



**BOARD OF TRUSTEES
MEETING**

February 5, 2018

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING AGENDA
Monday, February 5, 2018
5:30 p.m. BH238**

| | | Action ¹ | Discussion | Information |
|-----|--|---------------------|------------|-------------|
| 1. | CALL TO ORDER | | | |
| 2. | RECOGNITION OF GUESTS | | | X |
| 3. | PUBLIC COMMENT | | | |
| 4. | APPROVAL OF AGENDA (Consent Agenda: Agenda 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.) | 4 Votes | | |
| 5. | *APPROVAL OF MINUTES | 4 Votes | | |
| 6. | TREASURER'S REPORT AND FINANCIAL REPORT | Simple Majority | | |
| 7. | AUDITING SERVICES | 4 Votes | | |
| 8. | MARKET ANALYSIS OF COMPENSATION | 4 Votes | | |
| 9. | COURSE FEES | 4 Votes | | |
| 10. | DUAL ENROLLMENT TUITION | 4 Votes | | |
| 11. | UPDATE ON THE HIGHER LEARNING COMMISSION COMPREHENSIVE QUALITY REVIEW | | | X |
| 12. | *PERSONNEL A. Appointment B. Adjunct Faculty – Spring 2018 | 4 Votes | | |
| 13. | REPORTS A. Faculty Association B. ECC-NEA C. Professional Staff Association D. Classified Staff Association E. Student Government Association | | | X |
| 14. | PRESIDENT'S REPORT | | | X |
| 15. | ADJOURNMENT | Simple Majority | | |

¹RSMo Section 178.830 states, in part: "...A majority of the Board constitutes a quorum for the transaction of business, but no contract shall be let, teacher employed or dismissed, or bill approved unless a majority of the whole Board votes therefor."

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
February 5, 2018**

AGENDA ITEM 1: CALL TO ORDER

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

2/5/2018

Section 1, Page 1

East Central College

1964 Prairie Dell Road, Union, Missouri 63084

(636) 584-6501

FAX (636) 583-6602

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
February 5, 2018**

AGENDA ITEM 2: RECOGNITION OF GUESTS

Guests will be recognized by Mr. Jay Scherder.

2/5/2018

East Central College

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Section 2, Page 1

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
February 5, 2018**

AGENDA ITEM 3: PUBLIC COMMENT

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

2/5/2018

Section 3, Page 1

East Central College

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**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
February 5, 2018**

AGENDA ITEM 4: APPROVAL OF AGENDA

Recommendation: To **approve** the agenda for the February 5, 2018, Board of Trustees meeting.

2/5/2018

East Central College

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Section 4, Page 1

Agenda Item 4: Approval of Agenda

Consent Agenda Items for February 5, 2018:

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.

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
February 5, 2018**

AGENDA ITEM 5: *APPROVAL OF MINUTES

Recommendation: To **approve** the minutes of the December 4, 2017 regular meeting and the January 22, 2017 special meeting of the Board of Trustees.

Attachments

2/5/2018

Section 5, Page 1

East Central College

1964 Prairie Dell Road, Union, Missouri 63084

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**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
Monday, December 4, 2017**

CALL TO ORDER: The regular meeting of the Board of Trustees was called to order at 5:30 p.m. by Board President Ann Hartley. Other Board members present for the meeting were Joseph Stroetker, Prudence Fink Johnson, Don Kappelmann, Cookie Hays and Eric Park. Also present were President of the College Jon Bauer; Administrators – Vice President of Academic Affairs Tia Robinson, Vice President of Finance and Administration Phil Pena, Vice President of Student Development Shelli Allen, and Vice President of External Relations Joel Doepker; Other Staff – Dean of Instruction Ann Boehmer, Director of Human Resources Wendy Hartmann, Foundation Executive Director Shannon Grus, Director of Institutional Research Bethany Lohden, Director of Public Relations Jay Scherder, Director of the Rolla Campus Christina Ayres, Director of Facilities & Grounds Tot Pratt, Director of Developmental Education Programs Michelle Branton, Accounts Payable Specialist Sharon Jost, Campus Police Officer Todd Schlitt, Faculty Association President Tom Fitts, NEA President Sue Henderson, Professional Staff Association President Karen Klos, Classified Staff Association Secretary Amy DeMiere, and Executive Assistant to the President Bonnie Gardner; Faculty Members - Greg Stotler, Reginald Brigham, Jerry Amoloza, Judy Bieker, Nancy Mitchell, Leigh Kolb, Joshua Stroup, Sean Barton, Bob Mahon, Linda Follis, Linda Barro, and Jenifer Goodson.

RECOGNITION OF GUESTS: Mr. Scherder introduced Kavahn Mansouri from the *Missourian* and Matt Wallace from KPM. Shane Jones from Tueth Keeney and Scott Kiehl from the Missouri NEA were also present.

PUBLIC COMMENT: There were no public comments.

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

Motion: To **approve** the agenda for the December 4, 2017 meeting of the Board of Trustees.

Motion by Don Kappelmann; Seconded by Cookie Hays; Carried Unanimously

***APPROVAL OF MINUTES:** The Board approved the minutes of the November 6, 2017 regular meeting of the Board of Trustees.

TREASURER’S REPORT AND FINANCIAL REPORT: Vice President Pena reviewed the year-to-date financials.

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

Motion by Prudence Fink Johnson; Seconded by Joseph Stroetker; Carried Unanimously

AUDITOR’S REPORT: Vice President Pena introduced Matt Wallace from KPM who informed the Board that the College has again received an unmodified or “clean” opinion. There were no significant deficiencies or material weaknesses identified in the internal control structure and no

findings related to the administration of federal programs. The Foundation also received an unmodified opinion for the calendar year 2016 and had net assets of \$5.9 million.

Matt reviewed highlights from the audit report that was provided to Board members. He noted that unrestricted cash is down about \$800,000 but capital assets are up about \$3.7 million; this is related to projects completed over the past year. Liabilities are up about \$300,000 from the prior year and the liability for retirement is approximately \$10.8 million. Cash reserves stand at 19.3%, which is a good position; the recommended amount is between 15% and 20%.

As was recommended last year, the College needs to review and comply with the attendance taking school requirements and determine within 15 days that a student has withdrawn from school. The GASB75 implementation regarding reporting liability for post-employment benefits has been taken care of and will generate a liability of about \$1.2 million for post-employment health insurance. This will be reflected in the financial statements.

Motion: To **accept** the audit report for the fiscal year ending June 30, 2017.

Motion by Prudence Fink Johnson; Seconded by Don Kappelmann; Carried Unanimously

***PERSONNEL:** The Board **accepted** the resignations of Shannon Grus, Executive Director, Foundation/Director, Institutional Development, effective December 4, 2017 and Stephanie Free, Nursing Instructor, effective December 19, 2017. The Board also **approved** the appointment of adjunct faculty for the Spring 2018 semester as listed in the attached memorandum.

REPORTS:

- A. FACULTY ASSOCIATION REPORT:** Faculty Association President Tom Fitts reported that Adam Watkins has been appointed to a statewide working group to discuss and revise learning expectations for fine arts standards at the K-5 level in Missouri schools. Tom expressed concern on behalf of the faculty and staff regarding the Higher Learning Commission visit in October and the lack of information provided when the HLC did not adhere to the two-week timeline for providing the feedback report. He noted that the first communication from administration was not until November 29; it indicated a draft report had been received and was being reviewed for errors of fact. He also expressed dismay with the timing and short notice given for the December 5 college wide meeting. Tom stated there is much concern that the process related to the HLC findings over the last six to seven weeks has not been open and that the report is not being addressed with the Board at this meeting.
- B. ECC-NEA:** ECC-NEA President Sue Henderson reported that NEA Vice President Linda Follis recently attended the NEA statewide assembly. Sue also noted that the NEA is in accordance with the statement made by the Faculty Association.
- C. PROFESSIONAL STAFF ASSOCIATION REPORT:** Professional Staff Association President Karen Klos reported the association is collecting Christmas gifts for two area families in need – one in Union and one in Rolla.
- D. CLASSIFIED STAFF ASSOCIATION REPORT:** Classified Staff Association Secretary Amy DeMiere reported that the Denim Days program to date has produced a total of \$1,270 which has been contributed to area service organizations.

E. STUDENT GOVERNMENT ASSOCIATION: Representatives of Student Government were unable to attend; there was no report.

PRESIDENT’S REPORT: Dr. Bauer expressed appreciation to KPM, the business office staff and the Foundation staff for work done to complete the audit.

Regarding the Faculty Association remarks, he noted that the HLC feedback is a process and as late as the last Board meeting the College was providing additional information requested by the team. The errors of fact check has been completed and submitted. The final report from HLC should be sent to the College in the next several weeks. On December 5 information will be shared in advance of receiving the final report from the team and the campus will be kept informed.

Dr. Bauer recognized Shannon Grus, who is leaving the institution after nine years of service and complimented her for the outstanding work she has done. He congratulated her on her new position as Vice President of Advancement at State Technical College in Linn.

**EXECUTIVE SESSION - REVISED STATUTES OF MISSOURI 2004, SECTION 610.021
(3) PERSONNEL:**

Motion: To **enter** into executive session per RSMo 2004, Section 610.021(3) Personnel at 6 p.m.

Motion by Don Kappelmann; Seconded by Joseph Stroetker

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

| | | |
|-----------------------------|------------------------------|------------------------|
| <u> yes </u> A. Hartley | <u> yes </u> P. Johnson | <u> yes </u> C. Hays |
| <u> yes </u> J. Stroetker | <u> yes </u> D. Kappelmann | <u> yes </u> E. Park |

No action was taken during the executive session.

Motion: To **resume** open session at 9:05 p.m.

Motion by Joseph Stroetker; seconded by Don Kappelmann

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

| | | |
|-----------------------------|------------------------------|------------------------|
| <u> yes </u> A. Hartley | <u> yes </u> P. Johnson | <u> yes </u> C. Hays |
| <u> yes </u> J. Stroetker | <u> yes </u> D. Kappelmann | <u> yes </u> E. Park |

ADJOURNMENT:

Motion: To adjourn the December 4, 2017 public Board of Trustees meeting at 9:05 p.m.

