend every item in its entirety to the Governor and Legislature.

Questions contact: Heather Morgan, 913-683-9946
hmorgan@kacct.org



THE SECRETARY OF EDUCATION
WASHINGTON, DC 20202

August 3, 2026

A National Call to Action to University Presidents and Governing Boards

Dear University Presidents and Board Members:

As America celebrates 250 years of freedom, I call upon university leaders and governing boards to reaffirm their commitment to serving the American people.

America's oldest universities were founded almost 400 years ago and have, since the colonial era, helped to forge the political leaders, institutions, and public culture that made this country the greatest in the world. For centuries, American colleges and universities were a source of immense national pride: they excited in students a love of beauty and truth; they advanced science and opened opportunities in a growing national economy; they powered the modern research enterprise that secures our sovereignty and military might; and they served as indispensable repositories of our civilizational inheritance.

Yet, as higher education has drifted from the principles that built up so much public esteem, Americans' trust in universities has reached record lows.

Several university leaders have publicly recognized the need to chart a new course to rebuild public confidence and trust. In May, Yale's Committee on Trust in Higher Education boldly acknowledged that the dilution of academic standards, opaque admissions policies, and a domineering monoculture have badly eroded public trust. Last month, in response to a charge from the presidents of Vanderbilt and Washington University, a committee of leading scholars documented the politicization of the humanities and humanistic social sciences.

These courageous documents evince a generational opportunity for self-reflection and institutional renewal. For the good of the Nation, university leadership must seize this occasion to drive essential reforms—a process some began by adopting positions of institutional neutrality and improving policies related to campus protests.

Before the end of 2026, I call on every postsecondary institution to describe to the American public your commitments to rigorous teaching, pathbreaking research, and national service—commitments that make our universities a bedrock institution of the American republic.

These statements of principle should be posted prominently on institutional websites. Only full candor and transparency can begin to strengthen the bonds between higher education and the American people.

I know that there is no single template for academic excellence, and I hope we will witness a variety of institutional types, each with distinct missions and priorities, issue landmark declarations of purpose that will revitalize higher education in the years ahead. In detailing your

commitments to your students and the American people, I ask institutional leaders to **address the following questions**, detailing adopted and planned reforms:

1. The opacity of university admissions has caused allegations of favoritism, unjust outcomes, and illegal discrimination. Every prospective student is legally entitled to equal treatment regardless of protected characteristics, and credible accusations of covert attempts to evade the Supreme Court's ruling in *Students for Fair Admissions v. Harvard* will persist as long as admissions criteria remain shielded from public view. **How will your institution ensure that admissions criteria are transparent and wholly described to prospective applicants? And how will your institution ensure admissions decisions are based on merit, achievement, and your university's educational purpose?**
2. Institutions must encourage an ethic of free speech and foster a thriving marketplace of ideas, guided by open inquiry and honest debate. The collision of opposing viewpoints is necessary to advance learning and prepare students for the duties of citizenship. **How will your institution protect the free exchange of ideas, wide-ranging debate, and open-minded campus discourse? And how will you guarantee that unruly and violent protestors do not harass students or disrupt classes, research, public lectures, and campus operations?**
3. Some academic disciplines and departments have subordinated the scholarly pursuit to political and social goals, as documented in the recent *Report on the State of Scholarship in the Humanities and the Humanistic Social Sciences*. When disciplines skew toward one side of the ideological spectrum, the truth-seeking function of the university suffers and public trust declines. **How will your institution encourage intellectual pluralism in all its academic units? How will your faculty hiring and evaluation practices support academic vitality and ensure that all relevant perspectives are taken seriously? And how will your school ensure the research enterprise is dedicated to advancing knowledge, deepening understanding, and serving the American people who fund it?**
4. The price of some postsecondary degrees seems out of reach for many American families—in significant measure due to ever-rising administrative costs and other expenses unrelated to core university functions. Rates of student attrition and student loan defaults are too high, and universities should take responsibility for ensuring better outcomes. Schools should be transparent about the value of their degrees and prioritize offering education that fosters employment. **How will your institution ensure that families can access affordable, high-return, degrees? What can your school do to contain costs, improve pricing transparency, and ensure that every academic program equips students to repay their loans?**

