



**BOARD OF TRUSTEES
MEETING**

December 4, 2017

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING AGENDA
Monday, December 4, 2017
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.	AUDITOR'S REPORT	4 Votes		
8.	*PERSONNEL A. Resignations B. Adjunct Faculty – Spring 2018	4 Votes		
9.	REPORTS A. Faculty Association B. ECC-NEA C. Professional Staff Association D. Classified Staff Association E. Student Government Association			X
10.	PRESIDENT'S REPORT			X
11.	EXECUTIVE SESSION – REVISED STATUTES OF MISSOURI 2004, SECTION 610.21 (3) PERSONNEL	Simple Majority		
12.	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
December 4, 2017**

AGENDA ITEM 1: CALL TO ORDER

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

12/4/2017

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
December 4, 2017**

AGENDA ITEM 2: RECOGNITION OF GUESTS

Guests will be recognized by Mr. Jay Scherder.

12/4/2017

East Central College

1964 Prairie Dell Road, Union, Missouri 63084

(636) 584-6501

FAX (636) 583-6602

Section 2, Page 1

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

AGENDA ITEM 3: PUBLIC COMMENT

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

12/4/2017

Section 3, 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
December 4, 2017**

AGENDA ITEM 4: APPROVAL OF AGENDA

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

12/4/2017

Section 4, Page 1

East Central College

1964 Prairie Dell Road, Union, Missouri 63084

(636) 584-6501

FAX (636) 583-6602

Agenda Item 4: Approval of Agenda

Consent Agenda Items for December 4, 2017:

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
December 4, 2017**

AGENDA ITEM 5: *APPROVAL OF MINUTES

Recommendation: To **approve** the minutes of the November 6, 2017 regular meeting of the Board of Trustees.

Attachment

12/4/2017

East Central College

1964 Prairie Dell Road, Union, Missouri 63084

(636) 584-6501

FAX (636) 583-6602

Section 5, Page 1

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
Monday, November 6, 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, 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 –Director of Human Resources Wendy Hartmann, Director of Financial Services Annette Moore, Foundation Executive Director Shannon Grus, Director of Public Relations Jay Scherder, Campus Life & Leadership Coordinator Courtney Henrichsen, Director of the Rolla Campus Christina Ayres, Payroll Specialist Carol Bailie, Accounts Payable Specialist Sharon Jost, Generalist Peggy Reeves, Maintenance Tech II Kelly Rinne, Campus Police Officer Tommie Lowe, Retiree Karen Rinne, Faculty Association President Tom Fitts, NEA President Sue Henderson, Professional Staff Association President Karen Klos, Classified Staff Association Treasurer Bethany Herron, Student Government Association Incoming President Michail Ratcliff, Student Government Association Vice President Katie Haring, 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 November 6, 2017 meeting of the Board of Trustees.

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

***APPROVAL OF MINUTES:** The Board approved the minutes of the October 2, 2017 regular meeting of the Board of Trustees.

TREASURER’S REPORT AND FINANCIAL REPORT: Vice President Pena reviewed the year-to-date financials. It was noted that the pension liability is a GASB68 requirement and represents the College’s liability for PSRS/PEERS should the system default. It is an actuarial number and represents a potential liability that the College does not anticipate paying. This liability could affect the College’s bond rating. Dr. Park indicated he would like to see the Board issue a statement to PSRS/PEERS encouraging them to move from the current funding of the system at 85% to something closer to full funding.

