



- G. Dr. Kori Gregg provided a Cowley Foundation update
- H. Thank you to Cowley College from Operation Holiday
- I. Thank you to Cowley College from Oxford Chamber of Commerce
- J. Thank you to Cowley College from Madison McGee
- K. Thank you to Cowley College from Rhoda McLaughlin-Ramirez
- L. Thank you to Cowley College from the Wellington Chamber of Commerce

**III. Public Comment**

**IV. Standing Committee Reports**

**A. Trustee Academic Subcommittee –**  
David Stanley provided an overview of the February 14, 2023 meeting.

**B. Trustee Finance Subcommittee –**  
Dr. Steve Abrams provided an overview of the February 14, 2023 meeting.  
1. 2023–2024 Tuition, Fees, and Housing rates

Bob McGregor introduced and moved the adoption of the following resolution:

**RESOLVED**, that the Board of Trustees approves the 2023-2024 tuition, fees, and housing rates as presented.

The motion was seconded by Gary Wilson and the following votes were cast:

Brett Bazil	Aye	David Stanley	Aye
Dr. Steve Abrams	Aye	Gary Wilson	Aye
Dr. Alan Marcotte	Aye	Glennis Zimmerman	Aye
Bob McGregor	Aye		

Motion carried.

**C. Trustee Policy Subcommittee**  
Trustee Marcotte provided an overview of the January 11, 2023 meeting and an overview of the policies presented for a first review.

- 101.00 – Mission and Related Statements (Revision)
- 126.00 – weapons Policy (Revision)
- 432.00 – Financial Aid (Revision)
- 433.00 – Satisfactory Academic Progress Policy for Federal Aid Recipients (Revision)
- 453.00 – Substance Abuse for Intercollegiate Athletics (Delete)

**V. First Executive Session**

Brett Bazil introduced and moved the adoption of the following resolution:

**RESOLVED**, that the Board of Trustees recess into executive session to discuss non-elected personnel, regarding employee performance, pursuant to the exception for discussion related to non-elected personnel for 20 minutes, beginning at 6:50 pm and reconvening in open session at 7:10 pm in

the same room. Action may follow. The Board requests David Andreas and Dr. Michelle Schoon be present in the executive session.

The motion was seconded by Dr. Alan Marcotte and the following votes were cast:

Brett Bazil	Aye	David Stanley	Aye
Dr. Steve Abrams	Aye	Gary Wilson	Aye
Dr. Alan Marcotte	Aye	Glennis Zimmerman	Aye
Bob McGregor	Aye		

Motion carried.

The meeting then resumed in open session at 7:10 pm in the same room.

Gary Wilson introduced and moved the adoption of the following resolution:

**RESOLVED**, that the Board of Trustees extend the first executive to discuss non-elected personnel, regarding employee performance, pursuant to the exception for discussion related to non-elected personnel for an additional 10 minutes, beginning at 7:10 pm and reconvening in open session at 7:20 pm in the same room. Action may follow. The Board requests David Andreas and Dr. Michelle Schoon be present in the executive session.

The motion was seconded by Bob McGregor and the following votes were cast:

Brett Bazil	Aye	David Stanley	Aye
Dr. Steve Abrams	Aye	Gary Wilson	Aye
Dr. Alan Marcotte	Aye	Glennis Zimmerman	Aye
Bob McGregor	Aye		

Motion carried.

The meeting then resumed in open session at 7:20 pm in the same room.

## **VI. Consent Agenda**

### **A. Board Minutes -**

- January 17, 2023 regular Minutes
- January 30, 2023 special Minutes
- February 2, 2023 special Minutes

### **B. Financial Reports –**

Copies of the Financial Reports for the month ending January 31, 2023 were provided for Board review. The reports have been reconciled by the Treasurer of the Board of Trustees and reflect an accurate accounting of the revenues and expenditures for the month.

### **C. Bills and Claims -**

A list of the Bills and Claims for the month ending, January 31, 2023 was provided for Board review. Specific information concerning the vendor, purchase order, and cost was provided. The actual purchase orders with all supporting documents are available for inspection prior to the Board meeting in the Business Office.

