

JUNIOR COLLEGE DISTRICT OF EAST CENTRAL MISSOURI
BOARD OF TRUSTEES MEETING
Monday, January 29, 2024

CALL TO ORDER: The regular meeting of the Board of Trustees was called to order at 5:29 p.m. by Board President Ann Hartley. Other Board members present for all or parts of the meeting were Joseph Stroetker, Eric Park, Cookie Hays, Prudence Johnson, and Audrey Freitag. Also present were President of the College Jon Bauer; Administrators – Vice President of Academic Affairs Robyn Walter, Vice President of External Relations Joel Doepker, Vice President of Finance and Administration DeAnna Cassat, and Vice President of Student Development Sarah Leassner; Faculty – ECC-NEA Vice President Katie Holtmeyer, Faculty Association President Reg Brigham, and Assistant Professor of Education Greg Stotler; Other Staff – Human Resources Director Carrie Myers, Director of Communications & Marketing Gregg Jones, Rolla Campus Director Christina Ayres, Foundation Executive Director Bridgette Kelch, Executive Director of Institutional Effectiveness Michelle Smith, Director of Institutional Research Bethany Lohden, Campus Resource Officer Todd Schlitt, Professional Staff Association President Carson Mowery, and Executive Assistant to the President Bonnie Gardner; Students – Student Government Association President August Haddad.

RECOGNITION OF GUESTS: Gregg Jones recognized J.T. Hardy, Board candidate from Sub-district one. Chris Parker from the *Missourian* was also present via Zoom.

PUBLIC COMMENT: There was no public comment.

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 January 29, 2024, meeting of the Board of Trustees.
Motion by Eric Park; Seconded by Cookie Hays; Carried Unanimously

***APPROVAL OF MINUTES:** The Board approved the minutes of the December 4, 2023, regular meeting of the Board of Trustees.

TREASURER’S REPORT AND FINANCIAL REPORT: Vice President DeAnna Cassat reviewed the financial statements as of December 31, 2023. She noted that state revenues are up over last year and reminded the Board that last year’s property tax revenue lagged other years due to the extension for payment by Franklin County.

Motion: To **approve** the treasurer’s report, the financial report, and the payment of bills subject to the annual audit.
Motion by Eric Park; Seconded by Prudence Johnson; Carried Unanimously

BIDS: Two proposals were received for elevator services. A committee interviewed both companies and recommended Century Elevator Services. Otis Elevator has the current contract; however, there has been a noticeable decrease in availability and customer service. Vice President DeAnna Cassat noted that the service contract encompasses preventative maintenance and inspections. The additional charge for service calls will apply if there is a need for repairs. The contract is a one-year term with three renewals that will be brought to the Board annually. Each annual increase will not exceed four percent.

Motion: To **accept** the bid of Century Elevator Services, Inc., St. Louis, MO, for full-service elevator maintenance at an annual service fee of \$24,988 with the option of three one-year renewals not to exceed a 4% increase for each one-year term.

Motion by Cookie Hays; Seconded by Audrey Freitag; Carried Unanimously

Dr. Bauer stated that the College is in the last year of the current strategic plan. Eight proposals were received and reviewed by a committee; four firms were selected for interviews. The committee's consensus was that Campus Works is the best fit. The administrative team agreed that an outside firm provides value by keeping the process on track and assisting with garnering engagement from the entire campus as well as external constituents. The process will kick off in February. There will be broad engagement with the campus over the spring semester with a draft developed by the end of the semester for refinement over the summer. In August the draft will be shared for review and input. A final recommendation will be presented to the Board for adoption in October or November.

Motion: To **engage** Campus Works, Inc., Sarasota, FL, as the consultant for development of a new strategic plan at a cost of \$69,080 to be spread across fiscal years 2024 and 2025.

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

COURSE FEES: Vice President Robyn Walter noted that the deans and faculty review course fees each year and evaluate the need for an increase or decrease. These fees cover supplies or other materials unique to each course as well as specialized fees attached to a course such as drug testing or licensure testing. Some fees are being increased while others are being decreased; the overall change is an increase of less than \$1,000. In response to a Board member's question, Dr. Walter noted that conversations are occurring about incorporating fees into the tuition model.

Motion: To **approve** course fees for the 2024-2025 academic year as outlined in the memorandum attached to the agenda.

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

U.S.D.A. GRANT: Dr. Bauer indicated that the college has used the U.S.D.A. grant program for several years and it is very beneficial. A requirement of the application is formal authorization by the Board to apply.

Motion: To **approve** a resolution authorizing East Central College to apply to the United States Department of Agriculture (U.S.D.A.) Business Development Grant program to acquire funding to purchase equipment for the Emergency Medical Services program.

Motion by Prudence Johnson; Seconded by Audrey Freitag; Carried Unanimously

STUDENT OUTCOMES: Dr. Walter provided information on course success rates for the fall 2023 semester, noting that a student is counted for each course for which they enrolled and passed. The data shared does not yet include dual-credit students. The overall course success rate is 81.5%, which is an increase of 0.8% from last fall. There has been improvement overall in each category (race, age, gender, Pell-eligible, and Veterans). However, the Pell-eligible students are still below the overall success rate. Over the last five years, ECC student success has continued to improve compared to the 12 Missouri community colleges and the 146 community colleges nationwide that participate in the National Benchmarking Project.

Retention of students from fall to spring was 81.5% overall. First-time full-time students are at the highest level of retention, 83.2%. Development student retention is at 75% and first-time part-time student retention is at 63.9%.

***PERSONNEL:** The Board **approved** the reclassification of the Assistant Network & Systems Manager position from support staff level 107 to professional staff level 205. The Board approved the appointments of Andrew Chitwood as Network & Systems Manager effective January 16, 2024, with an annual salary of \$71,867.85; Carson Mowery as Title III Program Coordinator effective January 1, 2024, with no change in salary; and Chad Wray as Assistant Network & Systems Manager effective February 1, 2024, with an annual salary of \$70,383.72. The Board also **accepted** the resignation of Heather Kleekamp, Associate Director of Financial Aid, effective February 9, 2024, and the retirements of nine staff and two faculty members who elected to participate in the retirement incentive as listed on the attached memorandum. The Board **approved** changes to the roster of adjunct faculty for the spring 2024 semester as listed in the attached memorandum.

BOARD PRESIDENT'S REPORT: Board President Ann Hartley reminded the group that all employees are members of MCCA and encouraged them to participate in the various standing councils of the association.

REPORTS:

- A. FACULTY ASSOCIATION REPORT:** Faculty Association President Reg Brigham reported that Katie Holtmeyer's book of poems was published recently. Faculty are working with Dr. Walter to expand the upward feedback process to include the deans. The professional development committee has implemented a Faculty of the Month program. Work is also underway to revitalize the Faculty Emeritus process. Faculty portfolios are due this week for those applying for rank.
- B. ECC-NEA:** NEA Vice President Katie Holtmeyer reported she has assumed the role of vice president following Tanner French's departure and that collective bargaining began earlier in the month.
- C. PROFESSIONAL STAFF ASSOCIATION REPORT:** PSA President Carson Mowery reported that Alice Whalen and Mary Eagan will be attending an Integrated Education and Training Advanced Design Camp sponsored by the U.S. Department of Education. The MyECC single sign-in launched this semester and appreciation was expressed to the advisors, learning center success coaches, Stephanie Hebert, and Andy Kolb for their work on this project.
- D. STUDENT GOVERNMENT ASSOCIATION REPORT:** SGA President August Haddad reported the students will be hosting a voter registration event on February 20 and special activities on April 8 from 12:30 – 2:30 p.m. for the solar eclipse.

PRESIDENT'S REPORT: Dr. Bauer reported that 26 presentations to local groups about the tax levy election have been scheduled to date. A one-page information sheet was provided to the Board, and employees have been provided with guidelines for discussing the election. Because the College is on the ballot for the levy issue, the candidates for the two Board seats will also be listed on the ballot and are running unopposed.

The fall semester concluded smoothly, and intersession was held online with more course offerings than last year. The spring semester is underway with first-day enrollment up about 2%. Dual credit

enrollment is lagging because the area schools lost days due to inclement weather. Census enrollment data will be reported in March.

Title III grant activities are underway. Carson Mowery was selected as the Title III Coordinator, and a steering committee is being formed. An overview of the activities for the year will be provided at the next Board meeting. Additional grant positions will be posted soon.

