

**EAST CENTRAL COLLEGE
AD VALOREM HEARING AND
BOARD OF TRUSTEES MEETING
Monday, August 28, 2017**

The public hearing for the Ad Valorem tax rate per Statute 67.110 of the Revised Statutes of the State of Missouri was opened and called to order at 5:29 p.m. by the President of the Board of Trustees, Ann Hartley. Other Board members present at the hearing 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 and Technical Education Richard Hudanick, Director of Human Resources Wendy Hartmann, Executive Director of the ECC Foundation Shannon Grus, Director of Financial Services Annette Moore, HVAC Program Coordinator David DeArmond, Faculty Association President Tom Fitts, NEA President Sue Henderson, Maintenance Tech II Kelly Rinne, and Executive Assistant to the President Bonnie Gardner. Kavahn Mansouri from the *Missourian* was also present.

PUBLIC NOTICE: In accordance with Missouri Law 67.110, notice is hereby given to the residents of the Junior College District of East Central Missouri that a public hearing on the 2017 ad valorem tax rates will be held at 5:30 p.m. on Monday, August 28, 2017, in Buescher Hall, Room 238 on the campus of East Central College, 1964 Prairie Dell Road, Union, Missouri, at which citizens may be heard on the property tax rates proposed to be set by East Central College.

The tax rate is set to produce revenues of at least \$6,392,834 which the operating budget for the fiscal year beginning July 1, 2017 shows to be required from the property tax. The debt service levy is set to produce revenues of at least \$1,500,000 which is required to meet the debt service of East Central College for the calendar year beginning January 1, 2018. The valuation of the taxable property within said District for the current and prior tax years are as follows:

| | <u>Current Tax Year</u> | <u>Prior Tax Year</u> |
|-------------------|--------------------------------|------------------------------|
| Real Estate | \$1,363,421,310 | \$1,312,587,999 |
| Personal Property | \$364,386,108 | \$357,652,763 |
| Totals | <u>\$1,727,807,418</u> | <u>\$1,670,240,762</u> |

The proposed operating tax levy for 2017 shall be .3700 per one hundred dollars assessed valuation on the above current valuation.

The proposed debt service levy for 2017 shall be .0841 per one hundred dollars assessed valuation on the above current valuation.

The tax rates are subject to change based upon actions by county boards of equalization, the State Tax Commission, subsequent information, applicable law, and certification by the State Auditor.

Vice President Pena noted that the taxable property numbers are slightly revised from the posted notice. However, the levy did not change.

PUBLIC COMMENTS: Board President Hartley asked for comments or questions from the audience. There were no comments from the public.

AD VALOREM TAX RATE:

Motion: To **approve** a resolution to set the 2017-2018 Junior College District of East Central Missouri Property Tax Rate for Operating Tax Levy at \$0.3700 and the Debt Service Levy at \$0.0841 per \$100 of assessed valuation subject to certification by the state auditor.

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

ADJOURNMENT: A motion was made to adjourn the hearing.

Motion: To **adjourn** the August 28, 2017, Ad Valorem Tax Hearing at 5:35 p.m.

Motion by Don Kappelmann; Seconded by Joseph Stroetker; Carried Unanimously

President, Board of Trustees

Secretary, Board of Trustees

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
Monday, August 28, 2017**

CALL TO ORDER: The regular meeting of the Board of Trustees was called to order at 5:35 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 and Technical Education Richard Hudanick, Director of Human Resources Wendy Hartmann, Executive Director of the ECC Foundation Shannon Grus, Director of Financial Services Annette Moore, HVAC Program Coordinator David DeArmond, Faculty Association President Tom Fitts, NEA President Sue Henderson, Maintenance Tech II Kelly Rinne, and Executive Assistant to the President Bonnie Gardner.

RECOGNITION OF GUESTS: Vice President Doepker 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 August 28, 2017 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 July 20, 2017 regular meeting of the Board of Trustees.

TREASURER’S REPORT AND FINANCIAL REPORT: Vice President Pena reviewed the year-to-date financials. He noted that the reports are as of June 30, 2017 and are preliminary pending the audit.

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

ACCEPTANCE OF BIDS: The recommendation is for purchase of a chilled water system for the Heating, Ventilation, Air Conditioning Program and will allow the program to expand its offerings to provide training on commercial heating and air conditioning units. A U.S.D.A. grant has been received that will fully cover the cost of the system. David DeArmond explained that the

large variation in bid amounts was due to one of the contractors bidding high end equipment and equipment that was larger than specified in the request for bids. The contractor expanded the scope of the bid and included geothermal systems.

