

**EAST CENTRAL COLLEGE  
BOARD OF TRUSTEES MEETING**

**Monday, February 4, 2019**

**CALL TO ORDER:** The regular meeting of the Board of Trustees was called to order at 5:30 p.m. by Board President Ann Hartley. Other Board members present for the meeting were Joseph Stroetker, Prudence Fink Johnson, Cookie Hays, Eric Park and Audrey Freitag. Also present were President of the College Jon Bauer; Administrators - Interim Vice President of Academic Affairs Robyn Walter, Vice President of External Relations Joel Doepker, and Vice President of Student Development Heath Martin; Other Staff – Executive Director of Institutional Effectiveness, Michelle Smith, Director of Financial Services Annette Moore, Director of Human Resources Wendy Hartmann, Director of Public Relations Jay Scherder, Director of the Rolla Campus Christina Ayres, Director of Financial Aid Karen Griffin, Developmental Education Director Michelle Branton, Purchasing Manager Melissa Popp, Director of Admissions J.C. Crane, Campus Life and Leadership Coordinator Courtney Henrichsen, Campus Police Officer Tommie Lowe, NEA President Tom Fitts, Faculty Association President Jenifer Goodson, Professional Staff President Jenny Kuchem, Classified Staff Association Vice President Kim Aguilar, Student Government Association (SGA) President Gwen Minks, SGA Recording Officer Josh German, SGA Vice President Juanita Ziegler and Executive Assistant to the President Bonnie Gardner.

**RECOGNITION OF GUESTS:** Mr. Scherder introduced Amanda Postma from the *Missourian*, and Ali Rafferty and Evan Stewart from Thompson Coburn.

**PUBLIC COMMENT:** There were no public comments.

**APPROVAL OF AGENDA:** Each item on the consent agenda shall be deemed to have been duly approved with the same validity as if each action were separately moved, seconded and adopted.

**Motion:** To **approve** the agenda for the February 4, 2019 meeting of the Board of Trustees.

*Motion by Audrey Freitag; Seconded by Joseph Stroetker; Carried Unanimously*

**\*APPROVAL OF MINUTES:** The Board approved the minutes of the December 3, 2018 regular meeting of the Board of Trustees, the December 13, 2018 and January 15, 2019 special meetings of the Board of Trustees, and the January 17, 2019 Board of Trustees Workshop.

**TREASURER’S REPORT AND FINANCIAL REPORT:** Dr. Bauer reviewed the financial statements.

**Motion:** To **approve** the treasurer’s report, the financial report and the payment of bills subject to the annual audit.

*Motion by Prudence Fink Johnson; Seconded by Cookie Hays; Carried Unanimously*

**ACCEPTANCE OF BID:** Dr. Bauer indicated the computer purchase is from the state contract and funded with technology fees.

**Motion:** To **approve** the purchase of 44 Dell PCs and monitors for the Nursing program from the state negotiated purchasing contract at a cost of \$32,166.64 to be funded from the technology fees budget.

*Motion by Prudence Fink Johnson; Seconded by Eric Park; Carried Unanimously*

**BANK RESOLUTION – JOHNSON CONTROLS PROJECT:** Dr. Bauer reminded the Board that approval was given in January for the terms of financing for phase 2 of the project to replace HVAC equipment. Thompson Coburn, the college’s bond counsel, has prepared all the documents necessary to close the loan, and the resolution presented is needed to finalize approval. Ms. Rafferty noted that the bank qualified nature of the obligation allows the college to receive preferred financing rates since the interest earned by the bank is exempt from federal taxation.

**Motion:** To **approve** a resolution finalizing the United Bank of Union financing for phase two of the Johnson Controls Energy Management Project.

*Motion by Eric Park; Seconded by Joseph Stroetker; Carried Unanimously*

**TUITION AND GENERAL FEES:** Dr. Bauer noted that several members from the subgroup of the Budget Committee responsible for reviewing tuition and fees were present at the meeting. The recommendation presented is for a tuition increase of just over ten percent as well as a net increase of \$3 per credit hour for general fees. The tuition and fees subgroup worked hard to address tuition and fees early so that the rates can be finalized before registration begins in March. They reviewed tuition and fees from the community colleges across the state and tried to balance an increase with reductions in expenditures that will need to occur to achieve a balanced budget. Dr. Bauer felt the recommendation was prudent and continues to keep costs below the Pell threshold.

