



Board of Trustees

East Central College
May 6, 2024, at 5:30 PM
BH238 Board Room

Agenda

- I. Call to Order**
- II. Recognition of Guests**
- III. Public Comment**
- IV. Approval of Agenda (4 votes)**

Approval items of a routine nature will be marked with an asterisk () located immediately before the item. Unless a Board member requests an item be removed for discussion, the agenda will be approved upon a motion and a second of the Board and unanimously adopted and shall have the same validity as if each action were separately moved, seconded, and adopted. Any item removed upon request of a Board member will be taken up in its regular place on the agenda.*
- V. *Approval of Minutes (4 votes)**
- VI. Treasurer's Report and Financial Report (simple majority)**
- VII. Professional Services (4 votes)**
- VIII. Budget Update**
- IX. Foundation Mini-Grants**
- X. *Personnel (4 votes)**
 - A. Intention to Re-employ Professional Staff**
 - B. Appointments**
 - C. Resignation**
 - D. Adjunct Faculty - SU24**
 - E. Classified Staff (information only)**
- XI. Board President's Report**
- XII. Reports**
 - 1. Faculty Association**
 - 2. ECC-NEA**
 - 3. Professional Staff Association**
 - 4. Classified Staff Association**
 - 5. Student Government Association**
- XIII. President's Report**
- XIV. Adjournment of Public Session / Executive Session - RSMo2004, Section 610.021 (2) Real Estate and (3) Personnel (simple majority)**

**JUNIOR COLLEGE DISTRICT OF EAST CENTRAL MISSOURI
BOARD OF TRUSTEES MEETING
May 6, 2024**

AGENDA ITEM I: CALL TO ORDER

The regular meeting of the Board of Trustees will be called to order by Board President Ann Hartley.

5/6/2024

East Central College

1964 Prairie Dell Road, Union, Missouri 63084
(636) 583-5195, Ext. 2201
FAX (636) 583-6602

**JUNIOR COLLEGE DISTRICT OF EAST CENTRAL MISSOURI
BOARD OF TRUSTEES MEETING
May 6, 2024**

AGENDA ITEM II: RECOGNITION OF GUESTS

Guests will be recognized by Mr. Gregg Jones.

5/6/2024

East Central College

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**JUNIOR COLLEGE DISTRICT OF EAST CENTRAL MISSOURI
BOARD OF TRUSTEES MEETING
May 6, 2024**

AGENDA ITEM III: PUBLIC COMMENT

The Board will hear comments from members of the public in attendance at the meeting who wish to speak.

5/6/2024

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**JUNIOR COLLEGE DISTRICT OF EAST CENTRAL MISSOURI
BOARD OF TRUSTEES MEETING
May 6, 2024**

AGENDA ITEM IV: APPROVAL OF AGENDA

Recommendation: To **approve** the agenda for the May 6, 2024, Board of Trustees meeting.

5/6/2024

East Central College

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Agenda Item IV: Approval of Agenda

Consent Agenda Items for May 6, 2024:

Approval of Minutes
Personnel

Matters to be brought before the Board of Trustees at such meeting of which the President has been notified in accordance with the bylaws and upon which consideration and action may be taken by the Board are included in the agenda for the meeting. Any matters not on the agenda of a regular meeting may be considered unless objected to by any Board member present.

Such items of a routine nature placed on the agenda will be marked with an asterisk (*) located immediately before the item on the agenda. When Item 3, Consent Agenda, is reached at a meeting, the President of the Board will read all items so marked, and all items not requested to be removed shall, upon a single motion of any Board member, seconded by any other Board member, and unanimously adopted, be deemed to have been duly adopted with the same validity as if each action were separately moved, seconded, and duly adopted.

**JUNIOR COLLEGE DISTRICT OF EAST CENTRAL MISSOURI
BOARD OF TRUSTEES MEETING
May 6, 2024**

AGENDA ITEM V: *APPROVAL OF MINUTES

Recommendation: To **approve** the minutes of the April 11, 2024, regular meeting of the Board of Trustees.

Attachment

5/6/2024

East Central College

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**JUNIOR COLLEGE DISTRICT OF EAST CENTRAL MISSOURI
BOARD OF TRUSTEES MEETING
Monday, April 11, 2024**

CALL TO ORDER: The regular meeting of the Board of Trustees was called to order at 5:32 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, Audrey Freitag, and J.T. Hardy. Also present were President of the College Jon Bauer; Administrators – Vice President of Academic Affairs Robyn Walter, Vice President of External Relations Joel Doepker, and Vice President of Finance and Administration DeAnna Cassat; Faculty – Faculty Association President Reg Brigham, ECC-NEA Treasurer Lisa Hanneken, and Associate Professor of English/Journalism Leigh Kolb; Other Staff – Human Resources Director Carrie Myers, Director of Communications & Marketing Gregg Jones, Rolla Campus Director Christina Ayres, Director of Institutional Research Bethany Lohden, Director of Information Technology Doug Houston, Executive Director of Institutional Effectiveness Michelle Smith, Foundation Executive Director Bridgette Kelch, Campus Resource Officer Todd Schlitt, Professional Staff Association President Carson Mowery, Classified Staff Association Treasurer Bethany Herron, and Executive Assistant to the President Bonnie Gardner.

RECOGNITION OF GUESTS: Gregg Jones recognized Eileen Wisniowicz, Missourian photographer, and Chris Parker from the *Missourian* who was present via Zoom. Roy Kramme was also in attendance.