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

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

EMPLOYEE INSURANCE: Wendy Hartmann noted that the initial medical insurance renewal from Anthem included a rate increase of 18.5% due to the College's loss ratio. The insurance was taken to market resulting in proposals from United Health Care and Aetna at 15-16% increases and Cigna at just under 5%. Subsequently, Anthem revised their proposal to a 5% increase with formulary changes or 7% with no plan changes. After extensive review, the Insurance Committee proposed accepting the 5% increase with changes to the pharmacy benefits. Dr. Bauer noted that our bid process stipulates the lowest and best bid is to be accepted. The Cigna proposal, while slightly lower in cost to the institution, included a higher cost for the high deductible plan which is used by most of the employees. That would result in larger increases for those paying for dependent coverage. That, coupled with the potential loss of service and disruption of changing carriers, influenced the recommendation to remain with Anthem. Ms. Hartley noted that Dr. Stroetker is unable to vote on the insurance recommendation because he is a provider, and that Ms. Hays is no longer a participant in the plan so is eligible to vote this year.

Motion: To **approve** the following carriers to provide insurance benefits for employees in 2018:

Medical Insurance	<i>Anthem</i> – 5% increase in rates and changes to pharmacy benefits
Dental Insurance	<i>Delta Dental</i> – 8.9% increase in rates
Vision Insurance	<i>VSP</i> - no change in rates
Life/AD&D, Long-Term Disability	<i>Anthem</i> – no change in rates

Motion by Don Kappelmann; Seconded by Eric Park; Carried 4-0 with Joseph Stroetker abstaining

EMPLOYEE SALARY INCREASE: Dr. Bauer reminded the Board that salary increases were deferred when the budget was approved in the spring to allow a clearer picture of the budget situation. He is now recommending a \$1,500 flat increase (to be added to the base) for full-time faculty and staff and an equivalent hourly rate increase for part-time staff. The increase would be paid out before the end of the fiscal year. This represents an approximate 3.4% increase in the payroll budget and equates an increase of approximately 7.5% for the lowest wage earner and 1% for the top wage earner. Funds were set aside in the contingency account and approximately \$127,000 will remain in that account for unanticipated expenses. Dr. Bauer stated his commitment to continued study of salary levels and indicated an RFP will be developed to identify a firm to conduct that analysis.

Motion: To **approve** a salary increase of \$1,500 for full-time faculty and staff for Fiscal Year 2018, and prorated increases to permanent part-time staff at the equivalent hourly rate, to be paid out through payroll over the remainder of the fiscal year.

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

BOARD ELECTION FILING DATES: Dr. Bauer noted that the opening and closing dates for election filing are set by state statute. There are two seats up for re-election – Sub-district Two currently held by Prudence Fink Johnson and Sub-district One currently held by Don Kappelmann.

Motion: To **set** the dates for filing for the April 3, 2018 Board of Trustees election to open at 8:00 a.m. on Tuesday, December 12, 2017, and to close at 5:00 p.m. on

Tuesday, January 16, 2018 with filing to be closed from 4:30 p.m. on December 20, 2017, through January 1, 2018 and also on January 15, 2018.

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

BOARD POLICY & PROCEDURES REVISION – POLICY 3.5 INSTITUTIONAL SCHOLARSHIPS: Dr. Bauer noted that the only change to the version shared last month was the addition of a sunset provision of five years for the Board of Trustees and President’s Scholarships. Students do not have to apply immediately upon graduation from high school, but are limited to five years following graduation.

Motion: To **approve** the revision of Board Policy 3.5 and associate procedures as outlined in the attached.

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

***PERSONNEL:** The Board **accepted** the resignations of Mardy Leathers, Executive Director, Workforce Development, effective October 27, 2017 and Jeremy Goss, Coordinator, Business Development and Training, effective November 27, 2017.

