

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING**

Monday, April 1, 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 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, Human Resources Director Wendy Hartmann, Financial Aid Director Karen Griffin, 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 Treasurer Bethany Herron, Student Government Association (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*.

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 April 1, 2019 meeting of the Board of Trustees.

Motion by Audrey Freitag; Seconded by Cookie Hays; Carried Unanimously

***APPROVAL OF MINUTES:** The Board approved the minutes of the March 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 Joseph Stroetker; Carried Unanimously

PROPOSED NEW POLICY: BPP3.31 ADMISSION OF STUDENTS WITH PAST FELONY CONVICTIONS: Dr. Bauer indicated the draft policy was recommended by the Shared Governance Council (SGC) and that wording changes were made from the version presented last month. The policy and associated procedures outline the process to review applications for admission if a student pleads guilty or is convicted of a felony. The language in the admission application will mirror the policy language. The Board expressed appreciation to the SGC for revising the language and indicated the new wording addressed their concerns. The policy will be brought back in May for approval.

HIGHER LEARNING COMMISSION (HLC) ACCREDITATION: Vice President Robyn Walter informed the Board that the HLC focus visit has been set for November 18 and 19; the College’s report is due

to HLC by September 23. The accreditation team has been meeting regularly and gathering data in support of the criteria. The team met via Zoom with the HLC staff liaison, Tom Bordenkircher, who has reviewed the working document regarding evidence for each criterion. He acknowledged the College's progress and recognizes there will be limited data in some areas at the time of the focus visit; some components may require a monitoring report. Participation in the HLC Assessment Academy is related to Criterion 4; Mr. Bordenkircher indicated participation in the Academy was a positive action by the College. The assessment team has established a plan and is on schedule with identifying learning outcomes. Assessment and retention will need continued faculty support and attention.

Dr. Michelle Smith provided an update on the strategic planning process. She noted that Mr. Bordenkircher indicated how critical this process is and was very encouraging regarding the College's progress. He spoke to the Board's role in the implementation and monitoring of the goals and objectives. By the end of April, strategies should be identified and action plans will be developed over the summer. The plan will be presented to the campus and the Board in August and rolled out to the public at the September 15 anniversary celebration. Board members agreed that they must understand the metrics for measuring results and need to define a process for closing the loop so items do not slip through the cracks. An update on the interim strategic plan will be provided to the Board at the May meeting; development of the new plan, establishment of the Institutional Effectiveness office, and assessment are key elements of the interim plan.

***PERSONNEL:** The Board **approved** the reappointment of the following administrators for the 2019-20 fiscal year: Joel Doepker, Vice President, External Relations; Heath Martin, Vice President, Student Development; Dr. Philip Pena, Vice President, Finance and Administration; and Robyn Walter, Interim Vice President, Academic Affairs. The Board also **approved** the appointment of Megan Strubberg Poynter as Director of Early College Programs effective May 1, 2019 with an annual salary of \$61,000.

BOARD PRESIDENT'S REPORT: Ms. Hartley expressed appreciation for all the work being done in support of accreditation and development of the strategic plan.

REPORTS:

- A. FACULTY ASSOCIATION REPORT:** Faculty Association President Jenifer Goodson reported on faculty participation in workshops, conferences and community organizations. She noted that the Rolla Phi Theta Kappa chapter has been recognized for their college project, Wendy Pecka has been named as one of two distinguished advisors in the state (1 of 16 internationally) and the Union advising team has been named one of two distinguished teams in the state (1 of 16 internationally). The Missouri Bureau of Emergency Medical Services completed a site visit of ECC's EMS program and awarded a five-year state certificate.
- B. ECC-NEA REPORT:** NEA President Tom Fitts reported the NEA is holding elections in April and will have a new vice president and secretary. Bargaining continues as all try to understand the implications of the injunction against House Bill 1413. Tom noted that he has shared with the faculty that it is important to recognize everyone is here for the students and all need to keep this in mind no matter our differences.
- C. PROFESSIONAL STAFF ASSOCIATION REPORT:** Professional Staff Association President Jenny Kuchem reported that Michelle Branton has been nominated for the 2018 Dan Cockrell Dissertation of the Year Award. Alcohol screening will be offered for students

this spring. The Access Services Advisory Council has met to gather input from stakeholders. The enrollment goal for the current week was 354 registrations; as of today there are 669 registrations.

- D. CLASSIFIED STAFF ASSOCIATION (CSA) REPORT:** Classified Staff Association Treasurer Bethany Herron reported the spring fundraiser provided \$369 for the scholarship fund. The Spring 2019 Classified Staff Spotlight Award winner is Donna Kennedy, custodian. A reception will be held on April 11 at 10 a.m. to present her award.

- E. STUDENT GOVERNMENT ASSOCIATION:** SGA Vice President Juanita Ziegler reported Cinderella's Closet did not receive as big a turnout as hoped, probably due to area high schools hosting their own closets. Officer elections will occur April 8–11. Plans are underway for Falcon Fest on April 10 and the blood drive on April 11. Student Achievement Night is April 17 and the Consent Forum is April 18. SGA is co-sponsoring a lock-in with the R & R Club and a trivia night with the Scholar Bowl Team, PTK and the Art Club.

PRESIDENT'S REPORT: Dr. Bauer expressed appreciation for Tom Fitts' remarks regarding everyone being here for the students and noted that negotiations have been very collaborative and approached in the spirit of finding the best solution that will support student success.

The strategic planning process is on track and draft strategies were developed at the March 29 committee work session; a final plan is anticipated for presentation at the August Board meeting.

Early enrollment numbers are encouraging.

Several meetings have been held with the contractor approved for HVAC work during the summer; there are a lot of logistics to work out and weekly meetings are planned. Most of the work will occur after graduation with a goal of completion by the start of fall classes.

ECC's Facebook page has received national recognition with a Bronze Paragon Award from the National Council of Marketing and Public Relations. In addition, the Nursing Program has been recognized as one of the top five in the state by RegisteredNursing.org.

The annual report, which details work over the past year, has been distributed to key stakeholders and additional copies are available.

The Missouri House has issued a resolution commemorating the College's 50th anniversary; the Senate will be issuing a resolution as well. The state budget has passed the House and is in the Senate. The core appropriation, at this point, remains level.

The College closed for spring break for the first time this year and discussion is underway regarding how to measure the impact of this closing, as well as the fall break closing. Employees enjoyed the time off; however, service to students needs to be upheld.

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

Motion: To **enter** into executive session per RSMo 2004, Section 610.021 (1) Legal and (3) Personnel at 6:12 p.m.

Motion by Joseph Stroetker; Seconded by Eric Park

The following roll call vote was taken, and the motion carried.

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| <u> yes </u> A. Hartley | <u> yes </u> P. Johnson | <u> yes </u> E. Park |
| <u> yes </u> J. Stroetker | <u> yes </u> C. Hays | <u> yes </u> A. Freitag |

Motion: To **resume** open session at 7:24 p.m.

Motion by Joseph Stroetker; seconded by Prudence Johnson

The following roll call vote was taken, and the motion carried.

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| <u> yes </u> A. Hartley | <u> yes </u> P. Johnson | <u> yes </u> E. Park |
| <u> yes </u> J. Stroetker | <u> yes </u> C. Hays | <u> yes </u> A. Freitag |

ADJOURNMENT:

Motion: To **adjourn** the April 1, 2019 public Board of Trustees meeting at 7:24 p.m.

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

President, Board of Trustees

Secretary, Board of Trustees