



**BOARD OF TRUSTEES
MEETING**

February 3, 2020

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
February 3, 2020**

AGENDA ITEM 1: CALL TO ORDER

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

2/3/2020

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
February 3, 2020**

AGENDA ITEM 2: RECOGNITION OF GUESTS

Guests will be recognized by Mr. Gregg Jones.

2/3/2020

East Central College

1964 Prairie Dell Road, Union, Missouri 63084

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Section 2, Page 1

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
February 3, 2020**

AGENDA ITEM 3: PUBLIC COMMENT

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

2/3/2020

Section 3, Page 1

East Central College

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**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
February 3, 2020**

AGENDA ITEM 4: APPROVAL OF AGENDA

Recommendation: To **approve** the agenda for the February 3, 2020, Board of Trustees meeting.

2/3/2020

Section 4, Page 1

East Central College

1964 Prairie Dell Road, Union, Missouri 63084

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Agenda Item 4: Approval of Agenda

Consent Agenda Items for February 3, 2020:

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
February 3, 2020**

AGENDA ITEM 5: *APPROVAL OF MINUTES

Recommendation: To **approve** the minutes of the December 2, 2019 regular meeting of the Board of Trustees.

Attachment

2/3/2020

East Central College

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Section 5, Page 1

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
Monday, December 2, 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 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, Human Resources Director Wendy Hartmann, Foundation Executive Director Bridgette Kelch, Coordinator of Student Life Emily Durham, Director of Early College Programs Megan Strubberg, Athletic Director Jay Mehrhoff, Campus Police Officer Todd Schlitt, Faculty Association President Jenifer Goodson, ECC-NEA President Tom Fitts, Professional Staff President Jenny Kuchem, Classified Staff Treasurer Bethany Herron, Student Government President Juanita Ziegler, Student Government In-coming President Gwen Minks, Student Government Chief Recording Officer Jeremy Robey and Executive Assistant to the President Bonnie Gardner.

RECOGNITION OF GUESTS: Vice President Joel Doepker introduced Matt Wallace from KPM and Markie Lampkin, assistant principal at Union High School.

PUBLIC COMMENT: There were no public comments.

APPROVAL OF AGENDA: Each item on the consent agenda shall be deemed to have been duly approved with the same validity as if each action were separately moved, seconded and adopted.

Motion: To **approve** the agenda for the December 2, 2019 meeting of the Board of Trustees.

Motion by Joe Stroetker; Seconded by Audrey Freitag; Carried Unanimously

***APPROVAL OF MINUTES:** The Board approved the minutes of the October 30, 2019 Board Work Session and the November 4, 2019 regular meeting of the Board of Trustees.

TREASURER’S REPORT AND FINANCIAL REPORT: Dr. Bauer reviewed the financial statements for the year to date and noted that local revenue will increase over the next few months as tax revenue is received.

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

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

AUDITOR’S REPORT: Dr. Bauer expressed appreciation to Annette Moore, the business office staff and the financial aid office staff for their work on the audit and handling financial controls. He also extended thanks to Angie Siebert for her work on the Foundation office audit. Matt Wallace reported the College has once again received an unmodified opinion, meaning there are no material weaknesses or significant deficiencies; the Foundation received an unmodified opinion as well. Mr. Wallace provided highlights of the report and noted a review of federal awards was also completed.

The federal award review of the financial assistance cluster did identify a significant deficiency in that one of 40 records reviewed showed a student benefit package that was calculated properly but, due to a keying error, the package went out as unsubsidized rather than being broken into subsidized and unsubsidized. This error has been corrected and the process has been modified.

Recommendations were made to review policies and procedures related to a) cybersecurity, b) identifying individuals who need to return federal funds within 15 days, and c) the Gramm-Leach-Bliley Act (protection of student financial aid information). In addition, it was recommended that administration review GASB Statements 84 and 87 which may impact future financial reporting.

Dr. Park asked that the audit report be shared with the Board prior to the meeting to allow time for review. It was noted that the timing of the audit completion does not allow a final report to be provided in advance of the meeting. However, it was agreed that the final draft could be shared with the Board electronically prior to the meeting with the final report provided in writing at the meeting.

Motion: To **accept** the audit report for the fiscal year ending June 30, 2019.

Motion by Eric Park; Seconded by Audrey Freitag; Carried unanimously

RE-AUTHORIZATION OF U.S.D.A. LOAN THROUGH CRAWFORD ELECTRIC COOPERATIVE:

Dr. Bauer reminded the Board that a line of credit was established with the United Bank of Union for the U.S.D.A. loan through Crawford Electric Cooperative that was issued in 2016. Each year, this loan has been brought back for approval to re-authorize the loan's declining balance; this year authority is requested to reauthorize the loan annually through the end of the loan term.

Motion: To **authorize** the Board president and Board secretary to execute annual reauthorization of the zero percent interest loan from the U.S.D.A. Rural Economic Development Loan and Grant program through the Crawford Electric Cooperative issued October 3, 2016, through the term of the loan.

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

FREE DUAL CREDIT PROGRAM: Dr. Bauer reminded the group that, as discussed at the retreat, there is interest in identifying ways to remove the barrier of cost for high school students. Vice President Heath Martin noted that the proposed free dual credit program aligns with the strategic plan in three areas - strengthening partnerships, increasing early college enrollment, and identifying ways to help students fund early college enrollment. Positive outcomes for students taking dual credit courses include higher college-going rates, increased likelihood of finishing college, shortened time to a degree and reduced cost of a degree. It was noted that alternative ways to identify the neediest students were discussed. However, the most efficient way is to ask high school counselors to denote on the registration form whether a student qualifies for the federal free/reduced lunch program. Markie Lampkin, Union High School assistant principal, spoke in support of the proposal and noted it would enhance the lives of her students while increasing the number who will attend college.

If a high school does not participate in the federal program, ECC staff will use the federal program guidelines regarding household size and income to determine eligibility. Registration will be confidential with the high school counselor putting an additional code on the registration form.

Motion: To **approve** the offering of free dual credit tuition to high school students in the ECC service region who qualify for the federal free or reduced lunch program and meet ECC dual credit participation guidelines.

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

ATHLETICS EXPANSION: Dr. Bauer indicated the recommendation presented is to add women's soccer for 2020-2021 and men's baseball for 2021-2022. There has been interest in expanding sports offerings for several years and the proposed additions are seen as an enrollment and recruitment strategy as well as a way to increase revenue. In recent meetings with area superintendents, they recommended the expansion of athletics as a way to better serve their students.

The proposed expansion supports strategic planning goals related to enrollment, student success and revenue enhancement. Adding 60 athletes taking 1,800 credit hours annually will meet 22.5% of the growth goal in the strategic plan. Current athletes have a 70% graduation rate; the new athletes would generate 28 additional degrees annually, which is 14% of the strategic planning goal. The net gain in revenue from tuition and fees will support the general fund as well as the restricted funds for technology, facilities and security.

It was clarified that the activity fee number in the pro forma represents 85% of the total student body activity fees paid (which is the amount historically dedicated to sports). The pro forma does not include any state aid or local tax revenue. A full-time coach for men's and women's soccer would be hired in spring 2020; fundraising for field renovations would also occur in spring 2020. In fall 2020 soccer would begin play and a part-time baseball coach would be hired; fundraising would continue. Baseball players would be recruited in spring 2021 and field improvements would begin. In fall 2021, baseball players would enroll with play beginning in spring 2022.

Funds will be raised for field renovations, along with the solicitation of in-kind donations. Approximately \$69,000 will be needed for baseball field renovations; \$22,000 is already in hand. A practice field for soccer will also be needed.