**Motion:** To **approve** an increase in tuition and general fees for academic year 2019-2020 as outlined below:

	<b>Tier 1 Current</b>	<b>Tier 1 Recommended</b>	<b>Tier 2 Current</b>	<b>Tier 2 Recommended</b>
<b>In-District</b>	\$ 85.00	\$ 94.00	\$104.00	\$115.00
<b>Out-of-District</b>	\$122.00	\$135.00	\$150.00	\$165.00
<b>Out-of-State</b>	\$181.00	\$200.00	\$223.00	\$246.00
<b>International</b>	\$186.00	\$205.00	\$239.00	\$263.00
<b>Dual Credit</b>	\$ 42.50	\$ 47.00		
<b>Dual Enrollment</b>	\$ 42.50	\$ 47.00		

	<b>Current Fees</b>	<b>Recommended Fees</b>
<b>Student Activity</b>	\$ 5.50	\$ 6.50
<b>Support Services</b>	\$ 3.50	\$ 3.50
<b>Technology</b>	\$ 5.00	\$ 4.00
<b>Facilities</b>	\$ 5.00	\$ 7.00
<b>Security</b>	\$ 4.00	\$ 5.00
<b>Total Fees</b>	\$23.00	\$26.00

*Motion by Joseph Stroetker; Seconded by Audrey Freitag*

A definition of Tier 1 and Tier 2 tuition was provided; most classes fall under the Tier 1 tuition rate with Tier 2 covering higher cost programs such as nursing and some technical programs. It was clarified that only program-related courses were charged the higher rate; all general education courses fall under Tier 1. Board members expressed concern that the increase was not enough to provide the necessary revenue to continue to offer high quality programs. Balancing with additional cuts may be difficult given the fact that many cuts have been made over the past several years. Dr. Bauer noted

that the increase was approached with the desire to be conservative and strike a balance between being affordable and being at the lower range of tuition compared to other community colleges. Board members indicated a preference to not be the least expensive at the cost of quality loss and suggested more information is needed regarding the expenditure reductions that will be required before a tuition rate is set.

**Motion:** To **table** discussion and action on an increase in tuition and general fees for discussion and a new recommendation at the March meeting.

*Motion by Eric Park; Seconded by Prudence Johnson; Carried Unanimously*

**COURSE FEES:** Dr. Bauer noted that the recommended fees are attached to specific courses as opposed to the previous discussion regarding general fees charged to all students. These fees represent direct costs or pass through fees for expenditures related to the course. A comprehensive revision of course fees occurred last year; this recommendation is a refinement of some of the fees as recommended by division chairs and faculty teaching the courses based on changes in curriculum and/or increases in “pass through” fees. These fees will be reviewed and presented for approval annually.

**Motion:** To **adopt** the schedule of course fees for academic year 2019-2020 as listed in the attached memorandum.

*Motion by Eric Park; Seconded by Cookie Hays; Carried Unanimously*

**PROPOSED NEW POLICY: BEHAVIORAL INTERVENTION TEAM:** Vice President Martin noted that a Behavioral Intervention Team (BIT) has been functioning for some time and the recommended policy is to codify what is being done and ensure something is in place permanently. The Shared Governance Council has reviewed and recommended the policy which expands the BIT to become a cross functional group. Dr. Bauer noted no action is needed at this time; the policy is presented for review and will be brought back for approval in March.

**\*PERSONNEL:** The Board **approved** the appointment of Mary Bonine as Biology Instructor with a nine-month salary of \$51,652 effective January 8, 2019 and modifications to the adjunct faculty roster for Spring 2019 as outlined on the attached memorandum. There was no recommendation for the Director of Early College Programs position.

**BOARD PRESIDENT’S REPORT:** Ms. Hartley noted that the Future Summit was a wonderful opportunity for input attended by 187 faculty, staff and community members with 75 external stakeholders participating. The Strategic Planning Committee has broken into six teams that will be further exploring ideas generated at the Summit.

## **REPORTS:**

- A. FACULTY ASSOCIATION REPORT:** Faculty Association President Jenifer Goodson reported there was positive feedback from the faculty who participated in the Future Summit. Several faculty have recently attended conferences related to their fields. Tom Fitts has been appointed to the Meramec Ambulance District Board of Directors. Feedback regarding ECC faculty and services has been collected from approximately 30 students and is being shared on Facebook, Instagram and Twitter.