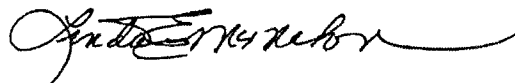
5. High academic standards are essential because rigor and learning go hand-in-hand, equipping students with the skills and knowledge they need to succeed in life and contribute to their country and community. Artificial intelligence has upended traditional methods of teaching and assessing student learning. Some schools recently have announced steps to combat grade inflation. **How will your institution incentivize rigor in the age of AI, combat grade inflation, and prioritize excellence in teaching and learning?**
6. University-sponsored research can drive economic growth and deliver medical innovation and technologies with vital military applications. University leaders must ensure that the research enterprise is oriented toward advancing the U.S. national interest—not our adversaries'—by refusing gifts with problematic conditions and ensuring that foreign actors do not unduly influence academic programming, research personnel, researcher assignments, or student admissions. Institutions must also ensure that malign foreign actors do not gain access to sensitive research or technology. **How will your school protect academic programs from foreign influence and safeguard the integrity of the research enterprise?**
7. American taxpayers invest hundreds of billions of dollars into higher education every year. American universities must put Americans, and American interests, first. That means prioritizing American students and faculty, orienting the research enterprise to support the country's economic and security needs, and putting American societal success ahead of global commitments. **How will your institution answer this national call to action? How can your campus and faculty advance American security interests, deliver academic programs that meet urgent workforce needs, and contribute materially to the Nation's prosperity?**

I encourage universities to respond concretely to these questions and provide full transparency to the American people.

This forthright conversation with the American people is long overdue. And it is the essential first step toward rebuilding trust in the sector.

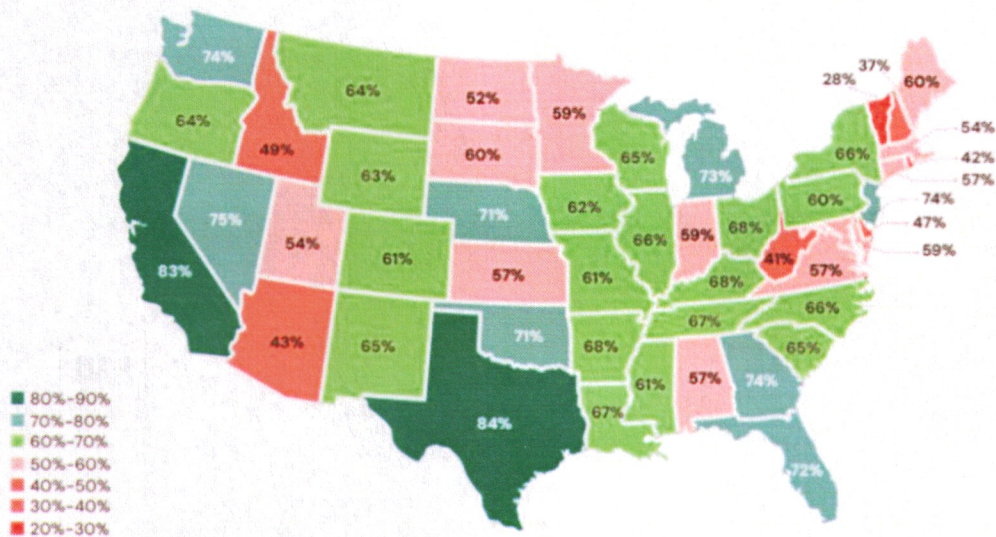
Bold university reformers will bring excellence and accountability to American higher education. A renewed academy, in turn, will usher in a new era of opportunity, prosperity, and American leadership.

Sincerely,

A handwritten signature in black ink, appearing to read "Linda McMahon", with a long, sweeping horizontal flourish extending to the right.

Linda E. McMahon

The retention of college-educated talent produced by in-state colleges differs appreciably across states



Paxton ... [in](#) • 2nd
Co-Founder and CEO...
[Visit my website](#)
5h •

[Connect](#)



New research from [Strada Education Foundation](#) highlights how public colleges and uni-
... more

[Robert Gibson](#) and 4... 5 comments • 8 reposts



Add a comment...



GIF



Most relevant ▾



Emily Jerkins Hall, CECd [in](#) • 2nd4h [Follow](#) ...
Helping Economic Development ...

It would be interesting to know what this looks like for two subsegments: out-of-state student retention and in-state student retention.



See previous replies



Emily Jerkins Hall, ... 3h [Follow](#) ...
Helping Economic ...

[Brian D. Reed, PhD](#), great. Look forward to diving in.



Phillip D. • 2nd

2h [Follow](#) ...



August 17, 2026

Dr. Jim Genandt
President & CEO
Manhattan Area Technical College
3136 Dickens Avenue
Manhattan, KS 66503

Dear Jim,

Thank you for Manhattan Area Technical College's continued partnership with the Manhattan Area Chamber of Commerce and your investment in our community's economic development efforts. Few organizations are more closely connected to the future of our regional workforce than Manhattan Tech, and your work preparing students for high-demand careers is an important part of Manhattan's ability to grow.