The budget is the top priority on the MCCA legislative agenda. Governor Parson's budget included a 3% increase in state aid. The colleges have been pushing for 5% plus an additional appropriation to bring community colleges in line with the four-year sector. The budget now goes to the House and then to the Senate. It is expected the House budget will be more conservative with a lower increase than proposed by the Governor. The budget includes \$3.25 million for the Rolla facility and a MoExcels project for Missouri S&T that includes funding for ECC as a partner in advanced manufacturing courses.

Work continues to identify an appropriate site for the new Rolla facility. An executive session will be needed later in the spring to discuss options for the site. The Rolla Advisory Committee met earlier in January and the process for joining the district as well as the advantages were discussed.

Dr. Bauer acknowledged employees retiring from the College and recognized Robyn Walter and DeAnna Cassat who have been selected as peer reviewers for the Higher Learning Commission. He also acknowledged employees who are chairing various MCCA councils: Robyn Walter, CAO group; DeAnna Cassat, CFO group; Sara Leassner, CSAO group; and Carrie Myers, HR directors.

ADJOURNMENT:

Motion: To **adjourn** the January 29, 2024, public meeting of the Board of Trustees at 6:42 p.m.

Motion by Prudence Johnson; Seconded by Audrey Freitag; Carried Unanimously

President, Board of Trustees

Secretary, Board of Trustees



BOARD MEMORANDUM

TO: Dr. Jon Bauer, College President
 DATE: January 24, 2024
 FROM: Office of Academic Affairs
 RE: Course Fee Schedule for AY 2024/2025

This memorandum serves as a recommendation for the Board of Trustees to adopt the course fee schedule listed below for the 2024/2025 academic year.

Division	Department	Section Number	Section Name	Current Fee	Purpose of Fee	AY25 Proposed Fee	Reason For Change
ARTSCI	Accounting	ACC*290	Program Capstone-Accounting	\$23	No fee	\$0	Student pays for cost in bookstore
ARTSCI	Agriculture	AGR*102	Introduction to Animal Science	\$40	Field Trip	\$40	no change
ARTSCI	Agriculture	AGR*210	Plant Science Lecture and Lab	\$50	Lab materials	\$50	no change
ARTSCI	Agriculture	AGR*220	Fundamentals of Soil Science	\$50	Lab kits, materials and small equipment	\$50	no change
ARTSCI	Art	ART*118	Photography I	\$40	Supplies & Chemicals	\$40	no change
ARTSCI	Art	ART*119	Photography II	\$40	Supplies & Chemicals	\$40	no change
ARTSCI	Art	ART*121	Digital Design	\$15	course supplies	\$15	no change
ARTSCI	Art	ART*125	Two Dimensional Design	\$10	matboard for project	\$10	no change
ARTSCI	Art	ART*128	Drawing I	\$10	paper cost	\$10	no change
ARTSCI	Art	ART*129	Drawing II	\$10	paper cost	\$10	no change
ARTSCI	Art	ART*131	Figure Drawing I	\$30	paper cost	\$30	no change
ARTSCI	Art	ART*132	Figure Drawing II	\$30	paper cost	\$30	no change
ARTSCI	Art	ART*135	Illustration I	\$10	paper cost	\$10	no change
ARTSCI	Art	ART*137	Graphic Design I	\$10	Printing Supplies	\$10	no change
ARTSCI	Art	ART*141	Painting I	\$10	supplies for demo	\$10	no change
ARTSCI	Art	ART*142	Painting II	\$10	supplies for demo	\$10	no change

Division	Department	Section Number	Section Name	Current Fee	Purpose of Fee	AY25 Proposed Fee	Reason For Change
ARTSCI	Art	ART*145	Watercolor I	\$10	supplies for demo	\$10	no change
ARTSCI	Art	ART*146	Watercolor II	\$10	supplies for demo	\$10	no change
ARTSCI	Art	ART*148	Ceramics:Handbldg&Surfaces	\$30	plaster, glaze, tools	\$50	Clay (new addition), plaster, glaze, tools
ARTSCI	Art	ART*149	Ceramics:Throwing & Glaze	\$30	plaster, glaze, tools	\$60	Clay (new addition), plaster, glaze, tools
ARTSCI	Art	ART*170	Typography	\$15	course supplies	\$15	no change
ARTSCI	Art	ART*215	Printmaking-Relief	\$40	Chemicals & Supplies	\$40	no change
ARTSCI	Art	ART*216	Printmaking-Intaglio	\$40	Chemicals & Supplies	\$40	no change
ARTSCI	Art	ART*228	Drawing III	\$10	paper cost	\$10	no change
ARTSCI	Art	ART*229	Advanced Drawing	\$10	paper cost	\$10	no change
ARTSCI	Art	ART*231	Figure Drawing III	\$30	Figure drawing paper	\$30	no change
ARTSCI	Art	ART*232	Adv. Figure Drawing	\$30	Figure drawing paper	\$30	no change
ARTSCI	Art	ART*241	Advanced Painting	\$10	paper cost	\$10	no change
ARTSCI	Art	ART*248	Advanced Ceramics	\$30	plaster, glaze, tools	\$60	Clay (new addition), plaster, glaze, tools
ARTSCI	Art	ART*251	Three Dimensional Design	\$10	paper cost	\$10	no change
ARTSCI	Art	ART*255	Professional Practices	\$0	course supplies	\$0	no change
CATECH	Automotive Technology	AUT*101	*Intro Auto Tech	\$125	Lab supplies	\$125	no change
CATECH	Automotive Technology	AUT*102	ASE Brakes	\$125	Lab supplies	\$125	no change
CATECH	Automotive Technology	AUT*141	ASE Suspension/Steering	\$125	Lab supplies	\$125	no change
CATECH	Automotive Technology	AUT*142	ASE Manual Drive	\$125	Lab supplies	\$125	no change
CATECH	Automotive Technology	AUT*151	Auto Transmission/Transaxle	\$125	Lab supplies	\$125	no change
CATECH	Automotive Technology	AUT*221	*ASE Electrical Systems	\$125	Lab supplies	\$125	no change
CATECH	Automotive Technology	AUT*222	*ASE Engine Performance	\$125	Lab supplies	\$125	no change
CATECH	Automotive Technology	AUT*223	*Heating & Air Conditioning	\$125	Lab supplies	\$125	no change

Division	Department	Section Number	Section Name	Current Fee	Purpose of Fee	AY25 Proposed Fee	Reason For Change
ARTSCI	Biology	BIO*109	General Zoology	\$10	Specimens & Supplies	\$20	Specimens and supplies used for zoology will be comparable to but less than what is used in BIO 122.
ARTSCI	Biology	BIO*110	General Ecology	\$10	Specimens & Supplies	\$10	no change
ARTSCI	Biology	BIO*111	Gen Biology Lec & Lab	\$50	Specimens & Supplies	\$50	no change
ARTSCI	Biology	BIO*121	Prin of Biology I Lec & Lab	\$20	Specimens & Supplies	\$20	no change
ARTSCI	Biology	BIO*122	Prin of Biology II Lec & Lab	\$50	Specimens & Supplies	\$50	no change
ARTSCI	Biology	BIO*151	Intro Hum Anat&Phys Lec&Lab	\$50	preserved specimens	\$50	no change
ARTSCI	Biology	BIO*205	Microbiology for Allied Health	\$50	Cultured Plates & Other supplies	\$50	no change
ARTSCI	Biology	BIO*206	Hum Anat&Phys I Lec & Lab	\$25	preserved specimens	\$25	no change
ARTSCI	Biology	BIO*207	Hum Anat&Phys II Lec&Lab	\$60	Consumables	\$60	no change
ARTSCI	Biology	BIO*208	General Microbiology Lec & Lab	\$50	Lab materials	\$50	no change
ARTSCI	Biology	BIO*280	Special Topics-Biology	\$50	preserved specimens	\$50	no change
ARTSCI	Biotechnology	BIT*101	Intro to Biotechnology Lec/Lab	\$75	Lab materials	\$75	no change
CATECH	Building Construction	BDC*110	*Building Construction I	\$100	Lab supplies	\$100	no change
CATECH	Building Construction	BDC*120	Building Construction II	\$100	Lab supplies	\$100	no change
CATECH	Building Construction	BDC*130	*Building Construction III	\$100	Lab supplies	\$100	no change
CATECH	Building Construction	BDC*140	Building Construction IV	\$100	Lab supplies	\$100	no change
CATECH	Building Construction	BDC*270	I.S.-Building Construction	\$100	Lab supplies	\$100	no change
CATECH	Building Construction	BDC*280	Spec Topics-Bldg Const	\$100	lab supplies	\$100	no change
ARTSCI	Business	BUS*290	Program Capstone-Business	\$33	No fee	\$0	Student pays for cost in bookstore
ARTSCI	Chemistry	CHM*104	Chemistry of Food Lab	\$50	Lab Materials	\$50	no change
ARTSCI	Chemistry	CHM*105	Intro to Chemistry	\$30	Lab Materials	\$30	no change
ARTSCI	Chemistry	CHM*106	Chem Hlth Sci Lec and Lab	\$30	Lab Materials	\$30	no change
ARTSCI	Chemistry	CHM*111	Gen Chemistry I Lec & Lab	\$30	lab materials	\$30	no change