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 April 11, 2024, meeting of the Board of Trustees.
Motion by Joseph Stroetker; Seconded by Prudence Johnson; Carried Unanimously

***APPROVAL OF MINUTES:** The Board approved the minutes of the March 4, 2024, regular meeting of the Board of Trustees.

CANVASS ELECTION RESULTS / OATH OF OFFICE:

Motion: To **accept** the results of the April 2, 2024, Proposition ECC election as certified by the county clerks.
Motion by Prudence Johnson; Seconded by Audrey Freitag; Carried Unanimously

Motion: To **accept** the results of the April 2, 2024, Board of Trustees election as certified by the county clerks to declare J.T. Hardy as the elected representative from Subdistrict #1 and Audrey Freitag as the elected representative from Subdistrict #2.
Motion by Prudence Johnson; Seconded by Cookie Hays; Carried Unanimously

The oath of office was administered to newly elected Board member J.T. Hardy representing Subdistrict #1 and re-elected Board member Audrey Freitag representing Subdistrict #2 by Board Recording Secretary Bonnie Gardner as follows:

I do solemnly swear that I will support and defend the Constitution of the United States and the State of Missouri and that I will faithfully demean myself in the office of Trustee of the Junior College District of East Central Missouri.

Ms. Hartley thereupon recognized the newly elected and re-elected members as members of the Board of Trustees, and they shall henceforth be entitled and qualified to perform the duties of the office of members of the Board of Trustees.

ELECTION OF BOARD OFFICERS: Board President Ann Hartley invited nominations for the offices of President, Vice President, Treasurer, and Secretary of the Board.

Motion: To **elect** Ann Hartley as the Board President.

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

Motion: To **elect** Joseph Stroetker as the Board Vice President.

Motion by Eric Park; Seconded by Audrey Freitag; Carried Unanimously

Motion: To **elect** Cookie Hays as Board Secretary.

Motion by Audrey Freitag; Seconded by Eric Park; Carried Unanimously

Motion: To **elect** Eric Park as Board Treasurer.

Motion by Joseph Stroetker; Seconded by Cookie Hays; Carried Unanimously

Motion: To **appoint** Bonnie Gardner as the Board Recording Secretary through June 30, 2024, and Stacy Langan as the Board Recording Secretary effective July 1, 2024.

Motion by J.T. Hardy; Seconded by Cookie Hays; Carried Unanimously

TREASURER'S REPORT AND FINANCIAL REPORT: Vice President DeAnna Cassat reviewed the financial statements as of February 29, 2024. She noted that cash is down about \$3.3 million due to the timing of drawing down funds for Pell, direct loans, and A+. The increase of \$82,000 for contractual services over last year is due to the election cost which was not in the budget for FY23 and a higher than budgeted increase in property and casualty insurance premiums.

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 Audrey Freitag; Carried Unanimously

TUITION AND GENERAL FEES: Dr. Bauer noted that the tuition and fees recommendation was delayed this year pending the outcome of the Proposition ECC election. Had the levy transfer passed, the college would have been able to mitigate a sharp increase in tuition. Unfortunately, that is not the case, and the recommendation is for a 10% increase across all tuition tiers and to increase the technology fee. Dr. Bauer commented that a subcommittee of the Budget Committee has been used for the last several years to review tuition, general fees, and college expenses. This data is used in conjunction with a review of what other institutions are charging to develop a recommendation. Vice President Cassat, who chairs the committee, noted that the Strategic Enrollment Management and

Retention Committee has projected a 2% enrollment decrease for FY25. This helped guide the tuition recommendation. The projected maximum Pell award is \$7,395 (\$246.50 per credit hour). The full-time tier one tuition remains below that threshold. The maximum A+ award is \$6,450 (\$215 per credit hour). Tiers one and two in-district tuition and fees for a full-time student are below that threshold. The new tuition rates are expected to generate about \$229,906 in additional revenue; the technology fee increase is expected to generate \$129,254 in additional revenue. The fee increase recommendation is based on a review of current expenditures and an expected increase in student hardware and software.

Motion: To **approve** an increase of 10% per credit hour in tuition for all tuition tiers and an increase of \$2 for dual credit/enrollment as outlined in the memorandum attached to the agenda.

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

Motion: To **approve** an overall increase in general fees of \$3 per credit hour as follows:

Student Activities Fee	\$12 (<i>unchanged</i>)
Support Services Fee	\$2 (<i>unchanged</i>)
Technology Fee	\$9 (<i>increase of \$3</i>)
Facilities Fee	\$8 (<i>unchanged</i>)
Security Fee	\$9 (<i>unchanged</i>)

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

FACULTY PROMOTION IN RANK: Vice President Robyn Walter reminded the Board that the faculty promotion process occurs once per year; there are three rank levels. A peer committee reviews portfolios submitted by the applicants and scores them using a rubric. The committee makes recommendations to the vice president who reviews them and makes recommendations to the president.

Motion: To **approve** the promotion of Dr. Shanee Haynes and Mr. Gregory Stotler to Associate Professor effective with the 2024-25 academic year.

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

REVISIONS TO CHAPTER 2 BOARD POLICIES & PROCEDURES: Dr. Bauer noted that policy and procedure revisions were introduced last month. No changes have been made since that time.

Motion: To **approve** revisions to Chapter 2 of Board Policies and Procedures as outlined in the document attached to the agenda.

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

BUDGET UPDATE: Dr. Bauer provided an update on the FY25 budget development process. State Funding - The House has completed its budget work and is recommending a 2% increase for higher education. The governor's recommendation was a 3% increase. Work now moves to the Senate. Any differences will be resolved by a conference committee and then sent to the governor. It appears possible the 3% increase level will be restored. The ECC budget is based on 3% but if there is any indication it will change, projections will be revised accordingly.

