

Manhattan Area Technical College
Board of Directors Meeting
Tuesday, December 13, 2005

Call to Order – Jerry Mayo, Board Chair

1. The Board of Directors of the Manhattan Area Technical College met in Regular Session at the Geary Community Hospital, Junction City, on Tuesday, December 13, 2005 at 7:00 p.m.

Members present: Dr. Craft, David
Davin, Beverly
Kice, John
Kohlmeier, Stacy
Mayo, Jerry
Shipps, Dale
Thornberg, Willie

Members absent: Fowles, Brad
Dr. Wika, Norris

Also present were Jane Bloodgood, Vice President of Business Services; Dr. Rich Fogg, Assistant Vice President of Institutional Advancement; Dr. Linda Hertzell, Vice President of Instructional Services; and Kim Kickhaefer, Vice President of Student Services.

2. CONSENT AGENDA

A correction was made to the President's Report: legislatures changed to legislators. Dr. Craft moved to approve the consent agenda as corrected. Mr. Kice seconded. Motion carried 7/0.

3. CITIZENS' COMMENTS

No citizens' comments were reported at this time.

4. CORRESPONDENCE/PRESENTATIONS

Sandra Tabor, ADN Coordinator: Report on the KNEA Workshop

Ms. Sandra Tabor, ADN Coordinator, reported on the Kansas National Education Association (KNEA) workshop on bargaining and negotiations. Faculty negotiations are coming up in spring 2006 and as a new member of the faculty negotiating team Ms. Tabor attended a training seminar in Topeka on bargaining and negotiations. Two important points gleaned from the seminar are that every member of the negotiating team should have formal training and that the governing board member responsible for overseeing the negotiations should also have formal training. When all members of the team are versed in the process of negotiating; the benefits to the institution, the faculty, the administration and the Board are improved communications, smoother negotiations, and faculty and administration satisfaction. The faculty wants MATC to be the best that it can be.

Dr. Edleston added that if MATC continues with interest-based bargaining we would like to have a facilitator whose personality is compatible with everyone at the table. If there are other considerations they will be looked at as well. A decision will be made and presented to the Board at the January meeting.

5. OLD BUSINESS

Report from Development Committee

Ms. Kolhmeier discussed with the Board the draft position description for the development director position; and a timeline of when to advertise and hire for the position as well as how the position will be funded. Ms. Kolhmeier met with Betty Johnson, Fund Raising Consultant, Betty Johnson and Associates. Ms. Johnson has assisted in reviewing the position description and compiling some financial specifications in supporting this position. Ms. Johnson would also be willing to assist the Board in the screening and interviewing process for a fee.

Dr. Edleston stated that the expenses for the annual salary would be approximately \$50,000 plus benefits at 18% which would bring the total to \$59,000. Included in the budget for that position for the first year would be \$30,000 for advertising, printing, and postage. The start-up consultation fees would be \$6,000 and \$4,000 for position related expenses. If the position start date was March 1st the cost of the position through June 30th (end of the fiscal year) would be approximately \$16,500 in salary and \$3,000 in benefits. The timeline was discussed. MATC would advertise for the position beginning January 4th, review resumes and screen mid-January, and bring selected candidates to the Board. Early February was the initial hire date but early March to mid-March would be more comfortable for hiring as far as the budget is concerned. The timeline may be a bit aggressive.

Mr. Shipps made a motion to authorize the development committee to move forward with the advertising and hiring of a development director. Ms. Davin seconded the motion. Motion carried 7/0.

Retreat Report

Dr. Edleston reported that the Board of Directors Retreat is set for Saturday, January 28th at 9:00 am at the Manhattan Country Club. The agenda has not been finalized but will include the following items: the Higher Learning Commission visit, strategic planning, discussion on development, and Policy Governance review.

Policy Governance Review

Mr. Mayo had several conversations with Lon Pishny, policy governance facilitator, regarding the Board's concerns. He also visited with John Cyr, Executive Director of the North Central Regional Planning Commission at Beloit, to see if other facilitators would be interested in assisting the Board. Out of three facilitators only one was interested and they are a firm located in Washington, D.C. It would not be financially feasible for this particular firm, Globe Source, to assist the Board.

Mr. Pishny expressed a desire to be involved in the facilitation but would allow Mr. Jim Tangeman to take the lead. The MATC Board would incur the expense for Mr. Tangeman's travel and lodging, and Mr. Pishny's lodging. They are free to attend the January Board meeting if the Board so desires. Ms. Kohlmeier added that at some point the Board will need assistance from the facilitators to set ends and prepare the President's evaluation.

Mr. Thornberg moved to hire the policy governance facilitators to review the processes at the next Board meeting, review the President's year-end evaluation and the Board's self-evaluation as well as provide the Board with materials prior to the next meeting. Mr. Shipps seconded the motion. Motion carried 7/0.

6. NEW BUSINESS

There is no new business at this time.

7. GOOD OF THE ORDER

President's Comments

Dr. Edleston reported that he met with Representatives Barbara Craft and Tom Hawk to introduce them to MATC and to discuss the goals and objectives of technical education for the State of Kansas. At this point all of the representatives have been very supportive. Dr. Edleston would also like to meet with two other legislators, Representative Kathe Decker and Senator Roger Reitz, before the Legislature meets. The Kansas Board of Regents has some good recommendations that they plan to present to the Legislature this coming year.

Dr. Edleston provided an update on trying to get a Dental Hygiene program. Three dentists have expressed interest in helping in some manner with a Dental Hygiene program. There are some possible opportunities for real estate and equipment as well as enthusiastic ideas. Dr. Edleston is currently working on a timeline on how to progress with the program. MATC plans to move cautiously as they research the costs and needs of implementing a Dental Hygiene program.

Ms. Kickhaefer announced that commencement exercises will be held on Saturday, December 17th at 7:00 p.m. in McCain Auditorium. A reception will be held in the west end of the lobby following the ceremony. Mr. Ted Stevens, Dean of Students, General William Mitchell High School, Colorado Springs, Colorado; and December 2001 Graduate of the MATC Building Trades program, will be the guest speaker.

Dr. Rich Fogg reminded Board members to give him any feedback that they may have on the self-study. Dr. Edleston added that the self-study will be distributed on CD to save on printing costs. There will be a few hard copies made for the Higher Learning Commission and MATC administration. Hopefully the self-study will be distributed early January.

9. FUTURE AGENDA ITEMS

The next MATC Board meeting is scheduled for January 10th at the MATC Library.

10. ADJOURNMENT

Mr. Mayo, Chair, adjourned the meeting at 8:00 p.m.

Roberta Robinson, Board Clerk
Manhattan Area Technical College
Board of Directors