

Manhattan Area Technical College
Board of Directors Retreat
Saturday, January 28, 2006

Call to Order – Dale Shipps, Board Vice-Chair

1. The Board of Directors of the Manhattan Area Technical College met for their Annual Retreat at the Manhattan Country Club, Manhattan, Kansas, on Saturday, January 28, 2006, at 9:00 a.m.

Members present: Dr. Craft, David
Fowles, Brad
Kice, John
Kohlmeier, Stacy
Shipps, Dale
Norris Wika

Members absent: Mayo, Jerry
Thornberg, Willie

Also present were Jane Bloodgood, Vice President of Business Services; Dr. Rob Edleston, President; Dr. Rich Fogg, Assistant Vice President of Institutional Advancement; Dr. Linda Hertzell, Vice President of Instructional Services; Kim Kickhaefer, Vice President of Student Services; and Dr. Betty Stevens, KSU Vice Provost of Continuing Education.

NON-AGENDA ITEMS

1. DISCUSSION: Selection of Beverly Davin's replacement on the Board of Directors
 - a. Distribute targeted news release to Riley and Pottawatomie County newspapers (Rob to draft release and forward to Directors for review)
 - b. Submit Public Notice of Vacancy to Riley and Pottawatomie County newspapers
 - c. Advertise vacancy on MATC web site (link on home page)
 - d. March 1 deadline for applications
 - e. Three-person subcommittee (Committee Chair: Norris Wika; John Kice, Dale Shipps) will screen applications
 - f. Sub-committee to make replacement recommendation to Board (after forwarding top three candidates to Directors for review)
2. DISCUSSION: February and March Board meeting dates
 - a. Regularly scheduled meeting February 14 unchanged
 - b. Regularly scheduled March 14 meeting changed to March 16 to accommodate March 13-15 HLC team visit

AGENDA ITEMS

3. DISCUSSION: Ownership of MATC
 - a. MATC owned by citizens of Clay, Geary, Riley and Pottawatomie counties
4. DISCUSSION: Development
 - a. Directors minimally involved in hiring of Director of Development (Vice President of Business Services did financial analysis; MATC president will conduct interviews, hire, supervise)
 - b. College to move ahead with hiring, despite questions regarding future of technical colleges in Kansas
 - c. Need to investigate whether or not salary posted on web site (is not)

- d. Applications close when position filled
5. DISCUSSION: Legislative Advocacy
 - a. Pursue meeting with legislators: Saturday morning coffees?
 - b. Resurrect MATC Legislative Breakfast (prior to session start-up)?
 6. DISCUSSION: Negotiated Agreement
 - a. Board selects Administration's negotiating team
 - b. Faculty Association and President ratify agreement; BOD endorses
 7. DISCUSSION: Review process for president
 - a. April annual review deadline based on Board reports and appropriate feedback
 8. DISCUSSION: HLC Visit Preparation/Dr. Betty Stevens
 - a. Briefed Board on likely background/make-up of (typical) team and what to expect from team during visit
 - i. Make sure Board policy manual available in Resource Room
 - ii. Team could question regarding financial statutes, fiscal responsibility, future fiscal growth, etc.
 - iii. Be prepared to discuss pending changes at state level (CTE brief)
 - b. Possible outcomes of visit
 - i. Five-year accreditation with visit in five years (good outcome)
 - ii. Five-year accreditation with interim report (good outcome)
 - Issues that could cause interim reports:
 - * Assessment of student learning
 - * Integration of technical education and general education
 - * Governance or changes to structure of technical colleges (outside control of the College)
 - * Finances
 - iii. No accreditation; must wait two years to reapply
 - c. Library issue (from previous two visits) appears to have been addressed, though faculty need to make better use of library to educate students
 - d. Faculty need to be aware MATC provides both job training and higher education to give students a higher level perspective regarding jobs
 - e. Questions likely to be asked of the Directors by the team (See attachment.)
 - f. Homework for Board before visit:
 - Review self-study, Handbook of Accreditation, Board Policies and Philosophy of General Education (in course catalog and on web site)
9. DISCUSSION: Policy Governance
 - a. Ends
 - i. Edit END 1, Essential Skills, by incorporating 1, 2, and 3 into 1 to read "Students will demonstrate reading, math, and interpersonal skills, including speaking, listening, and writing, appropriate for their chosen field of endeavor."
 - ii. Edit END 2, Work Preparedness, 1, 2, 3 to read "Students will demonstrate the...."
 - iii. Edit END 3, Personal Enrichment, to read "Provide opportunities for development or enhancement of other interests for personal enrichment."
 - b. Agenda format
 - c. Policy Governance – "too close" vs. "too isolated" from the institution – where is the "fine/allowable" line?

- i. A Director can ask for a report of any kind whenever he/she wants information about a program or topic
- ii. A Director can visit classes at any time as long as instructors have been given advance notice the Board member will be visiting
- iii. If a Director has a concern, the Director should discuss it with the MATC president, not with an instructor/staff member

10. ADJOURNMENT

Dale Shipps, Vice-Chair, adjourned the retreat at 2:50 p.m.