- B. ECC-NEA REPORT:** NEA President Tom Fitts reported that Leigh Kolb has been appointed NEA vice president following the retirement of Linda Follis in December. Negotiation sessions have begun.
- C. PROFESSIONAL STAFF ASSOCIATION REPORT:** Professional Staff Association President Jenny Kuchem reported 1,200 students have completed the FAFSA for the 2019-20 academic year. The Career and Transfer Fair will be held on February 25 in collaboration with the Health and Science Department job fair. Staff have completed a cross-platform communication plan to ensure students will have all the necessary information for completing the registration process in a timely manner. Staff have also been providing financial aid presentations at area high schools.
- D. CLASSIFIED STAFF ASSOCIATION (CSA) REPORT:** Classified Staff Vice President Kim Aguilar reported the association's spring fundraiser will be a raffle of gift card trees.
- E. STUDENT GOVERNMENT ASSOCIATION:** SGA President Gwen Minks reported the students enjoyed participating in the Future Summit and will be participating in strategic planning focus groups later in February. Upcoming events include the February 7 blood drive and possibly a Cinderella's Closet event that will allow area high school girls to select dresses and accessories for prom. The Scholar Bowl team won sectionals and will be participating in nationals in Florida.

**PRESIDENT'S REPORT:** Dr. Bauer expressed appreciation to Angie Siebert for a successful Friends of the Foundation event which was held at the Union Memorial Auditorium, where the college began in 1969.

The Board was provided a written mid-year update on progress toward the president's goals. Dr. Bauer shared highlights as follows:

- Enrollment – Vice President Martin has done great work in establishing weekly enrollment goals. First-time students have increased in fall and spring; fall to spring retention has also increased. Enrollment continues to be priority.
- Budget –Budget Committee work has been a priority. Subgroups are looking at institutional scholarships, alternative revenue sources, staffing, auxiliary services and travel policies. All budget suggestions from the campus have been evaluated and assigned to a subgroup. This process will be ongoing to provide a broad look at the budget.
- Strategic Plan – Plan development is well under way, and the tri-chairs are doing a wonderful job leading the process. The committee is large and broad-based. The timeline calls for completion of the plan during the summer with a rollout to the campus during the August in-service week.
- Higher Learning Commission (HLC) - Focus continues on preparation for the HLC site visit late this year. Assessment work is ongoing and the HLC advisory committee has been reformed to oversee preparation for the visit and the initiative work. Vice President Walter is the HLC liaison officer and keeps in contact with the HLC staff liaison, who has been very encouraging regarding ECC's work.
- Communication – A variety of communication efforts are ongoing including weekly updates from the president and periodic updates from the vice presidents. Efforts are being made to highlight successes of students, faculty and staff through social media and traditional media. The work of the administrative team has been very positive for the institution.

- Employee Engagement – The Chronicle survey will be administered in March. The Shared Governance Council has reviewed a mid-year update on work done to address findings from the last survey; this will be distributed soon.

**ADJOURNMENT:**

**Motion:** To adjourn the December 3, 2018 public Board of Trustees meeting at 6:38 p.m.

*Motion by Joseph Stroetker; Seconded by Eric Park; Carried Unanimously.*

---

President, Board of Trustees

---

Secretary, Board of Trustees

## RESOLUTION

The undersigned, being the officer identified below of The Junior College District of East Central Missouri (the “**Lessee**”), hereby certifies that the following is a true and correct copy of a resolution adopted by the governing body of the Lessee at a meeting duly held on February 4, 2019.

\* \* \* \*

**WHEREAS**, the Lessee is a political subdivision duly organized under the constitution and laws of the State of Missouri; and

**WHEREAS**, it is hereby determined that a true and real need exists for the acquisition and installation of certain equipment in the Lessee’s school buildings and facilities designed to reduce energy consumption or operating costs, (the “**Equipment**”); and

**WHEREAS**, it is necessary and desirable and in the best interest of the Lessee to enter into an Equipment Lease Purchase Agreement dated February 12, 2019 (the “**Agreement**”), between the Lessee and **UNITED BANK OF UNION**, a Missouri corporation (the “**Lessor**”), and certain related documents, for the purposes described therein, including the leasing of the Equipment;

**NOW, THEREFORE, BE IT RESOLVED, BY THE JUNIOR COLLEGE DISTRICT OF EAST CENTRAL MISSOURI AS FOLLOWS:**

**Section 1.** The Agreement, in substantially the same form as presented to this meeting, and the terms and performance thereof are hereby approved, and the President of the Lessee is hereby authorized to execute and deliver the Agreement on behalf of the Lessee, with such changes therein as shall be approved by such officer, such approval to be conclusively evidenced by such officer’s execution thereof.

