

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

CALL TO ORDER: The regular meeting of the Board of Trustees was called to order at 5:30 p.m. by Board President Ann Hartley. Other Board members present for all or parts of the meeting were Joseph Stroetker, Eric Park, Cookie Hays, 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, Vice President of Student Development Sarah Leassner, and Vice President of Finance and Administration DeAnna Cassat; Faculty – Faculty Association President Tracy Mowery, and ECC-NEA Vice President Katie Holtmeyer; 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 Tommie Lowe, Professional Staff Association President Carson Mowery, Classified Staff Association Vice President Amanda Studdard, and Executive Assistant to the President Bonnie Gardner.

RECOGNITION OF GUESTS: Gregg Jones recognized community members Roy Kramme, Dean Gross, and Paul Gross. Chris Parker from the *Missourian* was 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 May 6, 2024, meeting of the Board of Trustees.

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

***APPROVAL OF MINUTES:** The Board approved the minutes of the April 11, 2024, regular meeting of the Board of Trustees.

TREASURER’S REPORT AND FINANCIAL REPORT: Vice President DeAnna Cassat reviewed the financial statements as of March 31, 2024. She noted the decrease in cash is related to the timing for receipt of federal and state agency receivables for Pell, A+, and direct loans. Local revenue is less than the budgeted amount since assessed valuations were not as high as expected. The FY25 budget projections will be adjusted to reflect those valuations.

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

PROFESSIONAL SERVICES: Vice President Cassat noted that Tueth, Keeney has been used for legal services for many years. The rates have increased slightly over the current year.

Motion: To **approve** the renewal of the professional service agreement for legal services with Tueth, Keeney, Cooper, Mohan & Jackstadt, P.C., St. Louis, MO at a rate of \$250 per hour for partners and of counsel attorneys and a maximum rate of \$220 per hour for associates.

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

Vice President Cassat reminded the Board that the audit services contract was approved on May 9, 2022, for FY23 – FY25 with two one-year options subject to annual approval by the Board.

Motion: To **approve** the renewal of the professional service agreement for audit services with KPM, Springfield, MO at a cost of \$55,100 for the FY25 audit of the College and the Foundation.

Motion by Eric Park; Seconded by J.T. Hardy; Carried Unanimously

BUDGET UPDATE: Dr. Bauer indicated the budget, staffing plan, and collective bargaining agreement will be presented at the June meeting for approval. Bargaining is ongoing and the administration is working to develop a balanced budget. The state budget is required to be completed by May 10. The House recommendation is a 2% increase for higher education; the Senate Appropriations Committee recommended 3%. Any differences will be worked out in committee. Revenue will continue to be refined based on the state budget and enrollment changes. Expenses will be scrutinized and adjusted to bring the budget into balance. The budget will be provided to the Board in advance of the June meeting to allow time for review.

FOUNDATION MINI-GRANTS: Dr. Bauer noted that the ECC Foundation supports the College and often funds projects that are being piloted and equipment or other expenses that are enhancements falling outside the normal budget process. Faculty and staff submit proposals which are reviewed by the administration. Approved requests are recommended to the Foundation Board, which determines the awards given.

Bridgette Kelch provided a history of requests funded since 2009. From 2009 to 2022, the Foundation provided \$126,224 in projects for the campus. The fall 2023 requests totaled \$36,795. These grants are awarded from an endowed fund which creates about \$6,000 per year. For the past few years, additional funds have been provided through various areas of the Foundation.

Bridgett reviewed the items funded from the endowed fund for FY24, which include high school signage for PR/Marketing, equipment for a student social media program for PR/Marketing, a faculty book club for the Faculty Association, the adjunct dinner and awards program for the academic division, welcome folders for advising, and bio digital software for the EMT/paramedic program. Funding from other Foundation accounts was provided for RCCA conference attendance, an oxyfuel machine for Welding, a CNC lathe class for Precision Machining, a vibraphone for the band, a portion of the student expenses for the Art Club London trip, choir attire, and chairs and tables for the college. The Foundation will be accepting requests from student organizations next year. Dr. Bauer noted that these are expenses that would fall outside the normal budgeting process. While providing scholarships is the primary focus of the Foundation, these grants are very beneficial to students.