Division	Department	Section Number	Section Name	Current Fee	Purpose of Fee	AY25 Proposed Fee	Reason For Change
ARTSCI	Chemistry	CHM*112	Gen Chemistry II Lec & Lab	\$50	Chemicals & Supplies	\$50	no change
ARTSCI	Chemistry	CHM*205	Organic Chemistry I Lec&Lab	\$50	Chemicals & Supplies	\$50	no change
ARTSCI	Chemistry	CHM*206	Organic Chem II Lec&Lab	\$50	Chemicals & Supplies	\$50	no change
CATECH	Computer Information Systems	CIS*121	Found of Management Information Systems	\$135	Cost of instructor, course materials, and certification testing	\$0	Industry certificate included with textbook
CATECH	Culinary	CUL*103	Basic Culinary Methods & Techniques	\$60	Food Supplies - course specific ingredients	\$60	no change
CATECH	Culinary	CUL*105	Culinary Competition I	\$60	Competition Related materials and consumables	\$60	no change
CATECH	Culinary	CUL*106	Culinary Competition II	\$60	Competition Related materials and consumables	\$60	no change
CATECH	Culinary	CUL*107	Culinary Competition III	\$60	Competition Related materials and consumables	\$60	no change
CATECH	Culinary	CUL*111	Fundamentals of Baking	\$60	Food Supplies - course specific ingredients	\$60	no change
CATECH	Culinary	CUL*114	Dining Room Management & Table Service	\$60	Food Supplies - course specific ingredients	\$60	no change
CATECH	Culinary	CUL*115	Intro to Table Service & Breakfast Cook	\$60	Food Supplies - course specific ingredients	\$60	no change
CATECH	Culinary	CUL*212	Meat & Fish ID & Fabrication	\$100	Food Supplies - course specific ingredients	\$100	no change
CATECH	Culinary	CUL*214	Garde Manger	\$100	Food Supplies - course specific ingredients	\$100	no change
CATECH	Culinary	CUL*215	Elements of Banquet&Catering	\$60	Food Supplies - course specific ingredients	\$0	Consumables are funded through events other then classroom lecture/lab
CATECH	Culinary	CUL*221	International Cooking	\$60	Food Supplies - course specific ingredients	\$60	no change
CATECH	Culinary	CUL*222	Advanced Culinary & Restaurant Operation	\$60	Food Supplies - course specific ingredients	\$60	no change
CATECH	Culinary	CUL*223	Beverage Management	\$60	Spirits supplies - consumables	\$60	no change
CATECH	Culinary	CUL*224	Advanced Baking & Confections	\$60	Food Supplies - consumables	\$60	no change
CATECH	Culinary	CUL*229	Culinary Arts Comprehensive	\$90	ACF Certification/Membership	\$90	no change
CATECH	Culinary	CUL*229	Culinary Arts Comprehensive	\$60	Competition Related materials and consumables	\$60	no change
ARTSCI	Education	EDU*115	Child Hlth,Nutri&Safety	\$0	Infant & Toddler CPR Certification	\$0	no change
ARTSCI	Education	EDU*128	Technology for Early Childhood	\$40	Foliotek - Portfolio fee	\$40	no change
ARTSCI	Education	EDU*203	Educational Technology	\$65	Foliotek Software	\$65	no change

Division	Department	Section Number	Section Name	Current Fee	Purpose of Fee	AY25 Proposed Fee	Reason For Change
ARTSCI	Education	EDU*212	Teaching Prof/Field Experience	\$0	SMSTA Liability Insurance	\$0	no change
ARTSCI	Education	EDU*290	Program Capstone-Teaching	\$41	MoGEA Testing Fee	\$55	MoGEA is ending, this is the ParaPro assessment fee.
HTHSCI	Emergency Medical Services	EMS*020	EMS CEU Seminar	\$15	supplies	\$15	
HTHSCI	Emergency Medical Services	EMS*100	Pediatric First Aid/CPR	\$25	supplies	\$25	
HTHSCI	Emergency Medical Services	EMS*101	BLS/Hlthcare Providers	\$27	Supplies	\$27	
HTHSCI	Emergency Medical Services	EMS*102	Heartsaver First Aid	\$28	supplies	\$28	
HTHSCI	Emergency Medical Services	EMS*103	First Responder	\$17	supplies	\$17	
HTHSCI	Emergency Medical Services	EMS*104	ACLS (Adv Cardiac Life Supp)	\$152	Books, Supplies, Instructor	\$165	Increased cost for instructor
HTHSCI	Emergency Medical Services	EMS*105	Pre-Hospital Trauma Life Supp	\$152	Books, Supplies, Instructor	\$165	Increased cost for instructor
HTHSCI	Emergency Medical Services	EMS*109	Emer Medical Tech Clinical	\$70	Professional Liability Insurance		
HTHSCI	Emergency Medical Services	EMS*109	Emer Medical Tech Clinical	\$28	Drug Screen & Background Check	\$95	Increased cost of drug screen to \$80
HTHSCI	Emergency Medical Services	EMS*110	Emergency Medical Tech Lec	\$70	Supplies and Lab Instructor	\$80	Increased cost for instructor
HTHSCI	Emergency Medical Services	EMS*131	Pediatric Advanced Life Support	\$150	Books, Supplies, Instructor	\$160	Increased cost for instructor
HTHSCI	Emergency Medical Services	EMS*150	Paramedic Refresher Clinical	\$28	supplies	\$28	
HTHSCI	Emergency Medical Services	EMS*151	Paramedic 1 Lab	\$160	Supplies & Lab Faculty, Drug Screen & Background Checks	\$170	Increased cost for instructor
HTHSCI	Emergency Medical Services	EMS*152	Paramedic 1	\$90	Lab Faculty & supplies d/t portfolio requirements	\$100	Increased cost for instructor
HTHSCI	Emergency Medical Services	EMS*152	Paramedic 1	\$50	Supplies	\$50	
HTHSCI	Emergency Medical Services	EMS*161	Paramedic 2 Clinical	\$28	Liability Insurance	\$28	
HTHSCI	Emergency Medical Services	EMS*161	Paramedic 2 Clinical	\$90	Lab Faculty & supplies d/t portfolio requirements	\$100	Increased cost for instructor
HTHSCI	Emergency Medical Services	EMS*202	Paramedic 3 Clinical	\$28	Liability Insurance	\$28	
HTHSCI	Emergency Medical Services	EMS*202	Paramedic 3 Clinical	\$90	Lab Faculty & supplies d/t portfolio requirements	\$100	Increased cost for instructor
HTHSCI	Emergency Medical Services	EMS*211	Paramedic 4 Clinical	\$28	Liability Insurance	\$28	
HTHSCI	Emergency Medical Services	EMS*211	Paramedic 4 Clinical	\$90	Lab Faculty & supplies d/t portfolio requirements	\$100	Increased cost for instructor