Concern was expressed about the possibility of not generating additional revenue through the expansion. Concern was also expressed about the use of student activities fees to fund the athletics program. Dr. Bauer assured the Board that the program will be evaluated annually and if enrollment is not increasing, a recommendation will be brought to contract or discontinue the program. Currently about 53% of the athletes receive A+ funding and are not on scholarship. It is anticipated that 60% to 70% of the new athletes will be local. Prior to 2001 athletics were an expense in the general fund; a decision was made to reduce sports and to fund the remaining teams through student revenue outside of state aid and tuition revenue. Dr. Bauer noted that if a decision were made to end the new programs, there would be a period of time where the expense would continue before the program could end due to NJCAA regulations.

Motion: To **approve** the expansion of the ECC intercollegiate athletics program by adding women's soccer for the 2020-2021 academic year and baseball for the 2021-2022 academic year.

Motion by Joseph Stroetker; Seconded by Audrey Freitag; Carried 5-1 with Prudence Johnson voting no

***PERSONNEL:** The Board **approved** the appointment of Gregg Jones as Director, Communications and Marketing effective January 2, 2020 with an annual salary of \$55,000 and the appointment of Heather Kleekamp as Associate Director of Financial Aid effective December 3, 2019 with an

annual salary of \$46,500. The Board also approved adjunct faculty for the spring semester 2020 as shown on the attached memorandum.

BOARD PRESIDENT'S REPORT: Ann Hartley expressed appreciation to all involved in preparation for the Higher Learning Commission visit and indicated this process will make the college a better place as well as benefit students. Ms. Hartley and Joseph Stroetker both announced they would be seeking re-election in April.

REPORTS:

- A. FACULTY ASSOCIATION REPORT:** Faculty Association Jenifer Goodson reported on faculty awards, conference attendance and presentations.
- B. ECC-NEA REPORT:** NEA President Tom Fitts reported that groups continue to work on bargaining issues.
- C. PROFESSIONAL STAFF ASSOCIATION REPORT:** Professional Staff Association President Jenny Kuchem reported that implementation of Aviso is underway with a full rollout planned for fall 2020. Sixty-seven students participated in the three library after-hours game nights held this fall.
- D. CLASSIFIED STAFF ASSOCIATION REPORT:** Classified Staff Association Treasurer Bethany Herron reported 11 of the 12 Denim Day fundraisers have been completed with \$1,270 raised to date. Charities that will be benefited by the spring Denim Days will be announced soon. The classified staff have adopted two families through the Loving Hearts Christmas program.
- E. STUDENT GOVERNMENT ASSOCIATION (SGA):** SGA President Juanita Ziegler reported that the group assisted with International Education Week. DECA held a food drive benefitting the campus food pantry in November; SGA will be providing holiday food baskets for students who regularly use the pantry. The Rotary lunch raised \$400 toward a holiday stocking project. Scholar Bowl will be hosting a chicken and dumpling fundraiser, and there will be numerous finals week activities for students. Due to some officers graduating, elections were held with the following results: Gwen Minks – president; Adam Fangers – public relations officer; Williams Mullins – vice president.

PRESIDENT'S REPORT: Dr. Bauer reported that he feels the Higher Learning Commission visit was very positive. The team has four weeks to provide a draft for the college to review for errors of fact. Action will be taken by the HLC in the spring. Other items included:

- Enrollment for spring is underway with an increase of 4.2% in headcount and 1.4% in credit hours at this point.
- The greenhouse for Culinary Arts has been delivered and is under construction; completion is scheduled for January.
- The state legislative session begins soon; Dr. Bauer is meeting with area legislators this month.
- A copy of the ECC Fact Book has been provided to the Board; questions about the data can be directed to Dr. Bauer.
- Fall classes end December 3; finals occur December 4-10.
- The schedule of upcoming events was provided. The Board was reminded there is no January meeting.

ADJOURNMENT:

Motion: To **adjourn** the December 2, 2019 public Board of Trustees meeting at 6:54 p.m.

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

President, Board of Trustees

Secretary, Board of Trustees

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
February 3, 2020**

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

2/3/2020

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 December 31, 2019 and December 31, 2018

ASSETS	<u>12/31/19</u>	<u>12/31/18</u>
Current		
Cash	5,641,944	4,353,424
Investments	859,999	842,776
Receivables, net		
Student	2,702,069	2,268,333
Federal & State agencies	965,731	751,661
Other	3,687	-37,276
Inventories	196,451	212,876
Prepaid expenses	43,898	35,035
Total Current Assets	<u>10,413,779</u>	<u>8,426,829</u>
Non-Current Assets		
Other Assets	427,449	585,403
Capital Assets (net)	42,564,654	42,342,599
Total Non-Current Assets	<u>42,992,103</u>	<u>42,928,002</u>
Total Assets	<u>53,405,882</u>	<u>51,354,831</u>
DEFERRED OUTFLOW OF RESOURCES		
Deferred pension outflows	<u>7,235,763</u>	<u>8,859,724</u>
Total Assets and Deferred Outflow of Resources	<u><u>60,641,645</u></u>	<u><u>60,214,555</u></u>
LIABILITIES		
Current Liabilities		
Accounts Payable	-8,021	133,690
Accrued Wages & Benefits	234,026	242,177
Unearned Revenue	81,945	-
Due to Agency Groups	133,538	88,366
Accrued Interest	315,851	59,233
Total Current Liabilities	<u>757,339</u>	<u>523,466</u>
Non-Current Liabilities		
USDA Loan	691,667	791,667
Bonds Payable	10,570,000	11,700,000
Premium on Sale of Bonds	644,170	746,568
Net Pension Liability	14,443,812	15,015,392
Compensated Absences	574,295	499,548
Post Employment Benefit Plan Payable	962,138	1,207,741
Johnson Control Performance Contract	1,136,834	1,187,318
United Bank of Union	1,925,000	-
Total Non-Current Liabilities	<u>30,947,916</u>	<u>31,148,234</u>
Total Liabilities	<u>31,705,255</u>	<u>31,671,700</u>
DEFERRED INFLOW OF RESOURCES		
Deferred pension inflows	<u>4,333,443</u>	<u>4,999,826</u>
NET ASSETS		
Investment in Capital Assets, net	35,021,446	35,377,675
Restricted for Debt Service	-199,662	47,698
Board Restricted	1,760,000	1,760,000
Unrestricted:		
General Fund	6,533,936	4,848,666
All other Funds	-18,512,773	-18,491,010
Total Net Assets	<u>24,602,947</u>	<u>23,543,029</u>
Total Liabilities, Deferred Inflow of Resources and Net Assets	<u><u>60,641,645</u></u>	<u><u>60,214,555</u></u>