Motion by Cookie Hays; Seconded by Joseph Stroetker; carried unanimously.

President, Board of Trustees

Secretary, Board of Trustees

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
Monday, January 22, 2018**

CALL TO ORDER: The regular meeting of the Board of Trustees was called to order at 5:30 p.m. by Board President Ann Hartley. Other Board members present for the meeting were Joseph Stroetker, Prudence Fink Johnson, Don Kappelmann, Cookie Hays and Eric Park. Also present were President of the College Jon Bauer; Administrators – Vice President of Academic Affairs Tia Robinson, Vice President of Finance and Administration Phil Pena, Vice President of Student Development Shelli Allen, and Vice President of External Relations Joel Doepker; Other Staff – Dean of Career & Technical Education Richard Hudanick, Director of Financial Services Annette Moore, Director of Institutional Research Bethany Lohden, Director of Public Relations Jay Scherder, Director of Developmental Education Programs Michelle Branton, Campus Police Officer Tommie Lowe, Faculty Association President Tom Fitts, NEA President Sue Henderson, Professional Staff Association President Karen Klos, Classified Staff Association President Stacy Bellville, and Executive Assistant to the President Bonnie Gardner; Faculty Members - Leigh Kolb, Linda Barro, Lisa Hanneken and John Hardecke.

UPDATE REGARDING HIGHER LEARNING COMMISSION (HLC) COMPREHENSIVE QUALITY REVIEW: Cookie Hays noted that she and Ann Hartley are participating in some of the committee work and emphasized that the Board's job is to take the HLC report seriously with a goal of improving the institution. She noted that systemic changes are needed in the way the College functions and makes decisions.

Dr. Bauer reviewed the five criteria for accreditation which drive the entire process and noted the accreditation team can find that the institution has met each criterion, has met with concerns or has not met. Criterion One - Mission was met, Criterion Two – Integrity: Ethical and Responsible Conduct was met; Criterion Three – Teaching and Learning: Quality, Resources and Support was met with concerns due to sporadic faculty evaluations and staff evaluations that were not conducted on an annual basis for all employees; Criterion Four – Teaching and Learning: Evaluation and Improvement was met with concerns; and Criterion Five – Resources, Planning and Institutional Effectiveness was not met.

He noted that concerns under Criterion Four were not related to the quality of instruction but rather to the college's ability to assess programs and drive improvement based on data. Assessment is currently departmentally driven and needs to be across the campus, including co-curricular assessment. Also, there are no identified goals for retention, persistence and completion.

Under Criterion Five the governance and administrative structure component was met with concerns related to the inability of employees to articulate a shared governance structure, ineffective two-way communication and a disconnect between the president and employees. Past AQIP recommendations were not always acted upon and the feedback loop was not always present. The planning component was met with concerns; the team noted that the current strategic plan is more of an operational list and it was unclear how the college links assessment of student learning with the evaluation of operations and planning/budgeting. The component related to systematically working to improve performance was not met. The team indicated there

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was no clear evidence that the college is committed to performance improvement through data gathering and analysis and the documentation of processes remains a challenge.

The recommendation from the site visit team is that the institution be placed on probation with ongoing monitoring of the federal compliance component of the review. The recommended accreditation pathway is the standard pathway going forward.

The HLC Task Force has been working since December to develop recommendations and strategies to address concerns raised in the report. The next step is for the institution to provide a written response to the report and attend a hearing with the Institutional Actions Council on April 24. Sub-committees of the HLC Task Force continue to develop recommendations that will be taken under advisement and responded to by administration; the institution's response will be submitted to HLC no later than mid-March. Following the April hearing, the IAC will make a recommendation to the full HLC board and a final decision will be rendered by the board sometime in late fall.

Dr. Bauer stressed that the team has made a recommendation for probation; the college is not on probation at this point and remains fully accredited. If HLC does recommend probation, the college still retains its accreditation and would have a two-year period to do the necessary work that responds to the recommendations of the team. The quality of instruction remains unaffected and financial aid will still be in place. This is an opportunity to become a better institution and something that is taken very seriously.

Dr. Robinson explained the composition of the HLC Task Force and noted that subcommittees were formed to address specific concerns. Recommendations have been presented and the writing of the response can now begin as committees continue to work.

Annette Moore presented information from the subcommittee addressing processes. She noted that the HLC has indicated an institution with well-documented processes will use that documentation to guide the institution toward its goals. The subcommittee began by defining policy, process and procedure and has developed a template to be used to document processes. A repository has been established to house the processes and divisions have been asked to submit a list of processes requiring documentation. Meanwhile, the committee learned that the HLC is interested in high level processes for developing the strategic plan, processes for assessment, and processes for shared governance rather than the day-to-day operational processes. The HLC liaison suggested the college add goals and revise the current strategic plan now while beginning development of a new strategic plan.

Sue Henderson shared information from the subcommittee focused on institutional assessment. Sue explained that a systematic approach is needed for institution-wide assessment. The subcommittee is recommending an Office of Institutional Effectiveness to provide oversight and ensure the master plan is assessed. This would be a long-range goal. Short range they are recommending the establishment of an assessment coalition and have developed a mission statement. One of the primary goals is the creation of a five-year review process for service and administrative areas similar to what is done in instruction. They are developing a review schedule and identifying relevant data that would be considered along with an assessment instrument for each area. The areas would also complete annual assessments. Another goal is to

provide ongoing training and support for assessment work to emphasize its importance and how it is tied to strategic planning and decision making.

Leigh Kolb reported for the subcommittee on co-curricular assessment. They have developed a definition for co-curricular activities and are working on a timeline for implementation of an assessment plan as well as a tool kit that will provide templates and forms for reporting. Goals have been set and a survey is developed to gather information on the activities currently occurring.

Michele Branton shared information from the subcommittee on retention and completion. This committee was formed prior to the HLC visit and has been operating since September. They have reviewed data and surveys completed by faculty and foundation seminar classes. Michele provided a printed copy of the executive summary of the subcommittee report for the Board.

The co-chairs of the subcommittee on shared governance were unable to attend. Dr. Bauer provided an update and noted that a statement of shared governance has been developed along with principles of shared governance. The overarching goal is that broad input is provided from all constituent groups prior to decisions being made. The subcommittee has recommended restructuring the current Leadership Council into a Shared Governance Council with elected representation from each constituent group as well as a Board representative. Subcommittee members had varying opinions on student representation and will let the newly structured council determine how students are represented. Institutional issues will come to the council, council recommendations will inform the president, and when policy is involved recommendations would go forward to the Board. This group is also looking at communication and recommends the establishment of a webpage dedicated to shared governance along with an online repository (possibly using SharePoint) for agendas and minutes of various governance committees. Templates for agendas and minutes were developed to provide consistency.

Dr. Robison reported that work has begun to address the inconsistency of faculty evaluations. All full-time faculty will be evaluated by February 16 and a process has been developed whereby new faculty will be evaluated their first semester, annual contract faculty will be evaluated once per year and continuing contract faculty will be evaluated every three years. Those applying for promotion will be pulled out of their normal cycle to be evaluated and then enter a new cycle. Adjunct faculty evaluation will be added and a pool of adjuncts have been identified for evaluation this semester. Dual credit faculty evaluation will be added in the fall with a goal of all adjunct and dual credit instructors being evaluated by the end of the Fall 2018 semester. In addition, the Faculty Credentialing Committee has developed a tool and will begin reviewing the credentials of all current faculty in February to ensure HLC requirements are met.

Dr. Bauer noted that between now and the end of March the written response to the HLC will be developed and the Board may be asked to approve new policies and staffing recommendations. Realistic measures will be added to the current strategic plan and development of a new comprehensive strategic plan will begin. The institution must be intentional about using data, must be systematic and clearly identify its processes, and must document assessment of outcomes and adjustments made as a result of the analysis of data.

The Board expressed appreciation for the work being done to address concerns raised by HLC and confidence that faculty and staff will meet the challenges ahead. Dr. Park encouraged

January 22, 2018 Board Minutes

transparency and openness between employees and the Board. Ms. Hartley indicated she will be meeting with administration and committee chairs to ensure she is well prepared for the upcoming hearing. The HLC liaison has extended an invitation to speak with the Board and to provide questions that will need to be addressed at the hearing.

Sue Henderson expressed concern that the work being done and changes implemented now will dissipate after the anticipated probationary period and noted that faculty want this work to have a lasting effect. Dr. Robinson stated that preparation for the upcoming hearing is very important. The college will be expected to respond to questions regarding why prior HLC recommendations were not addressed. The hearing will look at the totality of what the institution has done or left undone. In response, Ms. Hartley indicated that the Board intends to have long-term change. Ms. Hays stated the Board needs to do more to follow up on decisions that are made and does not intend to be a “rubber stamp committee.”

ADJOURNMENT:

Motion: To adjourn the January 22, 2018 public Board of Trustees meeting at 6:48 p.m.

Motion by Cookie Hays; Seconded by Joseph Stroetker; carried unanimously.

President, Board of Trustees

Secretary, Board of Trustees

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
February 5, 2018**

AGENDA ITEM 6: 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.