Division	Department	Section Number	Section Name	Current Fee	Purpose of Fee	AY25 Proposed Fee	Reason For Change
HTHSCI	Emergency Medical Services	EMS*221	Paramedic 5	\$90	Lab Faculty & supplies d/t portfolio requirements	\$100	Increased cost for instructor
HTHSCI	Emergency Medical Services	EMS*222	Paramedic 5 Clinical	\$28	Liability Insurance	\$28	
HTHSCI	Emergency Medical Services	EMS*222	Paramedic 5 Clinical	\$90	Lab Faculty & supplies d/t portfolio requirements	\$100	Increased cost for instructor
HTHSCI	Emergency Medical Services	EMS*270	I.S.-EMT	\$28	Professional Liability Insurance	\$28	
HTHSCI	Emergency Medical Services	EMS*270	I.S.-EMT	\$50	Drug Screen	\$80	Increased cost of drug screen to \$80
HTHSCI	Emergency Medical Services	EMS*271	I.S.-Emt II	\$28	Professional Liability Insurance	\$28	
HTHSCI	Emergency Medical Services	EMS*272	I.S.-Emt III	\$28	Professional Liability Insurance	\$28	
HTHSCI	Emergency Medical Services	EMS*273	I.S.-Emt IV	\$28	Professional Liability Insurance	\$28	
HTHSCI	Emergency Medical Services	EMS*275	Paramedic Field Intern Continuation	\$28	Professional Liability Insurance	\$28	
HTHSCI	Emergency Medical Services	EMS*280	Special Topics-EMT	\$28	Professional Liability Insurance	\$28	
HTHSCI	Emergency Medical Services	EMS*290	Paramedic Field Internship	\$28	Professional Liability Insurance	\$28	
ARTSCI	Engineering	EGR*103	Intro to Engineering Design	\$30	Lab materials	\$30	no change
ARTSCI	Engineering	EGR*213	Metallurgy for Engineers	\$25	disposable supplies	\$25	no change
ARTSCI	Geology	GEO*102	Intro Phys Geo Lab	\$40	Field Trip	\$40	no change
HTHSCI	Health Informatics Management	HIM 213	Prof Practice Experience(PPE)	\$0	Uniform Polos	\$30	New fee for uniform polo
HTHSCI	Health Informatics Management	HIM*213	HIM Profess Practice Experience (PPE)	\$100	Liability Insurance, background checks, clinical onboarding	\$150	Increased cost of drug screen to \$80
CATECH	Heating, Ventilation, A/C-R	HVC*103	Refrigeration Recovery/EPA Cert	\$35	Certified Field Exam	\$35	no change
CATECH	Heating, Ventilation, A/C-R	HVC*104	Refrigerant A/C Installation I	\$35	Program Consumables	\$35	no change
CATECH	Heating, Ventilation, A/C-R	HVC*105	Forced Air Heating I	\$35	Consumables	\$35	no change
CATECH	Heating, Ventilation, A/C-R	HVC*106	Heating and Equipment Installation I	\$35	Program Consumables	\$35	no change
CATECH	Heating, Ventilation, A/C-R	HVC*126	App Sheet Metal I	\$50	Lab supplies	\$50	no change
CATECH	Heating, Ventilation, A/C-R	HVC*151	Energy Audit and Green Technology	\$25	Lab supplies	\$25	no change
CATECH	Heating, Ventilation, A/C-R	HVC*204	Refrigerant A/C Installation II	\$35	Lab supplies	\$35	no change

Division	Department	Section Number	Section Name	Current Fee	Purpose of Fee	AY25 Proposed Fee	Reason For Change
CATECH	Heating, Ventilation, A/C-R	HVC*205	Forced Air Heating II	\$35	Lab supplies	\$35	no change
CATECH	Heating, Ventilation, A/C-R	HVC*206	Heating & Equipment Installation II	\$25	Lab supplies	\$25	no change
CATECH	Heating, Ventilation, A/C-R	HVC*295	Hvac Capstone	\$15	Lab supplies	\$15	no change
CATECH	Industrial Engineering	IND*112	Industrial Power Systems Lab	\$20	Lab supplies	\$20	no change
CATECH	Industrial Engineering	IND*152	Industrial Electricity Lab	\$10	Lab materials and other related material usage	\$10	no change
CATECH	Industrial Engineering	IND*163	Indus & Control Sys Wiring	\$25	Lab supplies	\$25	no change
CATECH	Industrial Engineering	IND*173	Process & Control Systems Lab	\$25	Lab materials and other related material usage	\$25	no change
CATECH	Industrial Engineering	IND*174	Maintenance Welding	\$300	lab materials	\$300	no change
CATECH	Industrial Engineering	IND*213	Maintenance Practices	\$15	Lab Materials	\$15	no change
CATECH	Industrial Engineering	IND*215	Motor Controls	\$15	lab materials	\$15	no change
CATECH	Industrial Engineering	IND*217	Industrial Systems Troubleshooting	\$20	lab materials	\$20	no change
ARTSCI	Law Enforcement	LWE*101	Introduction to Law Enforcement	\$215	Consumable supplies including student uniforms	\$215	No change
ARTSCI	Law Enforcement	LWE*151	Defensive Tactics for Law Enforcement	\$100	Consumable supplies including taser cartridge	\$100	No change
ARTSCI	Law Enforcement	LWE*152	Law Enforcement Skills	\$625	Consumable supplies including ammunition, vehicle gas/maintenance	\$625	No change
ARTSCI	Law Enforcement	LWE*204	First Responder for Law Enforcement	\$60	Consumable supplies	\$160	Consumable lab supplies and digital student subscription
HTHSCI	Licensed Practical Nursing	LPN*110	Foundations of Practical Nursing I Lectu	\$375	Elsevier Assessment & Remediation	\$400	Increased cost of HESI
HTHSCI	Licensed Practical Nursing	LPN*111	Foundations of Practical Nursing I Lab	\$15	liability insurance	\$28	Increased cost
HTHSCI	Licensed Practical Nursing	LPN*111	Foundations of Practical Nursing I Lab	\$60	faculty load	\$70	Increased cost for instructor
HTHSCI	Licensed Practical Nursing	LPN*111	Foundations of Practical Nursing I Lab	\$200	Lab supplies	\$200	
HTHSCI	Licensed Practical Nursing	LPN*120	Foundations of Practical Nursing II Lect	\$25	lamp lighting	\$25	
HTHSCI	Licensed Practical Nursing	LPN*121	Foundations Practical Nursing II Lab	\$45	validity background checks	\$0	No longer required by a clinical site
HTHSCI	Licensed Practical Nursing	LPN*121	Foundations Practical Nursing II Lab	\$60	cost factor for faculty load	\$70	Increased cost for instructor
HTHSCI	Licensed Practical Nursing	LPN*121	Foundations Practical Nursing II Lab	\$200	Lab supplies	\$200	

Division	Department	Section Number	Section Name	Current Fee	Purpose of Fee	AY25 Proposed Fee	Reason For Change
HTHSCI	Licensed Practical Nursing	LPN*151	Nursing Care Across the Lifespan I Lab	\$260	Lab supplies, cost factor for faculty load	\$270	Increased cost for instructor
HTHSCI	Licensed Practical Nursing	LPN*161	Nursing Care Across the Lifespan II Lab	\$60	Cost factor for faculty load	\$70	Increased cost for instructor
HTHSCI	Licensed Practical Nursing	LPN*170	Nursing Care Across the Lifespan III	\$300	NCLEX-PN testing fee, finger printing for licensure	\$325	Increased cost for pin
HTHSCI	Licensed Practical Nursing	LPN*171	Nursing Care Across the Lifespan III Lab	\$60	Cost factor for faculty load	\$70	Increased cost for instructor
HTHSCI	Licensed Practical Nursing		LPN Admission Packet Fee	\$160	Cost of clinical site onboarding, criminal background, and drug screen	\$190	Increase in drug screen costs
HTHSCI	Licensed Practical Nursing		HESI A2-PN	\$62	Entrance Testing	\$65	Increase in exam cost
HTHSCI	Licensed Practical Nursing		LPN Application Fee	\$25	App Fee	\$30	Increased cost for admin
HTHSCI	Medical Assisting	MDA*101	Administrative Procedures	\$125	Remediation and Assessment	\$125	
HTHSCI	Medical Assisting	MDA*113	Clinical Procedures	\$150	Supplies	\$150	
HTHSCI	Medical Assisting	MDA*213	Medical Laboratory Procedures	\$150	Supplies	\$150	
HTHSCI	Medical Assisting	MDA*222	Prog Capstone-Medical Assist Review	\$59	Assessment/ Remediation	\$70	Increased cost of remediation
HTHSCI	Medical Assisting	MDA*222	Prog Capstone-Medical Assist Review	\$125	Fee for CMA test	\$125	
HTHSCI	Medical Assisting	MDA*223	Medical Assistant Clinical Externship	\$150	Clinical site on-boarding fees: background and drug test	\$160	Increased cost of drug screen to \$80
HTHSCI	Medical Lab Technician	MLT	All Courses	\$253	Consortium Fee	\$269	Tuition set per CH by the Consortium
HTHSCI	Medical Lab Technician	MLT*150	Intro to Lab Science Methods	\$74	Course Fee	\$75	Increase set by the Consortium
HTHSCI	Medical Lab Technician	MLT*210	Immunology	\$74	Course Fee	\$75	Increase set by the Consortium
HTHSCI	Medical Lab Technician	MLT*220	Clinical Chemistry and Urinalysis	\$74	Course Fee	\$75	Increase set by the Consortium
HTHSCI	Medical Lab Technician	MLT*230	Urinalysis and Body Fluids (w Clinicals)	\$74	Course Fee	\$75	Increase set by the Consortium
HTHSCI	Medical Lab Technician	MLT*250	Hematology and Coagulation	\$74	Course Fee	\$75	Increase set by the Consortium
HTHSCI	Medical Lab Technician	MLT*260	Phlebotomy	\$74	Course Fee	\$75	Increase set by the Consortium
HTHSCI	Medical Lab Technician	MLT*261	Phlebotomy Certification Course	\$74	Course Fee	\$75	Increase set by the Consortium
HTHSCI	Medical Lab Technician	MLT*270	Immunoematology	\$74	Course Fee	\$75	Increase set by the Consortium
HTHSCI	Medical Lab Technician	MLT*280	Clinical Microbiology	\$74	Course Fee	\$75	Increase set by the Consortium

