



BOARD OF TRUSTEES MEETING

April 1, 2019

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING AGENDA
Monday, April 1, 2018
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.	PROPOSED NEW POLICY: BPP 3.31 ADMISSION OF STUDENTS WITH PAST FELONY CONVICTIONS			X
8.	HIGHER LEARNING COMMISSION ACCREDITATION			X
9.	*PERSONNEL A. INTENTION TO RE-EMPLOY ADMINISTRATORS B. APPOINTMENT	4 Votes		
10.	BOARD PRESIDENT’S REPORT			X
11.	REPORTS A. Faculty Association B. ECC-NEA C. Professional Staff Association D. Classified Staff Association E. Student Government Association			X
12.	PRESIDENT’S REPORT			X
13.	EXECUTIVE SESSION – REVISED STATUTES OF MISSOURI 2004, SECTION 610.21 (1) LEGAL AND (3) PERSONNEL	4 Votes		
14.	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
April 1, 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.

4/1/2019

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
April 1, 2019**

AGENDA ITEM 2: RECOGNITION OF GUESTS

Guests will be recognized by Mr. Jay Scherder.

4/1/2019

Section 2, Page 1

East Central College

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**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
April 1, 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.

4/1/2019

Section 3, Page 1

East Central College

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**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
April 1, 2019**

AGENDA ITEM 4: APPROVAL OF AGENDA

Recommendation: To **approve** the agenda for the April 1, 2019, Board of Trustees meeting.

4/1/2019

Section 4, Page 1

East Central College

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Agenda Item 4: Approval of Agenda

Consent Agenda Items for April 1, 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
April 1, 2019**

AGENDA ITEM 5: *APPROVAL OF MINUTES

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

Attachment

4/1/2019

Section 5, Page 1

East Central College

1964 Prairie Dell Road, Union, Missouri 63084

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**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING**

Monday, March 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 and Eric Park. 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, Vice President of Student Development Heath Martin, and Vice President of Finance and Administration Phil Pena; Other Staff – Executive Director of Institutional Effectiveness, Michelle Smith, Director of Financial Services Annette Moore, Director of Public Relations Jay Scherder, Director of the Rolla Campus Christina Ayres, Developmental Education Director Michelle Branton, Purchasing Manager Melissa Popp, Director of Admissions J.C. Crane, Campus Life and Leadership Coordinator Courtney Henrichsen, English Instructor John Hardecke, Campus Police Officer Todd Schlitt, NEA President Tom Fitts, Faculty Association Representative Sarah Sexton, 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*. Vice President Joel Doepker introduced members of the Scholar Bowl Team who recently placed sixth out of 24 teams in the National Academic Quiz Tournament. Members include Josh German, Devon Kerckhoff, Jackson Ambrose, Wen Minks, Jeremy Robey, Kathy Minks and Rianna Talbott, who was unable to attend the meeting. The Board congratulated the students on their success.

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 Joseph Stroetker; Seconded by Eric Park; Carried Unanimously

***APPROVAL OF MINUTES:** The Board approved the minutes of the February 4, 2019 meeting of the Board of Trustees.

TREASURER’S REPORT AND FINANCIAL REPORT: Vice President Phil Pena 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

TUITION AND GENERAL FEES: Dr. Bauer indicated approval is requested for the revised tuition schedule so that it will be in place when registration opens March 11. The current recommendation was developed by the Budget Committee and vice presidents; it represents an approximate 20% increase over current tuition. A student enrolling full-time for 15 credit hours at the in-district, tier

one rate would see an increase of \$205 per semester in tuition costs. General fees will increase from \$23 to \$27. This increase would place East Central College in the top three or four community colleges statewide for tuition/fees based on expected increases by those colleges. It also keeps ECC very affordable as compared to four-year institutions. Many students receive financial assistance through the A+ and Pell Grant programs. This tuition rate keeps ECC below those thresholds and ensures students will be fully funded.

The total budget will be brought to the Board in May. There are still decision points that need to be made including staffing, the level of insurance cost that can be supported by the institution and a five percent reduction in operating expenses. The Budget Committee continues to explore other areas of cost reduction and possible revenue generation. They are updated at each meeting on the budget development process and receive the same data as administrators. Revenue streams are uncertain at this point; state aid numbers are not yet final and preliminary information is just starting to come in from the counties regarding the local tax reassessment and new construction.