Attachment

2/5/2018

Section 6, Page 1

East Central College

1964 Prairie Dell Road, Union, Missouri 63084
(636) 583-5195, Ext. 6502
FAX (636) 583-6601

East Central College
Statement of Net Assets for all Funds
As of December 31, 2017 and December 31, 2016

| ASSETS | <u>12/31/17</u> | <u>12/31/16</u> |
|---|------------------------|------------------------|
| Current | | |
| Cash | 3,694,298 | 3,752,179 |
| Investments | 840,738 | 4,853,047 |
| Receivables, net | | |
| Student | 2,526,664 | 2,831,758 |
| Federal & State agencies | 738,083 | 1,096,209 |
| Other | 3,183 | -31,955 |
| Inventories | 222,779 | 274,451 |
| Prepaid expenses | 177,091 | 152,534 |
| Total Current Assets | 8,202,836 | 12,928,223 |
| Non-Current Assets | | |
| Other Assets | 769,006 | 1,085,606 |
| Capital Assets (net) | 43,822,698 | 42,687,028 |
| Total Non-Current Assets | 44,591,704 | 43,772,634 |
| Total Assets | 52,794,540 | 56,700,857 |
| DEFERRED OUTFLOW OF RESOURCES | | |
| Deferred pension outflows | 7,971,713 | 4,901,303 |
| Total Assets and Deferred Outflow of Resources | 60,766,253 | 61,602,160 |
| LIABILITIES | | |
| Current Liabilities | | |
| Accounts Payable | 11,084 | 14,598 |
| Accrued Wages & Benefits | 241,500 | 254,780 |
| Unearned Revenue | - | - |
| Due to Agency Groups | 89,424 | 93,512 |
| Accrued Interest | 64,714 | - |
| Total Current Liabilities | 406,722 | 362,890 |
| Non-Current Liabilities | | |
| USDA Loan | 891,667 | 991,667 |
| Bonds Payable | 12,730,000 | 17,745,000 |
| Premium on Sale of Bonds | 848,965 | 951,362 |
| Net Pension Liability | 15,053,065 | 11,753,832 |
| Compensated Absences | 511,560 | 528,581 |
| Post Employment Benefit Plan Payable | 601,100 | 538,600 |
| Johnson Control Performance Contract | 1,258,583 | - |
| Total Non-Current Liabilities | 31,894,940 | 32,509,042 |
| Total Liabilities | 32,301,662 | 32,871,932 |
| DEFERRED INFLOW OF RESOURCES | | |
| Deferred pension inflows | 3,726,851 | 3,463,193 |
| NET ASSETS | | |
| Investment in Capital Assets, net | 36,888,336 | 31,311,840 |
| Restricted for Debt Service | 41,034 | 4,271,159 |
| Board Restricted | 1,760,000 | 1,760,000 |
| Unrestricted: | | |
| General Fund | 4,988,820 | 5,143,090 |
| All other Funds | -18,940,449 | -17,219,054 |
| Total Net Assets | 24,737,741 | 25,267,035 |
| Total Liabilities, Deferred Inflow of Resources and Net Assets | 60,766,253 | 61,602,160 |

East Central College
Statement of Activities
General Fund
As of December 31, 2017 and December 31, 2016

| | For the Fiscal Year Ending June 30, 2018 | | | For the Fiscal Year Ended June 30, 2017 | | | |
|---------------------------------|---|----------------------------|----------------------------|--|----------------------------|--------------------------|-------------------|
| | Current FY Budget | December 2017 Month end | Current FY Year-To-Date | Prior FY Budget | December 2016 Month end | Prior FY Year-To-Date | Prior FYE |
| Revenues: | | | | | | | |
| Local Revenue | 6,313,000 | 1,503,981 | 1,601,880 | 6,284,527 | 1,662,179 | 1,792,557 | 6,340,852 |
| State Revenue* | 5,306,645 | 428,548 | 2,571,294 | 5,880,000 | 473,368 | 2,840,208 | 5,345,756 |
| Federal Revenue | 5,000 | | | - | | 515 | 7,810 |
| Tuition and Fees | 6,852,940 | 197,809 | 5,090,950 | 6,238,166 | 157,923 | 5,150,275 | 5,687,024 |
| Interest Income | 50,000 | 5,032 | 28,132 | 50,000 | 2,787 | 23,529 | 67,793 |
| Gifts and Grants | 45,000 | - | 31,901 | 45,000 | - | 21,000 | 40,000 |
| Miscellaneous Revenue | 80,519 | 4,283 | 33,339 | 50,000 | 3,350 | 36,433 | 80,528 |
| Transfers-Interfund & Indirect | - | 3,345 | 6,848 | - | 4,287 | 8,656 | 17,780 |
| Transfer Federal Programs | - | - | - | - | - | - | - |
| Total Revenues | 18,653,104 | 2,142,998 | 9,364,344 | 18,547,693 | 2,303,894 | 9,873,173 | 17,587,543 |
| Expenses: | | | | | | | |
| Salaries | 10,468,339 | 848,347 | 4,673,623 | 10,738,313 | 806,203 | 4,970,237 | 10,957,847 |
| Benefits | 3,170,393 | 284,112 | 1,557,274 | 3,264,288 | 290,319 | 1,613,749 | 3,806,639 |
| Contractual Services | 615,370 | 61,342 | 586,533 | 908,496 | 21,032 | 596,772 | 857,128 |
| Current Expenses | 1,361,919 | 44,234 | 424,912 | 1,011,581 | 73,290 | 490,236 | 891,559 |
| Travel | 218,087 | 6,425 | 96,271 | 231,215 | 11,529 | 124,333 | 188,900 |
| Property & Casualty Insurance | 205,000 | 93,117 | 198,072 | 205,000 | 89,689 | 195,951 | 199,359 |
| Vehicle Expense | 3,450 | 420 | 6,310 | 11,650 | 355 | 3,016 | 9,338 |
| Utilities | 708,599 | 42,590 | 249,713 | 758,889 | 80,631 | 358,094 | 709,456 |
| Tele/Communications | 219,201 | 16,561 | 98,760 | 177,219 | 31,586 | 109,812 | 225,184 |
| Miscellaneous** | 1,210,844 | 15,944 | 119,835 | 1,113,842 | 17,679 | 86,775 | 592,470 |
| Clearing Account | - | -34 | 1,306 | - | 0 | -246 | - |
| Scholarship Expense | 74,500 | 1,957 | 30,181 | 70,700 | | 38,588 | 74,411 |
| Faculty Development | 25,000 | - | 818 | 30,000 | | 25,600 | 30,100 |
| Instit. Match for Grants | 309,722 | - | - | - | - | - | 272,609 |
| Commitment to ABE | 20,000 | - | - | 20,000 | - | 1,318 | 20,000 |
| Instit. Commit.to Fine Arts | 6,500 | - | - | 6,500 | - | - | 6,500 |
| Instit. Commit.to Word & Motion | 3,200 | - | - | - | - | - | - |
| Capital | 32,980 | - | - | - | - | 32,242 | 36,968 |
| Interfund Transfers | - | - | - | - | - | - | 1,637,456 |
| Interest on Debt | - | - | - | - | - | - | - |
| Total Expenses | 18,653,104 | 1,415,015 | 8,043,608 | 18,547,693 | 1,422,313 | 8,646,477 | 20,515,924 |
| Revenue over Expenses | - | 727,983 | 1,320,736 | - | 881,581 | 1,226,696 | -2,928,381 |

* State projection changed after budget was approved

** Misc Expense(contingency) reduced by the amount of the change in state revenue

East Central College
Statement of Revenue, Expenses & Changes in Net Assets
(All Funds)
As of December 31, 2017 and December 31, 2016

| | For the Fiscal Year Ending June 30, 2018 | | For the Fiscal Year Ended June 30, 2017 | |
|---|---|-------------------------|--|-------------------------|
| | December 2017 | FY 2018 Year-To-Date | December 2016 | FY 2017 Year-To-Date |
| Operating Revenues: | | | | |
| Student Tuition & Fees | 239,306 | 6,127,383 | 196,985 | 6,308,979 |
| Federal Grants & Contracts | 43,963 | 3,692,760 | 68,845 | 4,463,366 |
| State Grants & Contracts | 25,636 | 146,307 | 237,951 | 965,504 |
| Auxiliary Services Revenue | 70,374 | 986,515 | 87,584 | 1,079,554 |
| Other Operating Revenue | 7,436 | 101,430 | 5,604 | 96,316 |
| Total Operating Revenue | 386,715 | 11,054,395 | 596,969 | 12,913,719 |
| Operating Expenses: | | | | |
| Salaries | 941,486 | 5,217,142 | 896,605 | 5,528,630 |
| Benefits | 304,790 | 1,691,911 | 313,034 | 1,747,573 |
| Purchased Services | 127,098 | 866,388 | 102,482 | 944,367 |
| Supplies & Current Expenses | 108,510 | 1,563,127 | 198,479 | 1,653,139 |
| Travel | 10,392 | 128,813 | 14,854 | 159,639 |
| Insurance | 93,117 | 214,393 | 89,690 | 210,173 |
| Utilities | 63,381 | 408,812 | 113,951 | 503,094 |
| Other | 10,957 | 80,703 | 9,657 | 48,515 |
| Depreciation | 169,640 | 1,025,402 | 145,720 | 806,328 |
| Financial Aid & Scholarship | 5,073 | 3,691,235 | 2,000 | 3,991,668 |
| Total Operating Expenses | 1,834,444 | 14,887,926 | 1,886,472 | 15,593,126 |
| Operating (Loss)/Gain | -1,447,729 | -3,833,531 | -1,289,503 | -2,679,407 |
| Non-Operating Revenues (Expenses): | | | | |
| State Appropriations | 428,548 | 2,571,294 | 473,368 | 2,840,208 |
| Tax Revenue | 1,856,766 | 1,977,630 | 2,052,073 | 2,213,033 |
| Interest Income | 5,668 | 32,905 | 3,287 | 27,736 |
| Gain/Loss on asset disposal | - | 760 | - | - |
| Principal & Interest on Debt | - | -65,615 | - | 18,236 |
| Total Non-Operating Revenue (Expenses) | 2,290,982 | 4,516,974 | 2,528,728 | 5,099,213 |
| Increase in Net Assets | 843,253 | 683,443 | 1,239,225 | 2,419,806 |