**Section 2.** The Energy Contract dated February 6, 2017 as modified by the Change Order dated January 15, 2019 (collectively, the “**Energy Contract**”), between the Lessee and Johnson Controls, Inc., in substantially the same form as presented at a prior meeting of the governing body of the Lessee, and the terms and performance thereof is hereby approved and ratified, and a duly authorized officer of the Lessee is hereby authorized to execute and deliver the Energy Contract on behalf of the Lessee, with such changes therein as shall be approved by such officer, such approval to be conclusively evidenced by such officer’s execution thereof.

**Section 3.** The Lessee shall, and the officers, agents and employees of the Lessee are hereby authorized and directed to take such further action and execute such other documents, certificates and instruments as may be necessary or desirable to carry out and comply with the intent of this Resolution, to carry out, comply with and perform the duties of the Lessee with respect to the Agreement and the Energy Contract.

**Section 5.** The Lessee has made certain capital expenditures in connection with the acquisition of the Equipment prior to the date hereof, and the Lessee expects to make additional capital expenditures in connection with the acquisition of the Equipment in the future. The Lessee intends to reimburse itself for all or a portion of such expenditures, to the extent permitted by law, with the proceeds of the Agreement or other tax-exempt obligations to be delivered by the Lessee. The maximum principal amount of the Agreement or other tax-exempt obligations expected to be delivered for the Equipment is not expected to exceed \$2,000,000.

**Section 6.** This Resolution shall take effect and be in full force immediately after its adoption by the governing body of the Lessee.

\* \* \*

I further certify that the foregoing resolution has not been modified, amended or repealed and is in full force and effect as of the date hereof.

**WITNESS** my hand this 4<sup>th</sup> day of February, 2019.

THE JUNIOR COLLEGE DISTRICT  
OF EAST CENTRAL MISSOURI

By: \_\_\_\_\_

Name: Ann Hartley

Title: President, Board of Trustees

(Seal)

ATTEST:

\_\_\_\_\_  
Name: Cookie Hays

Title: Secretary, Board of Trustees



**BOARD MEMORANDUM**

TO: Dr. Jon Bauer  
 DATE: January 28, 2019  
 FROM: Office of Academic Affairs  
 RE: Course Fee Schedule for AY 2019/20

This memorandum serves as a recommendation for the Board of Trustees to adopt the course fee schedule listed below for the 2019/20 academic year.

<b>Nursing and Allied Health Course Fees</b>					
<b>CHANGES</b>	<b>Department</b>	<b>Sec Name</b>	<b>Sec Short Title</b>	<b>New Fee</b>	<b>Old Fee</b>
	Certified Medical Assistant	MDA*100	Medial Asst Externship Prep	\$125	\$100
		MDA*113	Clinical Procedures	\$100	\$50
		MDA*213	Medical Laboratory Procedures	\$100	\$50
	Emergency Med Services	EMS*101	BLS/Hlthcare Providers	\$25	\$15
		EMS*102	Heartsaver First Aid	\$25	\$15
	Nursing	NUR*102	Fund Nursing Lab	\$725	\$615
		NUR*103	Successful Transitions in Nursing	\$150	\$120
		NUR*132	Nursing of Adults & Child I Lab	\$375	\$205
		NUR*202*	Nursing Adults & Child II Lab - Bridge Sec	\$725	\$615
		NUR*202	Nursing Adults & Child II Lab	\$375	\$265
		NUR*232	Nursing of Adults & Child III Lab Bridge Sec	\$375	\$265
		NUR*232	Nursing of Adults & Child III Lab	\$375	\$265
		Nursing	Program Admission Fee	\$125	\$100
		Nursing	Program Application Fee	\$25	\$15
	Occupational Therapy	OTA*204	Found Occupational Therapy	\$52	\$50
		OTA*204	Found Occupational Therapy	\$186	\$174
		OTA*205	Med Conditions Occup Therapy	\$52	\$50
		OTA*205	Med Conditions Occup Therapy	\$186	\$174
		OTA*212	Analysis of Occupations	\$52	\$50
		OTA*212	Analysis of Occupations	\$186	\$174
		OTA*215	Mental Hlth&psychosocial Pract	\$52	\$50
		OTA*215	Mental Hlth&psychosocial Pract	\$186	\$174
		OTA*252	Functional Kinesiology	\$52	\$50
		OTA*252	Functional Kinesiology	\$186	\$174
		OTA*254	Physical Disabilities Practice	\$52	\$50
		OTA*254	Physical Disabilities Practice	\$186	\$174
		OTA*257	Community Practice	\$52	\$50
		OTA*257	Community Practice	\$186	\$174
		OTA*258	Ethics, Mgt & Leadership	\$52	\$50
		OTA*258	Ethics, Mgt & Leadership	\$186	\$174