Division	Department	Section Number	Section Name	Current Fee	Purpose of Fee	AY25 Proposed Fee	Reason For Change
HTHSCI	Medical Lab Technician	MLT*290	Parasitology, Mycology and Virology	\$74	Course Fee	\$75	Increase set by the Consortium
HTHSCI	Medical Lab Technician	MLT*291	Hematology and Coagulation Practicum	\$74	Course Fee	\$75	Increase set by the Consortium
HTHSCI	Medical Lab Technician	MLT*292	Clinical Chemistry and Urinalysis Pract	\$74	Course Fee	\$75	Increase set by the Consortium
HTHSCI	Medical Lab Technician	MLT*293	Clinical Microbiology Practicum	\$74	Course Fee	\$75	Increase set by the Consortium
HTHSCI	Medical Lab Technician	MLT*294	Immunohematology Practicum	\$74	Course Fee	\$75	Increase set by the Consortium
ARTSCI	Music	MUA*101	Applied Voice I	\$68	Course Fee	\$68	no change
ARTSCI	Music	MUA*101	Applied Voice I	\$260	Course Fee	\$280	To be more in line with what other colleges are charging
ARTSCI	Music	MUA*102	Applied Voice II	\$68	Course Fee	\$68	no change
ARTSCI	Music	MUA*102	Applied Voice II	\$260	Course Fee	\$280	To be more in line with what other colleges are charging
ARTSCI	Music	MUA*103	Applied Voice III	\$68	Course Fee	\$68	no change
ARTSCI	Music	MUA*103	Applied Voice III	\$260	Course Fee	\$280	To be more in line with what other colleges are charging
ARTSCI	Music	MUA*115	Applied Woodwind I	\$260	Course Fee	\$280	To be more in line with what other colleges are charging
ARTSCI	Music	MUA*115	Applied Woodwind I	\$34	Course Fee	\$34	no change
ARTSCI	Music	MUA*116	Applied Woodwind II	\$260	Course Fee	\$280	To be more in line with what other colleges are charging
ARTSCI	Music	MUA*116	Applied Woodwind II	\$34	Course Fee	\$34	no change
ARTSCI	Music	MUA*117	Applied Woodwind III	\$260	Course Fee	\$280	To be more in line with what other colleges are charging
ARTSCI	Music	MUA*117	Applied Woodwind III	\$34	Course Fee	\$34	no change
ARTSCI	Music	MUA*121	Applied Low Brass I	\$260	Course Fee	\$280	To be more in line with what other colleges are charging
ARTSCI	Music	MUA*121	Applied Low Brass I	\$34	Course Fee	\$34	no change
ARTSCI	Music	MUA*122	Applied Low Brass II	\$260	Course Fee	\$280	To be more in line with what other colleges are charging
ARTSCI	Music	MUA*122	Applied Low Brass II	\$34	Course Fee	\$34	no change
ARTSCI	Music	MUA*123	Applied Low Brass III	\$260	Course Fee	\$280	To be more in line with what other colleges are charging
ARTSCI	Music	MUA*123	Applied Low Brass III	\$34	Course Fee	\$34	no change

Division	Department	Section Number	Section Name	Current Fee	Purpose of Fee	AY25 Proposed Fee	Reason For Change
ARTSCI	Music	MUA*125	Applied High Brass I	\$260	Course Fee	\$280	To be more in line with what other colleges are charging
ARTSCI	Music	MUA*125	Applied High Brass I	\$34	Course Fee	\$34	no change
ARTSCI	Music	MUA*126	Applied High Brass II	\$260	Course Fee	\$280	To be more in line with what other colleges are charging
ARTSCI	Music	MUA*126	Applied High Brass II	\$34	Course Fee	\$34	no change
ARTSCI	Music	MUA*127	Applied High Brass III	\$260	Course Fee	\$280	To be more in line with what other colleges are charging
ARTSCI	Music	MUA*127	Applied High Brass III	\$34	Course Fee	\$34	no change
ARTSCI	Music	MUA*131	Applied Piano I	\$260	Course Fee	\$280	To be more in line with what other colleges are charging
ARTSCI	Music	MUA*132	Applied Piano II	\$260	Course Fee	\$280	To be more in line with what other colleges are charging
ARTSCI	Music	MUA*133	Applied Piano III	\$260	Course Fee	\$280	To be more in line with what other colleges are charging
ARTSCI	Music	MUA*135	Applied String I	\$260	Course Fee	\$280	To be more in line with what other colleges are charging
ARTSCI	Music	MUA*136	Applied String II	\$260	Course Fee	\$280	To be more in line with what other colleges are charging
ARTSCI	Music	MUA*137	Applied String III	\$260	lesson fee	\$280	To be more in line with what other colleges are charging
ARTSCI	Music	MUA*141	Applied Guitar I	\$260	lesson fee	\$280	To be more in line with what other colleges are charging
ARTSCI	Music	MUA*142	Applied Guitar II	\$260	lesson fee	\$280	To be more in line with what other colleges are charging
ARTSCI	Music	MUA*143	Applied Guitar III	\$260	lesson fee	\$280	To be more in line with what other colleges are charging
ARTSCI	Music	MUA*145	Applied Percussion I	\$260	lesson fee	\$280	To be more in line with what other colleges are charging
ARTSCI	Music	MUA*146	Applied Percussion II	\$260	lesson fee	\$280	To be more in line with what other colleges are charging
ARTSCI	Music	MUA*147	Applied Percussion III	\$260	lesson fee	\$280	To be more in line with what other colleges are charging
ARTSCI	Music	MUA*201	Applied Voice IV	\$68	accompanist fee	\$68	no change
ARTSCI	Music	MUA*201	Applied Voice IV	\$260	lesson fee	\$280	To be more in line with what other colleges are charging
ARTSCI	Music	MUA*202	Applied Voice Advanced Skills	\$68	accompanist fee	\$68	no change
ARTSCI	Music	MUA*202	Applied Voice Advanced Skills	\$260	lesson fee	\$280	To be more in line with what other colleges are charging
ARTSCI	Music	MUA*215	Applied Woodwind IV	\$260	accompanist fee	\$280	To be more in line with what other colleges are charging