East Central College
Investments
As of December 31, 2017

| <u>CD Number</u> | <u>Date</u> | <u>Maturity</u> | <u>Term</u> | <u>Rate</u> | <u>Total</u> |
|-----------------------------|-------------|-----------------|-------------|-------------|----------------------|
| <u>Citizens Bank</u> | | | | | |
| 272419 | 11/10/2017 | 5/10/2018 | 6 months | 1.60% | \$ 377,352.88 |
| 272421 | 11/10/2017 | 5/10/2018 | 6 months | 1.60% | \$ 377,352.91 |
| ECC Total Invesments | | | | | \$ 754,705.79 |

Private CDs Owned by the P. A. Hearst Account

| | | | | | |
|---------------------------------------|------------|-----------|-----------|-------|---------------------|
| Farmers & Merchants Bank - CD | | | | | |
| #132982028 | 11/13/2017 | 8/13/2019 | 21 months | 1.50% | \$ 81,672.62 |
| United Bank of Union - CD #1024012663 | 4/14/2017 | 4/14/2018 | 12 months | 0.40% | \$ 6,085.19 |
| Total Investments | | | | | \$ 87,757.81 |

2017

| | |
|-------------------------|------------------------|
| Total Cash Accounts | \$ 3,694,298.00 |
| Certificates of Deposit | \$ 754,705.79 |
| | <u>\$ 4,449,003.79</u> |

2016 (December)

| | |
|-------------------------|------------------------|
| Total Cash Accounts | \$556,344.00 |
| Certificates of Deposit | \$ 750,000.00 |
| | <u>\$ 1,306,344.00</u> |

East Central College
Pledged Securities
As of December 31, 2017

Farmers & Merchants

| SECURITY DESCRIPTION | MATURITY DATE | CUSIP NO. | PAR AMOUNT |
|----------------------|------------------|-----------|----------------------|
| FDIC Insurance | | | \$ 250,000.00 |
| TOTAL | | | \$ 250,000.00 |

United Bank of Union

| SECURITY DESCRIPTION | MATURITY DATE | CUSIP NO. | PAR AMOUNT |
|-----------------------------------|------------------|-----------|------------------------|
| FEDERAL FARM CREDIT BANK | 02/20/18 | 3133ECFQ2 | \$ 750,000.00 |
| FEDERAL FARM CREDIT BANK | 03/19/18 | 3133EAW61 | \$ 50,000.00 |
| FEDERAL FARM CREDIT BANK | 05/01/18 | 3133EAB72 | \$ 750,000.00 |
| FEDERAL FARM CREDIT BANK | 05/09/18 | 3133EAH43 | \$ 1,000,000.00 |
| FEDERAL HOME LOAN BANK | 07/30/18 | 313381W27 | \$ 600,000.00 |
| FEDERAL HOME LOAN BANK | 04/05/19 | 313382H97 | \$ 1,000,000.00 |
| FEDERAL NATIONAL MORTGAGE ASSN | 04/26/19 | 3136G0R45 | \$ 1,560,000.00 |
| FEDERAL NATIONAL MORTGAGE ASSN | 10/23/19 | 3135G0QM8 | \$ 800,000.00 |
| FEDERAL HOME LOAN BANK | 01/17/20 | 313381T88 | \$ 1,000,000.00 |
| MARION CO MO SCHL DIST MUNI | 3/1/2024 | 569101GS1 | \$ 400,000.00 |
| STRAFFORD MO REORG SCHL DIST MUNI | 03/01/26 | 862682CD5 | \$ 250,000.00 |
| FRANKLIN CO REORG SCHL DIST MUNI | 03/01/27 | 35310DGK0 | \$ 25,000.00 |
| GRANDVIEW MO MUNI | 03/01/27 | 386748LQ8 | \$ 585,000.00 |
| TOTAL | | | \$ 8,770,000.00 |

United Bank of Union

| SECURITY DESCRIPTION | MATURITY DATE | CUSIP NO. | PAR AMOUNT |
|--|------------------|-----------|----------------------|
| FRANKLIN COUNTY SCHOOL DISTRICT, R-XI UNION MO | 3/1/2021 | 353100GU8 | \$ 540,000.00 |
| TOTAL | | | \$ 540,000.00 |

* ALL SECURITIES ARE HELD WITH OUR SAFEKEEPING AGENT - COMMERCE BANK N.A., 1000 WALNUT STREET, KANSAS CITY, MO 64106

** 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 December 20, 2017

The Treasurer of the Board confirms for the month ending December 20, 2017 that the check payments officially filed have been issued in accordance with the policies and procedures of East Central College (Junior College District), in compliance with the appropriation granted by the Board of Trustees as defined in the FY18 budgets and that there are sufficient balances in each fund and sub-fund available for the expenditures for which approval is hereto requested.

Total amount of checks dispersed from November 1, 2017 through December 20, 2017, is reported at \$2,262,352.71.

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
February 5, 2018**

AGENDA ITEM 7: AUDITING SERVICES

Recommendation: To **approve** a contract with KPM to conduct the external audit of East Central College and the East Central College Foundation for fiscal years 2018-2020 at a cost not to exceed \$45,400 for FY18, \$46,300 for FY19, and \$47,200 for FY20, subject to annual approval by the Board of Trustees.

Attachment

2/5/2018

Section 7, Page 1

East Central College

1964 Prairie Dell Road, Union, Missouri 63084

(636) 584-6501

FAX (636) 583-6602



Interoffice Memorandum

To: Jon Bauer

From: Phil Pena 

Subject: Auditing services FY18 – FY20 recommendation

Date: January 17, 2018

It is my recommendation that the Board of Trustees accept and approve retaining KPM as our auditor of record for East Central College and the ECC Foundation for fiscal years 2018, 2019, and 2020. My recommendation is based on KPM's ability to provide qualified, cost-effective audit and audit-related consulting services with higher education and U.S. Department of Education grant audit experience and their years of dedicated service to the college.

The combined cost for the college and foundation audits is \$45,400 for FY18, \$46,300 for FY19, and 47,200 for FY20, subject to annual approval by the Board of Trustees.

Two firms submitted proposals for auditing services, both qualified.

KPM has higher education, grant, and foundation experience and will provide the college with cost-effective audit and audit-related consulting services.

The firms, combined prices, and comments:

| Firm | Higher Ed Experience | 2018 Total | 2019 Total | 2020 Total | 3 year Cost | Comment |
|--------------------|-----------------------------|-------------------|-------------------|-------------------|--------------------|----------------|
| CliftonLarsonAllen | Yes | 48,000 | 49,440 | 50,925 | 148,365 | Qualified |
| KPM | Yes | 45,400 | 46,300 | 47,200 | 138,900 | Qualified |

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
February 5, 2018**

AGENDA ITEM 8: MARKET ANALYSIS OF COMPENSATION

Recommendation: To **engage** MGT of America, Tallahassee, FL, to perform a market analysis of compensation at a cost of \$30,580.

Attachment

2/5/2018

Section 8, Page 1

East Central College

1964 Prairie Dell Road, Union, Missouri 63084

(636) 584-6501

FAX (636) 583-6602

BOARD MEMORANDUM

TO: BOARD OF TRUSTEES
FROM: DR. JON BAUER
SUBJECT: COMPENSATION STUDY
DATE: JANUARY 30, 2018
CC: WENDY HARTMANN

This memorandum serves as a recommendation to engage MGT of America, Tallahassee, FL, to perform a compensation study at a cost of \$30,580.

ECC issued a Request for Proposals (RFP) in December, 2017. The RFP called for firms to submit proposals to conduct a compensation study that would provide data on ECC compensation for faculty and staff compared to peer institutions and/or employers in the St. Louis region and at community colleges statewide.

The study is intended to provide data concerning the salary and benefits of ECC faculty and staff compared to those offered by other community colleges or similar employers. We increasingly find it hard to compete with other employers with our existing salary structure. This study will quantify how our salaries and benefits compare to those employers. The information will be used to develop strategies for becoming more competitive over time.

Four proposals were received on time (two were submitted after the deadline and not considered). Two of the four proposals also included services for developing a new classification system, which was outside the scope of the RFP. With those additional services and costs removed from the proposals, the final group of proposals was as follows:

| Firm | Address | Cost |
|---------------------------------|------------------------|-------------|
| Segal Waters Consulting | Washington, D.C. | \$70,000 |
| Gallagher Benefit Services Inc. | St. Paul, MN | \$34,000* |
| MGT of America | Tallahassee, FL | \$30,580 |
| Compensation Resources | Upper Saddle River, NJ | \$49,500 |

**Gallagher's proposal includes a custom survey that would include employers we would identify. The firm submitted an alternative proposal that would use published salary data from selected institutions, at a cost of \$24,000, but that was not deemed comparable to the surveys included in the other proposals.*

MGT has worked with numerous colleges and universities, and was used at East Central to conduct a salary and classification study in 2008. After reviewing the proposals, I recommend that the college engage MGT of America to conduct this market analysis.

I will be prepared to answer questions or provide more information, as needed, at the upcoming board meeting.

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
February 5, 2018**

AGENDA ITEM 9: COURSE FEES

Recommendation: To **adopt** a schedule of course fees for the 2018-19 academic year as outlined in the attached memorandum.

Attachment

2/5/2018

East Central College

1964 Prairie Dell Road, Union, Missouri 63084

(636) 584-6501

FAX (636) 583-6602

Section 9, Page 1

BOARD MEMORANDUM

To: Dr. Jon Bauer
From: Dr. Tia Robinson
Subject: 2018/2019 Academic Year Course Fees
Date: January 30, 2018

This memorandum serves as a recommendation for the Board of Trustees to adopt the course fee schedule listed below for the 2018/2019 Academic Year. In 2017, a cross functional team developed a process by which all course fees would be reviewed and presented to the board on an annual basis. The Deans, along with faculty, compared current course fees with the current costs the fees were meant to offset. The changes recommended will bring fees inline with current practices.