East Central College
Statement of Activities
General Fund

As of December 31, 2019 and December 31, 2018

	For the Fiscal Year Ending June 30, 2019			For the Fiscal Year Ended June 30, 2018			
	Current FY Budget	December 2019 Month end	Current FY Year-To-Date	Prior FY Budget	December 2018 Month end	Prior FY Year-To-Date	Preliminary Prior FYE
Revenues:							
Local Revenue	6,700,000	1,635,305	1,751,330	6,671,746	1,734,700	1,850,297	6,674,993
State Revenue	5,257,661	424,014	2,544,088	5,259,236	426,639	2,559,830	5,127,367
Federal Revenue	0	0	425	-	-	-	6,270
Tuition and Fees	6,501,424	222,900	5,691,837	5,473,806	154,734	4,912,308	5,486,538
Interest Income	55,078	15,021	33,691	61,028	4,451	29,023	96,728
Gifts and Grants	387,925	21,286	334,807	-	24,309	30,573	51,246
Miscellaneous Revenue	75,000	1,954	27,601	-	8,350	34,326	129,695
Transfers-Interfund & Indirect	-	-	2,620	-	-	2,039	(66,475)
Transfer Federal Programs	-	-	-	-	-	-	-
Total Revenues	18,977,088	2,320,480	10,386,399	17,465,816	2,353,183	9,418,396	17,506,362
Expenses:							
Salaries	10,359,668	805,650	4,628,044	10,293,929	811,691	4,594,052	9,940,897
Benefits	3,475,779	252,035	1,579,443	3,124,302	269,961	1,567,237	3,523,773
Contractual Services	691,367	70,939	691,071	681,756	53,134	705,441	912,546
Current Expenses	1,343,505	44,228	376,316	1,310,723	40,665	382,995	788,768
Travel	253,123	4,187	124,430	204,909	13,568	90,893	170,455
Property & Casualty Insurance	202,000	-	102,935	202,073	-	107,913	200,191
Vehicle Expense	16,640	567	4,490	15,200	730	2,588	7,797
Utilities	571,370	39,892	229,620	568,500	46,862	258,131	609,197
Tele/Communications	225,855	14,367	101,383	222,291	25,634	139,196	267,464
Miscellaneous	588,678	16,188	129,913	454,553	16,316	120,747	401,058
Clearing Account	-	(179)	6	-	12	2,555	-
Scholarship Expense	11,200	4,462	29,534	65,500	337	27,753	74,752
Faculty Development	25,000	2,979	7,166	25,000	360	6,190	25,000
Instit. Match for Grants	74,100	-	0	78,000	-	71,184	58,141
Commitment to ABE	20,000	-	0	20,000	-	-	20,000
Instit. Commit.to Fine Arts	6,175	-	0	6,500	-	-	6,500
Instit. Commit.to Word & Motion	3,040	-	0	3,200	-	-	-
Capital	15,527	-	2,000	170,980	-	3,494	27,871
Interfund Transfers	18,400	-	0	18,400	-	-	-
Debt Princ & Interest	272,657	8,333	136,797	-	-	-	53,633
Total Expenses	18,174,084	1,263,648	8,143,148	17,465,816	1,279,270	8,080,369	17,088,043
Revenue over Expenses	803,004	1,056,832	2,243,251	-	1,073,913	1,338,027	418,319

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

	For the Fiscal Year Ending June 30, 2020		For the Fiscal Year Ended June 30, 2019	
	December 31, 2019	FY 2020 Year-To-Date	December 31, 2018	FY 2019 Year-To-Date
Operating Revenues:				
Student Tuition & Fees	265,207	6,783,428	186,918	5,917,084
Federal Grants & Contracts	15,686	2,886,007	2,567	3,308,240
State Grants & Contracts	60,278	292,395	64,946	216,819
Auxiliary Services Revenue	71,144	716,147	56,029	807,171
Other Operating Revenue	29,124	399,122	39,479	116,145
Total Operating Revenue	441,439	11,077,099	349,939	10,365,459
Operating Expenses:				
Salaries	897,283	5,172,108	895,801	5,121,627
Benefits	276,725	1,725,634	292,099	1,704,895
Purchased Services	90,663	992,530	76,029	979,247
Supplies & Current Expenses	124,265	1,351,367	256,000	1,404,696
Travel	16,874	124,081	16,544	116,033
Insurance	-	119,703	-	123,509
Utilities	59,529	396,328	78,934	461,177
Other	7,308	73,759	10,279	86,618
Depreciation	163,716	998,919	183,304	1,095,621
Financial Aid & Scholarship	8,220	2,967,898	15,868	3,395,413
Total Operating Expenses	1,644,583	13,922,327	1,824,858	14,488,836
Operating (Loss)/Gain	-1,203,144	-2,845,228	-1,474,919	-4,123,377
Non-Operating Revenues (Expenses):				
State Appropriations	424,015	2,544,088	426,639	2,559,830
Tax Revenue	2,018,895	2,162,136	2,141,605	2,284,318
Interest Income	15,407	37,979	5,139	33,517
Gain/Loss on asset disposal	-	-	0	3,550
Principal & Interest on Debt	-189,872	-326,925	-2,682	-60,607
Total Non-Operating Revenue (Expenses)	2,268,445	4,417,278	2,570,701	4,820,608
Increase in Net Assets	1,065,301	1,572,050	1,095,782	697,231

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

<u>CD Number</u>	<u>Date</u>	<u>Maturity</u>	<u>Term</u>	<u>Rate</u>	<u>Total</u>
<u>United Bank of Union</u>					
1024016207	11/15/2019	6/15/2020	7 Months	1.98%	\$ 395,489.63
<u>Citizens Bank</u>					
273645	5/10/2019	5/10/2020	12 months	2.35%	\$ 388,036.41
ECC Total Invesments					\$ 783,526.04
<u>Private CDs Owned by the P. A. Hearst Account</u>					
Farmers & Merchants					
Bank - CD #132982029	8/13/2019	8/13/2020	12 Months	1.24%	\$ 78,638.22
Total Investments					\$ 78,638.22

2019

Total Cash Accounts	\$ 5,641,944.00
Certificates of Deposit	\$ 783,526.04
	\$ 6,425,470.04

2018 (December)

Total Cash Accounts	\$ 3,694,298.00
Certificates of Deposit	\$ 388,036.41
	\$ 4,082,334.41

**East Central College
Pledged Securities
As of December 31, 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

* 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 December 31, 2019**

The Treasurer of the Board confirms for the month ending December 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 November 6, 2019 through December 31, 2019, is reported at \$988,360.14.

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
February 3, 2020**

AGENDA ITEM 7: GRANT RESOLUTION

Recommendation: To **approve** a resolution authorizing President Bauer to sign all documents related to East Central College's application for federal assistance from the Recreational Trails program.

Attachment

2/3/2020

Section 7, Page 1

East Central College

1964 Prairie Dell Road, Union, Missouri 63084

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Resolution - Recreational Trails Program Grant

WHEREAS, *East Central College* is applying for federal assistance from the Recreational Trails Program for the purpose of *East Central College Fitness Trail*,

NOW, THEREFORE, BE IT RESOLVED BY THE *EAST CENTRAL COLLEGE BOARD OF TRUSTEES*, that

1. *Dr. Jon Bauer, President of East Central College* is authorized to sign the application for federal assistance and any other official project documents that are necessary to obtain such assistance, including any agreements, contracts or other documents that are required by the State of Missouri or the Federal Highway Administration.
2. *East Central College* currently has the written commitment for the minimum 20% matching share for the project elements that are identified in the application and will allocate the necessary funds to complete the project.
3. In the event a grant is awarded, *East Central College* will commit the necessary financial resources to operate and maintain the completed project in a safe and attractive manner for public access for 25 years.
4. In the event a grant is awarded, *East Central College* is prepared to complete the project within the time period identified on the signed project agreement.
5. In the event a grant is awarded, *East Central College* will comply with all rules and regulations of the Recreational Trails Program, applicable Executive Orders and all state laws that govern the grant applicant during the performance of the project.

PASSED AND RESOLVED BY THE *East Central College* BOARD OF TRUSTEES THIS 3rd DAY OF FEBRUARY, 2020.

ATTEST: _____
Bonnie Gardner, Recording Secretary

BY: _____
Ann Hartley, Board President

Ina Hays, Board Secretary

(SEAL)

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
February 3, 2020**

AGENDA ITEM 8: 2020-2021 TUITION & GENERAL FEES

Recommendation: To **approve** tuition rates and general fees for the 2020-2021 academic year as follows:

Tuition

In-District Tier One	\$105 per credit hour
In-District Tier Two	\$129 per credit hours
Out-of-District Tier One	\$151 per credit hour
Out-of-District Tier Two	\$185 per credit hour
Out-of-State Tier One	\$225 per credit hour
Out-of-State Tier Two	\$276 per credit hour
International Tier One	\$231 per credit hour
International Tier Two	\$296 per credit hour
Dual Credit/Dual Enrollment	\$53 per credit hour

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

Attachment



Interoffice Memo
STUDENT DEVELOPMENT

TO: Dr. Jon Bauer, College President
DATE: January 22, 2020
FROM: Budget Sub-Committee on Tuition
RE: 2020-2021 Tuition & General Fee Rates

The Budget Sub-Committee on Tuition is recommending a tuition increase of 3% beginning with the fall 2020 semester. The tuition increase in addition to a projected 2% increase in credit hour production will generate approximately \$297,900 in new revenue. The recommendation is based on the following factors.