<b>Cowley County Community College</b>				
<b>Accounts Payable Check Summary</b>				
<b>January 31, 2023</b>				
		<b>Total</b>	<b>Total</b>	<b>Net</b>
		<b>Check Amount</b>	<b>Check Amount</b>	<b>Check Amount</b>
<b>Bank</b>	<b>Entity</b>	<b>Written</b>	<b>Voided</b>	<b>Disbursed</b>
USB	Student Refund Checks	\$ 28,565.53	\$ 3,673.53	\$ 24,892.00
RCB	Student Refund Checks	\$ 375.00	\$ 375.00	\$ -
		<u>\$ 28,940.53</u>	<u>\$ 4,048.53</u>	<u>\$ 24,892.00</u>
<b>General Operating Activities</b>				
RCB	Operating Fund	2,340.00	-	2,340.00
USB	Operating Fund	1,391,751.61	37,260.73	1,354,490.88
USB	Federal Grants Fund	21,385.07	-	21,385.07
	<b>Total General Operating Activities</b>	<u>\$ 1,415,476.68</u>	<u>\$ 37,260.73</u>	<u>\$ 1,378,215.95</u>

**Financial Aid Funds/Student Refund Check \$28,940.53 (net \$24,892.00).  
General Operating Activities disbursements \$1,394,091.61 (net \$1,356,830.88).  
Federal Funds \$21,385.07; for a total written of \$1,415,476.68 (net \$1,378,215.95).**

Additionally, the Vice President of Finance and Administration has provided a reconciliation of the summary written checks of bills and claims to the detailed written checks of bills and claims report for the month ending January 31, 2023. The Vice President of Finance and Administration is, hereby, 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.

**D. Administrative Reports –**

The Board reviewed department updates provided by administration.

**Course/Curriculum/Program Updates**

- CST 3248 Plumbing Codes, Gas Piping and Sizing (4 credit hours) – This course is part of the plumbing apprenticeship being developed
- CT 3247 3D Construction (5 credit hours) – This course is part of the Cert. B advanced construction technology emphasis that will be offered at Sumner location.
- EBE 2207 English Composition Supplemental Seminar for English Language Learners (3 credit hours) –. This is to help International students who test at a lower level pass Composition I.
- EBE 2206 English Composition Supplemental Seminar (2 credit hours) – Updated to 2 hours instead of 3 hours because of the FYE classes today.

**E. Board Policy Approvals –**

The Board conducted the second and final review of the following policies presented for approval:

- 401.00 – Student Advisory Council (Revision)

**F. Personnel Transactions -**

Dr. Schoon has authorized the following personnel items for Board review:

**Retirements**

- Jody Arnett, Administrative Assistant to the Vice President of Finance and Administration, effective July 14, 2023.
- Frank Arnold, Faculty – Social Science, effective June 1, 2023
- Marlys Cervantes, Faculty, Chair - Humanities and Communications, effective June 1, 2023

**Resignations:**

- Jason O’Toole, Athletic Director, effective February 28, 2023
- Julia Jarboe, Mulvane Site Coordinator, effective February 28, 2023
- Paige Winslow, Director of Cosmetology, effective May 31, 2023.

**Staff:**

- Brett Ross, Maintenance Technician, at an hourly rate of \$18.28, plus staff fringe benefits, effective February 20, 2023

Gary Wilson introduced and moved the adoption of the following resolution:

**RESOLVED**, that the Board of Trustees approve the consent agenda as presented.

The motion was seconded by Bob McGregor and the following votes were cast:

Brett Bazil	Aye	David Stanley	Aye
Dr. Steve Abrams	Aye	Gary Wilson	Aye
Dr. Alan Marcotte	Aye	Glennis Zimmerman	Aye
Bob McGregor	Aye		

Motion carried.

**VII. Procurement**

**A. Capital Outlay Tech Ed Grant Purchase Request – Hamilton T-1 Ventilators -**

This purchase request is for two (2) Hamilton T1 Ventilators for use in the Paramedic and other healthcare programs. Hamilton Ventilators are used with several of our partner organizations, and the addition of this equipment will allow our paramedic and EMT graduates to train on the same equipment they will use later in the field. This model of ventilator is very new, and is not available for purchase through other vendors or as a refurbished unit at this time. Effective ventilation strategies are critical to improving survivability of critically ill and injured patients, including COVID patients. This ventilator will allow us to teach lung safe ventilation therapies to our EMS students and during our annual Difficult Airway class. This quote is for two (2) fully functioning clinical model ventilators, meaning the ventilators can serve as a backup to our EMS services and hospitals in the area and state if needed and may be deployed to meet patient care needs.

Vendor	Location	Ventilator x2	Support items	Shipping	Total
Hamilton Medical (sole source)	Nevada USA	\$33,000	\$0	\$0	\$33,000

Administration requested approval to purchase two (2) Hamilton T1 Ventilators and support equipment from Hamilton Medical for \$33,000 through KBOR Capital Outlay Tech Ed grant funds.

Bob McGregor introduced and moved the adoption of the following resolution:

**RESOLVED**, that the Board of Trustees approves the purchase of two (2) Hamilton T-1 ventilators and support equipment from Hamilton Medical at a cost of \$33,000 through KBOR Capital Outlay Tech Ed Grant Funds.