The proposed changes are estimated to result in a \$38,000 reduction in course fees for FY 19. While this is not ideal, it is important that these course fees be aligned with actual costs unique to specific courses. By reviewing the courses fees annually, timely recommendations can be made to change the fees as costs increase or decrease.

| Nursing and Allied Health Course Fees | | | | | |
|--|---|---------------|--|---------|---------|
| | Department | Sec Name | Sec Short Title | New Fee | Old Fee |
| <u>ADDITIONS</u> | | | | | |
| | Certified Medical Assistant | MDA*101 | Administrative Procedures | \$100 | \$0 |
| <u>CHANGES</u> | | | | | |
| | Nursing | NUR*102 | Fund Nursing Lab | \$350 | \$90 |
| | Nursing | NUR*132 | Nursing of Adults & Child I Lab | \$0 | \$85 |
| | Nursing | NUR*202*WSSAR | Nursing Adults & Child II Lab - Bridge Sec | \$350 | \$110 |
| | Nursing | NUR*202 | Nursing Adults & Child II Lab | \$0 | \$148 |
| | Nursing | NR*2055 | Nursing of Adults & Child III Lab Bridge Sec | \$0 | \$110 |
| | Nursing | NR*2055 | Nursing of Adults & Child III Lab | \$0 | \$148 |
| | In the past the Nursing Assessment/Remediation fees were collected from several courses over a couple of semesters. In reality many of the costs were incurred in the 1st semester and if students dropped the costs were not recouped. | | | | |
| <u>NO CHANGES</u> | | | | | |
| | Emergency Med Services | EM*1131 | Paramedic 2 Clinical | | \$28 |
| | | EMS*101 | BLS/Hlthcare Providers | | \$15 |
| | | EMS*102 | Heartsaver First Aid | | \$15 |
| | | EMS*104 | ACLS (Adv Cardiac Life Supp) | | \$150 |
| | | EMS*105 | Pre-Hospital Trauma Life Supp | | \$150 |
| | | EMS*109 | Emer Medical Tech Clinical | | \$28 |
| | | EMS*110 | Emergency Medical Tech Lec | | \$50 |
| | | EMS*110 | Emergency Medical Tech Lec | | \$20 |
| | | EMS*122 | Intro Paramedic Tech Clinical | | \$28 |
| | | EMS*122 | Intro Paramedic Tech Clinical | | \$20 |

**Nursing and Allied Health
Course Fees Cont'd**

| | | | | | |
|-------------------|-----------------------------|---------------|-----------------------------------|--|-------|
| NO CHANGES | Emergency Med Services | EMS*131 | Pediatric Adv Life Support | | \$150 |
| | | EMS*152 | Paramedic 1 | | \$20 |
| | | EMS*152 | Paramedic 1 | | \$75 |
| | | EMS*152 | Paramedic 1 | | \$28 |
| | | EMS*161*ARR | Paramedic 2 Clinical | | \$28 |
| | | EMS*161*ARR | Paramedic 2 Clinical | | \$75 |
| | | EMS*202 | Paramedic 3 Clinical | | \$75 |
| | | EMS*202 | Paramedic 3 Clinical | | \$28 |
| | | EMS*211 | Paramedic 4 Clinical | | \$75 |
| | | EMS*211 | Paramedic 4 Clinical | | \$28 |
| | | EMS*221 | Paramedic 5 Clinical | | \$75 |
| | | EMS*221 | Paramedic 5 Clinical | | \$28 |
| | | EM*1323*AP2 | Paramedic 6 | | \$28 |
| | | EMS*270 | I.S.-EMT | | \$28 |
| | | EMS*275 | Paramedic Fld Intern Contin | | \$28 |
| | Certified Medical Assistant | MDA*100 | Medial Asst Externship Prep | | \$100 |
| | | MDA*113 | Clinical Procedures | | \$50 |
| | | MDA*213 | Medical Laboratory Procedures | | \$50 |
| | | MDA*222 | Prog Capstone-Md Assist Review | | \$125 |
| | Nursing | NR*2055 | Nursing of Adults & Child III Lab | | \$265 |
| | | NUR*102 | Fund Nursing Lab | | \$265 |
| | | NUR*103 | Successful Transitions/Nursing | | \$120 |
| | | NUR*132 | Nrsg of Adults & Child I Lab | | \$265 |
| | | NUR*202 | Nursing Adults & Child II Lab | | \$375 |
| | | NUR*202*WSSAR | Nursing Adults & Child II Lab | | \$375 |
| | Occupational Therapy | OA*205 | Med Conditions Occup Therapy | | \$50 |
| | | OA*205 | Med Conditions Occup Therapy | | \$174 |
| | | OTA*204 | Found Occupational Therapy | | \$50 |
| | | OTA*204 | Found Occupational Therapy | | \$174 |
| | | OTA*204 | Pediatric & Adolescent Pract | | \$50 |
| | | OTA*204 | Pediatric & Adolescent Pract | | \$174 |
| | | OTA*212 | Analysis of Occupations | | \$50 |
| | | OTA*212 | Analysis of Occupations | | \$174 |
| | | OTA*215 | Mental Hlth&psychosocial Pract | | \$50 |
| | | OTA*215 | Mental Hlth&psychosocial Pract | | \$174 |
| | | OTA*252 | Functional Kinesiology | | \$50 |
| | | OTA*252 | Functional Kinesiology | | \$174 |
| | | OTA*254 | Physical Disabilities Practice | | \$50 |
| | | OTA*254 | Physical Disabilities Practice | | \$174 |
| | | OTA*257 | Community Practice | | \$50 |
| | | OTA*257 | Community Practice | | \$174 |
| | | OTA*258 | Ethics, Mgt & Leadership | | \$50 |
| | | OTA*258 | Ethics, Mgt & Leadership | | \$174 |
| | | OTA*259 | Professional Skills | | \$50 |
| | | OTA*259 | Professional Skills | | \$174 |
| | | OTA*290 | Level II Fieldwork A | | \$50 |
| | | OTA*290 | Level II Fieldwork A | | \$174 |
| | | OTA*295 | Level II Fieldwork B | | \$50 |
| | | OTA*295 | Level II Fieldwork B | | \$174 |

**Career & Technical Courses
Course Fees**

| | Department | Sec Name | Sec Short Title | New Fee | Old Fee |
|-------------------|------------------------|---------------|-------------------------------|---------|---------|
| CHANGES | | | | | |
| | Accounting | ACC*115*WEB | Accounting Tech/QuickBooks | \$0 | \$25 |
| | | ACC*117*WEB | Computer Assisted Accounting | \$0 | \$25 |
| | HVAC/R | AI*1101*RT | Theo of A/C&Equip Install Lab | \$25 | \$10 |
| | | AI*1121*RT | Test Diag&Troublshooting Lab | \$25 | \$10 |
| | | AI*1311*K1AR | Intro to HVAC Lab | \$25 | \$10 |
| | | AI*1710*WSAN | Refrig Recov/EPA Cert | \$35 | \$70 |
| | | AI*1710*WSAN | Refrig Recov/EPA Cert | \$35 | \$40 |
| | | HVC*181*T | Intro to HVAC Lab | \$25 | \$10 |
| | | HVC*183*T | Forced-Air Systems Lab | \$25 | \$10 |
| | | HVC*185*T | Heating Control Systems Lab | \$25 | \$10 |
| | | HVC*251*A | Commercial Chilled Water Appl | \$25 | \$0 |
| | | HVC*187*R | Htg Equip Installation Lab | \$10 | \$0 |
| | Culinary | CUL*104*AK | Food Safety & Sanitation | \$0 | \$60 |
| | | CUL*1201*ARR | Culinary Internship | \$0 | \$60 |
| | | CUL*1201*ARR | Culinary Internship | \$0 | \$60 |
| | | CUL*165*ARR | Culinary Internship | \$0 | \$60 |
| | | CUL*216*CF | Fund of Restaurant Oper Mgt | \$0 | \$60 |
| | | CUL*217*AD | Kitchen Supervisory Dev | \$0 | \$60 |
| | Health Info Management | HIM*1003*WEB | Intro Health Info Management | \$0 | \$60 |
| | | HIM*101*WEB | Intro Health Info Management | \$0 | \$60 |
| | | HIM*1023*WEB | Healthcare Delivery Systems | \$0 | \$60 |
| | | HIM*201*WEB | Computers in Healthcare | \$0 | \$60 |
| | | HIM*2013*WEB | CPT Coding | \$0 | \$60 |
| | | HIM*203*WEB | ICD Coding | \$0 | \$60 |
| | | HIM*2033*WEB | Insur Billing&Reimbursement | \$0 | \$60 |
| | | HIM*211*WEB | Healthcare Quality Management | \$0 | \$60 |
| | | HIM*212*WEB | Healthcare Mgt Supervision | \$0 | \$60 |
| | Industrial Engineering | IE*1103*J | Intro Manufacturing Processes | \$0 | \$10 |
| | | IE*1103*QS | Intro Manufacturing Processes | \$0 | \$10 |
| | | IE*1123*CEF | Industrial Comp Applications | \$0 | \$10 |
| | | IE*1163*DG | Indus&Control Sys Wiring | \$30 | \$25 |
| | | IE*2123*ARR | Materials and Metallurgy | \$0 | \$20 |
| | | IE*2123*QS | Materials and Metallurgy | \$0 | \$20 |
| | | IE*2153*PR | Motor Controls | \$15 | \$25 |
| | | IND*103*QS | Intro Manufacturing Processes | \$0 | \$10 |
| | | IND*212*QS | Materials and Metallurgy | \$0 | \$20 |
| | | IND*174 | Maintenance Welding | \$350 | |
| NO CHANGES | | | | | |
| | Computer Info Systems | CIS*151*Q | Network I (Cisco) | | \$20 |
| | | CIS*151*Q2 | Network I (Cisco) | | \$20 |
| | | CIS*152*28QHY | Network 2 (Cisco) | | \$20 |
| | | CIS*213*PHYB | Network 3 | | \$20 |
| | | CIS*213*QHYB | Network 3 | | \$20 |
| | | CS*1163*N | Network 2 (Cisco) | | \$20 |
| | | CS*1163*N2 | Network 2 (Cisco) | | \$20 |
| | | CS*2203*MHYB | Network 4 | | \$20 |
| | Culinary | CUL*101*AD | Kitchen Fundamentals | | \$60 |
| | | CUL*103*AJ | Basic Culinary Mthds & Tech | | \$60 |
| | | CUL*105*ARR | Culinary Competition I | | \$60 |
| | | CUL*1051*ARR | Culinary Competition I | | \$60 |
| | | CUL*106*ARR | Culinary Competition II | | \$60 |