- The committee believes having small incremental increases is a better practice than large sporadic increases.
- With last year's substantial tuition and general fee increase, the College's in-district rates now rank in the top third of Missouri community colleges. If other community colleges do not raise their tuition for the upcoming academic year, a 3% increase still will not affect our positioning. (see attachment)
- The Federal Pell Grant will increase by \$150 to \$6345 for the 2020-2021 academic year. Tuition and general fees for a full-time student will remain below the Pell Grant (\$6345) and student loan (\$5500) threshold.
- The increase in revenue will allow the College to invest in initiatives identified in the SOAR to 2024 plan.

The recommended tuition rates for the 2020-2021 academic year are as follows:

- In-District
 - Tier One \$105 per credit hour
 - Tier Two \$129 per credit hour
- Out-Of-District
 - Tier One \$151 per credit hour
 - Tier Two \$185 per credit hour

- Out-of-State
 - Tier One \$225 per credit hour
 - Tier Two \$276 per credit hour

- International
 - Tier One \$231 per credit hour
 - Tier Two \$296 per credit hour

- Dual Credit/Enrollment
 - \$53 per credit hour

The committee recommends there be no increase to general fees. The rates will remain as follows:

- 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
- Total \$27.00 per credit hour

Signature:



 Heath Martin, Vice President (Chair)



 Christina Ayres, Director, Rolla Campus



 Jason Durbin, Faculty



 Becki Heiman, Academic Advisor



 Dr. Richard Hudanick, Dean



 Bethany Lohden, Director of Institutional Research



 Raphael Maurice, Learning Center Specialist



 Melissa Popp, Purchasing Manager



 Dana Riegel, Research Analyst

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
February 3, 2020**

AGENDA ITEM 9: COURSE FEES

Recommendation: To **adopt** the schedule of course fees for academic year 2020-2021 as listed in the attached memorandum.

Attachment

2/3/2020

Section 9, Page 1

East Central College

1964 Prairie Dell Road, Union, Missouri 63084

(636) 584-6501

FAX (636) 583-6602



EAST CENTRAL COLLEGE

BOARD MEMORANDUM

TO: Dr. Jon Bauer
 DATE: January 28, 2020
 FROM: Office of Academic Affairs *RCW*
 RE: Course Fee Schedule for AY 2020/21

This memorandum serves as a recommendation for the Board of Trustees to adopt the course fee schedule listed below for the 2020/21 academic year. The changes result in a \$154 overall reduction in fees.

Health Sciences	Dept.	Section Name	Sec Short Title	Purpose of Fee	Reason for Change	Proposed Fee	Current Fee
FEE CHANGES	EMS	EMS*152	Paramedic 1	Lab Faculty	Increased lab time due to portfolio requirements	\$90	\$75
		EMS*152	Paramedic 1	Supplies	Increased cost of lab supplies	\$50	\$20
		EMS*152	Paramedic 1	Professional Liability Insurance	No clinical component, so no lab time	\$0	\$28
		EMS*161	Paramedic 2 Clinical	Lab Faculty	Increased lab time due to portfolio requirements	\$90	\$75
		EMS*202	Paramedic 3 Clinical	Lab Faculty	Increased lab time due to portfolio requirements	\$90	\$75
		EMS*211	Paramedic 4 Clinical	Lab Faculty	Increased lab time due to portfolio requirements	\$90	\$75
		EMS*221	Paramedic 5 Clinical	Lab Faculty	Increased lab time due to portfolio requirements	\$90	\$75
	MDA	MDA*100	Medial Asst Externship Prep	Criminal Background, Drug Screen, Insurance	will propose to remove course from program	\$0	\$100
		MDA*222	Prog Capstone-MDA Review	Assessment/Remediation	Increase cost of HESI remediation &	\$59	\$30
		MDA*223	Medical Assistant Externship	Criminal Background, Drug Screen, Insurance	Fee moved from MDA Externship Prep	\$125	\$0
	Nursing		HESI A2 Nursing Entrance Exam	Entrance Testing	Increased cost of exam	\$52	\$44
			HESI LPN-RN Mobility Exam	Entrance Testing	Increased cost of exam	\$65	\$57
			Nursing Re-Admission Fee		New fee leveled for clinical site on-boarding	\$100	\$75
					Totals	\$901	\$729
Health Sciences	Dept.	Section Name	Sec Short Title	Purpose of Fee			Current Fee
UNCHANGED, CURRENT FEES	EMS	EMS*161	Paramedic 2 Clinical	Professional Liability Insurance			\$28
		EMS*101	BLS/Hlthcare Providers	Supplies			\$25
		EMS*102	Heartsaver First Aid	Supplies			\$25

		EMS*104	ACLS (Adv Cardiac Life Supp)	Books, Supplies, Instructor		\$150
		EMS*105	Pre-Hospital Trauma Life Supp	Books, Supplies, Instructor		\$150
		EMS*109	Emergency Medical Tech Clinical	Professional Liability Insurance		\$28
		EMS*110	Emergency Medical Tech Lec	Supplies and Lab Instructor		\$70
		EMS*122	Intro Paramedic Tech Clinical	Professional Liability Insurance		\$28
		EMS*131	Pediatric Adv Life Support	Books, Supplies, Instructor		\$150
		EMS*161	Paramedic 2 Clinical	Professional Liability Insurance		\$28
		EMS*202	Paramedic 3 Clinical	Professional Liability Insurance		\$28
		EMS*211	Paramedic 4 Clinical	Professional Liability Insurance		\$28
		EMS*221	Paramedic 5 Clinical	Professional Liability Insurance		\$28
		EM*1323	Paramedic 6	Professional Liability Insurance		\$28
		EMS*270	I.S.-EMT	Professional Liability Insurance		\$28
		EMS*275	Paramedic Fld Intern Contin	Professional Liability Insurance		\$28
	MDA	MDA*101	Administrative Procedures	Assessment/ Remediation		\$100
		MDA*113	Clinical Procedures	Supplies		\$100
		MDA*213	Medical Laboratory Procedures	Supplies		\$100
		MDA*222	Prog Capstone-MDA Review	Fee for CMA Test		\$125
			Nursing Admission Fee	Admission Fee		\$125
	Nursing	NUR*102	Fund Nursing Lab	Supplies/Faculty/Lab Expense		\$375
		NUR*102	Fund Nursing Lab	Assessment/ Remediation		\$350
		NUR*103	Successful Transitions/Nursing	Lab Faculty/Lab Supplies		\$150
		NUR*132	Nrsg of Adults&Chld I Lab	Supplies/Faculty/Lab Expense		\$375
		NUR*202	Nursing Adults & Child II Lab	Supplies/Faculty/Lab Expense		\$375
		NUR*232	Nursing of Adlts&Chld III Lab	Supplies/Faculty/Lab Expense		\$375
		OTA 204	Foundation Occupational Therapy	Course Fee		\$52
		OTA 204	Foundation Occupational Therapy	OTA Consortium Fee		\$186
		OA*205	Med Conditions Occup Therapy	Course Fee		\$52
	OTA	OA*205	Med Conditions Occup Therapy	OTA Consortium Fee		\$186
		OTA*204	Pediatric & Adolescent Pract	Course Fee		\$52
		OTA*204	Pediatric & Adolescent Pract	OTA Consortium Fee		\$186
		OTA*212	Analysis of Occupations	Course Fee		\$52

		OTA*212	Analysis of Occupations	OTA Consortium Fee			\$186
		OTA*215	Mental Hlth & psychosocial Pract	Course Fee			\$52
		OTA*215	Mental Hlth & psychosocial Pract	OTA Consortium Fee			\$186
		OTA*290	Level II Fieldwork A	Course Fee			\$52
		OTA*290	Level II Fieldwork A	OTA Consortium Fee			\$186
		OTA*295	Level II Fieldwork B	Course Fee			\$52
		OTA*295	Level II Fieldwork B	OTA Consortium Fee			\$186