REPORTS:

- A. FACULTY ASSOCIATION REPORT:** Faculty Association President Tom Fitts reported that Adam Watkins, Art Instructor, attended the National Association of Schools of Art and Design accreditation conference; Jennifer Goodson, EMS Instructor, attended the EMS world expo in Las Vegas and left a Franklin the Falcon cutout with a message from ECC at the shooting victim memorial site; and numerous faculty participated in the recent HLC accreditation site visit. Amber Dunn is working as a consultant with two community colleges who have tapped her expertise to set up medical assisting programs. Judy Bieker was recently named Educator of the Year by the Missouri Organization for Associate Degree Nursing.
- B. ECC-NEA:** ECC-NEA President Sue Henderson indicated the NEA had no report.
- C. PROFESSIONAL STAFF ASSOCIATION REPORT:** Professional Staff Association President Karen Klos reported that English language classes will now be offered in Wright City. Lisa Farrell, Librarian, has provided research instruction to over 20 classes this semester in Union and Rolla. The Learning Center and Testing Center are participating in a concordance study on the new suite of Accuplacer exams. On November 7 there will be a silent auction of art work to support the art students participating in the London trip.
- D. CLASSIFIED STAFF ASSOCIATION REPORT:** Classified Staff Association Treasurer Bethany Herron reported that 12 charities have been selected for support through the 2018 Denim Day program; this was the first time all faculty and staff were allowed to vote on the charity selection. The CSA luncheon, “Thanks for the Giving,” will be November 14 with proceeds benefitting the ECC Foundation emergency fund. The Fall 2017 Spotlight Award will be presented to Becki Heimann, Student Services Generalist, on November 16. A family has been adopted for Christmas through Loving Hearts.
- E. STUDENT GOVERNMENT ASSOCIATION:** Michail Ratcliff reported the SGA is supporting the silent auction for art students and has received donations from DECA and the CSA for the food

pantry. Pet supplies collected through the “Furricane” drive have been donated to the Humane Society of St. Louis and the shelter in Sullivan.

PRESIDENT’S REPORT: Vice President Joel Doepker reported there will be an event at Aerofil in Sullivan on November 14 to recognize the partnership training program with ECC that is providing on-site training in manufacturing maintenance and logistics skills for 108 employees. The state director of the Department of Labor, CEO of Aerofil, CEO of HBM Holdings and Director of the Department of Economic Development will be in attendance. The program begins at 9 a.m. and will be followed by tours of the plant. ECC leads the state in the number apprenticeships.

Dr. Bauer noted there has been increased interest in expanding higher education offerings in Warren County over the last several weeks. Warrenton County is part of the ECC service region and part of the county is in the taxing district. ECC has offered classes in Warrenton in the past with limited enrollment, but there seems to be renewed interest. Discussion is in the early stages, and interest has been expressed in exploring a facility in Warren County with discussion regarding who could provide classes there.

The soccer team ended the season with a 2-6-1 record with two players being named All-Region First Team and two named All-Region Second Team. The volleyball team ended the season with a 16-17 record and there were three All-Region First Team recognitions and one second team recognition.

At the recent MCCA Convention, Audrey Frietag was recognized with the Distinguished Alumni Award, Karen Butterfield was presented the News Media Award, Ace Manufacturing was presented with the Distinguished Business and Industry Award, and Kevin Dixon received the Senior Service Award.

Dr. Bauer noted that Brian Millner, President & CEO of MCCA, will be on campus November 13 to tour and meet with faculty and staff. The Board is invited to the reception from 2 to 3 p.m.

In response to a question about the recent Higher Learning Commission visit, Dr. Bauer noted that the team recently requested additional information and the report has not yet been issued. Ms. Hays requested the Board be provided a copy of the full report when it is available.

ADJOURNMENT:

Motion: To adjourn the November 6, 2017 public Board of Trustees meeting at 6:18 p.m.

Motion by Don Kappelmann; Seconded by Cookie Hays; carried unanimously.