Career & Technical Courses
Course Fees Cont'd

| | | | | | |
|-------------------|------------------------|---------------|---------------------------------|--|-------|
| NO CHANGES | Culinary | CUL*1061*ARR | Culinary Competition II | | \$60 |
| | | CUL*107*ARR | Culinary Competition III | | \$60 |
| | | CUL*1071*ARR | Culinary Competition III | | \$60 |
| | | CUL*111*AJ | Fundamentals of Baking | | \$60 |
| | | CUL*1123*CHBJ | Concept Planning & Nutr Menus | | \$60 |
| | | CUL*1133*CFBG | Interm Culinary Methods&Tech | | \$60 |
| | | CUL*1142*CEBD | Dining Room Mgt&Table Serv | | \$60 |
| | | CUL*1151*CHBJ | Survey Rstrtr Cuisine & Cooking | | \$60 |
| | | CUL*212*AJ | Meat & Fish ID & Fabrication | | \$60 |
| | | CUL*214*AJ | Garde Manger | | \$60 |
| | | CUL*215*ARR | Elements of Banquet&Catering | | \$60 |
| | | CUL*2212*CKBL | International Cooking | | \$60 |
| | | CUL*2224*CKBL | Adv Culinary & Rest Operations | | \$60 |
| | | CUL*223*AD | Beverage Management | | \$60 |
| | | CUL*2242*CKBL | Adv Baking & Confections | | \$60 |
| | | CUL*2291*AKBL | Culinary Arts Comprehensive | | \$60 |
| | | CUL*2291*AKBL | Culinary Arts Comprehensive | | \$35 |
| | | CUL*2291*AKBL | Culinary Arts Comprehensive | | \$90 |
| | Health Info Management | HIM*1000*ARR | Prof Practice Exper (PPE)Prep | | \$100 |
| | HVAC/R | HVC*103*VZ | Refrig Recov/EPA Cert | | \$35 |
| | | HVC*104*AC | Refrigerant A/C Install I | | \$25 |
| | | HVC*105*CE | Forced Air Heating I | | \$25 |
| | | HVC*106*EG | Heating and Equip Install I | | \$25 |
| | | HVC*151*SU | Energy Audit and Green Tech | | \$25 |
| | | HVC*189 | Htg Equip Serv & Repair | | \$10 |
| | | HVC*1443*WSAD | Energy Audit and Green Tech | | \$25 |
| | | HVC*2104*EFDG | Refrigerant A/C Install II | | \$25 |
| | | HVC*2204*HJ | Forced Air Heating II | | \$25 |
| | | HVC*2304*ACBD | Heating & Equip Install II | | \$25 |
| | | AI*1123*RT | App Sheet Metal I | | \$40 |
| | Industrial Engineering | IE*1121*SU | Industrial Power Systems Lab | | \$10 |
| | | IE*1151*W | Industrial Electricity Lab | | \$10 |
| | | IE*1171*PR | Process & Control Systems Lab | | \$25 |
| | | IE*2113*PR | Maintenance Practices | | \$15 |
| | | IE*2173*WCEF | Indus Systems Trblshooting | | \$20 |
| | | IE*2213*CE | PLC-Program Logic Controllers | | \$20 |
| | | IE*2313*CE | Advanced PLC | | \$20 |
| | | IND*152*XY | Industrial Electricity Lab | | \$10 |
| | | IND*173*PR | Process & Control Systems Lab | | \$25 |
| | | IND*213*PR | Maintenance Practices | | \$15 |
| | | IND*221*CE | PLC-Program Logic Controllers | | \$20 |
| | | IND*231*CE | Advanced PLC | | \$20 |
| | Precision Machining | MA*1013*W10 | Print Reading and Design | | \$35 |
| | | MA*1202*CE | Machine Tool 1 Lec | | \$96 |
| | | MA*1202*W10 | Machine Tool 1 Lec | | \$96 |
| | | MA*1212*GK | Machine Tool I Lab | | \$25 |
| | | MA*1212*W10 | Machine Tool I Lab | | \$25 |
| | | MA*1221*PR | Machine Tool 2 Lec | | \$56 |
| | | MA*1221*W50 | Machine Tool 2 Lec | | \$56 |
| | | MA*1223*RT | Machine Tool 2 Lab | | \$25 |
| | | MA*1421*GJ | CNC Lathe Lec | | \$56 |
| | | MA*1421*W10 | CNC Lathe Lec | | \$56 |
| | | MA*1422*JLN | CNC Lathe Lab | | \$25 |
| | | MA*1422*W10 | CNC Lathe Lab | | \$25 |
| | | MA*2163*NQ | Solidworks | | \$10 |
| | | MA*2163*W50 | Solidworks | | \$10 |
| | | MA*2232*QS | Machine Tool 4 Lec | | \$28 |
| | | MA*2232*W50 | Machine Tool 4 Lec | | \$28 |

**Career & Technical Courses
Course Fees Cont'd**

| | | | | | |
|-------------------|---------------------|-------------|--------------------------|--|------|
| NO CHANGES | Precision Machining | MA*2242*SU | Machine Tool 4 Lab | | \$25 |
| | | MA*2242*W50 | Machine Tool 4 Lab | | \$25 |
| | | MA*2421*H | Machining Capstone Lec | | \$25 |
| | | MA*2421*W50 | Machining Capstone Lec | | \$25 |
| | | MA*2422*HK | Machining Capstone Lab | | \$25 |
| | | MA*2422*W50 | Machining Capstone Lab | | \$25 |
| | | MA*242*P | Machining Capstone Lab | | \$25 |
| | | PRS*103*M | Print Reading and Design | | \$35 |
| | | PRS*112*K | Intro CNC Mill&Lathe Lab | | \$25 |
| | | PRS*121*Q | Machine Tool 1 Lec | | \$96 |
| | | PRS*122*S | Machine Tool I Lab | | \$25 |
| | | PRS*201*P | Machine Tool 3 Lec | | \$56 |
| | | PRS*202*R | Machine Tool 3 Lab | | \$25 |
| | | PRS*241*M | Machining Capstone Lec | | \$25 |
| | | PRS*232*T | Machine Tool 4 Lab | | \$25 |
| | | PRS*231*R | Machine Tool 4 Lec | | \$28 |
| | | PRS*211*N | CNC 2 Mill Lec | | \$56 |
| | | PRS*212*Q | CNC 2 Mill Lab | | \$25 |
| | | PRS*142*ARR | CNC Lathe Lab | | \$25 |
| | | PRS*141*N | CNC Lathe Lec | | \$56 |
| | | PRS*124*U | Machine Tool 2 Lab | | \$25 |
| | | PRS*123*S | Machine Tool 2 Lec | | \$56 |

**Instruction
Course Fees**

| | Department | Sec Name | Sec Short Title | New Fee | Old Fee |
|----------------|------------|-------------|--------------------------------|---------|---------|
| CHANGES | ART | AR*1403*PR | Painting I | \$10 | \$60 |
| | | AR*1413*PR | Painting II | \$10 | \$60 |
| | | AR*1433*PR | Advanced Painting | \$10 | \$60 |
| | | AR*1713*H | Art History II | \$0 | \$20 |
| | | AR*2433*GJ | Design IV:Adv. Problems | \$15 | \$60 |
| | | ART*101*C | Art Appreciation | \$0 | \$20 |
| | | ART*115*G | Art History I | \$0 | \$20 |
| | | ART*118*KM | Photography I | \$40 | \$60 |
| | | ART*119*KM | Photography II | \$40 | \$60 |
| | | ART*125*DF | Design I: Two Dimensional Dsgn | \$10 | \$60 |
| | | ART*126*AC | Design II: Color Theory | \$10 | \$60 |
| | | ART*128*JL | Drawing I | \$10 | \$60 |
| | | ART*129*DF | Drawing II | \$10 | \$60 |
| | | ART*131*KM | Figure Drawing I | \$30 | \$60 |
| | | ART*132*KM | Figure Drawing II | \$30 | \$60 |
| | | ART*145*PR | Watercolor I | \$10 | \$60 |
| | | ART*146*PR | Watercolor II | \$10 | \$60 |
| | | ART*148*JL | Ceramics I:Handbldg&Surfaces | \$30 | \$60 |
| | | ART*149*JL | Ceramics II:Throwing & Glaze | \$30 | \$60 |
| | | ART*218*KM | Advanced Photography | \$40 | \$60 |
| | | ART*228*DF | Drawing III | \$10 | \$60 |
| | | ART*229*DF | Advanced Drawing | \$10 | \$60 |
| | | ART*231*KM | Figure Drawing III | \$30 | \$60 |
| | | ART*232*KM | Adv. Figure Drawing | \$30 | \$60 |
| | | ART*245*PR | Watercolor III | \$10 | \$60 |
| | | ART*248*JL | Advanced Ceramics | \$30 | \$60 |
| | | ART*251*AC | Design III: Three Dimen Dsgn | \$10 | \$60 |
| | Biology | BI*1325*AHK | Prin of Biology I Lec & Lab | \$20 | \$50 |

