



**BOARD OF TRUSTEES  
MEETING**

**March 4, 2019**

**EAST CENTRAL COLLEGE  
BOARD OF TRUSTEES MEETING AGENDA (Revised)**

**Monday, March 4, 2018**

**5:30 p.m. BH238**

		Action <sup>1</sup>	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.	TUITION & GENERAL FEES	4 Votes		
8.	PROPOSED NEW POLICY: BPP 3.30 BEHAVIORAL INTERVENTION TEAM	4 Votes		
9.	PROPOSED NEW POLICY: BPP 3.31 ADMISSION OF STUDENTS WITH PAST FELONY CONVICTIONS			X
10.	COURSE SUCCESS RATE			X
11.	ENROLLMENT REPORT			X
11A.	*PERSONNEL A. RESIGNATION	4 Votes		
12.	BOARD PRESIDENT'S REPORT			X
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		

<sup>1</sup>RSMo 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  
March 4, 2019**

**AGENDA ITEM 1: CALL TO ORDER**

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

3/4/2019

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  
March 4, 2019**

**AGENDA ITEM 2: RECOGNITION OF GUESTS**

Guests will be recognized by Mr. Jay Scherder.

3/4/2019

Section 2, 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  
March 4, 2019**

**AGENDA ITEM 3: PUBLIC COMMENT**

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

3/4/2019

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  
March 4, 2019**

**AGENDA ITEM 4: APPROVAL OF AGENDA**

**Recommendation:** To **approve** the agenda for the March 4, 2019, Board of Trustees meeting.

3/4/2019

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 March 4, 2019:

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  
March 4, 2019**

**AGENDA ITEM 5: \*APPROVAL OF MINUTES**

**Recommendation:** To **approve** the minutes of the February 4, 2019 regular meeting of the Board of Trustees.

Attachment

3/4/2019

**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, February 4, 2019**

**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, Eric Park and Audrey Freitag. Also present were President of the College Jon Bauer; Administrators - Interim Vice President of Academic Affairs Robyn Walter, Vice President of External Relations Joel Doepker, and Vice President of Student Development Heath Martin; Other Staff – Executive Director of Institutional Effectiveness, Michelle Smith, Director of Financial Services Annette Moore, Director of Human Resources Wendy Hartmann, Director of Public Relations Jay Scherder, Director of the Rolla Campus Christina Ayres, Director of Financial Aid Karen Griffin, Developmental Education Director Michelle Branton, Purchasing Manager Melissa Popp, Director of Admissions J.C. Crane, Campus Life and Leadership Coordinator Courtney Henrichsen, Campus Police Officer Tommie Lowe, NEA President Tom Fitts, Faculty Association President Jenifer Goodson, Professional Staff President Jenny Kuchem, Classified Staff Association Vice President Kim Aguilar, Student Government Association (SGA) President Gwen Minks, SGA Recording Officer Josh German, SGA Vice President Juanita Ziegler and Executive Assistant to the President Bonnie Gardner.

**RECOGNITION OF GUESTS:** Mr. Scherder introduced Amanda Postma from the *Missourian*, and Ali Rafferty and Evan Stewart from Thompson Coburn.

**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 February 4, 2019 meeting of the Board of Trustees.

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

**\*APPROVAL OF MINUTES:** The Board approved the minutes of the December 3, 2018 regular meeting of the Board of Trustees, the December 13, 2018 and January 15, 2019 special meetings of the Board of Trustees, and the January 17, 2019 Board of Trustees Workshop.

**TREASURER’S REPORT AND FINANCIAL REPORT:** Dr. Bauer reviewed the financial statements.

**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 Cookie Hays; Carried Unanimously*

**ACCEPTANCE OF BID:** Dr. Bauer indicated the computer purchase is from the state contract and funded with technology fees.

**Motion:** To **approve** the purchase of 44 Dell PCs and monitors for the Nursing program from the state negotiated purchasing contract at a cost of \$32,166.64 to be funded from the technology fees budget.

*Motion by Prudence Fink Johnson; Seconded by Eric Park; Carried Unanimously*

**BANK RESOLUTION – JOHNSON CONTROLS PROJECT:** Dr. Bauer reminded the Board that approval was given in January for the terms of financing for phase 2 of the project to replace HVAC equipment. Thompson Coburn, the college’s bond counsel, has prepared all the documents necessary to close the loan, and the resolution presented is needed to finalize approval. Ms. Rafferty noted that the bank qualified nature of the obligation allows the college to receive preferred financing rates since the interest earned by the bank is exempt from federal taxation.

**Motion:** To **approve** a resolution finalizing the United Bank of Union financing for phase two of the Johnson Controls Energy Management Project.

*Motion by Eric Park; Seconded by Joseph Stroetker; Carried Unanimously*

**TUITION AND GENERAL FEES:** Dr. Bauer noted that several members from the subgroup of the Budget Committee responsible for reviewing tuition and fees were present at the meeting. The recommendation presented is for a tuition increase of just over ten percent as well as a net increase of \$3 per credit hour for general fees. The tuition and fees subgroup worked hard to address tuition and fees early so that the rates can be finalized before registration begins in March. They reviewed tuition and fees from the community colleges across the state and tried to balance an increase with reductions in expenditures that will need to occur to achieve a balanced budget. Dr. Bauer felt the recommendation was prudent and continues to keep costs below the Pell threshold.

**Motion:** To **approve** an increase in tuition and general fees for academic year 2019-2020 as outlined below:

	<b>Tier 1 Current</b>	<b>Tier 1 Recommended</b>	<b>Tier 2 Current</b>	<b>Tier 2 Recommended</b>
<b>In-District</b>	\$ 85.00	\$ 94.00	\$104.00	\$115.00
<b>Out-of-District</b>	\$122.00	\$135.00	\$150.00	\$165.00
<b>Out-of-State</b>	\$181.00	\$200.00	\$223.00	\$246.00
<b>International</b>	\$186.00	\$205.00	\$239.00	\$263.00
<b>Dual Credit</b>	\$ 42.50	\$ 47.00		
<b>Dual Enrollment</b>	\$ 42.50	\$ 47.00		

	<b>Current Fees</b>	<b>Recommended Fees</b>
<b>Student Activity</b>	\$ 5.50	\$ 6.50
<b>Support Services</b>	\$ 3.50	\$ 3.50
<b>Technology</b>	\$ 5.00	\$ 4.00
<b>Facilities</b>	\$ 5.00	\$ 7.00
<b>Security</b>	\$ 4.00	\$ 5.00
<b>Total Fees</b>	\$23.00	\$26.00

*Motion by Joseph Stroetker; Seconded by Audrey Freitag*

A definition of Tier 1 and Tier 2 tuition was provided; most classes fall under the Tier 1 tuition rate with Tier 2 covering higher cost programs such as nursing and some technical programs. It was clarified that only program-related courses were charged the higher rate; all general education courses fall under Tier 1. Board members expressed concern that the increase was not enough to provide the necessary revenue to continue to offer high quality programs. Balancing with additional cuts may be difficult given the fact that many cuts have been made over the past several years. Dr. Bauer noted

that the increase was approached with the desire to be conservative and strike a balance between being affordable and being at the lower range of tuition compared to other community colleges. Board members indicated a preference to not be the least expensive at the cost of quality loss and suggested more information is needed regarding the expenditure reductions that will be required before a tuition rate is set.

**Motion:** To **table** discussion and action on an increase in tuition and general fees for discussion and a new recommendation at the March meeting.

*Motion by Eric Park; Seconded by Prudence Johnson; Carried Unanimously*

**COURSE FEES:** Dr. Bauer noted that the recommended fees are attached to specific courses as opposed to the previous discussion regarding general fees charged to all students. These fees represent direct costs or pass through fees for expenditures related to the course. A comprehensive revision of course fees occurred last year; this recommendation is a refinement of some of the fees as recommended by division chairs and faculty teaching the courses based on changes in curriculum and/or increases in “pass through” fees. These fees will be reviewed and presented for approval annually.

**Motion:** To **adopt** the schedule of course fees for academic year 2019-2020 as listed in the attached memorandum.

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

**PROPOSED NEW POLICY: BEHAVIORAL INTERVENTION TEAM:** Vice President Martin noted that a Behavioral Intervention Team (BIT) has been functioning for some time and the recommended policy is to codify what is being done and ensure something is in place permanently. The Shared Governance Council has reviewed and recommended the policy which expands the BIT to become a cross functional group. Dr. Bauer noted no action is needed at this time; the policy is presented for review and will be brought back for approval in March.

**\*PERSONNEL:** The Board **approved** the appointment of Mary Bonine as Biology Instructor with a nine-month salary of \$51,652 effective January 8, 2019 and modifications to the adjunct faculty roster for Spring 2019 as outlined on the attached memorandum. There was no recommendation for the Director of Early College Programs position.

