

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
Monday, April 2, 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, Cookie Hays and Eric Park. Also present were newly elected Board member Audrey Freitag; President of the College Jon Bauer; Administrators – Vice President of External Relations Joel Doepker, Vice President of Student Affairs Shelli Allen, and Vice President of Finance and Administration Phil Pena; Other Staff – Director of Human Resources Wendy Hartmann, Director of Financial Services Annette Moore, Director of Public Relations Jay Scherder, Director of Facilities and Grounds Tot Pratt, Campus Police Officer Todd Schlitt, Faculty Association President Tom Fitts, NEA President Sue Henderson, Professional Staff President Karen Klos, Classified Staff Association Treasurer Bethany Herron, faculty member Leigh Kolb, Student Government President Michail Ratcliff, and Executive Assistant to the President Bonnie Gardner.

RECOGNITION OF GUESTS: Mr. Scherder introduced Kavahn Mansouri from the *Missourian*.

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 April 2, 2018 meeting of the Board of Trustees.

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

***APPROVAL OF MINUTES:** The Board approved the minutes of the March 5, 2018 regular meeting of the Board of Trustees.

OATH OF OFFICE AND SEATING OF NEW BOARD MEMBERS: The oath of office was administered to newly elected Board member Audrey Freitag, representing Subdistrict #1, and incumbent Prudence Fink Johnson, representing Subdistrict #2, by Board President Ann Hartley 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.

Board President Ann Hartley thereupon recognized the newly 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.

Ann Hartley was nominated by Prudence Fink Johnson and elected Board of Trustees President by a unanimous vote.

Joseph Stroetker was nominated by Cookie Hays and elected Board of Trustees Vice President by a unanimous vote.

Prudence Fink Johnson was nominated by Joseph Stroetker and elected Board of Trustees Treasurer by a unanimous vote.

Cookie Hays was nominated by Eric Park and elected Board of Trustees Secretary by a unanimous vote.

Bonnie Gardner was nominated by Eric Park and appointed Board of Trustees Recording Secretary by a unanimous vote.

RESOLUTIONS OF APPRECIATION: College President Jon Bauer read the attached Resolution of Appreciation recognizing the service of retiring trustee, Don Kappelmann.

Motion: To **approve** a Resolution of Appreciation recognizing the service of Mr. Don Kappelmann during his 12-year tenure on the Board of Trustees at East Central College.

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

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 Eric Park; Carried Unanimously

APPROVAL OF BIDS: Vice President Pena reviewed each of the bid items and noted that all will be purchased using state maintenance and repair funds with a 50% College match. He stated that Hansen Hall has water leaks and areas where immediate repairs can be made have been identified. The building will be divided into three sections for repair and this bid represents costs for the largest portion of the building. No bids were submitted in response to the request so the College moved to the E & I Cooperative Contract and Tremco was the sole bidder. The rest of the building will be done over the next two years. The leaks have not resulted in interior mold issues, but there is mold on the exterior of the building that will be removed using a biochemical spray.

Motion: To **authorize** the repair of the parapet wall and flashing in Hansen Hall by TREMCO/Weatherproofing Technologies, Inc. of St. Charles, MO at a cost of \$95,203 to be funded 50% with State of Missouri Maintenance and Repair monies.

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

The recommended HVAC unit supplies part of each floor of Shook Center. No public bids were submitted so quotes were sought through the state purchasing contract. This system will help with energy efficiency as well as save money in repair and upkeep of system.

Motion: To **approve** the replacement of the rooftop HVAC unit that incorporates the back portion of the first, second and third floors in the Donald Shook Student Center by Johnson Controls, Inc. of St. Louis, MO at a cost of \$41,189 to be funded 50% with State of Missouri Maintenance and Repair monies.

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

A number of the campus parking lots are beyond their life expectancy; if a sealant coat is not applied, they will continue to disintegrate. Eventually the lots will need new pavement, but this process will fill cracks and apply a coating with a ten-year warranty. The lot behind Buescher Hall will also be re-striped as a part of this project.

Motion: To **authorize** the resurfacing of Union campus parking lots by Royal Construction & Paving of Hillsboro, MO at a cost of \$16,343 to be funded 50% with State of Missouri Maintenance and Repair monies.

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

A set of doors on the first floor of Shook Center, under the bridge, have corroded around the framing. Currently the doors cannot be locked and a safety bar is being used to secure the building at night. This estimate was below the budgeted amount and will provide replacement doors.

Motion: To **approve** the replacement of doors on the west side of the first floor of Donald Shook Student Center by Franklin County Glass of Washington, MO at a cost of \$20,854.08 to be funded 50% with State of Missouri Maintenance and Repair monies.

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

PROPOSED COURSE FEE: Dr. Bauer noted that ECC has been offering programs in partnership with the Four Rivers Area School for a number of years. Four Rivers establishes a rate of tuition or seat charge, currently \$1,538, per adult student; ECC pays that charge and collects student tuition and fees, currently \$324. A fee is being considered to help close the gap between tuition and seat charges (\$1,214). Federal Perkins funds along with general operating funds have been used to supplement the courses. Options being considered include establishing a \$1,200 fee per course or phasing in a fee over a couple years to avoid a large increase in a single year. Students would be able to cover the cost with financial aid in some cases. This would impact about 15 auto tech and 15 welding students per semester. Currently this cost is being absorbed using approximately \$57,000 in Perkins money and about \$45,000 in general operating funds.

