

The motion was seconded by Brian Sanderholm and carried.

Bills & Claims

Ned Graham introduced and moved the adoption of the following resolution:

RESOLVED, that the fiscal officers of the College are hereby authorized and directed to execute payment of all bills and claims as presented herein, and the Executive Vice-President of Business Services is directed to file the purchase requisitions, purchase orders, and all supporting documents for audit according to the policies of the Board of Trustees and the Statutes of the State of Kansas.

The motion was seconded by Bob Juden and carried.

Communications

1) Stephani Johns-Hines, Associate VP of Mulvane & Online Operations, provided the Board with an update on Cowley College's Mulvane Centers. Cowley began holding classes in Mulvane on December 17, 1987 and expanded to hold an Industrial Technology Department in 2004. In 2005, the Bloomenshine building was renovated and opened for classes. While on August 16, 2012 the former post office in Mulvane was opened to hold additional Cowley College classes. Stephani spoke of the Open House to be conducted at Cowley College's Mulvane Center on May 7. The Open House will run from 9 a.m. to 8 p.m. She also mentioned ways that she, Helen Nakos (admissions director), Sarah Byrant (marketing director), and the Director of Outreach Services will work together to strengthen enrollment at the Mulvane Center. "Though we don't like the (enrollment) numbers in the fall, we are optimistic about where we are going", Johns-Hines said.

Board Reports

1) Clark Williams requested an Executive Session for preliminary discussion relating to non-elected personnel, property acquisition, professional negotiations, and consult with legal counsel for thirty minutes at some time during the meeting.

2) The dates of May 2 and May 3 have been scheduled for the Association of Community College Trustees (ACCT) Board training. Narcisa Polonio, Ed.D./ Executive Vice-President for Education, Research & Board Leadership Services will be here to do the training.

Administrative Reports

The following Administrative Reports were reviewed:

President Williams provided the Board with a presidential report on the following:

Williams spoke of beginning budget planning for the next school year and of the increase in tuition and fees to particularly offset the decline in enrollment, revenues, and expenses. Williams said he does not enjoy the prospect of increasing tuition but that there is only so much that can be done to cut expenses.

Tony Crouch provided the Business Services report.

- It was recommended to approve a \$3.00 per credit hour increase in Tuition and a \$1 per credit hour increase for all Cowley College classes, except for those taken by Oklahoma residents. There will be an additional \$5 per credit hour increase in tuition for Oklahoma residents.
- It was recommended to approve new dorm rates for 2014-2015 based on Great Western dining's proposed 2.3% increase in food costs for next year. Both dorm plans will experience a price increase of \$75 per year. Cowley Colleges cost for its meal plans still rank among the lowest of any community college in the state of Kansas.

Slade Griffiths presented the Academic report.

- Developmental education courses within English and Math are on the fall schedule for face-to-face classes with online modifications to fully occur in the spring 2015 semester.
- Student learning outcomes are being developed and project is on schedule.
- The academic affairs council modified the following math courses:
 - College Algebra with Review (5 credit hours)
 - Intermediate Algebra with Review (6 credit hours)
 These modifications will accelerate the math preparatory process and new teaching methods will be used. Both are essential for increased student success.
- A First Semester Experience class is being developed and will be offered for all students in the fall.

Ben Schears presented the Endowment/Alumni report.

- The Alumni survey is finished and has been forwarded to the printer. This is the first alumni records update we have conducted in nearly 20 years.
- The finishing of solicitation for donors for the annual Duck Dash event scheduled to be held on May 17th at Spring Hill Farms is being finalized.
- Plans for Commencement Ceremony to be held on May 10th are near completion.
- A community reception is being prepared to welcome the new Athletic Director, Shane Larson, scheduled for April 18th, 9:00 a.m. to 11:00 a.m. in the Scott Aud-Gym.

Ben Schears presented the Student Life report.

- The Official Spring 2014 Registration report was presented. As of February 10, 2014 a total of 3,475 students were registered for the Spring term. A total of 712 Cowley County residents were registered and fifty-two counties in Kansas, thirty-one states, and seventeen foreign countries are represented in the student body.

Shane Larson, Athletic Director, provided an Athletic update.

- The Tiger Booster Club luncheon held on Wednesday provided an opportunity for each head coach to speak during the luncheon. The Cowley College men and women's tennis teams, track and field teams, and softball and baseball teams are each ranked and busy competing in the spring season.

A copy of the College Vehicles Transportation report for the month ending February 2014 indicated total mileage of 33,724.

Mark Paton introduced and moved the adoption of the following resolution:

RESOLVED, that the actions described in the Business Services, Academic, Endowment/Alumni, Student Life, and Athletic reports, are hereby approved, and all correspondence relating thereto be received and filed for future reference.

The motion was seconded by Bob Juden and carried.

Personnel Transactions Linda Kreutzer, Director of Human Resources, updated the Board on personnel vacancies, resignations/retirements, and hiring's.

Open Positions:

- Vice President of Enrollment Management and Student Affairs
 - In-person interviews: March 25 and March 28
- Director of Theatre
 - Video interviews: April 4
- Head Coach-Softball
 - Close date: April 8

New Employees:

- Athletic Director – Shane Larson 03/12/14
- Library Assistant – Dange Sanders 03/10/2014

Retiring Employees:

- Deb Nittler: Social Science Instructor 05/31/14
- Karolee Weller: Natural Science Instructor 05/31/14
- Melinda Neal: Natural Science Instructor 08/01/14

Mark Paton introduced and moved the adoption of the following resolution:

RESOLVED, that the Board of Trustees approve the staffing levels proposed by the President from Personnel Transactions.

The motion was seconded by Jim Ramirez and carried.

Executive Session

Mark Paton introduced and moved the adoption of the following resolution:

RESOLVED, that the Board of Trustees convene for an Executive Session for preliminary discussion relating to property acquisition, non-elected personnel, and consult with legal counsel for thirty minutes.

The motion was seconded by Ned Graham and carried.

The Board of Trustees went into Executive Session at 7:08 p.m. to 7:38 p.m.

**Second
Executive
Session**

Jim Ramirez introduced and moved the adoption of the following resolution:

RESOLVED, that the Board of Trustees reconvene back into Executive Session to continue preliminary discussion relating to property acquisition, non-elected personnel, and consult with legal counsel for ten minutes.

The motion was seconded by Dennis K. Shurtz and carried.

The Board of Trustees went into Executive Session at 7:38 p.m. to 7:48 p.m.

**Third
Executive
Session**

Jim Ramirez introduced and moved the adoption of the following resolution:

RESOLVED, that the Board of Trustees convene for an Executive Session for preliminary discussion relating to property acquisition, non-elected personnel, and consult with legal counsel for ten minutes.

The motion was seconded Dennis K. Shurtz and carried.

The Board of Trustees went into Executive Session at 7:48 p.m. and reconvened at 7:58 p.m.

**Facilities
Master
Plan**

Brian Sanderholm introduced and moved the adoption of the following resolution:

RESOLVED, that the Board of Trustees authorize that Bartlett & West conduct the schools extended Master Facilities Plan.

The motion was seconded by Dennis K. Shurtz and carried.

**Adjourn-
ment**

With no other business to be considered, Ron Godsey, Board Chairman, declared the meeting adjourned at 8:00 p.m.

Rama Peroo
Director of Institutional Communication & Public Relations