**BOARD PRESIDENT’S REPORT:** Ms. Hartley noted that the Future Summit was a wonderful opportunity for input attended by 187 faculty, staff and community members with 75 external stakeholders participating. The Strategic Planning Committee has broken into six teams that will be further exploring ideas generated at the Summit.

#### **REPORTS:**

- A. FACULTY ASSOCIATION REPORT:** Faculty Association President Jenifer Goodson reported there was positive feedback from the faculty who participated in the Future Summit. Several faculty have recently attended conferences related to their fields. Tom Fitts has been appointed to the Meramec Ambulance District Board of Directors. Feedback regarding ECC faculty and services has been collected from approximately 30 students and is being shared on Facebook, Instagram and Twitter.

- B. ECC-NEA REPORT:** NEA President Tom Fitts reported that Leigh Kolb has been appointed NEA vice president following the retirement of Linda Follis in December. Negotiation sessions have begun.
- C. PROFESSIONAL STAFF ASSOCIATION REPORT:** Professional Staff Association President Jenny Kuchem reported 1,200 students have completed the FAFSA for the 2019-20 academic year. The Career and Transfer Fair will be held on February 25 in collaboration with the Health and Science Department job fair. Staff have completed a cross-platform communication plan to ensure students will have all the necessary information for completing the registration process in a timely manner. Staff have also been providing financial aid presentations at area high schools.
- D. CLASSIFIED STAFF ASSOCIATION (CSA) REPORT:** Classified Staff Vice President Kim Aguilar reported the association's spring fundraiser will be a raffle of gift card trees.
- E. STUDENT GOVERNMENT ASSOCIATION:** SGA President Gwen Minks reported the students enjoyed participating in the Future Summit and will be participating in strategic planning focus groups later in February. Upcoming events include the February 7 blood drive and possibly a Cinderella's Closet event that will allow area high school girls to select dresses and accessories for prom. The Scholar Bowl team won sectionals and will be participating in nationals in Florida.

**PRESIDENT'S REPORT:** Dr. Bauer expressed appreciation to Angie Siebert for a successful Friends of the Foundation event which was held at the Union Memorial Auditorium, where the college began in 1969.

The Board was provided a written mid-year update on progress toward the president's goals. Dr. Bauer shared highlights as follows:

- Enrollment – Vice President Martin has done great work in establishing weekly enrollment goals. First-time students have increased in fall and spring; fall to spring retention has also increased. Enrollment continues to be priority.
- Budget – Budget Committee work has been a priority. Subgroups are looking at institutional scholarships, alternative revenue sources, staffing, auxiliary services and travel policies. All budget suggestions from the campus have been evaluated and assigned to a subgroup. This process will be ongoing to provide a broad look at the budget.
- Strategic Plan – Plan development is well under way, and the tri-chairs are doing a wonderful job leading the process. The committee is large and broad-based. The timeline calls for completion of the plan during the summer with a rollout to the campus during the August in-service week.
- Higher Learning Commission (HLC) - Focus continues on preparation for the HLC site visit late this year. Assessment work is ongoing and the HLC advisory committee has been reformed to oversee preparation for the visit and the initiative work. Vice President Walter is the HLC liaison officer and keeps in contact with the HLC staff liaison, who has been very encouraging regarding ECC's work.
- Communication – A variety of communication efforts are ongoing including weekly updates from the president and periodic updates from the vice presidents. Efforts are being made to highlight successes of students, faculty and staff through social media and traditional media. The work of the administrative team has been very positive for the institution.

- Employee Engagement – The Chronicle survey will be administered in March. The Shared Governance Council has reviewed a mid-year update on work done to address findings from the last survey; this will be distributed soon.

**ADJOURNMENT:**

**Motion:** To adjourn the December 3, 2018 public Board of Trustees meeting at 6:38 p.m.

*Motion by Joseph Stroetker; Seconded by Eric Park; Carried Unanimously.*

---

President, Board of Trustees

---

Secretary, Board of Trustees

**EAST CENTRAL COLLEGE  
BOARD OF TRUSTEES MEETING  
March 4, 2019**

**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

3/4/2019

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 January 31, 2019 and January 31, 2018**

<b>ASSETS</b>	<u><b>1/31/19</b></u>	<u><b>1/31/18</b></u>
Current		
Cash	8,106,696	7,742,566
Investments	842,776	839,859
Receivables, net		
Student	2,585,680	2,867,721
Federal & State agencies	96,359	79,817
Other	-64,538	-40,634
Inventories	212,876	222,779
Prepaid expenses	161,531	184,439
<b>Total Current Assets</b>	<u><b>11,941,380</b></u>	<u><b>11,896,547</b></u>
Non-Current Assets		
Other Assets	585,402	769,006
Capital Assets (net)	42,167,985	43,653,462
<b>Total Non-Current Assets</b>	<u><b>42,753,387</b></u>	<u><b>44,422,468</b></u>
<b>Total Assets</b>	<u><b>54,694,767</b></u>	<u><b>56,319,015</b></u>
<b>DEFERRED OUTFLOW OF RESOURCES</b>		
Deferred pension outflows	<u><b>8,859,724</b></u>	<u><b>7,971,713</b></u>
<b>Total Assets and Deferred         Outflow of Resources</b>	<u><u><b>63,554,491</b></u></u>	<u><u><b>64,290,728</b></u></u>
<b>LIABILITIES</b>		
Current Liabilities		
Accounts Payable	130,595	101,594
Accrued Wages & Benefits	129,445	10,103
Unearned Revenue	-	-
Due to Agency Groups	88,112	88,490
Accrued Interest	59,233	61,863
<b>Total Current Liabilities</b>	<u><b>407,385</b></u>	<u><b>262,050</b></u>
Non-Current Liabilities		
USDA Loan	783,333	883,333
Bonds Payable	11,700,000	12,730,000
Premium on Sale of Bonds	746,568	848,965
Net Pension Liability	15,015,392	15,053,065
Compensated Absences	499,548	511,560
Post Employment Benefit Plan Payable	1,207,741	601,100
Johnson Control Performance Contract	1,187,318	1,258,583
<b>Total Non-Current Liabilities</b>	<u><b>31,139,900</b></u>	<u><b>31,886,606</b></u>
<b>Total Liabilities</b>	<u><b>31,547,285</b></u>	<u><b>32,148,656</b></u>
<b>DEFERRED INFLOW OF RESOURCES</b>		
Deferred pension inflows	<u><b>4,999,826</b></u>	<u><b>3,726,851</b></u>
<b>NET ASSETS</b>		
Investment in Capital Assets, net	35,211,394	36,727,434
Restricted for Debt Service	47,698	41,034
Board Restricted	1,760,000	1,760,000
Unrestricted:		
General Fund	8,479,283	8,893,392
All other Funds	-18,490,995	-19,006,639
<b>Total Net Assets</b>	<u><b>27,007,380</b></u>	<u><b>28,415,221</b></u>
<b>Total Liabilities, Deferred Inflow         of Resources and Net Assets</b>	<u><u><b>63,554,491</b></u></u>	<u><u><b>64,290,728</b></u></u>