The motion was seconded by Gary Wilson and the following votes were cast:

Brett Bazil	Aye	David Stanley	Aye
Dr. Steve Abrams	Aye	Gary Wilson	Aye
Dr. Alan Marcotte	Aye	Glennis Zimmerman	Aye
Bob McGregor	Aye		

Motion carried.

**B. Conco Construction CTE Building Contract Approval**

Chair Bazil requested the Board approved the contract with Conco Construction to build the new CTE center and authorizes the Chair to sign the contract in order to receive the \$4 million in ARPA funds through the Kansas Department of Commerce.

Gary Wilson introduced and moved the adoption of the following resolution:

**RESOLVED**, that the Board of Trustees approves the contract with Conco Construction to build the new CTE center and authorizes the Chair to sign the contract in order to receive the \$4 million in ARPA funds through the Kansas Department of Commerce.

The motion was seconded by David Stanley and the following votes were cast:

Brett Bazil	Aye	David Stanley	Aye
Dr. Steve Abrams	Aye	Gary Wilson	Aye
Dr. Alan Marcotte	Aye	Glennis Zimmerman	Aye
Bob McGregor	Aye		

Motion carried.

**VIII. Discussion Agenda**

**A. Banking Authorizations**

Chair Bazil recommended the Board authorize the removal of Dr. Randy Smith and the addition of Dr. Michelle Schoon to all Cowley College bank accounts.

Brett Bazil introduced and moved the adoption of the following resolution:

**RESOLVED**, that the Board of Trustees authorizes the removal of Dr. Randy Smith and the addition of Dr. Michelle Schoon to all Cowley College bank accounts.

The motion was seconded by Gary Wilson and the following votes were cast:

Brett Bazil	Aye	David Stanley	Aye
Dr. Steve Abrams	Aye	Gary Wilson	Aye
Dr. Alan Marcotte	Aye	Glennis Zimmerman	Aye
Bob McGregor	Aye		

Motion carried.

**IX. Second Executive Session**

Brett Bazil introduced and moved the adoption of the following resolution:

RESOLVED, that the Board of Trustees recess into executive session to discuss non-elected personnel, regarding employee compensation, pursuant to the exception for discussion related to non-elected personnel for 20 minutes beginning at 7:27 p.m. and reconvening in open session at 7:47 in the same room. Action may follow. The Board requests David Andreas and Dr. Michelle Schoon be present in the executive session.

The motion was seconded by Dr. Alan Marcotte and the following votes were cast:

Brett Bazil	Aye	David Stanley	Aye
Dr. Steve Abrams	Aye	Gary Wilson	Aye
Dr. Alan Marcotte	Aye	Glennis Zimmerman	Aye
Bob McGregor	Aye		

Motion carried.

The meeting then resumed in open session at 7:47 p.m. in the same room.

**X. Third Executive Session**

Brett Bazil introduced and moved the adoption of the following resolution:

RESOLVED, that the Board of Trustees recess into executive session for consultation with the College attorney, regarding a matter which would be deemed privileged in the attorney client relationship, pursuant to the exception related to attorney client privilege for 20 minutes, beginning at 7:48 p.m. and reconvening in open session at 8:08 p.m. in the same room. No action to follow. The Board requests David Andreas, Dr. Michelle Schoon and Holly Harper be present in the executive session.

The motion was seconded by Gary Wilson and the following votes were cast:

Brett Bazil	Aye	David Stanley	Aye
Dr. Steve Abrams	Aye	Gary Wilson	Aye
Dr. Alan Marcotte	Aye	Glennis Zimmerman	Aye
Bob McGregor	Aye		

Motion carried.

The meeting then resumed in open session at 8:08 p.m. in the same room.

**XI. Other Business**

David Stanley introduced and move the adoption of the following resolution:

RESOLVED, that the Board of Trustees move their March 13, 2023 meeting from 6:00 p.m. to 12:00 p.m. due to spring break.

The motion was seconded by Gary Wilson and the following votes were cast:

<b>Brett Bazil</b>	<b>Aye</b>	<b>David Stanley</b>	<b>Aye</b>
<b>Dr. Steve Abrams</b>	<b>Aye</b>	<b>Gary Wilson</b>	<b>Aye</b>
<b>Dr. Alan Marcotte</b>	<b>Aye</b>	<b>Glennis Zimmerman</b>	<b>Aye</b>
<b>Bob McGregor</b>	<b>Aye</b>		

**Motion carried.**

## **XII. Adjournment**

**With no other business to be considered, Chair Bazil declared the meeting adjourned at 8:10 p.m.**



**Tiffany Vollmer  
Board Clerk**