Over the past several years, our community has built significant economic momentum. Through Advantage Manhattan 5, we exceeded our original job-creation goals, helped facilitate more than \$90 million in capital investment and strengthened our efforts around talent attraction, entrepreneurship and business growth. Today, Manhattan is once again experiencing positive migration, employment is at record levels and employers throughout the region continue to look for opportunities to grow.

Our new Grow MHK campaign is designed to build on that momentum with a clear focus on More People. More Jobs. More Household Income. Over the next five years, we are working to facilitate 1,000 new primary jobs with wages above the regional average while continuing to attract and retain the people needed to fill those jobs.

That is where Manhattan Tech's role becomes especially important.

Economic development and workforce development cannot operate independently. Attracting a new employer or helping an existing business expand only creates lasting economic impact when that employer can find people with the skills needed to succeed. Manhattan Tech's ability to prepare students for careers in healthcare, advanced technologies, construction, energy, manufacturing and other high-demand fields makes the College an essential partner in that equation.

Grow MHK will continue bringing employers, educational institutions, Fort Riley, local governments and community partners together to address workforce needs, strengthen career pathways and ensure our region is prepared for the opportunities ahead. Manhattan Tech brings an important perspective to that work, both as an educational institution and as a direct connection between our students and the employers who need them.

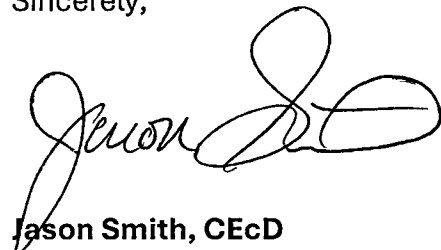
Jim Genandt
Page 2
August 17, 2026

As we begin this next five-year campaign, I hope Manhattan Area Technical College will consider increasing its annual investment from its current \$1,000 level. An increased commitment would reflect the important role Manhattan Tech plays in our regional growth strategy and help us expand the work we are doing together around workforce, talent and economic opportunity.

More than anything, we want Manhattan Tech engaged in this effort. Grow MHK is built around collaboration, and there is a natural alignment between the College's mission to prepare people for successful careers and our goal of creating more opportunities for those individuals to build their careers and their futures right here in the Manhattan region.

I appreciate your leadership, your partnership and Manhattan Tech's continued commitment to our community. I look forward to visiting with you about Grow MHK and how we can strengthen our work together over the next five years.

Sincerely,

A handwritten signature in black ink, appearing to read "Jason Smith", with a large, stylized loop at the end.

Jason Smith, CEcD
President & CEO
Manhattan Area Chamber of Commerce



We / I fully support the efforts of the Grow MHK five-year program.

Company Manhattan Area Technical College Company Contact Jim Genandt

Telephone 785.587.2800 E-Mail jamesgenandt@manhattantech.edu

Mailing Address 3136 Dickens Ave., Manhattan, KS Zip 66503

If different from above,

Billing Contact _____ Billing E-Mail _____

Mailing Address _____ Zip _____

Select the investment tier below (see back for more details).

- ☐ Founding Investor (\$25,000+ annually) ☐ Partner Investor (\$2,500 - \$7,499 annually)
☐ Executive Investor (\$12,500 - \$24,999 annually) ☐ Community Investor (\$1,000 - \$2,499 annually)
☐ Leadership Investor (\$7,500 - \$12,499 annually)

We / I pledge \$_____ annually for the five year period, 2027 - 2031.

Please invoice

- ☐ Annually on _____
☐ Semi-Annually on _____
☐ Quarterly on _____

Invoicing Instructions _____

- ☐ Please Utilize: The Manhattan Chamber Foundation a 501c3

Signed: _____

Dated: _____

Please return by mail or email a copy to Jason@manhattan.org

Grow MHK

501 Poyntz Avenue
Manhattan, Kansas 66502

Established Benefits for Investment

Founding Investor (\$25,000+ annually)

- Seat on the Grow MHK Steering Committee
- Seat on the Jobs and Talent Committee
- Priority invitations to economic development announcements, project celebrations, and investor events
- Annual Economic outlook presentation for company leadership team (upon request)
- One annual Talent spotlight feature on the Made for Manhattan LinkedIn page
- Premiere recognition on website and annual report
- Recognition at annual meeting and major Grow MHK events
- All following tier benefits

Executive Investor (\$12,500-\$24,499 annually)

- Access to CEO/Executive Leadership Roundtable
- Seat on the Jobs or Talent Committee
- Economic Development project summaries
- Community tours for executive candidates and key hires considering relocation
- Recognition at investor events
- All following tier benefits

Leadership Investor (\$7,500-\$12,499 annually)

- Quarterly investor updates
- Logo placement in the Made for Manhattan Community Guide
- All following tier benefits

Partner Investor (\$2,500-\$7,499 annually)

- Participation in campaign update meetings
- Invitations to investor events and receptions
- Featured employer placement on the Manhattan Area Chamber Jobs Page
- All following tier benefits

Community Investor (\$1,000-\$2,499 annually)

- Semiannual economic briefings
- Economic development newsletter
- Annual Grow MHK progress report
- Reserved seat for one representative at the annual KEEP Employer Social
- Logo recognition in the quarterly Talent Division newsletter
- Listed as a Grow MHK supporter on the website and annual report

BUILDING ON THAT FOUNDATION

Grow MHK is the next generation of Advantage Manhattan

What is Different?