Division	Department	Section Number	Section Name	Current Fee	Purpose of Fee	AY25 Proposed Fee	Reason For Change
ARTSCI	Music	MUA*215	Applied Woodwind IV	\$34	lesson fee	\$34	no change
ARTSCI	Music	MUA*216	Applied Woodwind Advanced Skills	\$260	accompanist fee	\$280	To be more in line with what other colleges are charging
ARTSCI	Music	MUA*216	Applied Woodwind Advanced Skills	\$34	lesson fee	\$34	no change
ARTSCI	Music	MUA*221	Applied Low Brass IV	\$260	lesson fee	\$280	To be more in line with what other colleges are charging
ARTSCI	Music	MUA*221	Applied Low Brass IV	\$34	accompanist fee	\$34	no change
ARTSCI	Music	MUA*222	Applied Low Brass Skills	\$260	lesson fee	\$280	To be more in line with what other colleges are charging
ARTSCI	Music	MUA*222	Applied Low Brass Skills	\$34	accompanist fee	\$34	no change
ARTSCI	Music	MUA*225	Applied High Brass IV	\$260	accompanist fee	\$280	To be more in line with what other colleges are charging
ARTSCI	Music	MUA*225	Applied High Brass IV	\$34	lesson fee	\$34	no change
ARTSCI	Music	MUA*226	Applied High Brass Advanced Skills	\$260	accompanist fee	\$280	To be more in line with what other colleges are charging
ARTSCI	Music	MUA*226	Applied High Brass Advanced Skills	\$34	lesson fee	\$34	no change
ARTSCI	Music	MUA*231	Applied Piano IV	\$260	lesson fee	\$280	To be more in line with what other colleges are charging
ARTSCI	Music	MUA*232	Applied Piano Advanced Skills	\$260	lesson fee	\$280	To be more in line with what other colleges are charging
ARTSCI	Music	MUA*235	Applied String IV	\$225	lesson fee	\$280	To be more in line with what other colleges are charging
ARTSCI	Music	MUA*236	Applied String Advanced Skills	\$225	lesson fee	\$280	To be more in line with what other colleges are charging
ARTSCI	Music	MUA*241	Applied Guitar IV	\$260	lesson fee	\$280	To be more in line with what other colleges are charging
ARTSCI	Music	MUA*242	Applied Guitar Advanced Skills	\$225	lesson fee	\$280	To be more in line with what other colleges are charging
ARTSCI	Music	MUA*245	Applied Percussion IV	\$260	lesson fee	\$280	To be more in line with what other colleges are charging
ARTSCI	Music	MUA*246	Applied Percussion Advanced Skills	\$260	lesson fee	\$280	To be more in line with what other colleges are charging
ARTSCI	Music	MUC*102	Mus Theo I(Written)	\$25	student attendance to concert series	\$25	no change
ARTSCI	Music	MUC*104	Mus Theo II(Written)	\$25	student attendance to concert series	\$25	no change
ARTSCI	Music	MUC*202	Mus Theo III(Written)	\$25	student attendance to concert series	\$25	no change
ARTSCI	Music	MUC*204	Mus Theo IV(Written)	\$25	student attendance to concert series	\$25	no change

Division	Department	Section Number	Section Name	Current Fee	Purpose of Fee	AY25 Proposed Fee	Reason For Change
ARTSCI	Music	MUE*105	College Choir I	\$10	dress/tux cost & Instrument repair	\$10	no change
ARTSCI	Music	MUE*106	College Choir II	\$10	dress/tux cost & Instrument repair	\$10	no change
ARTSCI	Music	MUE*107	College Choir III	\$10	dress/tux cost & Instrument repair	\$10	no change
ARTSCI	Music	MUE*111	Vocal Jazz Ensemble I	\$10	dress/tux cost & Instrument repair	\$10	no change
ARTSCI	Music	MUE*112	Vocal Jazz Ensemble II	\$10	dress/tux cost & Instrument repair	\$10	no change
ARTSCI	Music	MUE*113	Vocal Jazz Ensemble III	\$10	dress/tux cost & Instrument repair	\$10	no change
ARTSCI	Music	MUE*115	College Band I	\$10	dress/tux cost & Instrument repair	\$10	no change
ARTSCI	Music	MUE*116	College Band II	\$10	dress/tux cost & Instrument repair	\$10	no change
ARTSCI	Music	MUE*117	College Band III	\$10	dress/tux cost & Instrument repair	\$10	no change
ARTSCI	Music	MUE*121	Jazz Band I	\$10	dress/tux cost & Instrument repair	\$10	no change
ARTSCI	Music	MUE*122	Jazz Band II	\$10	dress/tux cost & Instrument repair	\$10	no change
ARTSCI	Music	MUE*123	Jazz Band III	\$10	dress/tux cost & Instrument repair	\$10	no change
ARTSCI	Music	MUE*125	Jazz Combo I	\$10	dress/tux cost & Instrument repair	\$10	no change
ARTSCI	Music	MUE*126	Jazz Combo II	\$10	dress/tux cost & Instrument repair	\$10	no change
ARTSCI	Music	MUE*127	Jazz Combo III	\$10	dress/tux cost & Instrument repair	\$10	no change
ARTSCI	Music	MUE*135	String Ensemble I	\$10	dress/tux cost & Instrument repair	\$10	no change
ARTSCI	Music	MUE*136	String Ensemble II	\$10	dress/tux cost & Instrument repair	\$10	no change
ARTSCI	Music	MUE*137	String Ensemble III	\$10	dress/tux cost & Instrument repair	\$10	no change
ARTSCI	Music	MUE*145	Percussion Ensemble I	\$10	dress/tux cost & Instrument repair	\$10	no change
ARTSCI	Music	MUE*146	Percussion Ensemble II	\$10	dress/tux cost & Instrument repair	\$10	no change
ARTSCI	Music	MUE*147	Percussion Ensemble III	\$10	dress/tux cost & Instrument repair	\$10	no change
ARTSCI	Music	MUE*205	College Choir IV	\$10	dress/tux cost & Instrument repair	\$10	no change
ARTSCI	Music	MUE*206	College Choir Advanced Skills	\$10	dress/tux cost & Instrument repair	\$10	no change

Division	Department	Section Number	Section Name	Current Fee	Purpose of Fee	AY25 Proposed Fee	Reason For Change
ARTSCI	Music	MUE*211	Vocal Jazz Ensemble IV	\$10	dress/tux cost & Instrument repair	\$10	no change
ARTSCI	Music	MUE*212	Vocal Jazz Ensemble Advanced Skills	\$10	dress/tux cost & Instrument repair	\$10	no change
ARTSCI	Music	MUE*215	College Band IV	\$10	dress/tux cost & Instrument repair	\$10	no change
ARTSCI	Music	MUE*216	College Band Advanced Skills	\$10	dress/tux cost & Instrument repair	\$10	no change
ARTSCI	Music	MUE*221	Jazz Band IV	\$10	dress/tux cost & Instrument repair	\$10	no change
ARTSCI	Music	MUE*222	Jazz Band Advanced Skills	\$10	dress/tux cost & Instrument repair	\$10	no change
ARTSCI	Music	MUE*225	Jazz Combo IV	\$10	dress/tux cost & Instrument repair	\$10	no change
ARTSCI	Music	MUE*226	Jazz Combo Advanced Skills	\$10	dress/tux cost & Instrument repair	\$10	no change
ARTSCI	Music	MUE*236	String Ensemble Advanced Skills	\$10	dress/tux cost & Instrument repair	\$10	no change
ARTSCI	Music	MUE*245	Percussion Ensemble IV	\$10	dress/tux cost & Instrument repair	\$10	no change
ARTSCI	Music	MUE*246	Percussion Ensemble Advanced Skills	\$10	dress/tux cost & Instrument repair	\$10	no change
ARTSCI	Music	MUS*101	Music Appreciation	\$10	student attendance to matinee concert	\$10	no change
ARTSCI	Music	MUS*151	World Music	\$10	student attendance to matinee concert	\$10	no change
ARTSCI	Music	MUS*154	Music Apprec: Age of Rock & Roll	\$10	student attendance to matinee concert	\$10	no change
ARTSCI	Music	MUS*171	Music History From 1800	\$10	Matinee Concert	\$10	no change
ARTSCI	Music	MUS*172	Music History to 1800	\$10	Matinee Concert	\$10	no change
ARTSCI	Music	MUS*228	Principles of Music Education	\$10		\$0	no fee is necessary as no disposables are used
HTHSCI	Nursing	NUR*102	Fundamentals of Nursing Lab	\$350	Supplies, Faculty, & Lab expense	\$360	Increased cost for instructor
HTHSCI	Nursing	NUR*102	Fundamentals of Nursing Lab	\$175	HESI Assessment and Remediation	\$175	
HTHSCI	Nursing	NUR*103	Successful Transitions/Nursing	\$175	Supplies & Lab Faculty	\$185	Increased cost for instructor
HTHSCI	Nursing	NUR*132	Nursing of Adults & Children I Lab	\$400	Supplies, Faculty, & Lab expense	\$410	Increased cost for instructor
HTHSCI	Nursing	NUR*202	Nursing of Adults & Children II Lab	\$350	Supplies/Lab Expense/Remediation	\$375	
HTHSCI	Nursing	NUR*202	Nursing of Adults & Children II Lab	\$175	Supplies, Faculty, & Lab expense	\$225	Increased cost for instructor, My clinical exchange