**East Central College**  
**Statement of Activities**  
**General Fund**

**As of January 31, 2019, and January 31, 2018**

	For the Fiscal Year Ending June 30, 2019			For the Fiscal Year Ended June 30, 2018			
	Current FY Budget	January 2019 Month end	Current FY Year-To-Date	Prior FY Budget	January 2018 Month end	Prior FY Year-To-Date	Prior FYE
<b>Revenues:</b>							
Local Revenue	6,671,746	4,272,246	6,122,544	6,313,000	4,345,306	5,947,186	6,509,020
State Revenue	5,259,236	426,638	2,986,468	5,306,645	428,548	2,999,842	5,238,705
Federal Revenue		230	230	5,000	370	370	7,130
Tuition and Fees	5,473,806	289,478	5,201,785	6,852,940	337,535	5,428,485	5,566,832
Interest Income	61,028	10,634	39,657	50,000	9,802	37,934	81,826
Gifts and Grants		-	30,573	45,000	2,198	34,100	59,347
Miscellaneous Revenue		65,278	99,603	80,519	6,115	39,454	72,636
Transfers-Interfund & Indirect			2,040	-		6,847	-492,574
Transfer Federal Programs				-	-	-	5,849
<b>Total Revenues</b>	<b>17,465,816</b>	<b>5,064,504</b>	<b>14,482,900</b>	<b>18,653,104</b>	<b>5,129,874</b>	<b>14,494,218</b>	<b>17,048,771</b>
<b>Expenses:</b>							
Salaries	10,293,929	678,214	5,272,266	10,468,339	701,885	5,375,508	10,114,128
Benefits	3,124,302	291,608	1,858,845	3,170,393	263,631	1,820,906	3,586,941
Contractual Services	681,756	24,863	730,305	615,370	36,123	622,657	868,370
Current Expenses	1,310,723	70,434	453,429	1,361,919	51,204	476,116	843,308
Travel	204,909	9,587	100,480	218,087	11,788	108,059	179,758
Property & Casualty Insurance	202,073	92,278	200,191	205,000	0	198,072	202,062
Vehicle Expense	15,200	1,996	4,584	3,450	217	6,528	11,794
Utilities	568,500	45,297	303,428	708,599	58,483	308,196	596,416
Tele/Communications	222,291	15,976	155,172	219,201	18,317	117,077	222,336
Miscellaneous	454,553	118,454	239,201	1,210,844	16,396	136,230	434,818
Clearing Account	-	38	2,593	-	1,390	2,696	-
Scholarship Expense	65,500	800	28,553	74,500	1,995	32,176	64,184
Faculty Development	25,000	1,633	7,823	25,000	251	1,069	25,000
Instit. Match for Grants	78,000	-	71,184	309,722		-	63,257
Commitment to ABE	20,000	-	-	20,000	0	-	20,000
Instit. Commit.to Fine Arts	6,500	-	-	6,500	0	-	6,500
Instit. Commit.to Word & M	3,200	-	-	3,200	0	-	-
Capital	170,980		3,494	32,980	21,926	21,926	44,853
Interfund Transfers	18,400	-	-	-	0	-	-
Interest on Debt	-	-	-	-	0	-	-
<b>Total Expenses</b>	<b>17,465,816</b>	<b>1,351,178</b>	<b>9,431,548</b>	<b>18,653,104</b>	<b>1,183,606</b>	<b>9,227,216</b>	<b>17,283,725</b>
<b>Revenue over Expenses</b>	<b>-</b>	<b>3,713,326</b>	<b>5,051,352</b>	<b>-</b>	<b>3,946,268</b>	<b>5,267,002</b>	<b>-234,954</b>

**East Central College**  
**Statement of Revenue, Expenses & Changes in Net Assets**  
**(All Funds)**  
**As of January 31, 2019 and January 31, 2018**

	For the Fiscal Year Ending June 30, 2019		For the Fiscal Year Ended June 30, 2018	
	January 2019	FY 2019 Year-To-Date	January 2018	FY 2018 Year-To-Date
<b>Operating Revenues:</b>				
Student Tuition & Fees	338,622	6,255,706	382,443	6,509,826
Federal Grants & Contracts	2,797	3,311,038	39,773	3,732,533
State Grants & Contracts	66,561	283,381	1,675 #	147,983
Auxiliary Services Revenue	417,424	1,224,594	365,179	1,351,693
Other Operating Revenue	71,564	187,709	12,178	113,608
<b>Total Operating Revenue</b>	<b>896,968</b>	<b>11,262,428</b>	<b>801,248</b>	<b>11,855,643</b>
<b>Operating Expenses:</b>				
Salaries	746,949	5,868,577	770,526	5,987,669
Benefits	312,786	2,017,681	284,141	1,976,052
Purchased Services	102,884	1,082,131	98,812	965,200
Supplies & Current Expenses	272,564	1,677,260	177,127	1,740,255
Travel	13,293	129,325	13,261	142,073
Insurance	92,277	215,787	-	214,393
Utilities	68,703	529,880	83,478	492,290
Other	35,394	122,012	11,001	91,704
Depreciation	174,614	1,270,234	169,236	1,194,637
Financial Aid & Scholarship	1,262	3,396,675	40,782	3,732,017
<b>Total Operating Expenses</b>	<b>1,820,726</b>	<b>16,309,562</b>	<b>1,648,364</b>	<b>16,536,290</b>
<b>Operating (Loss)/Gain</b>	<b>-923,758</b>	<b>-5,047,134</b>	<b>-847,116</b>	<b>-4,680,647</b>
<b>Non-Operating Revenues (Expenses):</b>				
State Appropriations	426,638	2,986,468	428,548	2,999,842
Tax Revenue	5,274,379	7,558,696	5,364,562	7,342,192
Interest Income	12,545	46,062	11,689	44,594
Gain/Loss on asset disposal		3,550	-	760
Principal & Interest on Debt	(338,204)	-398,811	-368,679	-434,294
<b>Total Non-Operating Revenue (Expense)</b>	<b>5,375,358</b>	<b>10,195,965</b>	<b>5,436,120</b>	<b>9,953,094</b>
<b>Increase in Net Assets</b>	<b>4,451,600</b>	<b>5,148,831</b>	<b>4,589,004</b>	<b>5,272,447</b>

**East Central College  
Investments  
As of January 31, 2019**

<u>CD Number</u>	<u>Date</u>	<u>Maturity</u>	<u>Term</u>	<u>Rate</u>		<u>Total</u>
<b><u>Bank of Franklin County</u></b>						
8152058	11/13/2018	11/13/2019	12 Months	2.99%	\$	383,699.95
<b><u>Citizens Bank</u></b>						
272547	5/10/2018	5/10/2019	12 months	2.00%	\$	380,371.73
<b>ECC Total Invesments</b>						<b>\$ 764,071.68</b>
<b><u>Private CDs Owned by the P. A. Hearst Account</u></b>						
Farmers & Merchants Bank - CD						
#132982028	11/13/2017	8/13/2019	21 months	1.50%	\$	81,672.62
<b>Total Investments</b>						<b>\$ 81,672.62</b>

**2018**

Total Cash Accounts	\$ 8,106,696.00
Certificates of Deposit	\$ 764,071.68
	<u><u>\$ 8,870,767.68</u></u>

**2017 (December)**

Total Cash Accounts	\$ 3,694,298.00
Certificates of Deposit	\$ 380,371.73
	<u><u>\$ 4,074,669.73</u></u>

**East Central College  
Pledged Securities  
As of January 31, 2019**

**Farmers & Merchants**

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

**United Bank of Union**

SECURITY DESCRIPTION	MATURITY DATE	CUSIP NO.	PAR AMOUNT
Federal Home Loan Mortgage Corp	03/01/32	3128P7ST1	\$ 975,914.23
Federal Home Loan Mortgage Corp	01/01/33	3128P7XX6	\$ 1,059,244.67
FHR 4672 QD	08/15/45	3137BXLH3	\$ 911,322.48
Federal National Mortgage Association	07/01/32	31418AGQ5	\$ 897,444.50
Federal Home Loan Mortgage Corp	07/01/34	3128P76D0	\$ 392,154.40
Federal National Mortgage Association	10/01/34	3138EN6G9	\$ 845,074.27
<b>TOTAL</b>			<b>\$ 5,081,154.55</b>

**Citizens Bank**

SECURITY DESCRIPTION	MATURITY DATE	CUSIP NO.	PAR AMOUNT
Franklin County School District, R-XI Union MO	3/1/2021	353100GU8	\$ 540,000.00
FDIC Insurance			\$ 250,000.00
<b>TOTAL</b>			<b>\$ 790,000.00</b>

**Bank of Franklin County**

SECURITY DESCRIPTION	MATURITY DATE	CUSIP NO.	PAR AMOUNT
New York City NY Transitional	8/1/2027	64971M4Q2	\$ 400,000.00
<b>TOTAL</b>			<b>\$ 400,000.00</b>

\* 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 January 31, 2019**

The Treasurer of the Board confirms for the month ending January 31, 2019 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 FY19 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 January 1, 2019 through January 31, 2019, is reported at \$2,477,579.50.

**EAST CENTRAL COLLEGE  
BOARD OF TRUSTEES MEETING  
March 4, 2019**

**AGENDA ITEM 7: TUITION & GENERAL FEES**

**Recommendation:** To **approve** an increase in tuition and general fees effective with the Summer 2019 semester as outlined below:

	<b>Tier 1 Current</b>	<b>Tier 1 Recommended</b>	<b>Tier 2 Current</b>	<b>Tier 2 Recommended</b>
<b>In-District</b>	\$ 85.00	\$ 102.00	\$104.00	\$125.00
<b>Out-of-District</b>	\$122.00	\$147.00	\$150.00	\$180.00
<b>Out-of-State</b>	\$181.00	\$218.00	\$223.00	\$268.00
<b>International</b>	\$186.00	\$224.00	\$239.00	\$287.00
<b>Dual Credit</b>	\$ 42.50	\$ 51.00		
<b>Dual Enrollment</b>	\$ 42.50	\$ 51.00		

	<b>Current Fees</b>	<b>Recommended Fees</b>
<b>Student Activity</b>	\$ 5.50	\$ 6.50
<b>Support Services</b>	\$ 3.50	\$ 3.50
<b>Technology</b>	\$ 5.00	\$ 5.00
<b>Facilities</b>	\$ 5.00	\$ 7.00
<b>Security</b>	\$ 4.00	\$ 5.00
<b>Total Fees</b>	\$23.00	\$27.00

Attachment

---

---

## BOARD MEMORANDUM

---

---

**TO:** BOARD OF TRUSTEES  
**FROM:** DR. JON BAUER  
**SUBJECT:** TUITION & FEES, 2019-20  
**DATE:** FEBRUARY 27, 2019  
**CC:**

---

This memorandum serves as a recommendation to approve the tuition and fee schedule as recommended on the enclosed memorandum. Following the February board meeting, we revisited the recommendation and developed the revised version presented here. The vice presidents and I discussed the board's comments and direction, the tuition subcommittee went back and reviewed various scenarios, and we arrived at the recommendation that calls for an increase of approximately 20% in tuition, and a \$4 per credit hour increase in general fees as outlined.