***There is the potential that the OTA fee's will increase due to the change in the fiscal agent to SFCC. The plan is to recommend a fee structure at the next MHPC meeting in November

Career & Technical Edu.	Dept.	Section Name	Sec Short Title	Purpose of Fee	Reason for Change	Proposed Fee	Current Fee
FEE CHANGES	Culinary	CUL*112	Concept Planning &		No related costs	\$0	\$60
		CUL*113	Interm Culinary Methods&Tech		No related costs	\$0	\$60
		CUL*214	Garde Manger	course specific ingredients	Increase to cost of food	\$100	\$60
	HVC	HVC*251	Commercial Chilled Water Appl		Lecture course : no fee required	\$0	\$25
	IND	IND*221	PLC-Program Logic Controllers		No related costs	\$0	\$20
		IND*231	Advanced PLC		No related costs	\$0	\$20
	WLD	WLD*122	Wldg III Lab-(Adv. SMAW)	Materials, solder, gas, other miscellaneous	To reflect materials usage	\$250	\$0
		WLD*133	Wldg VI(Blueprint Rdg)		No related costs	\$0	\$250
		WLD*212	Welding VII Lab Pipe Wldg	Materials, solder, gas, other miscellaneous	To reflect materials usage	\$250	\$0
					Totals	\$600	\$495

Career & Technical Edu.	Dept.	Section Name	Sec Short Title	Purpose of Fee			Current Fee
UNCHANGED, CURRENT FEES	CIS	CIS*151	Network I (Cisco)	Cables, other network			\$20
		CIS*152	Network 2 (Cisco)	Cables, other network components			\$20
	Culinary	CUL*101	Kitchen Fundamentals	supplemental text and			\$60
		CUL*103	Basic Culinary Mthds & Tech	Class specific product			\$60
		CUL*105	Culinary Competition I	Class specific product, students registration for ACF competitions			\$60
		CUL*106	Culinary Competition II	Class specific product, students registration for ACF competitions			\$60
		CUL*107	Culinary Competition III	Class specific product, students registration for ACF competitions			\$60
		CUL*111	Fundamentals of Baking	course specific ingredients and equipment			\$60
		CUL*114	Dining Room Mgt&Table Serv	materials for table service.			\$60
		CUL*115	Survey Rstrt Cuisine & Cooking	student attendance for dining out			\$60

		CUL*212	Meat & Fish ID & Fabrication	student attendance for dining out		\$60
		CUL*215	Elements of Banquet&Catering	course specific ingredients		\$60
		CUL*221	International Cooking	course specific ingredients		\$60
		CUL*222	Adv Culinary & Rest Operations	course specific ingredients		\$60
		CUL*223	Beverage Management	winery trip & specific wines for tasting		\$60
		CUL*224	Adv Baking & Confections	chocolate couviture		\$60
		CUL*229	Culinary Arts Comprehensive	ACF Fee		\$90
		CUL*229	Culinary Arts Comprehensive	course materials fee		\$60
	HIM	HIM*100	Prof Practice Exper (PPE)Prep	Background check, urine, blood check		\$100
	HVAC	HVC*103	Refrig Recov/EPA Cert	Industry Licensure Test		\$35
		HVC*104	Refrigerant A/C Install I	Lab Supplies		\$25
		HVC*105	Forced Air Heating I	Lab Supplies		\$25
		HVC*106	Heating and Equip Install I	Lab Supplies		\$25
		HVC*170	Intro to Refrigeration Lab	Lab Supplies		\$10
		HVC*172	Systems & Components Lab	Lab Supplies		\$10
		HVC*174	App Elect Fund Lab	Lab Supplies		\$10
		HVC*204	Refrigerant A/C Install II	Lab Supplies		\$25
		HVC*205	Forced Air Heating II	Lab Supplies		\$25
		HVC*206	Heating & Equip Install II	Lab Supplies		\$25
		HVC*295	HVAC Capstone II	Lab Supplies		\$15
	IET	IND*112	Industrial Power Systems Lab	seals, hydraulic fluid, rags		\$20
		IND*152	Industrial Electricity Lab	fuses and electronic components		\$10
		IND*163	Indus&Control Sys Wiring	Supplies for wiring		\$25
		IND*173	Process & Control Systems Lab	Supplies for wiring		\$25
		IND*174	Maintenance Welding	Supplies for welding		\$350
		IND*213	Maintenance Practices	replacement bearings, chains and alignment shims		\$15
		IND*215	Motor Controls	Supplies for wiring		\$15
		IND*217	Indus Systems Trblshooting	Supplies for Capstone Project		\$20
	Precision Machining	PRS*103	Print Reading and Design	Materials, other related material usage		\$35
		PRS*112	Intro CNC Mill&Lathe Lab	Materials, other related material usage		\$25
		PRS*121	Machine Tool 1 Lec	NIMS Testing Fees		\$96
		PRS*122	Machine Tool I Lab	Materials, other related material usage		\$25

		PRS*123	Machine Tool 2 Lec	Materials, other related material usage			\$56
		PRS*124	Machine Tool 2 Lab	Materials, other related material usage			\$25
		PRS*141	CNC Lathe Lec	Materials, other related material usage			\$56
		PRS*142	CNC Lathe Lab	Materials, other related material usage			\$25
		PRS*201	Machine Tool 3 Lec	Materials, other related material usage			\$56
		PRS*202	Machine Tool 3 Lab	Materials, other related material usage			\$25
		PRS*211	CNC 2 Mill Lec	Materials, other related material usage			\$56
		PRS*212	CNC 2 Mill Lab	Materials, other related material usage			\$25
		PRS*218	Solidworks	Materials, other related material usage			\$10
		PRS*231	Machine Tool 4 Lec	Materials, other related material usage			\$28
		PRS*232	Machine Tool 4 Lab	Materials, other related material usage			\$25
		PRS*241	Machining Capstone Lec	Materials, other related material usage			\$25
		PRS*242	Machining Capstone Lab	Materials, other related material usage			\$25
	Welding	WLD*102	Welding I Lab(Intro)	Materials, solder, gas, other miscellaneous			\$250
		WLD*102	Welding I Lab(Intro)	Materials, solder, gas, other miscellaneous			\$20
		WLD*112	Wld II Lab(All Position SMAW)	Materials, solder, gas, other miscellaneous			\$250
		WLD*112	Wld II Lab(All Position SMAW)	Materials, solder, gas, other miscellaneous			\$20
		WLD*122	Wldg III Lab-(Adv. SMAW)	Materials, solder, gas, other miscellaneous			\$20
		WLD*132	Welding IV Lab GMAW	Materials, solder, gas, other miscellaneous			\$250
		WLD*132	Welding IV Lab GMAW	Materials, solder, gas, other miscellaneous			\$20
		WLD*202	Welding V Lab GTAW	Materials, solder, gas, other miscellaneous			\$250
		WLD*202	Welding V Lab GTAW	Materials, solder, gas, other miscellaneous			\$20
		WLD*212	Welding VII Lab Pipe Wldg	Materials, solder, gas, other miscellaneous			\$20
		WLD*213	Welding VIII(Adv Grad Proj)	Materials, solder, gas, other miscellaneous			\$20
Arts & Sciences	Dept.	Section Name	Sec Short Title	Purpose of Fee	Reason for Change	Proposed Fee	Current Fee
FEE CHANGES							
	Music	MUA*111	Applied Instrument I	Instructor	Students pay independent instructors directly	\$0	\$225
		MUA*112	Applied Instrument II	Instructor	Students pay independent instructors directly	\$0	\$225
		MUA*113	Applied Instrument III	Instructor	Students pay independent instructors directly	\$0	\$225