President, Board of Trustees

Secretary, Board of Trustees

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

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

12/4/2017

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 October 31, 2017 and October 31, 2016

ASSETS	<u>10/31/17</u>	<u>10/31/16</u>
Current		
Cash	3,260,824	556,344
Investments	981,040	5,610,364
Receivables, net		
Student	1,612,474	1,931,090
Federal & State agencies	1,389,131	2,443,438
Other	-18,370	-25,161
Inventories	222,779	274,451
Prepaid expenses	43,427	34,855
Total Current Assets	<u>7,491,305</u>	<u>10,825,381</u>
Non-Current Assets		
Other Assets	769,007	1,085,606
Capital Assets (net)	44,027,675	42,105,451
Total Non-Current Assets	<u>44,796,682</u>	<u>43,191,057</u>
Total Assets	<u>52,287,987</u>	<u>54,016,438</u>
DEFERRED OUTFLOW OF RESOURCES		
Deferred pension outflows	7,971,713	4,901,303
Total Assets and Deferred Outflow of Resources	<u><u>60,259,700</u></u>	<u><u>58,917,741</u></u>
LIABILITIES		
Current Liabilities		
Accounts Payable	23,138	15,419
Accrued Wages & Benefits	247,493	258,815
Unearned Revenue	-	-
Due to Agency Groups	90,937	93,578
Accrued Interest	70,400	-
Total Current Liabilities	<u>431,968</u>	<u>367,812</u>
Non-Current Liabilities		
USDA Loan	908,333	-
Bonds Payable	12,730,000	17,745,000
Premium on Sale of Bonds	878,752	1,023,973
Net Pension Liability	15,053,065	11,753,832
Compensated Absences	511,560	528,581
Post Employment Benefit Plan Payable	538,600	538,600
Johnson Control Performance Contract	1,258,583	-
Total Non-Current Liabilities	<u>31,878,893</u>	<u>31,589,986</u>
Total Liabilities	32,310,861	31,957,798
DEFERRED INFLOW OF RESOURCES		
Deferred pension inflows	3,726,851	3,463,193
NET ASSETS		
Investment in Capital Assets, net	37,219,832	32,522,715
Restricted for Debt Service	192,568	4,271,159
Board Restricted	1,760,000	1,760,000
Unrestricted:		
General Fund	4,267,250	2,412,100
All other Funds	-19,217,662	-17,469,224
Total Net Assets	<u>24,221,988</u>	<u>23,496,750</u>
Total Liabilities, Deferred Inflow of Resources and Net Assets	<u><u>60,259,700</u></u>	<u><u>58,917,741</u></u>

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

	For the Fiscal Year Ending June 30, 2018			For the Fiscal Year Ended June 30, 2017			Preliminary Prior FYE
	Current FY Budget	October 2017 Month end	Current FY Year-To-Date	Prior FY Budget	October 2016 Month end	Prior FY Year-To-Date	
Revenues:							
Local Revenue	6,313,000	10,566	88,234	6,284,527	13,432	111,154	6,340,852
State Revenue*	5,306,645	428,551	1,714,198	5,880,000	473,368	1,893,472	5,345,756
Federal Revenue	5,000			-		515	7,810
Tuition and Fees	6,852,940	1,104,767	4,046,263	6,238,166	1,140,304	4,129,935	5,687,024
Interest Income	50,000	3,207	19,295	50,000	2,236	18,217	67,793
Gifts and Grants	45,000	30,901	31,901	45,000	20,000	21,000	40,000
Miscellaneous Revenue	80,519	4,204	24,600	50,000	4,888	20,560	80,528
Transfers-Interfund & Indirect	-	2,818	2,818	-		4,370	17,780
Transfer Federal Programs	-	-	-	-	-	-	-
Total Revenues	18,653,104	1,585,014	5,927,309	18,547,693	1,654,228	6,199,223	17,587,543
Expenses:							
Salaries	10,468,339	807,725	3,011,595	10,738,313	855,107	3,295,472	10,957,847
Benefits	3,170,393	254,026	1,021,469	3,264,288	258,289	1,066,390	3,806,639
Contractual Services	615,370	69,740	500,435	908,496	57,518	520,805	857,128
Current Expenses	1,361,919	61,235	332,365	1,011,581	56,718	352,869	891,559
Travel	218,087	20,022	70,692	231,215	22,262	89,192	188,900
Property & Casualty Insurance	205,000		104,956	205,000		106,261	199,359
Vehicle Expense	3,450	3,582	4,747	11,650	1,105	2,344	9,338
Utilities	708,599	39,120	167,497	758,889	49,110	268,869	709,456
Tele/Communications	219,201	26,530	57,484	177,219	23,712	58,230	225,184
Miscellaneous**	1,210,844	15,021	79,786	1,113,842	18,826	69,469	592,470
Clearing Account	-	1,897	2,872	-	0	-246	-
Scholarship Expense	74,500	2,366	27,974	70,700		36,714	74,411
Faculty Development	25,000	-	-	30,000		22,500	30,100
Instit. Match for Grants	309,722	-	-	-	-	-	272,609
Commitment to ABE	20,000	-	-	20,000	-	-	20,000
Instit. Commit.to Fine Arts	6,500	-	-	6,500	-	-	6,500
Instit. Commit.to Word & Motion	3,200	-	-	-	-	-	-
Capital	32,980	-	-	-	-	14,878	36,968
Interfund Transfers	-	-	-	-	-	-	1,637,456
Interest on Debt	-	-	-	-	-	-	-
Total Expenses	18,653,104	1,301,264	5,381,872	18,547,693	1,342,647	5,903,747	20,515,924
Revenue over Expenses	-	283,750	545,437	-	311,581	295,476	-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 October 31, 2017 and October 31, 2016