With your approval, our tuition and fees will be approximately in the top third or fourth of the community colleges in the state. This is not known precisely because the other institutions are still developing their tuition changes for the coming year.

The change in tuition is not taken lightly, but is made with the best interests of the institution and our students at the center. Students on the A+ program or with full Pell grants will continue to be fully funded under this proposal. There is also scholarship assistance for many students with financial need, and we continue to work to ensure this assistance reaches as many students as possible.

It is also important to note that ECC and other community colleges remain very affordable compared to other sectors of higher education. Our tuition remains well below that of public and private four-year institutions, and below that of private or public technical institutions.

I believe the recommendation strikes the balance between maintaining affordability and continuing to provide the quality that we want for our students.

Registration is about to open for both the summer and fall semesters. Accordingly, I recommend that the proposed increases go into effect beginning with the summer semester of 2019.

A full presentation will be provided Monday night. In the meantime, please contact me if you have any questions about the recommendation. I appreciate the guidance and direction provided last month, and believe this recommendation is responsive to your position on this issue.



DATE: February 26, 2019

TO: Dr. Jon Bauer, President

FROM: Tuition Sub-Committee

Dr. Phil Pena (Chair), Heath Martin, Becki Heimann, Richard Hudanick, Christina Ayres, Lisa Hanneken & Melissa Popp

CC: Budget Committee

RE: Tuition & General Fee Increase Recommendation

---

The tuition sub-committee is recommending a tuition increase of approximately 20% for the Fall 2019 semester. Using credit hour data from Summer 2018, Fall 2018, and Spring 2019, in conjunction with a recommendation from administration to project a 3% decline in enrollment, the committee anticipates \$814,779 in additional revenue under this tuition increase scenario for the 2020 fiscal year.

The committee recognizes this increase is significant and has thoroughly considered the impact to students. The committee also recognizes this is only one of several adjustments that will need to be implemented for the college to attain a sound financial state. Other adjustments that will need to be made include, but are not limited to, decreasing expenditures, right-sizing the institution, and implementing additional revenue generating ideas that the Budget Committee has been tasked to study.

This recommendation is based on the following criteria:

- Sensitive to the financial impact of students (% based on IPEDS 2017-18 Report)
  - 51% of students received Federal Grant Aid
  - 49% of students did not receive Federal Grant Aid
  - Fulltime enrollment tuition and fees stay below the Pell/Loan threshold
- Launch the college near the top quartile and cost competitive among our peer institutions
- Assist in reducing the revenue vs. expense deficit
- Assist with rebuilding reserves
- Assist with updating aging campus
- Enhance program development
- Offset flattening state appropriations and property tax revenue
- Additional expenditure decreases and revenue generating sources must be explored, reviewed and implemented in addition to a tuition increase.

The recommended tuition rates are as follows (supporting documentation attached):

- In-District
  - Tier 1 \$102.00 per credit hour
  - Tier 2 \$125.00 per credit hour
- Out-of-District
  - Tier 1 \$147.00 per credit hour
  - Tier 2 \$180.00 per credit hour
- Out-of-State
  - Tier 1 \$218.00 per credit hour
  - Tier 2 \$268.00 per credit hour
- International
  - Tier 1 \$224.00 per credit hour
  - Tier 2 \$287.00 per credit hour
- Dual Credit/Dual Enrollment
  - \$51.00 per credit hour

The tuition sub-committee is also recommending that general fees be changed as follows:

- General Fees
  - Student Activities \$6.50 per credit hour
  - Support Services \$3.50 per credit hour
  - Technology \$5.00 per credit hour
  - Facilities \$7.00 per credit hour
  - Security \$5.00 per credit hour

The recommendation to change the general fee structure will more appropriately align revenue with expenditures. The overall increase of \$1 across all fee accounts, with the exclusion of Support Services and Technology, will improve reserves and help fund outstanding needs of the college

The proposed increase is estimated to generate \$150,315 in additional funds to support expenditures related to student activities, support services, technology upgrades, facilities maintenance and security.

The sub-committee, in an on-going effort, will review tuition and fees to ensure they are aligned with our current market. This will also allow for a systematic review ensuring that the college is consistent and a plan is in place for future recommendations to the board. The sub-committee remains committed to continually assessing and reviewing the tuition and fees to fit the needs of the students and the college.

## Anticipated FY2020 Tuition and General Fees

Colleges (Tuition and Fees)	In-District	Out-of-District	Out-of-State	International	Dual Credit	Fees
State Technical College of Missouri	\$ 189.00	\$ 189.00	\$ 357.00	\$ 357.00	\$ 88.00	\$ 21.00
Three Rivers Community College	\$ 140.00	\$ 188.00	\$ 226.00	\$ 226.00	\$ 98.00	\$ 40.00
Ozark Technical Community College	\$ 138.00	\$ 190.00	\$ 230.00	\$ 250.00	\$ 38.00	\$ 27.00
State Fair Community College	\$ 134.00	\$ 189.00	\$ 249.00	\$ 249.00	\$ 88.00	\$ 20.00
East Central College	\$ 129.00	\$ 174.00	\$ 245.00	\$ 251.00	\$ 51.00	\$ 27.00
Crowder College	\$ 128.00	\$ 178.00	\$ 178.00	\$ 227.00	\$ 70.00	\$ 30.00
Jefferson College	\$ 128.00	\$ 181.00	\$ 234.00	\$ 234.00	\$ 37.00	\$ 10.00
Mineral Area College	\$ 121.00	\$ 161.00	\$ 213.00	\$ 213.00	\$ 44.00	\$ 10.00
North Central Missouri College	\$ 120.00	\$ 180.00	\$ 210.00	\$ 210.00	\$ 100.00	\$ 35.00
St. Louis Community College	\$ 113.50	\$ 160.50	\$ 218.50	\$ 228.50	\$ 28.00	\$ -
St. Charles Community College	\$ 113.00	\$ 164.00	\$ 226.00	\$ 226.00	\$ 69.00	\$ 8.00
Metropolitan Community College	\$ 110.00	\$ 190.00	\$ 244.00	\$ 244.00	\$ 55.00	\$ 7.00
Moberly Area Community College	\$ 109.00	\$ 171.00	\$ 222.00	\$ 236.00	\$ 94.00	\$ 14.00

\*Fees are included with tuition totals. Tuition rates are based off of projected rate increases for listed institutions.

Note:

1. The state mandates that the maximum amount provided per credit hour under the A+ program not exceed tuition and general fees at State Technical College of Missouri (currently \$189.00).
2. The average in-district undergraduate tuition with fees at a 4-year public institution is \$278.72. (Information provided from FY2019 tuition and fees on the MDHE website.)

**EAST CENTRAL COLLEGE  
BOARD OF TRUSTEES MEETING  
March 4, 2019**

**AGENDA ITEM 8: PROPOSED NEW POLICY: BPP3.30 BEHAVIORAL  
INTERVENTION TEAM**

**Recommendation:** To **adopt** Board Policy & Procedures 3.30 Behavioral Intervention Team as attached.

Attachment

### **3.30 Behavioral Intervention Team Policy** *(adopted xxx)*

East Central College recognizes the Behavioral Intervention Team (BIT) as an official College team. It is the responsibility of the team to review behavioral incidents and concerns and ensure a systematic response to students whose behavior may be disruptive or harmful to themselves or other members of the College community.

#### **Procedures** *(adopted xxx)*:

#### **3.30.1 Team Charges**

The specific BIT charges are:

- A. Assess student situations when concerning behaviors are identified.
- B. Consult with administration, faculty, staff and other students affected by concerning behaviors.
- C. Coordinate the College response to a violent, threatening, or significantly disruptive student or a student's situation.
- D. Develop a specific strategy to manage the threatening, disrupting, or concerning behavior with regard to the safety and rights of others, as well as those of the student at issue, and to minimize the disruption to the College community.
- E. Make recommendations to responsible College officials on appropriate action consistent with College policy and procedure statements, and with state and federal law.