		MUA*115	Applied Woodwind I	accompanist fee	Fee for juries & Performances	\$30	\$0
		MUA*116	Applied Woodwind II	accompanist fee	Fee for juries & Performances	\$30	\$0
		MUA*117	Applied Woodwind III	accompanist fee	Fee for juries & Performances	\$30	\$0
		MUA*121	Applied Low Brass I	accompanist fee	Fee for juries & Performances	\$30	\$0
		MUA*122	Applied Low Brass II	accompanist fee	Fee for juries & Performances	\$30	\$0
		MUA*123	Applied Low Brass III	accompanist fee	Fee for juries & Performances	\$30	\$0
		MUA*125	Applied High Brass I	accompanist fee	Fee for juries & Performances	\$30	\$0
		MUA*126	Applied High Brass II	accompanist fee	Fee for juries & Performances	\$30	\$0
		MUA*127	Applied High Brass III	accompanist fee	Fee for juries & Performances	\$30	\$0
		MUA*211	Applied Instrument IV	Instructor	Students pay independent instructors directly	\$0	\$225
		MUA*212	Applied Instrument V	Instructor	Students pay independent instructors directly	\$0	\$225
		MUA*215	Applied Woodwind IV	accompanist fee	Fee for juries & Performances	\$30	\$0
		MUA*216	Applied Woodwind V	accompanist fee	Fee for juries & Performances	\$30	\$0
		MUA*221	Applied Low Brass IV	accompanist fee	Fee for juries & Performances	\$30	\$0
		MUA*222	Applied Low Brass V	accompanist fee	Fee for juries & Performances	\$30	\$0
		MUA*225	Applied High Brass IV	accompanist fee	Fee for juries & Performances	\$30	\$0
		MUA*226	Applied High Brass V	accompanist fee	Fee for juries & Performances	\$30	\$0
	Education	EDU*212	Teaching Prof/Field Experience	SMSTA for Liability insurance	Reduction in insurance cost	\$10	\$25
		EDU*290	Program Capstone-Teaching	MoGEA Testing Fee	Add Test Fee	\$59	\$0
	Scieinces	AGR*102	Intro to Animal Science	Field Trip	new fee for field trip	\$40	\$0
		BIO*151	Intro Hum Anat&Phys Lec&Lab	preserved specimens	Increase in cost of preserved specimens	\$50	\$40
		BIO*206	Hum Anat&Phys I Lec&Lab	preserved specimens	Increase in cost of preserved specimens	\$50	\$10
		BIO*207	Hum Anat&Phys II Lec&Lab	preserved specimens	Add Test Fee to hybrid section.	\$50	\$0
		CHM*105	Intro to Chemistry	chemicals & supplies	Increase in cost of chemicals & supplies	\$30	\$15
		CHM*106	Chem Hlth Sci Lec and Lab	chemicals & supplies	Increase in cost of chemicals & supplies	\$30	\$15
	Engineering	EGR*103	Intro to Engineering Design	3D printing materials	Addition of 3D printing materials	\$30	\$0
					Totals	\$799	\$1,230
Arts & Sciences	Dept.	Section Name	Sec Short Title	Purpose of Fee			Current Fee
UNCHANGED,	Art	ART*118	Photography I	cover supplies and			\$40
CURRENT FEES		ART*119	Photography II	cover supplies and chemicals			\$40
		ART*121	Digital Design	Course supplies			\$15

		ART*125	Design I: Two Dimensional Dsgn	cover mateboard for project		\$10
		ART*126	Design II: Color Theory	cover paper costs		\$10
		ART*128	Drawing I	cover paper cost		\$10
		ART*129	Drawing II	cover paper cost		\$10
		ART*131	Figure Drawing I	cover figure drawing paper		\$30
		ART*132	Figure Drawing II	cover figure drawing paper		\$30
		ART*135	Illustration I	Course supplies		\$10
		ART*141	Painting I	supplies for demo		\$10
		ART*142	Painting II	supplies for demo		\$10
		ART*145	Watercolor I	cover demo supplies		\$10
		ART*146	Watercolor II	cover demo supplies		\$10
		ART*148	Ceramics I:Handbldg&Surfaces	plaster, glaze, and tools		\$30
		ART*149	Ceramics II:Throwing & Glaze	plaster, glaze, and tools		\$30
		ART*170	Typography	printing and toner		\$15
		ART*171	Digital Photography	printing and toner		\$25
		ART*215	Printmaking-Relief	Chemicals and Supplies		\$40
		ART*216	Printmaking-Intaglio	Chemicals and Supplies		\$40
		ART*218	Advanced Photography	cover supplies and chemicals		\$40
		ART*228	Drawing III	cover paper cost		\$10
		ART*229	Advanced Drawing	cover paper cost		\$10
		ART*231	Figure Drawing III	cover figure drawing paper		\$30
		ART*232	Adv. Figure Drawing	cover figure drawing paper		\$30
		ART*241	Advanced Painting	supplies for demo		\$10
		ART*245	Watercolor III	cover demo supplies		\$10
		ART*248	Advanced Ceramics	plaster, glaze, and tools		\$30
		ART*251	Design III: Three Dimen Dsgn	cover paper costs		\$10
		ART*255	Design IV:Adv. Problems	Course supplies		\$15
		ART*261	Package Design	printing and toner		\$15
		ART*262	Page Design & Layout	printing and toner		\$15
	Music	MUA*101	Applied Voice I	accompanist fee		\$60
		MUA*101	Applied Voice I	lesson fee		\$225
		MUA*102	Applied Voice II	accompanist fee		\$60
		MUA*102	Applied Voice II	lesson fee		\$225
		MUA*103	Applied Voice III	accompanist fee		\$60
		MUA*103	Applied Voice III	lesson fee		\$225
		MUA*115	Applied Woodwind I	lesson fee		\$225
		MUA*116	Applied Woodwind II	lesson fee		\$225
		MUA*117	Applied Woodwind III	lesson fee		\$225
		MUA*121	Applied Low Brass I	lesson fee		\$225
		MUA*122	Applied Low Brass II	lesson fee		\$225

		MUA*123	Applied Low Brass III	lesson fee		\$225
		MUA*125	Applied High Brass I	lesson fee		\$225
		MUA*126	Applied High Brass II	lesson fee		\$225
		MUA*127	Applied High Brass III	lesson fee		\$225
		MUA*131	Applied Piano I	lesson fee		\$225
		MUA*132	Applied Piano II	lesson fee		\$225
		MUA*133	Applied Piano III	lesson fee		\$225
		MUA*141	Applied Guitar I	lesson fee		\$225
		MUA*142	Applied Guitar II	lesson fee		\$225
		MUA*143	Applied Guitar III	lesson fee		\$225
		MUA*145	Applied Percussion I	lesson fee		\$225
		MUA*146	Applied Percussion II	lesson fee		\$225
		MUA*147	Applied Percussion III	lesson fee		\$225
		MUA*201	Applied Voice IV	accompanist fee		\$60
		MUA*201	Applied Voice IV	lesson fee		\$225
		MUA*202	Applied Voice Advanced Skills	accompanist fee		\$60
		MUA*202	Applied Voice Advanced Skills	lesson fee		\$225
		MUA*215	Applied Woodwind IV	lesson fee		\$225
		MUA*216	Applied Woodwind V	lesson fee		\$225
		MUA*221	Applied Low Brass IV	lesson fee		\$225
		MUA*222	Applied Low Brass V	lesson fee		\$225
		MUA*225	Applied High Brass IV	lesson fee		\$225
		MUA*226	Applied High Brass V	lesson fee		\$225
		MUA*231	Applied Piano IV	lesson fee		\$225
		MUA*232	Applied Piano Advanced Skills	lesson fee		\$225
		MUA*241	Applied Guitar IV	lesson fee		\$225
		MUA*242	Applied Guitar V	lesson fee		\$225
		MUA*245	Applied Percussion IV	lesson fee		\$225
		MUA*246	Applied Percussion Advanced	lesson fee		\$225
		MUC*102	Mus Theo I(Written)	student attendance to concert series		\$25
		MUC*104	Mus Theo II(Written)	student attendance to concert series		\$25
		MUC*202	Mus Theo III(Written)	student attendance to concert series		\$25
		MUC*204	Mus Theo IV(Written)	student attendance to concert series		\$25
		MUE*105	College Choir I	dress/tux cost & instrument repair		\$10
		MUE*106	College Choir II	dress/tux cost & instrument repair		\$10
		MUE*107	College Choir III	dress/tux cost & instrument repair		\$10
		MUE*111	Vocal Jazz Ensemble I	dress/tux cost & instrument repair		\$10
		MUE*112	Vocal Jazz Ensemble II	dress/tux cost & instrument repair		\$10