Concern was expressed that the large cost increase for vocational students will place an undue burden on them. It was noted that the College does not recoup the entire cost of instruction in many other programs and this could be seen as discriminatory. The arrangement was made to benefit the College since it is less costly than offering the programs at the College and eliminates duplication of programs.

Board members stated more information is needed to make an informed decision. What percentage are other courses subsidized by the College? What are the costs compared to competitors' programs? It was noted that these vocational students are important to the area economy and other programs not central to the curriculum are being funded.

Dr. Bauer indicated more information will be provided at the next meeting along with a specific fee recommendation should the administration decide to proceed in that direction.

PROPOSED BOARD POLICY – 1.36 SHARED GOVERNANCE: Dr. Bauer noted that the proposed policy is being introduced as a result of the HLC Task Force discussion and a recommendation from the Shared Governance and Communications Committee. It is a reflection of the statement of shared governance developed by that committee and would establish a Shared Governance Council which would include broad campus representation as well as Board

representation. The Council would make recommendations regarding policy and allow for input in campus decision making. The proposed policy is being presented for input and will be brought back in May for a vote. Concern was expressed about the role of a Board member on the Shared Governance Council. As structured, the role would be a voting member. However, that may imply the member carries some authority that does not really exist and could be considered a conflict of interest if the Council is making a recommendation to the full Board. Dr. Bauer noted that the Board needs to make the decision as to the role for their representative – voting member or liaison. The policy will be brought back in May for a vote by the Board.

FACULTY PROMOTION IN RANK: Dr. Bauer gave a brief explanation of the process for faculty to be considered for promotion in rank.

Motion: To **approve** the promotion of Susan Henderson, Laura Roselli-Insall, Leigh Kolb and Adam Watkins to Assistant Professor effective for the 2081-19 academic year.

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

UPDATE ON THE RESPONSE TO THE HIGHER LEARNING COMMISSION COMPREHENSIVE QUALITY REVIEW: The College's response to the Higher Learning Commission (HLC) has been submitted and was shared with the Board. The response details things that have occurred to address concerns. It includes more detailed information on the development of a new strategic plan as well as adoption of the current, revised plan. The response is the result of a lot of work by the task force, subcommittees and administration. It will serve as a blueprint for future action to improve the institution. Dr. Park noted that he would like an update on the program accreditations held by the college and how their criteria have been met.

***PERSONNEL:** The Board **approved** the appointment of Edward Shelton as the Executive Director, Center for Workforce Development at an annual salary of \$67,000 effective April 3, 2018. The Board also **approved** the reappointment of full-time faculty for the 2081-2019 academic year as listed in the attached memorandum.

REPORTS:

- A. FACULTY ASSOCIATION REPORT:** Faculty Association President Tom Fitts reported that Sarah Havens will be the new association president. The following occurred over spring break: Adam Watkins and Leigh Kolb traveled to London with art and journalism club students. Tim Sexton took the choir to New York to perform at Carnegie Hall. Aaron Bounds and the music faculty hosted the area high school music festival. Leigh Kolb will be giving a presentation at the Missouri Interscholastic Press Association J-Day on April 4. Linda Follis and Sarah Sexton will be attending the MOMATYC conference this week. Tom Fitts attended the Missouri EMS Association instructor/coordinator conference last week.
- B. ECC-NEA:** ECC-NEA President Sue Henderson reported over 30 high school instructors were nominees for the Inspirers of Excellence Award; a small grant was received from the Missouri NEA for the reception. The new president of ECC-NEA is Tom Fitts. Ms. Henderson asked the Board to recall the faculty letter sent to them last fall and noted that many of the concerns expressed in the letter still exist. She asked them to review that letter and consider ways to fully address the points raised.

- C. PROFESSIONAL STAFF ASSOCIATION REPORT:** Professional Staff Association President Karen Klos reported that the Rotaract club sponsored an egg hunt for students at Autumn Hill School and prepared goodie bags for the students.
- D. CLASSIFIED STAFF ASSOCIATION REPORT:** Classified Staff Association Treasurer Bethany Herron reported the spring recipient of the Spotlight Award is Sarah Haines, program assistant for business and industry; the award ceremony is April 12. CSA elections are coming up in May and the group has disbursed its annual scholarship.
- E. STUDENT GOVERNMENT ASSOCIATION:** SGA President Michail Ratcliff reported that Falcon Fest is April 3. The SGA now has 17 student senators and they are planning a bake sale to raise funds for a directional map in the quad. Four or five new clubs have been added this semester. SGA members recently went to see the movie *Love, Simon*.