Division	Department	Section Number	Section Name	Current Fee	Purpose of Fee	AY25 Proposed Fee	Reason For Change
HTHSCI	Nursing	NUR*232	Nursing of Adults & Children III Lab	\$400	Supplies, Faculty, & Lab expense	\$410	Increased cost for instructor
HTHSCI	Nursing	NUR*291	Nursing Trends	\$60	Pin Fee	\$65	Increased cost of pin
HTHSCI	Nursing		RN Admission Packet Fee	\$160	Cost of clinical site onboarding, criminal background, and drug screen	\$190	Increase in drug screen costs
HTHSCI	Nursing		RN Re-Admission Packet Fee	\$150	Cost of clinical site onboarding, criminal background, and drug screen	\$170	Increase in drug screen costs
HTHSCI	Nursing		HESI A2-RN	\$62	Entrance Testing	\$65	Increase in exam cost
HTHSCI	Nursing		HESI LPN-RN Mobility	\$70	Entrance Testing	\$85	Increase in exam cost
HTHSCI	Nursing		RN Application Fee	\$25	App Fee	\$30	Increased cost for admin
HTHSCI	Occupational Therapy Assistant	OTA	All OTA Courses	\$195	Consortium Fee	\$217	Tuition set per CH by the Consortium
HTHSCI	Occupational Therapy Assistant	OTA*200	Found Occupational Therapy	\$59	Course Fee	\$61	Increase set by the Consortium
HTHSCI	Occupational Therapy Assistant	OTA*205	Med Conditions Occup Therapy	\$59	Course Fee	\$61	Increase set by the Consortium
HTHSCI	Occupational Therapy Assistant	OTA*210	Activity Analysis and Therapeutic Media	\$59	Course Fee	\$61	Increase set by the Consortium
HTHSCI	Occupational Therapy Assistant	OTA*215	Mental Health & Geriatric Care Practice	\$59	Course Fee	\$61	Increase set by the Consortium
HTHSCI	Occupational Therapy Assistant	OTA*220	Pediatric & Adolescent Pract	\$59	Course Fee	\$61	Increase set by the Consortium
HTHSCI	Occupational Therapy Assistant	OTA*250	Functional Kinesiology	\$59	Course Fee	\$61	Increase set by the Consortium
HTHSCI	Occupational Therapy Assistant	OTA*255	Physical Disabilities Practice	\$59	Course Fee	\$61	Increase set by the Consortium
HTHSCI	Occupational Therapy Assistant	OTA*259	Professional Skills	\$59	Course Fee	\$61	Increase set by the Consortium
HTHSCI	Occupational Therapy Assistant	OTA*259	Professional Skills	\$550	NBCOT Exam Fee	\$550	
HTHSCI	Occupational Therapy Assistant	OTA*260	Community Practice and Emerging Practice	\$59	Course Fee	\$61	Increase set by the Consortium
HTHSCI	Occupational Therapy Assistant	OTA*265	Ethics, Management & Leadership	\$59	Course Fee	\$61	Increase set by the Consortium
HTHSCI	Occupational Therapy Assistant	OTA*290	Level II Fieldwork A	\$59	Course Fee	\$61	Increase set by the Consortium
HTHSCI	Occupational Therapy Assistant	OTA*295	Level II Fieldwork B	\$59	Course Fee	\$61	Increase set by the Consortium
ARTSCI	Physical Education	PED*000	Fitness Center Orientation	\$15	Equipment maintenance	\$0	No longer needed
ARTSCI	Physical Education	PED*212	Soc Aspects of Physical Ed & Sports	\$45		\$0	This is an online fee, not a course fee.

Division	Department	Section Number	Section Name	Current Fee	Purpose of Fee	AY25 Proposed Fee	Reason For Change
ARTSCI	Physics	PHY*104	Intro to Physics Lect&Lab	\$20	building supplies & consumables	\$20	no change
ARTSCI	Physics	PHY*110	Survey of Physical Science Lec & Lab	\$25	building supplies & consumables	\$25	no change
ARTSCI	Physics	PHY*112	College Physics I Lab	\$50	lab materials	\$50	no change
ARTSCI	Physics	PHY*122	College Physics II Lab	\$50	lab materials	\$50	no change
ARTSCI	Physics	PHY*212	Gen Physics I Lab	\$25	disposable supplies	\$25	no change
ARTSCI	Physics	PHY*222	Gen Physics II Lab	\$50	Lab materials	\$50	no change
CATECH	Precision Machining	PRS*103	Print Reading and Design	\$35	lab materials	\$35	no change
CATECH	Precision Machining	PRS*112	Intro CNC Mill&Lathe Lab	\$25	Consumables	\$25	no change
CATECH	Precision Machining	PRS*121	Machine Tool 1 Lec	\$125	NIMS - student fee	\$125	no change
CATECH	Precision Machining	PRS*122	Machine Tool I Lab	\$25	lab supplies	\$25	no change
CATECH	Precision Machining	PRS*123	Machine Tool 2 Lec	\$56	NIMS - student fee	\$56	no change
CATECH	Precision Machining	PRS*124	Machine Tool 2 Lab	\$25	Program Consumables	\$25	no change
CATECH	Precision Machining	PRS*141	CNC Lathe Lec	\$56	Consumables	\$56	no change
CATECH	Precision Machining	PRS*142	CNC Lathe Lab	\$25	Consumables	\$25	no change
CATECH	Precision Machining	PRS*201	Machine Tool 3 Lec	\$56	NIMS - student fee	\$56	no change
CATECH	Precision Machining	PRS*202	Machine Tool 3 Lab	\$25	Program Consumables	\$25	no change
CATECH	Precision Machining	PRS*211	CNC 2 Mill Lecture	\$56	Consumables	\$56	no change
CATECH	Precision Machining	PRS*212	CNC 2 Mill Lab	\$25	Consumables	\$25	no change
CATECH	Precision Machining	PRS*218	Solidworks	\$10	Maintenance Fees	\$10	no change
CATECH	Precision Machining	PRS*231	Machine Tool 4 Lec	\$25	Program Consumables	\$25	no change
CATECH	Precision Machining	PRS*232	Machine Tool 4 Lab	\$25	Program Consumables	\$25	no change
CATECH	Precision Machining	PRS*241	Machining Capstone Lec	\$25	Program Consumables	\$25	no change
CATECH	Precision Machining	PRS*242	Machining Capstone Lab	\$25	Program Consumables	\$25	no change

Division	Department	Section Number	Section Name	Current Fee	Purpose of Fee	AY25 Proposed Fee	Reason For Change
HTHSCI	Rad Tech	RAD*101	Fund of Radiologic Sci & Health Sci	\$60	supplies	\$60	
HTHSCI	Rad Tech	RAD*101	Fund of Radiologic Sci & Health Sci	\$250	Radiation monitoring device, class apparel	\$250	
HTHSCI	Rad Tech	RAD*102	Radiation Prot, Prod & Characteristics	\$35	ASRT membership with online modules & EBP reviews	\$35	
HTHSCI	Rad Tech	RAD*104	Patient Care in Radiologic Science	\$40	supplies	\$40	
HTHSCI	Rad Tech	RAD*104	Patient Care in Radiologic Science	\$360	Lab supplies, cost factor for faculty load	\$370	Increased cost for instructor
HTHSCI	Rad Tech	RAD*105	Radiologic Procedures I	\$15	supplies	\$15	
HTHSCI	Rad Tech	RAD*105	Radiologic Procedures I	\$60	supplies	\$60	
HTHSCI	Rad Tech	RAD*105	Radiologic Procedures I	\$380	MoSRT membership & conference, cost factor for faculty load,	\$390	Increased cost for instructor
HTHSCI	Rad Tech	RAD*106	Radiologic Physics I	\$240	Rad Tech Bootcamp review course	\$240	
HTHSCI	Rad Tech	RAD*151	Clinicals I	\$40	digital access fee	\$40	
HTHSCI	Rad Tech	RAD*151	Clinicals I	\$60	clinical cost factor	\$70	Increased cost for instructor
HTHSCI	Rad Tech	RAD*151	Clinicals I	\$375	Cost factor for faculty load, my clinical exchange, HESI Remediation	\$385	Increased cost for instructor
HTHSCI	Rad Tech	RAD*152	Radiologic Procedures II	\$60	Cost factor for faculty load	\$70	Increased cost for instructor
HTHSCI	Rad Tech	RAD*154	Digital Image Acq&display II	\$60	Cost factor for faculty load	\$70	Increased cost for instructor
HTHSCI	Rad Tech	RAD*155	Clinicals II	\$60	Cost factor for faculty load	\$70	Increased cost for instructor
HTHSCI	Rad Tech	RAD*156	Pharmacology & Drug Admin	\$360	Supplies, cost factor for faculty load	\$370	Increased cost for instructor
HTHSCI	Rad Tech	RAD*157	Clinicals III	\$60	Cost factor for faculty load	\$70	Increased cost for instructor
HTHSCI	Rad Tech	RAD*201	Digital Image Acquisition&display III	\$35	ASRT membership	\$35	
HTHSCI	Rad Tech	RAD*201	Digital Image Acquisition&display III	\$60	Cost factor for faculty load	\$70	Increased cost for instructor
HTHSCI	Rad Tech	RAD*202	Advanced Radiographic Procedures I	\$15	liability Insurance	\$28	Increased cost
HTHSCI	Rad Tech	RAD*202	Advanced Radiographic Procedures I	\$360	Lab supplies and cost factor for faculty load	\$370	Increased cost for instructor
HTHSCI	Rad Tech	RAD*204	Clinicals IV	\$40	my clinical exchange	\$60	2 year subscription
HTHSCI	Rad Tech	RAD*204	Clinicals IV	\$60	clinical cost factor	\$70	Increased cost for instructor