		MUE*113	Vocal Jazz Ensemble III	dress/tux cost & instrument repair			\$10
		MUE*115	College Band I	dress/tux cost & instrument repair			\$10
		MUE*116	College Band II	dress/tux cost & instrument repair			\$10
		MUE*117	College Band III	dress/tux cost & instrument repair			\$10
		MUE*121	Jazz Band I	dress/tux cost & instrument repair			\$10
		MUE*122	Jazz Band II	dress/tux cost & instrument repair			\$10
		MUE*123	Jazz Band III	dress/tux cost & instrument repair			\$10
		MUE*125	Jazz Combo I	dress/tux cost & instrument repair			\$10
		MUE*126	Jazz Combo II	dress/tux cost & instrument repair			\$10
		MUE*127	Jazz Combo III	dress/tux cost & instrument repair			\$10
		MUE*135	String Ensemble I	dress/tux cost & instrument repair			\$10
		MUE*145	Percussion Ensemble I	dress/tux cost & instrument repair			\$10
		MUE*146	Percussion Ensemble II	dress/tux cost & instrument repair			\$10
		MUE*147	Percussion Ensemble III	dress/tux cost & instrument repair			\$10
		MUE*205	College Choir IV	dress/tux cost & instrument repair			\$10
		MUE*206	College Choir Advanced Skills	dress/tux cost & instrument repair			\$10
		MUE*211	Vocal Jazz Ensemble IV	dress/tux cost & instrument repair			\$10
		MUE*212	Vocal Jazz Ensemble Advanced	dress/tux cost & instrument repair			\$10
		MUE*215	College Band IV	dress/tux cost & instrument repair			\$10
		MUE*216	College Band Advanced Skills	dress/tux cost & instrument repair			\$10
		MUE*221	Jazz Band IV	dress/tux cost & instrument repair			\$10
		MUE*222	Jazz Band Advanced Skills	dress/tux cost & instrument repair			\$10
		MUE*225	Jazz Combo IV	dress/tux cost &			\$10
		MUE*225	Jazz Combo IV	dress/tux cost &			\$10
		MUE*226	Jazz Combo Advanced Skills	dress/tux cost & instrument repair			\$10
		MUE*245	Percussion Ensemble IV	dress/tux cost & instrument repair			\$10
		MUE*246	Percussion Ensemble Advanced	dress/tux cost & instrument repair			\$10
		MUE*247	Percussion Ensemble VI	dress/tux cost & instrument repair			\$10
		MUS*101	Music Appreciation	matinee concert			10
		MUS*101	Music Appreciation (Web section)	not required to attend matinee			0
		MUS*151	World Music	matinee concert			10
		MUS*151	World Music (Web section)	not required to attend matinee			0

		MUS*171	Music History From	matinee concert			10
		MUS*172	Music History to 1800	matinee concert			10
	Theatre	THE*101	Theatre Appreciation	field trip to Repertory Theatre			\$40
		THE*102	Theatre Appreciation (web section)	Not required to attend trip			\$0
	Education	EDU*115	Child Health Nutr & Sfty	Certification for Infant Toddler CPR			\$60
		EDU*203	Technology for Teachers	Foliotek software fees			\$60
		PED*000	Fitness Center Orientation	equipment maintenance			\$15
	Sciences	BIO*110	General Ecology	specimens & supplies			\$10
		BIO*111	Gen Biology Lec & Lab	specimens & supplies			\$50
		BIO*121	Prin of Biology I Lec & Lab	specimens & supplies			\$20
		BIO*122	Prin of Biology II Lec & Lab	specimens & supplies			\$50
		BIO*151	Intro Hum Anat&Phys Lec&Lab (web)	Student purchaese supplies			\$0
		BIO*205	Microbiology for Allied Health	cultured plates & Other supplies			\$50
		BIO*207	Hum Anat&Phys II Lec&Lab	consumables			\$50
		CHM*111	Gen Chemistry I Lec & Lab	Chemicals and Supplies			\$30
		CHM*112	Gen Chemistry II Lec & Lab	Chemicals and Supplies			\$50
		GEO*102	Intro Phys Geo Lab	field trip			\$40
		PHY*104	Intro to Physics Lect&Lab	building supplies & consumables			\$20
		PHY*110	Survey of Phys Sci Lec & Lab	building supplies & consumables			\$25
		PHY*212	Gen Physics I Lab	Disposable supplies			\$10
		PHY*222	Gen Physics II Lab	robotics project supplies			\$50

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
February 3, 2020**

AGENDA ITEM 10: FALL COURSE SUCCESS RATE

Vice President Heath Martin will share information regarding the student success rate for the Fall 2019 semester.

Attachment

2/3/2020

Section 10, Page 1

East Central College

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FAX (636) 583-6602

Course Success Rate Comparison: Fall 2018 to Fall 2019

Category	Fall 2018				Fall 2019				% Change in Success Rate
	Student Headcount	Course Enrollments	FTE	Success Rate	Student Headcount	Course Enrollments	FTE	Success Rate	
All Students	2721	9176	1774.3	76.4%	2620	8587	1671.7	76.0%	-0.4%
Race/Ethnicity									
American Indian	13	38	8.1	63.2%	13	34	6.5	79.4%	16.2%
Asian	24	70	13.9	80.0%	22	62	12.5	67.7%	-12.3%
Black	28	108	20.5	71.3%	29	115	21.6	73.0%	1.7%
Hispanic/Latino	55	197	37.4	70.6%	74	274	52.6	69.0%	-1.6%
Native Hawaiian	*	2	0.4	50.0%	*	15	2.5	93.3%	43.3%
Nonresident Alien	14	67	12.7	82.1%	7	30	5.5	86.7%	4.6%
Two or more races	67	240	44.2	68.3%	66	261	48.6	64.0%	-4.3%
White	2495	8388	1624.7	76.9%	2373	7715	1506.6	76.7%	-0.2%
Unknown	24	66	12.3	74.2%	33	81	15.3	67.9%	-6.3%
Age									
Under 18	530	904	185.3	93.0%	498	805	162.1	93.9%	0.9%
18 - 24	1562	6447	1232.2	73.3%	1539	6188	1189.7	73.1%	-0.2%
25 - 39	462	1405	276.4	79.0%	420	1186	239.6	77.2%	-1.8%
40+	167	420	80.4	80.5%	163	408	80.3	80.1%	-0.4%
Gender									
Female	1637	5299	1056.8	78.0%	1572	4969	986.3	76.7%	-1.3%
Male	1084	3877	717.5	74.3%	1048	3618	685.4	75.0%	0.7%
Pell Eligible									
Yes	1115	4295	827.3	70.7%	1063	4131	799.4	69.2%	-1.5%
No	1606	4881	947.0	81.5%	1557	4456	872.3	82.2%	0.7%
Veteran	56	201	38.3	76.1%	62	224	43.0	70.5%	-5.6%

*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 1/23/2020
- 5) Excludes all incomplete grades

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
February 3, 2020**

**AGENDA ITEM 11: HIGHER LEARNING COMMISSION ACCREDITATION
UPDATE**

An update on the report from the November 2019 HLC focused visit will be provided.

2/3/2020

Section 11, Page 1

East Central College

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**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
February 3, 2020**

AGENDA ITEM 12: *PERSONNEL

A. RESIGNATION

Recommendation: To **accept** the resignation of Bonnie Devine, Coordinator, Center for Workforce Development Programming, effective January 31, 2020.