Dr. Bauer noted that the timing of future tuition recommendations may be changed to better coincide with budget development. That would allow the tuition recommendation, staffing plan and proposed budget to be presented at the same time, providing a total picture of revenue and expense predictions.

It was noted that last month the Board expressed the desire to ensure the tuition increase and budget reductions will cover expenditures. Clarification was requested regarding the discrepancy between the current recommendation and last month’s recommendation regarding the amount of dollars projected to be generated by this tuition increase. Vice President Heath Martin responded that the Tuition Subcommittee was using incorrect credit hour projections in the previous version. He provided an explanation of how the enrollment projection (a three percent decline) was derived. It was noted that the budget will not be balanced with the tuition increase; expense reductions will occur but the quality of instruction and services will be maintained. Personnel decisions will be made in conjunction with operating expense reductions.

In response to a question about the size of the tuition increase, Dr. Bauer indicated he is not aware of a 20% increase being enacted over the history of the college, but he will research that information. He noted that this is a correction to get tuition in line with costs; future increases will be modest to keep up with expenditures. Historically, revenue sources would offset each other – in strong economic times enrollment drops but state aid and local revenue increase. However, that has not happened in recent years with state aid remaining flat even though the economy is doing well.

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

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

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

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

PROPOSED NEW POLICY: BEHAVIORAL INTERVENTION TEAM: There were no changes from the policy as presented at the February meeting. The primary intent is to formalize the Behavioral Intervention Team and ensure it is recognized as a standing college unit. The policy makes the Team cross functional and formalizes current processes.

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

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

PROPOSED NEW POLICY: BPP3.31 ADMISSION OF STUDENTS WITH PAST FELONY CONVICTIONS: Dr. Bauer explained that the policy has been recommended by the Shared Governance Council. However, after further consultation with legal counsel, the policy language regarding what a prospective student is expected to disclose needs to be revised. This will be taken back to the Shared Governance Council for editing and returned to the Board in April for review.

COURSE SUCCESS RATE: Vice President Martin explained that this is a new monitoring report that will be shared with the Board each semester. The report shows a minor decrease in the success rate which could be the result of the inclusion of year-long courses where grades are not yet submitted. Success is defined as a grade of A, B, C or Pass. Dr. Bauer noted that emphasis for community colleges is usually placed on access; however, it is also important to emphasize success.

ENROLLMENT REPORT: Vice President Martin noted that enrollment will continue to be a challenge for the foreseeable future but it is starting to trend in a positive direction. Spring enrollment had a six percent swing in a positive direction over fall. Retention from fall to spring semester improved from 70.1% to 72.1%. There was a ten percent decrease in the number of students applying for admission but the conversion rate was 12% higher. The census enrollment report will be presented each semester. The success rate of students enrolling late will be reviewed and course schedules will be reviewed to ensure those who enroll late have class options. The enrollment data indicates new populations of students who would otherwise not attend ECC need to be identified and recruited.

***PERSONNEL:** The Board **approved** the release of Wendy Landwehr, Human Resources Specialist, from the remainder of her FY2019 employment contract effective March 13, 2019.

BOARD PRESIDENT’S REPORT: No report was given.

REPORTS:

- A. FACULTY ASSOCIATION REPORT:** Faculty Association Representative Sarah Sexton reported on faculty participation in workshops, conferences and community organizations.

- B. ECC-NEA REPORT:** NEA President Tom Fitts reported the bargaining process continues with review of work done in committees assigned last year to further explore issues raised during negotiations. Tom will be attending the NEA Higher Education Leadership Summit.
- C. PROFESSIONAL STAFF ASSOCIATION REPORT:** Professional Staff Association President Jenny Kuchem reported three students - Nathan Nugent, Carlee Maune, and Sara Hamer - participated in the Missouri Collegiate DECA Career Development Conference in February; Sara Hamer qualified in Professional Selling and will represent ECC at the international conference in April. The Career and Transfer Fair was attended by over 100 students who visited with 31 employers and 27 transfer schools. The ECC loan default rate has improved from 17.3% last year to 15.4% this year.
- D. CLASSIFIED STAFF ASSOCIATION (CSA) REPORT:** The Classified Staff Association had no report.
- E. STUDENT GOVERNMENT ASSOCIATION:** SGA President Gwen Minks reported the students appreciated the opportunity to participate in Scholar Bowl and there is now a Scholar Bowl Facebook page. Cinderella's Closet will be on March 28 and area high school students will be able to select prom attire in the gym lobby. The SGA blood drive will be April 11, and SGA will host a guest speaker on consent and relationships April 18. Phi Theta Kappa is sponsoring a trip to Alabama focusing on key locations in the Civil Rights Movement; 24 students are currently registered.