Tuition – The newly approved tuition schedule will be utilized to develop a projection for tuition/fees revenue. Local Revenue – This is not a reassessment year so a large increase is not expected, but there will be some growth in terms of new construction. Final figures will not be available until

August, but preliminary information will be used for budgeting. Expenses - The budget managers have submitted non-personnel budget requests, and inflationary increases have been accounted for. The faculty and administration are bargaining and are just now approaching economic issues; a salary recommendation for staff is being developed simultaneously. Each vice president has worked with Dr. Bauer to develop staffing recommendations for the new year, and these are under review. Work is on track to present a budget in June. The tax levy would have provided an incremental change to revenue; that loss will be accounted for as well as the impact on capital expenditures. Critical deferred maintenance projects will be included in the operating budget for FY25.

***PERSONNEL:** The Board **approved** the re-appointment of the following administrators for the 2024-2025 fiscal year: DeAnna Cassat, Vice President, Finance and Administration; Joel Doepker, Vice President, External Relations; Sarah Leassner, Vice President, Student Development; and Dr. Robyn Walter, Vice President, Academic Affairs. The Board **approved** the reappointment of full-time faculty for the 2024-2025 academic year as listed in the attached memorandum. The Board also **approved** the appointment of Cassidy (Cass) Litle as Supplemental Instruction Coordinator effective April 15, 2024, with an annual salary of \$59,394.92.

BOARD PRESIDENT’S REPORT: Board President Ann Hartley appointed committee liaisons for the coming fiscal year as follows: Strategic Planning – Joseph Stroetker and Ann Hartley, Budget – Eric Park, Shared Governance Council – Cookie Hays, and Rolla Project – J.T. Hardy and Audrey Freitag.

REPORTS:

- A. FACULTY ASSOCIATION REPORT:** Association President Reg Brigham reported that Bobby Bland was recognized as Faculty of the Month for April. Three professional development sessions were led by faculty – sabbaticals, AI, and online teaching. Tracy Mowery has been elected as Faculty Association President for 2024-25, Tim Derifield will serve as vice president, and Shaun Roberson will serve as secretary/treasurer.
- B. ECC-NEA:** NEA Treasurer Lisa Hanneken reported that elections are underway for the vice president, treasurer, and two executive board members. Bargaining is progressing. The Inspirers of Excellence Award Ceremony will be held on May 8 with over 50 recipients nominated.
- C. PROFESSIONAL STAFF ASSOCIATION REPORT:** PSA President Carson Mowery reported that the Title III program site visit with the external evaluator was very positive. PSA will be holding officer elections soon.
- D. CLASSIFIED STAFF ASSOCIATION REPORT:** CSA Treasurer Bethany Herron reported the organization will soon accept nominations for two open officer positions. Eleven staff members were nominated for the spring CSA Spotlight Award, and Thomas Gasaway was selected as the winner. There will be a reception on April 17 at 2 p.m.
- E. STUDENT GOVERNMENT ASSOCIATION REPORT:** The SGA had no report.

PRESIDENT’S REPORT: Dr. Bauer expressed disappointment with the tax levy election results and asked the Board to consider the next steps. The bonds will retire in February 2026. The college could retire the bonds and the debt service levy would be removed from the total tax levy. If another ballot issue is presented, the proposal could be identical, the transfer could be structured differently by including a sunset provision, only a portion could be transferred to operations, or it could be limited to capital improvements for example. However, revenue for operating remains a critical need for the college. A bond issue could be proposed for capital improvements but that would require a 4/7

majority in a general election and a 2/3 majority in a special election; additionally, it would not provide operating funds. Any ballot issue would need to happen no later than April 2026. When the Board sets the levy in August 2025, there could be a reduction in the debt service levy because the debt will be lower. Waiting until April 2026 for a transfer request would mean the revenue generated could be less.

Board members offered comments including the thought that time should be spent talking to the community about why support was lacking. Some felt there was great support for the college, but the supporters did not turn out to vote because they felt the issue would pass easily. Dr. Park offered an invitation to the public to provide comments to the Board regarding the issue. In general, the Board expressed a desire to continue to pursue a levy transfer due to the need for additional operating funds.

The college was notified on April 10 of the award of \$5.5 million over four years through a Department of Labor Strengthening Community Colleges Training Grant. The grant will fund the startup of a respiratory care program through a consortium of five community colleges. This program will provide rural areas access to educated healthcare providers who stay and work in the community. There is a great need for respiratory care therapists in central Missouri. The grant will pay for lab equipment for a lab at East Central College and a second lab centrally located in the state. The grant will also provide student support services. A statewide advertising campaign to promote respiratory care as a career option will be launched. Dr. Bauer noted that the process was very competitive with 16 grants awarded nationally and only one awarded in Missouri.

ADJOURNMENT:

Motion: To **adjourn** the April 11, 2024, public meeting of the Board of Trustees and enter into executive session per RSMo2004, Section 610.021 (2) Real Estate at 6:49 p.m.

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

The following roll call vote was taken, and the motion carried.