## Nursing and Allied Health Course Fees, Cont.

	Department	Sec Name	Sec Short Title	New Fee	Old Fee
<b>CHANGES</b>		OTA*259	Professional Skills	\$52	\$50
		OTA*259	Professional Skills	\$186	\$174
		OTA*290	Level II Fieldwork A	\$52	\$50
		OTA*290	Level II Fieldwork A	\$186	\$174
		OTA*295	Level II Fieldwork B	\$52	\$50
		OTA*295	Level II Fieldwork B	\$186	\$174
<b>UNCHANGED</b>	Emergency Med Services	EMS*104	ACLS (Adv Cardiac Life Supp)		\$150
<b>CURRENT FEES</b>		EMS*105	Pre-Hospital Trauma Life Supp		\$150
		EMS*109	Emer Medical Tech Clinical		\$28
		EMS*110	Emergency Medical Tech Lec		\$70
		EMS*122	Intro Paramedic Tech Clinical		\$28
		EMS*131	Pediatric Adv Life Support		\$150
		EMS*152	Paramedic 1		\$75
		EMS*161	Paramedic 2 Clinical		\$28
		EMS*161	Paramedic 2 Clinical		\$75
		EMS*202	Paramedic 3 Clinical		\$75
		EMS*202	Paramedic 3 Clinical		\$28
		EMS*211	Paramedic 4 Clinical		\$75
		EMS*211	Paramedic 4 Clinical		\$28
	Emergency Med Services	EMS*221	Paramedic 5 Clinical		\$75
		EMS*221	Paramedic 5 Clinical		\$28
		EMS*231	Paramedic 6		\$28
		EMS*270	I.S.-EMT		\$28
		EMS*275	Paramedic Fld Intern Contin		\$28
	Certified Medical Assistant	MDA*101	Administrative Procedures		\$100
		MDA*222	Prog Capstone-Md Assist Review		\$125

## Career and Technical Education Course Fees

<b>UNCHANGED</b>	Department	Sec Name	Sec Short Title	New Fee	Old Fee
<b>CURRENT FEES</b>	Computer Info Systems	CIS*151	Network I (Cisco)		\$20
		CIS*152	Network II (Cisco)		\$20
	Culinary	CUL*101	Kitchen Fundamentals		\$60
		CUL*103	Basic Culinary Mthds & Tech		\$60
		CUL*105	Culinary Competition I		\$60
		CUL*106	Culinary Competition II		\$60
		CUL*107	Culinary Competition III		\$60
		CUL*111	Fundamentals of Baking		\$60
		CUL*112	Concept Planning & Nutr Menus		\$60
		CUL*113	Interm Culinary Methods&Tech		\$60
		CUL*114	Dining Room Mgt&Table Serv		\$60
		CUL*115	Survey Rstrt Cuisine & Cooking		\$60
		CUL*212	Meat & Fish ID & Fabrication		\$60
		CUL*214	Garde Manger		\$60
		CUL*215	Elements of Banquet&Catering		\$60
		CUL*221	International Cooking		\$60
		CUL*223	Beverage Management		\$60
		CUL*224	Adv Culinary & Rest Operations		\$60
		CUL*229	Culinary Arts Comprehensive		\$60