For the first time in the program's 25-year history, investors receive defined benefits tied to their investment level.

- Access to programming
- Access to information
- Business Assistance Opportunities
- Talent attraction resources



What is the Same?

- Advocate for community growth and economic prosperity
- Lead efforts to attract private-sector jobs and investment
- Lead efforts to attract and retain talented individuals

Grow MHK Strategy

Economic Development

Talent

Entrepreneurship

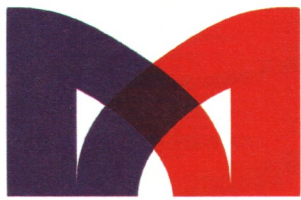
Community Competitiveness

Five-Year Outcomes

- Positive net migration and population growth
- 1,000 new primary jobs above the regional average wage
- Increased household income throughout the region

Campaign Goal: \$4 Million





GROW
MHK

More People. More Jobs. More Household Income.

Advantage Manhattan 5 Results that Matter

698

Jobs Announced

1,001

Projected Jobs

\$90.4M

Investment

\$2.6B

Economic Output

698 Jobs were announced during the campaign, exceeding the original goal of 500 jobs. Those projects are projected to generate more than 1,000 permanent jobs across the Manhattan region over time.

Advantage Manhattan 5 wasn't just successful - it fundamentally expanded the Chamber's economic development platform.

Talent

- Made for Manhattan talent attraction initiative
- First full-time Talent Strategies Director
- Expanded employer recruitment support
- Childcare Business Initiative and Flint Hills Community Accelerator

Entrepreneurship

- 140+ entrepreneurs assisted
- \$2.5 million+ in loan capital facilitated
- Innovate24 entrepreneurial ecosystem

Recognition

- International Economic Development Council Awards
- Site Selection Top 10 Tier 3 Metro

Title *Manhattan Area Technical College- KANSAS Response to the U.S. Department of Education National Call to Action*

Manhattan Area Technical College Commitment to Action:

In response to the U.S. Department of Education's National Call to Action, Manhattan Area Technical College submits this statement to affirm our continued commitment to academic excellence, workforce development, institutional integrity, and public accountability. Manhattan Area Technical College is committed to ensuring that public investment in technical education delivers measurable value through student success, credential attainment, workforce participation, and economic growth which meets the current and future employment needs in our region. Through strong partnerships with business and industry, Fort Riley, regional school districts, and community stakeholders, we remain dedicated to preparing a skilled workforce and strengthening the prosperity of the Flint Hills region, the State of Kansas, and our nation.

Serving Students, Industry, and Regional Prosperity

Manhattan Area Technical College serves as a critical economic engine for the Flint Hills region and the State of Kansas. Through close partnerships with Fort Riley, regional employers, economic development organizations, and K-12 school districts, the College helps ensure that businesses, healthcare providers, public agencies, and manufacturers have access to the skilled workforce necessary for continued growth and innovation.

Our graduates contribute directly to the economic vitality of our communities by filling high-demand positions, strengthening local industries, supporting healthcare systems, advancing technology infrastructure, and sustaining the skilled trades upon which communities depend. As employers face workforce shortages across many sectors, the role of technical education has never been more important to regional and national economic competitiveness.

The economic value of Manhattan Area Technical College extends beyond the classroom. By providing affordable pathways to family-sustaining careers, reducing workforce gaps, and preparing students to remain and work within Kansas communities, the College creates lasting benefits for students, employers, taxpayers, and the regional economy.

Excel in CTE and High School Partnerships

Manhattan Area Technical College is partners with regional school districts through Kansas's Excel in Career and Technical Education initiative and other dual-credit and early

college opportunities. These partnerships provide students with access to technical education while still in high school, allowing them to explore careers, earn college credit, reduce educational costs, and enter the workforce more quickly.

Working collaboratively with secondary school partners, the College helps create intentional career pathways that align student interests with regional workforce demands. These pathways strengthen educational attainment, support employer needs, and contribute to the long-term economic health of the communities we serve.