	For the Fiscal Year Ending June 30, 2018		For the Fiscal Year Ended June 30, 2017	
	October 2017	FY 2018 Year-To-Date	October 2016	FY 2017 Year-To-Date
Operating Revenues:				
Student Tuition & Fees	1,334,033	4,855,906	1,406,095	5,054,438
Federal Grants & Contracts	47,280	2,945,805	149,293	3,587,803
State Grants & Contracts	1,289	60,619	22,842	75,988
Auxiliary Services Revenue	94,100	862,408	69,480	898,822
Other Operating Revenue	37,603	80,521	33,120	72,516
Total Operating Revenue	1,514,305	8,805,259	1,680,830	9,689,567
Operating Expenses:				
Salaries	901,656	3,371,789	953,247	3,666,520
Benefits	277,006	1,113,829	280,801	1,154,433
Purchased Services	106,218	675,966	127,477	721,539
Supplies & Current Expenses	155,457	1,161,995	117,855	1,179,060
Travel	32,710	92,362	37,618	113,301
Insurance	0	121,276	-	120,484
Utilities	90,133	270,715	84,768	349,548
Other	9,896	62,412	10,997	42,218
Depreciation	170,146	685,872	145,908	587,120
Financial Aid & Scholarship	5,116	2,985,269	143,717	3,300,544
Total Operating Expenses	1,748,338	10,541,485	1,902,388	11,234,767
Operating (Loss)/Gain	-234,033	-1,736,226	-221,558	-1,545,200
Non-Operating Revenues (Expenses):				
State Appropriations	428,551	1,714,198	473,368	1,893,472
Tax Revenue	13,045	108,931	16,583	137,227
Interest Income	3,672	22,743	2,644	21,396
Gain/Loss on asset disposal	-	-	-	-
Principal & Interest on Debt	-	-65,615	-	18,236
Total Non-Operating Revenue (Expenses)	445,268	1,780,257	492,595	2,070,331
Increase in Net Assets	211,235	44,031	271,037	525,131

East Central College
Investments
As of October 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	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	\$ 3,260,824.00
Certificates of Deposit	\$ 754,705.79
	\$ 4,015,529.79

2016 (December)

Total Cash Accounts	\$556,344.00
Certificates of Deposit	\$ 750,000.00
	\$ 1,306,344.00

East Central College
Pledged Securities
As of October 31, 2017

Farmers & Merchants

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

United Bank of Union

SECURITY DESCRIPTION	MATURITY DATE	CUSIP NO.	PAR AMOUNT
FEDERAL HOME LOAN BANK	11/21/17	313380BP1	\$ 425,000.00
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			<u>\$ 9,195,000.00</u>

* 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 October 26, 2017

The Treasurer of the Board confirms for the month ending October 26, 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 October 4, 2017 through October 26, 2017, is reported at \$1,365,642.91.