#### **3.30.2 Team Composition**

- A. The BIT is chaired by the Vice President of Student Development or a designee in her/his absence.
- B. The core members include:
  - (1) Vice President for Student Development
  - (2) Director of Advising and Counseling Services
  - (3) Licensed Clinical Counselor or Social Worker
  - (4) Campus Police Officer(s)
  - (5) Up to two Faculty appointed by the Vice President for Academic Affairs
  - (6) Representative from Rolla Campus appointed by site director
- C. The Vice President of Student Development may consult with other College officials as needed, and request that other College officials serve on the team in specific situations.
- D. All core members are required to attend continuing education opportunities pertaining to behavior intervention and threat assessment.

### **3.30.3 Operations and Procedures Guidelines for Case Management**

- A. At the beginning of each fall and spring semester, the Vice President for Student Development will send a notice to faculty and staff, through appropriate communication channels, stating the team is available for consultation when they are concerned about potentially harmful, threatening, or disruptive behavior of a student or students.
- B. Report emergency or extreme situations immediately by calling 911 if a student displays an imminent threat to self or others, or serious disruptive or threatening behavior.
- C. A student's behavior that is not extreme or severe should be reported by completing an ECC Cares Incident of Student Concern form. Once the report is received, the Vice President of Student Development or designee will present the case to the BIT for an assessment and develop an appropriate response plan. The BIT's response will be based on the nature of the behavior, the severity of the risk, and the needs of the student.
- D. All meetings will be chaired by the Vice President of Student Development. In the event the Vice President of Student Development is unavailable to chair a meeting, the meeting will be chaired by a core designee of the team as determined by the Vice President of Student Development.
- E. The team meets on a weekly basis, but in a time-sensitive high-risk situation, a special team meeting may be called by any member.
- F. The team uses the National Behavioral Intervention Team Association's threat assessment tool to classify reports into risk levels and determine appropriate interventions.
- G. The desired outcome of a consultation and or intervention with a student by a member of BIT is to recommend a course of action. Specific issues to be considered in a consultation or intervention include: assessment of potential violence, evidence of mental illness as the possible cause of behavior, containment of disruption, appropriate referral resources, and setting appropriate behavioral boundaries within existing College policies.

### **3.30.4 Case Information and Confidentiality Procedures**

Members of the Team may provide each other, faculty, staff, and students involved in a particular case, or outside parties in connection with the situation, with information as is necessary to protect the health, safety, and privacy of the student or other persons, and to generate a recommended course of action, in accordance with applicable legal and professional standards of confidentiality, including the release of information pursuant to the Family Educational Rights and Privacy Act of 1974.

**EAST CENTRAL COLLEGE  
BOARD OF TRUSTEES MEETING  
March 4, 2019**

**AGENDA ITEM 9: PROPOSED NEW POLICY: BPP3.31 ADMISSION OF  
STUDENTS WITH PAST FELONY CONVICTIONS**

The Shared Governance Council has recommended a new policy that will formalize the process to be followed when admitting students with past felony convictions. Currently students must indicate on the application for admission if they have a prior felony conviction. However, there is no formal policy to guide how admissions decision are made for this population of students. The proposed policy establishes protocol for admissions decisions for these students. This policy will be presented for review and input; it will be brought back to the April meeting for approval.

Attachment

### **3.31 Admission of Students with Past Felony Convictions**

To enhance student success and the safety of the East Central College community, all applicants are responsible for informing the College on the application for admission if they have been arrested for, charged with, pled guilty to or been convicted of a felony. The College may admit, admit with restrictions, defer, or deny admission based on the nature and circumstance of the crime(s). Admission to the College does not guarantee admission to selective admission programs.

Upon being arrested for, charged with, pleading guilty to or conviction of a felony, admitted students are required to self-report in writing to the Vice President of Student Development. The College may deny continued enrollment based upon the nature and circumstances of the allegation or conviction.

#### **Procedures:**

#### **3.31.1 Application Review Process**

- A. If an applicant responds “yes” to either of the criminal background questions on the application for admission, his/her application will be placed in pending status, which prohibits applicants from enrolling in or accessing other College services.
- B. The applicant will be required to submit a personal statement form. The form requires students to list all prior felony convictions, provide a statement regarding the positive changes made since conviction, and provide a declaration of academic and career goals. Additionally, if a student is currently on probation and/or parole, he/she is required to list his/her probation and/or parole officer.
- C. The applicant will be required to submit a certified criminal background check. If the applicant’s criminal record extends beyond the state of Missouri, it will be the responsibility of the applicant to obtain a certified background check for each state, as appropriate. The applicant is responsible for payment of all costs associated with the background check.
- D. After the supplemental application and the background check are submitted, the documents will be reviewed by members of the Behavioral Intervention Team (BIT). The BIT will determine if the applicant should be admitted or be required to interview with the members of the BIT.
- E. If an applicant is required to participate in an interview, the applicant will receive notification from the College of the time, date, and location for the interview. If the applicant cannot attend the scheduled interview, he/she must notify the office of the Vice President of Student Development and request to reschedule the interview. Failure to reschedule or attend the interview will result in the application remaining in pending status until such a time the interview can take place. Admission will not be approved for any applicant whose status is pending.

- F. For each file review and/or interview, three members of the BIT will participate. Each member will have one vote. A simple majority vote is necessary to make any decision or recommendation.
- G. A simple majority vote is sufficient for the BIT panel to require a psychological assessment of an applicant as a condition of admission. The applicant will pay all costs related to such assessment. The panel will specify a timeline for assessment and provisions for communicating the assessment outcome to the BIT panel.
- H. Based on a majority vote, the BIT panel will issue a short rationale of its recommendation, which shall be shown to the applicant upon request. The BIT panel may recommend to:
- (1) Admit the applicant;
  - (2) Admit the applicant with restrictions or conditions;
  - (3) Continue the applicant's status as pending, awaiting the outcome of a psychological assessment or other required information;
  - (4) Continue the applicant's status as pending, deferring admission for a specified period of time;
  - (5) Deny admission;
  - (6) Void an admission that was obtained inappropriately.
- I. The BIT panel will make recommendations to the Vice President of Student Development on admission to the College and conditions of enrollment if applicable. Final determinations regarding enrollment of students with past criminal activity rests with the Vice President of Student Development. The Vice President may require the student to meet with them and other designees prior to an admission decision. If the Vice President of Student Development does not concur with the recommendation of the BIT panel, a short rationale regarding the decision will be issued, which shall be shown to the applicant upon request.
- J. Upon being arrested for, charged with, pleading guilty to or being convicted of a felony, an admitted student is required to notify the Vice President of Student Development in writing. The student will then be required to meet with a BIT panel. The panel will make a recommendation to the Vice President of Student Development on whether enrollment should continue.
- K. If a student incorrectly indicates on his/her application that he/she has a felony conviction(s), he/she may sign a statement indicating an error was made. A signed statement will allow the student to continue the admission process without participating in the review process.

**EAST CENTRAL COLLEGE  
BOARD OF TRUSTEES MEETING  
March 4, 2019**

**AGENDA ITEM 10: COURSE SUCCESS RATE**

Vice President Heath Martin will share information on the success of various student populations enrolled in East Central College courses.

Attachment

### Course Success Rate Comparison: Fall 2017 to Fall 2018

Category	Fall 2017				Fall 2018				% Change in Success Rate
	Student Headcount	Course Enrollments	FTE	Success Rate	Student Headcount	Course Enrollments	FTE	Success Rate	
<b>All Students</b>	<b>2908</b>	<b>9642</b>	<b>1872.6</b>	<b>76.8%</b>	<b>2621</b>	<b>8966</b>	<b>1729.5</b>	<b>76.2%</b>	<b>-0.6%</b>
<b>Race/Ethnicity</b>									
American Indian	14	45	9.0	62.2%	14	38	8.1	63.2%	1.0%
Asian	22	45	13.2	77.8%	22	67	13.2	79.1%	1.3%
Black	27	94	18.4	48.9%	28	108	20.5	71.3%	22.4%
Hispanic/Latino	58	211	42.0	72.5%	52	191	36.1	70.2%	-2.3%
Native Hawaiian	*	8	1.3	100.0%	*	2	0.4	50.0%	-50.0%
Nonresident Alien	7	39	6.8	79.5%	14	67	12.7	82.1%	2.6%
Two or more races	45	139	27.5	60.4%	60	227	41.4	67.4%	7.0%
White	2711	8955	1739.0	77.4%	2403	8196	1583.8	76.7%	-0.7%
Unknown	22	87	15.4	72.4%	27	70	13.3	77.1%	4.7%
<b>Age</b>									
Under 18	564	907	182.5	91.7%	437	722	146.2	94.7%	3.0%
18 - 24	1641	6657	1284.3	75.0%	1555	6422	1227.0	73.3%	-1.7%
25 - 39	512	1564	309.4	75.8%	462	1402	275.9	79.1%	3.3%
40+	191	514	96.4	76.3%	167	420	80.4	80.5%	4.2%
<b>Gender</b>									
Female	1754	5618	1125.1	77.7%	1575	5173	1030.1	77.8%	0.1%
Male	1154	4024	747.5	75.5%	1046	3793	699.4	74.1%	-1.4%
<b>Pell Eligible</b>									
Yes	1274	4807	941.7	71.0%	1104	4255	819.7	70.6%	-0.4%
No	1634	4835	930.9	82.5%	1517	4711	909.8	81.3%	-1.2%
<b>Veteran</b>	<b>44</b>	<b>146</b>	<b>29.5</b>	<b>67.8%</b>	<b>54</b>	<b>188</b>	<b>35.8</b>	<b>77.7%</b>	<b>9.9%</b>

\*Suppressed to protect student privacy

Notes:

- 1) FTE defined as credit hours/15.
- 2) Success is defined as A, B, C or P.
- 3) Veteran or Active Duty status self reported on enrollment application.
- 4) Data as of 2/8/2019
- 5) Excludes all incomplete grades

**EAST CENTRAL COLLEGE  
BOARD OF TRUSTEES MEETING  
March 4, 2019**

**AGENDA ITEM 11: ENROLLMENT REPORT**

Vice President Heath Martin will review the current semester's enrollment report.