B. APPOINTMENTS

Recommendation: To **approve** the appointment of Martin Claves as full-time Head Coach for Men's and Women's Soccer effective February 4, 2020 with an annual salary of \$42,000.

Recommendation: To **approve** the appointment of Barb Kuelker as Financial Aid Advisor for Scholarships and A+ effective February 10, 2020 with an annual salary of \$35,568.

C. ADJUNCT FACULTY - SPRING 2020

Recommendation: To **approve** the attached addendum to the adjunct faculty appointments for spring semester 2020.

Attachments

2/3/2020

Section 12, Page 1

East Central College

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EAST CENTRAL COLLEGE

Interoffice Memo HUMAN RESOURCES

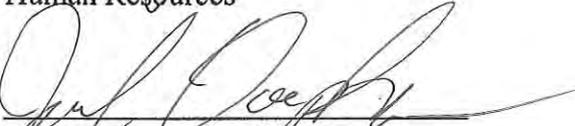
TO: Dr. Jon Bauer
DATE: January 27, 2020
FROM: Wendy A. Hartmann, Director
RE: Requesting Release from Contract –Bonnie Devine

Bonnie Devine, Coordinator, Center for Workforce Development Programming, has requested to be released from the remainder of her FY20 employment contract effective January 31, 2020. The official resignation letter is on file in the Human Resources Office.

Signatures:



Wendy Hartmann, Director
Human Resources



Joel Deepker, Vice President
External Relations



EAST CENTRAL COLLEGE

HUMAN RESOURCES

TO: Dr. Jon Bauer, College President
DATE: January 21, 2020
FROM: Wendy Hartmann, Human Resources Director
RE: Recommendation to Hire: Head Coach – Men’s & Women’s Soccer

Please accept the Search Committee’s recommendation to hire Mr. Martin Clayes as the full-time Head Coach for Men’s & Women’s Soccer effective February 4, 2020 with an annual salary of \$42,000. Jay Mehrhoff, Athletic Director, served as search committee chair for this position. Heath Martin, Vice President of Student Development, approved the recommendation to hire.

Mr. Martin Clayes experience includes, but is not limited to the following:

- Head Men’s Soccer Coach – St. Louis Community College – current
- Head Men’s Soccer Coach – Bacone College 2017 – 2018
- Assistant Women’s Soccer Coach – University of North Texas 2014 – 2016
- Head Men’s Soccer Coach – Westminster College 2010 – 2013
- Assistant Women’s Soccer Coach – Truman State University 2008 – 2010

Mr. Martin Clayes received his Bachelor of Science in Exercise Science from Truman State University and his Master of Science in Sports Science from United States Sports Academy.

Recommendation signature:



Wendy Hartmann
Director of Human Resources



Heath Martin
Vice President – Student Development



EAST CENTRAL COLLEGE

HUMAN RESOURCES

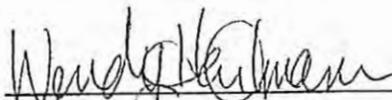
TO: Dr. Jon Bauer, College President
DATE: January 24, 2020
FROM: Wendy Hartmann, Human Resources Director
RE: Recommendation to Hire –Financial Aid Advisor, Scholarships & A+

Please accept the Search Committee's recommendation to hire Ms. Barb Kuelker as the full-time Financial Advisor for Scholarships and A+ effective February 10, 2020 with an annual salary of \$35,568. Jon Gruett, Director of Financial Aid, served as the search committee chair. Heath Martin, Vice President of Student Development, has approved the recommendation.

Ms. Barb Kuelker's experience includes, but is not limited to the following:

- Financial Aid Specialist – East Central College 2012 to current
- Customer Service Specialist – Southeast Missouri State University 2010 – 2012
- Marketing/Chiropractic Assistant – Kessinger Specific Chiropractic 2009 – 2010
- Market Manager – U.S. Bank – 2006 – 2009
- Education Finance Officer/Senior Account Executive – National City 2005 – 2006
- Client Representative – Missouri Higher Education Load Authority 1998 – 2005
- Student Load Officer – Union Planters Bank 1988 – 1998
- Various positions – Mercantile Bank 1975 – 1988

Recommendation signatures:



Wendy Hartmann
Director of Human Resources



Heath Martin
Vice President, Student Development

Interoffice Memo

TO: Dr. Bauer
DATE: January 28, 2020
FROM: Office of Academic Affairs
RE: Adjunct Addendum for Spring Semester 2020

Please approve the following adjunct addendum for the spring 2020 semester.

ADDITIONS

Career & Technical Education

Dan Hall, Accounting
Stephanie Juengling, Business
Jerry Stone, HVAC

Health Sciences

Morgan Gilliland, Nursing
Robyn Walter, Nursing

English & Humanities

Kaitlyn Willy, English

Fine & Performing Arts

John Woodfin, Theatre

Mathematics & Education

Nancy Cook, Education
Regina Holmes, Mathematics
Margaret Vogel, Education
Brad Wallach, Physical Education

Science & Engineering

Elizabeth Queensen, Nutrition

Social Sciences

Erin Anglin, Psychology
Miranda Green, Sociology
Jessica Robart, Psychology/Foundation of SS

Foundation of Student Success

Tracie Welsh

Dual Credit

Carmel Dare, Culinary, RTI
Charles Parsell, CIS, RTI
Ken Willardson, Mathematics, Vienna H.S.

DELETIONS

Career & Technical Education

Thomas Brune, HVAC

Health Sciences

Wayne Prince, EMS

English & Humanities

John Anglin, Communications
Deborah Hill-Triola, Reading
Paul Lampe, English
Raphael Maurice, English
Elizabeth Rosebrough, English

Fine & Performing Arts

Lauren Bearden, Theatre
Lansin Kimler, Music, Piano
Benjamin Sachs, Music
Juanita Schuler, Art
Matthew Sokeland, Music

Mathematics & Education

Ann Boehmer, Mathematics
Jennifer Heberlie, Education

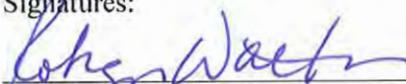
Science & Engineering

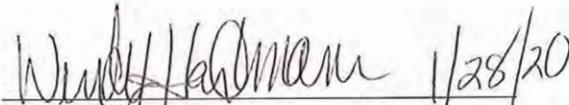
Jeffrey Jaquess, Physics
Amine Laradji, Chemistry

Social Sciences

Jennifer Sansone, Sociology

Signatures:


Robyn Walter, Vice President, Academic Affairs

 1/28/20
Wendy Hartmann, Director, Human Resources

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
February 3, 2020**

AGENDA ITEM 13: BOARD PRESIDENT'S REPORT

Board President Ann Hartley will share information with the Board.

2/3/2020

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East Central College

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**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
February 3, 2020**

AGENDA ITEM 14: 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 Treasurer, Bethany Herron
- E. Student Government Association President, Gwen Minks

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
February 3, 2020**

AGENDA ITEM 15: PRESIDENT’S REPORT

Projected meeting dates for 2020 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.

2020 Projected Meeting Dates

Alternate Meeting Dates

March 2
April 13
April 29 (*3 p.m. retreat*)
May 4
June 8
July 16 (*Thursday noon business meeting*)
August 31
September – no meeting
October 5
October 28 (*3 p.m. retreat*)
November 2
December 7

March 9
April 16

May 11
June 15

October 12

November 9
December 14

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
February 3, 2020**

**AGENDA ITEM 16: EXECUTIVE SESSION – RSMo2004, SECTION 610.021(2)
REAL ESTATE**

Recommendation: To **enter** into executive session per RSMo 2004, Section 610.021(2)
Real Estate.

2/3/2020

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East Central College

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**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
February 3, 2020**

AGENDA ITEM 17: ADJOURNMENT

Recommendation: To **adjourn** the February 3, 2020 meeting of the Board of Trustees.

2/3/2020

Section 17, Page 1

East Central College

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