Motion: To **approve** the purchase of equipment to construct a chilled water system from Johnstone Supply in Bridgeton, MO for use in the Heating and Air Conditioning program at a cost of \$47,960.31 to be funded through the USDA Rural Business Development Grant Program.

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

CONFLICT OF INTEREST & PERSONAL FINANCIAL DISCLOSURE STATEMENTS

POLICIES: Dr. Bauer reminded the Board of the requirement to reaffirm the Conflict of Interest and Personal Financial Disclosure Statements policies every other year. There is no change in wording from the prior reaffirmation.

Motion: To **reaffirm** the Conflict of Interest policy (BP1.29) and the Personal Financial Disclosure Statements Policy (BP1.30) as attached to fulfill the requirements of the Missouri Ethics Commission.

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

MEDICARE PART C INSURANCE: Dr. Bauer stated the recommendation is for renewal with the current carrier at no cost to the College. This benefit has been offered to retirees for a number of years.

Motion: To **approve** the renewal of the Medicare Advantage plan with United Healthcare as the group Medicare Part C plan offered to eligible retirees at no cost to the College.

Motion by Prudence Fink Johnson; Seconded by Don Kappelmann; Carried 5-0 with Cookie Hays abstaining

HIGHER LEARNING COMMISSION ACCREDITATION: Dr. Bauer reminded the Board of the upcoming visit from the Higher Learning Commission (HLC) in mid-October. Dr. Robinson, who is the College's accreditation liaison officer, provided an overview of the process. The Comprehensive Quality Review (CQR) is the College's opportunity to provide evidence that it is meeting the standards of quality by which the HLC determines whether the institution merits reaffirmation of accreditation. The Systems Appraisal was submitted by the College in November 2016 and feedback was received in February 2017. The feedback document guides the preparation for the upcoming visit. A taskforce of faculty and staff representing all areas of the institution is working to collect evidence; taskforce members have also hosted sessions to explain the process to the college community.

In addition, a Federal Compliance Report was submitted in July 2017 under the leadership of Shelli Allen, and HLC conducted a student survey in April 2017. Approximately 205 students responded to the survey and comments were favorable overall. A request for public comment went out in

July 2017; that information will be received shortly before the visit. Ms. Hays requested that the student comments be shared with the Board.

A three-member team will participate in the site visit, and one member will spend some time at the Rolla campus. The specific schedule is not set at this point but it is anticipated the members of the team will meet with members of the faculty, administration, student body and possibly the Board. The team will arrive on Sunday evening and depart by mid-day on Wednesday. A limited exit conference will be scheduled on Wednesday but that will not provide as much information as the conferences have in the past. The report will be completed after the visit. Following the visit, a recommendation will be made for reaffirmation and possibly a specific accreditation pathway to pursue in the future (open, standard or AQIP).

Dr. Park asked how the Board can stay engaged in this process and noted that Board members should be able to provide an informed response when asked about the College. Dr. Bauer noted that the College can demonstrate it meets all the criteria for accreditation. The CQR process involves two parts – a determination of whether the college meets the requirements for accreditation and a consulting component to validate what is done well and suggest ways to improve. The visiting team will be able to talk with faculty, staff and students to get a good understanding of the work going on at the College.

***PERSONNEL:** The Board approved the appointment of Joseph Hovland as Culinary Arts Instructor with an annual salary of \$50,000 effective August 10, 2017. The Board also approved the appointment of adjunct faculty for the Fall 2017 semester as listed in the attached memorandum.

REPORTS:

- A. FACULTY ASSOCIATION REPORT:** Faculty Association President Tom Fitts reported on recent faculty accomplishments including the following: Dr. Coreen Derifield presented a paper at the Midwest History Association Conference; Dr. Jennifer Judd performed in the Christ Church Cathedral concert series and performed/taught at the Southeast Missouri State Music Institute; Dr. Judd also took four piano students to an academy in Spain where she was a faculty member; Nathan Esbeck has joined the Manufacturing Skill Standards Council's National Expert Panel on Manufacturing; Stephanie Buchholz is currently serving as president-elect of the Eastern Missouri Health Information Management Association; Laura McDonald, Anita Cohen and Connie Wissbaum have completed their masters in nursing degrees. Adjunct instructor Lora Copeland, who helped establish the paramedic program at ECC in 1976, recently received the Jack Lyon Memorial Award for contributions to local EMS programs in the community from the Missouri EMS Association.
- B. ECC-NEA:** ECC-NEA President Sue Henderson indicated the association had no report at this time.
- C. PROFESSIONAL STAFF ASSOCIATION REPORT:** Professional Staff Association President Karen Klos was unable to attend; Bonnie Gardner reported that the library book sale will be held September 5 through September 7 from 7:30 a.m. to 7:30 p.m.
- D. CLASSIFIED STAFF ASSOCIATION REPORT:** Classified Staff Association President Stacy Langan was unable to attend; there was no report.