## Career and Technical Education Course Fees, Cont.

UNCHANGED CURRENT FEES	Department	Sec Name	Sec Short Title	New Fee	Old Fee
	Culinary	CUL*242	Adv Baking & Confections		\$60
		CUL*229	Culinary Arts Comprehensive		\$35
		CUL*229	Culinary Arts Comprehensive		\$90
	Health Info Management	HIM*100	Prof Practice Exper (PPE)Prep		\$100
	HVAC/R	HVC*103	Refrig Recov/EPA Cert		\$35
		HVC*104	Refrigerant A/C Install I		\$25
		HVC*105	Forced Air Heating I		\$25
		HVC*106	Heating and Equip Install I		\$25
		HVC*170	Intro to Refrigeration Lab		\$10
		HVC*172	Systems & Components Lab		\$10
		HVC*174	App Elect Fund Lab		\$10
		HVC*204	Refrigerant A/C Install II		\$25
		HVC*205	Forced Air Heating II		\$25
		HVC*206	Heating & Equip Install II		\$25
		HVC*251	Commercial Chilled Water Appl		\$25
		HVC*295	HVAC Capstone II		\$15
	Industrial Engineering	IND*112	Industrial Power Systems Lab		\$10
		IND*152	Industrial Electricity Lab		\$10
		IND*163	Indus&Control Sys Wiring		\$25
		IND*173	Process & Control Systems Lab		\$25
		IND*174	Maintenance Welding		\$350
		IND*213	Maintenance Practices		\$15
		IND*215	Motor Controls		\$15
		IND*217	Indus Systems Trblshooting		\$20
		IND*221	PLC-Program Logic Controllers		\$20
		IND*231	Advanced PLC		\$20
	Precision Machining	PRS*103	Print Reading and Design		\$35
		PRS*112	Intro CNC Mill&Lathe Lab		\$25
		PRS*121	Machine Tool 1 Lec		\$96
		PRS*122	Machine Tool I Lab		\$25
		PRS*123	Machine Tool 2 Lec		\$56
		PRS*124	Machine Tool 2 Lab		\$25
		PRS*141	CNC Lathe Lec		\$56
		PRS*142	CNC Lathe Lab		\$25
		PRS*201	Machine Tool 3 Lec		\$56
		PRS*202	Machine Tool 3 Lab		\$25
		PRS*211	CNC 2 Mill Lec		\$56
		PRS*212	CNC 2 Mill Lab		\$25
		PRS*218	Solidworks		\$10
		PRS*231	Machine Tool 4 Lec		\$28
		PRS*232	Machine Tool 4 Lab		\$25
		PRS*241	Machining Capstone Lec		\$25
		PRS*242	Machining Capstone Lab		\$25
	Welding	WLD*102	Welding I Lab (Intro)		\$250
		WLD*102	Welding I Lab (Intro)		\$20
		WLD*112	Welding II Lab (All Position SMAW)		\$250
		WLD*112	Welding II Lab (All Position SMAW)		\$20
		WLD*122	Wldg III Lab -(Adv. SMAW)		\$20

## Career and Technical Education Course Fees, Cont.

UNCHANGED CURRENT FEES	Department	Sec Name	Sec Short Title	New Fee	Old Fee
		WLD*132	Welding IV Lab GMAW		\$250
		WLD*132	Welding IV Lab GMAW		\$20
		WLD*133	Wldg VI (Blueprint Rdg)		\$250
		WLD*202	Welding V Lab GTAW		\$250
		WLD*202	Welding V Lab GTAW		\$20
		WLD*212	Welding VII Lab Pipe Wldg		\$20
		WLD*213	Welding VIII(Adv Grad Proj)		\$20

## Instruction Course Fees

CHANGES	Department	Sec Name	Sec Short Title	New Fee	Old Fee
	Art	ART*135	Illustration I	\$10	\$60
		ART*215	Printmaking-Relief	\$40	\$60
		ART*216	Printmaking-Intaglio	\$40	\$60
		ART*241	Advanced Painting	\$10	\$60
	Biology	BIO*205	Microbiology for Allied Health	\$50	\$25
	Chemistry	CHM*105	Intro to Chemistry	\$20	\$15
	Education	EDU*115	Child Hlth, Nurti&Safety	\$60	\$50
		EDU*203	Educational Technology	\$60	\$130
		EDU*212	Teaching Prof/Field Experience	\$10	\$32
	Music	MUC*102	Mus Theo I (Written)	\$25	\$30
		MUC*104	Mus Theo II (Written)	\$25	\$30
		MUC*202	Mus Theo III (Written)	\$25	\$30
		MUC*204	Mus Theo IV (Written)	\$25	\$30
		MUE*105	College Choir I	\$10	\$25
		MUE*106	College Choir II	\$10	\$25
		MUE*107	College Choir III	\$10	\$25
		MUE*205	College Choir IV	\$10	\$25
		MUE*206	College Choir V	\$10	\$25
		MUE*207	College Choir VI	\$10	\$25
		MUE*111	Vocal Jazz Ensemble I	\$10	\$25
		MUE*112	Vocal Jazz Ensemble II	\$10	\$25
		MUE*113	Vocal Jazz Ensemble III	\$10	\$25
		MUE*211	Vocal Jazz Ensemble IV	\$10	\$25
		MUE*212	Vocal Jazz Ensemble Advanced	\$10	\$25
		MUE*115	College Band I	\$10	\$25
		MUE*116	College Band II	\$10	\$25
		MUE*117	College Band III	\$10	\$25
		MUE*215	College Band IV	\$10	\$25
		MUE*216	College Band Advanced Skills	\$10	\$25
		MUE*121	Jazz Band I	\$10	\$25
		MUE*122	Jazz Band II	\$10	\$25
		MUE*123	Jazz Band III	\$10	\$25
		MUE*221	Jazz Band IV	\$10	\$25
		MUE*222	Jazz Band Advanced Skills	\$10	\$25
		MUE*125	Jazz Combo I	\$10	\$25
		MUE*126	Jazz Combo II	\$10	\$25
		MUE*127	Jazz Combo III	\$10	\$25