<u>Yes</u> _____	A. Hartley	<u>Yes</u> _____	E. Park	<u>Yes</u> _____	A. Freitag
<u>Yes</u> _____	J. Stroetker	<u>Yes</u> _____	C. Hays	<u>Yes</u> _____	J.T. Hardy

President, Board of Trustees

Secretary, Board of Trustees

**JUNIOR COLLEGE DISTRICT OF EAST CENTRAL MISSOURI
BOARD OF TRUSTEES MEETING
May 6, 2024**

AGENDA ITEM VI: TREASURER’S REPORT AND FINANCIAL REPORT

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

Attachments

5/6/2024

East Central College

1964 Prairie Dell Road, Union, Missouri 63084
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East Central College
Statement of Net Assets for all Funds
As of March 31, 2024 and March 31, 2023

ASSETS	<u>3/31/24</u>	<u>3/31/23</u>
Current		
Cash	8,159,504	11,730,431
Investments	2,800,661	2,304,811
Receivables, net		
Student	1,126,375	1,573,023
Federal & State Agencies	3,515,523	1,214,986
Other	264,002	234,839
Inventories	227,885	196,073
Prepaid Expenses	303,020	268,609
Total Current Assets	<u>16,396,970</u>	<u>17,522,772</u>
Non-Current Assets		
Lease Assets	289,548	-
Capital Assets (Net)	41,291,686	41,001,808
Total Non-Current Assets	<u>41,581,234</u>	<u>41,001,808</u>
Total Assets	<u>57,978,204</u>	<u>58,524,580</u>
DEFERRED OUTFLOW OF RESOURCES		
Deferred Pension Outflows	16,074,458	6,921,322
Deferred OPEB Outflows	509,559	276,465
Total Assets and Deferred	<u>16,584,017</u>	<u>7,197,787</u>
Outflow of Resources	<u>74,562,221</u>	<u>65,722,367</u>
LIABILITIES		
Current Liabilities		
Accounts Payable	18,355	28,587
Accrued Wages & Benefits	3,938	6,068
Unearned Revenue	731,391	1,209,009
Due to Agency Groups	235	330
Accrued Interest	-	-
Total Current Liabilities	<u>753,919</u>	<u>1,243,994</u>
Non-Current Liabilities		
Lease Liability	289,572	-
USDA Loan	266,667	366,667
Bonds Payable	3,625,000	5,225,000
Premium on Sale of Bonds	234,582	336,979
Net Pension Liability	15,685,923	3,976,045
Compensated Absences	872,724	806,541
Post Employment Benefit Plan Payable	1,599,488	1,485,056
Johnson Control Performance Contract	860,957	936,049
United Bank of Union	1,450,000	1,570,000
Total Non-Current Liabilities	<u>24,884,913</u>	<u>14,702,337</u>
Total Liabilities	<u>25,638,832</u>	<u>15,946,331</u>
DEFERRED INFLOW OF RESOURCES		
Deferred Pension Inflows	10,695,010	13,706,520
Deferred OPEB Inflows	626,536	369,901
Total	<u>11,321,546</u>	<u>14,076,421</u>
NET ASSETS		
Investment in Capital Assets, Net	43,349,782	40,476,418
Restricted for Debt Service	(134,769)	(44,894)
Board Restricted	1,760,000	1,760,000
Unrestricted:		
General Fund	11,512,830	12,250,527
All Other Funds	(18,886,000)	(18,742,436)
Total Net Assets	<u>37,601,843</u>	<u>35,699,615</u>
Total Liabilities, Deferred Inflow	<u>74,562,221</u>	<u>65,722,367</u>
of Resources and Net Assets		

East Central College
Statement of Activities
General Fund

As of March 31, 2024 and March 31, 2023

	For the Fiscal Year Ending June 30, 2024			For the Fiscal Year Ended June 30, 2023			
	Current FY Budget	March 31, 2024 Month end	Current FY Year-To-Date	Prior FY Budget	March 31, 2023 Month end	Prior FY Year-To-Date	Prior Year FYE
Revenues:							
Local Revenue	8,428,974	331,622	7,871,474	8,061,258	342,266	7,615,833	7,787,131
State Revenue	5,360,734	446,727	4,020,549	5,290,485	487,080	4,383,714	5,844,952
Federal Revenue	-	-	-	-	-	-	-
Tuition and Fees	7,808,233	728	7,511,290	7,409,748	9,056	6,947,676	6,991,306
Interest Income	124,076	11,190	94,467	75,000	11,941	93,596	149,181
Gifts and Grants	100,000	11,534	51,591	100,000	2,125	50,894	75,664
Miscellaneous Revenue	45,500	16,020	38,507	45,100	2,753	30,669	51,448
Transfers-Interfund & Indire	749,967	5,637	11,304	269,610	167,586	227,201	(328,224)
Transfer Federal Programs	-	-	-	-	-	-	11,742
Total Revenues	22,617,484	823,458	19,599,182	21,251,201	1,022,807	19,349,583	20,583,200
Expenses:							
Salaries	13,229,459	1,015,160	9,127,790	12,631,593	944,822	8,558,905	12,159,987
Benefits	4,713,956	367,949	3,391,564	4,418,238	345,133	3,130,866	4,094,400
Contractual Services	1,084,300	29,681	863,406	1,032,198	22,855	775,020	869,038
Current Expenses	1,016,160	67,056	650,127	859,010	51,602	517,469	705,939
Travel	269,417	21,653	159,137	271,559	23,629	177,516	230,122
Property & Casualty Insuran	235,000	-	259,420	222,000	-	222,320	225,634
Vehicle Expense	17,750	144	9,090	19,400	342	7,288	12,815
Utilities	645,840	86,529	542,330	545,000	100,671	550,819	716,305
Tele/Communications	229,460	17,231	152,848	250,770	19,076	161,594	208,932
Miscellaneous	596,224	24,564	303,902	397,285	15,972	225,757	211,165
Foundation Paid Expense	27,505	2,512	24,217	1,485	1,891	28,841	37,098
Clearing Account	-	(473)	1,146	-	25	134	-
Scholarship Expense	145,600	(22,391)	205,524	180,600	714	223,044	204,533
Faculty Development	-	-	3,500	25,000	-	5,700	14,850
Instit. Match for Grants	35,000	-	-	35,000	-	10,625	185,950
Commitment to AEL	70,000	-	-	60,000	-	-	52,731
Instit. Commit.to Fine Arts	-	-	-	-	-	-	-
Instit. Commit.to Word & M	-	-	-	-	-	-	-
Capital	25,750	2,607	601,284	21,500	-	67,850	79,381
Interfund Transfers	-	-	-	-	-	-	-
Debt Principal & Interest	276,063	8,333	200,250	280,563	8,333	203,062	280,000
Total Expenses	22,617,484	1,620,555	16,495,535	21,251,201	1,535,065	14,866,810	20,288,880
Revenues over Expenses	-	(797,097)	3,103,647	-	(512,258)	4,482,773	294,320