PRESIDENT’S REPORT: Vice President Joel Doepker shared that \$239,550 has been received from the Missouri Department of Workforce Development to start a registered apprenticeship program that will incorporate seven area manufacturers. Employees will be provided on the job training as well as the opportunity to enroll in on-campus courses with the goal of completing a degree. Employees from Aerofil Industries, ATRO Engineering Systems, Clemco Industries, Graphic Packaging, G.H. Tool and Mold, Homeyer Precision and Texwrap Packaging Systems who complete the program will receive salary increases.

The state budget is moving to the Senate. The House restored the Governor’s cuts in exchange for no more than one percent increase in tuition; Senate budget leaders have indicated interest in preserving that funding. The mission review bill was passed and sent to Governor Greitens. It will allow community colleges to offer bachelor’s degrees and some additional four-years to offer doctoral programs. The program must be one which no other provider in the region offers and must have demonstrated demand. Another bill with implications for community colleges relates to the process for expanding the college district if an area is interested in joining the taxing district. Currently the area school board has to put the issue on the ballot. This bill would essentially give the community college board the ability to put the issue on the ballot for a vote of the people. This bill is likely to pass.

ECC kicked off the 50th anniversary celebration today; it will continue through September 2019.

ADJOURNMENT:

Motion: To adjourn the April 2, 2018 public Board of Trustees meeting at 7:15 p.m.

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

President, Board of Trustees

Secretary, Board of Trustees

Resolution

Whereas, Don Kappelmann has served as a Trustee of East Central College since 2006, being elected in April of 2006 and re-elected in 2012; and

Whereas, Mr. Kappelmann was elected to the position of board secretary in 2016 and served diligently in that position until 2018; and

Whereas, the Board of Trustees during this time provided strong leadership through an important period in the college's history, including passage of a general obligation bond issue; the addition of the Health and Science Building; the renovation of the former Administration Building; the acquisition of property for and the development of the Business and Industry Center; the selection of a college president; and growth in programs, services and facilities for the benefit of the college's students; and

Whereas, Mr. Kappelmann provided wise and valued counsel to the board and administration during his service as a trustee, and faithfully represented the residents of the college district; and

Whereas, Mr. Kappelmann has decided to retire from his position as a college trustee at the end of his elected term;

Now, therefore be it resolved by the East Central College Board of Trustees, that the college and its trustees, faculty, staff, and students, express sincere gratitude and appreciation to Mr. Kappelmann for his devotion and 12 years of service to East Central College, acknowledge with great regret his decision to retire from his position as trustee, and wish him well in all future endeavors.

Approved this, the Second Day of the Month of April, Two Thousand and Eighteen.

Ann Hartley, Trustee

Joe Streetker, Trustee

Prudence Fink Johnson, Trustee

Cockie Hays, Trustee

Eric Park, Trustee

Audrey Freitag, Trustee

EAST CENTRAL COLLEGE

OFFICE OF THE VICE-PRESIDENT OF ACADEMIC AFFAIRS

TO: Dr. Jon Bauer
DATE: March 28, 2018
FROM: Dr. Tia Robinson, Vice President of Academic Affairs
RE: Reappointment of Full-time Faculty

Recommendations by the Vice President of Instruction for reappointment/non-reappointment for FY2019:

Reappointment - Annual Contract

Aramburu, Ellen	DeArmond, David	Hovland, Joseph	Sexton, Sarah
Bouzidi, Djemoui	Gifford, Matthew	Howard, Rachel	Stotler, Gregory
Brandt, Courtney	Goodson, Jennifer	McDonald, Laura	Van Leer, Jessica
Cantrell, Elizabeth	Hanneken, Lisa	Pulles, Keith	Wissbaum, Connie
Cohen, Anita	Herdlick, John	Schwein, Anna	

Reappointment from Annual Contract to Continuous Contract

Cassat, DeAnna	Dunn, Amber	Haynes, Shanee	Sayles, Nanette
Derifield, Coreen	Follis, Linda	Palazzola, Michael	Swanson, Chris

According to board policy, faculty member is eligible for continuous contract in August 2018 based on hire date.

Reappointment - Continuous Contract

Amoloza, Jerry	Durbin, Jason	Judd, Jennifer	Pohlman, Dennis
Austin, Grace	Elliott, Curtis	Kellogg, Isaiah	Roberson, Shaun
Barro, Linda	Esbeck, Nathan	Kolb, Leigh	Roselli Insall, Laura
Barton, Sean	Fitts, Thomas	Mahon, Robert	Sexton, Timothy
Bieker, Judy	Govindaswamy,	Mehrhoft, Jay	Stroup, Joshua
Bounds, Aaron	Parvadha	Mentz, Anne	Watkins, Adam
Brigham, Reginald	Hardecke, John	Mitchell, Nancy	Watts, Patsy
Buchholz, Stephanie	Havens, Sarah	Monzyk, Matthew	Winters-Rozema,
Cunningham, William	Henderson, Susan	Mowery, Tracy	Elizabeth
Dixon, Kevin	Higerd, Jennifer	Pecka, Wendy	

Approval:

 3/28/18

Dr. Tia Robinson, Vice President of Academic Affairs

Date

April 2, 2018

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ADDENDUM