## Instruction Course Fees, Cont.

<b>CHANGES</b>	<b>Department</b>	<b>Sec Name</b>	<b>Sec Short Title</b>	<b>New Fee</b>	<b>Old Fee</b>
		MUE*225	Jazz Combo IV	\$10	\$25
		MUE*226	Jazz Combo Advanced Skills	\$10	\$25
		MUE*145	Percussion Ensemble I	\$10	\$25
		MUE*146	Percussion Ensemble II	\$10	\$25
		MUE*147	Percussion Ensemble III	\$10	\$25
		MUE*245	Percussion Ensemble IV	\$10	\$25
		MUE*246	Percussion Ensemble Advanced Skills	\$10	\$25
		MUE*135	String Ensemble I	\$10	\$25
		MUE*136	String Ensemble II	\$10	\$25
		MUS*101	Music Appreciation	\$10	\$30
		MUS*151	World Music	\$10	\$30
		MUS*154	Music Appreciation Age of Rock and Roll	\$0	\$30
		MUS*155	Jazz Appreciation	\$0	\$30
		MUS*171	Music History from 1800	\$10	\$30
		MUS*172	Music History to 1800	\$10	\$30
<b>UNCHANGED</b>	Biology	BIO*110	General Ecology		\$10
<b>CURRENT FEES</b>		BIO*111	Gen Biology Lec & Lab		\$50
		BIO*121	Prin of Biology I Lec & Lab		\$20
		BIO*122	Prin of Biology II Lec & Lab		\$50
		BIO*151	Intro to Hum Anat&Psys Lec&Lab		\$40
		BIO*206	Hum Anat&Phys I Lec & Lab		\$10
		BIO*207	Hum Anat&Phys II Lec & Lab		\$50
	Chemistry	CHM*106	Chemistry for Health Sciences		\$15
		CHM*111	Gen Chemistry I Lec & Lab		\$30
		CHM*112	Gen Chemistry II Lec & Lab		\$50
	Geology	GEO*102	Intro Phys Geo Lab		\$40
	Physics	PHY*104	Intro to Physics Lect&Lab		\$20
		PHY*110	Survey of Phys Sci Lec & Lab		\$25
		PHY*212	Gen Physics I Lab		\$10
		PHY*222	Gen Physics II Lab		\$50
	Physical Education	PED*000	Fitness Center Orientation		\$15
	Art	ART*118	Photography I		\$40
		ART*119	Photography II		\$40
		ART*121	Digital Design		\$15
		ART*125	Design I: Two Dimensional Dsgn		\$10
		ART*126	Design II: Color Theory		\$10
		ART*128	Drawing I		\$10
		ART*129	Drawing II		\$10
		ART*131	Figure Drawing I		\$30
		ART*132	Figure Drawing II		\$30
		ART*231	Figure Drawing III		\$30
		ART*141	Painting I		\$10
		ART*142	Painting II		\$10
		ART*145	Watercolor I		\$10
		ART*146	Watercolor II		\$10
		ART*148	Ceramics I:Handbldg&Surfaces		\$30
		ART*149	Ceramics II:Throwing & Glaze		\$30