Fort Riley and National Service

Our relationship with Fort Riley further reflects our commitment to serving both regional and national interests. Manhattan Area Technical College supports soldiers, veterans, military spouses, and their families through workforce training and educational opportunities that facilitate career advancement, workforce participation, and successful transitions into civilian employment.

This partnership supports military readiness and family stability and helps expand and strengthen the regional workforce and economy by retaining highly skilled talent within Kansas communities.

1. Transparency and Merit in Admissions

Manhattan Area Technical College is committed to maintaining clear, transparent, and accessible admissions practices. Program requirements, costs, technical standards, credential opportunities, and career pathways are communicated openly to prospective students.

As an open-access public institution, we measure success by student achievement and workforce readiness. Admissions and placement practices are aligned with program requirements, student preparedness, and the competencies needed to succeed in technical education and employment. We are committed to ensuring that prospective students and families have the information necessary to make informed decisions about their educational investment and career goals.

2. Free Speech and Open Inquiry

As a technical college, we prepare students to work in diverse professional environments where collaboration, communication, professionalism, and respect are essential. We remain committed to maintaining a safe educational environment that supports learning, inquiry, and the uninterrupted delivery of instruction and student services.

Manhattan Area Technical College supports the free exchange of ideas and respectful dialogue among students, instructors, staff, and community members. We believe productive learning environments are strengthened by civil discourse, mutual respect, and the ability to engage differing viewpoints constructively and professionally.

3. Intellectual Pluralism and Academic Vitality

Our technically focused, career-based academic programs in healthcare and the trades are informed by accreditation standards, employer feedback, professional advisory committees, industry certification requirements, regional labor market data, and emerging workforce needs. Academic vitality is demonstrated through continuous curriculum review and improvement to ensure students develop technical competence, critical thinking skills, adaptability, and professional judgment needed for success in an evolving, technically driven economy.

Manhattan Area Technical College values diverse perspectives and experiences that contribute to student learning and workforce readiness. Instructors bring expertise from industry, military service, healthcare, business, technology, and advanced manufacturing to their instructional roles in the skilled trades.

4. Affordability, Value, and Student Outcomes

Providing affordable, high-value education is central to the mission of Manhattan Area Technical College. We are committed to ensuring students have access to pathways that lead directly to employment, career advancement, industry-recognized credentials, and economic mobility.

The College works closely with employers and industry partners to align educational offerings with workforce needs in healthcare, information technology, advanced manufacturing, construction, transportation, public safety, and other critical sectors. Our graduates contribute directly to regional economic growth by filling workforce shortages and supporting local employers.

Through partnerships with regional school districts and participation in Kansas Excel in Career Technical Education initiatives, students can begin earning technical education credits while in high school, reducing the overall cost of education and accelerating entry into the workforce. These efforts strengthen both educational attainment and regional economic competitiveness.

The value of Manhattan Area Technical College extends beyond individual student outcomes. By preparing skilled workers for high-demand occupations, the College serves as an economic driver that supports employers, strengthens communities, and contributes to the prosperity of the Flint Hills region and the State of Kansas.

5. Academic Rigor in the Age of Artificial Intelligence

Manhattan Area Technical College recognizes the growing influence of artificial intelligence and emerging technologies across industries and workplaces. We are committed to ensuring students understand how to use these technologies responsibly, ethically, and effectively.

As new technologies emerge, the College will continue to integrate relevant tools into teaching and learning while preserving rigorous academic standards and demonstrated competency. Our commitment to hands-on instruction, laboratory experiences, clinical training, technical skill development, and industry certification preparation ensures that graduates possess the knowledge and practical abilities required by employers.

Artificial intelligence can enhance learning and productivity, but it does not replace hands-on technical expertise, professional judgment, or mastery of occupational skills. Manhattan Area Technical College remains committed to preparing graduates who can leverage technology while maintaining the competencies necessary for workforce success.

6. Research Security and Institutional Integrity

Although Manhattan Area Technical College is not a research-intensive institution, we recognize the importance of institutional integrity, accountability, cybersecurity, and responsible stewardship of public resources.

The College maintains strong compliance practices, protecting student information, safeguarding institutional data, and operating with transparency and accountability. We support efforts that strengthen public confidence in higher education through ethical

leadership, sound governance, fiscal responsibility, and adherence to applicable state and federal requirements.

As stewards of taxpayer and student resources, we are committed to ensuring those resources are used effectively in support of student learning, workforce development, and community impact.

7. Prioritizing American Interests Through Higher Education's Core Missions

Manhattan Area Technical College believes that workforce development is one of the most important contributions higher education can make to our nation.

The College prepares graduates for essential occupations in healthcare, nursing, information technology, advanced manufacturing, construction, and other high-demand industries that support economic growth and national competitiveness.

