

**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

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

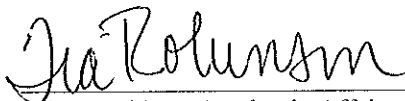
Steffani McCrary

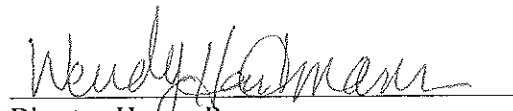
Dual Credit

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