PRESIDENT'S REPORT: Dr. Bauer noted that the college will pilot a project to use open educational resources (OER) this summer. He introduced Vice President Robyn Walter and English Instructor John Hardecke to provide an update. This is an opportunity for ECC to provide savings for students in the area of textbooks. Faculty in five courses will be using resources that are copyright free and available for access openly on an internet-based system instead of standard text books this summer. These materials are typically free or very low cost. Faculty in the pilot project are working to identify quality products and have a process for evaluating materials. Two additional courses will be added to the pilot in the fall semester.

Mr. Hardecke explained that the use of OER has become a national movement and the resources are much better than in the past. English Composition I books normally cost about \$250 but can be found for under \$50 using OER. A student taking general psychology, public speaking, biology, algebra and English comp I will typically spend around \$900 for books. With this effort, that cost will be about \$100. Quality will be kept in the foreground and most resources are online and can be downloaded should the student want to print a hard copy. Material will be available in Moodle (the ECC online teaching platform) on day one of the course and students who want a paper copy can print the information or order through Amazon. In addition, the ECC Bookstore can order the material through Amazon and sell to students who wish to use financial aid funds for their materials. Faculty will not be required to move to OER but materials are available for most introductory level courses.

Another program that will be piloted over the summer is "Three for Free." This program is geared toward attracting high school students to campus and will permit these students to take one course tuition free. The student would be required to pay any fees and book charges. Analysis shows that summer classes are about 60% full. This pilot provides a way to fill more seats in classes that are being taught anyway while exposing high school students to the college experience. The goal is to attract 30 students for the pilot program.

The Higher Learning Commission (HLC) site visit has been confirmed for November 18 and 19. A mock visit is being planned for late August. Vice President Walter is the college liaison to HLC and remains in constant contact with the HLC liaison assigned to East Central, who has been very encouraging regarding actions being taken. The HLC Advisory Team has broken into subcommittees and is actively working to collect evidence for the fall visit.

Dr. Bauer acknowledged Board President Ann Hartley for her recent recognition by the Union Area Chamber as the Distinguished Service Award recipient. Faculty member Leigh Kolb was also recognized by the Chamber as the outstanding educator. ECC alum Ken Koch received the first responder award; Ken was involved with the establishment of ECC's emergency medical technician program.

Both the Union and Rolla chapters of Phi Theta Kappa have been honored with the REACH Award for work in membership development. Dr. Bauer also noted that the president and CEO of the Phi Theta Kappa Honor Society, Dr. Lynn Tichner-Ladner, will be the commencement keynote speaker.

ADJOURNMENT:

Motion: To adjourn the March 4, 2019 public Board of Trustees meeting at 6:49 p.m.

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

President, Board of Trustees

Secretary, Board of Trustees

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
April 1, 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

4/1/2019

Section 6, Page 1

East Central College

1964 Prairie Dell Road, Union, Missouri 63084
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East Central College
Statement of Net Assets for all Funds
As of February 28, 2019 and February 28, 2018

