



Date: February 11, 2022

10:00 – 11:00am

Location: Zoom call

Attending	Absent	Guest
Stephanie André, Chair	President Laurie Chesley	Shannon Waller
Seana Barry	Alan Unger	
Lori Benefiel		
Amy Harper		
Kirsten Hostetler		
Allison Dickinson for Sara La Torre (CACOCC VP of Business Affairs)		
Jeff Fortenberry		
Darcy Hays, ASCOCC President		
Jennifer Peters, Recorder		

Meeting called to order at 10:06 am.

Old Business

A. Minutes from January 14, 2022 – Stephanie André

Motion to approve meeting minutes from January 14, 2022 with no suggested edits.

Motion made by Seana Barry, seconded by Allison Dickerson.

Motion passed unanimously by all members present.

B. Proposal to increase Dental Assisting 130 (DA-130) program fees (Allied Health/Laboratory Course fees), with a change in the timeline from winter term 2022 to winter term 2023, 2nd reading – Lynn Murray

Motion to approve at 2nd reading the Allied Health/Laboratory Course fees with no suggested edits.

Motion made by Seana Barry, seconded by Kirsten Hostetler with Darcy Hays abstaining from the vote.

Motion passed with five approvals and one abstention.

C. Revised proposal to request a course fee for Bi 199: Field Studies in Marine Biology for only the summer term 2022 – Sarah Fuller

Motion to approve at 2nd reading the revised Request Course Fee Proposal for Biology 199: Field Studies and Marine Biology with no suggested edits.

Motion made by Jeff Fortenberry, seconded by Lori Benefiel.

Motion passed unanimously by all members present.



- D. Proposal to revise the Bart Queary Lifetime Achievement Award in Higher Education, section G-25-0, of the General Policy Manual (GPM) – Stephanie Andre’
Motion to approve at 2nd reading the proposal to revise section G-25-0 of the GPM with no suggested edits.

Motion made by Lori Benefiel, seconded by Allison Dickerson.

- Motion passed unanimously by all members present.

New Business

- A. Request Medical Assisting (MA) program fee increase, 1st Reading – Shannon Waller
- MA currently has a program fee of \$150/term to cover materials and supplies
 - Recently calculated how much is actually being spent and due to increased costs in the medical field for supplies more than \$150/student is being spent
 - Request increasing program fee to \$200/term per student
 - Fee would apply to MA 111, MA 120 and MA 137

Motion to approve at 1st reading the proposal to increase the MA program fees with no suggested edits.

Motion made by Seana Barry, seconded by Kirsten Hostetler.

- Motion passed unanimously by all members present.

- B. Proposal for Allied Health/Cengage Course Fee changes, 1st reading – Shannon Waller
- Last year requested that AH 112 have a fee of \$60 to cover Cengage Inclusive Access for one class/term
 - Discovered that HIM students are the only ones that require AH 112
 - Students in the HIM program have a fee of \$179 for Cengage Unlimited attached to HIM 103 and are being double charged for Cengage products
 - Request removing the \$60 fee – if a student outside of the HIM program takes the course they will need to buy the Cengage Access on their own

Motion to approve at 1st reading the Allied Health/Cengage Course Fees proposal with no suggested edits.

Motion made by Seana Barry, seconded by Jeff Fortenberry.

- Motion passed unanimously by all members present.

Motion to adjourn the meeting made by Kirsten Hostetler.

Meeting adjourned at 10:19 am.

NEXT MEETING: March 11, 2022, Zoom, 10am – 11am

Meeting Recording:

https://cocc.zoom.us/rec/share/B1SrDM8ETp-cQqGv11_EUTvObZgCvjmK7LkMWSWuatibAQOw0LALafDdmaUH0ib.LqFWqVvZFXdn5Kko