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

AGENDA ITEM 7: AUDITOR'S REPORT

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

12/4/2017

Section 7, 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
December 4, 2017**

AGENDA ITEM 8: *PERSONNEL

A. Resignations

Recommendation: To **accept** the resignation of Shannon Grus, Executive Director, Foundation/Director, Institutional Development, effective December 4, 2017.

Recommendation: To **accept** the resignation of Stephanie Free, Nursing Instructor, effective December 19, 2017.

B. Adjunct Faculty

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

Attachments

12/4/2017

Section 8, Page 1

East Central College

1964 Prairie Dell Road, Union, Missouri 63084

(636) 584-6501

FAX (636) 583-6602



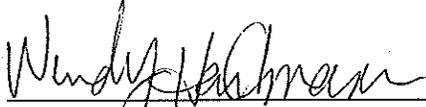
EAST CENTRAL COLLEGE

Interoffice Memo HUMAN RESOURCES

TO: Dr. Jon Bauer
DATE: November 27, 2017
FROM: Wendy A. Hartmann, Director
RE: Requesting Release from Contract

Shannon Grus, Executive Director for the ECC Foundation, has requested to be released from the remainder of her FY2018 employment contract. She submitted a letter of resignation from her position is effective December 4, 2017. The official letter is on file in the Human Resources Office.

Signatures:



Wendy Hartmann, Director
Human Resources



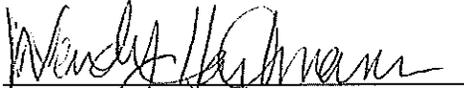
EAST CENTRAL COLLEGE

Interoffice Memo HUMAN RESOURCES

TO: Dr. Jon Bauer
DATE: November 27, 2017
FROM: Wendy A. Hartmann, Director
RE: Requesting Release from Contract

Stephanie Free, Nursing Instructor, has requested to be released from the remainder of her FY2018 employment contract. She submitted a letter of resignation from her position requesting an effective date of December 19, 2017. The official letter is on file in the Human Resources Office.

Signatures:



Wendy Hartmann, Director
Human Resources



Dr. Tia Robinson, Vice President,
Academic Affairs

EAST CENTRAL COLLEGE

Interoffice Memo

TO: Dr. Bauer
DATE: November 27, 2017
FROM: Office of Academic Affairs
RE: Adjuncts for Spring Semester 2018

Please approve the following adjuncts for the Spring semester 2018.

Nursing and Allied Health

Rechell Alcorn, EMT
Courtney Baxter, Medical Assisting
Theresa Briggs, EMT
Julie Chirban, Nursing
Jill Harrison, Nursing
Jason Hildebrandt, Fire Tech
Michelle Koons, Nursing

Daniel Manhart, EMT
Sharon O'Brien, Medical Assisting
Junette Owen, Nursing
Wayne Prince, EMT
Nancy Tappe, Nursing
Brittany Yoakum, Nursing
Robyn Walter, Nursing

Career and Technical Education

Benjamin Brady, Business
Timothy Buchanan, Prec. Mach.
Duane Clonts, Maintenance Prac.
Amy Feese, Culinary

Matthew Graham, Business
Stephanie Juengling, Business
Alison Plaster, Business
Douglas Reinecke, Manufacturing

Math/Engineering/Science

Lucy Crain, Nutrition
Timothy Gray, Mathematics
Terry Jobe, Mathematics

Connie Lutz, Mathematics
James Small, Physics

Humanities and Fine Arts

Amanda Adams, Graphic Design
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
William Hopkins, Music
Lisa Kang, Civilization
Lansin Lim Kimler, Music-Piano