Attachment

3/4/2019

Section 11, Page 1

**East Central College**

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

# 2019 Spring Census Enrollment Report

**Today's date:** Mon, 11 Feb 2019

**Comparable date:** Mon, 12 Feb 2018

This report is only concerned with students enrolled in and courses offering **college credit** for the current data.

## 1.1. Total Enrollment

### Headcount

Total	
19/SP	2467
18/SP	2547
+/- DIFF	<b>-80</b>
% DIFF	<b>-3.1%</b>

### Credits

Total	
19/SP	22368
18/SP	23616
+/- DIFF	<b>-1247</b>
% DIFF	<b>-5.3%</b>

## 1.2. FTE

### FTE

FTE	
19/SP	1491
18/SP	1574
+/- DIFF	<b>-83</b>
% DIFF	<b>-5.3%</b>

FTE: (Full-time Equivalency) Calculated by dividing total credit hours by 15.

## 1.3. Day & Evening

### Headcount

	Day	Night	Both
19/SP	1222	145	1100
18/SP	1262	174	1111
+/- DIFF	<b>-40</b>	<b>-29</b>	<b>-11</b>
% DIFF	<b>-3.2%</b>	<b>-16.7%</b>	<b>-1.0%</b>

### Credits

	Day	Night	Both
19/SP	13643	1095	7630
18/SP	14122	1301	8193
+/- DIFF	<b>-478</b>	<b>-206</b>	<b>-562</b>
% DIFF	<b>-3.4%</b>	<b>-15.8%</b>	<b>-6.9%</b>

Day: Student's courses all start between anytime A.M. & 4:59 P.M.

Evening: Student's courses all start between 5:00 P.M & 11:59 P.M.

Both: A combination of day and evening courses.

All 3 categories include data on courses without set class times like distance learning courses.

## 1.4. Enrollment Status

### Headcount

	Full Time	Part Time
19/SP	991	1476
18/SP	1083	1464
+/- DIFF	<b>-92</b>	<b>12</b>
% DIFF	<b>-8.5%</b>	<b>0.8%</b>

### Credits

	Full Time	Part Time
19/SP	13588	8781
18/SP	14896	8720
+/- DIFF	<b>-1308</b>	<b>61</b>
% DIFF	<b>-8.8%</b>	<b>0.7%</b>

Full-Time: 12 or more hours

Part-Time: Less than 12 hours

## 2. Student Types

### 2.1. First Time Degree Seeking Students

#### Headcount

First Time Degree Seekers	
19/SP	106
18/SP	100
+/- DIFF	<b>6</b>
% DIFF	<b>6.0%</b>

To be considered a first time degree seeking student a person must meet the following criteria:

1. ECC is the first college they have attended since graduating from high school.
2. Current term is their first at ECC after high school graduation. However if it is the Fall term and the student attended the college in the summer of that year then they are still considered 'first time'.
3. The student is enrolled in a program that will lead to an award of a certificate or a degree.

### 2.2. Dual Credit

#### Headcount

	19/SP	18/SP	+/- DIFF	% DIFF
Bourbon	15	23	<b>-8</b>	<b>-34.8%</b>
Union	74	40	<b>34</b>	<b>85.0%</b>
Washington	52	80	<b>-28</b>	<b>-35.0%</b>
Steelville	1	0	<b>1</b>	No data
Owensville	15	6	<b>9</b>	<b>150.0%</b>
New Haven	0	0	<b>0</b>	No data
Rolla	22	17	<b>5</b>	<b>29.4%</b>
Newburg	0	0	<b>0</b>	No data
Sullivan	0	0	<b>0</b>	No data
Borgia	114	139	<b>-25</b>	<b>-18.0%</b>
St. Clair	49	41	<b>8</b>	<b>19.5%</b>
Belle	3	3	<b>0</b>	<b>0.0%</b>
Cuba	29	33	<b>-4</b>	<b>-12.1%</b>
Online	13	44	<b>-31</b>	<b>-70.5%</b>
Linn	3	6	<b>-3</b>	<b>-50.0%</b>
Pacific	0	0	<b>0</b>	No data
Vienna	11	14	<b>-3</b>	<b>-21.4%</b>
Dual Tech Credit	81	107	<b>-26</b>	<b>-24.3%</b>
Total	482	553	<b>-71</b>	<b>-12.8%</b>

#### Credits

	19/SP	18/SP	+/- DIFF	% DIFF
Bourbon	45	96	<b>-51</b>	<b>-53.1%</b>
Union	281	136	<b>145</b>	<b>106.6%</b>
Washington	174	297	<b>-123</b>	<b>-41.4%</b>
Steelville	3	0	<b>3</b>	No data
Owensville	48	18	<b>30</b>	<b>166.7%</b>
New Haven	0	0	<b>0</b>	No data
Rolla	66	60	<b>6</b>	<b>10.0%</b>
Newburg	0	0	<b>0</b>	No data
Sullivan	0	0	<b>0</b>	No data
Borgia	476	572	<b>-96</b>	<b>-16.8%</b>
St. Clair	213	144	<b>69</b>	<b>47.9%</b>
Belle	12	9	<b>3</b>	<b>33.3%</b>
Cuba	140	168	<b>-28</b>	<b>-16.7%</b>
Online	39	157	<b>-118</b>	<b>-75.2%</b>
Linn	15	30	<b>-15</b>	<b>-50.0%</b>
Pacific	0	0	<b>0</b>	No data
Vienna	35	55	<b>-20</b>	<b>-36.4%</b>
Dual Tech Credit	505	629	<b>-124</b>	<b>-19.7%</b>
Total	2052	2371	<b>-319</b>	<b>-13.5%</b>

### 3. Locations

#### 3.1. Distance Learning

##### Headcount

	19/SP	18/SP	+/- DIFF	% DIFF
Web Online	969	1005	-36	-3.6%
Web Hybrid	184	167	17	10.2%
Web Enhanced	16	0	16	No data
ITV	0	0	0	No data

##### Credits

	19/SP	18/SP	+/- DIFF	% DIFF
Web Online	5051	5268	-217	-4.1%
Web Hybrid	747	573	174	30.4%
Web Enhanced	48	0	48	No data
ITV	0	0	0	No data

ITV: Instructional Television.

#### 3.2. Campus Enrollment - With ITV Enrollment Data

##### Headcount

	19/SP	18/SP	+/- DIFF	% DIFF
Sullivan	0	0	0	No data
Washington	20	34	-14	-41.2%
Rolla	302	338	-36	-10.7%
Warrenton	0	0	0	No data
Main Campus	1288	1407	-119	-8.5%

##### Credits

	19/SP	18/SP	+/- DIFF	% DIFF
Sullivan	0	0	0	No data
Washington	189	256	-67	-26.2%
Rolla	2468	2729	-261	-9.6%
Warrenton	0	0	0	No data
Main Campus	12132	13201	-1069	-8.1%

#### 3.3. Student Location

##### Headcount

	Indistrict	Out of District	Out of State	International
19/SP	1661	793	8	5
18/SP	1551	985	6	5
+/- DIFF	110	-192	2	0
% DIFF	7.1%	-19.5%	33.3%	0.0%

## 4. Programs

### 4.1. Programs

#### Headcount

	AA	AAT	AFA	AAS	AS	AC	SP	Visiting Student	Non Degree	Unkn
19/SP	1153	63	83	402	61	109	20	29	39	3
18/SP	1222	36	77	452	98	100	20	35	37	33
+/- DIFF	<b>-69</b>	<b>27</b>	<b>6</b>	<b>-50</b>	<b>-37</b>	<b>9</b>	<b>0</b>	<b>-6</b>	<b>2</b>	<b>-30</b>
% DIFF	<b>-5.6%</b>	<b>75.0%</b>	<b>7.8%</b>	<b>-11.1%</b>	<b>-37.8%</b>	<b>9.0%</b>	<b>0.0%</b>	<b>-17.1%</b>	<b>5.4%</b>	<b>-90.9%</b>

Students classed as preadvisement are included in the unknown count.