Instruction
Course Fees Cont'd

| | | | | | | |
|-------------------|----------------|---|---|-------|-------|--|
| CHANGES | Biology | BIO*110*28HYB | General Ecology | \$10 | \$50 | |
| | | BIO*111*AC | Gen Biology Lec & Lab | \$60 | \$50 | |
| | | BIO*151*AC | Intro Hum Anat&Phys Lec&Lab | \$40 | \$50 | |
| | | BIO*151*WEB | Intro Hum Anat&Phys Lec&Lab | \$0 | \$50 | |
| | | BIO*205*DJ | Microbiology for Allied Health | \$25 | \$50 | |
| | | BIO*206*18CJ | Hum Anat&Phys I Lec & Lab | \$10 | \$50 | |
| | | BIO*206*SAHYB | Hum Anat&Phys I Lec & Lab | \$45 | \$50 | |
| | | BIT*101*AK | Intro to Biotechnology Lec/Lab | \$75 | \$50 | |
| | Chemistry | CH*1105*AF | Intro Chemistry Lec & Lab | \$30 | \$50 | |
| | | CH*1405*JLN | Gen Chemistry II Lec & Lab | \$40 | \$50 | |
| | | CHM*106*BF | Chem Hlth Sci Lec and Lab | \$15 | \$50 | |
| | | CHM*111*GM | Gen Chemistry I Lec & Lab | \$30 | \$50 | |
| | | CHM*201*AM | Organic&BioChem Lec & Lab | \$0 | \$50 | |
| | | CHM*205*AM | Organic Chemistry I Lec&Lab | \$0 | \$50 | |
| | Foundation | COL*101*18B | Foundation Seminar | \$30 | \$25 | |
| | Communications | COM*1123*R | Introduction to Film Studies | \$0 | \$30 | |
| | Graphic Design | DES*102*PR | Digital Imaging I-Photoshop | \$15 | \$60 | |
| | | DES*112*SU | Digital Illust I-Illustrator | \$15 | \$60 | |
| | | DES*113*SU | Digital Illust-Adv Illustra | \$15 | \$60 | |
| | | DES*1143*AC | Intro to Media & Design | \$15 | \$60 | |
| | | DES*2023*SU | Multimedia Productions | \$15 | \$60 | |
| | | DES*2253*JL | Web Design I | \$0 | \$60 | |
| | | DES*2463*JL | Web Design II | \$0 | \$60 | |
| | | DES*270*ARR | I.S.-Graphic Design | \$0 | \$10 | |
| | | DES*2692*AC | Prog Capstone: Graphic Design | \$15 | \$60 | |
| | | DES*290*W | Prog Capstone: Graphic Design | \$15 | \$60 | |
| | | EGR*103*VW | Intro to Engineering Design | \$30 | \$25 | |
| | | GDN*217 | Package Design | \$15 | \$60 | |
| | | GDN*218*KM | Page Design & Layout | \$15 | \$60 | |
| | | MMD*171*DF | Web Animation-Flash | \$0 | \$60 | |
| | | MMD*203*JL | Digital Video Tech I | \$0 | \$60 | |
| | | MMD*222*EG | Digital Photography | \$15 | \$60 | |
| | | MMD*243*JL | Digital Video Tech II | \$0 | \$60 | |
| | Education | EDU*203*P | Technology for Teachers | \$130 | \$100 | |
| | Geology | GEO*102*PT | Intro Phys Geo Lab | \$40 | \$50 | |
| | | GND*219 | Typography | \$15 | \$60 | |
| | Physics | PH*1104*LNQ | Intro to Physics Lect&Lab | \$20 | \$50 | |
| | | PHY*110*CG | Survey of Phys Sci Lec & Lab | \$25 | \$50 | |
| | | PHY*212*BD | Gen Physics I Lab | \$10 | \$50 | |
| | | | | | | |
| | ART | ART*215*NQ | Printmaking-Relief | | \$60 | |
| NO CHANGES | | ART*151*KM | Sculpture I | | \$60 | |
| | Biology | BIO*122*GK | Prin of Biology II Lec & Lab | | 50 | |
| | | BI*2115*ABEFG | Hum Anat&Phys II Lec&Lab | | 50 | |
| | Chemistry | CHM*104*P | Chemistry of Food Lab | | 50 | |
| | Education | EDU*115*12B | Child Hlth,Nutri&Safety | | 50 | |
| | | EDU*212* | Teaching Profession with Field Experience | | 32 | |
| | | EDU*290* | Program Captstone -Teaching | | 49 | |
| | Music | All applied music classes are charged \$225 instructor fee, All voice courses are charged an additional \$60 accompanst | | | | |
| | | MU*1103*E | Mus Apprec: Age of Rock&Roll | | 30 | |
| | | MU*1603*D | Music Appreciation | | 30 | |
| | | MU*1603*P | Music Appreciation | | 30 | |
| | | MU*1603*WEB | Music Appreciation | | 30 | |
| | | MU*1603*WEB | Music Appreciation | | 30 | |
| | | MU*1603*WEB1 | Music Appreciation | | 30 | |

**Instruction
Course Fees Cont'd**

| | | | | | |
|-------------------|-------|--------------|-----------------------------|--|-----|
| NO CHANGES | Music | MU*1641*ARR | Applied Low Brass III | | 225 |
| | | MU*1642*ARR | Applied Low Brass III | | 225 |
| | | MU*1642*ARR | Applied Low Brass III | | 225 |
| | | MU*1651*ARR | Applied Low Brass IV | | 225 |
| | | MU*1671*ARR | Applied Guitar I | | 225 |
| | | MU*1681*ARR | Applied Guitar II | | 225 |
| | | MU*1691*K | College Choir IV | | 25 |
| | | MU*1703*A | Mus Theo II(Written) | | 30 |
| | | MU*1731*ARR | Applied Guitar III | | 225 |
| | | MU*1741*ARR | Applied Guitar IV | | 225 |
| | | MU*1751*ARR | Applied Low Brass V | | 225 |
| | | MU*1761*ARR | Applied Low Brass VI | | 225 |
| | | MU*1841*ARR | Applied Guitar V | | 225 |
| | | MU*1851*ARR | Applied Guitar VI | | 225 |
| | | MU*1913*J | Music History From 1800 | | 30 |
| | | MU*1921*ARR | Applied High Brass III | | 225 |
| | | MU*1931*ARR | Applied High Brass IV | | 225 |
| | | MU*1941*ARR | Applied Woodwind III | | 225 |
| | | MU*2091*K | College Choir V | | 25 |
| | | MU*2171*ARR | Applied Percussion III | | 225 |
| | | MU*2191*K | College Choir VI | | 25 |
| | | MU*2203*E | Mus Theo IV(Written) | | 30 |
| | | MU*2251*ARR1 | Applied Piano III | | 225 |
| | | MU*2261*ARR1 | Applied Piano IV | | 225 |
| | | MU*2271*ARR1 | Applied Piano V | | 225 |
| | | MU*2281*ARR1 | Applied Piano VI | | 225 |
| | | MU*2361*ARR | Applied Instrument IV | | 225 |
| | | MU*2471*ARR | Applied Percussion IV | | 225 |
| | | MU*2482*ARR | Applied Percussion V | | 225 |
| | | MU*2492*ARR | Applied Percussion VI | | 225 |
| | | MU*2551*ARR1 | Applied Voice III | | 225 |
| | | MU*2551*ARR1 | Applied Voice III | | 60 |
| | | MU*2561*ARR1 | Applied Voice IV | | 225 |
| | | MU*2561*ARR1 | Applied Voice IV | | 60 |
| | | MU*2571*ARR1 | Applied Voice V | | 225 |
| | | MU*2571*ARR1 | Applied Voice V | | 60 |
| | | MU*2581*ARR1 | Applied Voice VI | | 225 |
| | | MU*2581*ARR1 | Applied Voice VI | | 60 |
| | | MU*2691*ARR | Applied Percussion V | | 225 |
| | | MU*2711*NQ | ST Topics in Violin Perform | | 225 |
| | | MU*2741*ARR | Applied High Brass V | | 225 |
| | | MU*2751*ARR | Applied High Brass VI | | 225 |
| | | MU*2791*ARR | Applied Percussion VI | | 225 |
| | | MUA*101*ARR | Applied Voice I | | 225 |
| | | MUA*101*ARR | Applied Voice I | | 60 |
| | | MUA*101*ARR2 | Applied Voice I | | 225 |
| | | MUA*101*ARR2 | Applied Voice I | | 60 |
| | | MUA*102*ARR | Applied Voice II | | 225 |
| | | MUA*102*ARR | Applied Voice II | | 60 |
| | | MUA*103*ARR | Applied Voice III | | 225 |
| | | MUA*103*ARR | Applied Voice III | | 60 |
| | | MUA*111*ARR | Applied Instrument I | | 225 |
| | | MUA*112*ARR | Applied Instrument II | | 225 |
| | | MUA*113*ARR | Applied Instrument III | | 225 |
| | | MUA*115*ARR | Applied Woodwind I | | 225 |
| | | MUA*116*ARR | Applied Woodwind II | | 225 |
| | | MUA*117*ARR2 | Applied Woodwind III | | 225 |
| | | MUA*121*ARR | Applied Low Brass I | | 225 |