## Instruction Course Fees, Cont.

UNCHANGED CURRENT FEES	Department	Sec Name	Sec Short Title	New Fee	Old Fee
		ART*170	Typography		\$15
		ART*171	Digital Photography		\$25
		ART*218	Advanced Photography		\$40
		ART*228	Drawing III		\$10
		ART*229	Advanced Drawing		\$10
		ART*231	Figure Drawing III		\$30
		ART*232	Adv. Figure Drawing		\$30
		ART*245	Watercolor III		\$10
		ART*248	Advanced Ceramics		\$30
		ART*251	Design III: Three Dimen Dsgn		\$10
		ART*255	Design IV: Adv. Problems		\$15
		ART*261	Package Design		\$15
		ART*262	Page Design & Layout		\$15
	Graphic Design	GDN*218	Page Design & Layout		\$15
	Multi Media Design	MMD*222	Digital Photography		\$25
	Music	All applied music classes are charged \$225 instructor fee, All voice courses are charged an additional \$60 accompanist			
		MUA*101	Applied Voice I		\$225
		MUA*101	Applied Voice I		\$60
		MUA*102	Applied Voice II		\$225
		MUA*102	Applied Voice II		\$60
		MUA*103	Applied Voice III		\$225
		MUA*103	Applied Voice III		\$60
		MUA*111	Applied Instrument I		\$225
		MUA*112	Applied Instrument II		\$225
		MUA*113	Applied Instrument III		\$225
		MUA*115	Applied Woodwind I		\$225
		MUA*116	Applied Woodwind II		\$225
		MUA*117	Applied Woodwind III		\$225
		MUA*121	Applied Low Brass I		\$225
		MUA*122	Applied Low Brass II		\$225
		MUA*123	Applied Low Brass III		\$225
		MUA*125	Applied High Brass I		\$225
		MUA*126	Applied High Brass II		\$225
		MUA*127	Applied High Brass III		\$225
		MUA*131	Applied Piano I		\$225
		MUA*132	Applied Piano II		\$225
		MUA*133	Applied Piano III		\$225
		MUA*141	Applied Guitar I		\$225
		MUA*142	Applied Guitar II		\$225
		MUA*143	Applied Guitar III		\$225
		MUA*145	Applied Percussion I		\$225
		MUA*146	Applied Percussion II		\$225
		MUA*147	Applied Percussion III		\$225
		MUA*201	Applied Voice IV		\$225
		MUA*201	Applied Voice IV		\$60
		MUA*202	Applied Voice V		\$225
		MUA*202	Applied Voice V		\$60

**Instruction Course Fees, Cont.**

<b>UNCHANGED</b>	<b>Department</b>	<b>Sec Name</b>	<b>Sec Short Title</b>	<b>New Fee</b>	<b>Old Fee</b>
<b>CURRENT FEES</b>	Music	MUA*203	Applied Voice Advanced Skills		\$225
		MUA*203	Applied Voice Advanced Skills		\$60
		MUA*211	Applied Instrument IV		\$225
		MUA*212	Applied Instrument V		\$225
		MUA*213	Applied Instrument Advanced		\$225
		MUA*215	Applied Woodwind IV		\$225
		MUA*216	Applied Woodwind V		\$225
		MUA*217	Applied Woodwind Advanced		\$225
		MUA*221	Applied Low Brass IV		\$225
		MUA*222	Applied Low Brass V		\$225
		MUA*223	Applied Low Brass Advanced		\$225
		MUA*225	Applied High Brass IV		\$225
		MUA*226	Applied High Brass V		\$225
		MUA*227	Applied High Brass Advanced		\$225
		MUA*231	Applied Piano IV		\$225
		MUA*232	Applied Piano V		\$225
		MUA*233	Applied Piano Advanced		\$225
		MUA*241	Applied Guitar IV		\$225
		MUA*242	Applied Guitar V		\$225
		MUA*243	Applied Guitar Advanced		\$225
		MUA*245	Applied Percussion IV		\$225
		MUA*246	Applied Percussion V		\$225
		MUA*247	Applied Percussion Advanced		\$225
	Theatre	THE*101	Theatre Appreciation		\$40



**Interoffice Memo**

TO: Dr. Jon Bauer  
DATE: January 23, 2019  
FROM: Office of Academic Affairs  
RE: Adjunct Addendum for Spring Semester 2019

Please approve the following adjunct addendum for Spring semester 2019.

**ADDITIONS**

**Nursing and Allied Health**

Dan Manhart, EMT  
Junette Owens, Nursing  
Becky Raterman, Nursing  
Heather Sluis, Nursing

**Humanities and Fine Arts**

Patience Fleer, Music

**Social Science**

Jennifer Rivera, Geology

**DELETIONS**

**Math/Engineering/Science**

Tiffany Atherton, Biology  
Ray Cousins, Chemistry

**Humanities and Fine Arts**

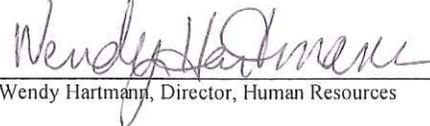
Melissa Dereberry, English

**Social Sciences**

William McKenzie, Psychology

Approval:

 1/24/19  
Robyn Walter, Vice President, Academic Affairs Date

 1/25/19  
Wendy Hartmann, Director, Human Resources Date