As a student can be enrolled in more than one program at any time, all active programs are counted for a student.

Unkn = Unknown; SP = Certificates of Specialization; AC = Certificates of Achievement

### 4.2. Majors

#### Headcount

	General	Career / Technical	Other
19/SP	1360	531	636
18/SP	1433	572	663
+/- DIFF	<b>-73</b>	<b>-41</b>	<b>-27</b>
% DIFF	<b>-5.1%</b>	<b>-7.2%</b>	<b>-4.1%</b>

As a student can be enrolled in more than one program at any time, all active programs are counted for a student.

### 4.3. Top 10 Programs

#### Headcount

	19/SP
Associate of Arts	1152
Nursing	82
Education	68
Pre-Engineering	62
EMT- Paramedic	60
Health Information Management	51
Industrial Engineering Tech	49
Fine Arts	48
Business	42
Medical Assistant	38

## 5. Student Demographics

### 5.1. Student Class

#### Headcount

	Freshman	Sophomore	Other
19/SP	1526	780	161
18/SP	1508	833	206
+/- DIFF	<b>18</b>	<b>-53</b>	<b>-45</b>
% DIFF	<b>1.2%</b>	<b>-6.4%</b>	<b>-21.8%</b>

#### Credits

	Freshman	Sophomore	Other
19/SP	13012	8054	1302
18/SP	12960	9020	1635
+/- DIFF	<b>52</b>	<b>-966</b>	<b>-334</b>
% DIFF	<b>0.4%</b>	<b>-10.7%</b>	<b>-20.4%</b>

Freshman: Less than 30 accumulated credit hours

Sophomore: Between 30 and 69 credit hours inclusively

Other: More than 69 accumulated credit hours

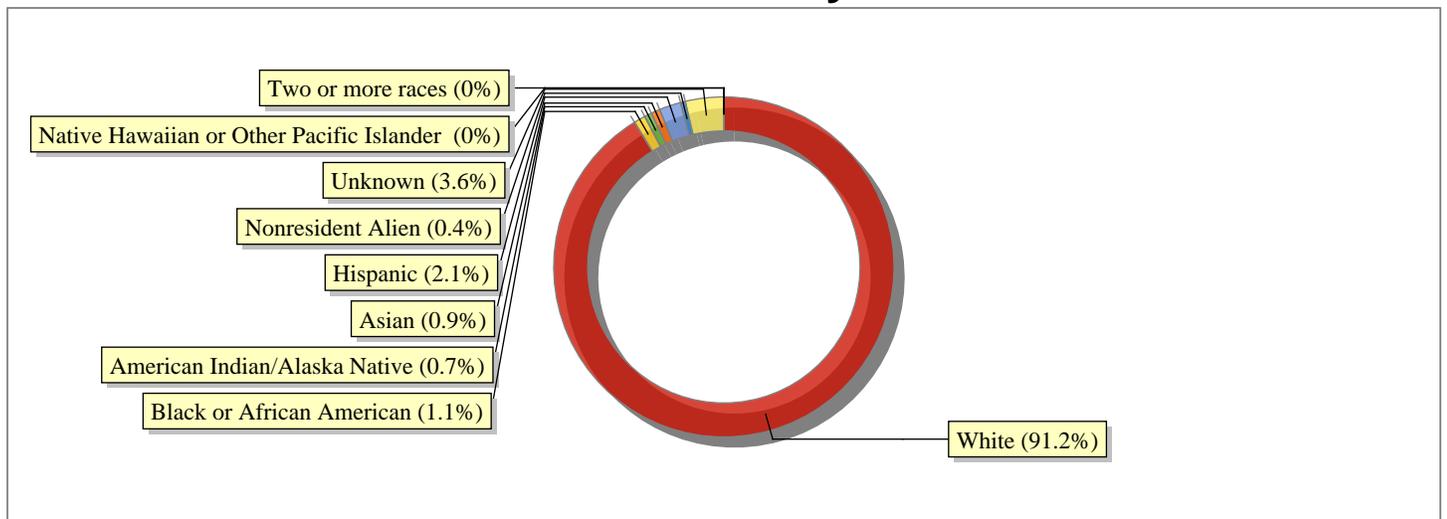
### 5.2. Ethnicity

#### Headcount

	19/SP	18/SP	+/- DIFF	% DIFF
White	2250	2368	<b>-118</b>	<b>-5.0%</b>
Black or African American	27	24	<b>3</b>	<b>12.5%</b>
American Indian/Alaska Native	17	12	<b>5</b>	<b>41.7%</b>
Asian	21	22	<b>-1</b>	<b>-4.5%</b>
Hispanic	51	50	<b>1</b>	<b>2.0%</b>
Two or more races	0	0	<b>0</b>	No data
Native Hawaiian or Other Pacific Islander	0	0	<b>0</b>	No data
Nonresident Alien	11	0	<b>11</b>	No data
Unknown	90	71	<b>19</b>	<b>26.8%</b>

Race/Ethnicity are now being reported using new U.S. Department of Education categories

### % Ethnicity

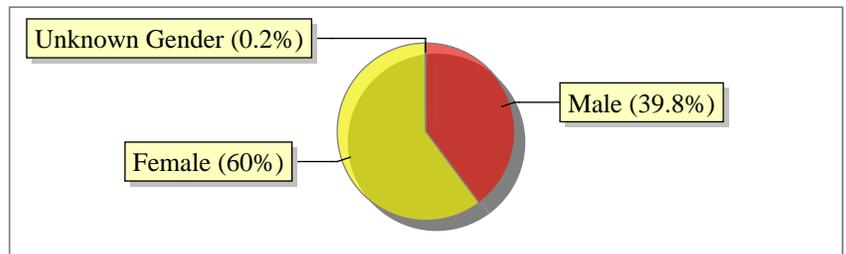


### 5.3. Male and Female

#### Headcount

	Male	Female	Unknown Gender
19/SP	982	1481	4
18/SP	997	1548	2
+/- DIFF	-15	-67	2
% DIFF	-1.5%	-4.3%	100.0%

#### % Gender



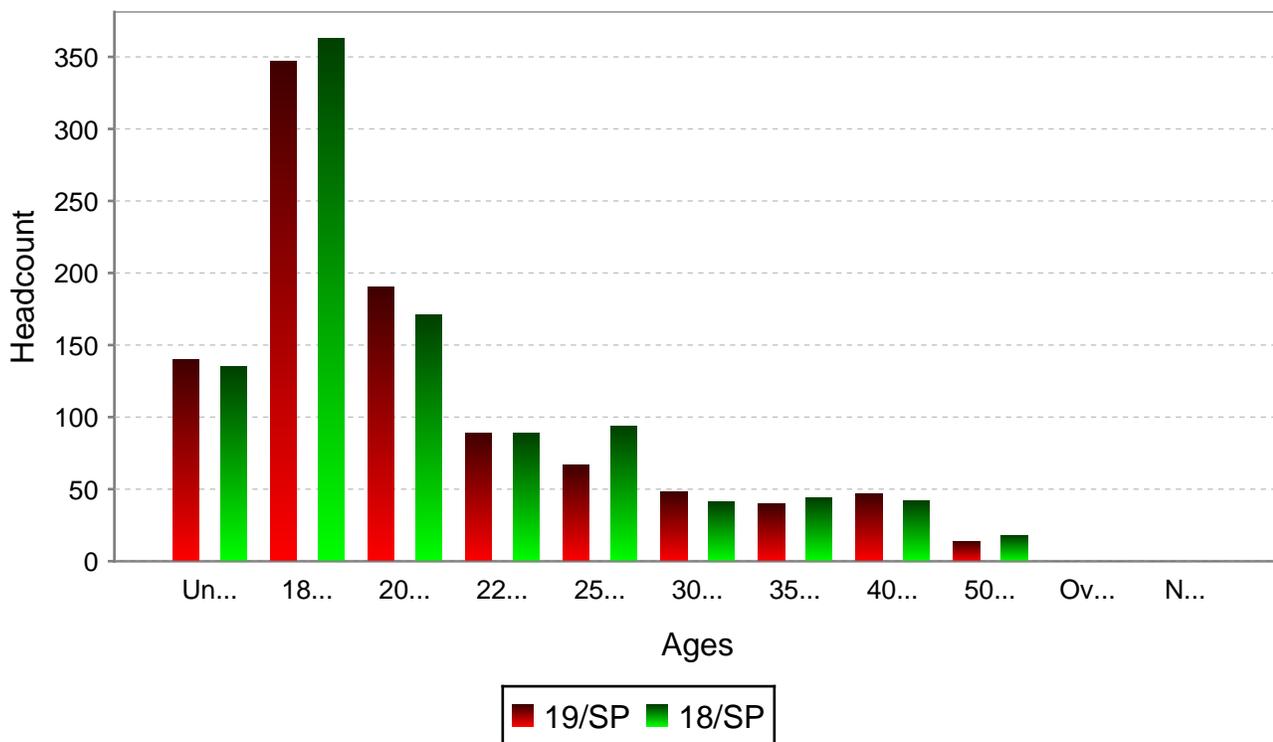
### 5.4. Male Age Ranges

#### Headcount

	Under 18	18 - 19	20 - 21	22 - 24	25 - 29	30 - 34	35 - 39	40 - 49	50 - 64	Over 64	Not Known
19/SP	140	347	190	89	67	48	40	47	14	0	0
18/SP	135	363	171	89	94	41	44	42	18	0	0
+/- DIFF	5	-16	19	0	-27	7	-4	5	-4	0	0
% DIFF	3.7%	-4.4%	11.1%	0.0%	-28.7%	17.1%	-9.1%	11.9%	-22.2%	No data	No data