***PERSONNEL:** The Board **approved** the reappointment of the professional staff for the 2024-2025 fiscal year as listed in the attached memorandum. The Board **approved** the appointment of Kathy Luther as Associate Director of Financial Aid effective May 7, 2024, with an annual salary of \$50,873.60 and Nathan Black-Wilson as Enterprise Systems Associate effective May 7, 2024, with an annual salary of \$58,656. The Board **accepted** the resignation of Lesley Peters, Academic Advisor/Counselor, effective June 6, 2024. The Board also **approved** the roster of adjunct faculty for the SU24 session as listed in the attached memorandum.

BOARD PRESIDENT'S REPORT: Board President Ann Hartley reminded everyone about commencement, Nursing pinning, and HiSET graduation on Saturday, May 11, and the MCCA Trustees and Executive Leadership Conference occurring June 25-27.

REPORTS:

- A. FACULTY ASSOCIATION REPORT:** Association Acting President Tracy Mowery reported that Leigh Kolb, English Associate Professor, has had another chapter published in a pop culture and philosophy anthology.
- B. ECC-NEA:** NEA Vice President Katie Holtmeyer reported that officer elections for FY25 were held with the following results: Reg Brigham, president; Katie Holtmeyer, vice president; Clarissa Brown, secretary; and Lisa Hanneken, treasurer. The Inspirers of Excellence Award Ceremony will be held on May 8 at 6 p.m.
- C. PROFESSIONAL STAFF ASSOCIATION REPORT:** PSA President Carson Mowery reported that the Summer Learning Academy enrollment is strong with 47 of 65 classes in Union at capacity and 11 of 32 classes in Rolla at capacity. There are currently 1,123 seats filled. Alice Whalen recently presented at the Missouri Association of Workforce Development conference. Thirty 30 HiSET students are graduating on May 11.
- D. CLASSIFIED STAFF ASSOCIATION REPORT:** CSA Vice President Amanda Studdard reported officer elections will be held for two open seats. Denim Days continues to raise money for area charitable organizations. The recent Penny Wars fundraiser netted \$1,189.95 for the CSA scholarship. The spring scholarship recipient was Amanda Slater.
- E. STUDENT GOVERNMENT ASSOCIATION REPORT:** The SGA had no report.

PRESIDENT’S REPORT: Dr. Bauer noted that the legislative session is wrapping up and will end on May 17. There is a transfer bill that, if approved, would expand opportunities for students in five designated high-transfer areas. The bill would expand CORE 42 to CORE 60. It was approved in the House with no opposition and is pending discussion on the floor of the Senate. The Governor’s budget recommendation for higher education was a 3% increase which would provide \$170,000 for ECC.

Commencement activities kick off on May 11 at 9 a.m. with Nursing pinning, followed by commencement at noon, and AEL graduation at 2:30 p.m. Eric Eoloff is the keynote speaker this year, and there will be a reception for graduates after commencement.

ADJOURNMENT:

Motion: To **adjourn** the May 6, 2024, public meeting of the Board of Trustees and enter into executive session per RSMo2004, Section 610.021 (2) Real Estate and (3) Personnel at 6:12 p.m.

Motion by Joseph Stroetker; Seconded by J.T. Hardy

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



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

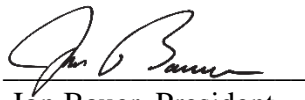
Erin Anglin, Executive Director Learning Center & Academic Support
Robert (Chad) Baldwin, Director of Online Learning & Educational Technology
Ann Boehmer, Dean, Arts & Sciences
Lisa Farrell, Director, Library Services
Cass Litle, Supplemental Instruction (SI) Coordinator
Nancy Mitchell, Dean, Health 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



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