**Statement of Revenue, Expenses & Changes in Net Assets
(All Funds)
As of March 31, 2024 and March 31, 2023**

	For the Fiscal Year Ending June 30, 2024		For the Fiscal Year Ended June 30, 2023	
	March 31, 2024	FY 2024	March 31, 2023	FY 2023
		Year-To-Date		Year-To-Date
Operating Revenues:				
Student Tuition & Fees	12,489	9,248,180	18,420	8,173,727
Federal Grants & Contracts	38,701	3,109,981	64,968	5,089,981
State Grants & Contracts	345,875	1,169,077	262,157	2,017,713
Auxiliary Services Revenue	68,327	1,356,467	56,406	1,267,162
Other Operating Revenue	35,544	198,211	11,128	204,366
Total Operating Revenues	500,936	15,081,916	413,079	16,752,949
Operating Expenses:				
Salaries	1,137,426	10,223,588	1,058,545	9,588,027
Benefits	404,373	3,708,958	378,343	3,413,617
Purchased Services	118,973	2,203,288	189,944	1,862,913
Supplies & Current Expenses	138,925	2,470,914	121,857	2,111,433
Travel	50,538	224,725	37,328	215,021
Insurance	-	280,795	-	241,782
Utilities	119,054	857,287	143,510	889,039
Other	14,005	110,037	6,279	81,876
Depreciation/Amortization	190,609	1,734,064	195,366	1,697,067
Financial Aid & Scholarship	(11,421)	3,326,412	13,371	5,199,836
Foundation Paid Expense	11,117	56,751	4,657	50,472
Total Operating Expenses	2,173,599	25,196,819	2,149,200	25,351,083
Operating (Loss)/Gain	(1,672,663)	(10,114,903)	(1,736,121)	(8,598,134)
Non-Operating Revenues/(Expenses):				
State Appropriations	446,727	4,020,549	487,080	4,383,714
Tax Revenue	425,157	10,091,736	438,802	9,761,230
Interest Income	13,311	112,986	13,797	109,948
Gain/Loss on Asset Disposal	-	17,838	-	-
Principal & Interest on Debt	(1,970)	(165,847)	(2,140)	(203,431)
Total Non-Operating Revenues/(Exp)	883,225	14,077,262	937,539	14,051,461
Increase/(Decrease) in Net Assets	(789,438)	3,962,359	(798,582)	5,453,327

**East Central College
Investments
As of March 31, 2024**

<u>CD Number</u>	<u>Date</u>	<u>Maturity</u>	<u>Term</u>	<u>Rate</u>	<u>Total</u>
<u>United Bank of Union</u>					
1024024875	12/4/2023	12/4/2024	12 Months	5.39%	\$ 839,813.50
1024025404	1/24/2024	1/24/2025	12 Months	5.25%	\$ 1,031,219.43
1024026085	3/15/2024	3/15/2025	12 Months	5.05%	\$ 511,952.01
<u>Sullivan Bank</u>					
123668	4/6/2023	7/6/2024	15 Months	3.95%	\$ 495,850.08
ECC Total Investments					\$ 2,878,835.02

2023

Total Cash Accounts	\$ 8,159,504.00
Certificates of Deposit	\$ 2,878,835.02
	<u>\$ 11,038,339.02</u>

2022 (December)

Total Cash Accounts	\$ 5,672,080.00
Certificates of Deposit	\$ 2,304,810.81
	<u>\$ 7,976,890.81</u>

**East Central College
Pledged Securities
As of March 31, 2024**

United Bank of Union

SECURITY DESCRIPTION	MATURITY DATE	CUSIP NO.	PAR AMOUNT
FDIC Insurance			\$ 250,000.00
FHR 4672 QD	08/15/45	3137BXLH3	\$ 28,896.13
FRESB 2019-SB61 A10H	01/25/39	30309LAN8	\$ 1,148,235.43
FNMA POOL #AL6270	10/01/34	3138EN6G9	\$ 272,607.16
FHLMC POOL #RB5108	04/01/41	3133KYU98	\$ 1,507,759.12
GNR 2021-22 AD	10/16/62	3830RTZ3	\$ 1,788,515.09
FHR 5081 AG	03/25/51	3137FXXS2	\$ 1,187,101.56
US TREASURY NOTE	09/30/25	9128285C0	\$ 1,000,000.00
WEBB CITY MO #R-7 SCH DIST	03/01/33	947398CC5	\$ 315,000.00
FRESB 2021-SB84 A10H	01/25/41	30320WAQ2	\$ 1,416,065.94
FHLB LETTER OF CREDIT	3/28/2024		\$ 4,000,000.00
TOTAL			<u>\$ 12,914,180.43</u>