Mean Male Age: 23

#### Male Ages



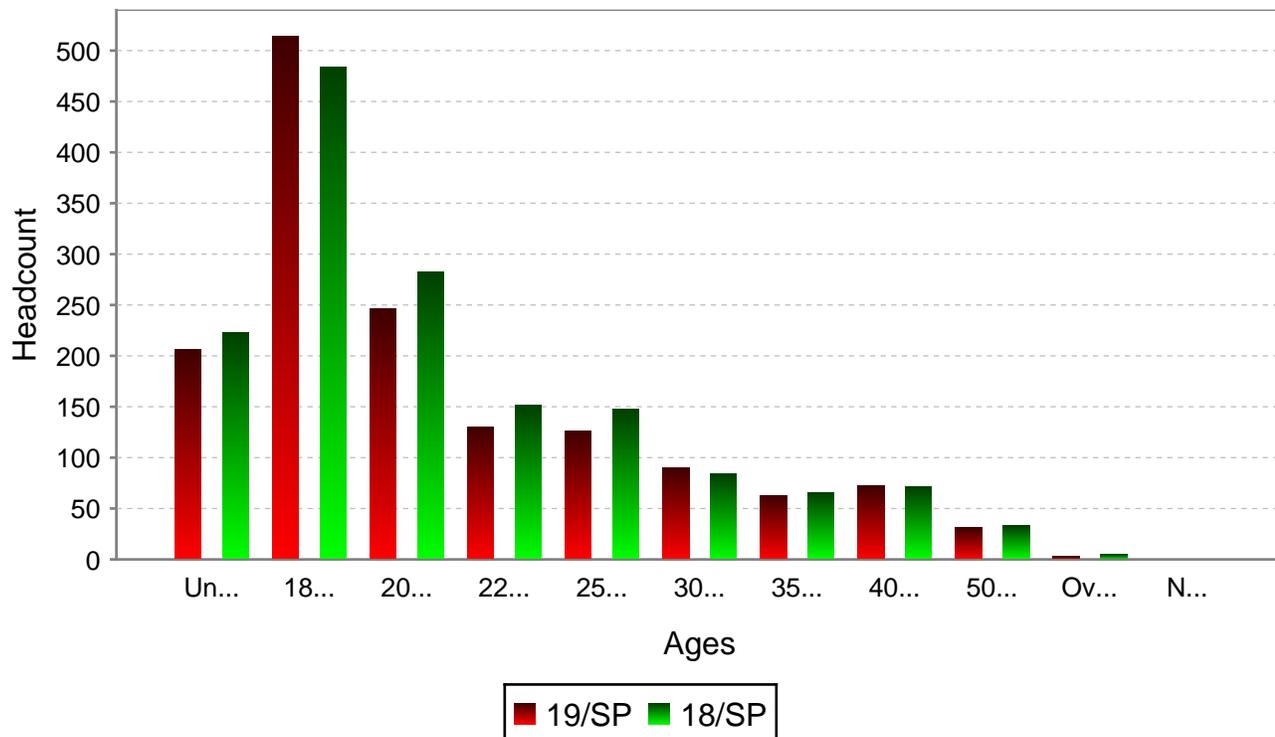
## 5.5. Female Age Ranges

### Female Ages

	Under 18	18 - 19	20 - 21	22 - 24	25 - 29	30 - 34	35 - 39	40 - 49	50 - 64	Over 64	Not Known
19/SP	206	514	246	130	126	90	63	72	31	3	0
18/SP	223	484	282	152	148	84	66	71	33	5	0
+/- DIFF	-17	30	-36	-22	-22	6	-3	1	-2	-2	0
% DIFF	-7.6%	6.2%	-12.8%	-14.5%	-14.9%	7.1%	-4.5%	1.4%	-6.1%	-40.0%	No data

Mean Female Age: 23

### Female Ages



## 5.6. Student Age Statistics

Mean Student Age: 23

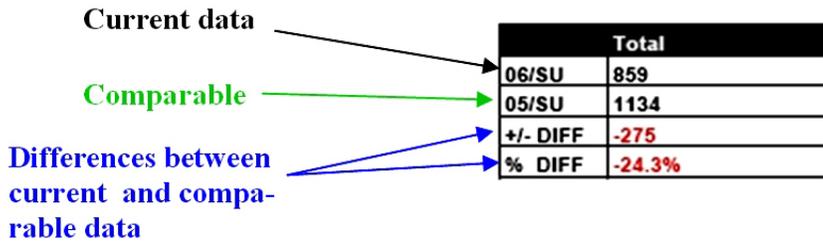
## 5.7. Senior Citizens

### Headcount

Senior Citizens	
19/SP	0
18/SP	0
+/- DIFF	0
% DIFF	No data

## 6. Notes

How do I interpret the data tables? The figure below shows how to understand the data tables in this report.



Total	
06/SU	859
05/SU	1134
+/- DIFF	-275
% DIFF	-24.3%

Questions and comments may be directed to the ECC IR department at [institutionalresearch@eastcentral.edu](mailto:institutionalresearch@eastcentral.edu), or you may call **Bethany Lohden**, Director of Institutional Research, Assessment and Planning, on 2270.

**EAST CENTRAL COLLEGE  
BOARD OF TRUSTEES MEETING  
March 4, 2019**

**AGENDA ITEM 11A: PERSONNEL**

**Recommendation:** To **approve** the release of Wendy Landwehr, Human Resources Specialist, from the remainder of her FY2019 employment contract effective March 13, 2019.

Attachment

3/4/2019

**East Central College**

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

Section 11A, Page 1

**Addendum**



**Interoffice Memo**  
**HUMAN RESOURCES**

---

TO: Dr. Jon Bauer  
DATE: February 27, 2019  
FROM: Wendy A. Hartmann, Director  
RE: Requesting Release from Contract – Wendy Landwehr

Wendy Landwehr, Human Resources Specialist, has requested to be released from the remainder of her FY2019 employment contract effective March 13, 2019. The official resignation letter is on file in the Human Resources Office.

Signatures:

A handwritten signature in black ink that reads "Wendy A. Hartmann". The signature is written in a cursive style and is positioned above a horizontal line.

Wendy Hartmann, Director  
Human Resources

**EAST CENTRAL COLLEGE  
BOARD OF TRUSTEES MEETING  
March 4, 2019**

**AGENDA ITEM 12: BOARD PRESIDENT'S REPORT**

Board President Ann Hartley will share information with the Board.

3/4/2019

Section 12, 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  
March 4, 2019**

**AGENDA ITEM 13: REPORTS**

Reports may be presented by:

- A. Faculty Association President, Jenifer Goodson
- B. ECC-NEA President, Tom Fitts
- C. Professional Staff President, Jenny Kuchem
- D. Classified Staff Association Vice President, Kim Aguilar
- E. Student Government Association President, Gwen Minks

**EAST CENTRAL COLLEGE  
BOARD OF TRUSTEES MEETING  
March 4, 2019**

**AGENDA ITEM 14: PRESIDENT'S REPORT**

Projected meeting dates for 2019 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.

**2019 Projected Meeting Dates**

**Alternate Meeting Dates**

March 28 (*5 p.m. Vision Development Workshop*)

April 1

May 6

June 10

July 18 (*Thursday noon business meeting*)

August 26

No September meeting

October 7

November 4

December 2

April 10

May 13

June 17

October 14

November 11

December 9

3/4/2019

Section 14, 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  
March 4, 2019**

**AGENDA ITEM 15: ADJOURNMENT**

**Recommendation:** To **adjourn** the March 4, 2019 meeting of the Board of Trustees.

3/4/2019

Section 15, Page 1

**East Central College**

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