**Instruction
Course Fees Cont'd**

| | | | | | |
|-------------------|-------|-------------|------------------------------|--|-----|
| NO CHANGES | Music | MUA*122*ARR | Applied Low Brass II | | 225 |
| | | MUA*123*ARR | Applied Low Brass III | | 225 |
| | | MUA*125*ARR | Applied High Brass I | | 225 |
| | | MUA*126*ARR | Applied High Brass II | | 225 |
| | | MUA*127*ARR | Applied High Brass III | | 225 |
| | | MUA*131*ARR | Applied Piano I | | 225 |
| | | MUA*132*ARR | Applied Piano II | | 225 |
| | | MUA*133*ARR | Applied Piano III | | 225 |
| | | MUA*141*ARR | Applied Guitar I | | 225 |
| | | MUA*142*ARR | Applied Guitar II | | 225 |
| | | MUA*143*ARR | Applied Guitar III | | 225 |
| | | MUA*145*ARR | Applied Percussion I | | 225 |
| | | MUA*146*ARR | Applied Percussion II | | 225 |
| | | MUA*147*ARR | Applied Percussion III | | 225 |
| | | MUA*201*ARR | Applied Voice IV | | 225 |
| | | MUA*201*ARR | Applied Voice IV | | 60 |
| | | MUA*202*ARR | Applied Voice V | | 225 |
| | | MUA*202*ARR | Applied Voice V | | 60 |
| | | MUA*203*ARR | Applied Voice VI | | 225 |
| | | MUA*203*ARR | Applied Voice VI | | 60 |
| | | MUA*211*ARR | Applied Instrument IV | | 225 |
| | | MUA*212*ARR | Applied Instrument V | | 225 |
| | | MUA*213*ARR | Applied Instrument VI | | 225 |
| | | MUA*215*ARR | Applied Woodwind IV | | 225 |
| | | MUA*216*ARR | Applied Woodwind V | | 225 |
| | | MUA*217*ARR | Applied Woodwind VI | | 225 |
| | | MUA*221*ARR | Applied Low Brass IV | | 225 |
| | | MUA*222*ARR | Applied Low Brass V | | 225 |
| | | MUA*223*ARR | Applied Low Brass VI | | 225 |
| | | MUA*225*ARR | Applied High Brass IV | | 225 |
| | | MUA*226*ARR | Applied High Brass V | | 225 |
| | | MUA*227*ARR | Applied High Brass VI | | 225 |
| | | MUA*231*ARR | Applied Piano IV | | 225 |
| | | MUA*232*ARR | Applied Piano V | | 225 |
| | | MUA*233*ARR | Applied Piano VI | | 225 |
| | | MUA*241*ARR | Applied Guitar IV | | 225 |
| | | MUA*242*ARR | Applied Guitar V | | 225 |
| | | MUA*243*ARR | Applied Guitar VI | | 225 |
| | | MUA*245*ARR | Applied Percussion IV | | 225 |
| | | MUA*246*ARR | Applied Percussion V | | 225 |
| | | MUA*247*ARR | Applied Percussion VI | | 225 |
| | | MUC*102*A | Mus Theo I(Written) | | 30 |
| | | MUC*104*A | Mus Theo II(Written) | | 30 |
| | | MUC*202*C | Mus Theo III(Written) | | 30 |
| | | MUC*204*C | Mus Theo IV(Written) | | 30 |
| | | MUE*105*K | College Choir I | | 25 |
| | | MUE*106*K | College Choir II | | 25 |
| | | MUE*107*K | College Choir III | | 25 |
| | | MUE*205*K | College Choir IV | | 25 |
| | | MUE*206*K | College Choir V | | 25 |
| | | MUE*207*K | College Choir VI | | 25 |
| | | MUS*151*F | World Music | | 30 |
| | | MUS*154*E | Mus Apprec: Age of Rock&Roll | | 30 |
| | | MUS*155*D | Jazz Appreciation | | 25 |
| | | MUS*171*E | Music History From 1800 | | 30 |
| | | MUS*172*J | Music History to 1800 | | 30 |

Instruction**Course Fees Cont'd**

| | | | | | |
|-------------------|--------------------|-------------|----------------------------|--|----|
| <u>NO CHANGES</u> | Physical Education | PED*000*ARR | Fitness Center Orientation | | 15 |
| | Physics | PHY*222*FJ | Gen Physics II Lab | | 50 |
| | Theatre | THE*101*G | Theatre Appreciation | | 40 |

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
February 5, 2018**

AGENDA ITEM 10: DUAL ENROLLMENT TUITION

Recommendation: To establish tuition for dual enrollment courses at 50% of the in-district per credit hour rate effective with the Spring 2018 semester.

Attachment

2/5/2018

Section 10, Page 1

East Central College

1964 Prairie Dell Road, Union, Missouri 63084

(636) 584-6501

FAX (636) 583-6602



EAST CENTRAL COLLEGE

Interoffice Memo VICE PRESIDENT OF ACADEMIC AFFAIRS

To: Dr. Jon Bauer
From: Dr. Tia Robinson
Re: Dual Enrollment Tuition
Date: January 30, 2017

Please find attached a tuition proposal for Dual Enrollment tuition. The proposed tuition addresses many concerns and questions raised by students interested in Dual Enrollment courses either on-campus or online. The proposal accomplishes the following:

- Establishes a dual enrollment rate for high school students.
- Meets “Tuition Equalization” compliance guidelines for government agencies (e.g. Veteran Administration), sponsoring agencies (e.g. Workforce Innovative Opportunities Act and Vocational Rehabilitation) and Title IV of the Higher Education Act of 1965.
- Provides an incentive for students to participate in course offerings while still in high school.
- Consistent with the practices of other Missouri community colleges.

Dual Enrollment Tuition Cost Proposal

Effective Spring 2018, high school students enrolled in dual enrollment courses will be charged the following:

50% of in-district per credit hour rate

Thank you for your consideration of the Dual Enrollment tuition proposal. Please let me know if you have any questions or need additional information.

Respectfully submitted,



Dr. Tia Robinson

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
February 5, 2018**

**AGENDA ITEM 11: UPDATE ON THE HIGHER LEARNING COMMISSION
COMPREHENSIVE QUALITY REVIEW**

An update will be provided on work underway to address concerns identified by the Higher Learning Commission during the October 2017 Comprehensive Quality Review.

2/5/2018

Section 11, Page 1

East Central College

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**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
February 5, 2018**

AGENDA ITEM 12: *PERSONNEL

A. Appointment

Recommendation: To **approve** the appointment of Melissa Richards as Business Development & Training Coordinator for the Center for Workforce Development effective February 12, 2018 with an annual salary of \$42,000.

B. Adjunct Faculty

Recommendation: To **approve** changes to the roster of adjunct faculty for the Spring 2018 semester as listed in the attached memorandum.

Attachments

2/5/2018

Section 12, Page 1

East Central College

1964 Prairie Dell Road, Union, Missouri 63084
(636) 584-6501
FAX (636) 583-6602



EAST CENTRAL COLLEGE

Interoffice Memo HUMAN RESOURCES

TO: Dr. Jon Bauer, College President
DATE: January 26, 2018
FROM: Wendy Hartmann, Director
RE: Recommendation to Hire – Business Development & Training Coordinator, CWD

Please accept the Search Committee's recommendation to hire Mrs. Melissa Richards as the Business Development & Training Coordinator for CWD effective February 12, 2018 with an annual salary of \$42,000.00

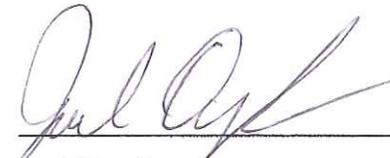
Mrs. Richard received her Associate's Degree from St. Charles Community College and her Bachelor's Degree from Lindenwood University.

Mrs. Richards has been employed at East Central College since August 2017 as the Program Assistant for CWD. The knowledge and experience she has gained placed her in the right position for this role. Prior to working for ECC, she was employed at the Franklin County Human Society where she was the Director of Development.

Approval Signatures:



Wendy Hartmann Director
Director, Human Resources



Joel Doepker
Vice President of External Relations

/wll



EAST CENTRAL COLLEGE

Interoffice Memo

TO: Dr. Bauer
DATE: January 29, 2018
FROM: Office of Academic Affairs
RE: Adjunct Addendum for Spring Semester 2018

Please approve the following adjunct addendum for Spring semester 2018.

ADDITIONS

Nursing and Allied Health
Suzanne Weckman, Nursing

Career and Technical Education
Brandon Boies, CIS
Elisha Ford, Accounting
Mark Howell, Manufacturing
Sarah Scroggins, Microcomputer Apps
Brian Watson, HVAC

Humanities and Fine Arts
Jonathan Cornell, Art
Deborah Dicus, Civilization
Damia Smith, Design, Sculpture
Regina Zervos, Communications

Social Sciences
Erin Anglin, Psychology
Marcia Bailey, Psychology
Jennifer Heberlie, Education
Amy Skyles, Education
John Strubberg, Physical Education

Foundation Seminar

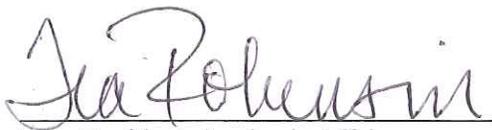
Michelle Branton
Jessica Robart

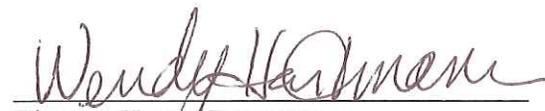
Math/Engineering/Science
Tiffanie Atherton, Biology
Elizabeth Bowles, Physical Science
Ray Cousins, Chemistry
Teri Haas, Mathematics
Travis McDowell, Chemistry
Larry Pierce, Geology
Priyaah Pratt, Biology/A&P
Dennis Smith, Mathematics
Deborah Westhoff, Mathematics

DELETIONS

Career and Technical Education
Amy Feese, Culinary

Humanities and Fine Arts
Melissa Dereberry, English
Benjamin Kuzemka, English
Terry (James) Shull, English


Vice President, Academic Affairs


Director, Human Resources

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
February 5, 2018**

AGENDA ITEM 13: REPORTS

Reports may be presented by:

- A. Faculty Association President, Tom Fitts
- B. ECC-NEA President, Sue Henderson
- C. Professional Staff President, Karen Klos
- D. Classified Staff Association President, Stacy Bellville
- E. Student Government Association President, Michail Ratcliff

2/5/2018

Section 13, Page 1

East Central College

1964 Prairie Dell Road, Union, Missouri 63084
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**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
February 5, 2018**

AGENDA ITEM 14: PRESIDENT’S REPORT

Projected meeting dates for 2018 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.

2018 Projected Meeting Dates

Alternate Meeting Dates

March 5
April 2
May 7
June 4
July 19 (*Thursday noon business meeting*)
August 27
No September Meeting
October 1
November 5
December 3

March 12
April 12
May 14
June 11

October 8
November 12
December 10

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
February 5, 2018**

AGENDA ITEM 15: ADJOURNMENT

Recommendation: To **adjourn** the February 5, 2018 meeting of the Board of Trustees.

2/5/2018

Section 15, Page 1

East Central College

1964 Prairie Dell Road, Union, Missouri 63084
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