ASSETS	<u>2/28/19</u>	<u>2/28/18</u>
Current		
Cash	10,832,563	8,667,995
Investments	842,776	839,859
Receivables, net		
Student	327,541	433,683
Federal & State agencies	734,832	717,601
Other	90,695	107,375
Inventories	212,876	222,779
Prepaid expenses	173,637	200,600
Total Current Assets	<u>13,214,920</u>	<u>11,189,892</u>
Non-Current Assets		
Other Assets	585,403	769,007
Capital Assets (net)	41,994,057	42,230,375
Total Non-Current Assets	<u>42,579,460</u>	<u>42,999,382</u>
Total Assets	<u>55,794,380</u>	<u>54,189,274</u>
DEFERRED OUTFLOW OF RESOURCES		
Deferred pension outflows	<u>8,859,724</u>	<u>7,971,713</u>
Total Assets and Deferred Outflow of Resources	<u>64,654,104</u>	<u>62,160,987</u>
LIABILITIES		
Current Liabilities		
Accounts Payable	147,253	88,154
Accrued Wages & Benefits	6,744	6,856
Unearned Revenue	-	-
Due to Agency Groups	87,131	88,358
Accrued Interest	0	61,863
Total Current Liabilities	<u>241,128</u>	<u>245,231</u>
Non-Current Liabilities		
USDA Loan	775,000	875,000
Bonds Payable	10,727,954	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	1,171,011	1,258,583
United Bank of Union	2,000,000	-
Total Non-Current Liabilities	<u>32,143,214</u>	<u>31,878,273</u>
Total Liabilities	<u>32,384,342</u>	<u>32,123,504</u>
DEFERRED INFLOW OF RESOURCES		
Deferred pension inflows	<u>4,999,826</u>	<u>3,726,851</u>
NET ASSETS		
Investment in Capital Assets, net	36,084,140	36,566,844
Restricted for Debt Service	106,932	41,034
Board Restricted	1,760,000	1,760,000
Unrestricted:		
General Fund	7,795,688	8,147,009
All other Funds	-18,476,824	-20,204,255
Total Net Assets	<u>27,269,936</u>	<u>26,310,632</u>
Total Liabilities, Deferred Inflow of Resources and Net Assets	<u>64,654,104</u>	<u>62,160,987</u>

East Central College
Statement of Activities
General Fund

As of February 28, 2019 and February 28, 2018

	For the Fiscal Year Ending June 30, 2019			For the Fiscal Year Ended June 30, 2018			
	Current FY Budget	February 2019 Month end	Current FY Year-To-Date	Prior FY Budget	February 2018 Month end	Prior FY Year-To-Date	Prior FYE
Revenues:							
Local Revenue	6,671,746	148,621	6,271,165	6,313,000	155,390	6,102,577	6,509,020
State Revenue	5,259,236	426,638	3,413,106	5,306,645	428,548	3,428,390	5,238,705
Federal Revenue	-	-	230	5,000	-	370	7,130
Tuition and Fees	5,473,806	43,546	5,245,332	6,852,940	-19,799	5,408,685	5,566,832
Interest Income	61,028	7,204	46,861	50,000	6,264	44,198	81,826
Gifts and Grants	-	(1,640)	28,933	45,000	474	34,574	59,347
Miscellaneous Revenue	-	4,207	103,810	80,519	5,155	44,608	72,636
Transfers-Interfund & Indire	-	131,646	(4,315)	-	-	6,848	-492,574
Transfer Federal Programs	-	-	-	-	-	-	5,849
Total Revenues	17,465,816	760,222	15,105,122	18,653,104	576,032	15,070,250	17,048,771
Expenses:							
Salaries	10,293,929	738,156	6,010,422	10,468,339	758,685	6,134,192	10,114,128
Benefits	3,124,302	265,885	2,124,730	3,170,393	274,389	2,095,294	3,586,941
Contractual Services	681,756	26,213	756,518	615,370	40,522	663,178	868,370
Current Expenses	1,310,723	60,134	513,564	1,361,919	38,056	514,173	843,308
Travel	204,909	12,708	113,188	218,087	14,368	122,427	179,758
Property & Casualty Insuran	202,073	-	200,191	205,000	3,989	202,061	202,062
Vehicle Expense	15,200	-	4,584	3,450	555	7,083	11,794
Utilities	568,500	15,547	318,975	708,599	38,534	346,730	596,416
Tele/Communications	222,291	27,242	182,414	219,201	20,898	137,975	222,336
Miscellaneous	454,553	21,618	260,819	1,210,844	84,657	220,888	434,818
Clearing Account	-	-31	2,562	-	-1,571	1,125	-
Scholarship Expense	65,500	27,982	56,535	74,500	27,310	59,487	64,184
Faculty Development	25,000	1,090	8,914	25,000	2,806	3,876	25,000
Instit. Match for Grants	78,000	-	71,183	309,722	-	-	63,257
Commitment to ABE	20,000	-	-	20,000	-	-	20,000
Instit. Commit.to Fine Arts	6,500	-	-	6,500	-	-	6,500
Instit. Commit.to Word & M	3,200	-	-	3,200	-	-	-
Capital	170,980	-	3,494	32,980	-	21,927	44,853
Interfund Transfers	18,400	-	-	-	-	-	-
Interest on Debt	-	-	-	-	-	-	-
Total Expenses	17,465,816	1,196,544	10,628,093	18,653,104	1,303,198	10,530,416	17,283,725
Revenue over Expenses	-	-436,322	4,477,029	-	-727,166	4,539,834	-234,954

