

Manhattan Area Technical College
Board of Directors Meeting
November 17, 2015, Room 104a at 5:30

1. The Board of Directors of the Manhattan Area Technical College met November 17, 2015, at 5:30 p.m. in room 104a.

Members present: Marla Brandon, Randall Anderes, John Pagen, Wendy King-Luttman, and Megan Umscheid

Members absent: Judy Crymble, Irma O'Dell, and Therese Adams

Also present: Jim Genandt, President/CEO; Tracy Geisler, Executive Assistant/Board Clerk; Marilyn Mahan; Vice President for Academic Affairs; Keith Zachariasen, Vice President for Administrative Services; Sarah Phillips, Vice President for Student Services and Dr. Rich Fogg, AVP of Institutional Advancement

Faculty/Staff/SGO/Vistors: Linn Schroll, Scott Heise, Frank Avila, Darren Ortega, Eric Enneking, Derrick Washington, George Pass and Zach Rohleder

2. CALL TO ORDER

- a. Marla Brandon called the meeting to order at 5:34 p.m.
- b. Skills USA introduction/presentation

3. CONSENT AGENDA (Routine items requiring BOD action)*

- a. Randall Anderes moved to approve the Consent Agenda (Attachments 1, 2, 3, and 4). Megan Umscheid seconded. Motion carried 5 yeas, 0 nays.

4. INCIDENTAL INFORMATION

- a. Introduction/presentation of Skills USA (Frank Avila and students)

5. GENERAL AGENDA (items possibly requiring BOD action)

- a. Randall Anderes moved to approve the Monitoring Report: Financial Condition (Attachment 5). John Pagen seconded. After discussion, motion carried 5 yeas, 0 nays.
- b. Jim Genandt presented the Strategic Plan updates (handout was given).
- c. Jim Genandt presented and explained the first reading of the revised Grievance Policy (Attachment 6). This policy has been sent to Lawyer Steve Kearney for review/approval, it will be brought to December's meeting for a final vote. The Grievance Policy will be displayed on the website.

6. DISCUSSION OF ENDS (Demonstration, Testimonial or Report of Results related to Board mission).

- a. Keith Zachariasen discussed the Sole Source Purchase. Market resources showed one

company that provides service required to complete the Dental Hygiene expansion (grant). Therefore, that Company was selected as the Vendor.

- b. Keith Zachariasen presented an update on the data center equipment.
- c. Jim Genandt discussed the policy 7.2.1 Employee Conduct Expectations (attachment 7) and the changes that were made to #11.
- d. Sarah Phillips presented a power point to the board reviewing her processes and mission that she has put in place her Student Services team.

7. OWNERSHIP LINKAGE (related to Owner Expectations, "Gaps", Meeting Expectations, Identifying New Needs of Employers, etc.).

- a. Jim Genandt presented his President Report/College Progress (Attachment 8).

8. EVALUATION OF BOARD PROCESS

- a. The Sub Committee (Irma O'Dell, Judy Crymble, Marla Brandon and Therese Adams) met to review the Governance Manual. Tracy will be working on the revisions that were made and will bring them back to the board when completed.

EXECUTIVE SESSION: PERSONNEL MATTERS

- a. Randall Anderes moved to go into executive session at 6:40 p.m. to discuss personnel matters of non-elected personnel, and return to open session at 6:55 p.m. Wendy King-Luttman seconded. Motion carried 5 yeas 0 nays. Randall Anderes moved to go back into open session at 6:55 p.m. Wendy King-Luttman seconded. Motion carried 5 yeas, 0 nays.

ADJOURNMENT: Marla Brandon, Board Chair, adjourned the meeting at 6:58 p.m.

MATC Board Clerk Date

Approved: Date

Chair