Our longstanding relationship with Fort Riley highlights our commitment to serving military-connected learners, veterans, military spouses, and those transitioning to civilian careers. Through education and workforce training, we support both national readiness and economic opportunity.

Equally important are our partnerships with regional school districts through Career and Technical Education and Excel in CTE initiatives. These collaborations create seamless pathways from high school to college and employment, allowing learners to explore careers, earn credentials, reduce educational costs, and enter the workforce more quickly.

By strengthening the talent pipeline for Kansas employers, addressing workforce shortages, supporting military families, and expanding access to technical education, Manhattan Area Technical College contributes directly to regional prosperity, state economic development, and the long-term success of our nation.

Closing Statement

Manhattan Area Technical College remains committed to providing accessible, affordable, and high-quality technical education that delivers value for students, employers, and taxpayers. Through strong partnerships with Fort Riley, regional school districts, business and industry leaders, and community stakeholders, we help drive economic growth, workforce readiness, and opportunity throughout the Flint Hills region and beyond.

As Kansas's first technical college, we understand that the future of higher education is inseparable from the future of the workforce. Our commitment is to prepare students for meaningful careers, strengthen the industries that power our economy, expand opportunities through Career and Technical Education, and serve our communities through excellence, accountability, and innovation. In doing so, we advance not only the success of our students, but the economic prosperity and competitiveness of the region, the state, and our nation.

Strategic Directions Brief

August 2026 | Dynamic priorities for the next 24-30 months

“We do not predict the future. We build the capability to create it.”

Purpose of this brief. Present a concise, outcome-oriented framework for Board discussion and institutional alignment. Manhattan Tech uses strategic directions rather than a fixed traditional plan so it can remain responsive to workforce demand, technology, public policy, funding conditions, and community opportunity.

Board-Level Executive Summary

Manhattan Tech enters this planning horizon with demonstrated adaptability, quality programs and services, cross-functional teamwork, and a willingness to invest in innovation.

At the same time, less predictable public funding, pressure on tuition and fees, rising personnel and operating costs, demographic shifts, competition for learners, and rapid technology change require greater focus and disciplined choices.

The recommended framework concentrates the College on six strategic directions. Each direction includes a desired outcome, near-term priorities, Board-level indicators, and the Board’s appropriate role in oversight, advocacy, or resource stewardship.

The central test is not how much activity the College generates. It is whether students gain validated skills with economic value, employers gain a stronger talent pipeline, the institution becomes more sustainable, and the region becomes more resilient.

The Six Strategic Directions at a Glance

#	Strategic direction	Outcome statement
1	People and Organizational Capability	Employees, units, and systems have the capacity, competence, tools, clarity to deliver excellent results.
2	Data-Informed Learning and Student Outcomes	Learning, completion, credential, placement, and wage evidence guide improvement and demonstrate value.
3	Employer, Community, and Public-Sector Engagement	Partners move from endorsement to co-design, investment, advocacy, work-based learning, and hiring.
4	Resource Sustainability and Accountability	Revenue, people, facilities, technology, grants, and partnerships are developed and deployed for measurable mission impact.
5	Life and Health Sciences Workforce Expansion	The College expands high-need health workforce capacity through sequenced programs, facilities, faculty, clinical partners, and student pathways.
6	Workforce Innovation Learning Labs	A nimble, market-responsive learning model validates skills quickly, supports employers, reaches new learners, and builds diversified revenue.

Strategic Context: Focused SWOT

STRENGTHS • Demonstrated pivot power and responsiveness • Quality programs, services, and accountability • Cross-functional teamwork • Innovation mindset and professional learning	CONSTRAINTS • Public funding and grants are less predictable • Tuition and fees face affordability and political pressure • Personnel attraction, retention, and development require investment • Facilities, technology, compliance, insurance, utilities, and benefits continue to increase
--	--

OPPORTUNITIES

- Strong need for a skilled regional workforce
- Available capacity and technology for workforce education
- Growth in non-credit professional learning and customized training
- Regional Testing Center growth and expanded market reach
- New health, military-connected, rural, and employer-led pathways

RISKS

- Enrollment and demographic pressure
- Fort Riley-related population and economic variability
- More competitors for learners and employer training
- Legislative and regulatory changes
- AI disruption, information overload, cybersecurity, and technology obsolescence

1. People and Organizational Capability

WHY THIS MATTERS

Every strategic direction depends on people, leadership, operating discipline, communication, and the effective use of technology.

DESIRED 18–24 MONTH OUTCOME

Critical roles are staffed and developed; teams understand priorities and decision rights; key processes are documented; technology improves service and productivity; and employees can see how their work advances institutional outcomes.