East Central College
Statement of Revenue, Expenses & Changes in Net Assets
(All Funds)
As of February 28, 2019 and February 28, 2018

	For the Fiscal Year Ending June 30, 2019		For the Fiscal Year Ended June 30, 2018	
	February 2019	FY 2019 Year-To-Date	February 2018	FY 2018 Year-To-Date
Operating Revenues:				
Student Tuition & Fees	42,175	6,297,881	-26,348	6,483,478
Federal Grants & Contracts	2,249,687	5,560,724	2,362,149	6,094,682
State Grants & Contracts	184,173	467,554	123,010 #	270,993
Auxiliary Services Revenue	38,430	1,263,024	161,968	1,513,661
Other Operating Revenue	3,028	190,738	6,314	119,922
Total Operating Revenue	2,517,493	13,779,921	2,627,093	14,482,736
Operating Expenses:				
Salaries	832,263	6,700,839	849,057	6,836,725
Benefits	289,254	2,306,935	295,232	2,271,284
Purchased Services	76,496	1,158,626	116,752	1,081,953
Supplies & Current Expenses	143,451	1,820,712	164,837	1,905,091
Travel	17,351	146,677	20,349	162,422
Insurance	-	215,787	3,989	218,382
Utilities	46,124	576,004	63,678	555,968
Other	14,919	136,931	7,903	99,606
Depreciation	173,927	1,444,162	168,924	1,363,562
Financial Aid & Scholarship	2,324,340	5,721,015	2,444,610	6,176,629
Total Operating Expenses	3,918,125	20,227,688	4,135,331	20,671,622
Operating (Loss)/Gain	-1,400,632	-6,447,767	-1,508,238	-6,188,886
Non-Operating Revenues (Expenses):				
State Appropriations	426,638	3,413,106	428,548	3,428,390
Tax Revenue	183,483	7,742,179	191,840	7,534,032
Interest Income	8,218	54,281	7,228	51,822
Gain/Loss on asset disposal	-	3,550	11,287	12,047
Principal & Interest on Debt	56,565	-342,246	-	-434,294
Total Non-Operating Revenue (Expense)	674,904	10,870,870	638,903	10,591,997
Increase in Net Assets	-725,728	4,423,103	-869,335	4,403,111

**East Central College
Investments
As of February 28, 2019**

<u>CD Number</u>	<u>Date</u>	<u>Maturity</u>	<u>Term</u>	<u>Rate</u>	<u>Total</u>
<u>Bank of Franklin County</u>					
8152058	11/13/2018	11/13/2019	12 Months	2.99%	\$ 383,699.95
<u>Citizens Bank</u>					
272547	5/10/2018	5/10/2019	12 months	2.00%	\$ 380,371.73
ECC Total Invesments					\$ 764,071.68
<u>Private CDs Owned by the P. A. Hearst Account</u>					
Farmers & Merchants					
Bank - CD #132982028	11/13/2017	8/13/2019	21 months	1.50%	\$ 81,672.62
Total Investments					\$ 81,672.62
Total Investments					\$ 163,345.24

2018

Total Cash Accounts	\$ 10,832,563.00
Certificates of Deposit	\$ 380,371.73
	\$ 11,212,934.73

2017 (December)

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

**East Central College
Pledged Securities
As of February 28, 2019**

Farmers & Merchants

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

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
TOTAL			\$ 5,081,154.55

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
TOTAL			\$ 790,000.00

Bank of Franklin County

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

* 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 February 28, 2019

The Treasurer of the Board confirms for the month ending February 28, 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 February 4, 2019 through February 28, 2019, is reported at \$1,622,246.14.