Phelps County Bank

SECURITY DESCRIPTION	MATURITY DATE	CUSIP NO.	PAR AMOUNT
FDIC Insurance			\$ 250,000.00
TOTAL			<u>\$ 250,000.00</u>

Sullivan Bank

SECURITY DESCRIPTION	MATURITY DATE	CUSIP NO.	PAR AMOUNT
FNMA 20YR	07/01/41	31418D2V3	\$ 780,891.18
FDIC Insurance			\$ 250,000.00
TOTAL			<u>\$ 1,030,891.18</u>

** ALL PLEDGED SECURITIES ARE IN COMPLIANCE WITH SECTION 1823 (E) OF THE FDIC REGULATIONS AND HAVE BEEN APPROVED BY THE BANK'S LOAN COMMITTEE. THE APPROVAL IS REFLECTED WITHIN THE MINUTES OF THE COMMITTEE.

**East Central College
Warrant Check Register
As of March 31, 2024**

The Board of Trustees, including the Treasurer, has access to records necessary to confirm check payments have been issued in accordance with the policies and procedures of the Junior College District of East Central Missouri (East Central College), in compliance with the appropriation granted by the Board of Trustees as defined in the FY24 budgets.

Total amount of checks dispersed from March 1, 2024 through March 31, 2024, is reported at \$766,738.82

**JUNIOR COLLEGE DISTRICT OF EAST CENTRAL MISSOURI
BOARD OF TRUSTEES MEETING
May 6, 2024**

AGENDA ITEM VII: PROFESSIONAL SERVICES

Recommendation: To **approve** the renewal of professional service agreements for FY25 as follows:

Legal Services:

Tueth, Keeney, Cooper, Mohan & Jackstadt, P.C., St. Louis, MO
\$250 per hour for partners and of counsel attorneys
\$220 per hour maximum rate for associates

Audit Services:

KPM, Springfield, MO
\$55,100 for the FY25 audit of the College and the Foundation

Attachment

5/6/2024

East Central College

1964 Prairie Dell Road, Union, Missouri 63084

(636) 583-5195, Ext. 2201

FAX (636) 583-6602



EAST CENTRAL COLLEGE

Memo

To: Dr. Jon Bauer, President

From: DeAnna Cassat, VP Finance & Administration

Date: April 30th, 2024

RE: Professional Services for FY25

Each year the Board of Trustees is asked to approve continued agreements for professional services for the upcoming fiscal year. I recommend the board approve the following for FY25:

Legal Services

Tueth, Keeney, Cooper, Mohan & Jackstadt, P.C.

34 North Meramec Avenue, Suite 600

St. Louis, MO 63105

Rates for FY25 will be:

- For partners and of counsel attorneys: \$250 per hour (increase from \$245 per hour)
- For associates: maximum rate of \$220 per hour (increase from \$200 per hour)

Auditing Services

The auditing services were previously approved when the Board accepted the proposal on May 9th, 2022, from KPM for fiscal years 2023 – 2025 with 2 one-year options. The FY25 agreed upon cost totals \$55,100. The detail is as follows:

- East Central College: \$45,100
- East Central College – Foundation: \$10,000

**JUNIOR COLLEGE DISTRICT OF EAST CENTRAL MISSOURI
BOARD OF TRUSTEES MEETING
May 6, 2024**

AGENDA ITEM VIII: BUDGET UPDATE

An update on the development of the FY25 budget will be provided.

5/6/2024

East Central College

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**JUNIOR COLLEGE DISTRICT OF EAST CENTRAL MISSOURI
BOARD OF TRUSTEES MEETING
May 6, 2024**

AGENDA ITEM IX: FOUNDATION MINI-GRANTS

Foundation Executive Director Bridgette Kelch will provide an overview of the projects that were selected for funding with mini-grants provided by the ECC Foundation.

5/6/2024

East Central College

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**JUNIOR COLLEGE DISTRICT OF EAST CENTRAL MISSOURI
BOARD OF TRUSTEES MEETING
December 4, 2023**

AGENDA ITEM X: *PERSONNEL

A. INTENTION TO RE-EMPLOYEE PROFESSIONAL STAFF

Recommendation: To **approve** the re-appointment of full-time professional staff as detailed in the attached memorandum.

B. APPOINTMENTS

Recommendation: To **approve** the appointment of Kathy Luther as Associate Director of Financial Aid effective May 7, 2024, with an annual salary of \$50,873.60.

Recommendation: To **approve** the appointment of Nathan Black-Wilson as Enterprise Systems Associate effective May 7, 2024, with an annual salary of \$58,656.

C. RESIGNATION

Recommendation: To **accept** the resignation of Lesley Peters, Academic Advisor/Counselor effective June 6, 2024.

D. ADJUNCT FACULTY – SU24

Recommendation: To **approve** the roster of adjunct faculty for the SU24 Session as listed in the attached memorandum.

E. CLASSIFIED STAFF APPOINTMENTS (*information only*)

A list of support staff hired since the April 11, 2024, meeting is attached for information.