Near-term priorities	Board-level indicators	Board role
• Identify critical-role and succession risks • Strengthen onboarding, communication, leadership development, and cross-training • Use an executive project-management rhythm for major initiatives • Set standards for responsible and productive use of AI and emerging technology	• Critical-position vacancy and time-to-fill trends • Retention and professional-learning participation • Major initiative milestones achieved • Employee capacity risks requiring Board awareness	• Monitor organizational capacity and material risks • Invest in priority positions and development • Reinforce accountability without managing operations

2. Data-Informed Learning and Student Outcomes

WHY THIS MATTERS

The value of technical education is strongest when learning and economic outcomes are visible, timely, and used to improve programs.

DESIRED 18–24 MONTH OUTCOME

The College maintains a practical evidence system linking learning outcomes, credential attainment, completion, placement, wages, employer feedback, and program sustainability to decisions.

Near-term priorities	Board-level indicators	Board role
• Define a limited set of institution-wide outcome measures • Improve data quality, ownership, timeliness, and dashboard use • Connect program review to workforce demand and student return on investment • Use evidence to scale, redesign, pause, or discontinue offerings	• Credential and completion outcomes • Placement, wage, and regional retention outcomes • Employer validation of graduate readiness • Program demand, cost, and contribution trends	• Review trends and exceptions, not operational detail • Ask what changed because of the data • Ensure decisions remain consistent with mission and public value

3. Employer, Community, and Public-Sector Engagement

WHY THIS MATTERS

Manhattan Tech's workforce role is strengthened when partners contribute more than advice. The College needs co-design, equipment, clinical and work-based learning capacity, sponsorship, advocacy, hiring commitments, and market intelligence.

DESIRED 18–24 MONTH OUTCOME

A structured engagement model converts priority relationships into tangible support for learners, programs, and regional economic development.

Near-term priorities	Board-level indicators	Board role
• Segment partners by strategic value and type of commitment • Upgrade advisory engagement from consultation to co-design and co-investment • Expand work-based learning, interviews, hiring, equipment, faculty externships, and sponsored cohorts • Coordinate advocacy for state base funding, outcomes funding, Pell, facilities, and workforce initiatives	• Employer investment and in-kind support • Work-based learning and hiring commitments • Externally funded or sponsored cohorts • Documented policy and funding advocacy milestones	• Serve as ambassadors and connectors • Support a unified, nonpartisan advocacy message • Open doors to employers, donors, and public officials

4. Resource Sustainability and Accountability

WHY THIS MATTERS

The College lacks taxing authority and depends on a changing mix of tuition, state support, grants, contracts, and philanthropy. Sustainability requires both diversification and disciplined use of every resource.

DESIRED 18–24 MONTH OUTCOME

The College improves unrestricted revenue resilience, aligns investments to strategic outcomes, manages lifecycle costs, and provides transparent accountability for financial and non-financial resources.

Near-term priorities	Board-level indicators	Board role
• Protect and advocate for stable public operating support • Build employer-paid training, testing, contract, grant, and philanthropic revenue • Use scenario planning for funding, enrollment, personnel, facilities, and technology • Apply total-cost-of-ownership and post-award accountability to major investments	• Revenue mix and unrestricted margin trends • Grant pipeline, awards, match, and sustainability obligations • Facility and technology lifecycle commitments • Return or measurable impact from major investments	• Approve risk-appropriate investment and budget decisions • Monitor sustainability assumptions • Advocate for state and federal partnership while supporting diversified revenue

5. Life and Health Sciences Workforce Expansion

WHY THIS MATTERS

Life and health sciences represent a major workforce priority for the College and the region, including military-connected and rural communities.

DESIRED 18–24 MONTH OUTCOME

The College advances a sequenced portfolio of health workforce programs with sufficient faculty, clinical placements, simulation capacity, student support, licensure performance, and sustainable funding.

Near-term priorities	Board-level indicators	Board role
• Confirm the highest-need occupations and program sequence • Develop employer, clinical, Fort Riley, and community partnerships • Build faculty, simulation, laboratory, facilities, and student-support capacity	• Programs launched or expanded against approved gates • Seats, completion, licensure, placement, and vacancy impact • Clinical and employer commitments • Capital, operating, faculty, and accreditation readiness	• Review the portfolio business case and risk • Support health-sector partnerships and fundraising • Ensure expansion does not compromise existing quality

- Design stackable pathways for incumbent workers, military spouses, transitioning service members, and rural learners

6. Workforce Innovation Learning Labs

WHY THIS MATTERS

Employers and adult learners need validated skills on timelines that often do not fit semester-based delivery. Manhattan Tech has an opportunity to build a nimble professional-learning engine alongside its credit programs.