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
April 1, 2019**

**AGENDA ITEM 7: 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 Policy for 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 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 pleading guilty to or being convicted 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 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
April 1, 2019**

AGENDA ITEM 8: HIGHER LEARNING COMMISSION ACCREDITATION

Vice President Robyn Walter and Director of Institutional Effectiveness Michelle Smith will provide an update on activities related to preparation for the November Higher Learning Commission site visit.

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
April 1, 2019**

AGENDA ITEM 9: *PERSONNEL

A. INTENTION TO RE-EMPLOY ADMINISTRATORS

Recommendation: To **approve** the reappointment of the following administrators for the 2019-2020 fiscal year.

Joel Doepker	Vice President, External Relations
Heath Martin	Vice President, Student Development
Dr. Philip Pena	Vice President, Finance and Administration
Robyn Walter	Vice President, Academic Affairs

B. APPOINTMENT

Recommendation: To **approve** the appointment of Megan Poynter as Director of Early College Programs effective May 1, 2019 with an annual salary of \$61,000.

Attachments



**Interoffice Memo
President's Office**

TO: Board of Trustees
FROM: Dr. Jon Bauer, College President
DATE: March 27, 2019
RE: Reappointment of Administrators FY20

The following administrators are being recommended to the Board of Trustees for reappointment for fiscal year 2020:

Joel Doepker, Vice President, External Relations
Heath Martin, Vice President, Student Development
Dr. Phil Pena, Vice President, Finance and Administration
Robyn Walter, Vice President, Academic Affairs

Approval Signature:

A handwritten signature in black ink, appearing to read "Jon Bauer", is written over a horizontal line.

Dr. Jon Bauer, College President



HUMAN RESOURCES

TO: Dr. Jon Bauer, College President
DATE: March 25, 2019
FROM: Wendy Hartmann, Human Resources Director
RE: Recommendation to Hire – Director of Early College Programs

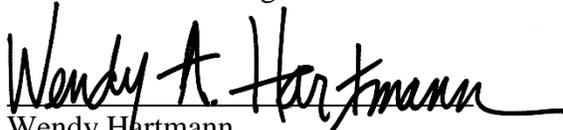
Please accept the Search Committee's recommendation to hire Ms. Megen Strubberg Poynter as the full-time Director of Early College Programs effective May 1, 2019 with a salary of \$61,000. Heath Martin, Vice President of Student Development, served as search committee chair and is the hiring manager for this position.

Ms. Megen Strubberg Poynter's experience includes, but is not limited to the following:

- College & Career Counselor at Union High School since August 2018.
- Transfer Articulation Specialist at Maryville University in 2018.
- Program Mentor at Western Governors University from 2013-2017.
- Director of Admissions at East Central College from 2008-2013.

Ms. Megen Strubberg Poynter received her Masters of Education in Adult & Higher Education from the University of Missouri – St. Louis and her Bachelors of Arts in Media Communications/Public Relations from Webster University

Recommendation signature:


Wendy Hartmann
Director of Human Resources

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
April 1, 2019**

AGENDA ITEM 10: BOARD PRESIDENT'S REPORT

Board President Ann Hartley will share information with the Board.

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
April 1, 2019**

AGENDA ITEM 11: 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 President, Bethany Herron
- Student Government Association President, Gwen Minks

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
April 1, 2019**

AGENDA ITEM 12: 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

May 6
June 10
July 18 (*Thursday noon business meeting*)
August 26
No September meeting
October 7
November 4
December 2

Alternate Meeting Dates

May 13
June 17

October 14
November 11
December 9

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
April 1, 2019**

**AGENDA ITEM 13: EXECUTIVE SESSION – REVISED STATUTES OF MISSOURI 2004,
SECTION 610.21 (1) LEGAL AND (3) PERSONNEL**

Recommendation: To **enter** into executive session per RSMo 2004, Section 610.021 (1) Legal and (3) Personnel.

4/1/2019

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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
April 1, 2019**

AGENDA ITEM 14: ADJOURNMENT

Recommendation: To **adjourn** the April 1, 2019 meeting of the Board of Trustees.

4/1/2019

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East Central College

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