Attachments

5/6/2024

East Central College

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(636) 583-5195, Ext. 2201
FAX (636) 583-6602



President's Office Interoffice Memo

TO: Board of Trustees
FROM: Dr. Jon Bauer, College President
DATE: April 17, 2024
RE: Reappointment of Professional Staff FY25

The following Professional Staff employees are being recommended to the Board of Trustees for reappointment for fiscal year 2025:

President's Office

Christina Ayres, Director, Rolla Campus
Andrew Chitwood, Network & Systems Manager
Jennifer Crosby, Assistant Director, ECC Rolla
Denette (Dee) Gibbs, Coordinator, Technical Support
Joseph (Doug) Houston, Director, Information Technology
Rachael Karr, Enrollment Services Coordinator ECC Rolla
Bridgette Kelch, Institutional Development/Foundation Executive Director
Bethany Lohden, Director, Institutional Research
Cassidy Desmond, Foundation Event & Program Coordinator
Carrie Myers, Director, Human Resources
Dana Riegel, Research Analyst
Jessica Robart, Counselor
Dr. Michelle Smith, Executive Director, Institutional Effectiveness
Chad Wray, Assistant Network & Systems Manager

Vice President of External Relations

Cynthia Brinker, Coordinator, Grants and Program Administration
Mary Eagan, AEL Instruction Coordinator (Grant Funded)
Jessica Horn, AEL Volunteer & Orientation Specialist
Gregg Jones, Director, Communications & Marketing
Andrew Kolb, Coordinator, Web Services/Programming
Melissa Richards, Coordinator, Apprenticeships & Business Training Program
Pamela Ruwe-Kaiser, Coordinator, CWD Programming
Melissa Schall-Willmore, Project Coordinator, SkillUp Program– Grant Position
Todd Tracy, Executive Director, Workforce Development
Terri Warmack, Coordinator, Health Careers Workforce
Alice Whalen, Director, Adult & Education Literacy

Vice President of Finance and Administration

Timothy Gray, Bookstore and Imaging Services Manager
Ashley Straatmann, Director, Financial Services/Comptroller
Melissa Popp, Procurement Coordinator
Tot Pratt, Director, Facilities & Grounds

Vice President of Academic Affairs


Erin Anglin, Executive Director Learning Center & Academic Support
Robert (Chad) Baldwin, Director of Online Learning & Educational Technology
Ann Boehmer, Dean, Arts & Sciences
Lisa Farrell, Director, Library Services
Cass Litle, Supplemental Instruction (SI) Coordinator
Nancy Mitchell, Dean, Health Science/Director of Nursing
Carson Mowery, Title III Program Coordinator
Lindsay Riegel, Retention Coordinator
Sylvia Sellers, Performing Arts Center Manager
Windy Souders, Coordinator, Testing Services
Morgan Spangler, Emerging Technologies Librarian
Alison Tucker, STEM Recruitment & Success Coordinator
Tracie Welsh, Coordinator, Academic Services

Vice President of Student Development

Gayle Bailey, Financial Aid Advisor
Amanda Baumruk, Advisor, Early College & Admissions
Joseph Benninger, Head Coach Men & Women's Soccer
Stacy Bogier, Director, Financial Aid
Eric Clapper, Associate Registrar
Stephanie Hebert, Business Analyst, Enrollment Services
Andy Klingensmith, Coordinator Campus Life and Leadership
Kathy Luther, Associate Director, Financial Aid
Dr. Jay Mehrhoff, Athletic Director
Hannah Owens, Advisor, Early College & Admissions
Sarah Scroggins, Registrar
Megen Strubberg, Director, Early College & Admissions
Abigail Unnerstall, Wellness Navigator

All grant funded positions are contingent upon continued funding and may be restructured or terminated if funding is not received.

Approval Signature:



Jon Bauer, President



HUMAN RESOURCES

TO: Dr. Jon Bauer, College President
DATE: April 22, 2024
FROM: Carrie Myers, Human Resources Director
RE: Recommendation to Hire: Associate Director Financial Aid

Please accept the Search Committee's recommendation to hire Kathy Luther as the full-time Associate Director of Financial Aid effective May 7, 2024, with an annual salary of \$50,873.60. Sarah Leassner, Vice President of Student Development has approved the recommendation to hire.

Kathy's experience includes, but is not limited to the following:

- Financial Aid Advisor – A+ & Access Missouri – East Central College January 2024 – current
- Financial Aid Advisor– State Programs/Foundation Scholarships – East Central College 2022 – 2024
- Student Services Specialist – East Central College 2021 – 2022
- Registrar / A+ Secretary – Owensville High School 2007 – 2021

Recommendation signatures:

A handwritten signature in black ink, appearing to read "Carrie A. Myers", is written over a horizontal line.

Carrie A. Myers
Director of Human Resources

Sarah A.
Leassner

Digitally signed by
Sarah A. Leassner
Date: 2024.04.22
14:30:52 -05'00'

Sarah Leassner
Vice President, Student Development



EAST CENTRAL COLLEGE

HUMAN RESOURCES

TO: Dr. Jon Bauer, College President
DATE: April 22, 2024
FROM: Carrie Myers, Human Resources Director
RE: Recommendation to Hire: Enterprise Systems Associate

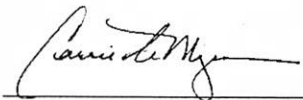
Please accept the Search Committee's recommendation to hire Nathan Black-Wilson as the full-time Enterprise Systems Associate effective May 7, 2024, with an annual salary of \$58,656. Doug Houston, Director of Information Technology, approved this recommendation.

Nathan's experience includes, but is not limited to the following:

- System Administrator Technician – State of Missouri – Current
- Telecommunication Operator – University of Missouri Health Care System 2015 – 2017
- Lead Environmental Technician– University of Missouri Health Care System 2013 – 2015
- Environmental Technician – University of Missouri Campus Facilities 2012 – 2013

Nathan received his Associate degree in computer information systems from Bryan University.

