

Manhattan Area Technical College  
Board of Directors Meeting  
December 14, 2015, Room 104a at 5:30

1. The Board of Directors of the Manhattan Area Technical College met December 14, 2015, at 5:30 p.m. in room 104a.

Members present: Marla Brandon, Irma O'Dell, Therese Adams, Wendy King-Luttman (arrived at 5:45), Judy Crymble, and Megan Umscheid

Members absent: Randall Anderes, and John Pagen

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/Visitors: Linn Schroll, Scott Heise, Frank Avila, Darren Ortega, Donna Hobbs, and Norm Delay

2. CALL TO ORDER

- a. Marla Brandon called the meeting to order at 5:30p.m.

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

- a. Therese Adams 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. None

5. GENERAL AGENDA (items possibly requiring BOD action)

- a. Judy Crymble moved to approve the Monitoring Report: General Executive Constraint (Attachment 5). Wendy King-Luttman seconded. After discussion, motion carried 6 yeas, 0 nays.
- b. Neil Ross, Director of Admissions presented the Student Services Report and updates (handout was given).
- c. Jim Genandt presented the final reading of the revised Grievance Policy (Attachment 6). This policy has been sent to Lawyer Steve Kearney for review/approval, the first reading was presented at the October board meeting. Wendy King-Luttman moved to approve attachment 6. Judy Crymble seconded. Motion carried 6 yeas, 0 nays. The Grievance Policy will be displayed on the website.

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

- a. Jim Genandt presented the Update on Ends (attachment 7). This included the Vision &

Mission, Essential Skills, Work Preparedness, Dental Hygiene, Personal Enrichment and Leadership.

- b. Marilyn Mahan provided an update on working with the High School's and the progress that has been made.
  - c. Jim Genandt announced the IBB Team as: Marilyn Mahan, Keith Zachariasen, Jim Genandt and Ben Jackson (Reporter).
  - d. Jim Genandt explained the 1<sup>st</sup> reading of the MATC Objectives from the Assessment Committee. Final reading will be presented at the January board meeting.
  - e. 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. Tracy Geisler informed the board members that they will be signed up for the Governance Coach newsletter, this will come directly to their email.

## EXECUTIVE SESSION: PERSONNEL MATTERS

- a. Therese Adams 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 6:50 p.m. Megan Umscheid seconded. Motion carried 6 yeas 0 nays. Therese moved to go back into open session at 6:50 p.m. Judy Crymble seconded. Motion carried 6 yeas, 0 nays.

## EXECUTIVE SESSION: CONFIDENTIAL DATA RELATING TO FINANCIAL AFFAIRS OR TRADE SECRETS OF CORPORATIONS, PARTNERSHIPS, TRUSTS AND INDIVIDUAL PROPRIETORSHIPS

- b. Therese Adams moved to go into executive session at 6:51 p.m. to discuss confidential data relating to financial affairs or trade secrets of corporations, partnerships, trusts and individual proprietorships. , and return to open session at 7:05 p.m. Megan Umscheid seconded. Motion carried 6 yeas 0 nays. Therese moved to go back into open session at 7:05 p.m. Wendy King-Luttman seconded. Motion carried 6 yeas, 0 nays.

## EXECUTIVE SESSION: PERSONNEL MATTERS

- c. Therese Adams moved to go into executive session at 7:05 p.m. to discuss personnel matters of non-elected personnel, and return to open session at 7:15 p.m. Judy Crymble seconded. Motion carried 6 yeas 0 nays. Therese moved to go back into open session at 7:15 p.m. Judy Crymble seconded. Motion carried 6 yeas, 0 nays.

ADJOURNMENT: Marla Brandon, Board Chair, adjourned the meeting at 7:16 p.m.

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MATC Board Clerk Date

Approved:

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Chair Date