E. STUDENT GOVERNMENT ASSOCIATION: Vice President Shelli Allen reported that the SGA and the R & R Club hosted a lock in for approximately 60 students the evening prior to the eclipse. Upcoming events include a blood drive on September 6 and FalconFest on September 13.

PRESIDENT'S REPORT: Dr. Bauer reported the semester is off to a smooth start. Fourteen-week classes begin September 5 and work continues on dual credit enrollment with the high schools. At this point, enrollment is down five percent in credit hours and 5.6 percent in headcount.

There were a large number of people on campus to view the eclipse on August 21. A staff member from the University of Missouri-St. Louis was on campus to broadcast a live feed of the event and *Popular Science* magazine picked up the feed. Approximately 160,000 people viewed the feed and the magazine credited ECC and UMSL on their website. Dr. Bauer expressed his thanks to everyone involved in planning the campus event, specifically mentioning Paul Lampe and Linda Follis who spearheaded the planning, Courtney Hendrichsen who coordinated the student lock in and spent the night on campus with the students, and Karen Klos who provided a great deal of technical assistance.

This fall a Leadership Council will be established that will include leadership from each employee group along with administrators. The development of a new strategic plan will also begin. The new plan will focus on a few critical, overarching issues and will encompass the feedback from the upcoming HLC review.

Plans for the College's 50th anniversary celebration are underway. The planning committee includes active and retired employees. Activities will begin in April 2018, the anniversary of the election establishing the district, and conclude in fall 2019.

Dr. Bauer noted that he was pleased to recognize adjunct faculty for their years of service under a newly implement recognition program during in-service week.

The athletic season begins with the soccer home opener on August 31 and the volleyball team opening away on August 30.

ADJOURNMENT:

Motion: To adjourn the August 28, 2017 public Board of Trustees meeting at 6:30 p.m.
Motion by Don Kappelmann; Seconded by Prudence Fink Johnson; carried unanimously.

President, Board of Trustees

Secretary, Board of Trustees

EAST CENTRAL COLLEGE

Interoffice Memo

TO: Dr. Bauer
DATE: August 16, 2017
FROM: Office of Academic Affairs
RE: Adjuncts for Fall Semester 2017

Please approve the following adjuncts for the fall semester 2017.

Nursing and Allied Health

Rechell Alcorn, EMT
Courtney Baxter, Medical Assisting
Theresa Briggs, EMT
Jill Harrison, Nursing
Jason Hildebrandt, Fire Tech
Ann Hoch, Nursing
Lisa Korn, EMS

Daniel Manhart, EMT
Sharon O'Brien, Medical Assisting
Junette Owen, Nursing
Robyn Walter, Nursing
Suzanne Weckman, Nursing
Roberta Weseman, Nursing

Career and Technical Education

Benjamin Brady, Business
Timothy Buchanan, Prec. Mach.
Duane Clonts, Maintenance Prac.
Amy Feese, Culinary
Matthew Graham, Business
Daniel Hall, Accounting
Mark Howell, Manufacturing
Richard Hudanick, Business
Mardy Leathers, Business

Jeffrey Linn, CIS
Stephani McCrary, Marketing
Alison Plaster, Business
Craig Ratliff, Culinary Arts
Douglas Reinecke Manufacturing
Sarah Scroggins, CIS
Brian Watson, HVAC
Donna Wilkinson, Machine Tool

Math/Engineering/Science

Tiffanie Atherton, Biology
Navid Attary, Mechanical Dynamics
William Clover, Mathematics
Ray Cousins, Chemistry
Lucy Crain, Biology
Timothy Gray, Mathematics
Teri Haas, Mathematics
Regina Holmes, Mathematics
Jeffrey Jaquess, Science
Terry Jobe, Mathematics
Shelley Lewis, Mathematics
Connie Lutz, Mathematics