Recommendation signatures:



Carrie A. Myers
Director of Human Resources
Recommendation signatures:



Doug Houston
Director, Information Technology



Interoffice Memo
HUMAN RESOURCES

TO: Dr. Jon Bauer
DATE: April 29, 2024
FROM: Carrie A Myers, Director of Human Resources
RE: Requesting Release from Contract –Lesley Peters

Lesley Peters, Academic Advisor/Counselor, has requested to be released from the remainder of her FY24 employment contract effective June 6, 2024. The official resignation letter is on file in the Human Resources Office.

Signatures:

A handwritten signature in black ink, appearing to read "Carrie A. Myers", written over a horizontal line.

Carrie A. Myers
Director, Human Resources

Sarah A. Leassner Digitally signed by Sarah A. Leassner
Date: 2024.04.29 09:22:14 -05'00'

Sarah Leassner
Vice President, Student Development

Interoffice Memo

TO: Dr. Jon Bauer
DATE: May 1, 2024
FROM: Office of Academic Affairs
RE: Adjuncts for Summer Semester 2024

Please approve the following adjuncts for the 2024 Summer semester.

Health Sciences

Michelle Chick, LPN
Julie Chirban, Nursing
Laura Ditmeyer, Radiological Technology
Jessica Fisher, LPN
Jenifer Goodson, EMS

Brandi Grindel, Radiological Technology
Wayne Prince, EMS
Megan Vanbibber, Surgical Technology
Adisa Velic, Medical Assistant
Jennifer Wall, Surgical Technology

Career and Technical Education

Mike Palazzola, Culinary

Blake Poertner, Precision Machining

Mathematics, Business and Education

Reginald Brigham, Mathematics
Ann Estes, Mathematics
Lisa Hanneken, Business

Olivia Kerwin, Mathematics
Laura Roselli Insall, Mathematics

English & Humanities

Madison Emerick, English
Matthew Gifford, Philosophy

Shanee Haynes, Communications

Social Sciences

Kristen Adams, Psychology
Janet Berry, Economics
Timothy Boone, Law Enforcement
Theodore Coburn, Sociology
Coreen Derifield, History
Tim Derifield, Sociology
Derrick Dillon, Law Enforcement

Christopher Giacolone, Law Enforcement
Rachel Johnson, History
Brandon Ketzler, Law Enforcement
Jenny Kuchem, Psychology
Dennis Pohlman, Political Science
Wendy Pecka, Psychology

Science & Engineering

Parvatha Acosta, Biology
Clarissa Brown, Biology
Lucy Crain, Health Science
Kevin Dixon, Biology

Elizabeth Flotte, Biology
Tracy Mowery, Biology
Keith Pulles, Biology
Elizabeth Winters-Rozema, Biology

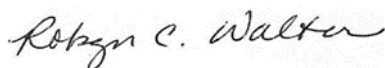
Fine & Performing Arts

Aaron Bounds, Music
Tim Sexton, Music

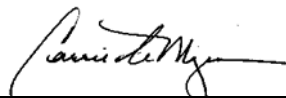
College Success

Philip Giacomelli
Sarah Haines

Approval:



Vice President, Academic Affairs Date



Director, Human Resources Date



HUMAN RESOURCES

TO: Dr. Jon Bauer, College President
DATE: April 19, 2024
FROM: Carrie Myers, Human Resources Director
RE: Support Staff Hires – April 2024

The following support staff employees were hired during the months of April/May:

- Dora Bell, Retention Specialist Full-time 4/15/24

A handwritten signature in black ink, appearing to read "Carrie A. Myers", is written over a horizontal line.

Carrie A. Myers
Director of Human Resources

**JUNIOR COLLEGE DISTRICT OF EAST CENTRAL MISSOURI
BOARD OF TRUSTEES MEETING
May 6, 2024**

AGENDA ITEM XI: BOARD PRESIDENT’S REPORT

Board President Ann Hartley will share information with the Board.

5/6/2024

East Central College

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**JUNIOR COLLEGE DISTRICT OF EAST CENTRAL MISSOURI
BOARD OF TRUSTEES MEETING
May 6, 2024**

AGENDA ITEM XII: REPORTS

Reports may be presented by:

- A. Faculty Association President, Reginald Brigham
- B. ECC-NEA Vice President, Katie Holtmeyer
- C. Professional Staff Secretary, Carson Mowery
- D. Classified Staff Association Vice President, Amanda Studdard
- E. Student Government Association - no report

5/6/2024

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**JUNIOR COLLEGE DISTRICT OF EAST CENTRAL MISSOURI
BOARD OF TRUSTEES MEETING
May 6, 2024**

AGENDA ITEM XIII: PRESIDENT’S REPORT

Projected meeting dates for 2024 are listed below for planning purposes. Meetings will normally begin at 5:30 p.m. Please let me know as soon as possible if you will not be able to attend any of the projected meetings.

2024 Projected Meeting Dates

June 10
June 14 (*8:30 a.m. strategic planning discussion*)
July 18 (*Thursday noon business meeting*)
August 26
No September Meeting
October 7
November 4
December 2

Alternate Meeting Dates

June 13

October 14
November 11
December 9

5/6/2024

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**JUNIOR COLLEGE DISTRICT OF EAST CENTRAL MISSOURI
BOARD OF TRUSTEES MEETING
May 6, 2024**

**AGENDA ITEM XIV: ADJOURNMENT OF PUBLIC SESSION / EXECUTIVE SESSION
– RSMo2004, SECTION 610.021 (2) REAL ESTATE AND (3)
PERSONNEL**

Recommendation: To **adjourn** the May 6, 2024, public meeting of the Board of Trustees and enter executive session per RSMo2004, Section 610.021 (2) Real Estate and (3) Personnel.

5/6/2024

East Central College

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