DESIRED 18–24 MONTH OUTCOME

The College validates a phased Workforce Innovation Learning Labs model that begins with regional employer problems, produces measurable workforce and financial results, and scales only after evidence supports expansion.

Near-term priorities	Board-level indicators	Board role
• Select one regional pilot problem and two or more anchor employers • Build 4- to 12-week competency-based modules with hands-on validation • Use existing and partner assets before adding fixed cost • Create stackable on-ramps and off-ramps between non-credit and credit pathways • Test demand, pricing, employer ROI, learner outcomes, and operating model	• Employer-paid seats and repeat business • Time to validated competency and time to productivity • Participant completion, placement, advancement, and wage outcomes • Contribution margin and break-even performance • Evidence supporting pause, redesign, or scale	• Treat the concept as staged innovation, not a predetermined entity • Authorize gates for pilot, investment, and scale • Help recruit anchor employers and external investment

Workforce Innovation Learning Labs: Phased Market Logic

Recommended naming note: Use “Workforce Innovation Learning Labs” as a working descriptor. Select a permanent public name only after market testing, brand work, and legal review.

Stage	Primary focus	Proof required before scaling	Illustrative metrics
Regional first	Rapid response to defined local employer skill gaps	Repeat employer demand, validated outcomes, positive unit economics	Time to competency; paid seats; placement/advancement; employer renewal
National next	Portable credentials, distributed delivery, enterprise accounts	Recognized standards, scalable delivery, strong learner support, defensible market position	Out-of-region enrollment; enterprise contracts; completion; contribution margin
Global optional	Specialized exportable expertise and cross-border partnerships	Strategic fit, regulatory readiness, partner capacity, and clear financial case	External revenue; specialized placements; partner performance

Financial Sustainability Principles for the Learning Labs

- Do not present a target revenue mix as a forecast until market research, pricing, demand, delivery cost, and governance assumptions are validated.
- Favor earned revenue from employer contracts and direct learners, complemented by grants and philanthropy for start-up, access, experimentation, and capacity building.
- Require each pilot to identify full cost, contribution margin, cash needs, staffing, technology, facilities, compliance, and post-grant sustainability.
- Use stage gates: concept validation, pilot authorization, evidence review, and scale decision.

Proposed Board Scorecard

Keep the scorecard small enough to support governance. Management may use deeper operational dashboards beneath it.

Outcome area	Board measure	Cadence	Decision use
Learner value	Completion; credentials; placement; wages; regional retention	Semiannual	Quality, relevance, scale
Workforce impact	Employer demand, commitments, hiring, and repeat investment	Semiannual	Partnership and portfolio priorities
Financial resilience	Revenue mix; unrestricted performance; grant obligations; liquidity and risk	Quarterly	Budget, investment, risk
Capacity	Critical vacancies; retention; major initiative milestones	Quarterly	Resource and sequencing choices
Innovation	Pilot outcomes; employer renewal; learner results; unit economics	At each gate	Continue, redesign, pause, or scale
Public value	Advocacy milestones; regional reach; community and economic-development contribution	Annual	Trust, message, external support

Board Discussion and Requested Direction

1. Affirm the six strategic directions as the College’s priority framework for the next 24-30 months.
2. Confirm that the strategic-directions model satisfies the intent of Board policy while preserving the College’s adaptive approach.
3. Endorse development of a concise scorecard and baseline measures for semiannual strategic monitoring.
4. Support a short-term review group of two Board members and two employees to refine sequencing, indicators, and communication.
5. Authorize management to develop one Workforce Innovation Learning Labs pilot business case before any decision on a separate entity, major capital investment, or national/global scale.
6. Reinforce coordinated advocacy for stable state operating support, outcomes-based workforce funding, federal student aid, workforce grants, and priority facilities and equipment.

Appendix: How This Framework Differs from a Traditional Strategic Plan

Element	Strategic directions approach
Planning horizon	A rolling 18–24-month horizon rather than a fixed multi-year sequence.
Core unit	A small set of persistent directions, refreshed as conditions and evidence change.
Execution	Initiatives and pilots can be accelerated, redesigned, paused, or stopped.
Measurement	A concise Board scorecard supported by deeper management dashboards.
Governance	The Board affirms direction, outcomes, risk tolerances, and resource stewardship; management executes.
Engagement	Stakeholders help refine priorities and contribute to outcomes through co-design, investment, advocacy, and hiring.

Prepared from the August 2026 strategic overview and related Manhattan Tech Board, accreditation, advocacy, workforce, and innovation materials. All proposed measures and future-state concepts in this brief are recommendations for Board discussion and require baseline validation.