Travis McDowell, Chemistry
Sharon Newberry, biology
Jon Noelker, Biology
Marvin Pennell, Chemistry
Larry Pierce, Geology
Panta Radheshyam, Chemistry
Bijaya Shrestha, Intro to Circuit Theory
James Small, Physics
Dennis Smith, Mathematics
Alison Tucker, Mathematics
Deborah Westhoff, Mathematics
Kathleen Wright, Mathematics

Humanities and Fine and Performing Arts

Amanda Adams, Graphic Design
Julia Alexander, Reading Comp
John Anglin, Communications
Kelly Austermann, Music-Wood Wind
Lisa Blackmore, Music
Leon Burke, Music
Tamara Campbell, Music
Samuel Patrick Charles, Music-Percussion
Cheryl Childress, Graphic Design
Shana Collier, Communications
Melissa Dereberry, English
Deborah Dicus, Civilization
Wayne Gargrave, Music
Deborah Hill-Triola, Reading Comp
William Hopkins, Music
Sarah Johnson, Music
Lisa Kang, Civilization
Lansin Lim Kimler, Music-Piano

Social Sciences

Rhonda Althage, Sociology
Kristen Adams, Psychology
Erin Anglin, Psychology
Marcia Bailey, Psychology
Debra Becker, Education
Rekke Berges, Education
Stacey Binder, Psychology
Alyce Carpenter, Psychology
Ruth Diaz, Education
Susan Giesing, Education
Anne Griffith, Anthropology
Herman Grimes, Physical Education

Foundation Seminar

Tammy Beckman
Michelle Branton
Jennifer Chitwood
Jenni Crosby

Dual Credit

Timothy Buchheit, Communication, SF Borgia
Breanne Chenault, English, Rolla
Gary Durbin, Civilization, Cuba
Colin Flynn, English, Washington
Kerri Flynn, Psychology/Sociology, Washington
Cathy Jinkerson, Business/CIS, Washington
Todd Jones, History, Bourbon
Kathryn Laurentius, Business/CIS, Washington
Peter Madsen, English, Linn
Melissa Mauchenheimer, Mathematics, WHS
Glenn Mechem, History, Union
Kim Minnich-Contarini, CIS, Washington

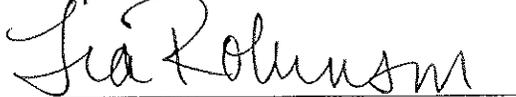
Benjamin Kuzemka, English
Susan LaFayette, English
Paul Lampe, English
Elizabeth Manhart, Graphic Design
Raphael Maurice, English
Barbara Miller, Oral Communications
Stanley Miller, English
Margret Noud, Music
Gary Powers, Art
Elizabeth Rosebrough, English
Juanita Schuler, Art
Terry (James) Shull, English
Damia Smith, Design, Sculpture
Matt Sokeland, Music-Percussion
Annette Swafford-Green, Art
Diane Werges, Reading Comp
Regina Zervos, Communications*

Thomas Haas, Sociology
Laura Janes, Psychology
Rachael Johnson, History
Lisa Mathes-Peters, Physical Education
Gregory Mebruer, Psychology
Timothy Melenbrink, Criminal Justice
Jamie Meyer, Marriage and Family
Jeff Parsons, History
Lesley Peters, Psychology
Heather Silvey, Physical Education
Vanessa Whittle, History
Sarah Wildt, Sociology

Steffani McCrary
Jessica Robart
Tia Robinson

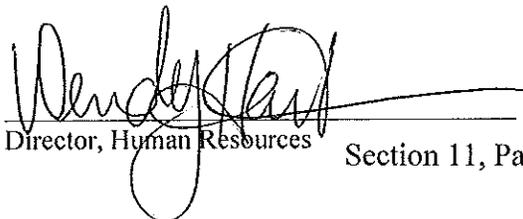
Danika Novak, English, Union
Mable Paquin, English, Bourbon
Mary Ann Pelster, Math, SF Borgia
Sharlet Peterson, Math, Linn
Robert Prichard, History, St. Clair
Janet Rademacher, Biology, Owensville
Terri Rowden, Accounting, Bourbon
Sarah Serbus, Theatre, Union
Dennis Smith, Math, Union
Edward Stahl, History, Washington
Kelly Wood, Communications, Washington

Approval:



Vice President, Academic Affairs

August 28, 2017



Director, Human Resources