

**Cowley College
Board of Trustees Official Minutes**

July 21, 2025

I. Call to Order

The Work Session of the Board of Trustees of Cowley College was called to order on July 21, 2025 at 1:00pm in the President's Dining Room inside the McAtee Dining Center, 206 S. 4th Street, Arkansas City, KS.

Trustees	Present	Bob McGregor, Chair Dr. Alan Marcotte, Vice Chair Brett Bazil, Trustee Jacinda Shaw-Kinzie, Trustee Joe Shriver, Trustee David Stanley, Trustee Phil White, Trustee Gary Wilson, Trustee
Staff		Dr. Michelle Schoon, President Tiffany Vollmer, Board Clerk Holly Harper, VP of Finance and Administration Zach Cooper, Director of Sumner Campus Debbie Phelps, Exec. Director of Institutional Effectiveness Dr. Scott Layton, Interim VP of Academic Affairs Stefani Jones, Director of Student Enrollment and Success Kristi Shaw, Executive Director of Student Affairs
Guests		Jessica Lucas, Government Affairs Liaison

I. Call to Order

Chair McGregor called the public work session to order.

II. College Update & Funding Breakdown

Dr. Michelle Schoon provided a College update, sharing the College's current initiatives

- Trustee Shaw-Kinzie requested the College create a Community College funding breakdown infographic that can be shared on social media.
- Provided an overview of the funding breakdown highlighting the amounts paid by the students, the local taxpayer, and the state of Kansas for in-district, out-of-district, and out-of-state students.
- Discussed the 6-month spend down of funds required by KBOR.
- Facilities Master Planning
 - Ireland Hall
 - Briefly discussed the current needs for this building to make it functional.

III. Sumner County Election Timeline

- Shared the history of the first campaign for the Sumner sales tax.
- Reviewed the construction design and budget proposals being proposed should the sales tax be renewed.
- Heading into August, Jessica and College administration will be launching fully into the campaign to pass the next 10-year sales tax.

IV. Strategic Planning Update/Data and Measures

- Debbie Phelps provided a recap of the 2022-2025 strategic plan
- Debbie Phelps also shared the future thinking work that Administrative Council has taken part in to prepare for the new Strategic Planning cycle.

V. Board of Trustee Vision Casting

Summary of discussion and goals related to the Trends 2025 report from the Higher Learning Commission

- Higher Education Trend - Financial Stability and Sustainability
 - Items discussed by the trustees
 - *Future of funding of community colleges*
 - *Increase costs associated with facilities and repairs (infrastructure)*
 - Goals
 - Promote the Sumner Sales Tax initiative to support facilities and programs in Sumner County
 - Review and support the maintenance schedule for college facilities
- Higher Education Trend - Teaching, Learning and Faculty
 - Items discussed
 - *Challenges in meeting specific needs of students that are enrolling in Cowley College*
 - *How to better utilize the services we currently have at our disposal to assist students (TLC, Accessibility Services, Mental Health, Food Pantry)*
 - *Recruiting and retaining faculty and staff*
 - Goals
 - Review policies related to benefits and pay (competitiveness of the college's pay scale using state data)
 - Policy changes to allow for better access to tuition and professional development funds
- Higher Education Trend - Leadership, turnover and succession planning
 - Items discussed
 - *Concern regarding the number of key positions that will be vacated with retirement*
 - Goals
 - Review BP161 and AP161b on succession planning
- Higher Education Trend - The New Landscape of Higher Education
 - Items discussed and current topics of Higher Education
 - *Artificial Intelligence and use by students and employees*
 - *Skill-based learning and apprenticeships*
 - *Workforce Pell and short-term certs*

- *New business models for educational institutions*
- Goals
 - Review policies related to artificial intelligence in the workplace
 - Support apprenticeship initiatives and credential-based certificates
 - Provide input on new degree options

VI. Board of Trustee Handbook Review

- The Board discussed creating a Board of Trustee Handbook Review Subcommittee.
 - Volunteers were Jacinda Shaw-Kinzie, Phil White, J.T. Seitz

VIII. Adjournment

With no other business to be considered, Chair Bazil declared the meeting adjourned at 4:43 p.m.

A handwritten signature in black ink, appearing to read "Tiffany Vollmer". The signature is fluid and cursive, with the first name "Tiffany" written in a larger, more prominent script than the last name "Vollmer".

Tiffany Vollmer
Board Clerk