Benjamin Kuzemka, English
Susan LaFayette, English
Paul Lampe, English
Elizabeth Manhart, Graphic Design
Raphael Maurice, English
Margret Noud, Music
Gary Powers, Art
Elizabeth Rosebrough, English
Juanita Schuler, Art
Don Sharpsteen, Psych/Soc
Terry (James) Shull, English
Matt Sokeland, Music-Percussion
Annette Swafford-Green, Art

Social Sciences

Kristen Adams, Psychology
 Debra Becker, Education
 Stacey Binder, Psychology
 Alyce Carpenter, Psychology
 Ruth Diaz, Education
 Susan Giesing, Education
 Anne Griffith, Anthropology

Thomas Haas, Sociology
 Laura Janes, Psychology
 Rachael Johnson, History
 Jeff Parsons, History
 Harry Waters, Geography
 Sarah Wildt, Sociology

Foundation Seminar

Jennifer Chitwood
 Jenni Crosby

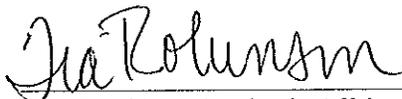
Steffani McCrary

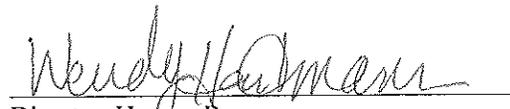
Dual Credit

Garret Andreasen, CIS, Pacific
 Shea Bowen, Marketing, Owensville
 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
 Melissa Mauchenheimer, Mathematics, WHS
 Lana Mabe, Accounting, Steelville
 Ben Martin, Science, St. Clair
 Alicia McDaniel, Business, St. Clair
 Glenn Mechem, History, Union
 Chris Moritz, Accounting, Owensville

Danika Novak, English, Union
 Mable Paquin, English, Bourbon
 Mary Ann Pelster, Math, SF Borgia
 Nancy Pfeiffer, Business, Pacific
 Robert Prichard, History, St. Clair
 Janet Rademacher, Biology, Owensville
 Terri Rowden, Accounting, Bourbon
 Cate Sanzaro, English, Cuba
 Sarah Serbus, Theatre, Union
 Dennis Smith, Math, Union
 Kathy Speichinger, Accounting, Belle
 Edward Stahl, History, Washington
 Mauri Truesdell, Accounting, Pacific
 Tabitha Tutterrow, Mathematics, Cuba
 Kenneth Willardson, Mathematics, Vienna
 Kelly Wood, Communications, Washington

Approval:


 Vice President, Academic Affairs


 Director, Human Resources

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

AGENDA ITEM 9: 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 Langan
- E. Student Government Association President, Melissa Yetkin

12/4/2017

Section 9, Page 1

East Central College

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

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

AGENDA ITEM 10: 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

No January meeting

February 5

March 5

April 9

May 7

June 4

July 19 (*Thursday noon business meeting*)

August 27

No September Meeting

October 1

November 5

December 3

February 12

March 12

April 12

May 14

June 11

October 8

November 12

December 10

12/4/2017

Section 10, Page 1

East Central College

1964 Prairie Dell Road, Union, Missouri 63084

(636) 583-5195, Ext. 2201

FAX (636) 583-6602

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

**AGENDA ITEM 11: EXECUTIVE SESSION – REVISED STATUTES OF MISSOURI
2004, SECTION 610.21(3) PERSONNEL**

Recommendation: To **enter** into executive session per RSMo 2004, Section 610.21
(3) Personnel

12/4/2017

Section 11, Page 1

East Central College

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

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

AGENDA ITEM 12: ADJOURNMENT

Recommendation: To **adjourn** the December 4, 2017 meeting of the Board of Trustees.

12/4/2017

Section 12, Page 1

East Central College

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