Division	Department	Section Number	Section Name	Current Fee	Purpose of Fee	AY25 Proposed Fee	Reason For Change
HTHSCI	Rad Tech	RAD*204	Clinicals IV	\$100	Radiation monitoring device, class apparel	\$100	
HTHSCI	Rad Tech	RAD*204	Clinicals IV	\$375	HESI Remediation	\$375	
HTHSCI	Rad Tech	RAD*252	Adv Rad Procedures II	\$60	Cost factor for faculty load	\$70	Increased cost for instructor
HTHSCI	Rad Tech	RAD*252	Adv Rad Procedures II	\$350	Cost factor for faculty load, MoSRT membership & conference	\$350	
HTHSCI	Rad Tech	RAD*253	Clinicals V	\$60	Cost factor for faculty load	\$70	Increased cost for instructor
HTHSCI	Rad Tech	RAD*290	Curriculum Review V	\$225	digital access fee	\$225	
HTHSCI	Rad Tech		Rad Tech Admission Packet Fee	\$160	Cost of clinical site onboarding, criminal background, and drug screen	\$190	Increase in drug screen costs
HTHSCI	Rad Tech		TEAS Entrance Exam Fee	\$70	Entrance testing	\$70	
HTHSCI	Rad Tech		Rad Tech Application fee	\$30	App Fee	\$30	Increased cost for admin
HTHSCI	Surg Tech	SRG*200	Surgical Techniques Lab	\$360	consumables, cost factor for faculty	\$370	Increased cost for instructor
HTHSCI	Surg Tech	SRG*210	Introduction to Surgical Technology	\$370	uniforms, class apparel	\$380	Increased cost for uniforms
HTHSCI	Surg Tech	SRG*220	Surgical Procedures I	\$15	liability insurance	\$28	Increased cost of insurance
HTHSCI	Surg Tech	SRG*250	Clinical Externship I	\$300	consumables, cost factor for faculty, validity clinical access	\$310	Increased cost for instructor
HTHSCI	Surg Tech	SRG*260	Surgical Procedures II	\$250	AST certification exam, study guide and membership	\$250	
HTHSCI	Surg Tech	SRG*265	Professional Practices	\$265	Practice exams, certification review, AST convention fees	\$320	Increased cost for practice exams
HTHSCI	Surg Tech	SRG*275	Clinical Externship II	\$210	Consumables, cost factor for faculty	\$220	Increased cost for instructor
HTHSCI	Surg Tech		Surg Tech Admission Packet Fee	\$160	Cost of clinical site onboarding, criminal background, and drug screen	\$190	Increase in drug screen costs
HTHSCI	Surg Tech		TEAS Entrance Exam Fee	\$70	Entrance testing	\$70	
HTHSCI	Surg Tech		Surg Tech Application fee	\$30	App Fee	\$30	Increased cost for admin
ARTSCI	Theatre	THE*101	Theatre Appreciation	\$40	consumables	\$40	no change
ARTSCI	Theatre	THE*110	Stagecraft	\$40	building supplies	\$40	no change
ARTSCI	Theatre	THE*121	Acting I	\$40	rights to the production and supplies for production	\$40	no change
ARTSCI	Theatre	THE*122	Acting II	\$40	rights to the production and supplies for production	\$40	no change

Division	Department	Section Number	Section Name	Current Fee	Purpose of Fee	AY25 Proposed Fee	Reason For Change
ARTSCI	Theatre	THE*131	Directing I	\$40	rights to the production and supplies for production	\$40	no change
ARTSCI	Theatre	THE*132	Directing II	\$40	rights to the production and supplies for production	\$40	no change
ARTSCI	Theatre	THE*GEN	Core 42 Theatre	\$40		\$0	This a transfer designation not a course offered
CATECH	Welding	WLD*102	Welding I-Intro to Welding Lab	\$300	materials, solder, gas and other misc.	\$300	no change
CATECH	Welding	WLD*102	Welding I-Intro to Welding Lab	\$20	Administrative fees	\$20	no change
CATECH	Welding	WLD*112	Welding II-Structural Wldg Lab	\$300	materials, solder, gas and other misc.	\$300	no change
CATECH	Welding	WLD*112	Welding II-Structural Wldg Lab	\$20	Administrative fees	\$20	no change
CATECH	Welding	WLD*122	Wldg III-Adv Structural Wldg Lab	\$300	materials, solder, gas and other misc.	\$300	no change
CATECH	Welding	WLD*122	Wldg III-Adv Structural Wldg Lab	\$20	Administrative fees	\$20	no change
CATECH	Welding	WLD*132	Wldg IV-Prod Concpts&Fab Lab	\$300	materials, solder, gas and other misc.	\$300	no change
CATECH	Welding	WLD*132	Wldg IV-Prod Concpts&Fab Lab	\$20	Administrative fees	\$20	no change
CATECH	Welding	WLD*202	Wldg V-T.I.G. Wldg Pract Lab	\$300	materials, solder, gas and other misc.	\$300	no change
CATECH	Welding	WLD*202	Wldg V-T.I.G. Wldg Pract Lab	\$20	Administrative fees	\$20	no change
CATECH	Welding	WLD*212	Welding VII Lab Pipe Wldg	\$300	materials, solder, gas and other misc.	\$300	no change
CATECH	Welding	WLD*213	Wldg VIII-Wldg Capstone Proj	\$300	materials, solder, gas and other misc.	\$300	no change
CATECH	Welding	WLD*213	Wldg VIII-Wldg Capstone Proj	\$20	materials, solder, gas and other misc.	\$20	no change
CATECH	Welding	WLD*270	I.S.-Welding	\$20	Lab materials	\$20	no change
Total				\$37,881		\$38,489	



Interoffice Memo

TO: Dr. Bauer
DATE: January 19, 2024
FROM: Office of Academic Affairs
RE: Adjunct Addendum for Spring Semester 2024

Please approve the following adjunct addendum for the spring 2024 semester.

ADDITIONS

English & Humanities

Julie Eggemeyer, Reading
Madison Emerick, English
Shawna Flanigan, Communications
Taylor Gruenloh, Communications
Jacob Little, Reading/English
Elizabeth Rosebrough, English

Fine & Performing Arts

Elizabeth Moynihan, Theatre

Mathematics, Business, & Education

Ann Boehmer, Mathematics
Kari Borgmann, Business
Susan Giesing, Education
Matthew Graham, Business
Richard Hudanick, Acct/Business
Stephanie Juengling, Business
Havva Malone, Mathematics
Steffani McCrary, Business/College Succ
Jay Mehrhoff, Physical Education
Margaret Vogel, Education
Timothy Willard, Business

College Success

Erin Anglin
Lorrie Baird
Philip Giacomelli
Jessica Horn
Rachael Karr
Jessica Robart
Tracie Welsh

DELETIONS

English & Humanities

Gregory Stratman, English

Social Sciences

Ronnie Campbell, Law Enforcement
Steven Campbell, Political Science
Derrick Dillon, Law Enforcement
Stephanie Dixon, Psychology
Christopher Giacolone, Law Enforcement
Miranda Green, Psychology
Henry Harper, Law Enforcement
Richard Hope, Law Enforcement
Brandon Ketzler, Law Enforcement
Jenny Kuchem, Sociology/College Succ
Scott Langley, Law Enforcement
Kyle Lockwood, History
Lesley Peters, Psychology/College Succ
Matthew Vogeler, Political Science
Sarah Wildt, Sociology
Mark Williams, Law Enforcement

Science & Engineering

Josh Dissen, Engineering
Mark Palmier, Biology
James Small, Physics
Clarissa Wisner, Physics

Dual Credit

Emily Brasher, English, SFBHS

Signatures:

Dr. Robyn Walter, Vice President of Academic Affairs Date

Carrie Myers, Director of Human Resources Date